



The Learners Lab Foundation (TLLF)

Portfolio of Programmatic & Operations Construction Projects
(POCP Portfolio)

The Learners Lab Foundation, a Maryland-based Charity,
is pleased to issue the following solicitation:

SOURCES SOUGHT REQUEST FOR INFORMATION (RFI) #2020-0001: POCP CONSTRUCTION PARTNERS

ATTN: SCHEDULE UPDATES

KEY DUE DATES & DEADLINES	
Q&A:	Midnight Wednesday, January 15, 2020
Answers to Q&A Published:	the Weekend of January, 18-19, 2020
UPDATED Intent to Respond:	Close of Business Wednesday, February 12, 2020
SS-RFI Response Submission:	Midnight Saturday, February 22, 2020

**U.S. Entities Only Please
Thank You.**

Prepared By: TLLF Project Portfolio Officer (PPO)

Update Released On: January 5, 2020

Version: 1

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INVITATION & PURPOSE

Thank you in advance for your time. I'm Jerri Thomas, Founder, CEO & Chief Resource Officer for The Learners Lab Foundation.

The Learners Lab Foundation is a volunteer charity focused on the national delivery of workforce training, job placement, information and economic development resources. The Foundation designs & manages a portfolio of Charitable Workforce Training Programs, serves as a Fiscal Sponsor for 501c start-ups and entrepreneurs and operates both a Technical Assistance Service Center (TASC), a Fellowship Academy.

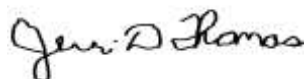
Due to the complexities of our operations, we are infrastructure building for the work we intend which requires a multitude of new stand-alone structures. We plan a centralized operation, both virtual and brick-n-mortar, that is open-access and multilingual for individuals, new/small business entities, groups and employers who want to engage in career development and workforce/career training. Our programs target the unemployed and under-employed. This Sources Sought RFI will help identify Construction and Landscaping Partners that will support our effort to launch our home building and training development initiatives.

Please feel free to visit our website at <https://TheLearnersLabFoundation.org> <https://thelearnerslabfoundation.org/> to learn more about The Foundation, and to visit the interim site, www.BattleBuddyGrillOff.TheLearnersLab.org to learn about the Housing Development Fundraiser that will launch the building spree for which Awardees of this RFI will take on.

We look forward to hearing from your organization and exploring how you can help us create new living and job training spaces for those facing challenges in doing that on their own, starting with our Military Families.

Thank you again for your time and for your consideration of *The Foundation's* request. We are confident you find value in our efforts, excitement about this unique venture, and we look forward to partnering with you in doing the unthinkable for our customers & stakeholders.

Warmest Regards,



Jerri D. Thomas MBA, MPA
Founder, CEO & Chief Resource Officer
The Learners Lab Foundation

ABOUT THE FOUNDATION

The Learners Lab Foundation (TLLF), is a public foundation that designs and operates a portfolio of charitable & 501(c)3 programs for start-ups and young tax exempts.

The Foundation has three focus areas: workforce training, organizational development for young & future 501(c)3's, and supporting other charities.

Our mission is to develop, acquire and provide access to free and discounted professional development resources, help future tax exempt entities become established, and help young tax exempts launch & mobilize their operations. Financial and where possible, matching contributions will be made to ***The Foundation's*** Master List of Charities Organizations we are establishing. Those funds will derive from the revenue of our endeavors and directly from stakeholders who indicate support for a listed or suggested charity.

The impact from and outcomes of ***The Foundation's*** efforts are designed to...

- create a demand for skilled, pre-trained interns & apprentices
- eliminate start-up and growth obstacles,
- fill resource gaps, barriers or the access to them, and
- partner with OEMs, vendors, & other solution providers to secure free & *heavily* discounted products, services, & technologies,
- establish peer-to-peer and mentor relationships amongst and between these collegial groups

The Foundation also:

- awards complimentary fiscal sponsorships & memberships as resources permit
- custom designs & awards training fellowships in proprietary subject areas that support our fiscal sponsorship awardees and TASC clients,
- maintains a running list of other public foundations & charities to whom it will partner to directly support
- provides management consulting, technical assistance, and advisory services to any tax exempts requesting help,

The Learners Lab Foundation is headquartered in Lanham, Maryland, and is currently staffed & supported by volunteers.

We received our letter of determination granting its tax exempt status under IRS Code 501(c)3 in February 2015, for which donors will enjoy a 50% tax credit for their donation or contribution. In June 2017, "Foundation" was added to the original name to better reflect the nature of our work and the long range impact of our partnership endeavors.

The Learners Lab Foundation (TLLF)
Filling In Gaps, Making Things Happen!

WHAT WE NEED, WHY WE ARE LOOKING

FOUNDATION PROGRAMS AND OPERATIONS

The Learners Lab Foundation has designed is a very different kind of charitable foundation. Due to the nature of programs and operations we are unique in both our perspective and our delivery of services and supports. Being such we require and are developing an equally unique infrastructure to facilitate delivery of the program, services and development of the products we intend to deploy, something that will be ongoing as we grow and mature.

Our Charitable program focuses on the full life cycle of workforce training & professional development and that happens across both industry and org chart level. To pull off what we intend, we are also using ourselves thru our internal operations to demonstration how we believe this should work.

So we offer internships, apprenticeships, fellowships, executive coaching in most and eventually all our programs and are looking to provide a marriage of academic with professional development in the training resources and practices we offer.

Coupled with unique and all-inclusive benefits, this requires virtual and brick-n-mortar delivery and to make it make sense that means building construction.

As a charitable Foundation we rely heavily on partnerships. We are amassing a growing pipeline of building projects that make the traditional solicitation-proposal-award process both unreasonable and unmanageable to attempt. As such, The Foundation will not issue RFPs, RFQs, or RFI's to meet any of its needs but instead establish go-to pools of professionals and peers. For our building construction needs, we will select and establish our primary pool from the firms responding to this Sources Sought RFI.

So this Sources Sought RFI is also a search for Construction and Landscaping Professional open to partnering with The Foundation in designing and deploying its *Trades Training Programs*, while meeting its perpetually growing pipeline of building and construction projects both within and outside the State of Maryland.

CONSTRUCTION PARTNERSHIPS

The Foundation is establishing its own construction crew which will consist of Interns and Apprentices. We are also looking to establish exclusive relationship with existing construction firms for the purpose of eliminating the solicitation process and helping us formulate an ongoing construction management and project management curricula.

We require at least 3 construction disciplines:

- (a) 2 firms experienced in residential housing construction,
- (b) 2 firms experienced in Internal & External Building Construction, as well as
- (c) 2 firms experienced in Landscape Construction.

One firm in each discipline may serve as Project Portfolio Management Team for their respective category.

The selection results of this RFI will establish the dedicated partnership pool who will then have exclusive rights to the portfolio of building projects we are pursuing.

The Foundation will require construction partnerships in both MD the South Carolina/George region for construction housing projects between Aiken, SC & Conyers, GA. That region is our first targeted area in the South and serves Fort Gordon. Overlap in building sites outside of Maryland is welcome assuming

We are launching this effort with our Battle-Buddy Grill-Off Fundraiser to fund and kick-start our housing development effort. This is part of our memberships benefit and we are beginning with homeless Veterans and Active Duty Personnel and Reservist facing persistent housing challenges. For more information on this initiative, a promo is included as Appendix B. You can also visit the interim website <http://BattleBuddyGrillOff.TheLearnersLab.org>. The site was recently launched and is being populated with information as we pull things together.

THE FOUNDATION'S CONSTRUCTION PIPELINE

Below is an abbreviated list of construction projects in the Foundations POCF Portfolio. These are not proposed but required building projects. The highlighted Residential Housing is the project we are launching with our 2020 Battle-Buddy Grill-Off Competition in April.

