



# Sector Intermediary Funding

November 10, 2021

## Vision for career connected learning in Washington

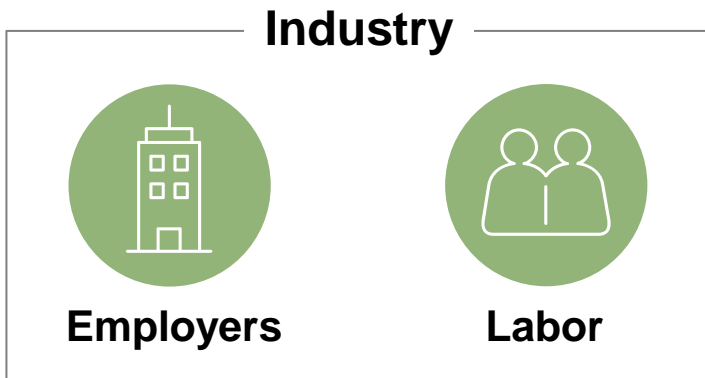
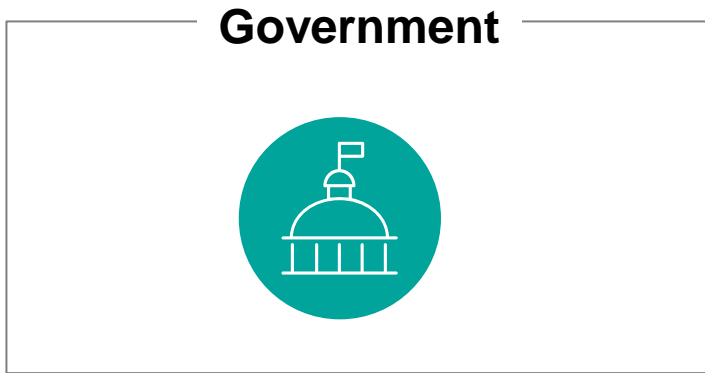
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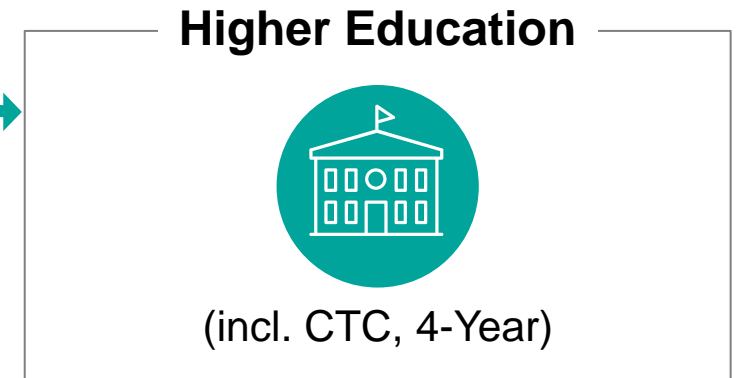
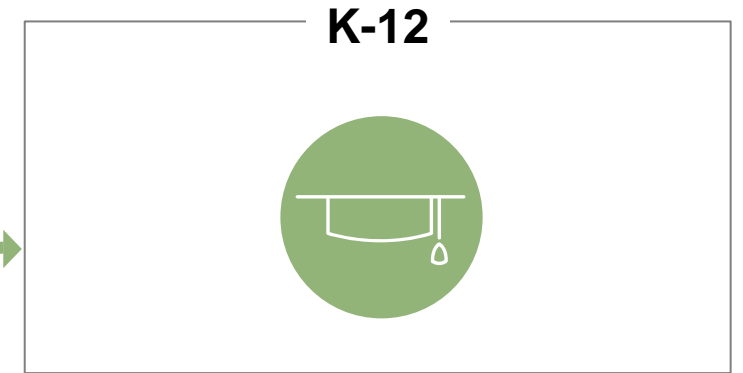
**Every young adult in Washington will have **multiple pathways toward economic self-sufficiency and fulfillment, strengthened by a comprehensive state-wide system for career connected learning****

