



**STATE OF TENNESSEE  
TENNESSEE HIGHER EDUCATION COMMISSION**

**REQUEST FOR INFORMATION  
FOR  
LABOR MARKET DATA PLATFORM**

**RFI # 33201-04026  
SEPTEMBER 4, 2025**

**1. STATEMENT OF PURPOSE:**

The State of Tennessee, Tennessee Higher Education Commission, issues this Request for Information ("RFI") for the purpose of identifying eligible vendors that can provide labor market and educational data and analysis, training and support for statewide users, and offer the ability to share out data or to share access with campus partners. We appreciate your input and participation in this process.

**2. BACKGROUND:**

THEC is requesting information for an online platform that will offer up-to-date Labor Market Data and analysis, educational data, and ongoing support. This platform will be used for both statewide processes for academic program approval in accordance with Tenn. Code Ann. § 49-7-202(q)(2) and grant proposal evaluations. The platform should include both historic Labor Market Data and forecasting capabilities at the national, state, regional, and local level. It should also take into account job advertisements, local and regional demand data, and include On-Demand Support for internal and external users. The platform should include transparent explanation of data analyses and disclosure of sourcing. At minimum, the platform should include the following data:

- Educational data, including awards, award gaps, skill gaps, and demographics data;
- Local, regional, statewide, and national regional Labor Market Data;
- Industry and career path growth projections;
- Job advertisements and demand frequency, including minimum education requirements;
- Classification of Instructional Programs (CIP) – Standard Occupation Classification (SOC) mappings; and
- Ability to search Labor Market Data by program CIP codes.

Definitions.

- a. Classification of Instructional Program (CIP): As defined by the National Center for Education Statistics, CIP provides a taxonomic scheme that supports the accurate tracking and reporting of fields of study and program completions activity. CIP was originally developed by the U.S. Department of Education's National Center for Education Statistics in 1980, with revisions occurring in 1985, 1990, 2000, 2010 and 2020.

- b. Labor Market Data: Data related to the job market including, but not limited to, data on the labor force obtained from external sources, such as job portals, career websites, social business networks, patents, university data, learning offerings, online courses, public statistics, and government sources.
- c. On-Demand Support: Software support services that are available at the customer's request including, but not limited to, after hours and weekend support and providing coverage on holidays.
- d. Standard Occupational Classification (SOC): As defined by the U.S. Bureau of Labor Statistics, the 2018 SOC system is a federal statistical standard used by federal agencies to classify workers into occupational categories for the purpose of collecting, calculating, or disseminating data. All workers are classified into one of 867 detailed occupations according to their occupational definition. To facilitate classification, detailed occupations are combined to form 459 broad occupations, 98 minor groups, and 23 major groups. Detailed occupations in the SOC with similar job duties, and in some cases skills, education, and/or training, are grouped together.

### **3. COMMUNICATIONS:**

- 3.1. Please submit your response to this RFI to:

Dr. Katherine Brackett, Senior Director of Academic Affairs  
Tennessee Higher Education Commission  
312 Rosa L. Parks Ave., 9<sup>th</sup> Floor  
Nashville, TN 37243  
[Katherine.Brackett@tn.gov](mailto:Katherine.Brackett@tn.gov)  
615-306-0273

- 3.2. Please feel free to contact the Tennessee Higher Education Commission with any questions regarding this RFI. The main point of contact will be:

Dr. Katherine Brackett, Senior Director of Academic Affairs  
Tennessee Higher Education Commission  
312 Rosa L. Parks Ave., 9<sup>th</sup> Floor  
Nashville, TN 37243  
[Katherine.Brackett@tn.gov](mailto:Katherine.Brackett@tn.gov)  
615-306-0273

Amber Walsh, THEC Coordinator  
Tennessee Higher Education Commission  
312 Rosa L. Parks Ave., 9<sup>th</sup> Floor  
Nashville, TN 37243  
[Amber.Walsh@tn.gov](mailto:Amber.Walsh@tn.gov)  
615-532-3500

- 3.3. Please reference RFI # 33201-04026 with all communications to this RFI.

#### 4. RFI SCHEDULE OF EVENTS:

EVENT		TIME (Central Time Zone)	DATE (all dates are State business days)
1.	RFI Issued		September 4, 2025
2.	RFI Response Deadline	5:00 p.m.	September 18, 2025
3.	Scheduling of Demonstration Webinars		August 19-25, 2025
4.	Webinar Meetings	9 a.m. to 4 p.m.	September 29-October 3, 2025

#### 5. GENERAL INFORMATION:

- 5.1. Please note that responding to this RFI is not a prerequisite for responding to any future solicitations related to this project and a response to this RFI will not create any contract rights. Responses to this RFI will become property of the State.
- 5.2. The information gathered during this RFI is part of an ongoing procurement. In order to prevent an unfair advantage among potential respondents, the RFI responses will not be available until after the completion of evaluation of any responses, proposals, or bids resulting from a Request for Qualifications, Request for Proposals, Invitation to Bid or other procurement method. In the event that the state chooses not to go further in the procurement process and responses are never evaluated, the responses to the procurement including the responses to the RFI, will be considered confidential by the State.
- 5.3. The State will not pay for any costs associated with responding to this RFI.

#### 6. INFORMATIONAL FORMS:

The State is requesting the following information from all interested parties. Please fill out the following forms:

RFI #33201-04026	
TECHNICAL INFORMATIONAL FORM	
1. RESPONDENT LEGAL ENTITY NAME:	
2. RESPONDENT CONTACT PERSON:	
	Name, Title: Address: Phone Number: Email:
3. Provide a brief description of experience providing similar scope of services/products.	
4. Provide a brief description of experiences providing services to and contracting with educational	

governing or coordinating boards, university or college systems, and/or government agencies.
5. Explain how the platform has or would accommodate access for institutional partners outside THEC.

<b>COST INFORMATIONAL FORM</b>
1. Describe what pricing units you typically utilize for similar services or goods (e.g., per hour, each, etc.):
2. Describe the typical price range for similar services or goods
3. What would be the costs for implementation within THEC?
4. What would be the costs for data and sharing access with institutional partners outside THEC?
5. What is the license and user cost structure?
6. Are there any additional costs not considered in the previous questions?

<b>ADDITIONAL CONSIDERATIONS</b>
1. Please provide input on alternative approaches or additional things to consider that might benefit the State: