



Request for Quotes: 2024-009

Construction Training Provider

Indianapolis Private Industry Council, Inc., d/b/a EmployIndy is seeking qualified vendors to administer construction skills training within the YouthBuild Department of Labor (DOL) Construction Training program.

Introduction

EmployIndy drives growth in Marion County by investing \$20 million a year in public, private, and philanthropic funds in innovative strategies focused on reducing barriers for residents so they may have access to career pathways and gain needed skills to excel in the workforce, thus presenting employers with qualified candidates to fulfill their hiring needs.

As the Workforce Development Board (WDB) for Marion County, EmployIndy acts as a leader and local intermediary for training providers, education institutions, employers, service providers, and community-based organizations. EmployIndy has 170 education, training, community-based organizations, and service provider partners and over 950 employer partners. Recently, EmployIndy, guided by 21 business, civic, education and non-profit community leaders, developed a new three-year strategic plan which identifies the three following strategies:

1. Ensure individuals and employers are prepared through a continuum of initiatives for a rapidly changing 21st Century economy.
2. Build the capacity of partners in the workforce ecosystem and leverage systems knowledge of barriers and opportunities.
3. Prioritize equitable interventions among institutions and employer partners to ensure economic mobility through good and promising jobs.

Project Overview

The YouthBuild DOL Construction Training program aims to create career pathways for young adults ages 18-24 (disconnected from education and employment) to pursue a career in construction. The programs will consist of various training modules, workshops, TABE pre and post testing, High School Equivalency preparation and testing, and practical exercises designed to enhance participants' professional development and employability.

Scope of Work

The following Statement of Work (SOW) outlines the responsibilities and expectations for the Construction Training Provider within the YouthBuild DOL Construction Training program. The provider will play a pivotal role in managing the National Center for Construction Education and Research (NCCER) Certification classroom instruction and testing and provide hands-on experience.

A. Responsibilities:

1. Adapt NCCER curriculum materials to meet the needs of youth and young adult learners.
2. Develop instructional materials and resources for various skill levels and learning styles.
3. Employ effective teaching strategies to accommodate diverse learning needs and abilities.
4. Coordinate with State Adult Education provider to co-administer thirteen weeks of NCCER modules instruction and testing as an Integrated Education Training (IET).
5. Provide two weeks of real-time worksite hands-on work based instructional learning opportunities.
6. Maintain accurate records of student enrollment, attendance, and progress.

Timeline

The project will commence on September 16, 2024.

- September 2024 – April 2026
 - Construction Training Period of Performance
 - YouthBuild DOL Construction Training Services
 - NCCER instruction and testing
 - 4 cohorts of up to 15 participants
 - Cohorts Per Period
 - September 2024
 - April 2025
 - September 2025
 - April 2026

Budget Amount

The funding amount of this project is \$180,000.00. The breakdown is as follows:

Budget Category	Amount
Training Cost Per Participant <ul style="list-style-type: none">• 40 OY: \$4,500 x 40	\$ 180,000.00

Payment Terms

Payment for construction training services will be on a cohort basis with 70% of the total training fee per participant payable after one day of instructional training, with the remaining 30% paid upon presentation of program completion certificate/certification. The provider will issue an invoice of 70% for participants who participate on the first day of training. The final invoice will be issued at 30% for participants who complete the training.

Project & Proposal Requirements

Please provide a complete written response to this RFP which is double-spaced and does not exceed 10 single-sided pages.

The following information should be included:

1. Organization Overview:

- a. Provide a brief company description.
- b. The qualifications of all key staff conducting the proposed services and their expertise providing program administration and training to the 18–24-year-old age group.
- c. Provide an organizational chart and resumes describing the experience of key staff.
- d. The experience and/or prior work that demonstrates expertise in executing and delivering the services described in this solicitation.

2. Project:

- a. Describe how your projects are prioritized to meet deadlines and deliverables.
- b. Describe the plan for implementing the above-mentioned responsibilities and deliverables.

3. Budget:

- a. Provide a budget narrative for occupational training costs.

Applicants must submit one (1) electronic copy of the proposal. Please note that EmployIndy will not return any proposals it receives and will not reimburse applicants for any costs they incur in developing their proposals.

All proposals should be submitted no later than 11:59 p.m. EST, Thursday, September 5, 2024, at www.employindy.org/contractopp.

Any questions should be submitted via www.employindy.org/contractopp no later than 5:00 p.m. on Wednesday, August 28, 2024. Answers to submitted questions will be made available on the EmployIndy website by close of business August 29, 2024.