



REQUEST FOR PROPOSALS
CALIFORNIA MUNICIPAL UTILITIES ASSOCIATION (CMUA)
CALIFORNIA WATER, WASTEWATER, AND ENERGY WORKFORCE DEVELOPMENT PROGRAM

CMUA is a recipient of a grant from the California Workforce Development Board's (CWDB) High Road Training Partnership (H RTP) Program. This grant will implement the California Water, Wastewater, and Energy Workforce Development Program, a statewide workforce development program focused on diversity, equity, and inclusion that will result in trained workers who will secure jobs in the industry or earn promotions within their existing positions throughout the State. The Program is designed to create a workforce pipeline for persons with barriers to employment, and/or underrepresented populations, and/or applicants from Low to Moderate Income (LMI) communities.

The California Municipal Utilities Association (CMUA) is seeking proposals from qualified 1) public water or wastewater utilities, publicly owned electric utilities, utility consortia and/or 2) community colleges 3) industry-specific training providers and 4) Community-Based Organizations (CBOs) that serve persons with barriers to employment to provide:

- **1) Career ladder training and/or advancement for incumbent (existing) workers** in Water, Wastewater and Energy Workforce from underrepresented populations **and/or** applicants from Low to Moderate Income (LMI) communities **or**
- **2) Placement of new workers in Water, Wastewater and Energy Workforce** from underrepresented populations **and/or** applicants from Low to Moderate Income (LMI) communities; and,
- Data collection and reporting to measure and validate program performance.

Note: Proposers can apply for both 1) Career ladder training and/or advancement for incumbent (existing) workers and 2) Placement of new workers in Water, Wastewater and Energy Workforce. ***However, proposers must submit separate submissions for each opportunity.***

CMUA anticipates multiple entity awards statewide and forecasts entering into contracts from January 1, 2024, to March 31st, 2026, with a standard contract not to exceed \$150,000. The selection committee will evaluate proposals based on the applicant's:

- Past performance in implementing successful apprenticeship, internships, leadership development, or other workforce development programs for the water, wastewater, and energy industry with a demonstrated experience serving underrepresented populations in the industry workforce

- Partnerships with employers in the field for the Water, Wastewater and Energy Industry
- Understanding of California Water, Wastewater, and Energy Industry's labor market demands, experience with organized labor and knowledge of hiring practices
- Approach to diversity, equity, and inclusion for underrepresented populations and workers from LMI communities
- Relationships with CBOs that serve underrepresented populations
- Feasibility of program costs, numbers served, per participant costs, and budget

One (1) electronic copy of the proposal (PDF) must be submitted no later than **Friday, November 13, 2023, by 5:00 p.m. Pacific Standard Time to dblacet@cmua.org**. You may contact Tamika Taylor at 4taylorsanders@gmail.com for technical assistance or to request additional information. **This request for proposals is available on our website at <https://www.cmua.org/request-for-proposal>.**

I. Introduction:

CMUA is a full-service trade association representing public water and wastewater agencies and publicly owned electric utilities (POUs). CMUA is the proud recipient of a grant from the California Workforce Development Board's (CWDB) High Road Training Partnership (H RTP) Program. This grant will implement the California Water, Wastewater, and Energy Workforce Development Program, a statewide workforce development program focused on diversity, equity, and inclusion that will result in trained workers who will secure jobs in the industry throughout the State. The Program is designed to create a workforce pipeline for underrepresented populations *and/or* applicants from Low to Moderate Income (LMI) communities. (*Underrepresented populations include, but are not limited to, persons with barriers to employment, underrepresented minority populations in the industry, veterans, women, disabled persons, and persons from low to moderate income communities.*) The project approach is to improve industry partnerships, enhance existing industry workforce programs and fund innovative pilots to ensure ongoing placement of trained workers in industry jobs, which are high quality and well-paid, with great benefits and opportunities for advancement. Ideal applicants will have successfully implemented water, wastewater, and energy workforce development programs and have in-depth knowledge of labor market demands and hiring practices within the public *WATER, WASTEWATER, AND ENERGY* industries and have strong relationships with community-based organizations that serve underrepresented populations, *particularly persons with barriers to employment.*

II. Background:

CMUA is pleased to partner with The California Workforce Development Board (CWDB), High Road - Training Partnership's Resilient Workforce Program (RWP) and launch the CALIFORNIA WATER, WASTEWATER, AND ENERGY WORKFORCE DEVELOPMENT PROGRAM. The objectives of the High Road Training Partnership (H RTP) initiative are to 1) Increase access to existing high-road jobs for underserved populations and 2) Create pathways for job growth for incumbents already employed with a high-road employer. In alignment with these objectives, this grant will fund training partnerships with high-road employers to directly increase the number of skilled workers from underserved populations in high-quality jobs within the priority sectors of public water and wastewater agencies and publicly owned electric utilities (POUs). Frontline workers and

administrators at water and wastewater treatment utilities across the country are central to public health, environmental, and economic well-being in all communities, big and small. The water industry is facing widespread shortages of qualified workers due to expected retirements, needed investments in California's infrastructure, and new technical and scientific skill sets required to operate, improve, and maintain these systems. Nationwide labor market estimates indicate that as many as one-third of water workers will be eligible to retire within the next 5-10 years.

