



**Request for Proposals (RFP) 00322691
South King and Port Communities Fund (SKPCF)
Economic Opportunities for Communities (EOC)
2026 Cycle**

Proposals Due
April 20, 2026
12:00 PM PT (NOON)

Port of Seattle
Central Procurement Office
2711 Alaskan Way
Seattle, WA 98121

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1. Introduction

The Port Office of Equity, Diversity and Inclusion (OEDI) is pleased to release this Request for Proposal (RFP) for the Economic Opportunities for Communities Program with funding from the South King and Port Communities Fund (SKCPF), formerly the South King County Community Impact Fund (SKCCIF). The Port seeks proposals from eligible community-based organizations with career-prep and career-readiness programs to increase awareness and access to career pathways and/or employment in Port-related industries (aviation, construction trades, green jobs/careers, and maritime), serving structurally excluded and underrepresented communities who live or work in the eligible funding region (near-airport South King County cities and the Beacon Hill/Duwamish Valley Extension Area).

Interested organizations are invited to submit written proposals to the RFP application, narrative, and budget template. Applicants deemed eligible with proposals meeting RFP requirements may be invited for an interview to make final award recommendations. The Port intends on issuing multiple contracts with this RFP. The services procured through this RFP shall be provided in accordance with the following attached instructions, requirements and specifications. Applicants are responsible for regularly checking [VendorConnect](#) for updates, clarifications or addenda to this RFP or Applicants may register as a Plan Holder for this RFP on [VendorConnect](#).

2. Who are we?

a. Port of Seattle

Founded in 1911, the Port is a special purpose government with the mission to promote economic opportunities and quality of life in the region by advancing trade, travel, commerce and job creation in an equitable, accountable and environmentally responsible manner. The Port's vision is to add jobs in Port-related industries through economic growth led by the Port while reducing our environmental footprint. We are committed to creating opportunities for all, stewarding our environment responsibly, partnering with surrounding communities, promoting social responsibility, conducting ourselves transparently, and holding ourselves accountable.

b. Office of Equity, Diversity and Inclusion

In 2019, the Port became the first port authority in the nation to establish an Office of Equity, Diversity, and Inclusion (OEDI) with the vision to mirror the diversity of our community, instill principles of equity in its culture, and ensure a fair and intentional distribution of opportunities. The SKCPF is a demonstration of the Port's commitment to equity by investing in communities to increase economic opportunities and promote environmental justice to achieve a better quality of life for near-airport cities and neighboring communities.

3. RFP Overview: What are we funding?

a. Purpose Statement

The purpose of the SKCPF Economic Opportunities for Communities Program is to bridge equity gaps by funding community-led career-prep and readiness programs directly to communities who live or work in the eligible funding region to access career pathways and/or employment in Port-related industries. Economic opportunity means creating access for all communities to obtain living wage jobs. Wages in jobs and careers in Port-related industries exceed regional averages across other occupation categories, being a potential catalyst to improve socioeconomic status (SES) of communities furthest from opportunities. SES, a combination of education, income and occupation, encompasses quality of life traits, including the opportunities and privileges afforded to people within society. Communities with low SES commonly share characteristics, such as low economic development, poor health conditions, and low levels of educational attainment.¹ These same communities with low SES are underrepresented in jobs and careers in Port-related industries.

The Port is a leader in moving people and cargo across the country and around the world. With ties to all of Washington's key economic sectors and connections to more than 500 employers operating at its facilities, the Port is uniquely positioned to create diverse talent pathways of well-trained and equipped individuals who can access and secure quality, living wage jobs and careers in Port-related industries (aviation, construction trades, green jobs and maritime).

1. Reference: <http://www.apa.org/pi/ses/resources/publications/factsheet-references.aspx>

b. Background

In 2019, the Port established the South King and Port Communities Fund (SKPCF), formerly the South King County Fund and South King Community Impact Fund, to develop community partnerships and provide resources and support to historically under-resourced, structurally excluded, diverse communities surrounding the Seattle-Tacoma International Airport (SEA). From 2020 to 2024, the SKPCF funded four cycles of community-led projects to create pathways to living wage jobs in Port-related industries and improvement of environmental and public spaces. In 2024, the Port Commission reauthorized \$14 million to continue SKPCF to advance equity through environmental improvements, access to jobs and careers in Port-related industries and training to women, minority business enterprises (WMBE) and small businesses. The geographic eligibility also expanded with emphasis on priority of the six near-airport cities, the origin of the fund. Through community listening sessions, partner feedback and the Equity Index, the SKPCF Economic Recovery Program evolved into the Economic Opportunities for Communities (EOC) Program to refocus funds to advance economic opportunity instead of recovery.

c. Scope of Work

The SKPCF Economic Opportunities for Communities (EOC) Program intends to contract directly with community-based organizations whose workforce development efforts will increase community visibility of and access to career pathways and/or employment in Port-related industries through career prep and readiness programs. SKPCF EOC has four key pillars:

- a. Community
- b. Equity
- c. Career Prep and Readiness
- d. Port-Related Industries

Applicants and proposals must meet the eligibility outlined in Section 4a. Eligibility.

4. Eligibility: Who can apply?

a. Eligibility

Applicants must meet **criteria i, ii, iii and iv** to be eligible:

i. Applicant is one of the following types of organizations:

- Non-profit organization with 501(c)3 status, or
- Chambers of commerce with 501(c)6 status, or
- Community based organization with Fiscal Sponsor (501(c)3 or 501(c)6)

Note: Fiscal sponsors are required to be signatory authorities for contracts.

ii. Community and Eligible Funding Region

Programs must be provided to King County residents from underrepresented communities who live or work in the eligible funding region AND programs must be located within the eligible funding region. Applicants and proposals must meet the following:

1. Experience

Applicant has at least 2 years of demonstrated work experience with historically underrepresented communities who live or work in geographic funding region. Applicants with a physical office space and providing services in near-airport cities will be evaluated more favorably.

2. Community Served

Program participants must be focused on underrepresented communities, such as communities of color, immigrants and refugees, low-income communities and other structurally excluded communities.

3. Eligible Funding Region

Program participants must live or work in the eligible funding region AND programs must be located within the eligible funding region. The eligible funding region was determined using the Port Equity Index, an online interactive map that displays social and environmental disparities in King County and includes:

- a. Near-airport Cities: Burien, Des Moines, Federal Way, Normandy Park, SeaTac, Tukwila
- b. Other South King County Cities: Algona, Auburn, Kent, Pacific, Renton
- c. Beacon Hill/Duwamish Valley Extension Area

See [Exhibit 6, Attachment C](#) for more details about the eligible geographic region and target population.

iii. **Port-related Industries**

Port-related industries are **aviation, construction trades, green jobs, and maritime**. As a special purpose district and limited purpose municipal entity, the Port can only fund programs that directly support Port-related industries. Applicants and proposals must meet the following:

1. **Workforce Development Experience**

Applicants have at least 1 year of direct experience implementing career awareness, prep and/or readiness programs in Port-related industries **and** have identified relevant technical/industry partners, trainers and/or employers in the proposed Port-related industries.

