

# BUILD BACK BETTER



AMICSTL

**GREATER  
ST. LOUIS INC.**

ST LOUIS  
ECONOMIC  
DEVELOPMENT  
PARTNERSHIP

ST. LOUIS BUILD BACK BETTER REGIONAL CHALLENGE

## REQUEST FOR PROPOSALS

### ADVANCED MANUFACTURING TALENT AND WORKFORCE ECOSYSTEM LANDSCAPE ANALYSIS

**Issued:**

April 23, 2025

**Proposals Due:**

All submissions received by 5:00 p.m. (Central) May 27, 2025 will be accepted as timely.

**Submissions to:**

Applicants are requested to provide a complete electronic version of their submission via E-mail to Maggie Kost (Chief Business Attraction Officer) at [Maggie@GreaterSTLinc.com](mailto:Maggie@GreaterSTLinc.com).

**Anticipated  
Award Date:**

June 2025

## BACKGROUND

In 2021–2022, Greater St. Louis, Inc. ([GSL](#)) and the St. Louis Economic Development Partnership ([STL Partnership](#)) co-led a regional coalition to win a U.S. Department of Commerce, Economic Development Administration’s Build Back Better Regional Challenge ([BBBRC](#)) award. The collection of awarded grants will be used to develop the St. Louis region’s globally significant advanced manufacturing industry cluster, to construct the Advanced Manufacturing Innovation Center St. Louis ([AMICSTL](#)), and develop programming on workforce development, community revitalization, innovation, and entrepreneurship. A link to the region’s overarching narrative submission can be found [here](#). See a press release announcing the St. Louis grant award [here](#).

**NOTE Federal Participation Disclosure –**  
*This project will be partially funded with federal funds from the United States Department of Commerce, Economic Development Administration, and therefore is subject to the federal laws and regulations associated with that program.*

Under the St. Louis BBBRC award, **GSL, STL Partnership, and AMICSTL are seeking professional services to conduct a landscape analysis of advanced manufacturing workforce programming and providers that are building the talent pipeline for the St. Louis region.** This project will be complemented by a larger advanced manufacturing baseline assessment and strategic action plan that is under development. The project will also inform the build-out of AMICSTL’s Workforce pillar.

There are many successful manufacturing education, training, and STEM efforts and programs underway or in planning across the St. Louis metro. The goal of this RFP is to understand the current landscape and the capabilities and capacities of organizations and current/planned programs in order to align stakeholders, strengthen collaboration and coordination, and guide follow-on policy and programmatic recommendations to strengthen the talent pipeline for advanced manufacturing in St. Louis.

The term “advanced manufacturing” is broadly encompassing, recognizing that nearly all manufacturing is now technologically advanced. For this RFP, particular focus should be placed on the talent landscape for the aerospace, automotive, defense, geospatial, life sciences, and agriculture related manufacturing industries given their outsized presence in the St. Louis economy.

## PROJECT SCOPE

GSL, STL Partnership, and AMICSTL are seeking proposals from qualified consulting organizations to research, engage, document, and analyze the 15-county, bi-state metropolitan St. Louis manufacturing talent and workforce development ecosystem across three distinct human capital segments:

- **Pre-K through 8<sup>th</sup> grade:** Baseline STEM exposure through education and out-of-school training and informal activities related to the skills, technologies, and careers of advanced manufacturing (e.g., robotics, machining)
- **Age 14+ through four-year undergraduate degree:** Increasingly targeted education, training, and out-of-school / out-of-work activities leading to career pathways into manufacturing

- **Upskilling, reskilling, and wrap-around services:** Efforts to assist the current or prospective adult workforce in advancing their careers in advanced manufacturing

The envisioned desired project outputs to be completed in 2025 include:

- **Regular engagement of a project working group** that includes members of Gateway Manufacturing Coalition.
- **Collecting input and information from relevant stakeholders**, such as AMICSTL, manufacturers, schools, community colleges, universities, manufacturing and STEM related nonprofits, economic development organizations, relevant state and local government agencies, trades, and philanthropy. GSL, STL Partnership, and AMICSTL will work closely with the selected consultants to develop a robust stakeholder engagement process.
- **Developing a comprehensive database that includes an assessment of capacity, demographics engaged, capabilities, obstacles, needs, and potential synergies** of regional STEM and manufacturing-related institutions, programs, curricula, technologies, equipment, tools, educational events, and other resources focused on education, training, out-of-school engagement, work-based learning / pre-employment, trades pathways, career counseling, and industry awareness raising. Prospective vendors should suggest an appropriate user-friendly technology and format / specifications for this database. It is the intent that the database will be managed and maintained by AMICSTL following the project.
- **Final report** encompassing the above research, ecosystem needs assessment, and recommendations. This report should be designed to tee up follow-on work to align stakeholder efforts around building the talent pipeline and informing AMICSTL's Workforce pillar. Report should include specific policy and programmatic recommendations as well as potential funding streams and actionable next steps. This PDF / Microsoft Word report should include an executive summary.
- **Final presentation** in coordination with GSL, STL Partnership, and AMICSTL. The presentation should include a PowerPoint summary of the project deliverables and key take-aways. The consultant will not be responsible for event management, logistics, and communications.