Construction Project Pipeline PLANNED (sample list, not all inclusive)						
Structure Type	Purpose	Location(s),	# of Bldgs.	# of Floors	Parking	Quantity
Office Buildings	Hqts Training & Eco Dev	PG or Howard Cnty	6-8	3-6 per Bldg	Lot	1
Office Buildings	Economic Dev Ctr 2	PG, Hwrd or Moco	8-10	3-6 per Bldg	Lot	1
Residential Homes (RH) – see spring fundraiser	SF: Traditional Brick/Wood, SIP, Modular, Doublewide	MD Spring Battle-Buddy Grill-Off Fundraiser	1 SF	1-2 w/basement	local	# TBD Open Community Styled-(not gated)
Residential Homes (RH)	SF: Traditional Brick/Wood, SIP, Modular, Doublewide	SC/GA Fall Battle-Buddy Grill-Off Fundraiser	1 SF	1-2 w/basement	local	# TBD Open Community Style-(not gated)
Log	Program Lodge/House	MD RH site	1 6 BdRm Lodge	2 w/basement	Sm Lot	TBD
Log	Program Lodge/House	SC/GA RH site	1 6 BdRm Lodge	2 w/basement	Sm Lot	TBD
RH/Log	RH & PLH	Nationwide	Log/Lodge & SF	2 w/basement	Local & Lot	TBD
Office Buildings	AWE Training Facility	All MD Counties	1 each	2	Lot	1 Bldg per county
Office Buildings	AWE Training Facility	Out of State Counties	1 each	2	Lot	1 Bldg per county
Parking Garage & Storage	Ghlyde Parking & Storage	All MD Counties near AWE	1 Garage 1	8 (2 below ground, 6 above	Enclosed Open-air	2 in each county + 1 at

Warehouse		Training site	Warehouse	+ storage warehouse	Garage	our Heavy Equip Training Site
Parking Garage with Storage Warehouse	Ghlyde Parking & Storage	None MD sites near Out-of-State AWE Training sites	1 Garage 1 Warehouse	8 (2 below ground, 6 above + storage warehouse	Enclosed Open-air Garage	2 in each county

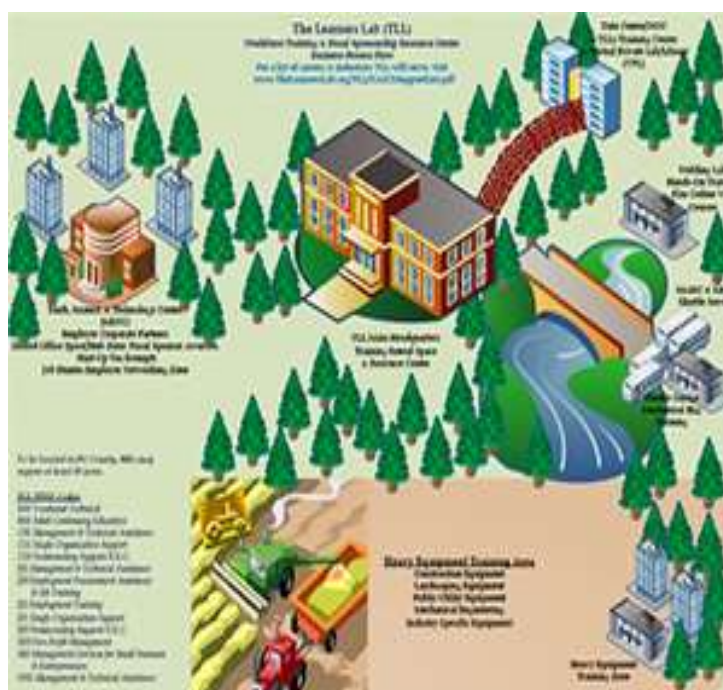
Without giving away too much, the facilities listed are either a stand-alone program or part of the benefits included in our charitable membership program (to be sponsor-named).

The purpose of many of our facilities directly impacts their design and construction. Examples of this are articulated below.

For example, the AWE training facility listed is for our ***Auto-Mechanics, Welding & Engineering Program***. It's designed as a 2-story garden-styled office building with multiple classrooms on the 2nd floor, and the 1st floor split in 2 half's – one half is 3 shops (welding & fabrication shop, auto-mechanics, & the 3rd a real-time diversified engineering lab (the AWE Program Description included).

The remaining half of the 1st level will hold the business office & dispatch center of our Ghlyde Shuttle & Mobility Services (GSMS).

Ghlyde Shuttle & Mobility Service is our auto/parking industry training program that is also the public shuttle moving trainees, Fiscal Sponsorship Awardees/Tenants, Technical Assistance Client (TASC)/Tenants and Fellowship Academy Stakeholders between our or amongst our various facilities.



GSMS will also pick up and return home any Foundation Stakeholder requiring transportation assistance. Ghlyde is the Foundation mechanism that will administrate all wheelchair donations, tasks for reengineering in AWE, schedule on-demand customer deployments, and track charitable wheelchair give-a-ways. So our facilities may or may not require a special ramp for loading and unload wheelchairs onto the shuttles at our office buildings, and special load ramps for doing the same at the Parking/Storage facilities. We'll defer to your expertise there.

A reference to our Shuttle operations appears on this diagram vision, which is also published on our website.

As another example from the Pipeline is Ghlyde Parking & Storage. Our Ghlyde Parking & Storage facility is designed to include both public parking (and training to learning how to operate parking facility) and service as a storage warehouse. Ghlyde P&S facilities are required in order to secure The Foundations Shuttles, all

donated vehicles to the AWE Program whether commercial or non-commercial, to secure what we anticipate will be a growing cache of donated then ready-to-use reengineered wheelchairs. The Foundation will begin accepting vehicles once our first Ghlyde P&S is built, and wheelchair donations, rehabs, and reengineering thru our AWE program can begin thereafter.

Unlike other vehicle donation programs, Vehicles donated to our AWE Program will never be sold. Instead they will be continuously recycled in order to facilitate consistency and reliability in our AWE training program, and serve as test vehicles for the welding and engineering components of AWE.

Donated wheelchairs however, will be reengineered then made available for immediate on-the-spot use on The Foundation's Shuttles with a portion of some given away to persons with 24/7 mobility needs. In Maryland, Ghlyde Facilities will also be located near our construction and heavy equipment lots to house donated and purchased engineering & other heavy duty machinery when not in use.

This Sources Sought RFI is the first step in the process of identifying partners that will help us in delivering resources and services to those who desperately need them. Along with other feature such as interactive multilingual signage, labeling, accommodations for those details must be incorporated to each AWE/Ghlyde P&S structure built. Which means identifying these types of vendors will be helpful to our selection process. We will be looking to your expertise to help us in navigating these criteria.

HOW THIS WILL WORK

When a building project is anticipated for scheduling, the Foundation we will simply connect with the POCP Construction Partner matching the construction need to initiate scheduling and preplanning.

Since the POCP Construction Partner will maintain an updated Portfolio of Building Projects with a draft Scope, SOW, etc., once the anticipated build date is received, the normal construction planning & construction project management lifecycle can kick in and that projects effort can commence. We are eliminating the bid process with the RFI saving both time and money.

Then we will come together for the a project planning kick-off with a review the specs and establish ground breaking dates, look at zoning, inspections and other regulatory list items, have each party confirm terms then launch the engagement.

In cases where we have Federal or State Government Partnership the life cycle will be different to accommodate the government involvement and a COTR may impact the construction of a facility we're building. So a contracting office protocol will be established to meet Certified Payroll Reports (CPR) and other reporting or time management requirements. Should there be no asset skilled in doing CPRs, The Foundation will serve as the interim CPR Manager until a staffing asset can be trained and certified to do CPRs.

In any event, once the decision to build has been made and all parties notified, we do not anticipate the turn-around time to be greater than a 24-hour period, far better than the traditional few weeks or to several months of the traditional solicitation life cycle to arrive at the same point.

SOURCES SOUGHT (SS) RFI REQUIREMENTS PROCESS

RFI requirements are not restrictive. This RFI is a request for information to determine where matches exist and where partnerships can be established to help us achieve our resource and training goals, and follow-up interviews will facilitate final selections.

Please be advised, The Foundation is not making one selection but a range of between 9 and not more than 12 firms. One of the goals of our April Fundraiser will be using funds and revenue proceeds to secure land and determine how many homes can be built to launch this effort.

SOURCES SOUGHT RFI SCHEDULE

The RFI Schedule is posted in the table below. Those interested in participating should confirm by e-mail to TLLF their *Intent to Respond to the Sources Sought RFI* no later **than close of business on Wednesday, February 12, 2020**, while your Sources Sought RFI Submission is due Saturday, February 22nd, midnight.