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

## Employment



## Education

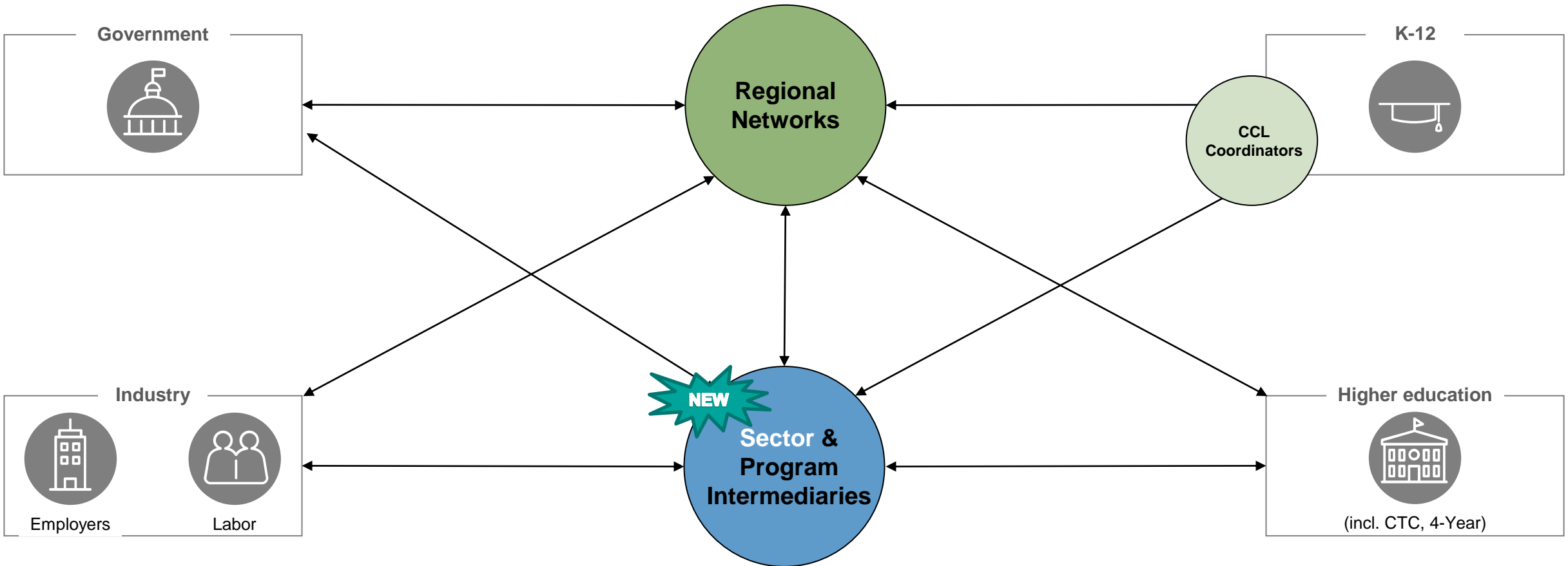


**CCW can provide the connective tissue to grow CCL programs state-wide**

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

## Employment

## Education



# Role of Sector Intermediaries

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## **First 6 Months – By June 30, 2022**

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 leadership and timelines for completion.

## **Following 12 Months – By June 30, 2023**

1. Assist in implementation by executing on the strategy, including scaling existing programs across employers and regions within a sector.

# Sectors of Focus in this RFP:

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## Sectors



**CleanTech/Energy**



**Healthcare**



**Education**



**IT/Cyber Security**



**Maritime**



**Advanced Manufacturing /  
Aerospace**

## 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

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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)	October 29, 2021
Bidders Conference	Right now!
<b>Bidders Submit Questions To RFP Coordinator</b>	<b>By 5:00 p.m. PST November 11, 2021</b>
ESD Responses To Bidder Questions Via WEBS	By 4:00 p.m. PST November 15, 2021
<b>Bidder Proposals Due</b>	<b>By 5:00 p.m. PST November 30, 2021</b>
Conduct bid evaluations	December 1 <sup>st</sup> – December 10 <sup>th</sup>
Notices sent for Oral Presentations	December 10 <sup>th</sup> – if applicable
Oral Presentations	December 16 <sup>th</sup> and 17 <sup>th</sup> , as applicable
Notify Successful Bidder(s)	December 10, if no Oral Interviews, December 17th, if Oral Interviews are undertaken.
Projected Contract Work Begins	On or after January 1, 2022



