



TRI-COUNTY WORKFORCE INVESTMENT BOARD, INC.

REQUEST FOR QUOTE

for

Flash Training

Proposals must be received no later than 4:00 p.m. EST March 12, 2008

ABSOLUTELY NO EXCEPTIONS

Tri-County Workforce Investment Board, Inc.
Pullman Commerce Center
112 Hollywood Drive, Suite 201
Butler, PA 16001

An Equal Opportunity Employer

The Tri-County Workforce Investment Board reserves the right to change any of the enclosed specifications as required by the United States Department of Labor and the Pennsylvania Department of Labor and Industry without prior notice to bidders. The Tri-County Workforce Investment Board, Inc. also reserves the right to reject or accept any and all proposals in whole or in part.

I. Introduction:

The Tri-County Information Technology and Communication Services Consortium formed in May 2006. The core group of employers and resource partners has come together with the mission to strengthen regional businesses engaged in the production and dissemination of information and those that support these services. Goals include the following: identifying actions to strengthen information technology and communication services in the tri-county region, providing a common voice to address the needs of the industry, supporting members through a common network, supporting other clusters in our area of expertise, attracting other industry to the region by providing a solid base of IT and Communication Service support, working with regional schools, organizations, and government to give mutual support, and notifying regional educational facilities on the need to support our industries.

II. Abstract and Goal:

Through the consortia's strategic planning process, the group identified several areas of training to enhance the skill set of incumbent workers. For the intent of this quote, the area of training is that of Flash Training

This training is for Flash designers who have some experience with Flash design and would like to learn basic and intermediate ActionScript.

To gain the most from this class you should already have:

- Experience creating Flash designs and animation using the timeline
- Equivalent knowledge from the Adobe Flash CS3 Professional course

Some specific learning objectives for the areas within this training that have been identified are:

- Variables and Properties
- Functions and Methods
- TextFormat Class
- Attaching MovieClip Objects at Runtime
- Event Handling
- Arrays, Objects, and built-in classes
- Loops and Conditions
- ActionScript Classes
- ActionScript Animation
- Flash Video Import Wizard
- Editing Video for Flash
- Creating video with FLV
- Video and Alpha Channels
- Masking Video
- Adding Filters and Blend Effects
- Building Video Walls
- Working with Multiple Flash Videos
- ActionScript and Flash Video
- Flash and the Camera Object

The purpose of this training is to help you learn and understand Flash Design as a discipline that rests with practitioners who apply and practice the theories and techniques. This training will enhance your ability within Flash and Video Design.

Some accomplishments voiced for the outcome of this training are:

- WHAT do you want to accomplish as a result of the training?
 - At the completion of the training, participants should have explored the fundamentals of Flash development, and be able to develop intermediate level Flash animations which accomplish a visual goal and require a moderate amount of dynamic scripting (using ActionScript). Exposure to working with Flash Video (flv) is also a plus.
- WHEN do you want to provide the training?
 - The training may require multiple sessions to accomplish the goal outlined above, and we would prefer, for example, that training be split into 2 or 3 sessions, keeping participants away from their desks for a shorter period of time in any given day
- WHO do you want to conduct the program?
 - We seek a trainer with extensive and demonstrable expertise in both the graphical and programming aspects of Flash. Experience integrating Flash or Flash Video (flv) into web environments a plus.
- HOW do you want to deliver the training?
 - We prefer a lecture atmosphere with as much hands-on experience as possible.
- WHY are you asking for the training?
 - We believe that there will be significant interest from the IT communities in Armstrong, Butler and Indiana counties.

The format of the training should be outlined in the quote along with the credential/biographies of the speaker/instructor and all cost related to providing this training. For example, the format can be in a series of seminars and/or traditional classroom instruction. With this being a Tri-County effort, please include the capability of providing this training either on-site or at a central location.

TCWIB and the Tri-County Technology Consortia of the tri-county area encourage collaboration among partners, agencies, and educational providers. Multiple organizations may partner together to respond to the RFP.

III. Submission Information:

Successful respondents to these specifications will submit a quote consisting of a combination of narrative explanation and costs. The narrative section of the proposal should give an overview of the plan for facilitating the process and an explanation of results, continuing actions and follow-up. This plan should be no longer than 10 pages and may include narrative descriptions, samples, graphics, proposed agenda, etc.

The budgetary section must include a line item breakdown of costs for the quote. Costs must be all inclusive to include instruction, class size minimum/maximum and/or cost per participant, class materials, facilities, refreshments, course planning, accommodations, and travel arrangements if necessary.

All proposals become the property of TCWIB, Inc.

TCWIB, INC. reserves the right to accept or reject any and/or all proposals and to perform the work in whole or in part.

TCWIB, INC. will maintain a record of all potential respondents who receive a copy of the specifications and of all proposals subsequently received.

Detailed quotes must be received no later than 4:00 p.m. EST **March 12, 2008**. Quotes should include narrative proposal and budget and be emailed to the addresses below:

Lori Harvey, Industry Coordinator
Tri-County Workforce Investment Board, Inc.
112 Hollywood Drive
Butler, PA 16001
(724) 282-9347
lh Harvey@tcwib.net

Mary Salony, Planning and Grant Coordinator
Tri-County Workforce Investment Board, Inc.
Pullman Commerce Center
112 Hollywood Drive, Butler, PA 16001
(724) 282-9341
msalony@tcwib.net

Questions regarding the specifications should be sent in writing to:

Lori Harvey, Industry Coordinator
Tri-County Workforce Investment Board, Inc.
112 Hollywood Drive
Butler, PA 16001
(724) 282-9347
lh Harvey@tcwib.net

IV. Criteria for Selection

Understanding of the criteria	20 points
Soundness of the approach	35 points
Contractor qualifications	15 points
Cost	30 points