



Education Sector Intermediary Funding

August 04, 2023

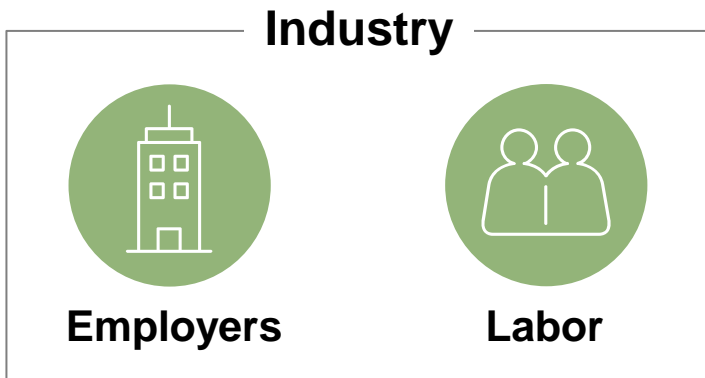
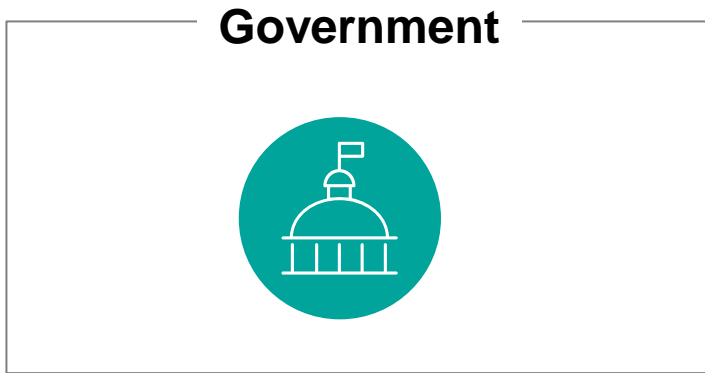
Vision for career connected learning in Washington



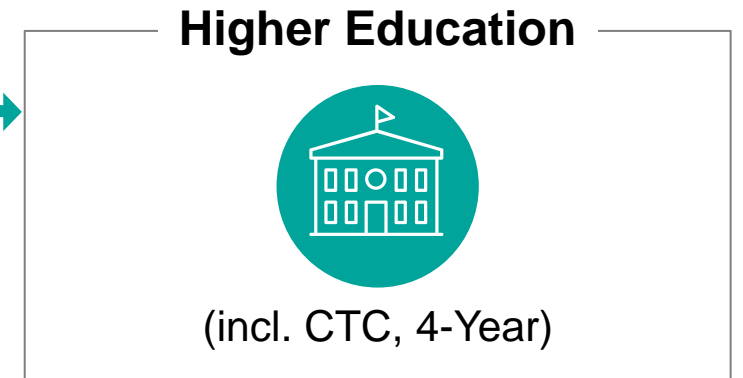
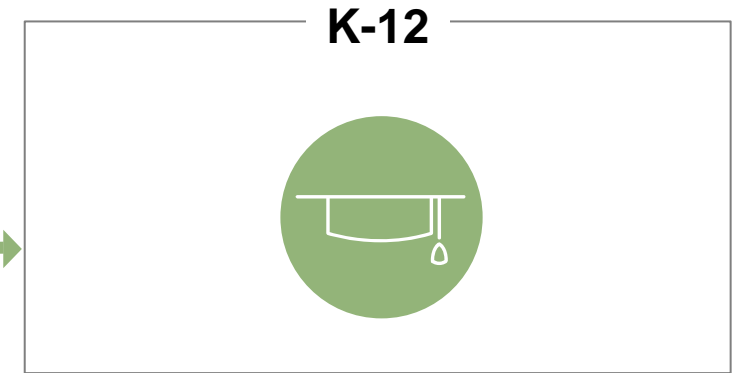
Every young adult in Washington will have **multiple pathways toward economic self-sufficiency and fulfillment, strengthened by a comprehensive state-wide system for career connected learning**

We will achieve this vision by connecting employers, labor, education, and government to create and scale career connected learning opportunities