2. **Connection to career pathways or employment in Port-related Industries**

Programs that do not directly and strongly support at least one Port-related industry in all aspects may not be eligible for funding. See [Exhibit 6, Attachment B](#) for Port-related industry descriptions and examples.

iv. **Focus Areas – Career Awareness, Prep and Readiness**

Funded programs should be one of the focus areas: experiential, navigation, retention or training. Each focus area has specific examples of allowable activities, expected level of engagement with employers and community partners and required outcomes to achieve the purpose of the SKPCF EOC Program. Proposals should be community-informed solutions that promote equity and demonstrate impact within communities being served. **Only one application should be submitted, regardless of the number of focus areas.** The focus areas and descriptions are:

Focus Areas and Descriptions	Activities				Outcomes
	Awareness	Exploration	Preparation	Training	
1. Experiential Facilitate coordinated opportunities for participants to learn about jobs and careers in Port-related industries and discover their skills and interests related to Port-related industries	X	X			Increased knowledge about jobs and careers in Port-related industries Increased exposure and interaction to jobs and careers in Port-related industries to identify skills required Referral and/or connection to career pathways in Port-related industries
2. Navigation Assist participants navigating career pathways in Port-related industries and requirements to enter jobs and careers in Port-related industries	X	X	X		Increased knowledge about jobs and careers in Port-related industries Increased exposure and interaction to jobs and careers in Port-related industries to identify skills required Increased foundational skills and preparedness required to be prepared for jobs and careers in Port-related industries Referral and/or connection to required trainings or programs in Port-related industries Job placement support in Port-related industries
3. Retention Guide and support		X	X		Increased exposure and interaction to jobs and careers in Port-related industries to identify

participants to complete pre-apprenticeship, training and/or upskill programs to stay and advance in jobs and careers in Port-related industries				skills required Increased foundational skills and preparedness required to be prepared for jobs and careers in Port-related industries Referral and/or connection to required trainings or programs in Port-related industries Job placement support in Port-related industries
4. Training Train, certify and/or provide work-placed experiences to gain skills and competencies to pursue jobs and careers in Port-related industries			X X	Access and/or Enrollment in Trainings Increased exposure to jobs and careers in Port-related industries to identify skills required Increased foundational skills and preparedness required to be prepared for jobs and careers in Port-related industries Increased readiness and competency to pursue jobs and careers in Port-related industries Completion of training, certification and/or work-place experience Job placement support in Port-related industries

See [Exhibit 6, Attachment D](#) for more details and examples of the focus areas.

Exhibit 4: Self-Assessment Tool is available to help Applicants determine whether they meet the minimum requirements. The Self-Assessment Tool is not required and should not be submitted as part of this application.

5. Available Funding: How much funding can Applicants request?

a. Estimated Contract Value and Agreement Duration

The Port intends on awarding approximately \$2 million across multiple Agreements with this RFP. There are two funding options for Applicants to choose from: One-Year Agreement Duration or Multi-Year agreement Duration. Applicants may only apply under **one funding option per funding cycle**.

- i. A One-Year Agreement Duration only lasts one year from the contract start date.
- ii. A Multi-Year Agreement Duration may last up to two or three years from the contract start date.

Organizations with an existing SKPCF EOC contract may only apply for the 2026 RFP if the existing contract expires prior to October 31, 2026. This is a competitive procurement and there are no guarantees past and/or current organizations funded by SKPCF will be awarded in 2026.

Details of each funding option:

Funding Duration	Minimum value per agreement	Maximum value per agreement not to exceed (NTE)	Application
One-Year Agreement	\$65,000	\$115,000	To apply for this option, indicate "1-year" in Exhibit 1, Section 2. Proposal Overview, Funding Duration Requested
Multi-Year Agreement (up to three (3) years)	\$100,000	\$275,000	To apply for this option, indicate "Multi-year: 2 years" or "Multi-

For 2-year duration: Agreement is one base year, plus one option year to extend.			year: 3 years” in Exhibit 1, Section 2. Proposal Overview, Funding Duration Requested
For 3-year duration: Agreement is one base year, plus up to two option years to extend.			

6. RFP Process: What is the timeline and process?

- a. **Schedule:** The anticipated RFP schedule is outlined below. The Port reserves the right to modify the schedule as circumstances warrant.

2026 SKPCF EOC RFP Schedule		
Milestone	Date and Time	Location
RFP Advertisement RFP is posted on VendorConnect and SKPCF website.	Monday, March 9, 2026	VendorConnect
Information Sessions Port Staff will present information on the RFP and answer questions. No RSVP required.	Info Session 1 Wednesday, March 11, 2026 3:00 – 5:00 PM (PST)	Microsoft Teams meeting link: https://teams.microsoft.com/meet/26116741522100?p=t7YQg9adFhAvHMHlfY Meeting ID: 261 167 415 221 00 Passcode: uV3wE2xb
	Info Session 2 Wednesday, March 18, 2026 10:00 AM – 12:00 PM (PST)	
	Info Session 3 Wednesday, March 25, 2026 11:00 AM – 1:00 PM (PST)	
Technical Assistance Virtual Office Hours Port Staff will be available to help you navigate VendorConnect or any other parts of the application. These are drop-in virtual office hours.	TA Session 1 Wednesday, April 1, 2026 10:00 – 11:00 AM (PST)	Microsoft Teams meeting link: https://teams.microsoft.com/meet/26601712967962?p=tUYCDmvdMSLDkmVqfE Meeting ID: 266 017 129 679 62 Passcode: Dv3wp98G
	TA Session 2 Tuesday, April 7, 2026 3:00 PM – 4:00 PM (PST)	
	TA Session 3 Monday, April 13, 2026 11:00 – 12:00 PM (PST)	
Last Day to Ask Questions Submit any final questions through VendorConnect.	April 13, 2026 12:00PM (PST)	VendorConnect
Final Question and Answer Publication	April 15, 2026 12:00 PM (PST)	VendorConnect
Proposals Due	April 20, 2026 12:00 PM (NOON) (PST)	Email application and required documents to: e-submittals-sa@portseattle.org
Notification for Presentations/Discussions	June 25, 2026	Port Staff will email point of contact listed on the RFP Cover page.
Presentation/Discussions	July 6-17, 2026	
Notices of Intent to Negotiate	July 22, 2026	
Finalize Scopes of Work and Terms and Conditions	August 13, 2026	

Commission Notification	September 24, 2026	
Notices of Award	October 5, 2026	
Execute SKPCF Contracts	November 1, 2026	

b. Questions

- i. **Ask a Question** - All questions must be submitted in writing through the Port’s [VendorConnect](#) website (<https://hosting.Portseattle.org/sops>) by April 13, 2026, 12:00 PM PST, in order to allow adequate time for preparation of a response.
 - 1. Applicants must register and become a Plan Holder in [VendorConnect](#) to ask questions or receive ongoing updates.
 - a. Steps to become a Plan Holder:
 - i. Register by creating a login and basic profile.
 - ii. Join as a Vendor.
 - iii. In “Current and Past Solicitations”, locate “00322691 South King and Port Communities Fund (SKPCF) Economic Opportunities for Communities”.
 - iv. From the Overview page, select the “Become a Plan Holder” option.
 - v. You must complete the required fields in VendorConnect
 - vi. New Vendor accounts are approved manually during business hours.
 - 2. Once a Plan Holder, the “Ask a Question” button will appear on the Overview page.
 - 3. Responses to questions will be posted on the Documents tab on [VendorConnect](#) as a Question & Answer Publication. Questions received after this deadline may not be considered.

c. Frequently Asked Questions

Answers to some questions may be found in the Frequently Asked Questions on the Port website (https://www.portseattle.org/SKCF_Questions).

- i. Attendance at the Information and Question & Answer Sessions is optional. Not participating will not preclude any organization from proposing.
 - 1. Please contact chu.n@portseattle.org if you need an interpreter for the Information and Question & Answer Session.
 - 2. Link to SKPCF website: <https://www.portseattle.org/programs/south-king-and-port-communities-fund>.
- ii. The Port will upload the presentation onto [VendorConnect](#) at the start of the meeting.
- iii. The Information and Question & Answer Sessions will be recorded and publicly posted in [VendorConnect](#) at a later time. Please keep in mind:
 - 1. The Information and Question & Answer Sessions will start on time.
 - 2. Keep yourself on mute unless the facilitator prompts you.
 - 3. Enter all questions and comments in the chat during Info and TA Sessions and into [VendorConnect](#) beyond these sessions.

d. Communication and Point of Contact

All communication with the Port regarding this RFP process must be directed to the assigned Procurement Officer listed below. The Port maintains a neutral competitive environment for all Applicants to protect the integrity of the selection process. Any communication concerning the content of this RFP by a potential or actual Applicant, or anyone on its behalf, with any Port elected official or employee other than the Port Procurement Officer, may result in the rejection of that Applicant’s proposal, or may cause the organization involved to be disqualified from this RFP process.