# Funding & Period of Performance

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Funding (State) is estimated at \$300,000 per Sector Intermediary



Period of performance will cover eighteen (18) months from January 1, 2022, until June 30, 2023.



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

# Bidder Qualification

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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 three mandatory appendices:
  - > Appendix A: Bidder Profile & Information;
  - > Appendix B: Sector Intermediary Proposal; and
  - > Appendix C: Required Disclosures & Certifications.

Bids may be disqualified if any mandatory content is omitted.

## 2 BID PROPOSALS - MANDATORY CONTENT:

This section identifies and explains the content that **MUST** be included in each Bidder's Proposal. It is the Bidder's responsibility to make sure that each mandatory responsive section is properly identified and completely covered in Bidder's proposal. Each section contains prompts designed to allow each Bidder the opportunity to demonstrate knowledge, expertise, capabilities, and capacities. Bidders are encouraged to provide responses that are specific, clear, and concise.

**TO MAKE MANDATORY OBLIGATIONS MORE IDENTIFIABLE**, ESD places each mandatory responsive requirement in an Appendix. The mandatory responses for this RFP are appendices A, B, and C. Each appendix is embedded into this RFP at the end of this section (See page 8).

If a request for information is contained within an Appendix, then it **must** be included as part of the Bidder's Proposal (even if the requirement receives no evaluation points). If the request is not contained in an Appendix, then it does not need to be included as part of the Bidder's Proposal. Omission of required material may cause the Bidder's overall proposal to be disqualified.

A brief description of each requirement is noted below.

### 2.1. APPENDIX A: BIDDER PROFILE & INFORMATION

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 required elements of a Sector Intermediary Proposal. It includes the following sections:

1. Sector Selection

## Bid Proposals | Scored Content

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Only Appendix B: Sector Intermediary Proposal will be scored.

<b>MANDATORY CONTENT</b>	<b>SCORED</b>
<b>Appendix A: Bidder Profile &amp; Information</b>	<b>NO</b>
<b>Appendix B: Sector Intermediary Proposal</b> Section 1: Sector Selection Section 2: Core Prompts Section 3: Sector Specific Prompts Section 4: Organization Prompts Section 5: Employer Connections Section 6: Attestation	<b>YES</b>
<b>Appendix C: Required Disclosures &amp; Certifications</b>	<b>NO</b>

# Bid Proposals | Appendix B: Sector Intermediary Proposal

<p><b><u>Section 1: Sector Selection</u></b></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><b><u>Section 4: Organization Prompts</u></b></p> <p>Respond to both prompts. This section <u>is</u> scored.</p>
<p><b><u>Section 2: Core Prompts</u></b></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><b><u>Section 5: Employer Connections</u></b></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><b><u>Section 3: Sector Specific Prompts</u></b></p> <p>Respond to all prompts which pertain to your sector. Describe how each will be achieved. Detail strategies, actions, and outcomes for each. This section <u>is</u> scored.</p>	<p><b><u>Section 6: Attestation</u></b></p> <p>Review all Sector Intermediary functions. Provide written attestation to all functions. This section is <u>not</u> scored.</p>

# Evaluation Process

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

- > Content: Appendix B Sections 2, 3, and 4
- > Method: Team evaluation, 5-point Likert scoring, each section average is 1/3 of total
- > 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

# Phase 1 | Section 2 Evaluation

- Phase 1 will determine a **section score** for Section 2
- Section 2 will comprise 1/3 of the Phase 1 total score
- The section score is the **average** of all scores awarded by an evaluator for Section 2
- Each evaluator will award scores for strategy, actions, and outcomes in response to each prompt using a 5-point Likert scale

