



Target Industry Task Forces

Management Services

Schedule of Events

<i>Date Issued:</i>	Nov. 02, 2020
<i>Applications Due:</i>	Nov. 20, 2020 5 p.m. ET
<i>Proposals Evaluated:</i>	Dec. 2 - 9, 2020
<i>Scheduled Presentations:</i>	Dec. 14, 2020 (if necessary)
<i>Applicants Advised:</i>	Dec.18, 2020
<i>Contract(s) Executed:</i>	Jan. 4 - 8, 2020
<i>Project Term:</i>	Jan. 30, 2021

**Applicants will receive a notice of award via email from CareerSource Florida when award decisions are finalized. Awards will be posted on CareerSourceFlorida.com. This date is a tentative date of award. If an applicant has not received an email award notice, that means that the award decision has not been made. Please do not call to request information regarding the timing of the award.*

Purpose

The purpose of this Invitation to Negotiate (ITN) is to elicit responses from professional management consulting firms interested in contracting with CareerSource Florida, Inc. for the preparation, development and launch of target industry sector task forces. The sectors of focus are Financial Technology (FinTech), Aviation/Aerospace, Healthcare and Advanced Manufacturing.

The Workforce Innovation and Opportunity Act requires the state workforce board to establish guidance for the implementation and continuous improvement of the workforce



development system to include developing career pathways within industries and sectors, defining sector partnerships and engaging and understanding business needs. Career pathways and sector partnerships help businesses in key industries connect with qualified workers. These task forces will enable CareerSource Florida to leverage business intelligence so critical improvements in workforce and education alignment may be identified and acted upon, especially those that aid in Florida's recovery from the COVID-19 pandemic and to better support the state's economic priorities and in accordance with the roles and responsibilities of the state workforce board.

CareerSource Florida expects target industry sector-specific task forces to become operational on or before **Feb. 1, 2021**. Task forces should be properly resourced and made up of business leaders who understand the complexities of the sector, their current and future workforce needs and are dedicated to supporting and informing the customer satisfaction requirements. The needs of Florida businesses are rapidly changing due to the COVID-19 pandemic, it is important that the workforce system hears directly from businesses in key sectors in a formal manner. CareerSource Florida notes industry diversification and supply chain complexities of Florida differ throughout the state's regions, as do labor market challenges and worker prosperity. This means collaboration, research and successes are likely to work best at a regional level.

Although these sector-specific task forces will be launched and managed independently, it is important to note CareerSource Florida anticipates that the talent intelligence derived from the task forces to inform decisions for other organizational activities including:

- Talent Supply and Demand analyses of the target sectors focused on those critical knowledge, skills and abilities needed within the sectors, as well as the education and training necessary to have a long-term, sustainable talent pipeline to support businesses within the sectors
- Career pathways for individuals in these sectors, identifying the stackable skills, degrees, and credentials necessary for progression in an individual's career as well as the mentoring / coaching supports enabling such progression.
- Customer satisfaction index and assessment feedback mechanism for the state's targeted sectors to test assumptions through open formal and informal channels.
- Hiring workers adversely impacted by the COVID-19 pandemic.
- Inducements, talent financing solutions or assistance that will encourage corporations to enable entry-level job entry points, reskilling and career progression
- The future of sector jobs related to remote workers versus in-place workforce



These other activities are noted illustrate opportunities for collaboration CareerSource Florida expects to emerge from the market intelligence and guidance gained from the task forces.

Background

CareerSource Florida, Inc. is the public/private corporation established by the Florida legislature to provide policy direction and general oversight to the state's workforce development system through its board of directors. As established in Chapter 445, Florida Statutes, this workforce system is made up of the state workforce board, the Department of Economic Opportunity which serves as the administrative and fiscal entity for the board, the 24 local workforce development boards throughout the state and other state and regional partners. The board of directors appointed by the Governor oversees the activities of the CareerSource Florida network and its delivery of workforce services. CareerSource Florida is managed by a president and CEO and professional staff located in Tallahassee.

The CareerSource Florida network serves two primary customers – job seekers and businesses. Workforce development services are provided to these customers primarily through the 24 local workforce development boards throughout the state. There are approximately 100 full-service career centers that provide the workforce services to individuals seeking jobs, employed individuals needing skills upgrades to remain competitive and to businesses seeking to fill vacancies or stay competitive by upgrading the skills of their existing workers. Workforce services include work skills assessments, job training and job referrals. Assistance with meeting the financial and other support needs of low-income families, services for the disabled, services for veterans and services for youth entering the workforce are also some of the other services provided at the career centers across the state.

