



LACI REQUEST FOR QUOTES (RFP)

GREEN JOBS WORKFORCE TRAINING CONTRACTOR

CURRICULUM, IMPACT & EVALUATION

RESPONSES DUE: February 29, 2024

INTRODUCTION

Los Angeles Cleantech Incubator (LACI)'s mission is to create an inclusive green economy by unlocking innovation, transforming markets, and enhancing communities. LACI aims to build a regional innovation ecosystem that supports the discovery and commercialization of clean technologies by creating new companies, de-risking the cleantech commercialization process, and helping companies successfully deliver market-ready cleantech solutions along with accompanying jobs. Founded by the City of Los Angeles and its Department of Water & Power (LADWP) in 2011, LACI is a nonprofit organization focused on energy, transportation, and sustainable cities. LACI was formed as an economic development initiative to transform a traditional blue collar industrial area into a thriving cleantech corridor. The organization utilizes a unique and integrated approach to spur the green economy to reduce statewide greenhouse gas emissions, improve air quality, create jobs, and generate local economic impact. LACI serves entrepreneurs, students, and job seekers around the world, but primarily in the greater Los Angeles region throughout LA County, with a focus on sustainable solutions for underserved communities. We also support initiatives in Santa Barbara, Orange and Ventura counties.

THE PROGRAM

LACI's workforce development training at the La Kretz Innovation Campus in Downtown LA's Arts District and at place-based locations throughout the City of Los Angeles are intended to empower unemployed and underemployed participants to join the green workforce. Our flagship workforce development program is designed to create pathways for underrepresented groups (the average cohort is 89% people of color; 37% female, and 10% justice impacted) to [high-road](#) green job opportunities (providing family-supporting wages, environmentally conscious work

environments, and opportunities for growth) through our LACI startups and partner organizations.

CONTRACT TERM:

The Curriculum, Impact and Evaluation contract is for a 18-month period.

PROGRAM TIMELINE:

Onboarding and 2023 Outcomes	Q1 2024
APC Product Manufacturing Training Course No. of Participants: 30 <i>Overview: 30 participants will gain an experiential learning experience in the Advanced Prototyping Center Labs, specifically working with makerspace equipment. Participants will learn about Computer-Aided Drafting (CAD), Computer Aided Manufacturing (CAM), and 3D Printing, and Welding.</i>	Q1 2024
Building Energy Management Systems Fellowship No. of Participants: 40 <i>Overview: 40 participants will focus on building infrastructure and how to leverage technology when managing building efficiency measures and energy use. Participants will learn the fundamentals of building science, systems and energy efficiency as administered by the Building Performance Institute (BPI).</i>	Q2 2024
Green Jobs Training Course (TBD) No. of Participants: 30	Q3 2024

Green Jobs Fellowship (TBD)	Q4 2024
No. of Participants: 40	

SCOPE OF WORK

It is the intent of LACI to solicit quotes/proposals from **respondents** who have expertise in the provision of professional services that they are able to provide at the direction of LACI including:

The evaluation of the curriculum, performance metrics and program outcomes of previous workforce development programs to further advance the impact of upcoming programs.

This key deliverable is the development of a comprehensive workforce impact report sharing key findings and recommendations to improve program outcomes and effectiveness based on the assessment and evaluation of the following areas:

- Provide curriculum feedback for each cohort to ensure LACI is maximizing the participant learning experience, providing a unique value-add, and aligning with market needs in the green economy.
- Collecting key data from stakeholders i.e. training contractors, participants, alumni, internship sites and employers to better understand program strengths and opportunities for growth.
- Conduct a longitudinal study of alumni that includes their current placement status i.e. salary, education, adoption of cleantech technology, etc.
- Evaluate and assess the feasibility and effectiveness of a registered apprenticeship (as defined by the Department of Labor) model and exploring any labor pre-apprenticeships for our workforce development programs.
- Research and identify a learning management system (LMS) to manage workforce development curriculum delivery.
- Conducting an environmental landscape analysis and benchmarking of similar programs to assess LACI's value proposition, training delivery method and program efficiency i.e. evaluation of trainers, coaches and curriculum)
- Evaluation of how LACI's workforce development program can share learnings, curriculum and best practices to other programs and higher education institutions.
- Other criteria for evaluation and assessment of the program as identified with LACI staff.

BID RESPONSE REQUIREMENTS

Respondents are required to provide the following information in a proposal/quote, at their sole cost and expense:

1. Letter of interest that contains the name, address and telephone number of the firm or contractor submitting letters of interest and resumes, including the name of the key contact person.
2. The number of years of experience the respondent has in the professional service area must be included in either the letter of interest or resume.
3. At least two (2) letters of recommendation from previous clients or employers and one (1) sample case management plan on steps to getting a participant placed in a green job, college and/or other opportunities.
4. Any judgments within the last three (3) years in which Respondent has been adjudicated liable for professional malpractice with explanations as applicable.
5. Confirmation of appropriate federal and state licenses to perform activities as applicable.
6. An executed copy of Respondent's proposed rates for this contract.
7. Describe the services that Respondent would perform directly.

EVALUATION OF QUOTES/PROPOSALS

For all quotations/proposals, the lowest price estimate shall serve as the primary criteria for selection. Other areas that will be considered in making a determination will be:

- Individuals or consultant firms with experience evaluating similar workforce development and/or education and training programs.
- Proficiency with Microsoft Word, Excel, Outlook, Google Suite, and Slack at an intermediate level.
- Demonstrated ability to synthesize research from an economic, policy, and social perspective to formulate a cohesive picture
- Ability to build upon key learnings from previous workforce training impact reports.
- Ability to leverage partnerships in the ecosystem to inform and enrich the impact report.
- As LACI is committed to building a more inclusive ecosystem in the cleantech sector, qualified Respondents/Business Owners who are members of underrepresented groups such as women or people of color are strongly encouraged to submit quotes. Please indicate in your submission if you are a person of color and/or woman owned business.

Please submit all quotes via email to legal@laci.org.