Due Dates At-a-Glance	
Q&A:	Midnight Wednesday, January 15, 2020
Answers to Q&A Post:	the Weekend of January, 18-19, 2020
UPDATED Intent to Respond:	Close of Business Wednesday, February 12, 2020
SS-RFI Response Submission:	Midnight Saturday, February 22, 2020

A list of POCP Portfolio Partners will be compiled based upon Respondent LOR's received indicating they will submit an SS-RFI. Failure to confirm will signify "**NONE**" interest. The Foundation will interpret that as a preference to not participate at this time, even if Q&A's were received. The Foundation will NOT make the assumption that participation or inclusion will take place because a Q&A was received.

All POCP Portfolio Respondents confirming their participation should send their *Intent to Respond* to our Project Portfolio Officer at SourcesSoughtRFI@TheLearnersLabFoundation.org.

WHAT HAPPENS NEXT

Review and evaluations shall commence immediately, selections for contact will be made once all submissions are received. Contact to schedule interviews will begin as soon as preferred firms are identified and once interviews are completed, selection from those communiques will be made, RFI Partnership Awardees contacted within the week and their firms names will begin appearing on both the Battle-Buddy Grill-Off website and The Foundation's interim website upon receipt of each firms official acceptance.

We are striving to have a list of POCP Construction Partnership Awardees published no later than one month from the date of the fundraising event, which is anticipated for the first weekend of April 2020. Firms not selected should not despair, as our needs and operations expand, you will be contact to explore your interest before any additional Sources Sought RFI will be issued.

SOURCES SOUGHT RFI Q&A

While there should not be any queries, all questions and proposals related to this Sources Sought RFI should be directed to SourcesSoughtRFI@TheLearnersLabFoundation.org before midnight on Wednesday, January 15th. You should expect the Q&A Response Answer Document to be posted on the RFPDB and to receive it by direct email no later than midnight on Sunday, January 19th, 2020 failing a substantial change in information.

TERMS & CONDITIONS

LIABILITIES OF TLLF

This Sources Sought RFI is only a Sources Sought Request for Information about potential partnership for construction services and is nor should in **NO WAY** whatsoever be construed or inferred as a contractual obligation that has been issued on behalf of The Learners Lab Foundation, or a promise of a contractual obligation will, may or would result from any response received thru this Sources Sought RFI process.

ANY cost incurred or time expensed in the preparation of or in submission of any response or communication regarding this Sources Sought RFI is solely the responsibility of the responding party. It is further acknowledged that NEITHER this Sources Sought RFI nor any other solicitation instrument issued at any time by TLLF or any of its representatives conveys a commit of TLLF to pay or reimburse any funds captured in participating in this solicitation process. Those responsibilities lie solely with the party or parties in question on behalf of the firm, firms or organizations with which they are representing.

CONFIDENTIALITY, NONE DISCLOSURE & INSTRUMENT OWNERSHIP

This Sources Sought instrument is deemed in perpetuity the confidential and proprietary property of The Learners Lab Foundation, et al. The Foundation reserves the right to recall, append, modify, or amplify this Sources Sought RFI or any other solicitation/pre-solicitation instrument it issues in its entirety or in part as it deems necessary.

POCP Portfolio RFI Respondents agree in full without question or complaint, NOT to duplicate, disclose, distribute or otherwise disseminate or make available this document, any information contained therein, any addendum, supplement or other add-on/substituted instrument related to this document without the express written consent of The Learners Lab Foundation, et al, with et al being any party or parties retained or convened by TLLF to act with or on its behalf during the life cycle of this solicitation event or any related or subsequent solicitation event.

POCP Portfolio Respondent shall not include or reference this Sources Sought RFI in any publicity without prior written approval from The Foundation until after such time as indicated by the Foundation is appropriate to do so.

Should the Sources Sought RFI be granted, publication rights shall be granted to the POCP Portfolio Respondent in the name of the winning organization and the Point of Contact, on behalf of the organization must accept all of the aforementioned terms and conditions without exception except as stated in the award instrument. It shall be understood by POCP Portfolio Partners that All POCP Portfolio Partner responses to this Sources Sought RFI become the property of TLLF in perpetuity.

BUSINESS REQUIREMENTS

Following requirements are sought for TLLF POCP Portfolio. Respondents are invited to propose activities, potential requirements, criteria, and other business assets under their control, include vendor relationships they are bringing to the table believed to further satisfy anticipated provisions for this RFI.

Since only sample descriptions are available, Respondents are free to make assumptions or take liberties as examples that will empower completeness to their presentation. Diagrams and Program Descriptions will be included to help you visualize our needs and intent, hopefully that will be helpful.. Feel free to be as creative as you like, we are out of the box, swimming against the current thinkers and do not follow anyone or thing...we will establish our own norm to get done what is necessary without thinking twice about it.

Understand, there is no right, wrong answer to any of the following queries. And don't hesitate to use the RFI Q&A form should you have any queries. The Q&A form will be posted to the RFP Database shortly following the publication of this RFI instrument.

PROJECT PORTFOLIO: FUNCTIONAL CAPABILITIES

1. List no more than 3 projects, your firms experience and lessons learned on those projects, and what if any challenges the projects location posed. The engagements you are recalling should be somewhat similar in nature to those listed in our Pipeline Portfolio.
 - a. With regard to housing, we are looking to build several housing communities, not HOA but regular communities with a dedicated Program Office for managing the properties. These will be rent-to-own homes. We are looking to keep costs to a minimum and offer quality solar powered single family (SF) housing to our members from the following styles:
 - i. Traditional Brick/Wood Detached, 2-story with basement
 - ii. Modular Homes
 - iii. Doublewide Trailer (DWT) Homes – we are hoping to establish a relationship with an OEM
 - iv. Log Homes (where possible)
 - v. SIP Homes (if/where possible)
2. Indicate if staffing assets are trained during your project engagement and how that training was conducted?
3. For commercial structures, was LEED v3 part of any training offered, or where assets expected to know/have this credential? If not, would you be willing to help us establish a LEED v4 training program?
4. Detail how you would work a formalized training curricula into your building projects, which type of project(s) are preferred for hands-on *only* vs. hands on+classroom (virtual and/or traditional).

5. How are OSHA regulation and other training and continuing education administered? How are training assessments made and improvement implemented during a projects life cycle, or are they? If so, are reassessments conducted at the completion of a building project, and if so how? For example, are they *included as* or *added in* as part of your After Action or Project Audit Report.
6. We are hoping to break ground on our first construction project, the Resident Housing in Maryland before the end of this year, ideally by the Fall of 2020. We are already scouting location for our first community and anticipate healthy participation for our Battle-Buddy Grill-Off to secure the funds to capture the land as well as other project financing.

Given the sample pipeline provided, would a partnership with the Foundation's construction endeavors create conflicts of any type with other clients or projected commitments? If so what might they be and how could they be mitigated -- on your part, and on our part.

7. Not only are we are looking to building an internal construction crew *interns* (training as temporary project help both on site and classroom and be placed with your or another construction firm), *apprentices* (who would train but remain on with the Foundation and work varied projects)

CAPABILITY AND STRATEGIES

Provide capability snapshot of how you approach your building projects, then indicate for us the following:

- what types of projects you like,
- what have you done that you prefer to stay away from, and
- what types of projects are on you hit list that you have yet to take on

For the hit wish list, what would be your capability and strategy to execute. Create a hypothetical and include for us some of the walls, pit falls, obstacles and other adverse scenarios.

With regard to challenges on a project, give some examples of what you encountered, how you mitigated or resolved that occurrence, what was learned from it and how has that lesson been integrated into your service performance since.

OPTIONAL INFORMATION

In addition to the functional and business requirements named above, please provide any other details which may be of interest us about your firm with regard to how you see a partnership working.

Please keep to no more than 2 pages and do not include sales and marketing materials.

TEAM BIOS, CONSTRUCTION PROJECT PORTFOLIO & SAMPLES

It should not be assumed that a GM, an Engineer, or anyone with related experience or a relevant background will be reviewing your RFI responses or any PCOP solicitation submission going forward. Therefore, when responding to this or any Foundation solicitation instrument, kindly organized and outline your response and content so that it mirrors the solicitation structure, in this case the PCOP SS-RFI. That will help keep the content understandable, organized and with a proper flow regardless of who is reading it.

Responses be provide clear, concise, but as detailed as is possible to possible to articulate regardless of query or option. The questions asked are being asked for a reason, so please provide a response where prompted. Sales, marketing and/or ANY other type of branding materials should be excluded as it/they will not be considered as a substitution response to any requested information we are seeking.

