

Request for Proposals

Project to Create a Course Plan for a
Comprehensive Lean Construction Curriculum



The Associated General Contractors of America
2300 Wilson Blvd., Suite 400
Arlington, VA 22201

August 5, 2009

Request for Proposals

AGC wishes that the Course Plan outline the Curriculum and any meaningful and related credentials, ranging from continuing education credits to professional certification. Organizations submitting proposals and qualifications should describe experience with professional credentialing.

Scope of Work to Be Provided By Developer

The research and a Course Plan will meet the following goals and objectives:

- A detailed design of the Curriculum that will meet the practical needs of the commercial construction stakeholders who wish to train their employees on Lean construction implementation practices.
- A Course Plan that includes, but is not limited to, soft skills, such as leadership, communication, and change management.
- The details of a Curriculum that can be administered in a timeframe and class structure that is compatible with employee's full-time work schedule.
- A Course Plan which contains all components necessary to award students who successfully complete the Curriculum with the recommended recognition or credential.

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- Identification of the subjects for each course.

Component 3: Credentialing

- Identification of meaningful and related credentialing for individuals in the construction community.

Component 4: Assessment

- Standardized criteria required for assessing successful completion of each level of Lean training.
- Identification and examples of the best means to test or assess completion of a course in the respective level of the Curriculum.

Component 5: Instructor Training

- Identification of qualifications required of an instructor to successfully teach the courses. It is understood that these qualifications could vary from course to course and level to level.
- Identification of an effective Train-the-Trainer program, components and topics to be covered and learning outcomes.

Working With the Review Task Group

The AGC Lean Construction Advisory Group has been given the responsibility for the coordination of actual development activities for this project. The group consists of AGC members and chapter staff committed to educating the industry on the developments in technology and practice that effect the constructors role in Lean construction implementation.

Scope of Response

Those wishing to respond to this Request for Proposals should provide, at a minimum, the following information in Microsoft Word or Adobe PDF:

1. A brief letter of interest.
2. A description of the individual or organization's *approach* to research and course plan development.
3. A description of the consultant's general *understanding of the scope of work* to be performed and tasks to be performed.
4. A *development plan* that conforms to the following schedule:

<u>Deadline</u>	<u>Deliverable</u>
August 19, 2009	Phone inquiries concerning this RFP
September 2, 2009	Phone inquiries concerning this RFP
September 15, 2009	Proposals due to AGC
4. October 5, 2009	

6. A clearly defined *plan for coordinating final product handover*, material submission and follow-up. AGC will require one comprehensive report for the five components described in the Scope of Work to be provided by the Developer in digital format. The report will be provided in Microsoft Word 2007 delivered via CD-ROM. Related charges or graphics will be provided electronically via CD-ROM. All material should be in a final edited format. The proposal should be submitted Times New Roman, 12 point font.
7. A description of *past experience* of the organization submitting qualifications, including a brief description of the past experience, the client's name, address and telephone number. Also provide a description of the consultant's exact responsibilities on the project.
8. A qualifications statement including information about the *consultant's personnel* working on this project including primary researcher(s) and others, stating their role in the project, education, title, related qualifications, past relevant experience and the date in which that person joined the firm. Include a list of qualifications, demonstrating experience and previous projects successfully completed.
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