



**Solicitation Information
June 27, 2014**

Addendum #1

RFP # 7548805

TITLE: BIENNIAL EMPLOYMENT AND TRAINING PLAN FOR THE STATE OF RHODE ISLAND

Submission Deadline: JULY 9, 2014 @ 2:00 PM (Eastern Time)

ATTACHED ARE VENDOR QUESTIONS, WITH STATE RESPONSES, THAT WERE ASKED AT THE PRE-PREPOSAL CONFERENCE HELD TODAY. ALSO ATTACHED IS THE SIGN IN SHEET FROM THE MEETING.

IF ANY ADDITIONAL QUESTIONS ARE RECEIVED BY THE DEADLINE OF TODAY, 6/27/14 AT 5:00 PM, THEY WILL BE POSTED AS ADDENDUM #2.

**Gail Walsh
State of Rhode Island
Division of Purchases**

1. Does the Governor's Workforce Board (GWB) fund adult education and industry partnerships.

GWB is responsible for investing Job Development Funds to support workforce development efforts in RI. Adult Ed and Industry Partnerships are two of our categories. We also fund Incumbent Worker Training, Youth Workforce Development, and pre-employment training programs.

2. In submitting proposals, do you want bound copies, graphics, etc.

There are no specific requirements for bidders to provide bound copies or graphics; however, a professional-looking proposal may help to convey the caliber of applicant's work.

3. Will the GWB offer assistance to the selected vendor in their research and preparation of the final plan.

The consultant will not be expected to do significant new research nor to generate data and content single-handedly. Rather, the consultant will have access to numerous partners and resources, including senior GWB and DLT staff, GWB Advisory Group members, GWB Board members, data from DLT's Labor Market Information division, and related reports (see Section 5 of the RFP). The consultant will, however, be responsible for compiling and analyzing all such resources and incorporating them into the final Biennial Plan.

4. Is the GWB happy with the current model.

The structure of current Biennial Plan was designed to address the requirements of the statute in a clear and logical manner. However, we are interested in ways to improve upon the current plan to make it more useful and reliable, and, as such, we are very open to changes in content and format.

5. Do you want PowerPoint or web-based content.

Yes, once the Plan is published. It would be helpful to convert the report (or, more specifically, the Executive Summary) into a short PowerPoint presentation.

6. Logistics is a challenge. Will there be meetings.

The consultant will meet regularly with GWB and DLT senior staff. The consultant will also meet periodically with Advisory Group members, and will meet with GWB board members at the GWB Board Retreat on October 16 from 12 - 4 PM to enable board members to review the plan and provide feedback and direction.

If necessary, the GWB will seek a short extension of the Nov 15 submission deadline for the Biennial Plan.

7. RFP stated that technical proposal should be no longer than 15 pages. Does that include the entire proposal.

That does not include the cost proposal or any attachments.

8. Who will do the implementation.

The consultant will not be involved in the implementation of the action steps in the Biennial Plan; however, the Plan may describe implementation priorities, responsibilities, targets, and funding needs.

9. What are the GWB's expectations.

To gather relevant information, facilitate process in meetings, translate into written report.

10. Who will be responsible for action steps.

We are interested in developing action steps that identify those with primary responsibility for implementation (public and private sector partners), as well as definitions/measures of progress.

11. Are GWB meetings are open to public.

Yes.



"NON-MANDATORY" PRE-BID CONFERENCE SIGN IN SHEET

BID NUMBER	7448805
BID TITLE	BIENNIAL EMPLOYMENT & TRAINING PLAN FOR STATE OF RI
PRE-BID DATE AND TIME	6/27/2014

Purchasing Representative: GAIL WALSH
Pre-Bid START TIME: 10:30 AM
Pre-Bid END TIME:

COMPANY NAME	COMPANY REPRESENTATIVE	ADDRESS	CONTACT EMAIL	CONTACT PHONE NUMBER	CONTACT FAX NUMBER	PROPOSAL SUBMITTED FOR PURCHASING USE ONLY
1 GWRB	Richard Brooks	1511 Postive Ave. Cranston, RI 02920	rbn005@att.ri.gov	401-462-8782		
2 MJIF	Mary Jo Feeney	31 May St JPO MA 02130	MaryJoFeeney@mjifconsulting.com	617 817 6843		
3 RIAHI	Ada Ekama	8 Summer Court	adaekama2005@yahoo.com	401-391-2220		
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