Photos of completed and/or in-progress project are very welcome, as long as they are NOT part of any sales, marketing or branding materials. Treat any photos offered as response to a statutory audit or compliance query not a sales inquiry.

If you are including photos, include no more than 3 for each point, criteria, or example you are wishing to demonstrate. Do not include them as addendums or appendices, but embed along-side the statement or within the section/sub-section it refers to as some of our Board or Panel Reviewers will not be familiar with construction practices/concepts such as Pre-Design Phase vs. Design Phase, Construction Documents or what that consists of, terminologies such as “Soft Costs, Clarification RFIs,” construction management acronyms such as CPRs for Certified Payroll Report, or what a Construction Deficiency or an Operations and Maintenance Manual is.

EXECUTIVE SUMMARY

The Executive Summary should include ALL of the following; try to keep between 3-5 pages max:

- Company Name
- Company Address for each Principal when multiple locations are a factor.
- Company Web Site
- Contact Name for each Principal
- Contact Telephone Number for each Principal
- Contact Email Address for each Principal

Please keep Company Bios brief, not more than half page, followed by a short bullet list of similar or complex projects as demonstration of experience

Please provide a list with detail references of projects of similar scope or nature to this Sources Sought RFI where interns, apprentices or trades-training was facilitated. If there are none, indicate where such engagements for training could/would be possible to undertake. We are establishing our own crew comprised of interns and apprentices. So while our Founder is no stranger to the construction and contracting arenas, we will nonetheless appreciate feedback and benefit from your experience.

Please provide a snapshot of your Pricing Model. A [very] rough guestimate of your pricing strategy and how it's broken out by project type is fine, no details needed. Use our AWE building and the Ghlyde P&S as your sample projects for this insight.

Please provide a brief summary articulating the following:

- a) **Professional Development Practices** -- Describe your organizations professional development strategy -- what continuing education requirements do you have or and require as a baseline so that staff capabilities keep up with changing needs, technologies, regulations, industry best practices, cultural and religious considerations, that may be out of your niche area.

- b) **Time Management Practices** -- Outline your time management and risk time management preferences and strategies in your project descriptions. Nothing extensive, just one or two lines like...
- a) our office does not do overtime, so no weekends/holiday work is permitted, or
 - b) we have weekly staff meetings (on/off site) and our staff do their own self-studies, or
 - we have time sharing on XXX types of projects at XXX time of year so that staff are able to spend time with family, take vacation, take care of medical commitments, decompress from work, do professional development, or
 - projects that run over budget, ahead or behind schedule are accommodated by: (a) XXXXX (b) VVVV, (c) ZZZZZ. This may or may not include evenings, weekends, or non-federal holidays, etc.
- c) **Linguistic Services** – Are you open to multi-lingual engagements?
- If so, please indicate what language other than English can you or members of your team speak/understand (answer both, thanks)? How are language barriers handled with and among trade crews, with clients, customers, subs, COTRs, and all of the above when working on projects where there are multiple firms on site?
 - Does your firm sponsor Visas?
 - What languages would you or members of your team/crew be open to learning? This would be a complementary benefit once we have our linguistics training program established. Is that something you would consider?

KEY TEAM MEMBERS | POINT OF CONTACTS

Please provide a brief 2-3 para/bio of your key personnel on your firm's team along with that of the primary point of contact(s). Feel free to include any other members of your organization you feel are essential, such as a Master Scheduler for your Training Operations Office who does time management for multiple projects that run concurrently or overlap.

If you have a larger team for load balancing, feel free to provide a general bio of the entire team plus one or two sentence about each individual instead of multiple bios.

WORK CREWS

Please provide a brief 2-3 para/bio for each member of your work Crews. Feel free to include any other affiliations to your organization you would be working with on our building projects you feel are essential to the success of the project.

REFERENCES

Provide information on related experiences with other tax exempts or foundation building projects.

- Include three business references and 3 customer references.
- If this would be your first Foundation partnership, indicate what factors inspired your consideration of us over another entity and why.

EVALUATION PROCESS & CRITERIA

The Foundation process will assess Sources Sought RFI Submission Packages based upon:

- **Completeness** of Sources Sought RFI Submission Package and timeliness of submission,
- **Demonstration** of how communication with is managed regardless of stakeholder or POC,
- **How internal controls are developed and deployed** with regard to confidentiality, security, safety practices, financial stability, construction and project management, risk management and mitigation, asset training, communication and its timeliness & other factors,
- **Willingness to include branding and/or co-marketing** your partnership with The Foundation, to include reciprocal use of logos, for *The Foundation's* branding and co-marketing as a supporter of The Foundation's endeavors and our [sponsor-named] Membership Program, online & on printed media.
- **Professional Development Practices** -- see Executive Summary
- **Time Management Practices** -- see Executive Summary
- **Linguistic Services** -- see Executive Summary

Q&A submissions will have no impact on our decision making.

SUBMISSION

CHECKLIST

In submitting your Sources Sought RFI Submission Package, assure it fully complies with the instructions provided and information requested. Omissions or incomplete information may cause your Sources Sought RFI Submission Package to be disqualified from further consideration.

Please do not include brochures, pricelists, sales & marketing tools or any other materials not specifically requested. They will not be considered, and may result in disqualification of your RFI.

Use of those materials will be helpful at a later date as sample information but for now they are not relevant.

Our Non-Disclosure Statement is included at the end of this Instrument, please include with both your *Intent to Respond* and your RFI Response as the same eyes will not review both documents.

Your entire SS RFI Submission Package should be PDF'd and include:

- A 3-5 Page Executive Summary
- Key Staff/Point of Contact Bios (not the same as crew). Everyone is important so summaries for your various work staff and crews are of EQUAL value to us, not just engineers and executives.

- Building Portfolio using the following Outline:
 - Client Name, building location
 - Your firms Role
 - Project: 1 line Descriptive Summary/Engagement Date Range, followed underneath by its details, deliverables, number of subs, and what kind. No more than 3 para's. Go back as far as you like but only to demonstrate variety of client served and deliverables provided. If your organization brings 30+ years' experience, show a variety using 1-2per project. No more than 6 projects, thanks.
- Crew Summaries: 1-2 para each person, pics not needed, thanks
- References
- Your Q&A Form if one was submitted (this is a due diligence reference check)
- NDA

GRATUITIES

In appreciation for you commitment, RFI Respondents joining as *Potential Foundation POCP Construction Partner* will enjoy access to many of the products, services, and affiliations that benefits *The Foundation*, as well as deep discounts on TLLF resources.

The Foundation is working to establish a cohesive support system of virtual and brick-n-mortar resources that are directly accessible to and by our awardees and patrons for the information, business, training, job placement and publicly visible communication assets need. If your firm is selected, you will be instrumental in helping us achieve this goal, so we really appreciate the consideration you are extending to us.

As a gratuity, *The Foundation* extends access to all our resources current, planned and in development to its partners, stakeholders and supporters and we are happy to include you as well. In addition to direct access to our patrons, customers, awardees and other stakeholders, you can look forward to more benefits from partnering with us that I'm sure will include request from among the pool of new tax exempts entities we will be serving.

One way of getting in front of our stakeholders and visits is by listing in the business directory. We are building a of **Master Business Directories** system. Named, *CunNECT*, this is a business directory system that will connect all our web assets. A copy of the *CunNECT* listing form is included in this RFI package, it is currently available by invitation only.

SUBMISSION AND CONTACT INFORMATION

Interested Parties to this SS RFI should submit their Sources Sought RFI Submission Package **with HAND-signed NDA** as indicated below:

Sources Sought RFI Submission Packages must be submitted in PDF format with the **Hand Written Signature** of the appropriate principal clearly visible on the following 3 documents:

- 1) Cover Letter to the RFI package,

- 2) the Executive Summary, and
- 3) the NDA

**Response Packages will be accepted until the stated deadline,
with no preference given to early submissions.**

RFI Submissions will only be accepted as PDF by Email.

Thank You.

