

CALL FOR PROPOSALS
**LABOUR MARKET ANALYSIS
RESOURCE KIT
FOR
METIS NATION AHRDA HOLDERS**

April 25, 2006

Purpose:

The new generation of Aboriginal Human Resources Development Agreements places emphasis on encouraging AHRDA holders to plan human resource development spending in such a way as to better match anticipated labour market trends and needs. Although Métis Nation AHRDA holders have all, to some extent, incorporated labour market analysis in developing business plans and annual work plans, they recognize that their practices in this regard could be significantly improved and facilitated if they had ready access to data and information, both archival and current, to enable them to produce cogent and accurate analyses in the most timely fashion possible.

The Internet has become over the past decade the most popular and effective means of disseminating information and making research tools and results accessible to the public, both at large and to specialized niche groups. However, the profusion of web-sites and limits of search engines still makes Internet research a time-consuming exercise, with no guarantee from the perspective of the end user that searches have in fact located the most pertinent or state of the art data/information. Moreover, some critical information may not be available on existing websites and could only be accessed through the Internet if the user takes the steps necessary to place it there.

This project will create a secure one-stop Web-based inventory of data sources on labour market conditions, trends and needs accessible to the Métis National Council and Métis Human Resource Development Agreement (MHRDA) holders to enable them to locate data and information they may require to analyse labour market issues in a timely and effective manner.

Project Objectives

- (1) To produce a comprehensive inventory of research materials and sources cogent to labour market analyses at the national, provincial (i.e. Ontario, Manitoba, Saskatchewan, Alberta, and British Columbia) and sub-provincial (e.g. major CMA) levels;
- (2) Where possible, to create Internet links to these research materials and sources through a designated MNC Website accessible on a secure basis to MNC personnel and authorized personnel from each MHRDA holder.

- (3) Where necessary, to add cogent resource materials not available elsewhere or otherwise to the said designated MNC Website.
- (4) To identify relevant Internet data sources that charge fees for access to their data and make recommendations on whether and how to provide the MNC and MHRDA holders with access to this information.

PROJECT PARAMETERS

This project is to identify available resources pertinent to analyses of labour market trends and issues; the project is not to actually produce any analysis – this is the preserve of MHRDA holders.

Available resources means a) data and materials available on the Internet; b) data and materials not currently on the Internet but which are deemed sufficiently cogent or critical to place on the designated MNC Website.

Labour market analysis resources means data, documents and other materials that contain information on the economic, demographic, social and political/policy conditions and/or trends that structure or otherwise impact the supply and demand of labour within the geographic areas included in this study.

The project is to identify both primary (e.g. databases) and secondary (e.g. analytical reports) information sources. These sources must at a minimum include:

Statistics Canada data base sources (e.g. Census, Aboriginal Peoples Survey, Labour Market Survey, CANSIM);

Policies, Programs and Agreements (e.g. Federal Equity Program, LMDA and LMPA Agreements, AHRDS, ASEP, Provincial Labour Market Initiatives)

Reports/Periodicals and Analysis of Labour Market Conditions and Trends (e.g. by major banks, Conference Board of Canada, federal and provincial departmental research studies, etc...)

Academic Theory and Projection Models (e.g. programs that make projections of labour market demand)

The project will create a link on a designated MNC Web site to the websites where identified resources can be found/are available. In cases where an identified resource is not available on another website, that resource will be placed on the MNC designated Website and, if that is not possible, the resource will be made available to the MNC and all MHRDA holders in another way. In cases where a website charges a fee for access to the resources it contains, information must be gathered on how to access the website and a recommendation made to the MNC on whether measures should be taken to access that

website. Where necessary, the project will create links to download applications necessary to access data files (e.g. Adobe Reader, Beyond 20/20).

The geography for this project must include a) national data/materials; b) data and materials specific to each province where a MHRDA exists (i.e. Ontario, Manitoba, Saskatchewan, Alberta and British Columbia); and c) sub-regional geographies within these provinces where appropriate and available (e.g. CMA data, programs of the City of Winnipeg, Calgary etc...). The MNC Website designated area for this project must be structured along these lines.

The project will not be limited to information on Aboriginal or Metis populations. However, special attention must be given to identifying data and resource materials specifically for Aboriginal and, particularly, Métis populations.

Where appropriate, the project will allow access not only to current or most recent data but also to archive data (e.g. back issues of Labour Market Trends periodical from Statistics Canada; time series data from CANSIM or on certain Census information).

TIME FRAMES AND MILESTONES

The project will start on June 1, 2006 and must be completed by September 30, 2006.

Milestones for the project will be:

July 14, 2006: Submission to the MNC of a document identifying the resources/materials identified for inclusion on the designated MNC website.

August 1, 2006: Submission to the MNC of a detailed plan for the development, structure and operation of designated MNC website.

September 30, 2006: Completion of designated MNC website.

PAYMENT SCHEDULE

Total costs may not exceed \$40,000.

A _ of the agreed contract amount will be paid upon signing; _ will be paid following submission of the milestones for July 14 and August 1; and _ will be paid on completion of the project.

ELIGIBLE CONSULTANTS

To be eligible to undertake this project, consultants or the consultant group must:

- Demonstrate skills at website design and development;

- Have some familiarity with labour force analysis;
- Be registered or incorporated;
- Be a least 50% Aboriginal (i.e. either 50% owned by an Aboriginal person; or _ or more of the professionals working on the project for the firm must be Aboriginal).

PROPOSAL REQUIREMENTS

Interested parties are requested to submit a proposal containing the following:

- Name and Address of Firm or Consortium
- Description of Qualifications and Experience (please attach curriculum vitas of all individuals who will work on this project)
- Proposed Methodology (please keep to under 3 pages)
- Budget (include notes on how each budget item was calculated)
- Bid Price (final overall price for which you undertake to complete the project)

PLEASE SUBMIT PROPOSAL TO:

Attention: Meagan Richer
Métis National Council
350 Sparks Street
suite 201
Ottawa, Ontario
K1R 7S8