Procurement Officer: Nicole Chu
 Procurement Officer Email: chu.n@portseattle.org

e. RFP Process

- i. Compliance with Legal Requirements
 - 1. The RFP process and resulting contracts will be in accordance with applicable federal, state, and local laws, and Port policies and procedures. The Port reserves the right to

- reject any and all proposals.
2. The Port will evaluate the proposals in accordance with the provisions set forth herein.
- ii. Updates and Changes (Addenda)
 1. All changes shall be documented via addenda. Applicants are advised to not rely on verbal information or direction. Email notification of addenda will be provided to all on the [VendorConnect](#) Plan Holders list. Applicants are responsible for enrolling as a Plan Holder on [VendorConnect](#) to receive email notification of addenda.
 - iii. Minor Informalities and Cancellation
 1. The Port reserves the right to waive any minor irregularity and/or reject any and all firms and cancel the procurement.
 - iv. Costs Borne by Applicants
 1. All costs incurred in the preparation of a proposal, and participation in this RFP process shall be borne by the Applicants.
 - v. Public Disclosure
 1. As a public agency, the Port is subject to the Washington State Public Records Act, Chapter 42.56 of the Revised Code of Washington (RCW). As such, the Port may disclose information provided in a proposal or other documents provided in connection with this RFP. The Applicant shall be responsible for and bear the costs of taking legal action in any attempt to prevent disclosure of such documents. In no event shall the Port be liable to the Applicant for disclosure of proposals (or related documents) the Port deems disclosable under RCW 42.56 or otherwise publishes or makes public.
 - vi. Economic Opportunities for Communities Services Agreement Terms and Conditions
 1. A copy of the Port's Economic Opportunities for Communities Services Agreement is contained in Exhibit 7. By submitting a proposal, the Applicant represents that it has carefully read the Services Agreement Terms and Conditions and agrees to be bound by them except to the extent that an Applicant provides Track Changes as described below.
 2. Applicants with change requests may use Track Changes on the Word Document version of the Services Agreement Terms and Conditions. Requests for specific changes to the Port's Services Agreement Terms and Conditions, along with an explanation for the requested change(s), and any price implications of the requested change(s), must be submitted. If no changes are provided with the submission of the proposal, the Applicant agrees to be bound by the Port's Economic Opportunities for Communities Services Agreement included as Exhibit 7.
 3. The language contained in Attachment D (Title VI, Non-Discrimination and Affirmative Action Supplemental Conditions), Attachment E (CC-2, Consultant Ethics and Conflict of Interest), and Attachment F (Statement of Values, Standards, and Expectations for Third Parties) of Exhibit 7, cannot be changed.
 4. The Port reserves the right to make changes to the RFP and the Port's Economic Opportunities for Communities Services Agreement and associated Terms and Conditions by addendum.
 5. By submitting an application, Applicant certifies that it has reviewed and can comply with the specific insurance requirements for this Agreement that are contained in Section 17 of Exhibit 7.
 6. Port Values and Standards
 - a. By submission of a proposal, each Applicant certifies they will comply with all local, state, federal, and other laws, rules, regulations, and other requirements applicable to its operations, including those relating to environmental responsibility, worker safety, labor, anti-discrimination, and anti-human trafficking. The Applicants are also acknowledging that they will adhere to the Values and Standards of the Port. The Port's Statement of Values, Standards, and Expectations for Third Parties is included in Exhibit 7 Sample Terms & Conditions.
 - vii. Reimbursement
 1. Compensation is a hybrid of firm fixed price (lump sum) and cost-reimbursement schedule, in accordance with the mutually agreed upon milestone payment schedule in Attachment B of the Agreement (Exhibit 7). Wraparound support costs will be cost-reimbursement. The remaining budget will be formulated to the firm fixed price (lump sum) formula:

- a. Ten percent will be reimbursed as an initial payment.
 - b. Seventy percent will be reimbursed monthly for milestones satisfactorily completed and reported to the Port Project Manager.
 - c. Five percent will be reimbursed as a mid-year payment.
 - d. Fifteen percent will be reimbursed as an annual end-year payment.
- viii. Conflict of Interest
- 1. Applicants have a duty to disclose all potential situations that could present a real or perceived conflict of interest to the Port as described in Consultant Ethics and Conflict of Interest—CC-2 contained in Exhibit 7.
 - 2. The Port may evaluate whether an Applicant has a relationship, contract, or other activities that may result in the Applicant (1) being unable, or potentially unable to render impartial assistance or advice to the Port, or (2) having impaired objectivity in performing the Agreement. If a conflict of interest exists and the Port is unwilling to waive the conflict, the Port may not enter into an Agreement with the Applicant.
- ix. Protests
- 1. Protest procedures can be found here: <https://www.Portseattle.org/page/procurement-documents>. The protest procedures are included to provide a prompt, fair and equitable administrative remedy to all interested parties regarding alleged substantive errors or omissions in the RFP or any decision by the Port to shortlist, award a contract, to declare a proposal non-responsive, or to find an Applicant not responsible. Strict compliance with the protest procedures is essential in furtherance of the public interest. Any aggrieved party that fails to comply strictly with the protest procedures is deemed, by such failure, to have waived and relinquished forever any right or claim with respect to alleged irregularities in connection with the RFP or award of any contract. By submitting a proposal in response to this RFP, the Applicant acknowledges that it has reviewed and acquainted itself with the protest procedures linked above and agrees to be bound by such procedures as a condition of submitting a proposal.

7. Submission Requirements: How do Applicants apply?

Proposals must be submitted no later than 12:00 PM (NOON) PST on April 20, 2026. Applicants are responsible for regularly checking [VendorConnect](#) for any updates, clarifications and/or addenda. To receive automatic email updates, Applicants may register on [VendorConnect](#) and opt-in as a Plan Holder for this specific RFP.

a. Proposal Requirements

i. Proposal Package and Format

- 1. Complete proposals shall include all the following exhibits and attachments in the following formats:

Document	Format	Naming Requirement
Exhibit 1: Cover Sheet	PDF with Signature	Organization Name_00322691_Exhibit 1 Cover Sheet
Exhibit 2: Application Form	PDF	Organization Name_00322691_Exhibit 2 Application
Exhibit 3: Narrative	Word	Organization Name_00322691_Exhibit 3 Narrative
Exhibit 5: Budget Template	Excel	Organization Name_00322691_Exhibit 5 Budget
Exhibit 7: Sample Terms and Conditions (if applicable)	Word	Organization Name_00322691_Exhibit 7 Terms and Conditions
Exhibit 8: Company Information	Excel	Organization Name_00322691_Exhibit 8 Company Information
Letters of Support	PDF	Organization Name_00322691_Letter of Support
Current IRS letter verifying the nonprofit organization’s 501(c)3 or 501(c)6 tax-exempt status.	PDF	Organization Name_00322691_IRS Letter

ii. Page Count Limit

1. Details for Exhibit 3: Narrative
 - a. The Narrative shall be limited to **6 pages** of content and have a font no smaller than size 11. Pages shall be single-sided, 8.5" x 11" in size.
 - b. In the event that the Narrative exceeds the page limitation, excess pages will not be considered. After removal of the excess pages, the proposal may further be rejected as unacceptable or uncompetitive if the Port concludes that it would not have reasonable chance for award or is outside the competitive range.
 - c. The body of the proposal shall remain organized in accordance with the RFP criteria.
2. The following required items are not included in the page count limitation:
 - a. Exhibit 1: Cover Sheet, signed
 - b. Exhibit 2: Application Form
 - c. Exhibit 4: Work Plan
 - d. Exhibit 5: Budget Template
 - e. Exhibit 7: Sample Terms and Conditions (if applicable)
 - f. Exhibit 8: Company Information Sheet
 - g. Letters of Support
 - h. Current IRS letter verifying the nonprofit organization's 501(c)3 or 501(c)6 tax-exempt status.
 - i. If applicable, fiscal sponsorship agreement signed by the fiscal sponsor and the proposing organization.
 - j. Applicants should not use separator pages. If included, separator pages are not counted as part of the total page count.