APPENDICES

- A: TLLF Organization & Vision Chart by Program
- B: Battle-Buddy Grill-Off Housing Fundraiser Promo
- C: AWE Program Description
- D: Math+Science=Technology Center (MSTC)



ALIGNMENT OF PROGRAMMATIC OPERATIONS

Incubator of the Future, for the Future

LINQUISTICS & LANGUAGE SUPPORT SERVICES

Charitable Programs (CP)

(Workforce Training, Continuing Education, Professional Development,
Job Assistance, Job Connectivity Services, Plus Other Human Capital & Job-Hunter Support Programs)

Virtual Private Library/Lab (VPL)

Under Construction, Goes Live in 2020

- Access Online Training Courses Library
- Access Software Lab
- Access TLLF Designed Continuing Education Programs
- Client Requested Professional Development, Continuing Education & Membership Programmatic Tools

Main Facility (open/multiple size rms)

- Classroom Rentals
- Exam Proctoring

Data Center & NOC Training & Facility Operations:

- Classrooms Technologies
- Exam & Self-Study Room
- Product & Software Development
- Project Management Operations
- Quality Assurance and Auditing
- Security Access Control
- Technology System
- Tech Support & Incident Management
- Web and CMS Technologies
- Virtual Lab & Math/Sci/Tech Center

TLLF In-House Training

- Fellowships (see Fellowship Academy)
- Internships
- Apprenticeships
- Visa Training Program (all the above)

TLLF Membership Program: Unemployed, Under-Employed, Adult Literacy Groups, Homeless, Transitioning & Displaced Military, 501c Start-ups qualify to receive special benefits, plus Free Access for 1 year to the Foundations VPL Training w/Job Placement

Math, Science & Technology Center (MSTC)
(Not STEM, STEM is fed initiative. TLLF Founder launched this idea in 1998 with ED-Lab Online, it was approved by the IRS Sept 2002 as a Charitable ASP - Application Service Provider for HBCUs, Community Colleges & MSI's)

- Training Offices of Different Corporate Partners how their Biz Ops represent a different use of Math & Science to demonstrate how **Math+Science=Technology** in their workplace.
- Think NASA (space), Chesapeake Bay Foundation (environmental), John Deer (construction & engineering) or Carhart (textile production)
- **Top Floor is shared office space as HUB for Fiscal Sponsor Awardees who need office space****
- Lobby level is Conference, Hiring & Networking Event Spaces for WLWB Events

Training Campus Operations

- VPL Access to Online Training Courses
- Classroom Rental for Group Training & Self-Study
- Hardware & Software Lab
- Data Center/NOC Training Lab
- In-House Designed Training Products
- Client Requested Training / Credentialing Products

TLLF AWE Program (On/Off Campus Locations for Hands-on Practical w/ supporting Virtual Coursework for Theory) **Location Searches Underway**

- Auto-Mechanics
- Welding
- Engineering (disciplines include: * Chemical, * Computer, * Construction, * Electrical, * Environmental, * Mechanical, * Petroleum, * Plastics, * Structural, & * Software)

Auto Industry: Management Operations, & Client Services

Live Shuttle Service Operations:

- * Staffing
- * Supply Chain
- * Logistics, Vendor
- * Licensure
- * Compliance
- * Industry SME

Logan's Closet Partnered with "A Link for Women" to help promote this start-up.

- Business Clothes Give-Away
- Work Clothes Give-Away
- Complimentary Hair Style/Grooming
- Additional Services As Warranted

Work Learn, Work Better (WLWB)

Employers-to-Candidate Hiring & Networking

- Networking Hiring Events for Employers & Job Hunters
- Staffing/Contracting Firms NOT ALLOWED (dedicated event held when hiring for internal operations)
- Hiring Managements must be ready to hire applicant/candidates
- Employer must have/[post real vacancies, no strategic planning

Fiscal Sponsorship (FS):

(Awardees: Any New, Future, Start-Up, or Young 501c3 Entity/Program 2 Yrs Old or Less)

Technical Assistance Service Center (TASC)

(Open to Any New, Future, Start-Up, or Young 501c3 Entity/Program 5 Yrs Old or Less)

InfoXchange (InfoX)(online newswire service & information network) **Interim Went Live Sept 2018**

- **Beta Construction Commences March 2019**
- Hub Zone Feature introducing new Start Ups (not just our FS Awardees)
- Centralized Resource Repository to publish/capture RFPS, grants, products, services, funding info, events, news, peers, and content specific proprietary databases for staffing & other needs
- Additional Supports: business listings, bartering, advertising

Partners & Mentors

Corporate and Consulting Partnerships to Help Us Deliver our Programmatic Services

- **Supporting Partners Program (dedicated pool of vendors willing to discount products/service for our awardees/TASC – we will NOT be issuing RFPs but use this vendor pool)**
- **Mentor Partners (mentor awardees/TASC clients)**
- **Training Vendor Partners (provide their online training products to our VPL discounted & free)**

Legal Services: (Local/Remote) Pending

- Contract Services
- General Business
- Litigation Services
- Notary Services (local available now)
- Resident Agent Services: State of Maryland
- Additional Services As Needed

Incubator Zone @ MSTC

Penthouse Suite Shared Office Space**

- Complimentary to Fiscal Sponsorship Awardees (term limited, then paid)
- Rental Office Space for TASC Clients
- Other Location Assistance Services On Demand

Business Services: (Partner search underway)

- Financial Services
 - * Merchant Payment Processing (on site)
 - * Consumer Financing
 - * Mobile Payment Processing
 - * Fundraising & Donor Account Management
- **Marketing & Branding**
 - * Print Media
 - * Digital Market
 - * Corporate Branding
- Supply Depot (acquiring unique & bulk items)
- Technology Depot (OEM Tech Partnerships)
 - * Acquiring HW
 - * Establishing SW OEM Co-Licensure Program

Tech & Communications Hub Zone

OEM Reseller & OEM Partnership to begin a Special Co-Licensure Program for us for our FS Awardees. **Talk Pending/Communique have commenced with OEM Vendors**

- Acrobat (reached out, no reply yet)
- Microsoft (talks pending, need new contact)
- Corel (WordPerfect, et al)(talks pending)
- Dell (awaiting new rep, already a reseller)
- Others Pending
- IBM (finalizing partnership details)

PLANNED STAKEHOLDER SERVICES:

- **Internet Service Provider (ISP)**
- **Application Service Provider (ASP)** (our original 501c3 charter as ED-Lab Online 2002-07)
- **ICANN Domain Name Registrar**
- **Somos Resp Org (Toll-Free Number Provider) & Service Control Point (SCP) Owner/Operator (OO)**
- **TLLF Federal Credit Union**

EXECUTIVE MANAGEMENT FELLOWSHIP ACADEMY™

Accreditation & Credentialing Status Pending

Anticipated
Launch:
Spring 2019

LINGUISTICS & LANGUAGE SUPPORT SERVICES

Executive Management PhD (PhD/EMCDA)™

A first of its kind cross-disciplinary program

The Executive Management Cross-Disciplinary Administration (PhD/EMCDA)™ is a doctoral program we hoped to have credentialed as a recognized doctoral program.

The Foundations Executive Management PhD™ Program's design, infrastructure & disciplinary component are targeting leadership who bring and intend for a cross-disciplinary career that spans public, private, government and academic business sector. It is intended/ designed for individuals for whom the traditional business or management or multi-disciplinary doctoral falls significantly short.

Accreditation LOI's from the following entities is forthcoming:

- The Department of Education Accreditation Group (DOE/AG)
- National Advisory Committee on Institutional Quality and Integrity (NACIQI)
- Distance Education Accrediting Commission (DEAC)
- Accrediting Council for Continuing Education and Training (ACCET)

The Executive Management Cross-Disciplinary Administration (PhD/EMCDA)™ Program Course Focus on the following Subject Areas:

- General Studies
- Ethics
- Business Management
- Adult Education Management
- Public Administration: *(any combination, or all if desired)*
Government Service, Public & Health Care Administration
Justice Administration (JA) | Tax Exempt Mgmt/Admin (TEMA)

Management Fellowship (MgmtFS)™

4 Management Fellowship Programs

FELLOWSHIP PROGRAM SUBJECT AREAS

- Grant Writers and Fundraising Professional Management Fellows (GWD)™
- Logistics & Resource Management Fellows (LRM)™
- Non-Profit/Tax Exempt Management & Administration Fellows (NP/TMA)™
- Social Media, Communications Management for the 22nd Century Fellows (SMComm)™

Management Fellowship Trainees Candidates support The Foundation's Fiscal Sponsorship Program & Technical Assistance Service Center (TASC)™.

