

Request for Quotation – Regional Plan for Northeast Workforce Development Region

The Regional Plan is a strategic plan to develop, align and integrate service delivery strategies and resources among the multiple local workforce development areas in a given region. The Regional Plan must be consistent with the vision and goals of the State Plan. The substance of the Regional Plan is described at WIOA Section 106(c)(2) and 20 CFR 679.510 and Oklahoma Office of Workforce Development’s Issuance OWDI 10-2020. This request for quotation (RFQ) is issued by the Northeast Workforce Development Board and Green Country Workforce Development Board in Oklahoma.

Section I: Organizational Information and Project Details

Organizational information		
Organizational name: Northeast Regional Planning Area	RFQ title: 2021 Regional Planning	
RFQ date issued: March 4, 2021	Response deadline: March 19, 2021 at 5:00 PM	
Organizational description	The Northeast Oklahoma Regional Planning area is comprised of the service areas of Northeast Workforce Development Board and the Green Country Workforce Development Board, located contiguously in the northeast corner of Oklahoma.	
Contact information		
Project lead name: Michelle Bish	Phone: 918.907.0902	Email: michelle.bish@northeastworkforceboard.com
Project information		
Project description	<p>The Regional Plan must represent a collaborative process among local elected officials, local WDBs, and required and other partners. The planning region must also coordinate with other partners, including American Job Center partners, and economic development, education, and private sector partners, to create a shared understanding of the planning region’s workforce development needs, a shared vision of how the planning region can be designed to meet those needs, and an agreement on the key strategies to realize this vision. The required contents of the regional plan are contained in Attachment A in the Oklahoma Office of Workforce Development’s Issuance #10-2020. Elements from the OKLAHOMA COVID-19 RESPONSE AND RECOVERY PLANNING PROJECT should be included as part of the regional plan.</p> <p>The regional plan will be based upon the Strength, Weaknesses, Opportunities and Threats (SWOT) analysis undertaken by the region. The regional plan outlines the key workforce issues found in the SWOT analysis and the solutions to address them.</p> <p>This SWOT analysis will include an analysis of:</p> <ol style="list-style-type: none"> 1) the regional labor market data (to determine the in-demand occupational competencies [knowledge, skills and abilities] required by employers within the region), 2) the regional workforce data, 3) key demographics of the region, and, 4) the regional workforce system (including the education system) and its capacity of that system to meet the needs of regional employers. <p>The scope of work includes the following:</p> <ul style="list-style-type: none"> • Collaborate with the Green Country Workforce Development and Northeast Workforce Development Boards, LEOs and Executive Directors • Convening of partners • SWOT analysis • Data collection necessary and as required by OWDI #10-2020 	



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	<ul style="list-style-type: none"> In coordination with executive directors from both workforce boards, draft the Northeast Regional Plan to reflect the workforce region’s workforce development needs and shared vision
Submission instructions	Please send quotes to Michelle Bish via email by March 19 at 5:00 PM.

Section II: Specifications

Information																	
Product (or service) details	Successful bidders must show relevant experience and knowledge of the public workforce system and specifically, WIOA Title 1, and must have demonstrated background on regional planning efforts with multiple agencies and/or partners. The Regional Plan must follow the specified document as outlined in Attachment A in the Oklahoma Office of Workforce Development’s Issuance #10-2020 (OWDI #10-2021).																
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