b. Submission Process

To submit a proposal:

- i. Review the [Section 6.a. Schedule](#) for the RFP proposal deadline information.
 1. It is the responsibility of the Applicant to ensure timely delivery of proposals.
 2. The Port reserves the right to reject any and all late submittals.
 3. The Port may use the time stamp on the Applicant's email(s) to determine timeliness.
- ii. Submit proposals through email to e-submittals-sa@portseattle.org. The Port is requiring electronic proposals for this RFP. Hard copy, proposals including .ZIP or compressed files, or linked (including but not limited to file hosting services such as Citrix Files and DropBox) proposals **will not be accepted**.
 1. The proposal email subject line shall include the RFP number, RFP title and organization name (e.g., Subject: RFP 00322691, SKPCF Economic Opportunities for Communities 2026, Organization Name)
 2. Email must attach all required documents and forms in the Proposal Package
 3. The Port's email server **will not accept files larger than 10MB**. If the proposal file is larger than 10MB it shall be sent in multiple emails and be labeled "Email 1 of 5," "Email 2 of 5," etc.
 4. The Port's email server **will not accept compressed files**. By Port security policy, all compressed files, including .ZIP file attachments, are removed at the email firewall and will not be accessible as part of your proposal submittal.
- iii. The Port will send a confirmation email after the proposal is received. If you do not receive an email confirmation within 1 hour, please contact Nicole Chu (chu.n@portseattle.org) to inquire about your proposal.

8. Selection Process: How will you select awarded proposals?

a. Selection Process Overview

- i. All proposals received by the stated deadline will be reviewed by the Procurement Officer to ensure applicant eligibility and proposal requirements are met. Only proposals meeting applicant eligibility and requirements are evaluated by the Evaluation Team. Any proposals that do not meet the applicant's eligibility, proposal requirements and/or do not contain all the required information may be rejected as nonresponsive.
- ii. The selection process may include:
 1. Initial evaluation
 2. Evaluation by the Evaluation Team of complete proposals and associated documents

3. Presentation, Discussion and Question and Answers
4. Intent to Negotiate
5. Notice of Award

Each step will identify a shortlist of proposals to move forward to the next step, with the final step as notice of award:

- iii. Awards will be made to Applicants whose proposals are best aligned with the intent of the SKPCF Economic Opportunities for Communities Program.
- iv. The Port reserves the right to take any action affecting the RFP process that is determined to be in the best interest of the Port.

b. Evaluation

- i. Proposals may be evaluated with an initial evaluation, with proposals being shortlisted on an Acceptable/Unacceptable basis before full evaluation by the Evaluation Team.
- ii. Proposals will be evaluated in accordance with the [criteria](#) established in this RFP.
- iii. The Port reserves the right to evaluate information obtained from sources other than those listed by the Applicant.
- iv. The Port may seek clarifications and/or ask for additional information through a request for revised proposal(s), presentations, interviews, and/or discussions. Responses to such requests must be provided to the Port in a timely manner and may be considered in the evaluation ratings.

c. Presentations, Discussions, and Question and Answers

- i. Presentations/Discussions and Question and Answers are required for all shortlisted Applicants.
- ii. The Port will invite shortlisted organizations to present before the Evaluation Team.
 1. All presentations will be scheduled between 9 AM and 5 PM PT and will be conducted virtually. Review [Section 6.a. Schedule](#) for the RFP events dates and times.
 2. Presentations will be 20 minutes long, followed by 40 minutes of an open conversation with the Evaluation Team.
 3. PowerPoint presentations and handouts are not required.
 4. Interpretation is available upon request. Please be sure to complete the Interpretation section in [Exhibit 1: Cover Sheet](#).
- iii. The goal of the presentation is to provide Applicants the opportunity to talk about their proposed program in greater detail. During presentations, the Evaluation Team will have an opportunity to ask questions about the proposed programs and ask clarifying questions.
- iv. Discussion topics may include those identified in the Evaluation Criteria and Narrative.
- v. Failure to participate in the Presentation and Discussion process may result in the Applicant's disqualification from further consideration.

d. RESERVED

e. Service Agreement Terms and Conditions Negotiations

- i. The Port, at its option, may elect to conduct negotiations of the Economic Opportunities for Communities Services Agreement Terms and Conditions.

f. Notice of Intent to Negotiate

- i. The Port may issue a Notice of Intent to Negotiate to selected Applicants according to the RFP schedule in [Section 6.a. Schedule](#).
- ii. The Port may enter into negotiations with selected Applicants, prior to final award, to finalize the Economic Opportunities for Communities Services Agreement including Terms and Conditions, Scope of Work, and/or to negotiate cost and price. A sample of the Economic Opportunities for Communities Services Agreement is included for reference as Exhibit 7.

g. Notice of Award

- i. Final awards and execution of Agreements may be contingent upon Commission notification and/or approval of funding recommendations.

9. Evaluation Criteria: How will each proposal be evaluated?

a. Initial Evaluation

An initial evaluation may be performed on an Acceptable/Unacceptable basis in accordance with the table below:

Rating	Description
Acceptable	Proposal adequately meets the requirements of the RFP, including: <ul style="list-style-type: none"> • Port-related industry knowledge or partner • At least 1 year experience directly involved and/or delivering Port-related Industry workforce development programming with demonstrated successful outcomes
Unacceptable	Proposal does not adequately meet the requirements of the RFP.

b. Evaluation Team

The Evaluation Team is comprised of community advisors and Port employee subject matter experts.

c. Evaluation Criteria Rating

The Evaluation Team will provide evaluation ratings per the table below reflect the degree to which the Applicant meets or does not meet the funding decisions criteria laid out in [Section 9.c. Evaluation Criteria](#). Refer to [Exhibit 6, Attachment A](#) for additional definitions.

Rating	Description
Outstanding	Indicates an exceptional approach and understanding of the requirements and contains multiple strengths that far outweigh any weaknesses. Risk of unsuccessful performance is low.
Good	Indicates a thorough approach and understanding of the requirements and contains at least one strength, and risk of unsuccessful performance is low.
Acceptable	Meets requirements and indicates an adequate approach and understanding of the requirements, and risk of unsuccessful performance is no worse than moderate.
Marginal	Has not demonstrated an adequate approach and understanding of the requirements, and/or risk of unsuccessful performance is high.
Unacceptable	Does not meet requirements and therefore contains one or more significant weaknesses or deficiencies, and/or risk of unsuccessful performance is unacceptable.

d. Evaluation Criteria

Only complete applications meeting eligibility and requirements will be evaluated. The evaluation criteria will be used to rate the Proposal documents ([Exhibit 3: Narrative](#) and [Exhibit 5: Budget Template](#)) and Presentation and Discussion. The evaluation criteria listed in descending order of importance, with Criteria A being more important than Criteria B and so forth. All criteria are important, however, and Applicant should provide attention to thoroughly responding to each criterion.