Employment



Education

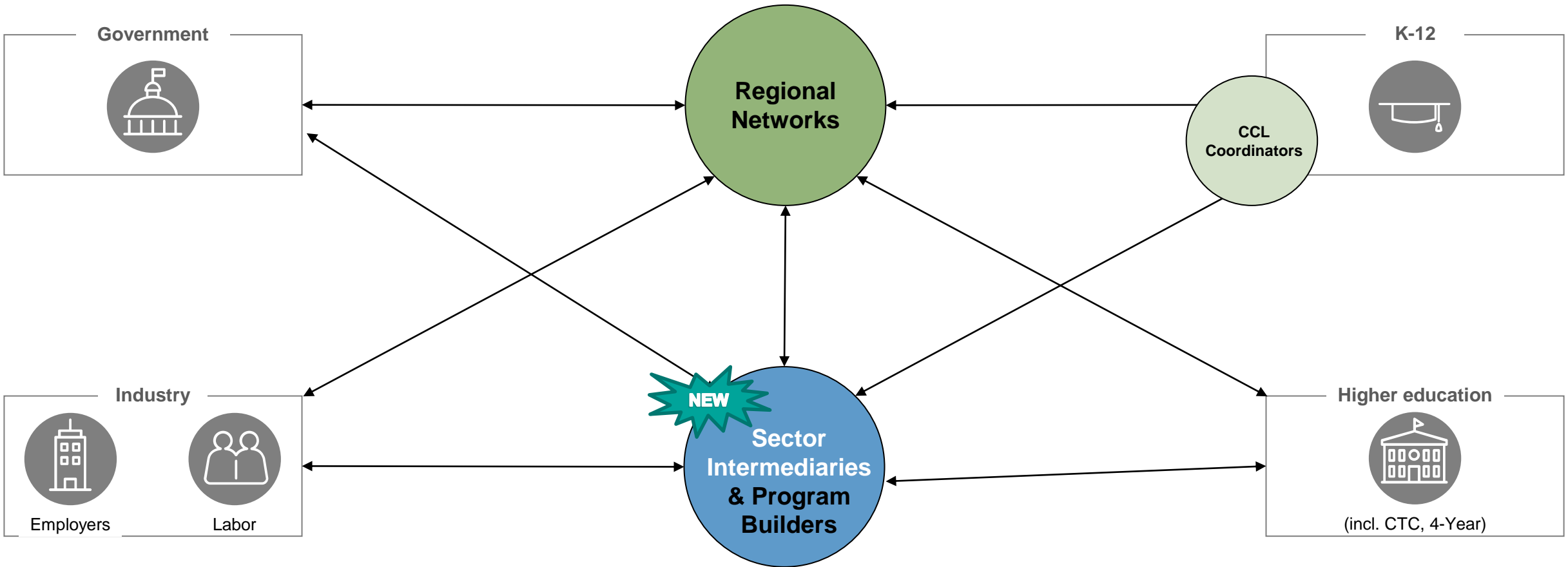


CCW can provide the connective tissue to grow CCL programs state-wide

CCW partner infrastructure created to fill gaps, provide necessary connections to achieve annual enrollment increase

Employment

Education



Role of Sector Intermediaries

Completed June 30, 2023

1. Reach out to employers, labor, Regional Networks, Program Intermediaries, educators, Local Workforce Development Boards, community leaders, and state government who are closely connected with the sector.
2. Fully understand the demand for talent over the next two to five years and the skills and competencies needed for identified high-quality entry-level jobs.
3. Map this demand against available career connected learning programs in the sector.
4. Identify high quality existing programs to scale and identify any gaps where new programs are needed; and
5. Assemble this data into an industry-aligned sectoral strategy with clearly identified objectives.

Role of Sector Intermediaries

Ongoing throughout life of contract

1. Regularly convene industry stakeholders to update and validate the sector strategy. This includes continued recommendations for design of RFPs, as well as technical support to employers and program builders interested in building new programs, expanding existing programs.
2. Continue to engage and enlist employer champions to lead sector strategy work, adopt CCW programs, and promote CCW to other employers.
3. Recruit, cultivate, and support the development of a statewide network of high impact program builders who can develop program solutions for sector employers and increase the number of employers who adopt Career Launch as their preferred talent solution.
4. Facilitate continuous development and improvement of the sectoral strategy, as a living document, to: increase the number of participating employers; better meet the skilled workforce needs of small employers; adapt to dynamic labor market realities; and strengthen equity and impact of career connected learning programming in the sector.
5. Serve as CCW's designated Sector Leader and as a visible and engaged member of the statewide coalition and adopt CCW branding and messaging in your employer- and stakeholder-facing communications.
6. Facilitate partnerships between new employers and the Regional Networks, Program Builders, and other CCW system actors who will collaborate to develop and implement new CCW programs.
7. Advise CCW and State leaders on policy, strategy, funding priorities, and industry engagement.

