

Request for Proposal

Aerospace Joint Apprenticeship Committee (AJAC)

6770 E. Marginal Way S., Bldg A-106

Seattle, WA 98108

Contact: Shannon Matson, Deputy Director, smatson@ajactraining.org

1. Summary

The Aerospace Joint Apprenticeship Committee in Seattle, WA is accepting proposals to design and implement a research study associated with the **employer return on investment** for AJAC participating apprenticeship employers. This RFP is to provide a fair evaluation for all candidates and to provide the candidates evaluation criteria against which they will be judged. AJAC has been awarded funds through the Department of Labor's American Apprenticeship Initiative through its partnership with South Seattle College.

2. Organizational Overview

Washington State is the world leader in aerospace and advanced manufacturing production and home to more than 1,350 aerospace-related companies employing more than 132,500 highly-skilled aerospace workers. The increase in impending retirements, new emerging technologies and a greater production demand have created challenges for building a skilled 21st century workforce and competing in a global economy. Over the next five years, the state will need more than 7,200 additional aerospace workers to fill the increasing demand. The current workforce is composed of tradespeople that offer valuable knowledge and skills acquired through years of experience. It is imperative that employers have an avenue to capture the knowledge of these retiring tradespeople and pass that knowledge on to the next generation.

Washington State funded the creation of the Aerospace Joint Apprenticeship Committee (AJAC) in 2008 to devise this avenue. AJAC is a statewide, nonprofit 501(c)(3) aerospace and advanced manufacturing registered apprenticeship program.

It is the mission of AJAC that the training of apprentices shall be without discrimination based on race, sex, color, religion, national origin, age, disability, veteran status, sexual orientation, gender identity or as otherwise specified by law. AJAC also encourages women, minorities and veterans to apply with their employer.

AJAC and its advisory committee, comprised of employers and employees, have developed and implemented the following registered apprenticeship programs based on employer and industry need:

- Machinist (Aircraft-Oriented)
- Aircraft Mechanic Airframe
- Precision Metal Fabricator
- Tool and Die Maker

- Industrial Maintenance Mechanic
- Plastic Process Technician

AJAC serves 2018 manufacturing employer, 310 adult apprentices, 35 youth apprentices, and more than 200 pre-apprenticeship participants each year. AJAC's service region is the entire state of Washington with a concentration of programs across the Puget Sound. More information about AJAC can be found at www.ajactraining.org

3. Proposal Guidelines

Timeline: Proposals are due at 12:00pm/noon PST, Wednesday, March 29th, 2017 – those received after that point will not be reviewed. Any questions and final submissions should be sent to Shannon Matson by email, smatson@ajactraining.org.

This is an open and competitive process.

The price you quote should be inclusive. If your price excludes certain fees or expenditures, please provide a list of excluded items with a complete explanation of the nature of each item. Payments shall be scheduled on an agreed upon timetable.

If the execution of work to be performed by your company requires the hiring of key personnel, you must clearly state this in the proposal. Sub-contractors must be identified and their expected scope of work clearly defined.

4. Scope of Work

AJAC seeks a contractor who can conduct a rigorous evaluation of the return on investment for employers participating in AJAC apprenticeship. The idea is to create a better methodology for measuring ROI that taps into existing production management data available through a handful of AJAC employers. A competitive proposal should identify a methodology for establishing employer ROI, key variables to be measured, and a process for data collection and evaluation. Another key deliverable will be a literature review of existing research pertaining to apprenticeship ROI as it relates to the firm. While we are open to creativity in research design, the total budget for the contract should not exceed \$40,000.

The proposal should address the following elements:

- Organizational/professional background of the person or agency
- Qualifications of key personnel
- Project approach and design methodology
- Work plan with timeline
- Budget

It is expected that AJAC staff will provide background knowledge, employer contacts, and some technical assistance to the project.