Funding Decisions will be based on the following:

Criteria A: Experience and connection to Port-related industries workforce and pathways	Narrative Question Related to Criteria A
<p>1. Organization Experience in Port-related Industries. Applicant demonstrates at least 1 year of experience delivering workforce development programs in Port-related industries. Experience includes direct implementation and/or collaboration/ partnerships with trainers, industry subject-matter experts and/or employers in Port-related industries. Port-related industries are aviation, maritime, construction trades and green jobs, as described in Exhibit 6, Attachment B.</p>	Tell us about your organization’s past and present experience delivering workforce development programs in aviation, construction trades, green jobs or maritime. Be specific and showcase your qualifications, including details, such as the timeframe, your organization’s role, workforce program/services provided in Port-related industries and outcomes. Also include roles of partners, such as trainers, industry subject-matter experts and/or employers in Port-related industries.
<p>2. Program Connection to Port-related Industries. Proposal describes how all aspects of the program will create opportunities for participants to enter job/career pathways or</p>	Tell us about the goal of your program and specify the Port-related industry. Which career-prep focus area (experiential, navigation, retention, training) does your program address and how will your program create opportunities

<p>employment in Port-related industries. Strong alignment and connection to job/career pathways or employment in Port-related industries is required in order to be evaluated.</p>	<p>for participants to enter job/career pathways or employment in Port-related industries?</p> <p>What activities will be provided, including frequency, and how many participants do you intend to serve per year? What are your proposed outcomes and how will you reach them?</p>
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Criteria B: Experience and connection to community served	Narrative questions related to Criteria B
<p>1. Community experience. Applicant demonstrates at least 2 years experience working directly with the target underrepresented community and demonstrates how they are best suited to serve individuals from the identified community. Participants must live and/or work in the eligible geographic region, as described in Exhibit 6. Underrepresented communities includes communities of color, immigrants and refugees, low-income communities and other structurally excluded communities.</p>	<p>Tell us about the target underrepresented community you propose to serve through this program. Describe your organization’s past and present experience and ability to serve individuals from the identified community. How and why is your organization best suited to serve the community identified? What inequities and/or disparities do you hope to address through this program?</p>
<p>2. Program Connection to Community. Applicant has presence in one of the six near-airport cities, South King County cities, or Beacon Hill/Duwamish Valley Extension Area. Applicants with physical office space and providing services in the identified near-airport cities will be evaluated more favorably.</p>	<p>Describe where your organization is headquartered, including additional physical office locations. Where will you provide program activities and services? How will the community know about and access your proposed program? How are you tailoring the program and its delivery to meet the target community’s needs?</p>
<p>3. Outreach. Applicant outreach and engagement to recruit participants from target community who live and/or work in the eligible geographic region.</p>	<p>What is your outreach plan to engage and recruit participants from the target community? Include outreach activity, timeline, location, frequency, languages, strategies and materials created.</p>

Criteria C: Project Approach	Narrative questions related to Criteria C
<p>1. Strategy and Implementation. Program approach is clear and thoughtful. The implementation of program and services is feasible, clearly outlining the program model, milestones and how services will be delivered. The program approach will result in successful program outcomes for the targeted community being served and connects directly to pathways in jobs/careers and/or employment in Port-related industries. If applicable, wraparound services are reasonable and within the definition indicated in Exhibit 6, Attachment A.</p>	<p>Describe your program approach (i.e. cohort model, rolling enrollment, walk-in support, etc.), timeline (year-round, seasonal, academic calendar, etc.) and key project milestones. What will participants receive from entry to exit of the program? Tell us about your enrollment/intake process and documentation of participation (i.e. intake sheets, sign in sheets, assessment and referral forms, etc.). Explain your approach to ensure participants are connected to pathways and/or employment in jobs/careers in Port-related industries. If applicable, what wraparound services will be provided to participants? How will you identify which participants will receive wraparound support services? Important: Wraparound services must be directly related to work needs and facilitate access to the proposed program and services. Wraparound services costs may not exceed</p>

	25% of the total budget. Wraparound Services is defined in Exhibit 6, Attachment A .
<p>2. Partnerships. Applicant has identified partners, roles and responsibilities for this RFP and provided evidence of partnership support and/or agreement of proposed role and activities, such as letters of support, memorandum of agreement or understanding, referral protocols, etc.</p>	<p>Identify and tell us about your partnerships for the RFP. Describe roles and responsibilities and work history together. Attach evidence of partnership support and/or agreement of proposed role and activities. Examples include letter of support, memorandum of agreement or understanding, referral protocol, etc.</p>
<p>3. Budget The proposed budget is within the allowable maximum. The budget template is complete with clear explanation for each budget category. The program is appropriately staffed to achieve the proposed outcomes outlined in Criteria A and B. The roles and responsibilities of staff are clear and necessary. The program-based costs are clearly stated and directly aligned with program milestones and activities. Wrap-around costs are directly related to work needs and facilitate access to programs and services; it does not exceed 25% of the total budget. Sub-partner selection was strategic and necessary for implementation of program services. The role and responsibilities for sub-partners are clear and specific.</p>	<p>Complete Exhibit 5. Budget Template (Excel) to indicate cost for each program element. Provide details for each of the budget lines.</p> <p>Personnel/Staffing. How many staff from your organization would be involved, what would be their roles and responsibilities? How would their skills and experience support the program's success?</p> <p>Program Based Costs. Tell us about the program-based costs and how they will be used to implement the proposed program.</p> <p>Wraparound Services Costs. Tell us about the wraparound services costs. What wraparound services will participants receive and how will you document they were received by the participants? Important: Wraparound services must be directly related to work needs and facilitate access to the proposed program and services, such as work boots. Wraparound services costs may not exceed 25% of the total budget. Wraparound Services is defined in Exhibit 6, Attachment A</p> <p>Sub-partner Costs. How many sub-partners will be involved, what will be their role and how did you select this sub-partner? How would their skills and experience support the program's success? Important: Partners identified as a sub-partner for the RFP must be included in the budget. The Applicant may add an administrative fee (up to 4% of the sub-partner cost) to the sub-partner costs total. If a sub-partner is a for-profit organization, their costs may not exceed 25% of the total budget. If the sub-partner is a 501(c)3 or 501(c)6, there is no cost limit of the total budget.</p>

Exhibit 1 – Cover Sheet is uploaded to the Port's VendorConnect site under RFP 00322691. Please submit in PDF format with your proposal package.

Exhibit 2 – Application Form is uploaded to the Port's VendorConnect site, RFP 00322691. Please submit in PDF format with your proposal package.

Exhibit 3 – Narrative is uploaded to the Port’s VendorConnect site, RFP 00322691. Please submit in Word format with your proposal package.

South King & Port Communities Fund Economic Opportunities for Communities



Self-Assessment Tool 2026

This self-assessment is designed to help organizations determine if they may eligible for SKPCF EOC funding.