Section 2: Core Prompts		
2.1: Employers will have a shared understanding of the workforce development needs in their sector.		
	Strategy	(1-5)
	Actions	(1-5)
	Outcomes	(1-5)
2.2: Sector employers use CCW programs to recruit and train talent.		
	Strategy	(1-5)
	Actions	(1-5)
	Outcomes	(1-5)
2.3: Successful career connected learning programs are brought to statewide scale and adapted to meet the workforce development needs identified by sector employers.		
	Strategy	(1-5)
	Actions	(1-5)
	Outcomes	(1-5)
2.4: The Sector Intermediary is the well-connected resource, for Regional Networks and Program Intermediaries, to engage sector employers and implement a coherent sector strategy.		
	Strategy	(1-5)
	Actions	(1-5)
	Outcomes	(1-5)

# Phase 1 | Section 3 Evaluation

- Phase 1 will determine a **section score** for Section 3
- Section 3 will comprise 1/3 of the Phase 1 total score
- The section score is the **average** of all scores awarded by an evaluator for Section 3
- Each evaluator will award scores for strategy, actions, and outcomes in response to each prompt using a 5-point Likert scale
- The Maritime and Healthcare sectors each have multiple sector-specific prompts
- This model ensures Section 3 represents 1/3 of each bidder's total score

Section 3: Sector Specific Prompts	
3.3.1: Washington faces critical skilled worker shortages in specific Healthcare occupations. Therefore, the Healthcare Sector Intermediary must support pathways which address immediate and acute gaps statewide.	
Strategy	(1-5)
Actions	(1-5)
Outcomes	(1-5)
3.3.2: Healthcare sector workforce development is decentralized. Therefore, the Healthcare Sector Intermediary must unify pathway development activities across the healthcare sector and promote CCW programs as the shared talent solution.	
Strategy	(1-5)
Actions	(1-5)
Outcomes	(1-5)

Section 3: Sector Specific Prompts	
3.4.1: Education sector employers seek a highly qualified workforce that is representative and reflective of the communities they serve. New models for training and recruiting talent will provide new opportunities for underrepresented communities to access education careers. Therefore, the Education Sector Intermediary must support pathways for talent from demographic and geographic communities and provide candidates with equitable career and certification opportunities.	
Strategy	(1-5)
Actions	(1-5)
Outcomes	(1-5)



# Phase 1 | Section 4 Evaluation

- Phase 1 will determine a **section score** for Section 4
- Section 4 will comprise 1/3 of the Phase 1 total score
- The section score is the **average** of all scores awarded by an evaluator for Section 4
- Each evaluator will award scores for strategy, actions, and outcomes in response to each prompt using a 5-point Likert scale

Section 4: Organization Prompts	
4.1 Why is your organization applying for this CCW grant?	(1-5)
4.2 How does your organization approach planning and performance?	(1-5)

## Bid Proposals | Evaluation & Scoring Summary

PHASE	SECTION	MAXIMUM SCORE
PHASE 1	Section 1: Sector Selection	N/A
	Section 2: Core Prompts	5
	Section 3: Sector Specific Prompts	5
	Section 4: Organization Prompts	5
	Section 6: Attestation	N/A
<i>Phase 1 Total</i>		<b>15</b>
PHASE 2	Section 5: Employer Connections	5
	Sufficiency Determination	N/A
<i>Phase 2 Total</i>		<b>5</b>
<b>Total Maximum Score</b>		<b>20</b>

## Additional Information Regarding Bids & Evaluations

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- 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 3 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.
- Oral presentation(s) may be required and will determine whether interviewees receive funding.

## Other considerations

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- 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](http://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)

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## Q & A

## More questions?

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Please direct all questions by 11/11 to:

Greg Grahn

RFP Coordinator

[esdgp bids@esd.wa.gov](mailto:esdgp bids@esd.wa.gov)

360-890-3723



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