In our program Management Fellows gain hands-on practical experience and Program Management level expertise that is immediate & actionable for both the Fellow and Awardees/Clients. The result will be a broad, incredibly high level of expertise across a number of managerial and leadership spectrums.

Foundation Fellowships are 2-year engagements.

- Year 1 is part time and unpaid though stipends will become available as funding allows (we are working on that).
- Year 2 is paid, optional, and includes supervisory responsibilities over interns.

Fellows will receive their choice of job placement assistance or a full time position with the Foundation, and mentor new Fellows.

Premier Careers (PS)™

A Portfolio of Well-Skilled Training Products

CUSTOM-DESIGNED PROFESSIONAL DEVELOPMENT PRODUCTS:

- Appraisals (to increase women and girls in this field)
- Architecture
- Court Reporters & Transcriptionist
- Media Disposal & Sanitization w/NIST
- Notary Signing Agent (NSA)
- Section 508 Compliance
- Welding, Yes Welding Classes Online!
- ...and other Careers under-served or forecasting shortages

There are shortages predicted in some fields and others are significantly underrepresented by women and girls. To help combat this problem and to empower any person in the labor pool, The Learners Lab Foundation has been building an internal portfolio of targeted career disciplines to offer as workforce training at the Fellowship Academy.

As a part of the Foundation Proprietary Portfolio of Premier Career Professional Development Products, we have begun developing some of these career training products and have established a Vendor Partnership Program for Training Product Providers interested in making their products available to our markets.

Supported by **Workforce Connections™** Placement & Networking
Includes profile accounts on:

- ClearedCandidateDB.org
- TheCandidateDatabase.org
- The Resume Depot on www.InfoXchng.com™

By concentrating training resource here,
we will become a destination resource
statewide, nationwide & globally.

NATIONAL FOUNDATION with PROGRAMS BASED IN MARYLAND

Incubator of the Future, for the Future

**LINQUISTICS &
LANGUAGE SERVICES**
(all TLLF Programs & Services will be
offered in non-English Languages on
Demand)

Charitable Programs (CP)

(Workforce Training, Continuing Education, Professional Development,
Job Assistance, Job Connectivity Services, Plus Other Human Capital & Job-Hunter Support Programs)

ACTIVE: or Getting Underway

Logan's Closet

- Business Clothes Give-Away
- Work Clothes Give-Away
- Complimentary Hair Style/Grooming
- Additional Services As Warranted

TLLF In-House Training

- Fellowships (*see Fellowship Academy*)
- Internships
- Visa Holder Training Program

Workforce Connection (Virtual/Remote)

Employers-to-Candidate Hiring & Networking

- Networking Hiring Events for Employers & Job Hunters
- Staffing/Contracting Firms NOT ALLOWED (dedicated event held when hiring for internal operations)
- Hiring Managements must be ready to hire applicant/candidates
- Employer must have/[post real vacancies, no strategic planning

PENDING: Launches in 2020

Virtual Private Library/Lab (VPL) *Under Construction, Goes Live Early 2019*

- Access Online Training Courses Library
- Access Software Lab
- Access TLLF Designed Continuing Education Programs
- Client Requested Professional Development, Continuing Education & Membership Programmatic Tools

Foundation Membership Program (sponsorship naming available)

Complementary Membership Program offering the following:

- Free Access for one year to The VPL training library and software lab
- Job Placement Services
- Internship, Apprenticeship, then FTE with TLLF is desired
- Credit Repair Services
- Start-Up Mentorship
- Housing: starting this benefit with homeless Vets & Active Duty Military

PLANNED PROGRAMS: 1 Program is County Partnership, the other 4 require the State of Maryland's Partnership

TLLF AWE Program – *A Cross-County Partnership with All MD Counties*

(Live Shop for Hands-on Practical w/Virtual Coursework for Theory)

Location Searches Underway for Sites, we'll be in Every Maryland County

- Auto-Mechanics
- Welding (include re-engineering used wheelchairs for our giveaways)
- Engineering (disciplines include: *Chemical, *Computer, *Construction, *Electrical, *Environmental, *Mechanical, *Petroleum, *Plastics, *Structural, & *Software)

Auto & Parking Industry: Management, Operations, & Client Services

TLLF's Ghlyde Shuttle Service & Ghlyde Parking & Storage:

*Staffing *Supply Chain *Warehouse Management *Logistics *Vendor
*Compliance *Industry SME *Licensure *Vehicle Maintenance/Repair

Math, Science & Technology Center (MSTC) (*This is Not STEM, STEM is federal initiative. I first had this idea in 1998 while attending Strayer University Online, I Founded/established ED-Lab Online in 2000 (it was approved as a 501c3 by the IRS Sept 2002) as an online Application Service Provider(ASP) for HBCUs, Community Colleges & MSI's. MSTC was to be our primary program support & the revenue generator to keep the ED-Lab APS service free to our member colleges and universities*)

- Intern/Apprenticeship Training. 4 Corporate Partners demonstrate how their Biz Ops represent a different use of Math & Science to demonstrate how **Math + Science = Technology** in their workplace. (Think NASA (space), Chesapeake Bay Foundation (environment), John Deere (construction engineering) or Carhart (textile production))
- Top Floor is shared office space as Work/Networking HUB for MD Fiscal Sponsor Awardees who need office space**
- Lobby level is Conference, Hiring Networking Event Space for WLWB & Workforce Connection Hiring Events

Main Facility | TLLF In-House Training

- Apprenticeships | Fellows | Interns
- Visa Holder Training Program (all the above)

Main Facility (open/multiple size rms)

- Classroom Rentals
- Exam Proctoring

Training Campus Operations

- VPL Access to Online Training Courses
- Classroom Rental for Group Training & Self-Study
- Hardware & Software Lab
- Data Center/NOC Training Lab
- In-House Designed Training Products
- Client Requested Training /Credentialing Products

Data Center & NOC Training & Facility Operations:

- Classrooms Technologies
- Exam & Self-Study Room
- Product & Software Development
- Project Management Operations
- Quality Assurance and Auditing
- Security Access Control
- Technology System
- Tech Support & Incident Management
- Web and CMS Technologies
- Virtual Lab & Math/Sci/Tech Center



FOUNDATION PROGRAMS BASED IN MARYLAND

Incubator of the Future, for the Future

LINQUISTICS & LANGUAGE SUPPORT SERVICES

Charitable Programs (CP)

(Workforce Training, Continuing Education, Professional Development, Job Assistance, Job Connectivity Services, Plus Other Human Capital & Job-Hunter Support Programs)

Fiscal Sponsorship (FS) & Technical Assistance Service Center (TASC)

Resources, Services, Supports, & Connections for Start-Up Charities

Foundation Program Websites Coming Online

PROGRAM/SERVICE	WEBSITE	STATUS
VPL (virtual private library)	https://TheLearnersLabFoundation.org	-Phase 3 construction ongoing, <i>TheLearnersLab.org</i> currently in use, Phase 2 content migration underway
Battle-Buddy Grill-Off	https://BattleBuddyGrillOff.thelearnerslab.org	-temp program site just launched for April fundraiser
Fellowship Academy	https://thefellowshipacademy.thelearnerslab.org	-in development, migration to ISP for completion underway. Goes live 2020-21 after move to new ISP
InfoXchange (InfoX)	www.InfoXchng.com	-temp went Live Aug2018, perm, www.InfoXchng.org is under construction; goes live mid-late 2020.
Early Bird Registration	https://EarlyBirdRegistration.org	-temp-went live Aug2018 perm goes Live Jan 2021
Workforce Connections	CandidateDB.org , ClearedCandidatesDC.org , The Res Depot(@InfoX) -- under construction, all go live in 2021	
*Foundation Membership	https://TheLearnersLabFoundation.org	See above status, Membership is a special program that will operate from our main website. Goes live when VPL goes live.

Virtual Private Library/Lab (VPL)

Under Construction, Goes Live Early 2019

- Access Online Training Courses Library
- Access Software Lab
- Access TLLF Designed Continuing Education Programs
- Client Product Development Request for Continuing Education & Membership Programmatic Tools

TLLF In-House Training

- Apprenticeships,
- Internships (full & part time)
- Visa Holder's

These are paid, multi-year engagements where intern, apprentice & Visa Holding candidates work each TLLF Division in order to master that business units functions & learn all required interrelationships and intra-disciplines across that operation.

