

President's Briefing - American Recovery and Reinvestment Act Procurement, Contracts and Leases

Staff conducted procurement for Job Search/Career Transition workshop and assessment services. We received 18 responses. The table below itemizes proposed workshops and costs. Staff recommends the inclusion of all programs scoring 70 or above. Offerings highlighted in yellow represent unique pricing that will require further negotiation PRIOR to inclusion.

Recommended Vendors and acceptable courses are placed on the vendor list for selection as appropriate.

The Request for Quotations is an open procurement and vendors may reapply for approval throughout the year.

Recommended Workshops by Vendor

Ellen Loomstein

Description	Workshop Hours	Average # of Participants	Proposed Cost
1. Interviewing Skills	3	20	\$450
2. Resume Writing	3	20	\$450
3. Skills Data Sheet	3	20	\$450

IB Communication Skills

Description	Workshop Hours	Average # of Participants	Proposed Cost
1. Adapting to Change	3	20	\$450
2. Adapting to Change (Spanish)	3	20	\$525
3. Customer Service Skills	3	20	\$450
4. Customer Service Skills (Spanish)	3	20	\$525
5. Interviewing Skills	3	20	\$450
6. Interviewing Skills (Spanish)	3	20	\$525
7. Presentation Skills	3	20	\$450
8. Presentation Skills (Spanish)	3	20	\$525
9. Resume Writing	3	20	\$450
10. Resume Writing (Spanish)	3	20	\$525
11. Resume Writing (full service)	4	10	\$1800*
12. Resume Writing (full service) (Spanish)	4	10	\$1855*
13. Skills Data Sheet	3	20	\$450
14. Skills Data Sheet (Spanish)	3	20	\$525
15. Skills Data Sheet (full service)	4	10	\$1800*
16. Skills Data Sheet (full service) (Spanish)	4	10	\$1855*

Punaluu Data, LLC

Description	Workshop Hours	Average # of Participants	Proposed Cost
1. Debt Reduction & Financial Management Course (Online)	Unlimited	N/A	\$45/participant
2. Debt Reduction & Financial Management Course (In Person)	3	20	\$500

Business Access LLC

Description	Workshop Hours	Average # of Participants	Proposed Cost
1. Stephen Covey's 7 Habits of Highly Effective Families	4	Up to 5000	\$2,500- \$15,000

Business Access LLC

Description	Workshop Hours	Average # of Participants	Proposed Cost
1. Coping with Unemployment	2	20	\$300
2. Effective Interviewing Skills	2	20	\$300
3. Filling Out a Job Application Correctly & Creating Your Resume	2	20	\$300
4. Identifying Your Strengths and Skills (Webinar)	2	Up to 50	\$300
5. Interviewing Preparation	1.5	20	\$275
6. Making Money Online	2	20	\$300

7. Re-Evaluating Your Career	2	20	\$300
8. Staying Motivated in Your Job Search	1.5	20	\$275
9. Using the Internet to Develop Your Network (Webinar)	2	Up to 50	\$300
10. Using the Internet to Develop Your Network (Bring your own laptop)	3	20	\$450

ACCESS! Seminars & Consulting Services

Description	Workshop Hours	Average # of Participants	Proposed Cost
1. Adapting to Change/Stress Management	3	20	\$450
2. All-Day Job Search	6	20	\$900
3. Any Webinar Session	3	20	\$500
4. Debt Reduction/Financial Management	3	20	\$450
5. Entrepreneurial	3	20	\$450
6. Full Service Resume Writing	4	10	\$2050*
7. Full Service Skills Data Sheet	4	10	\$2050*
8. Interviewing Skills	3	20	\$450
9. Labor Market	3	20	\$450
10. Resume Writing	3	20	\$450
11. Skills Data Sheet	3	20	\$450

PowerNow Training

Description	Workshop Hours	Average # of Participants	Proposed Cost
1. Any Customized Curriculum	3 to 8	20	\$2,000*
2. Any Customized Curriculum (Other Language)	3 to 8	20	\$2,500*

SCORE – Chapter 22 Dallas

Description	Workshop Hours	Average # of Participants	Proposed Cost
1. Entrepreneurial	3	20	\$450

Alliance Affinity Group LLC

Description	Workshop Hours	Average # of Participants	Proposed Cost
1. Adapting to Change/Stress Management	3	20	\$450
2. Adapting to Change/Stress Management (Spanish)	3	20	\$500
3. All-Day Job Search	6	20	\$900
4. All-Day Job Search (Spanish)	6	20	\$900
5. Debt Reduction/Financial Management (Spanish)	3	20	\$500
6. Interviewing Skills	3	20	\$450
7. Interviewing Skills (Spanish)	3	20	\$500
8. Labor Market Strategies	3	20	\$450
9. Labor Market Strategies (Spanish)	3	20	\$500
11. Resume Writing	3	20	\$450
12. Resume Writing (Spanish)	3	20	\$500
13. Resume Writing Full Service	4	10	\$1990*
14. Resume Writing Full Service (Spanish)	4	10	\$1990*
15. Skills Data Sheet	3	20	\$450
16. Skills Data Sheet (Spanish)	3	20	\$500
17. Special Workshops at Centers – No materials provided	3	20	\$300
18. Special Workshops at Centers – No materials provided (Spanish)	3	20	\$300

Executive Focus

Description	Workshop Hours	Average # of Participants	Proposed Cost
1. Career Coaching	3	20	\$375
2. Career Preparedness (R.A.C.E. Counts)	3	20	\$450
3. Career Preparedness (Why Not Me?)	6	20	\$900
4. Executive Roundtable	3	20	\$950
5. Interviewing Skills	3	20	\$450
6. Resume Writing (Winning Resume)	3	20	\$450
7. Resume Writing (Winning Resume) Full Service	4	10	\$1825*

Consumer Credit Counseling Service of Greater Dallas, Inc.

