



**Construction Worker Training and Retention Services
Request for Proposals RFP #FAS-111517
Q&A**

November 20, 2017

Q1: Why doesn't King County have 2019 funds?

A: King County is on a bi-annual budget, so funds for 2019-2020 are unknown at this time.

Q2: How long can people submit questions about the RFP?

A: The RFP Coordinator, Julianna Tesfu (LaborEquity@seattle.gov or 206-684-4570), will accept questions until December 13, 4:30 p.m. (PST). She will update the Q&A online weekly (or more if needed) until then. (RFP Proposal Schedule)

Q3: How many proposers will be interviewed?

A: The interview team(s) may invite as many or as few proposers that are considered to be within a competitive range given the evaluation scores. Interviews are optional, and interview points will be added the proposal evaluation. (Section 9, Selection Process)

Q4: Will interviews include questions that are different from the proposal?

A: The interviews may include clarifying questions about the proposal and new questions. Questions for interview will be given prior to the interview.

Q5: Can the City award proposals from unlicensed organizations that do not have experience?

A: Organizations must be licensed by contract execution. Past experience is considered in the proposal evaluation. (Section 10, Award and Contract Execution)

Q6: Do proposals need to include retention services for both apprentices and journey-workers, or can they focus on one or the other?

A: Retention services can be for apprentices, journey workers or both. (Section 4, Scope of Work)

For additional information on regional apprenticeship performance, see the City of Seattle Construction Hiring Analysis report by Community Attributes, Inc. The report includes completion rates by trade, ZIP code, gender and ethnicity:

<http://www.seattle.gov/Documents/Departments/FAS/PurchasingAndContracting/Labor/CAI-Apprenticeship-2017.pdf>.

Q7: Are employment placements expected to be in construction?

A: Yes. Placements can be in apprenticeship or employment, but are expected to be in the construction industry. (Section 12, Definitions)

Q8: In 2015, the City issued a joint RFP for construction outreach and training. Does this RFP include outreach work?

A: The City is funding outreach, recruitment and driver's relicensing services outside this RFP. If proposers want more information on driver's re-licensing services, contact Martha Ramos at LELO at 206-860-1400 or martha@lelo.org.

9: What's an apprenticeship placement?

A: An apprenticeship placement is when an individual is accepted into an apprenticeship program. The apprenticeship program or union hiring hall dispatches apprentices to jobsites. (Section 12, Definitions)

Q10: What's cultural competency?

A: Cultural competency is the proposers' ability to create an environment that will be inclusive of target populations and successfully increase their access and success in the construction industry. This includes knowledge and understanding of Priority Hire and why it exists, experience working with target populations and the ability to create a program that reaches and supports the target communities.

Q11: Who will be on the evaluation team?

A: The City of Seattle, Port of Seattle and King County will review proposals, but have separate contracts. The agencies will coordinate to ensure funding doesn't overlap; the expectation is that an organization will not have three separate contracts for the same scope of work. The benefit of issuing a joint RFP is that organizations will only have to apply once to all agencies. (Section 9, Selection Process)

Q12: How do the City, Port and County intend to coordinate contracts awarded under this RFP?

A: The City, Port and County meet regularly and intend to align reporting requirements and other contractual obligations wherever feasible. The agencies also participate in the Puget Sound Regional Pre-Apprenticeship Collaborative (RPAC) and expect organizations awarded contracts to participate as well.

Q13: What does the City mean by "The City anticipates a separate fund will be available in 2018 to address training needs on City projects, so services offered under this RFP should focus on interventions outside of public agency projects" on page 5 of the RFP?

A: The City anticipates separate funds in 2018 for Acceptable Work Site training on City public works projects. A separate RFP will likely come out late 2017 or early 2018. This RFP focuses more generally on the regional worker pipeline, whereas the Acceptable Work Site is intended for retention of workers on City public works projects. The Acceptable Work Site RFP will likely include education around the City's Acceptable Work Site policy, and will be implemented on selected City projects. The City intends to provide training on the policy through the Acceptable Work Site RFP, but organizations responding to this RFP may choose to incorporate aspects of Acceptable Worksite training or education in their proposal.

November 28, 2017

Q14: Can proposals cover less than two years of work?

A: Agencies are looking at 2-year contracts, but can negotiate a shorter contract depending on the proposed scope of work.

Q15: Is 12 months of retention work required after the contract ends?

A: Retention assistance for 12 months or more post-placement of an individual is preferred, up to the contract end date. Actual retention services will be negotiated in the contract.

Q16: Which organizations will provide outreach services?

A: The City intends to continue outreach and recruitment contracts with four of the six community-based organizations that were awarded from the 2015 RFP for priority hire training and outreach. These organizations are Urban League of Metropolitan Seattle, Casa Latina, Got Green and Rainier Beach Action Coalition. The City expects that all funded outreach, training and retention organizations attend quarterly meetings for collaboration.

