



Request for Information: 2019-001
Work-based Learning IT Platform

Indianapolis Private Industry Council, Inc., d/b/a EmployIndy is seeking information from qualified vendors for the design and specifications of an IT platform with the ability to track and facilitate all facets of work-based learning among diverse stakeholders.

Background

EmployIndy guides the local workforce ecosystem and makes strategic investments to remove barriers to quality employment for underserved and underrepresented residents. As the workforce development board for Marion County, guided by 21 business, civic, education and non-profit community leaders, EmployIndy invests \$18.5 million in public, private and philanthropic funds for both youth and adults annually.

Work-based Learning IT Platform: Project Scope and Specifications

EmployIndy acts as an intermediary to broker and track employer engagement on behalf of the local high school systems and workforce ecosystem. Engagement along a continuum includes commitments from job shadowing to internship and apprenticeship opportunities at employer locations, as well as facilitating requests for employers to engage at the school site in mock interviews, career exploration, guest speakers, etc.

EmployIndy is seeking information from qualified vendors for the development of an IT platform with the following functionalities:

- Ability to integrate with Salesforce CRM, Outlook and Gmail
- Ability to select/assign activity types (i.e. internships, guest speaker) by location and employer
- Capability for up to four input sources (employers, students, intermediary, schools)
- Capability to submit requests and receive notifications from each of the four input sources
- Functionality for keyword search
- Matching capability
- Tagging capability (appropriateness, paid/unpaid, badging, etc.)
- Multiple levels of user access and reporting
- Attaching activities to employer accounts in Salesforce CRM
- API for assessment system
- Ability to track timesheets, time invested by employers, etc.
- Ability to adjust and brand the system to EmployIndy specification
- Recommendations for other functionality not otherwise specified

Vendors should identify whether or not they can meet each of the above functionality and if so, how.

Response

EmployIndy is seeking information from qualified vendors who are capable of addressing the above stated required functionalities.

Please provide a complete written response to this RFI.

The following information should be included:

1. Company Overview:
 - a. Provide a brief organizational summary.
2. Project:
 - a. Describe approach to design and planning of the project.
 - b. Describe the plan for integration and development.
 - c. Include timeline detailing design, planning, implementation and completion of project.
 - d. Include recommendations for additional specifications to enhance the product.
3. Fee Schedule:
 - a. Provide estimated cost and hours.

Applicants must submit one (1) electronic copy of responses. Please note that EmployIndy will not reimburse vendors for any costs they incur in developing their response.

All responses should be submitted no later than 4:00 p.m. EST, Wednesday, March 13, 2019 to Sara Phillips at sphillips@employindy.org.