- 4 Categories of 501c Fellowships

TLLF AWE Program (On/Off Campus Locations for Hands-on Practical w/supporting Virtual Coursework for Theory) **Location Search Underway**

- Auto Mechanics
 - Welding
 - Engineering (disciplines include:
 - * Chemical, * Computer, * Construction, * Electrical, * Environmental, * Mechanical, * Petroleum, * Plastics, * Structural, & * Software)
- Auto Industry: Management Operations, & Client Services**
- Live Shuttle Service Operations: * Staffing * Supply Chain * Logistics, Vendor * Licensure * Compliance * Industry SME

Location search for initial partnership sites completed for PG, Mont, Charles, Howard & Ann Arundel Counties. The Presidential and State Elections and other political events have continuously disrupted appointments/schedules since 2015.

TLLF In-House Training

Fellowships (see Fellowship Academy)

- Grant Writing & Development
- Logistics & Resource Management
- Non Profit/Tax Exempt Admin/Mgmt
- Social Media/Comm

Logan's Closet Partnered with "A Link for Women" to help promote this start-up.

- Business Clothes Give-Away
- Work Clothes Give-Away
- Complimentary Hair Style/Grooming
- Additional Services As Warranted

Current & Pending Special Project Fiscal Sponsorship Awardees from MD

Organization	Location	Program Focus
ReMind	Timonium, MD	Smart Glasses for Persons with PPD
ITCTI: Kids Technology	Lanham, MD	Kids Networking, Programming, A+ Camp
SwingTyme	Lanham, MD	Social Club: Hand/Line Dancing to Jazz from around the world

Past Fiscal Sponsorship Awardees from MD

- * Lakeland Clean & Green Team, Baltimore, MD
- * Equity Now, Upper Marlboro, MD
- * Neighborhood Ninja Team, Upper Marlboro, MD
- * GB Education Services, Have de Grace, MD

Planned Stakeholder Services

Internet Service Provider (ISP)

- Application Service Provider (ASP) (our original 501c3 charter as ED-Lab Online 2002-07)
- ICANN Domain Name Registrar
- Somos Resp Org (Toll-Free Number Provider) & Service Control Point (SCP) Owner/Operator (OO)
- TLLF Federal Credit Union

Tech & Communications Hub Zone

OEM Reseller & OEM Partnership Required to establish our Co-Licensure Program for our FS Awardees & TASC clients. **We are resellers for Dell & IBM and have reached out to the following OEM's for Sponsorships and/or Roles in our Licensure Partnerships:**

- Acrobat (reached out, no reply yet)
- CompTIA (reached out, not interested unless we resell at full price)
- Microsoft (talks began, need new contact)
- Corel (WordPerfect, et al)(talks pending)
- Dell (awaiting new rep, already a reseller)
- Lenovo (awaiting response from US VP/Ops)
- Others Pending

****We have also reached out to Harvard Business School Online to Sponsor & Partner for our Fellowship Academy and to MIT to Sponsor our Fellowship Program's Grant Writing & Development with their Development & Proposal Writing Coursework**

APPENDIX B: HOUSING FUNDRAISER PROMO



2020 BATTLE-BUDDY GRILL-OFF COMPETITION

A Semi-Annual Housing Fundraiser for Homeless Vets & Active Duty Personnel Facing Housing & Employment Challenges



REGISTRATION
Page



2020 Battle-Buddy Grill-Off™

Spring 2020 Fundraiser of The Learners Lab Foundation

April 3-5, 2020
(TBD), Maryland

CONTESTANT REGISTRATION INFORMATION

NAME

Mailing Address

Phone/Email

Cooking Supplies Provided

Fresh Herbs | Spices | Grill Mats | Grilling Utensils |
Fire Starters | Fire Extinguisher's | Water | Home Spice
Rubs and Sauces Permitted.

We reserve the right to modify this list based on
resource availability. _____ Initial



CONTESTANTS SELECTS PREFERENCES

FOOD CATEGORY

*meat

*pork

*chicken

*seafood

*whole meals

GRILL TYPE

* kettle

*smoker

*stacked

*

*

FUEL TYPE

* Charcoal

* Wood

Amateur Status Affirmation (check box)

Participant)s: Person | Team (check box)



Cooking Supplies Provided

Contestants must agree to in order to complete registration. Print PDF for hand-written signatures and bring to the competition in order to confirm registration, receive Contestant Badge/ID, Competition, Cooking Station assignment with entry number & timelines, and Contestant Supply Package. Donated coolers will house Contestant supplies.





Schedule
of Events
&
Donation
Information



2020 Battle-Buddy Grill-Off™

Spring 2020 Fundraiser of The Learners Lab Foundation
April 3-5, 2020
(TBD), Maryland

SCHEDULE OF EVENTS MARYLAND 2020

Thurs 4p: Site & Storage Inspection Begins

Friday Noon: Contest Registration, Supply Release
& Cooking Station Setup Begins

Friday 2p: Opening Welcome (Cooking Begins)

Friday 4-6: Seafood Submission & Judging

Saturday Noon-2: Chicken Submission & Judging

Saturday 3-6: Whole Meal Submission & Judging

Sunday 11a-1: Pork Submission & Judging

Sunday 2-4: Beef Submission & Judging

Sunday 4:30-5: Fan/Judges Favorite Judging

Closing Events 6p: Awards Ceremony,
Acknowledgements & Gratitude Presentation

DONATIONS

FOOD CATEGORY

*meat

*pork

*chicken

*seafood

*whole meals (any combination of meat(s) & veggies,
may include grilled deserts)

GRILL TYPE

* kettle

*smoker

*stacked

*

FUEL TYPE

* Charcoal

* Wood

Email commitment letters to:

BattleBuddyGrillOff@TheLearnersLab.org.

Monetary Donations:

 Donations accepted using PayPal:

https://www.paypal.com/cgi-bin/webscr?cmd=_s-xclick&hosted_button_id=6RQS69M8ZVLR8&source=url

Checks or Money orders can be mailed to:

The Learners Lab Foundation, Attn: Battle Buddy Grill-Off
6511 Princess Garden Parkway, Collamore #202
Lanham, MD 20706





www.BattleBuddyGrillOff.TheLearnersLab.org



2020 Battle-Buddy Grill-Off™

A Housing
Development
Fundraiser
from
The Learners Lab
Foundation
April 3-5
(TBD), Maryland

Sponsors & Donation
Welcome

www.BattleBuddyGrillOff.TheLearnersLab.org





THE LEARNERS LAB FOUNDATION

AUTO-MECHANICS, WELDING & ENGINEERING (AWE) TRAINING PROGRAM

The Learners Lab Foundation (TLLF) is a 501c3 charitable organization headquartered in Prince Georges County. *The Foundation* was established as a workforce training & fiscal sponsorship incubator. Our mission includes acquiring and developing a centralized repository of training resources for open access use for white & blue collar, trade, vocational, engineering & technical careers. Equally important is encouraging employers expand their use of interns and apprentices. Our goal is to help prepare anyone for the job or career they want and create opportunities for that to happen. Our *Cross-County Public Partnership Program* puts our *AWE Program* in each County in Maryland.

The Foundation's Auto-Mechanics, Welding, & Engineering (AWE) Program demonstrates this by combining auto mechanics with the welding discipline plus “a host” of engineering disciplines. We’re combining several engineering disciplines into this program with the result being an exceptionally comprehensive level of expertise for trainees who participate. Our program will marry *Auto Mechanics thru Engineering* and reengineering wheelchairs for our giveaways giving AWE learners expertise across engineering that is transferable and utilized beyond Auto Mechanics. The result is a centralized series of interrelated disciplines for the most comprehensive learning experience possible.

