



GREATER ECONOMIC VITALITY FOR ALL.
Partnering to prepare and grow the Pierce County
workforce to align it with employer needs.

REQUEST FOR QUALIFICATIONS AND QUOTATIONS (RFQQ)

**DISCONNECTED YOUNG ADULT
RESEARCH PROJECT
RFQQ: DYAR 06.29.18**

Issue Date: June 29, 2018

Submission Date: July 13, 2018

**DISCONNECTED YOUNG ADULT
RESEARCH MANAGEMENT PROJECT
RFQQ: DYAR 06.29.18**

Table of Contents	Page
A. Overview of Requirements	3
B. Request for Qualifications and Quotations	3
C. Services	3-4
D. Submission Requirements	4
E. Evaluation Criteria	5
F. Conflict of Interest	5
G. Limitations	5

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A. Overview of the Requirements

The Pierce County Workforce Development Council (WDC) in partnership with the Chief Local Elected Officials (CLEOs) are responsible for leading and overseeing Pierce County's workforce development system that includes addressing the needs of young adults, adults, dislocated workers and businesses in Pierce County.

Recently, the WDC and CLEOs established a bold target of cutting in half the number of disconnected young adults by 2025. Disconnected young adults are defined as individuals who are between the ages of 16-24, not working and not in school. As a result of the declared goal, refined data is needed for this target population so that strategies may be developed and deployed to meet this goal.

B. Request for Qualifications and Quotations

In this Request for Qualification and Quotation, the WDC through its administrative agent, WorkForce Central (WFC), is seeking a qualified individual or organization for its disconnected young adult research project. The successful bidder will bring a wide set of skills that include conducting research, analyzing data and presenting results that are meaningful and actionable.

A contract for these services will range from \$40,000.00 - \$50,000.00 for the completion of the research project.

C. Services

Bidders must provide a detailed description of how the research and analysis of disconnected young adults in Pierce County will be conducted and what data sources and tools will be used. Expected deliverables include but are not limited to:

1. Estimates of local disconnected young adults (data curation & analysis). Research should include an analysis for the seven Public Use Microdata Areas within the county.
2. Analysis of variables to help identify the drivers of young adult disconnection and the levers for positive change in Pierce County, Washington. Estimates of the number of all young adults and disconnected young adults in the county with the following attributes:
 - Gender (male/female)
 - Race/Ethnicity

- Language (speaks English at home, speaks language other than English at home, speaks Spanish at home, speak Chinese at home, speak English less than very well)
- Health Insurance
- Labor force participation (unemployed vs. out of the labor force)
- Citizenship
- Disability
- Educational attainment (Less than HS diploma, HS diploma, some college or Associate's degree, Bachelor's degree) separate individuals with a GED or alternative credential, regular high school diploma, some college or Associate degree
- Mothers
- Below poverty line or various percentages of poverty line
- Marital status
- When last worked (within past 12 months, 1-5 years ago, over 5 years ago or never); part-time or full-time
- Living in institutional group quarters (i.e., prison, psychiatric hospital, etc.)
- Receiving Supplemental Nutrition Assistance Program (SNAP) or any other government benefits/subsidies

For the county data, research would require a breakdown by age categories 16-18, 19-21, and 22-24. Breakdown should also include the following elements:

- Gender (male/female)
- White/Non-white
- Poverty
- Educational attainment

D. Submission Requirements

All proposals must be submitted electronically as a single PDF document to procurement@workforce-central.org no later than **Friday, July 13, 2018 at 5:00 pm PST**.

Items 1-6 must be included in a letter of no more than two (2) pages. Item seven (7) may include any number of pages. Each response must contain the following:

1. Name and contact information of bidder including website and social networking sites, if applicable
2. Experience in research and data analysis; include number of years, type of clients, and examples of research management projects
3. Areas of research expertise with a brief narrative to elaborate each area

4. Description of a completed research project that aligned with WFC's dislocated young adult research management project
5. Other special knowledge, skills, abilities and/or relevant information
6. Estimated project cost or hourly rate for this type or project
7. Collateral materials and/or references

E. Evaluation Criteria

All submissions will be evaluated based on:

- Number of years of experience in research field
- Experience with the type of project specified in this RFQQ
- Proven capacity to deliver the project requirements on time and on budget
- References submitted

F. Conflict of Interest

All bidders should disclose any potential or apparent conflict of interest in undertaking this project. Example: If you are a state or local organization who has a vested interest in implementing young adult programs, your research might be affected somehow by your mission.

G. Limitations

This research project will be funded with Workforce Innovation and Opportunities Act (WIOA) funds. Therefore, any changes in WIOA regulations and guidance, funding level or board direction may result in a change in this project. In such instances, the WDC and WFC will not be held liable for what is in the bidder's proposal or this RFQQ.