

EXECUTIVE COMMITTEE



ACTION ITEM # 1.2

SUBMITTAL DATE: April 20, 2016

SUBJECT: Regional Strategic Planning Consultant/Firm Request for Proposal, Performance Period – April 1, 2016 to March 31, 2017.

RECOMMENDED MOTION: That the Workforce Development Board (WDB) Executive Committee approve the recommendation submitted by the Request for Proposal reviewers to award MaryAnn Pranke Training & Consulting, Inc. an agreement to **provide** Regional Strategic Planning Consultant services from April 1, 2016 through March 31, 2017.

BACKGROUND: In support of the Workforce Innovation and Opportunity Act (WIOA) requirements, the Economic Development Agency/Workforce Development Division released a Request for Proposal (RFP) on January 14, 2016 to procure for Regional Strategic Planning Consultant services for the period of April 1, 2016 through March 31, 2017. WIOA requires each local board to develop and submit four year local plans to the Governor that support California's Unified Strategic Workforce Development Plan. Regional and local plans, based on the State Plan framework, will be due to the State Workforce Board on March 15, 2017. Regional Strategic Planning Consultant services include assistance with developing and authoring Local Strategic Workforce Development Plans for Riverside County and for San Bernardino County, as well as a Regional Strategic Plan for the Inland Empire Regional Workforce Area (IERWA). Plans must include community stakeholder and WIOA partner input, consideration of local and regional labor markets, program and related data, and must build upon current Riverside and San Bernardino County efforts with regard to WIOA Youth program, regional industry sector growth, and other initiatives/programs.

Four proposals were received before the closing date on February 14, 2016. The Review Team was comprised of staff from both counties, and a WDB member from Riverside County. Upon reviewing the proposals, the team determined that one bidder did not meet the minimum specifications as outlined in the RFP. Of the three remaining bidders, one bidder stood out due to their qualifications, experience, and local knowledge; MaryAnn Pranke Training & Consulting, Inc. (MPT&C).

MPT&C is recommended to the WDB to provide regional strategic planning consultant services. MPT&C is a woman-owned, small business focused on the deployment of the Baldrige Excellence Framework for performance excellence and performance measurement to government, healthcare and non-profit organizations. They have demonstrated the capability of providing excellent regional strategic planning consulting services. MPT&C has more than 20 years' experience in the workforce development field. They have key staff with industry sector experience; and the President, MaryAnn Pranke, specializes in training and consulting in Strategic Planning, Continuous Improvement, and Program Evaluation Systems. MPT&C has provided strategic planning services since 1998. In addition to the strategic planning services conducted for the Youth Centers and their partners located in Riverside, the firm has also conducted strategic planning for the America's Job Centers of California (AJCCs) located throughout the Los Angeles area, including the City of Los Angeles Community Development Department/Workforce Development Division.

The total cost of \$150,000, as described below, will be shared between Riverside County and San Bernardino County; each responsible for 50%. (Riverside County: \$75,000 + San Bernardino County: \$75,000 = \$150,000 total cost.) A cost analysis of the Cost Plan demonstrate the reasonableness of the cost of the proposed elements, that they are allowable, reflect sound business practices, and respond to the RFP requirements.

Proposed Consultant / Agency	Scope of Work	Total Cost
MaryAnn Pranke Training & Consulting, Inc.	Provide Regional Strategic Planning Services; author and develop Local Strategic Workforce Development Plans for Riverside County and for San Bernardino County; and author and develop a Regional Strategic Plan for IERWA.	
	<ul style="list-style-type: none"> • Riverside County Local Plan 	\$53,000
	<ul style="list-style-type: none"> • San Bernardino County Local Plan 	\$53,000
	<ul style="list-style-type: none"> • IERWA Regional Plan 	\$44,000
TOTAL AMOUNT NOT TO EXCEED		\$150,000*

*San Bernardino County has agreed to reimburse Riverside County 50% of the total cost: \$75,000.

<p>EXECUTIVE COMMITTEE</p> <p>Date: April 20, 2016</p> <p>Approval:</p>	<p>BOARD OF SUPERVISORS CONCURRENCE:</p> <p>Required: Yes</p>
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