

October 10, 2018

# **Berrien County Targeted Industry Analysis Request for Proposal**

## **Introduction**

Cornerstone Alliance, Berrien County Community Development and the Southwest Michigan Planning Commission have initiated a Request for Proposal (RFP) process to identify a vendor qualified to plan, execute and deliver a Targeted Industry Analysis for Berrien County.

Cornerstone Alliance requires a vendor who has demonstrated experience and understanding of economic development plans, supply chain and targeted industry analysis.

## **PROJECT BACKGROUND:**

Cornerstone Alliance, Berrien County Community Development and the Southwest Michigan Planning Commission are leading a partnership of area economic and community development professionals seeking direction on targeted industries. This partnership will utilize the Targeted Industry Analysis to drive efforts for strategic Corridor Development.

## **PROJECT GOALS:**

The Targeted Industry Analysis will identify at least four (4) specific industries where data shows Berrien County has a strong competitive advantage.

## **REQUIRED ELEMENTS**

The Analysis should include:

- Regional Industry Strengths
- Regional Industry Inputs and Outputs
- Regional Stakeholder Input

## **TIMEFRAME**

A Targeted Industry Analysis should be completed no later than eight (8) weeks following an executed agreement.

## **PROPOSAL INSTRUCTIONS**

All proposals should be received by ***Monday, October 22, 2018 at 5 p.m. (EDT).***

As part of your proposal, please address the following:

- Sample Project Plan
- Project Budget
- Team Roster Including Relevant Experience and Credentials

All proposals and questions should be submitted to Rob Cleveland, Cornerstone Alliance, [rcleveland@cstonealliance.org](mailto:rcleveland@cstonealliance.org).

## RFP Scoring Guidelines

<b><u>Criteria</u></b>	<b><u>Weight</u></b>	<b><u>Max Points</u></b>	<b><u>Points</u></b>
Adherence to RFP Guidelines	50%	50	
Experience with Economic Development Plans	30%	30	
Familiarization with Berrien County	10%	10	
Budget Less Than \$15,000	10%	10	