GSL, STL Partnership, and AMICSTL are open to alternative deliverables based on vendor expertise and to suggestions for the most effective deliverable formats. Emphasis should be placed on simple and actionable deliverables that can be updated and sustained into the future. Any public-facing deliverables should be visually attractive and easily digestible. Potential vendors should also understand that there may be parallel talent and workforce landscape efforts underway for subsectors within advanced manufacturing.

Desired vendor qualifications include:

- Similar work (policy analysis, strategy development, program implementation) in talent pipelines and workforce development systems related to advanced manufacturing and other high-tech, next-generation industries
- Experience collecting, streamlining, and incorporating diverse sources of information and perspectives about current and planned industry cluster related activities into a coherent and adaptable set of deliverables that is seen as clarifying, actionable, additive, and transformative for key stakeholders
- Experience developing user-friendly databases and visually attractive and impactful public-facing reports

The consultant will contract with GSL for the work.

## PROPOSAL CONTENT REQUIREMENTS

### IDENTIFYING INFORMATION

The first page of your submission must include your company name and contact information, including contact name, address, telephone number, and email address.

- If the applicant consists of more than one entity, list all entities but identify the lead entity with all required information.
- Please provide the Tax Identification Number for the submitting entity.

### COMPANY BACKGROUND

Provide a brief history of your company's work on like-kind projects of similar scope. Please provide contact information for references that may be contacted – no more than three – from projects of comparable scope.

- The submitting entity should provide resumes and/or backgrounds for team members expected to be engaged in the work.
- At least two example deliverables produced from prior engagements should be included.

### APPROACH AND SCHEDULE BREAKDOWN

Provide your understanding of the project and document the proposed approach to be used to perform the required work. Vendors should feel free to suggest ideas not contained in this RFP (or even alternative suggestions that meet the intent of what is contained in this RFP) for stakeholder engagement mechanisms and deliverables format.

Provide a schedule breakdown (e.g., Gantt chart) which will result in the deliverables above.

### BUDGET AND HOURLY RATE CARD

While many meetings can be conducted virtually, it is expected that the project will include some key in-person meetings. Please submit a budget that includes any technology, database, travel, lodging, and any other expenses. Consultants should not build in hard costs for printing any deliverables. Please differentiate and itemize all rates and fees (including an hourly rate card for project staff). Fees shall not be increased to include any unanticipated taxes.

### INSURANCE

Provide evidence of sufficient insurance coverage for this scope of work (may include property, workers compensation, property damage, vehicular liability, and public liability)

## QUESTIONS, SUBMISSION, EVALUATION & AWARD METHOD

GSL, STL Partnership, and AMICSTL will hold a Zoom vendor meeting at 01:00 p.m. CDT on May 12, 2025. Interested respondents should email Maggie Kost, Chief Business Attraction Officer at [Maggie@GreaterSTLinc.com](mailto:Maggie@GreaterSTLinc.com) to receive a calendar invitation. Firms should submit any questions via email to Maggie by May 05, 2025. Vendors are encouraged to participate in the pre-proposal vendor meeting as it will be used as the forum for questions, communications, and discussions regarding the RFP. Vendors

should become familiar with the RFP and develop all questions prior to the pre-proposal vendor meeting. GSL, STL Partnership, and AMICSTL will provide responses at the vendor meeting to all questions submitted in advance and will also post written responses on the RFP web page thereafter.

All proposal submissions received by 05:00 p.m. (Central) on May 27, 2025 will be accepted as timely.

GSL, STL Partnership, and AMICSTL will evaluate responses to the RFP, hold interviews with finalists, and decide as to which proposal offers best value based on the following criteria:

TOP-LINE CRITERIA	POINTS
Project Understanding and Quality of Proposal	25
Approach and Capability to Deliver	30
Experience and Qualifications	25
Cost	20
<b>TOTAL</b>	<b>100</b>

The contract will be awarded using U.S. Department of Commerce – Economic Development Administration procedures for procurement by competitive proposals.

GSL expects to negotiate a not-to-exceed contract amount with the successful responsive party to this RFP. The contract is expected to have an anticipated duration of less than one year. The project will commence immediately upon awarding the contract.

## INVOICING & REPORTING

The client will require the submission of monthly invoices containing hours worked by vendor personnel as well as a brief narrative and financial report of the work accomplished that month.

Invoice processing requires the company's Federal Tax ID number. GSL is a non-profit, 501(c)(6) tax-exempt organization. Therefore, Greater St. Louis, Inc. is exempt from sales tax on all items related to the project in this request. The selected submission will be provided GSL's tax ID number for purchases related to the described project.

## SEVERABILITY

In the event that any of the provisions of this RFP shall be held by a court or other tribunal of competent jurisdiction to be illegal, invalid, or unenforceable, such provisions shall be limited or eliminated to the minimum extent necessary so that this RFP shall otherwise remain force and effect.