Our Engineering Focus areas include:

- | | | |
|----------------|-----------------|--------------|
| ○ Chemical | ○ Environmental | ○ Plastics |
| ○ Computer | ○ Mechanical | ○ Structural |
| ○ Construction | ○ Petroleum | ○ Software |
| ○ Electrical | | |

Tied together with learning the intricacies of operating a transportation business, the result will be a body of knowledge poised to enter nearly any of the vast auto business or industry career fields that derive from any related profession. Trainees can choose a single, program, develop their own customize combined training program or they can take advantage of the entire AWE Training in each Engineering discipline plus the Portfolio of offerings below:

- **Auto Mechanics thru Service & Safety:** (overlaps with *Repair Service Mgmt* to include current, new and developing fluids & fuels, their usage, pricing, supply/demand challenges, and most especially hazmat & environmental impact)
- **Commercial Driving & Repair Engineering**
- **Fabrication** (to include auto body, frame, design, restoration, customization, refinishing, bonding agents & other compounds (what to use, when to use, & how to use), 3D technology, C&C machines & other specialized tools, software, & equipment)
- **Heavy Equipment Training & Maintenance**
- **Repair Service Management & Operations** (which includes safety, how to maintain hazmat & environment best practices, parts knowledge & inventory management)
- **Welding** (overlaps many of the above components and includes reengineering disciplines)

Vehicle donations made to *TLLFs AWE Program* will mean invaluable on-the-job training both in terms of knowledge and job readiness for a host career options within and in support of the auto industry. Because of our unique, first-ever approach, the learned outcome must be consistent. **Therefore, donated vehicles will NEVER BE SOLD.** Instead donated vehicles will become a continuous training tool, a consistently available training resource, and an instructional mechanism that assures the development of unique experiential knowledge like no other. Trainees will also support TLLF’s Ghlyde Shuttle Service to learn the business side of the Auto/Auto-Mechanics Industry.

For information on when vehicle donations will begin, our future launch date, or to recommend a program site in your county feel free to contact us at AWE@TheLearnersLab.org. Are you outside of Maryland? Let’s chat!

Thank you so much.

THE LEARNERS LAB FOUNDATION (TLLF) MATH+SCIENCE=TECHNOLOGY CENTER (MSTC)

The Learners Lab Foundation (TLLF) operates a Technical Assistance Service Center (TASC), designs and manages a portfolio of workforce training focused charitable programs, and serves as a Fiscal Sponsor to 501c3 start-ups. We develop, create and secure access to free and low cost professional development programs, and help new & young become established, and future 501c3's launch & mobilize their operations. We are working to build a proprietary network of business, technology, finance, communication, and funding access resources for those we serve. As a thank you, our partners, vendors, and stakeholders will enjoy the same benefits. **Look for our Virtual Private Lab/Library (VPL™) and our Fiscal Sponsorship site, InfoXchange to go live in 2019!**

The Learners Lab Foundation (TLLF) is a trend setting, forward thinking charity of volunteers. We are working to change the workforce training environment and inspire a model of delivery where the labor pool is free to prepare for the skills they are expected to possess. Employers demand both raw and specialized skills in real time. That means "training should be available for to everyone for everyone." Our motto is **"Filing in Gaps, Making Things Happen."** We're doing just that!

CORPORATE ENTERPRISE PARTNERSHIPS

TLLF's plans **Partnerships** with a broad segment of enterprise businesses to establish **The Foundation's Math+Science=Technology Center (MSTC)**. The purpose and vision for this partnership is to encourage **Math+Science=Technology Center** innovators to offer more open-access to their organizations thru introductory training programs that lead to intern an apprenticeship, even company expansion.

The Foundation hopes to encourage interest by making them visible within one facility as educational, vocational, and career option. This would be a profound experience for those new to the workforce or those still in school because it will help them establish a real-time connection between themselves and subjects they study in school. And they come to learn how this applies to the workplace, creating more **realistic** value of the education system in their eyes.



How This Will Work

MSTC would be divided into quadrants, with each **TLLF Corporate Partner** occupying its own wing. Part of a four floors in a six (6) story building on our facility, we're hosting ongoing training that's an extension of our Partners' internal professional development effort.

The main floor will house lounges for networking, small meeting areas for on the spot interviews. Our Conference Hall will host Hiring Events and include interactive displays highlighting skills training, an interactive job board with real-time vacancies posted by on-site hiring managers, and our ongoing virtual job fairs, so as not to exclude candidates unable to physically attend.

And no worries job candidates, **No Recruiting Firms Allowed!** The **MSTC** facility is intended to be a true workforce networking venue for **Visitors, Job Hunters, Hiring Employers, and Corporate Partners**, regardless of their location.

An example of what that looks like from a **Corporate Partner** is as follows:

<u>An Environmentally Focused Entity</u> (think NASA or Chesapeake Bay Foundation) (represents environment + science + math + natural sports (fishing, sailing), + careers possibilities	<u>A Multi-National Conglomerate Entity</u> such as Siemens or Bayer which represents how different technologies create everything humans use & need
<u>A Heavy Equipment or Transportation Company</u> such as John Deer, Caterpillar which represents building and the use of math, science & technology, all the engineering disciplines	<u>Either A Wind Energy Company or a group such as the American Wind Energy Association (AWEA)</u> which represents knowledge, skills and jobs improving our carbon footprint, clean energy air usage, etc.

Because was designed to provide and support workforce training for as many disciplines as can be included, **The Learners Lab Foundation's** Training Facility was established to be **The World Center of Workforce Training**. It is intended to attract business across industry, sector, and language to use as the preferred resources for incumbent, intern, apprenticeship & Visa Holders training, for new hire orientation, student & candidate recruiting.

Through the **MSTC** **The Foundation** will demonstrate how **Math+Science** leads to challenging, fun, innovative, and engaging careers from science engineering, to environment management and even sports & music -- all of whom use and apply **Technology** in a different but necessary ways. Feel free to visit **TLLFs** web site regularly for more information as this program effort develops.

Success requires business, OEM Vendors and Manufacturers, other Partnerships.

The Learners Lab Foundation Programs are **Game Changing Efforts**, eliminating barriers, providing access where currently denied or restricted!

The Foundation wants to assure its effort to make training resources available for anyone who wants them empowers the in-demand skills and knowledge employers' expect across the business community regardless if public or private sector, academia, or the government. We don't see any way this can happen without aggressiveness, commitment and partnerships amongst all stakeholders.

Want your company to be a part of **The Foundation's** ground-breaking **Math+Science=Technology Center (MSTC)**?

That's easy, shoot us an email at MathScienceTechnology@TheLearnersLab.org today! We'll reach back as quickly as we can.

Thank your for your time and interest another innovation from **The Learners Lab Foundation**.



NON-DISCLOSURE ACKNOWLEDGEMENT

Sources Sought RFI Submission Packages submitted to *The Learners Lab Foundation* is understood to be the sole property of *The Learners Lab Foundation*.

The Learners Lab Foundation reserves the right to accept or reject any or all Sources Sought RFI Submission Packages, to share it or its content with the party of interest for whom the service or services shall be rendered. The Foundation also holds respondents to the same level and class of confidentiality and non-disclosure standard in the completion of this document “UNLESS the disclosure is of a collegial manner AND to include the shared party(ies) as part of the presented Sources Sought RFI Submission.

All respondents agree that rejection shall create no liability on the part of *The Foundation*, any Awardee, TASC Client, Teaming Partner, or any Representative of *The Learners Lab Foundation* because such rejection or the filing of any document in response to this request shall and does not constitute an agreement of any kind. The respondent respects said conditions, to include retaining in confidence any and all information and communications pursuant to this Sources Sought RFI Submission Package or its review process AS no such agreement has been offered, inferred, or enforced by or on behalf of *The Learners Lab Foundation*.

The Learners Lab Foundation will be the sole judge for determining the viability of Expertise as a *Potential Foundation POCP Construction Partner*. If the *Potential Foundation POCP Construction Partner* fails to meet the agreed to expectations or requirements, *The Foundation* or its Coordinating Representative will notify *Potential Foundation POCP Construction Partner* via email & direct call to advise the *Potential Foundation POCP Construction Partner* of that status and allow them the opportunity to address AND correct the situation. *The Foundation shall be held harmless to/by any adverse statement/action, adversity resulting from the actions/statement, or any combination thereof between parties other than The Foundation in perpetuity.*

TO BE CLEAR, there is no expressed or implied obligation on behalf of *The Learners Lab Foundation* or on behalf of its representative/stakeholders to entertain any action, further action, to invite further action, or to reimburse firms/consultants/individuals presenting a Sources Sought RFI Submission Package for any expenses incurred in preparing or presenting their information in response to this instrument.

The Learners Lab Foundation (TLLF)

_____/_____/_____
NDA Acknowledged by Signature/ Initials / Date
Signature & Initials Must Be Handwritten

SUBMIT RFI & INTENT TO RESPOND TO::

The Learners Lab Foundation (TLLF)
POCP Construction Partners Review Team
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NO HARDCOPIES | NO CALLS PLEASE
Electronic PDF Submission Only, Thank You