

**WorkNet Pinellas, Inc. dba CareerSource Pinellas**  
**Request for Qualifications**  
**RFQ# 2017-01**  
**Business Associations**  
**Issued December 1, 2016**

**Project Description:** WorkNet Pinellas Inc. dba CareerSource Pinellas, the regional workforce board for Pinellas County is seeking performance based **Partnership Agreements** with local business associations for the period of January 1, 2017-December 31, 2017.

**Submittal Requirements:** Responses must be sent via email as a **separate attachment in a Word and/or PDF** to Jorge V. Rodriguez at [rodriguezj@careersourcetampabay.com](mailto:rodriguezj@careersourcetampabay.com). The email should be titled: Response to RFQ 2017-01. Once received, an email will be sent within 24 hours confirming the receipt of the submission. If a return email is not received it is the responsibility of the respondent to follow up using the contact information listed below.

**On a separate Word document the following information must be included:**

1. The name of the organization, number of years the organization has been in existence, contact person representing the organization, phone number, email address, mailing address, and website address.
2. Copy of the organizations legal status from the Florida Division of Corporations or Dunn and Bradstreet number (PDF accepted).
3. A statement of the number of actual businesses maintaining memberships with the organization (duplicates should not be counted).
4. Amount of annual dues expected of CareerSource Pinellas. Please include what benefits and services are provided with annual dues.
5. A collaboration plan that addresses the promotion of CareerSource Pinellas services and activities to employers.

**Execution of Agreement:**

Each submittal will be reviewed by CareerSource Pinellas staff. Based on the information received a partnership agreement may or may not be initiated that will include specific terms and conditions. These terms and conditions may not reflect the dollar amount or funding for activities requested by the submitting organization. Performance based payments will be agreed upon prior to execution of an official agreement.

**Submittals should be addressed to:**

Jorge V. Rodriguez, Special Projects Manager  
[rodriguezj@careersourcetampabay.com](mailto:rodriguezj@careersourcetampabay.com), 813-397-2039