

**State of Maine**  
**Master Score Sheet**

RFA# 202111177					
Maine Apprenticeship Program Grant					
Bidder Name:		Educate Maine	RSU 38 – Maranacook Adult Education	Associated General Contractors of Maine	HospitalityMaine Education Foundation
Amount Requested:		\$602,083.00	\$1,080,000.00	\$1,544,933.75	\$999,000.00
Scoring Sections	Points Available				
Eligibility Information	Pass/Fail	Pass	Pass	Pass	Pass
Section I: Applicant Experience	10	7.5	7	8	7.5
Section II: Program Design	20	15	5	17	14
Section III: Equity	20	15.5	15.5	14	17
Section IV: Sustainability	20	18	7	14	16
Section V: Budget and Budget Narrative	20	16.5	8	12	12
Section VI: Partnerships Table	10	8	7	7.5	9
<b>TOTAL</b>	<b><u>100</u></b>	<b><u>80.5</u></b>	<b><u>49.5</u></b>	<b><u>72.5</u></b>	<b><u>75.5</u></b>

**RFA# 202111177**

**Maine Apprenticeship Program Grant**

<b>Bidder Name:</b>		<b>General Dynamics Bath Iron Works</b>	<b>Maine AFL-CIO</b>	<b>North East Mobile Health Service</b>	<b>MaineHealth</b>
<b>Amount Requested:</b>		<b>\$2,944,542.00</b>	<b>\$1,729,067.25</b>	<b>\$1,798,944.00</b>	<b>\$1,858,086.00</b>
<b>Scoring Sections</b>	<b>Points Available</b>				
Eligibility Information	Pass/Fail	Pass	Pass	Pass	Pass
Section I: Applicant Experience	10	8	9.5	4.5	9
Section II: Program Design	20	11	18	6	14.5
Section III: Equity	20	13.5	17	4	15.5
Section IV: Sustainability	20	13	17	5	17
Section V: Budget and Budget Narrative	20	11	15	5	15
Section VI: Partnerships Table	10	7.5	7.5	2	9
<b>TOTAL</b>	<b><u>100</u></b>	<b><u>64.0</u></b>	<b><u>84.0</u></b>	<b><u>26.5</u></b>	<b><u>80.0</u></b>

**RFA# 202111177**

**Maine Apprenticeship Program Grant**

<b>Bidder Name:</b>		<b>Portland Adult Education</b>	<b>Lewiston Adult Education / Lewiston Public Schools</b>	<b>Gorham School District</b>	<b>Industrial Roofing Company, LLC</b>
<b>Amount Requested:</b>		<b>\$720,000.00</b>	<b>\$1,462,185.00</b>	<b>\$720,000.00</b>	<b>\$547,140.00</b>
<b>Scoring Sections</b>	<b>Points Available</b>				
Eligibility Information	Pass/Fail	Pass	Pass	Pass	Pass
Section I: Applicant Experience	10	8	7.5	6.5	6
Section II: Program Design	20	17	10	9	15
Section III: Equity	20	15	13	12	7.5
Section IV: Sustainability	20	15	15	16	15
Section V: Budget and Budget Narrative	20	12	14	12	11
Section VI: Partnerships Table	10	9	7	7	6.5
<b>TOTAL</b>	<b><u>100</u></b>	<b><u>76.0</u></b>	<b><u>66.5</u></b>	<b><u>62.5</u></b>	<b><u>61.0</u></b>

**RFA# 202111177**

**Maine Apprenticeship Program Grant**

<b>Bidder Name:</b>		<b>Somerset Career &amp; Technical Center</b>	<b>Inclusion Maine</b>	<b>Inclusion Maine</b>	<b>Inclusion Maine</b>
<b>Amount Requested:</b>		<b>\$273,110.00</b>	<b>\$3,000,000.00</b>	<b>\$3,000,000.00</b>	<b>\$3,000,000.00</b>
<b>Scoring Sections</b>	<b>Points Available</b>				
Eligibility Information	Pass/Fail	Pass	Pass	Pass	Pass
Section I: Applicant Experience	10	8	2	2	2
Section II: Program Design	20	14	3	3	3
Section III: Equity	20	12	6	6	6
Section IV: Sustainability	20	13	4	4	4
Section V: Budget and Budget Narrative	20	15	8	7	7
Section VI: Partnerships Table	10	5	5	5	5
<b>TOTAL</b>	<b><u>100</u></b>	<b><u>67.0</u></b>	<b><u>28.0</u></b>	<b><u>27.0</u></b>	<b><u>27.0</u></b>

**RFA# 202111177**

**Maine Apprenticeship Program Grant**

<b>Bidder Name:</b>		<b>Inclusion Maine</b>	<b>Foster Career and Technical Education Center</b>	<b>Washington County Community College</b>	<b>ReVision Energy Inc.</b>
<b>Amount Requested:</b>		<b>\$3,000,000.00</b>	<b>\$497,852.00</b>	<b>\$387,148.00</b>	<b>\$732,000.00</b>
<b>Scoring Sections</b>	<b>Points Available</b>				
Eligibility Information	Pass/Fail	Pass	Pass	Pass	Pass
Section I: Applicant Experience	10	2	7	8	7.5
Section II: Program Design	20	3	14.5	13.5	18
Section III: Equity	20	6	15	16	14.5
Section IV: Sustainability	20	4	13.5	15	13.5
Section V: Budget and Budget Narrative	20	7	18	8	8
Section VI: Partnerships Table	10	5	9	0	5
<b>TOTAL</b>	<b><u>100</u></b>	<b><u>27.0</u></b>	<b><u>77.0</u></b>	<b><u>60.5</u></b>	<b><u>66.5</u></b>