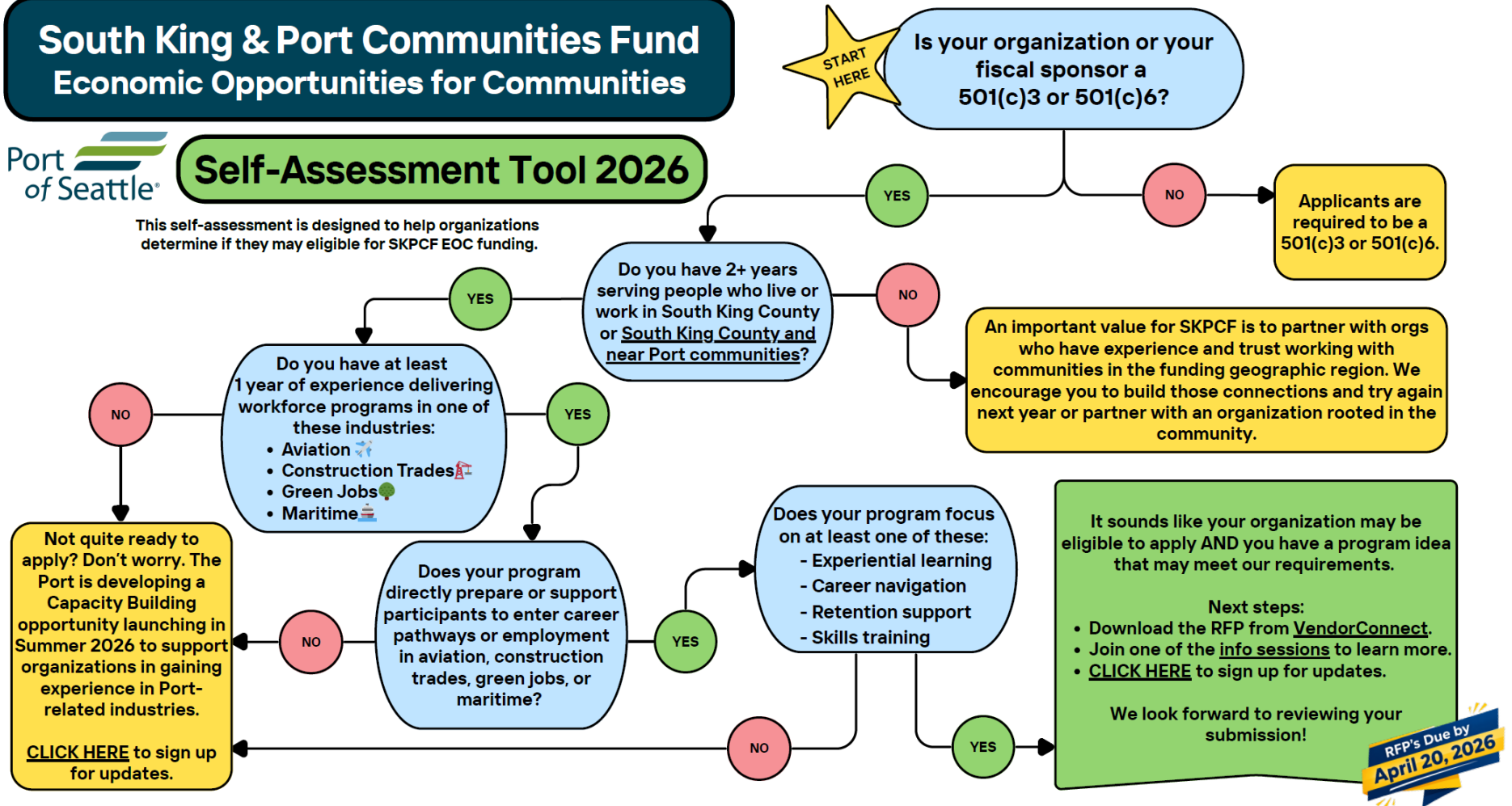


Exhibit 5 – Budget Template is uploaded to the Port's VendorConnect site, RFP 00322691. Please submit in Excel format with your proposal package.

Exhibit 6, Attachment A – Definitions

The following definitions shall apply throughout this RFP and its Exhibits.

- A. Apprentice means an individual participating in a registered program that provides closely supervised on-the-job training which may be supplemented with classroom instruction. Apprentices receive wages when they begin and earn increases as they become proficient in various skills. Once the program is complete, apprentices receive industry certifications and licenses to practice their trade.
- B. Awareness means providing and promoting information about jobs and careers in Port-related industries and how to explore one's own ability and interests
- C. Combination Business Enterprise (CBE) is a business that is at least 51 percent (51%) owned and controlled by a combination of minorities or women that would not otherwise meet the definition of MBE, WBE, MWBE.
- D. Deficiency is a material failure of a proposal and/or presentation to meet a requirement or a combination of significant weaknesses in a proposal and/or presentation that increases the risk of unsuccessful contract performance to an unacceptable level.
- E. Equity means the fair treatment, access, opportunity, and advancement for all people while striving to identify and eliminate barriers that have prevented the full participation of communities historically oppressed. Improving equity involves (1) increasing justice and fairness with the procedures and processes of institutions or systems, and (2) a fair, intentional distribution of resources.
- F. Exploration means exposure to jobs and careers in Port-related industries to identify skills required for those jobs and careers
- G. Fiscal Sponsor refers to a tax-exempt organization that agrees to be the contracting entity for the specific program described in the proposal. The fiscal sponsor shall be the "Partner" and execute the Agreement and have responsibility for all contractual obligations including insurance requirements.
- H. Green Job/Green Career means a job or career needed to operate and sustainably manage Port assets. Green jobs/green careers provide the skilled and diverse workforce in King County required by the Port to satisfy environment and sustainability commitments identified in the Century Agenda and support the Port's operations. This workforce is created using principles of an inclusive green economy that concurrently enhance the environmental health and economic well-being of communities. Examples of Port-related green jobs/green careers may include but are not limited to renewable and solar energy, stormwater management, habitat restoration and carbon banking, eco-tourism and sustainable transportation, environmental compliance and remediation, environmental policy, as allowable by law.
- I. Indirect Costs refers to costs that cannot be allocated to a specific program due to being spread out across an organization and its operations.
- J. LGBTQ Business Enterprise (LGBTQBE) is a business that is at least 51 percent (51%) owned and controlled by one or more individuals who identify as LGBTQIA+.
- K. Minority Business Enterprise (MBE) is a business that is at least 51 percent (51%) owned and controlled by minority (including, but not limited to African Americans, Native Americans, Asians, and Hispanics) group members.
- L. Minority Women Business Enterprise (MWBE) is a business that is at least 51 percent (51%) owned and controlled minority women (including, but not limited to African Americans, Native Americans, Asians, and Hispanics) group members.
- M. Port-related Industries means aviation, maritime, construction trades, and Green Job/Green Career industries, as further described in Exhibit 6.
- N. Pre-Apprentice means an individual participating in a registered program that provides the training and skill development needed to meet the qualifications for entry into an apprenticeship. These programs also provide wraparound support that allows participants to remain in the program.
- O. Preparation means on-going and hands-on opportunities to learn skills required to be prepared for jobs and careers in Port-related industries

- P. Significant Weakness in the proposal is a flaw that appreciably increases the risk of unsuccessful contract performance.
- Q. Small Business or Small Business Enterprise (SBE) is a business that meets the applicable size standards adopted by the U.S. Small Business Administration. An SBE may be either a Certified Small Business or a business that is self-declared to meet the applicable U.S. Small Business Administration size standard. NAICS codes commonly used along with the applicable Small Business Administration size standards can be found at the following web address: <https://www.sba.gov/contracting/getting-started-contractor/make-sure-you-meet-sba-size-standards/table-small-business-size-standards>
- R. Strength is an aspect of an offeror's proposal that has merit or exceeds specified performance or capability requirements in a way that will be advantageous during contract performance.
- S. Training means curriculums, certifications, and experiences to gain skills and competencies to pursue jobs and careers in Port-related industries
- T. Underrepresented means those who are furthest from economic opportunity and social justice and, where applicable, those individuals will be given preference, where appropriate and legal to do so.
- U. Veteran-Owned Enterprise (VOB) is a business that is at least 51 percent (51%) owned and controlled by a veteran or service member.
- V. Vocational ESL
- W. Weakness means a flaw in the proposal that increases the risk of unsuccessful contract performance.
- X. Women Business Enterprise (WBE) is a business that is at least 51 percent (51%) owned and controlled by women.
- Y. Women or Minority Business Enterprises (WMBE) is an umbrella term that includes MBE, WBE, CBE and MWBEs
- Z. Workforce Development means the composite of strategies and services, including career connected learning, K-12 education, worker and employer training and job matching that help connect and retain regional workers to careers within the Port and Port-related economic activities, and that help ensure area businesses have access to the skilled workforce they need to thrive and grow. RCW 53.08.245(1) provides that "[i]t shall be in the public purpose for all Port districts to engage in economic development programs." RCW 53.08.245(2)(a) provides that such economic development programs may include "[o]ccupational job training and placement, job advancement and job retention, pre-apprenticeship training, or occupational education programs associated with Port tenants, customers, and local economic development related to Port tenants or Port-related economic activities that are sponsored by a Port and operated by a nonprofit, private, or public entity."
- AA. Wraparound Services is defined as services and support systems including, but not limited to, public transportation assistance, work-related clothing, tools, and work-related food assistance as they relate to work needs, and as allowable by law, regulations, and funding sources that promote access and stronger alignment of workforce, education, vocational rehabilitation, and other human services systems.