Q17: Do King County and the Port of Seattle have priority hire programs similar to the City of Seattle?

A: King County is piloting priority hire on several projects, and the Port of Seattle Commission passed a resolution to develop a priority hire program on November 28, 2017. The intent is for cross-agency collaboration to work on regional strategies for a regional workforce. Since agencies will have separate contracts, proposers are encouraged to review each agencies' contract boilerplate language (see Section 11 of the RFP).

Q18: Are collaborative proposals required to have a "lead" organization?

A: Yes, proposals should have a prime consultant that will contract with the agency. The prime consultant would then work with subconsultants.

Q19: How will the City, County and Port award proposals?

A: Proposers will know which agency they will contract with upon receiving an Intent to Award. The City, County and Port may review proposals separately or jointly, but will coordinate on funding.

Q20: Should organizations submit a proposal to each agency?

A: No. Organizations can submit one proposal for all three agencies, using the total anticipated \$1.2M amount.

Q21: Is there a number of awards anticipated?

A: There is no minimum or maximum anticipated awards. Each agency may also be able to increase the funding available during the anticipated contract period.

Q22: Will proposals be negotiated into a contract?

A: Yes. After an agency sends an Intent to Award, they will negotiate contracts with the proposer.

Q23: Will each agency evaluate the proposals?

A: Yes. All agencies will review responsive proposals.

Q24: Will just the prime consultant need to attend interviews, or will subconsultants be able to attend as well?

A: Employees working on the scope of work should attend the interview, regardless if they work for a prime or subconsultant.

Q25: How will interview points be included with the proposal evaluation?

A: Each interview question will be a certain amount of points, adding up to 20, if interviews are held. Interview questions will be consistent among interviewees. Interview points will be added to proposal evaluation points, so organizations will receive a combined final ranking.

Q26: Can proposers respond to both programmatic options in the RFP? If so, should proposals for pre-apprenticeship training and apprentice/journey retention be separate or combined?

A: A proposer may respond to one or both programmatic options. Upon deciding, the proposer has the option to decide if it wants to submit one or more proposals. For example, if a proposer wants to respond to both training and retention, and the work is intertwined (e.g. a training program wants to submit one proposal that includes a flow from training to retention) then a proposer could submit one proposal. If the proposer intends training and retention work to be separate programs that do not intertwine, the proposer may opt to submit two proposals.

Q27: Can an agency fund more than one proposal?

A: Yes.

Q28: What is meant by administrative stipend?

A: Contracts will be billed for milestones reached, and will not include ongoing money each month for administration. Milestones should include administrative expenses, and will be negotiated per contract.

Q29: What are some unique strategies agencies are looking for in proposals?

A: The RFP has unique strategies included, though a proposal can include other strategies. (Section 4, Scope of Work)

Q30: Who has attended the RFP workshops?

A: Intelligent Partnerships, Link Staffing Services, Laborers 242, Urban League of Metropolitan Seattle, Legacy of Leadership and Organizing, University of Washington, Seattle Vocational Institute Pre-Apprenticeship Construction Training, Pre-Apprenticeship Construction Education, Pacific CM, KAN and Workforce Development Council of Seattle-King County.

Q31: Have any proposals been submitted thus far?

A: No.

Q32: Are interviews guaranteed?

A: No. After the City completes first-round evaluations, agencies may choose to interview top proposers.

December 7, 2017

Q33: Since contract execution is expected to be in late January, will students who start their pre-apprenticeship training in early January be considered eligible for funding?

A: Awarded pre-apprenticeship training programs will not be able to bill for performance that occurs before contract execution. They will be able to bill for milestones that occur after contract execution, such as graduation or placement into construction apprenticeship, even if the students started training before the contract execution date.

Q34: Can pre-apprenticeship programs include outreach activities in their proposals?

A: Yes.

Q35: If needed, can an awarded proposer request a no cost extension at the end of a contract term?

A: Yes. Final decision will be made at time of request.

Q36: Is there a minimum or maximum dollar amount a proposer can request?

A: No.

Q37: What is the proposal response page limit?

A: 7 pages single sided and 14 pages double sided.

Q38: What items will count towards the page limit?

A: The proposal response is the only items that will count toward the page limit (see Section 8 of the RFP).

Q39: Can a proposal have an anticipated start date later than January 2018?

Yes. Contract terms will be negotiated based on the proposer's scope of services. (Section 2, Performance Schedule).

Q40: Can a proposal budget include cost of living increases?

A: Yes. Final budget will be negotiated during contract negotiations.

Q41: On collaborative proposals should past and proposed performance be rolled up or submitted on separate tables?

A: It's up to the discretion of the proposer how to best submit past and proposed performance, however agencies would prefer to see it broken out by trade or organization.