

EXECUTIVE COMMITTEE



ACTION ITEM: 1.2

SUBMITTAL DATE: December 2, 2015

SUBJECT: Business Process Improvement Services Request for Proposal Program Year 2015/16 Recommendation.

RECOMMENDED MOTION: That the Workforce Development Board (WDB) Executive Committee approve the recommendation submitted by the Request for Proposal reviewers to award California Manufacturing Technology Consultants an agreement to provide Business Process Improvement Services from January 1, 2016 through June 30, 2016.

BACKGROUND: In support of the WDB's Strategic Plan, the Economic Development Agency/Workforce Development Division released a Request for Proposal (RFP) on September 28, 2015 to procure for Business Process Improvement Services for program year 2015/16. Business Process Improvement Services include assistance with lay-off aversion, job-retention services, strategic and financial planning, quality assurance, energy efficiency, IT systems and human resource development. Three proposals were received before the closing date on October 28, 2015. Upon reviewing the proposals, only one bidder was determined to meet the specification in the RFP. The two other bidders did not meet the minimum specifications as outlined in the RFP.

California Manufacturing Technology Consultants (CMTC) is recommended to the WDB to provide business process improvement services consulting. CMTC is a private non-profit 501 (c) 3 corporation established in 1992 and has provided manufacturers training, consulting and technical services for improving productivity and implementing growth strategies through innovation to impact top line growth, bottom-line savings and global competitiveness. CMTC has implemented a Manufacturing Business Assistance and Layoff Aversion Service (LAS) programs with eleven Workforce Investment Boards (WIBs). CMTC successfully partnered with Riverside County Workforce Investment Board in PY 2014-15. Results of this partnership with the Riverside County WIB provided Manufacturing sector business process improvement and layoff aversion services to 10 manufacturers resulting in 123 jobs retained, \$16.5M in retained sales, \$5.77M in forecasted increased sales and \$2.897M in cost savings.

Proposed Consultant	Scope of Work	Total Cost
California Manufacturing Technology Consultants	<ul style="list-style-type: none"> • Provide business process improvement and layoff aversion services to a minimum of 10 manufacturing businesses • Document 100 retained jobs 	\$100,000
TOTAL AMOUNT NOT TO EXCEED		\$100,000

EXECUTIVE COMMITTEE Date: December 2, 2015 Approval: Yes	BOARD OF SUPERVISORS CONCURRENCE: Required: Yes
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