Exhibit 6, Attachment B – Port-Related Industries

Port-related industries include aviation, construction trades, green jobs/careers and maritime.

Port-related Industry	Description	Examples
Aviation	Large professional sector including a multitude of industries, such as the entire airline industry, aircraft manufacturing, military aviation, researchers, air safety specialists, aviation maintenance technicians, supply and cargo logistics, security, restaurant operations (Port tenant), airport customer services, and airfield operations. See: Aviation Sector Port of Seattle	<ul style="list-style-type: none"> • Air safety specialist • Aircraft manufacturing • Airfield operation • Airport-based jobs • Aviation maintenance techs • Military aviation • Supply and cargo logistics
Construction Trades	Traditionally divided into three sub-sectors – the construction of buildings; construction of roads, highways, and other infrastructure; and specialty trades. Construction encompasses all the businesses that build houses and commercial buildings, highways and bridges, and those that do the specialized work of electricians, plumbers, and masons, who are typically involved in the construction of all kinds of structures. See: Construction Trades Port of Seattle	<ul style="list-style-type: none"> • Construction (roads, highways, infrastructure) • Specialty trades (electricians, plumbers, masons, etc.)
Green Jobs/Careers	“Green Job/Green Career” means a job or career needed to operate and sustainably manage Port assets. Green jobs/green careers provide the skilled and diverse workforce in King County required by the Port to satisfy environment and sustainability commitments identified in the Century Agenda and support the Port’s operations. This workforce is created using principles of an inclusive green economy that concurrently enhance the environmental health and economic well-being of communities. Examples of Port-related green jobs/green careers may include but are not limited to: renewable and solar energy, stormwater management, habitat restoration and carbon banking, eco-tourism and sustainable transportation, environmental compliance and remediation, environmental policy, as allowable by law.	<ul style="list-style-type: none"> • Environmental compliance • Environmental sustainability • Habitat restoration • Stormwater management • Sustainable transportation
Maritime	All about waterborne commerce. It’s about moving people and goods over the water. Maritime is almost everything connected to the sea or waterways throughout the world, especially in relation to navigation, shipping, and marine engineering. See: Maritime Sector Port of Seattle	<ul style="list-style-type: none"> • ABs (able-bodied sea persons) • Machinists • Marine carpenters • Marine oilers • Mechanics • Navigation • Riggers • Sailor • Shipping

Port-related industries do not include more general areas such as healthcare, agriculture, information technology, food, legal, etc. Programs focused in areas outside of Port-related industries will not be eligible.

For example, a program that provides training to restaurants or other businesses in the general area of Port facilities but are **not tenants** of the Port of Seattle and not in aviation, construction trades, green jobs or maritime may not be eligible for funding. A program that generally involves solar or other renewable power may not be eligible unless the program is related to a program on Port property or otherwise directly supporting or related to Port operations.

Potential program examples: See [Exhibit 6, Attachment D](#)

Exhibit 6, Attachment C – Equity: Geographic Region and Target Population

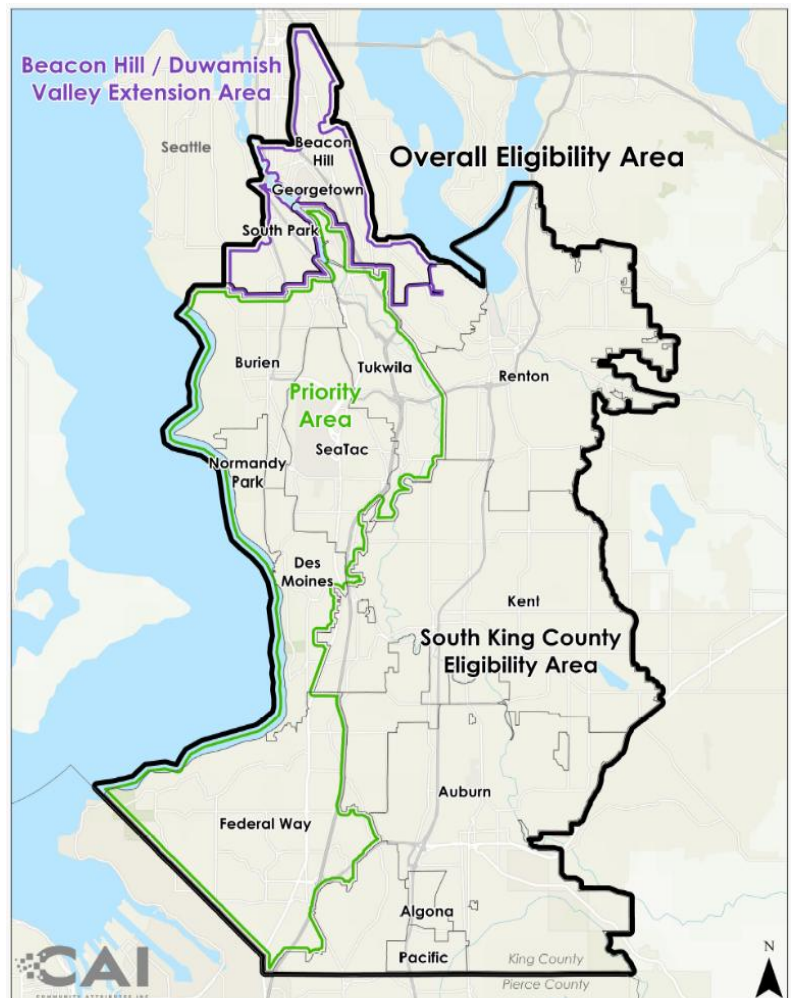
The Port Equity Index is an online interactive map that displays a representation of social and environmental disparities in King County. Using 21 indicators within four categories, the Equity Index illustrates the degree to which different communities experience pollution burdens and social inequities. Across the region, there are significant variations in pollution exposure, access to economic opportunities, and the overall standard of living.

The Equity Index was created to understand those variations that exist within the region and to use that information to direct resources towards the areas of greatest need. The Equity Index is available as a resource for community members and organizations to learn more about disparities in their community. The Equity Index is used to guide funding decisions and broadly inform policy decisions across the Port, including the geographic region and target population for SKPCF

Eligible geographic region

Programs and services must be **located within** the overall eligibility area:

- **Near-airport Cities (Priority Area):** The near-airport cities are Burien, Des Moines, Federal Way, Normandy Park, SeaTac and Tukwila. These six cities are closest to SEA, with whom the Port has partnered for many years. Applicants with a physical office space and providing services in this area will be evaluated more favorably.
- **South King County Cities (South King County Eligibility Area):** This area includes other South King County cities: Algona, Auburn, Kent, Pacific and Renton. These cities have significant areas ranking low on the Port's Equity Index. The area is defined using whole cities, inclusive of any unincorporated areas within the outer boundary.
- **Beacon Hill/Duwamish Valley Extension Area:** This area is defined using the City of Seattle's official neighborhood boundaries as the building blocks, while also serving as areas where Port activities are prevalent; areas where a significant amount of people live (thus excluding areas zoned exclusively for industrial use); and/or areas largely defined by low scores on the Port's Equity Index.



Target population for SKPCF

Programs should target individuals from underrepresented communities who live or work within the eligible geographic region described above. Underrepresented communities include communities of color, immigrants, refugees, low-income and other structurally excluded communities.

