

**REQUEST FOR INFORMATION
RFI # 09-003**

Project Title: Assessment and Career Counseling Project

Issued by

**The Montgomery County Department of Job and Family Services
1111 S. Edwin C. Moses Blvd.
Dayton, OH 45422**

May 13, 2009

Introduction

The Montgomery County Department of Job and Family Services (MCDJFS) is looking to enhance the public workforce system by providing career assessment and career counseling with special attention to the regional growth industries. Some of those targeted industries would be, but not limited to, tool and machining, healthcare, and transportation and logistics.

Statement of Purpose

The purpose of this Request for Information (RFI) process is for MCDJFS to gather information on assessment/career counseling approaches, processes, and solutions. Responses to this RFI will assist MCDJFS in the development and creation of bid specifications for the Request for Proposal (RFP), anticipated to be released in the third quarter 2009.

Brief History

The Montgomery County Workforce Investment Board, on behalf of the Montgomery County Board of Commissioners (BCC), has oversight of the Job Center and the workforce funding processed through MCDJFS. The current influx of displaced workers in the region has made it increasingly difficult to place workers into meaningful long-term employment. And yet, the data shows there are employment opportunities in the region. The difficulty is matching displaced workers who may have an interest and potential to fill many of these high-demand, hard to fill jobs. We feel that more intense assessment and meaningful career counseling can help fill this gap.

This organization's response to this request for information should include the following:

- Budget/Cost (include all costs)
- MCDJFS involvement (staff, time, space, other costs)
- Example of approaches, processes, and implementation planning
- Approximate timeline for implementation
- Previous experience with developing the aforementioned services
- Any additional information that you believe will assist MCDJFS in the development of an RFP that may result from this RFI

Questions regarding responses to this RFI should be reference Assessment and Career Counseling Services Project and should be sent via email to:

MCDJFS-CD@odjfs.state.oh.us

Community Development Division

Montgomery County Department of Job and Family Services

Deadline and Submittal information

Plans and Information should be received no later than the **5:00 PM (Eastern Standard Time) June 30, 2009**. All respondents will be made aware of any resulting Request for Proposals that are issued. Please include organization name and one contact person for the RFI submission.

Plans and Information should be submitted by email to:

MCDJFS-CD@odjfs.state.oh.us

Community Development Division

Montgomery County Department of Job and Family Services