Description	Workshop Hours	Average # of Participants	Proposed Cost
1. Financial Management	3	20	\$400
2. Financial Management (Spanish)	3	20	\$400

Nia Consulting & Development, LLC

Description	Workshop Hours	Average # of Participants	Proposed Cost
1. Personality Assessment & Successful Interviewing	3	20	\$1150*

JH Talley & Associates. P.C.

Description	Workshop Hours	Average # of Participants	Proposed Cost
1. Debt Reduction/Financial Management	3	20	\$450
2. Entrepreneurial/Owning Your Own Business	3	20	\$450
3. Entrepreneurial/Owning Your Own Business	7	20	\$875

Cgl Cartgroup International

Description	Workshop Hours	Average # of Participants	Proposed Cost
1. Adapting to Change/Stress Management	3	20	\$450
2. Adapting to Change/Stress Management (Spanish)	3	20	\$550
3. Full Service Resume Writing	4	10	\$2030*
4. Full Service Skills Data Sheet	4	10	\$2030*
5. Interviewing Skills	3	20	\$450
6. Interviewing Skills (Spanish)	3	20	\$550
7. Resume Writing	3	20	\$450
8. Resume Writing (Spanish)	3	20	\$550
9. Skills Data Sheet	3	20	\$450
10. Skills Data Sheet (Spanish)	3	20	\$550
11. Workshop for Seasoned Job Seekers(50+)	3	20	\$500

Motivational Foundations, Inc.

Description	Workshop Hours	Average # of Participants	Proposed Cost
1. Adapting to Change/Stress Management	3	20	\$525
2. All-Day Job Search	6	20	\$1050
3. Climbing Out of Debt	3	20	\$525
4. Cultural Diversity Tools	3	20	\$525
5. Debt Reduction/Financial Management (Climbing Out of Debt)	3	20	\$525
6. Emergency Crisis Counseling Service	1	One on one	\$150/session
7. Finding Time	3	20	\$525
8. Full Service Resume Writing	4	10	\$2375*
9. Full Service Skilled Labor Resume	4	10	\$2375*
10. How to Compete in Today's Job Market	3	20	\$525
11. Interviewing	3	20	\$525
12. Job Seeker's Open Forum	3	20	\$525
13. Keeping the Job You Get	3	20	\$525
14. Life Skills	3	20	\$525
15. Nuts, & Bolts to Beginning a Small Business	3	20	\$525
16. Relationship Building Blocks	3	20	\$525
17. Resumes that Work & Skilled Labor Resume	3	20	\$525
18. Resume Writing	3	20	\$525
19. Setting Limits to Gain Control	3	20	\$525
20. Skills Data Sheet/Skilled Labor Resume	3	20	\$525
21. Stress Management for Life	3	20	\$525

22. Stumbling Blocks that Effect Your Application	3	20	\$525
23. Success Secrets for Interviewing	3	20	\$525
24. Take the Lead	3	20	\$525
25. The Team that Wins	3	20	\$525
26. What Works from Your Resume to the Interview	3	20	\$525

New Paradigms Consortium Inc.

Description	Workshop Hours	Average # of Participants	Proposed Cost
1. Adapting to Change	3	20	\$450
2. Effective Presentations	16	20	\$2425*
3. Interviewing Skills	3	20	\$450
4. Resume Writing Skills	3	20	\$450
5. Salary Negotiations	3	20	\$450
6. Surviving a Layoff	8	20	\$1100*
7. Tactics for the New Millennium	3	20	\$450
8. Transferable Skills	3	20	\$450

**Yellow Highlight Pending successful negotiations.*

Not Recommended

ManeLock Communications

Description	Workshop Hours	Average # of Participants	Proposed Cost
1. One-on-one Writing, Coaching and Consultation	Min. 2	1	\$150/hr.
2. Writing Skills to get the Interview and get the Job	4	20	\$1130
3. Writing Skills to get the Keep the Job	4	20	\$1130

The Willis Human Resource Development Group

Description	Workshop Hours	Average # of Participants	Proposed Cost
1. Communication Skills	3	20	\$450
2. Communication Skills (Other Language)	3	20	\$600
3. Customer Service	6	20	\$900
4. Customer Service (Other Language)	6	20	\$1200
5. Employers Expectations	3	20	\$450
6. Employers Expectations (Other Language)	3	20	\$600
7. Exploring Yourself (KSA's)	3	20	\$450
8. Exploring Yourself (KSA's) (Other Language)	3	20	\$600
9. Interviewing	3	20	\$450
10. Interviewing (Other Language)	3	20	\$600
11. Managing Anger	10	20	\$1500
12. Managing Anger (Other Language)	10	20	\$2000
13. Managing Stress	6	20	\$900
14. Managing Stress (Other Language)	6	20	\$1200
15. Resolving Conflict	3	20	\$450
16. Resolving Conflict (Other Language)	3	20	\$600
17. Resume Writing	4	20	\$600
18. Resume Writing (Other Language)	4	20	\$800
19. Time Management/Decision Making	4	20	\$600
20. Time Management/Decision Making (Other Language)	4	20	\$800

RECOMMENDATION: Authorization of Vendor agreements as presented, pending successful negotiations. All approved offerings will be placed on the Board's Approved Vendor List to accommodate rapid response and workforce center operations. If negotiations yield different results or amended costs, recommendations will be returned for board approval.