



**North Central**  
**NEW MEXICO**  
ECONOMIC DEVELOPMENT DISTRICT

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## **Request for Qualifications FY 2025-10**

### **Workforce Integration Network (WIN) Training Providers**

**Posted November 4, 2024**

The North Central New Mexico Economic Development District (NCNMEDD) is seeking one or more Training Providers for the Workforce Integration Network (WIN).

WIN is funded by a federal Good Jobs Challenge grant from the U.S. Economic Development Administration. WIN aims to transform and diversify the regional economy by building a robust workforce in the key areas of Healthcare and Skilled Trades, leading to increased equity and high-paying jobs. WIN focuses on adults who are unemployed or underemployed, or adults looking to skill up and get a good paying job with benefits. WIN also focuses on justice-informed individuals and individuals recovering from substance abuse disorder.

The North Central New Mexico Economic Development District (NCNMEDD) is the lead for WIN in collaboration with numerous subrecipients, including the Regional Development Corporation and higher education institutions in northern New Mexico, as well as contractors who support the project.

WIN operates in the seven-county NCNMEDD region, which includes the counties of Santa Fe, Los Alamos, Rio Arriba, Taos, Colfax, Mora, and San Miguel. Rural Sandoval County may also receive WIN services.

## **Scope of Work**

Contractors selected through this RFQ will provide recognized, credentialed workforce training specifically for the Healthcare and Skilled Trades sectors and/or Employability Skills, including but not limited to soft skills, interpersonal skills, interviewing, financial management, etc. Training provided through this RFQ should lead to a "good job," defined by the EDA as a job that pays a living wage, provides benefits, and for which training can be completed within a two-year time frame or less. NCNMEDD may award one or more contracts to Offerors which can deliver the following:

- Provide industry-recognized training that leads to an apprenticeship or credential within a short time frame, i.e. two years or less.
- Work with WIN Project Navigators to enter trainees in the WIN Connect system prior to

- course completion, as required for federal reporting.
- Upon completion of training, assist trainees with apprenticeship or job placement in a manner that provides wrap-around service support to help ensure trainee employment success.
- Protect the confidentiality of information related to course trainees, including the identity of trainees, and the information and materials submitted to the Provider by trainees. Providers are required to maintain a published confidentiality policy protecting such trainee information.

## Responses to this Solicitation

To respond to this solicitation, please email a letter of interest and the following information in a single .pdf document to [monicaa@ncnmedd.com](mailto:monicaa@ncnmedd.com) with **RFQ 2025-10: WIN Training Providers** in the subject line.

1. Contractor shall address the following Minimum Qualifications:
  - Physical presence in New Mexico and ability to implement the training in north central New Mexico.
  - Industry recognized training/teaching credentials in the proposed subject matter.
  - Proof of qualified content. The proposed training course/s or program/s must present qualifying content directly related to one or more industry- and state-recognized certifications or credentials.
  - Explanation of how the qualifying course content is directly relevant to the professional/occupational knowledge and skills related to the specific credential and is appropriate for minimally qualified credential holders.
  - Training provider must own the training course materials or have lawful permission to use the materials with respect to the course. The course material(s) cannot infringe upon, or otherwise violate, the privacy or intellectual property rights of any other party, including copyright, trademark, and licensing rights.
2. Contractor shall provide a narrative which addresses each of the following:
  - Offeror contact information (name, email, physical address and website).
  - Description of the proposed training course/s and/or program/s, which must be aligned with the Scope of Work.
  - Offeror's training experience relevant to the Scope of Work.
  - Qualifications of all personnel who will provide services. List professional affiliations, credentials and licenses for each team member, where applicable.
  - Offeror's past track record of success for the same or a similar training program. Please provide number of completions and credentials earned vs. people trained.
  - Contacts for at least three (3) entities who have received similar services.
  - Rates for all personnel providing services, indicating rates for specific services. Please provide additional costs such as supplies and travel, if appropriate.

This RFQ does not bind NCNMEDD to issue a contract. NCNMEDD may select the Contractor/s most advantageous for the Scope of Work based on minimum qualifications, relevant experience, cost, and references. Responses to this solicitation will be accepted on a rolling basis, until a suitable contractor or contractors are identified.