**REQUEST FOR PROPOSALS FOR**

**WORKFORCE AVAILABILITY AND WAGE STUDY**

**TAP ALLIANCE:  Tishomingo, Alcorn, and Prentiss Counties, Mississippi, USA**

**The TAP Alliance requests proposals for a workforce study for the TAP Alliance region in Northeast Mississippi.   The study would include parts of surrounding counties in Mississippi, Alabama, and Tennessee**

**The study should include, but not be limited to, the following:**

* **Manufacturing sectors, employment, percent, and average annual wages;**
* **Number of and skills, especially transferrable skills, in the unemployed and underemployed workforce;**
* **Estimates of the number and skills, especially transferrable skills, of employed persons willing to consider changing jobs;**
* **Ratings of employed workers by major employers in the TAP Alliance region by worker productivity, reliability, attitudes, teamwork skills, and reading, writing, and calculations competency compared to national averages; and**
* **Identify gaps in workforce skills and secondary and community college training programs.**

**All proposals must be submitted in a sealed envelope marked with the following language: “Proposal for Workforce Availability and Wage Study.” Proposals will be evaluated on the following factors: Prior Experience in Workforce Studies (30 Points), Organization Size and Structure of Proposer’s Firm (10 Points), Capacity (15 Points), Proposer’s Understanding of Work to be Performed and Time Estimates Presented (20 Points), Price (25 Points). To be evaluated properly, the following must be addressed in detail:**

1. **Prior experiences in workforce studies**
2. **Studies for federal agencies**
3. **Studies for state, county, or local government**
4. **Studies for non-profit organizations, i.e. community action agencies, planning and development districts, other non-profit groups.**
5. **Experience in workforce studies (list organizations)**
6. **Organization size and structure of Proposer’s firm. (Considering size in relation to the work to be performed and the report delivery date.)**
7. **Qualification of staff to be assigned to the study. This will be determined from resumes submitted. Education, position in firm, years and types of experience will be considered.**
8. **Proposer’s understanding of work to be performed and time estimates presented.**
9. **Overall approach to the study and the methods to be used to achieve data collection.**
10. **Realistic time estimates of the study**
11. **Price**

**Submit hard copy proposals to Sharon Gardner, Executive Director, Northeast Mississippi Planning and Development District, Post Office Box 600, (619 E. Parker Drive), Booneville, Mississippi 38829, USA.**

**For more information contact Jamie McCoy at 662-728-6248 or** **jmccoy@nempdd.com****.**

**This project is partly funded by the Appalachian Regional Commission and is subject to competitive bidding.   The completed study is due no later than November 1, 2017.**

**You can learn more about the TAP Alliance at** [**www.tapintoindustry.com**](http://www.tapintoindustry.com)**.**

**The TAP Alliance reserves the right to reject any and all proposals or to negotiate in the best interests of the TAP Alliance.**

**Deadline for proposals is 4:00 PM, February 23, 2017.**

**Publish 01/25/17 and 02/01/17**