| Attachment A: Priority Hire Program Elements |
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|  | **Element Description** | **Required Element** | **Discretionary Element** | **Cost Estimate** |
|  | **Community Workforce Agreement (CWA) Administrator.** The CWA Administrator assists and/or leads labor negotiations on behalf of your organization to execute a CWA. This position manages labor compliance on CWA covered projects from pre-construction activities through completion. Duties include: conducts on-site visits and worker interviews; checks adherence to safety plans, standards, and protocols at the project construction site; develops written correspondence to clients, contractors, subcontractors, and Unions for labor compliance or CWA deficiencies and corrective actions, as needed; and attends or participates in CWA presentations to the public, contractors, labor organizations, and that of the awarding agency, as requested. | **☒** |  | Consultant Hourly Cost Range: $100 to $150/Hr.Employee Hourly Cost Range: $54 to $65/Hr. |
|  | **Reporting System.**  Proposers must agree to use King County’s designated Diversity Compliance Management System (DCMS). The purpose of the reporting system is to ensure that contractor and program performance data is appropriately assessed and available for reporting results. DCMS is an online cloud-based reporting solution that is available for use at a monthly cost. The DCMS integrates payment, labor, prevailing wage compliance, and workforce reporting in one solution that securely stores worker information. Local jurisdictions have the ability to access this system via a monthly subscription cost. | **☒** |  | King County DCMS Monthly Subscription Cost: $2,000. DCMS is available as a subscription-based service. Sign up and pay a recurring cost to access the DCMS.  |
|  | **Legal Analysis.** Hire legal expertise to advise on the design and implementation of the proposed priority hire program, including the legal basis for the program; review of a project-specific Community Workforce Agreement; and/or support the development of a Priority Hire local ordinance if desired.  |  | **☒** | Attorney Hourly Cost Range: $200 to $250/Hr. |
|  | **Staff Training:** Training designed for project managers, program administrators, or other staff in local jurisdictions to understand the goals and logistics of priority hiring and to drive results.  |  | **☒** | Consultant Hourly Cost Range: $100 to $150/Hr. |
|  | **Data Analyses/Report Development.** Data evaluation and analyses and report developments (e.g., monthly, quarterly, and or annual) as required by King County, the CWA, and/or federal funding requirements.  |  | **☒** | Consultant Hourly Cost Range: $100 to $150/Hr.Employee Hourly Cost Range: $49 to $55/Hr. |
|  | **Website Development.** Front-end web developer to work on the visual part of the website—the pages visitors see and interact with (also known as the user interface). Design the physical layout of each page, create site content, integrate graphics, and use HTML and/or JavaScript to enhance the site.  |  | **☒** | Consultant Hourly Cost Range: $60 to $95Hr.Employee Hourly Cost Range: $35 to $55/Hr. |
|  | **Community Outreach.** Includes efforts to reach out to individuals residing in distressed Zip Code areas to encourage participation as an apprentice or journey worker on one or more Priority Hire projects. Can also include referrals to pre-apprenticeship programs where graduates of such programs may be treated as “preferred entry” participants on one or more designated Priority Hire projects. |  | **☒** | Consultant Hourly Cost Range: $100 to $150/Hr.Employee Hourly Cost Range: $49 to $55/Hr. |