

Request for Proposals (RFP)

Consulting Services to Support the Black Enterprise Council (BEC)
Indy Chamber

1. Introduction and Background

The Indy Chamber is issuing this Request for Proposals (RFP) on behalf of the Black Enterprise Council (BEC) to solicit proposals from qualified consultants to conduct a comprehensive assessment and strategic planning engagement focused on strengthening, connecting and accelerating Black-owned businesses across the Central Indiana region.

The Black Enterprise Council serves as a strategic advisory body to the Indy Chamber, aligning partners, data and strategy across the regional business ecosystem to advance equitable economic opportunity and generational wealth creation.

2. Purpose of the RFP

The purpose of this RFP is to select a consultant or consulting team to work closely with the Black Enterprise Council and Indy Chamber staff for a period up to 12 months:

- Assess the current state of Black-owned businesses in Central Indiana
- Identify gaps in business support systems and infrastructure
- Develop measurable, data-informed goals for Black business growth
- Guide the development of a strategic plan to achieve those goals

3. Scope of Work

The selected consultant will be expected to perform the following tasks:

- Approximate 50-100 stakeholder touchpoints expected. These touchpoints will be a combination of Listening sessions, surveys, and interviews.

3.1 Data Collection and Assessment

Gather, analyze, and synthesize quantitative and qualitative data related to Black-owned business enterprises in the Central Indiana region, including but not limited to:

- Business formation and closure trends

- Business growth and scale metrics
- Methods, availability and rates of capital access
- Number of employees and average wages/salaries
- Annual revenues
- Engagement with business support initiatives
- Commercial real estate ownership and access
- City, state, federal, or corporate contracts awarded
- Disparities compared to other business populations

3.2 Business Support Gap Analysis

Identify gaps, inefficiencies, and misalignments in the existing business support ecosystem, including education, capital, market access, policy and technical assistance structures.

3.3 Goal Setting

Facilitate the development of a clear set of goals for Black business growth in Central Indiana. Goals must be Specific, Measurable, Achievable, Relevant, Time-Bound (SMART) and aligned with regional economic development priorities.

3.4 Strategic Planning

Guide the Black Enterprise Council in developing a multi-year strategic plan outlining priorities, strategies, roles, timelines and performance metrics to advance the agreed-upon goals.

4. Deliverables

Expected deliverables include, but are not limited to:

- Comprehensive data assessment report
- Business support ecosystem gap analysis
- SMART goals framework for Black business growth
- Strategic plan with implementation roadmap
- Periodic progress updates and presentations to the Council and Indy Chamber staff

5. Engagement Period

This engagement is anticipated to last up to twelve (12) months. The consultant will work closely with Black Enterprise Council members and Indy Chamber staff to ensure alignment, transparency and successful execution of deliverables.

6. Consultant Qualifications

Proposing consultants should demonstrate:

- Experience in economic development, small business ecosystems or racial equity-focused initiatives
- Demonstrated expertise in data analysis and strategic planning
- Experience working with Black-owned businesses or minority business ecosystems
- Ability to facilitate diverse stakeholder groups
- Strong written and verbal communication skills

7. Proposal Submission Requirements

Proposals should include the following components:

- Cover letter
- Consultant background and relevant experience
- Proposed approach and methodology
- Project timeline and work plan
- Key personnel and roles
- Relevant examples or case studies
- Proposed budget and fee structure

Proposal Submission Information:

Full Proposals should be submitted to:

Contact person: David Herron-dherron@indychamber.com

Email and submissions acceptable

Required file format(s): PDF / Word / Other

Submission deadline and time: August 5th, 2026

No late submissions will be accepted.

Target budget \$40,000-50,000

8. Evaluation Criteria

Proposals will be evaluated based on the following criteria:

- Demonstrated understanding of the scope and objectives
- Relevant experience and qualifications
- Quality and feasibility of proposed approach
- Ability to meet timeline and deliverables
- Cost effectiveness and value

9. Key Dates

The anticipated schedule for this RFP is as follows (subject to change):

- RFP Issued
- Questions Due 8/3/2026
- Proposals Due by 8/5/2026
- Consultant Selection
- Project Start Date

10. Terms and Conditions

The Indy Chamber reserves the right to reject any or all proposals, waive informalities and select the proposal deemed to be in the best interest of the organization. Issuance of this RFP does not commit the Indy Chamber to award a contract or to pay any costs incurred in the preparation of a proposal.