In addition to the services provided by local workforce development boards, CareerSource Florida implements several initiatives at the state level. The Incumbent Worker Training grant program provides federal funds to employers for training needed by their existing workers due to changing market conditions. The Quick Response Training grant program provides state funds to employers who are bringing high-value jobs to the state or expanding their current workforce and requires trained workers. CareerSource Florida also funds state-level demonstration projects. Demonstration projects are intended to fund innovative solutions to complex workforce issues. These



short-term projects generally target individuals in need of training and/or businesses and business sectors in need of trained workers.

Potential respondents are encouraged to visit www.careersourceflorida.com for more information about CareerSource Florida and the state's workforce system as well as [Employ Florida](#).

Contractor Qualifications

CareerSource Florida intends to select and negotiate a contract with a management consulting firm that best meets the following criteria:

A. Experience

CareerSource Florida is interested in contracting with a firm that has significant experience in providing all phases of industry-sector specific task force management services to a statewide market. That experience will be demonstrated by listing recent/current projects the firm has managed.

B. Capacity

CareerSource Florida is interested in contracting with a firm that has significant in-house capacity and is able, as much as possible, to create, launch and manage target industry sector-specific task forces within its own capacity. CareerSource Florida is not interested in contracting with a firm that routinely requires outside contractors.

C. Workforce and/or Economic Development Experience

Firms with experience working with a workforce organization(s), preferably in Florida and/or any of the workforce partner organizations as well as the state's economic development organizations will be at an advantage. Many of the 24 local workforce development boards and economic development organizations have identified specific targeted sectors to prioritize within their geographic jurisdiction(s) based on various methodologies.



D. Noteworthy Accomplishments & Awards

As a partial measure of the firm's quality of performance, it would be an advantage if the firm and/or individuals within the firm have been recognized for exemplary achievement.

Submission of Responses

Firms interested in submitting a response to this Invitation to Negotiation must go to the following link to complete the application by **5 p.m. EDT, Friday, Nov. 20, 2020**:

<https://form.jotform.com/202964531872157>

Selection

Potential respondents are reminded that this is not a bid nor a Request for Proposals and, therefore, CareerSource Florida is not seeking actual proposals, pricing plans or contract offers. This Invitation to Negotiate merely seeks to identify firms that are interested in establishing a contract with CareerSource Florida for professional target industry sector-specific task force management services and assessing the quality and capabilities of such potential contractors. CareerSource Florida will review the responses and rank them based on what CareerSource Florida deems to be the most suitable and qualified. CareerSource Florida retains the sole authority for developing and applying the criteria it will use to establish these rankings.

CareerSource Florida may choose to request that one or more of the responding firms make a virtual presentation to an individual or individuals reviewing responses. If needed, every effort will be made to schedule the presentation(s) at a time and on a date satisfactory to the respondent.

NOTE: All respondents will be notified when CareerSource Florida has selected a firm for this project. CareerSource Florida will then set up a meeting with its firm of choice and commence negotiations relative to specific 1) scope of services, 2) timetables for implementation and 3) costs. If negotiations are unsuccessful, CareerSource Florida retains the right to initiate contract negotiations with the next highest-ranked firm and continue that process until a contract is successfully negotiated. CareerSource Florida retains the sole authority to make its selection based on what it determines to be in its



best interest. CareerSource Florida, at its sole discretion, may reject any and all responses as not meeting the needs of this project.

A selection is expected to be made by or before **Dec. 18, 2020**.

Contract

The contract resulting from this ITN will be a two-party contract between CareerSource Florida and the firm that is selected. Any subcontractors the firm may use from time to time during the course of the contract will not be a party to the firm's contract with CareerSource Florida. The contract will establish pricing to be utilized for various aspects of the service. It is anticipated that the resulting contract will be for a minimum of one year but the actual length of the contract and any possible renewal options will be terms to be negotiated by the parties.

Questions

Any questions regarding this Invitation to Negotiate or the application process should be submitted via the [questions and answers page](#).

This Workforce Innovation Opportunity Act project bid solicitation is supported by the Employment and Training Administration of the U.S. Department of Labor as part of an award totaling \$250,000 with 0% financed from non-governmental sources.