III. Scope of Work

- 1) Provide career ladder training **and/or** advancement to incumbent (existing) workers in Water, Wastewater and Energy Workforce Industries' underrepresented populations and/or applicants from Low to Moderate Income (LMI) communities **or**
- 2) Secure Placement of new workers in the Water, Wastewater and Energy Workforce from underrepresented populations and/or applicants from Low to Moderate Income (LMI) communities.
- Outreach to and identify a pool of qualified applicants from targeted underrepresented populations, persons with barriers to employment and/or applicants from Low to Moderate Income (LMI) communities
- Offer enhanced supportive service that address barriers to employment and increase applicant success and retention
- Data collection and reporting to measure and validate program performance

IV. Proposal:

The successful applicant must be able to provide a solution-based approach to the project and address the following: in a **narrative proposal not to exceed five (5) pages**:

- Explanation of qualification and experience dealing with public water and/or energy systems and municipalities.
- Demonstrated ability in implementing successful apprenticeships, internships, mentorship, leadership development, or other workforce development programs for the water, wastewater, and energy industry.
- Demonstrated ability to work with employers in the Water, Wastewater and Energy Industry.
- A detailed project approach and design that describes how each of the specified tasks for the scope of work will be accomplished within the project period and who will be assigned the work involved.
- Identify what methods will be applied to identify qualified candidates for new positions or training/career ladder opportunities in the industry or municipality.
- Strategy to a create workforce pipeline for underrepresented populations and/or applicants from Low to Moderate Income (LMI) communities.
- Relationships with community-based organizations that serve targeted populations.
- Approach to working with organized labor and /or leveraging existing labor relationships.

Form of Proposal: The proposal package should include: 1) Narrative, 2) Cost Proposal including cost per participant, numbers served and program costs, 3) Resumes for Key Staff and 4) Support letters (optional). The proposal package must be submitted via email as a PDF and as a total package should not exceed 10 pages including all resumes. Support letters can be in addition to the 10 pages.

IV. Evaluation Criteria: All proposals will be evaluated according to the following criteria.

- Past performance in implementing successful apprenticeship, internships, leadership development, or other workforce development programs for the water, wastewater, and energy industry including any outcomes to serve underrepresented and other populations who have not been represented in the industry (40 points)
- Knowledge of California Water, Wastewater, and/or Energy Industry's labor market demands, connection with organized labor, and industry hiring practices (20 points)
- Approach to diversity, equity, and inclusion and outreach to underrepresented populations, persons with barriers to employment and workers from LMI communities (20 points)
- Feasibility of program costs, cost per participant and overall budget (20 points)


V. Proposal Submittal:

One (1) electronic copy of the proposal must be submitted in **PDF** format, labeled: CMUA WATER WASTEWATER, & ENERGY WORKFORCE DEVELOPMENT RFP

no later than Friday November 13, 2023, by 5:00 p.m. Pacific Standard Time to:

Danielle Blacet-Hyden

dblacet@cmua.org

 **NOTE:** Proposers are invited to attend a virtual **Bidder's Conference** hosted by CMUA. This meeting will take place via Zoom on **Monday, October 30th 2023 at 10:00 a.m.** Please RSVP to Tamika Taylor at 4taylorsanders@gmail.com for the meeting link.

All proposals will be reviewed by the CMUA. The selection will be based upon the applicant's ability to meet the stated criteria listed above. This program is competitive, and all eligible organizations may apply. Upon receipt, all proposals will be evaluated on the above criteria. CMUA reserves the right to interview the top ranked applicants before making a final selection. Applicants may be contacted to provide further clarification.

VI. Disclosures:

Workforce Innovation and Opportunity Act

The CMUA conforms to nondiscrimination provisions of the Workforce Innovation and Opportunity Act (WIOA) and other federal nondiscrimination requirements as referenced in 29 CFR parts 37 and 38.

The successful candidate will be expected to enter into a standard State of California subcontractor Agreement, including minimum insurance coverage requirement of \$1,000,000 per incident.

Source of Funds

In the 2021/2022 State Fiscal Year budget, funds for this opportunity were provided through the California General Fund. All awards are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by law. CMUA reserves the right to adjust the total number, duration, and amount of each grant award, including allocating additional funds above the requested amounts.

The use of funds awarded in this grant opportunity is governed by state and federal directives, and the federal Office of Management and Budget (OMB) Guidance for Grants and Agreements (Uniform Guidance for Federal Awards 2 CFR Part 200). Monitoring and/or Program Audits may occur. Funds awarded through this funding cannot be used to purchase real property or construct buildings. A maximum of 20% of the total project budget will be allowed for administrative costs. The 20% administrative cap should include indirect costs and administrative activities.

The prospective awardee is advised that it has certain duties, obligations, and rights under Public Contract Code sections 10335 - 10381 and 10410 - 10412, with which the Contractor should be familiar.