

EXECUTIVE COMMITTEE



ACTION ITEM: 1.3

SUBMITTAL DATE: August 17, 2016

SUBJECT: Business Process Improvement Services Request for Proposal Program Year 2016/17 Recommendation.

RECOMMENDED MOTION: That the Workforce Development Board (WDB) Executive Committee approve the recommendation submitted by the Request for Proposal reviewers to award Instructional Access Inc./Rapid 3D Manufacturing an agreement to provide Business Process Improvement Services from October 1, 2016 through June 30, 2017.

BACKGROUND: In support of the WDB's Strategic Plan, the Economic Development Agency/Workforce Development Division released a Request for Proposal (RFP) on June 20, 2016 to procure for Business Process Improvement Services (non-manufacturing) for program year 2016/17. Business Process Improvement Services include assistance with lay-off aversion, job-retention services, strategic and financial planning, quality assurance, energy efficiency, IT systems and human resource development. Two proposals were received before the closing date on July 20, 2016. Upon reviewing the proposals, Instructional Access/Rapid 3D Manufacturing bidder was determined to meet the specifications in the RFP. The other bidder did not meet the minimum specifications as outlined in the RFP.

Instructional Access Inc. /Rapid 3D Manufacturing is recommended to the WDB to provide business process improvement services consulting. Instructional Access Inc. /Rapid 3D Manufacturing team members offer clients more than 75 years of combined experience in the field of training, technical expertise, advanced technology expertise, and consultative services. The continuum of quality improvement the company provides to the client is fortified by tier-one professional educators, manufacturing engineers, logistics specialists, avionics and aerospace specialists who solidly comprehend and appreciate how evolving advanced technologies impact society, and the global economy. Instructional Access/Rapid 3D Manufacturing has provided technology focused training, consulting and application enhancement services to organizations since 1998. The initiatives of services promoted are aimed to empower companies to rethink strategies and value stream(s) as advanced technologies evolve.

Proposed Consultant	Scope of Work	Total Cost
Instructional Access Inc./Rapid 3D Manufacturing	Provide lay-off aversion services to five employers and retain 50 jobs	\$50,000
TOTAL AMOUNT NOT TO EXCEED		\$50,000

Executive Committee: Date: August 17, 2016 Approval: Yes	Board of Supervisors concurrence: Required: Yes
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