Sector of Focus in this RFP:

Sectors



Education

Characteristics of Sectors

- Strong employer leadership and desire to collaborate
- High employer need and worker opportunity
- Ability to build on or fill gaps in CCW program portfolio
- High number of “quality jobs” (defined in Commerce Grant as exceeding prevailing wage, including benefits and/or unionized, potential to develop skills to advance in career)
- Ability to play a critical role in WA’s equitable recovery
- There is a need for workforce investment (i.e. not receiving significant workforce development support from other sources)

Expected Deliverables


Employers have a shared understanding of workforce needs in their sector and utilize CCW programs as their preferred talent solution.

- Through close connections to CCW and with assistance from Sector Intermediaries, employers in each of the identified sectors address their workforce needs by leveraging career connected learning programs.
- Successful career connected learning programs are scaled across the state to serve the needs of students and employers.
- Opportunities for new Career Launch, Prep, and Explore programs are identified and developed to fill workforce needs.
- Regional Networks and Program Intermediaries (program builders) have connections to employers in the identified sector.
- Employers adopt Career Launch model as a standard business practice.


Schedule of Activities:

Issue Request for Proposal Via WEBS (Washington's Electronic Business Solution)	July 26, 2023
Bidders Conference	Right now!
Bidders Submit Questions To RFP Coordinator	By 11:59 p.m. PST August 06, 2023
ESD Responses To Bidder Questions Via WEBS	By 4:00 p.m. PST August 10, 2023
Complaint Process Ends	By 5:00 p.m. PST August 16, 2023
Bidder Proposals Due	By 11:59 p.m. PST August 24, 2023
Conduct bid evaluations	August 28, 2023
Notify Successful Bidder(s)	August 31, 2023
Projected Contract Work Begins	On or after September 1, 2023

Funding & Period of Performance

 Funding (State) is estimated between \$300,000 and \$400,000

 Period of performance will extend through June 30, 2025.

 Contract periods and funding levels may be extended depending on initial contract performance and the availability of additional funds.

Bidder Qualification

Bidder will be required to verify in writing and/or during oral presentations how it meets the following standards:

1. Established, strong working relationships with sector employers;
2. Demonstrated understanding of current state of workforce challenges and opportunities within the sector;
3. Capability to leverage established connections with employers to conduct Sector Intermediary activities and accomplish objectives and deliverables;
4. Ability to work across all educational sectors, including K-12, community and technical colleges, 4-year baccalaureate institutions, and registered apprenticeship programs;
5. Ability to work across all geographic regions of Washington state;
6. Ability to work with labor organizations;
7. Ability to work within CCW system, including CCW Regional Networks, Program Intermediaries, Career Connected Learning coordinators, and statewide team;
8. Capacity to complete the scope of work without needing substantial ramp up time to add resources or develop aforementioned relationships; and
9. Vendor must be licensed, or able and willing to obtain a license, to do business in the State of Washington.

Bid Proposals | Mandatory Content

- Section 2 describes mandatory content.
- All mandatory content is in an appendix.
- There are four mandatory appendices:
 - > Appendix A: Bidder Profile & Information;
 - > Appendix B: Sector Intermediary Proposal; and
 - > Appendix C: Required Disclosures & Certifications;
 - > Appendix D: Budget Proposal

Bids may be disqualified if any mandatory content is omitted.

Bid Proposals | Mandatory Content

2.1. APPENDIX A: BIDDER PROFILE

Appendix A is a mandatory form that collects required information about the Bidder. Bidder must address all the elements identified in this form. Omitting necessary information may result in disqualification. **This section is not scored.**

2.2. APPENDIX B: SECTOR INTERMEDIARY PROPOSAL

Appendix B describes the required responsive elements of the Sector Intermediary Proposal. All sections must be contained within a single file response (Marked as Appendix B). It includes the following sections:

- Sector Selection,
- Core Prompts,
- Organization Prompts,
- Letters of Support, and
- Attestations.