Economic opportunity means creating access for underrepresented communities to obtain living wage jobs. Wages in jobs and careers in Port-related industries exceed regional averages across other occupation categories, being a potential catalyst to improve socioeconomic status (SES) of communities furthest from opportunities¹ These same communities are underrepresented in jobs and careers in Port-related industries.

Exhibit 6, Attachment D – Career-Prep and Readiness Focus Areas

Programs should utilize career-prep and readiness scopes (awareness, exploration, preparation and training) to increase awareness and access to jobs and careers in Port-related industries. All focus areas and activities must be specific to the selected Port-related industry. Programs that include only basic skills such as resume-building or general computer literacy will not be eligible. Programs that teach general skills should also include specific training related to the Port's operations, such as aviation-specific or maritime-specific skills. For example, general barista training or cashier training without any airport-specific training associated with the program may not be eligible for funding. However, a program that supports barista or cashier opportunities at Seattle-Tacoma International Airport (SEA) that also includes airport-specific training on badging, security, or other airport specific requirements, may be eligible.

Focus Areas and Descriptions	Activities				Outcomes
	Awareness	Exploration	Preparation	Training	
1. Experiential Facilitate coordinated opportunities for participants to learn about jobs and careers in Port-related industries and discover their skills and interests related to Port-related industries	X	X			Increased knowledge about jobs and careers in Port-related industries Increased exposure and interaction to jobs and careers in Port-related industries to identify skills required Referral and/or connection to career pathways in Port-related industries
2. Navigation Assist participants navigating career pathways in Port-related industries and requirements to enter jobs and careers in Port-related industries	X	X	X		Increased knowledge about jobs and careers in Port-related industries Increased exposure and interaction to jobs and careers in Port-related industries to identify skills required Increased foundational skills and preparedness required to be prepared for jobs and careers in Port-related industries Referral and/or connection to required trainings or programs in Port-related industries Job placement support in Port-related industries
3. Retention Guide and support participants to complete pre-apprenticeship, training and/or upskill programs to stay and advance in jobs and careers in Port-related industries		X	X		Increased exposure and interaction to jobs and careers in Port-related industries to identify skills required Increased foundational skills and preparedness required to be prepared for jobs and careers in Port-related industries Referral and/or connection to required trainings or programs in Port-related industries Job placement support in Port-related industries
4. Training Train, certify and/or provide work-placed experiences to gain skills and competencies to pursue jobs and careers in Port-related industries			X	X	Access and/or Enrolment in Trainings Increased exposure to jobs and careers in Port-related industries to identify skills required Increased foundational skills and preparedness required to be prepared for jobs and careers in Port-related industries Increased readiness and competency to pursue jobs and careers in Port-related industries Completion of training, certification and/or work-place experience Job placement support in Port-related industries

Description of Activities:

Activities	Description
<p>Awareness</p>	<p>Provide and promote information about jobs and careers in Port-related industries and how to explore one's own ability and interests</p> <p>Allowable activities (must be specific to Port-related industries only): Career days, Guest speakers, Interactive or video presentations, Skills assessment, Workshops, etc.</p> <p>Deliverables: # activities, # participants, materials developed (if applicable)</p> <p>Outcomes:</p> <ul style="list-style-type: none"> • Increased knowledge about jobs and careers in Port-related industries • Referral and/or connection to career pathways in Port-related industries <p>Level of engagement with employers: Low</p>
<p>Exploration</p>	<p>Provide exposure to jobs and careers in Port-related industries to identify skills required</p> <p>Allowable activities (must be specific to Port-industries only): Career fairs, Informational interviews, Job shadowing, Mentorship, Simulation, Worksite tours, etc.</p> <p>Deliverables: # activities, # participants, materials developed (if applicable)</p> <p>Outcomes:</p> <ul style="list-style-type: none"> • Increased exposure and interaction to jobs and careers in Port-related industries to identify skills required • Referral and/or connection to career pathways in Port-related industries <p>Level of engagement with employers: Low to Medium</p>
<p>Preparation</p>	<p>Provide on-going and hands-on opportunities to learn skills required to be prepared for jobs and careers in Port-related industries</p> <p>Allowable activities (must be specific to Port -industries only): Cooperative work experiences, Readiness curriculum (resume consultant, mock interview, etc.), Service-learning projects, Short-term internships, Team-based challenges, Vocational ESL (not general ESL), Work-simulation projects, etc.</p> <p>Deliverables: # activities, # participants, # job placement support, materials developed (if applicable)</p> <p>Outcomes:</p> <ul style="list-style-type: none"> • Increased foundational skills and preparedness required to be prepared for jobs and careers in Port-related industries • Referral and/or connection to career pathways in Port-related industries • Job placement support in Port-related industries <p>Level of engagement with employers: Medium to High</p>
<p>Training</p>	<p>Provide training through curriculums, certifications and/or work-placed experiences to gain skills and competencies to pursue jobs and careers in Port-related industries</p> <p>Allowable activities (must be specific to Port-industries only): Apprenticeship, In-language certified trainings (i.e OSHA-10), Internship, On-the-job training, Pre-apprenticeship, etc.</p> <p>Deliverables: # activities, # participants, materials developed (if applicable)</p> <p>Outcomes:</p> <ul style="list-style-type: none"> • Increased foundational skills and preparedness required to be prepared for jobs and careers in Port-related industries • Referral and/or connection to career pathways in Port-related industries • Increased readiness and competency to pursue jobs and careers in Port-related industries • Completion of training, certification and/or work-place experience • Job placement support in Port-related industries <p>Level of engagement with employers: High</p>

The following is a list of potential program examples:

Examples	Port-Related Industry	Experiential	Navigation	Retention	Training
A workforce development program to support students with individualized aviation-related training in aircraft cargo management to support career planning in airport jobs.	Aviation				X
A program supporting people with disabilities with the completion of pre-apprenticeship programs in aviation paired with career navigation that will lead to sustainable careers	Aviation			X	
Outreach, assessment, preparation, and placement into training/apprenticeship programs and careers, such as electrical, mechanical, and sheet metal trades through their Heating, Ventilation, and Air Conditioning (HVAC) Training	Construction		X		
Supporting refugees who are internationally educated structural and civil engineers by providing relicensing navigation, case management, language assistance, and recruitment and referrals into construction-related apprenticeship programs	Construction		X		
Hybrid program where youth participants obtain green industry training and certifications, placed into simulation project teams with sub-partners to receive hands-on experience and build professional networks with potential employers.	Green Jobs				X
A seasonal cohort program that teaches participants about land and water stewardship, invasive species removal, and preparing participants for green careers and green jobs at habitat sites, including the habitat and wildlife restoration	Green Jobs	X			
Internship and summer employment opportunities for opportunity youth that build specialized skills in the maritime	Maritime	X			
Providing culturally relevant maritime-specific skill-based learning for opportunity youth in livable-wage jobs in the maritime field.	Maritime	X			

For a list of Current SKPCF and Past SKPCF Economic Recovery funded projects:

<https://www.portseattle.org/programs/economic-opportunities-communities-current-and-past-projects>

Additional examples may be found at the following links:

- Aviation Maintenance Training Program: <https://portjobs.org/our-programs/airport-university/aviation-maintenance-technology/>
- Maritime High School Agreement: <https://www.portseattle.org/faq/maritime-high-school>
- Opportunity Youth Initiative projects: <https://www.Portseattle.org/page/opportunity-youth-initiative>

Youth Maritime Career Launch: <https://www.portseattle.org/programs/youth-maritime-career-launch>

Exhibit 7 – Sample Terms and Conditions is uploaded on the Port's VendorConnect site, RFP 00322691. Please submit a word version with tracked changes if requesting changes to the Terms and Conditions.

Exhibit 8 – Company Information is uploaded on the Port's VendorConnect site, RFP 00322691. Please submit in Excel format with your proposal package.