



## **LACI REQUEST FOR QUOTES (RFQ)**

### **APC FELLOWSHIP TRAINING CONTRACTOR**

**RESPONSES DUE: September 27, 2021**

#### **INTRODUCTION**

Los Angeles Cleantech Incubator (LACI)'s mission is to create an inclusive green economy by unlocking innovation, transforming markets, and enhancing community. 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 our 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 (average 68% Black and Latinx; 25% female, 2% veterans and 16% formerly incarcerated) to high-road green job opportunities and create direct connections for job opportunities at our LACI startups and partner organizations.

LACI's Green Jobs Report found just 37% of Green Jobs are held by women, although women hold half of all jobs, in Los Angeles County. Research has linked this gender disparity to historic exclusion from blue-collar apprenticeships and STEM education programs. Toward that end, LACI has received funding from the Los Angeles Economic and Workforce Development Department (EWDD) to host an all-female course to prepare participants for careers in cleantech IT Support Services. The course will provide virtual hands-on training to 20 participants using our lecture and self-paced training model, with an opportunity to learn from an IT practitioner, in addition to office hours.

**PROGRAM TIMELINE:**

Info Session	September 20, 2021
Training Contractor Orientation <b>(Required)</b>	October 4
Workforce Development Course <b>(Required)</b>	<b>October 12-November 16 (Subject to Change)</b> Week One: October 12-October 15 Week Two: October 18-October 22 Week Three: October 25-October 29 Week Four: November 1-November 5 Week Five: November 8- November 12 Week Six: November 15-November 19
Internship: Work Based Learning + Continuing Education	November 29-December 20

**SCOPE OF WORK**

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

Technical Expertise

- IP Network (TCP/IP and OSI Reference Model)
- Cloud Computer Services - AWS, Azure and/or Google Cloud
- Programming Languages i.e. Python, Java, C++, NodeJS; MatLab is a plus

- Software Development Cycles (Github, SVN, and scrum tools)
- Android and IOS

#### Instructional Expertise

- Facilitate in-class instruction using coding terminology; Project-based learning and operator-focused.
- Engage participants in hands-on learning activities to develop logic skills and proof writing.
- Experience utilizing online learning platforms e.g. Udemy and Coursera to augment lecture sessions.
- Assist participants with developing and identifying software and app malfunctions and to implement the appropriate solution.
- Expertise in providing exceptional customer service and service request escalation.
- Assess the strengths and areas of improvement for each participant.
- Engage participants from non-technical and disadvantaged backgrounds.

#### **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 and one (1) sample lesson plan within the last three (3) years.
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:

- Four-year college degree, or equivalent, in computer engineering, computer science, information technology; or equivalent length of job experience in related fields.
- Experience in Internet Protocol (IP) networking of charging stations.
- Experience in software and application development utilizing Python, C++, Javascript a plus
- Familiarity with Linux and bash
- Experience in safety operations, set-up and materials science.
- Specialization in project-based learning.
- Customer Service and classroom facilitation in a virtual setting.
- Experience with providing in-class instruction to a broad age-range of participants.
- 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 minority or women owned business.

**Please submit all quotes to Shannon Wright via email [swright@laci.org](mailto:swright@laci.org).**