

Request for Quote For Workforce Development Plan

Initial Contract Period: November 1, 2021 – June 30, 2022

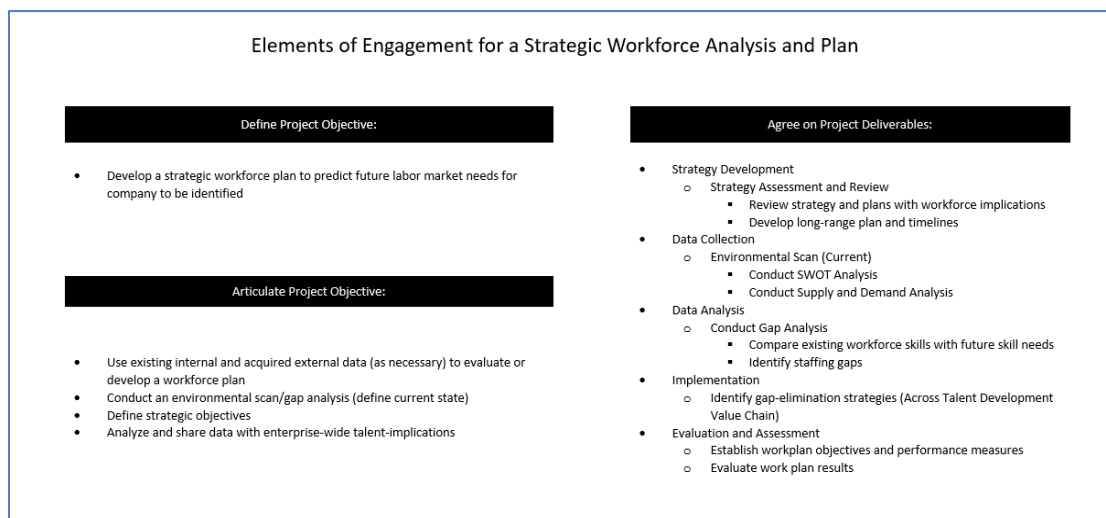
Proposals Due: 5:00 P.M, October 15, 2021

Background: The Workforce Development Board of Central Ohio (WDBCO) is a private, non-profit, forward-thinking workforce system providing our community the essential skills for work and employers with the necessary talent to be successful. Our vision is for economic prosperity for all through a thriving workforce prepared to meet the needs of today’s employers and tomorrow’s opportunities.

The WDBCO business solutions are designed to assist businesses attract, engage, and retain a skilled workforce. Our team is a consultant for businesses to establish and implement internal and external workforce development strategies.

RFQ Purpose: The WDBCO is soliciting proposals from qualified consulting firms experienced with writing strategic and/or workforce plans for companies. Qualified firms will have knowledge and experience with gap analysis, environmental scans, defining organizational competencies, strategic goals, and objectives. The firm will be responsible for preparing a final workforce development plan for a local company. The scope of this project includes an environmental scan, organizational competencies, implementation and monitoring framework, and recommendations. The contract period will be November 1, 2021 through June 30, 2022.

Project Requirements: This project will be completed in partnership with a member of the WDBCO Business Solutions team. WDBCO staff will be provided regular updates and status meetings. All preliminary drafts will be discussed and reviewed with the WDBCO designated staff prior to submission to company.



Submission: Organizations interested in providing this service should include the following information in your response:

A. Cover letter that includes:

1. Legal name of firm
2. Address
3. Name and title of firm owner, principal or managing partner
4. Federal Employer Identification Number (FEIN)
5. Dun & Bradstreet (DUNS) number
6. Organization type (Private for profit, private non-profit or governmental corporation, sole proprietorship, community-based organization, etc.)
7. Phone/FAX number and email address/website of the firm
8. Name of primary contact for the services required
9. Phone/FAX number and email address of the primary contact

B. Firm's experience in providing workforce development plans or strategic plans for organizations or companies that include work-based learning models, internal training and development, community partnerships or other related activities.

1. Provide a brief description of your firm.
2. Describe the engagements your firm currently has in the workforce development industry.
If partners or other employees serve in an advisory capacity, please list such positions.
3. Detail quote on "Workforce Development Plan" offered. Please include the following:
 - Engagement Personnel (resume)
 - Understanding of Scope
 - Total Project Estimated Cost
 - Estimated Project Hours
 - Project Rate
 - Estimated Timeline

Please submit quote to:

Attention: Opal M. Brant
Workforce Development Board of Central Ohio
1650 Lake Shore Drive, Suite 110
Columbus, OH 43204

Questions: Any questions regarding the scope of this proposal should be directed to Opal M. Brant, Director of Business Solutions, 614-499-0294. (obrant@wdbco.org)

Response Deadline: Quotations in response to this RFQ must be received in the WDBCO Office, at the above address, no later than 5:00 PM on **October 15, 2021**. Electronic submissions should be forwarded to obrant@wdbco.org.

All costs incurred in the preparation of a response to this RFQ are the responsibility of the responder and will not be reimbursed by WDBCO.