Each section is independently scored. Total available score is 60 points.

2.3. APPENDIX C - REQUIRED DISCLOSURES & CERTIFICATIONS

Appendix C is an attestation the Bidder must execute, which attests to multiple State requirements associated with submitting a proposal to a public (state agency) solicitation. Failure to execute and submit this Appendix will result in the Bidder's Proposal being disqualified.

If Bidder takes exception to any of the elements in this Appendix, Bidder may add a written narrative that address such exceptions.

This is a scored section – 5 points.

2.4. APPENDIX D – BUDGET PROPOSAL

Appendix C provides a Budget Template for the Bidders to submit a financial proposal that describes their requested amount of funds, and the allocation for fund disbursement. **This is a scored section – 10 points.**

Bid Proposals | Appendix B: Sector Intermediary Proposal

<p><u>Section 1: Sector Selection</u></p> <p>Select your industry sector. Bidders may only select one industry sector. Bidders cannot submit multiple proposals. This section is <u>not</u> scored.</p>	<p><u>Section 4: Employer Connections</u></p> <p>Provide references to 10 industry partners. For each, provide: Name of the business; Contact information (name, title, phone, email); and Why you chose to include this partner in this list. This section <u>is</u> scored.</p>
<p><u>Section 2: Core Prompts</u></p> <p>Respond to all four prompts. Describe how each will be achieved. Detail strategies, actions, and outcomes for each. This section <u>is</u> scored.</p>	<p><u>Section 5: Attestation</u></p> <p>Review all Sector Intermediary functions. Provide written attestation to all functions. This section is <u>not</u> scored.</p>
<p><u>Section 3: Organization Prompts</u></p> <p>Respond to both prompts. This section <u>is</u> scored.</p>	

Evaluation Process

- **Phase 1: Evaluation of Written Proposals**

- > Content: Appendix B, C, D
- > Method: Team evaluation, 5-point Likert scoring, each section averaged
- > Evaluators: State agency personnel, Career Connect Washington staff, representatives from labor, industry, and community partners
- > Result: A scored and ranked list of bidders by industry sector

- **Phase 2: Evaluation of Employer References**

- > Content: Appendix B Section 5, discussions with employer references
- > Method: 1:1 discussions with employer references, 5-point Likert scoring, sufficiency determinations
- > Evaluators: State agency personnel, Career Connect Washington staff
- > Determinations: 1) sufficient; 2) insufficient; and 3) more information needed
 - If determined sufficient, the bidder will be determined the apparent successful bidder
 - If determined insufficient, the bidder will be disqualified and evaluators will proceed to the next-ranked bidder
 - If more information is needed, evaluators will request oral presentations and may also proceed to the next-ranked bidder

Additional Information Regarding Bids & Evaluations

- The RFP Coordinator may contact the Bidder for clarification of any portion of the Bidder's proposal.
- Only proposals which include all mandatory content (i.e. all appendices) will be considered responsive.
- The results of the two-phase evaluation process will be presented to an executive-level committee, representing labor, business, Office of the Governor, and Career Connect Washington.
- Follow up question(s) may be required and will determine whether interviewees receive funding.

Other considerations

- Please review all the requirements. Failure to properly fill out all the required forms – such as Wage Theft Prevention form, Certifications and Assurances, and Executive Order 18-03 Preference – will result in disqualification.
- Please do not zip your files
- If you're not selected as an Apparent Successful Bidder (ASB), do contact ESD for a debrief within 3 business days of the announcement of the ASBs.
- Apparent Successful Bidders will be announced via WEBS (List of winning proposals will be uploaded as an amendment document) and via careerconnectwa.org e-mail list. Separate notifications will go to Regional Networks and Career Connected Learning Coordinators.
- Please check your Junk folder for bounce-back notification (may happen if message is above 30MB in size)
- Please respond to questions concisely and directly. The committee will not review information contained in links or supplemental attachments (other than letters of support)

Q & A

More questions?

Please direct all questions by 11/11 to:

Jennifer Watson

RFP Coordinator

esdgp bids@esd.wa.gov

360-890-3723

