

## Request for Information (RFI): DEIA Consulting Services

**Subject:** Request for Information (RFI) for Diversity, Equity, Inclusion, and Accessibility (DEIA) Consulting Services

Issuing Party	Request Date	Period for Questions	Response Date	Project Timeline
Aspyr	11/05/2024	11/05/2024 – 11/19/2024	12/10/2024	January 2025-Qrt 1 2028

**Contact for Submission and Inquiries:** Jessica Weithman, Director of Apprenticeships, Aspyr  
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### 1. Introduction and Overview

Aspyr received a United States Department of Labor grant to support the creation and expansion of apprenticeship programs across a six-county area in Ohio, which includes Franklin County as well as 5 adjacent rural southeastern counties. Apprenticeship programs will be focused on key, in-demand industries including manufacturing, healthcare, and education.

As part of this initiative, Aspyr will offer diversity, equity, inclusion, and accessibility (DEIA) consulting services to assist participating employers with implementing proven approaches and strategies for building and sustaining inclusive workplaces. The objective, in alignment with the Department of Labor, is to diversify the industries that utilize Registered Apprenticeships and increase access to, and completion of, Registered Apprenticeship Programs for underrepresented populations (including women, people of color, and individuals with disabilities) and underserved communities (including veterans, justice-involved individuals, youth, and those in rural communities).

We invite interested organizations and individual experts to submit their qualifications and a menu of consulting services for participating employers.

### 2. Objectives

Aspyr will partner with qualified entities that offer some or all of the following services:

- Assessment of each participating employer’s objectives in building or sustaining an inclusive workplace culture; provide recommendations and facilitate strategies for meeting those objectives
- Tailored consulting services and recommendations to address the specific needs of individual businesses and industry sectors

- Provide or facilitate connections with customized DEIA workshops, training, and coaching opportunities as needed
- Facilitated learning on how to foster inclusive work environments that support inclusive hiring, training, and retention strategies.
- Support for companies in creating more equitable workplace policies and practices, focusing on engaging apprentices from historically underrepresented populations and underserved communities.
- Training, if applicable, that is accessible to companies at varying stages of DEIA awareness and development, from those with little knowledge to those seeking advanced strategies for enhancing their DEIA practices.

### **3. Scope of Work**

The selected providers will be expected to:

1. **Assess Company Needs:** Work with Aspyr to identify the DEIA objectives of various companies based on their current practices and employee demographics.
2. **Develop and assist with implementing recommendations:** Create customized DEIA strategies and approaches tailored to businesses across different geographic and industrial sectors. Strategies may include, but are not limited to, coaching, project management, culture assessments, workshops, leadership development, and team building covering:
  - Implicit bias and microaggressions
  - Inclusive leadership and management practices
  - Recruitment and retention strategies for diverse talent
  - Creating equitable workplace policies
  - Accessibility accommodations for employees with disabilities
3. **Evaluation and Reporting:** Provide feedback and reports on the impact of services, including pre- and post-service assessments when applicable.

### **4. RFI Submission Requirements**

Interested entities are invited to submit a response that includes the following information:

1. **Organization Overview:** A brief description of your organization, including your mission, size, location, and experience in delivering DEIA consulting services.
2. **Qualifications:**
  - Relevant experience and qualifications of your team to deliver DEIA consulting services
  - Examples of similar projects, including measurable outcomes.
3. **Service Approach Outline:**
  - A description of your service philosophy and methodologies.

- Overview of topics you can cover, particularly those relevant to fostering DEIA in apprenticeship programs.
- Outline of service delivery options

4. Menu of Services: Provide a detailed menu of your DEIA services, including:

- Types of services offered
- Duration and format (workshops, seminars, one-on-one consultations)
- Customization options for specific industries or business types

5. Pricing Structure: Indicate your pricing model, including the cost of individual modules and package options.

6. References: Include at least three references from organizations or companies for which you have provided DEIA consulting services.

## **5. Evaluation Criteria**

Aspyr will evaluate responses based on the following criteria:

- Demonstrated expertise and experience in DEIA consulting.
- Flexibility to adapt services to the needs of different industries and company sizes.
- Ability to engage effectively with companies at various levels of DEIA understanding and implementation.
- Cost-effectiveness and clarity of pricing structure.
- Positive feedback from previous clients and references.

## **6. Submission Instructions**

Please submit your response no later than 5 p.m. on December 2, 2024 to Jessica Weithman [jweithman@aspyrworkforce.org](mailto:jweithman@aspyrworkforce.org). Submissions should be sent in a PDF format and include all required components as outlined in the "Submission Requirements" section.

For any questions or clarifications regarding this RFI, please contact Jessica Weithman [jweithman@aspyrworkforce.org](mailto:jweithman@aspyrworkforce.org). by November 19, 2024.