

EXHIBIT A – SERVICE LEVEL III APPLICATION

Grant Solicitation:	Office of Equity and Civil Rights Pre-Apprenticeship Training and Support Services Grant Program
Applicant:	<div><div></div><div>Type/print full legal name of bidder company</div></div>

Instructions:

Applicants submitting a proposal must **complete and submit an Exhibit A** for evaluation purposes.

To ensure fair and impartial evaluations and contract award selections, WSDOT’s OECR program coordinator(s) and others representing the highway construction industry will singly evaluate and score Vendor proposals and other submitted materials based on the responses to the questions in this section and how well these responses meet the needs outlined in the Scope of Work.

Please limit your response to five (5) pages.

Answers will be scored by the following method: (Percentage of total points per question)

- 0% – Incomplete
- 10% – 30% Poor (lacking basic details or unclear, does not fully answer the question)
- 40% – 70% Average (lacking advanced detail but clearly answers question)
- 80% – 100% Above average (detailed, clearly answers full question, may include specific examples)

Please limit your answer the questions relevant to the specific service level you are applying for. Each bidder will normally apply for only a single service level. If you are applying for more than a single service level, please limit your answers to only those specific service levels.

Performance Requirements: Applicant must respond to each requirement as noted in the instructions below.

1. Review all requirements, priorities and provided definitions:
2. Applicant must respond in the *Written Response* column for every requirement that indicates a "Written Response Required". **Written responses must not reference any material present elsewhere. The written response shall be considered complete and stand on its own merits or may be deemed non-responsive.**

REQ ID	Performance Requirement and Stated Business Need	Points Available	Written Response
1.	<p>Outreach:</p> <p>a. Describe how your organization will conduct outreach in your local community, and detail how you will reach socially disadvantaged individuals including but not limited to veterans, formerly incarcerated, Juvenile Rehabilitation and Foster Care communities.</p> <p>b. Please describe what an outreach event would look like and how you will measure success, for instance, by the number attended or individuals moving to the assessment phase.</p> <p>c. Include descriptions of past projects completed (outreach and events) with a similar scope of work, including work with the target populations identified. In describing past projects, include data to illustrate your achievements.</p>	10 points	Written Response Required. If unable to perform services at this time, please provide an explanation detailing a plan to implement.

REQ ID	Performance Requirement and Stated Business Need	Points Available	Written Response
2.	<p>Assessment and Pre-employment Preparation:</p> <p>a. Describe how your organization is best suited to assess targeted individuals for highway construction pre-apprenticeship training and provide employment readiness preparation, as well as what methods you will use to assist individuals with any barriers that become evident through the assessment process.</p> <p>b. Detail how your organization will review, measure, and, when necessary, work to improve a student’s digital literacy, resume building, and overall employment preparation.</p>	15 Points	Written Response Required. If unable to perform services at this time, please provide an explanation detailing a plan to implement.
3.	<p>Support Services:</p> <p>a. Describe the support services your organization will provide to ensure the success and retention of your program participants.</p> <p>b. Please describe how you will coordinate and deliver resources to support program participants and complete their pre-apprenticeship training program.</p> <p>c. Detail the guidelines and strategies describing how program participants will be made aware of funds, eligibility requirements, and how you will administer support services.</p> <p>d. Detail any support you provide directly and partnerships you have developed with other support organizations.</p> <p>e. Include descriptions of past projects completed with similar scope, including work with the identified target populations. When possible, include data to illustrate your past achievements.</p>	15 Points	Written response required. If unable to perform services at this time, please provide an explanation detailing a plan to implement.

REQ ID	Performance Requirement and Stated Business Need	Points Available	Written Response
4.	Pre-Apprenticeship Training: <ul style="list-style-type: none">a. Describe your highway construction training curriculum and how you ensure your training meets current industry standards.b. Detail how you ensure training meets the diverse needs of your students and how you will ensure long-term success for your students.c. Include descriptions of past projects completed with a similar scope to illustrate your success in the pre-apprenticeship training curriculum.d. Describe how your program will assist program graduates to secure an active apprenticeship and/or onto an active highway construction job site.	20 Points	Written response required. If unable to perform services at this time, please provide an explanation detailing a plan to implement.
5.	Project Approach: <p>Describe the results you expect to achieve if you were awarded a contract for the 2025-2027 biennium.</p> <ul style="list-style-type: none">a. Number of individuals contacted for outreach (5 pts).b. Number of individuals assessed and provided pre-employment preparation (5 pts).c. Number of individuals placed into pre-apprenticeship training or directly onto a road construction job site. (10 points).	20 Points	Written Response required
6.	Provide at least three (3) non-vendor-owned customer references for whom the vendor has provided similar services during the past thirty-six months preceding the bid due date.	5 Points	Written response required

Estimated Cost Proposal

Instructions:

- 1. Vendors must complete all columns in table below.
- 2. Vendors must enter an estimated number of individuals to perform the services as outlined in the solicitation.
- 3. Vendors must enter estimated cost per individual to perform the services as described in the solicitation.

Columns left blank may be deemed nonresponsive and will not continue further in the process.

Service Level III	# of Individuals Served	Cost Per Individual	Total Cost
Conduct outreach and assess targeted individuals for highway construction pre-apprenticeship training, as detailed in the 2025-2027 PASS Statement of Work.			
Provide a support services network as detailed in the 2025-2027 PASS Statement of Work. See attached PASS 25-27 Program Allowable Activities for detailed expenditure limits.			
Provide highway/WSF construction training and education to targeted individuals as detailed in the 2025-2027 PASS Statement of Work			
Provide all administrative and program management necessary to implement the program as detailed in the 2025-2027 PASS Statement of Work successfully.			
		Total Cost:	

Return this exhibit to Grant Coordinator at:

OECRPASSProgram@wsdot.wa.gov