To Whom it May Concern:

The Wisconsin Economic Development Corporation (WEDC) is requesting bids from vendors interested in providing consulting services to coordinate and report the work of the Governor’s Blue Ribbon Commission on Agriculture and Rural Prosperity (Commission).

Specific services to be provided:

• Work with The Office of Rural Prosperity (ORP) and the Executive Office to develop overall strategy of the Commission.

• Support ORP and the Executive Office to plan, execute, and capture work of the following meetings:
  - One late April 2020 initial convening of Commissioners in Madison;
  - Six Listening Sessions scheduled across Wisconsin from May - July 2020; and
  - One 2-day Summit bringing together Commissioners and 100-150 stakeholders to further discuss/refine recommendations stemming from the listening sessions.

• Work at Commissioners’ direction to produce Commission’s recommendations in a report to the Governor framed as:
  - Long-term policy strategies for Wisconsin policymakers;
  - Specific recommendations for upcoming biennial budget supporting the above-referenced strategies; and
  - Directional guidance to WEDC as it launches ORP.

The services requested do not include logistical support for the initial convening, listening sessions, or the Summit.

Vendors must maintain confidentiality regarding WEDC and employee information.

Vendors interested in providing services to WEDC should submit a bid by the end of business on Monday, March 23, 2020 to Kathie Colbert at kathie.colbert@wedc.org. Bids should include the following information:

1. Vendor’s ability to provide the above outlined services;
2. Vendor’s experience providing related services;
3. References from clients to whom the vendor has provided similar services; and
4. The cost of services on an hourly as well as overall not-to-exceed basis.
Selection will be granted to the vendor that provides the best value to WEDC and will be evaluated based on the vendor’s ability to accommodate the above stated requirements, the vendor’s experience providing related services, and the vendor’s cost proposal. WEDC may review the vendor’s website as a tool for evaluating bids.

Questions concerning this request for bids should be directed to Sam Rikkers at sam.rikkers@wedc.org.

Thank you for your interest in working with WEDC.