**RFA# 202111177**

**Maine Apprenticeship Program Grant**

<b>Bidder Name:</b>		<b>University of Maine at Augusta</b>	<b>University of Maine System Acting Through the Univ. Of Maine</b>	<b>Dave's World Heating and Cooling</b>	<b>IBEW 567</b>
<b>Amount Requested:</b>		<b>\$1,001,683.00</b>	<b>\$250,011.00</b>	<b>\$2,250,000</b>	<b>\$163,000</b>
<b>Scoring Sections</b>	<b>Points Available</b>				
Eligibility Information	Pass/Fail	Fail	Fail	Fail	Fail
Section I: Applicant Experience	10				
Section II: Program Design	20				
Section III: Equity	20				
Section IV: Sustainability	20				
Section V: Budget and Budget Narrative	20				
Section VI: Partnerships Table	10				
<b>TOTAL</b>	<b><u>100</u></b>	<b><u>n/a</u></b>	<b><u>n/a</u></b>	<b><u>n/a</u></b>	<b><u>n/a</u></b>

**RFA# 202111177**

**Maine Apprenticeship Program Grant**

<b>Bidder Name:</b>		<b>Associated Builders and Contractors</b>	<b>Syntiro</b>		
<b>Amount Requested:</b>		<b>\$244,021</b>	<b>\$0.00</b>		
<b>Scoring Sections</b>	<b>Points Available</b>				
Eligibility Information	Pass/Fail	Fail	Fail		
Section I: Applicant Experience	10				
Section II: Program Design	20				
Section III: Equity	20				
Section IV: Sustainability	20				
Section V: Budget and Budget Narrative	20				
Section VI: Partnerships Table	10				
<b>TOTAL</b>	<b><u>100</u></b>	<b><u>n/a</u></b>	<b><u>n/a</u></b>		

**Award Justification Statement**  
**RFA #202111177 - Maine Apprenticeship Program Grant Funding**

**I. Summary**

- a. The Maine Department of Labor's Apprenticeship Program sought grant funding applications to help expand awareness of and access to pre-apprenticeship and Registered Apprenticeship programs in Maine. Grant funds awarded will assist Maine-based businesses, unions, education and training providers, community-based organizations, workforce development organizations, and/or current or potential Apprenticeship intermediaries to adopt and/or expand registered Apprenticeship opportunities in Maine and achieve the following three goals:
  - i. **Expand the number of high-quality pre and registered Apprenticeships offered** within our key priority communities including women, people of color, people with disabilities, and justice involved individuals.
  - ii. **Increase the number of under-represented workers in Apprenticeship** with a focus on our key priority communities.
  - iii. **Develop an integrated, sustainable, and effective statewide Apprenticeship system.**

**II. Evaluation Process**

- a. The Department used a Team Consensus approach in evaluating the proposals. The evaluation process consisted of two parts: first, evaluators reviewed applications individually and took notes, and then, met as a group to discuss and come to consensus on scoring for the applications. The five evaluators were: Joan Dolan – Director of Apprenticeship & Strategic Partnerships, Sam Dina – Director of Special Projects, Kristine McCallister – Labor Program Specialist, Peter Diplock – Asst. Director, Division for the Blind and Visually Impaired, and Lisa Haskell – Financial Analyst. Members of the team have experience with registered apprenticeships, equity and accessibility, and financial expertise.
- b. Proposals that did not request at least \$250,000 in funding, did not propose to serve at least 40 participants, or whose cost per trainee exceeded \$6,000 were not scored as they did not meet eligibility criteria.

**III. Qualifications & Experience**

- a. Selected proposals demonstrated knowledge of or experience with successfully developing registered apprenticeship programs, strong partnerships with employers, training providers, and/or community organizations, and grant management capabilities.
- b. Successful applicants detailed their plans to develop and/or expand pre-apprenticeship and/or Registered Apprenticeship programming, develop new on-the-job learning and/or classroom curriculum to support pre-apprenticeship and/or apprenticeship programs, and/or expand organizational capacity to develop or expand apprenticeship programming and recruitment efforts.



- c. Selected proposals will expand pre and Registered Apprenticeships in one or more of the following industries that were negatively affected by COVID-19: clean energy; agriculture, forestry, and fisheries; healthcare and social assistance; infrastructure; leisure and hospitality; manufacturing; and education.

#### **IV. Proposed Services**

- a. Successful applicants clearly identified how they would expand pre-apprenticeship and/or apprenticeship programs within one or more of the following communities: unemployed or underemployed adults or low wage workers; in-school youth ages 16-24; out-of-school youth ages 16-24; adults ages 55 and older; people without a college degree; women; people of color; justice involved individuals; people with disabilities; rural communities; people in recovery.

#### **V. Cost Proposal**

- a. The total grant funds available were approximately \$12,000,000.
- b. Submitted proposals ranged from \$163,000 to \$3,000,000. Proposals that fell outside of the \$250,000 to \$3,000,000 range were disqualified.
- c. To fund a variety of proposals across different industries and regions, partial awards were allocated to applicants that scored at least 60 points
- d. To fund proposals serving a variety of industries and regions, funding was capped at \$1,500,000.
- e. Some proposals received adjustments based on disallowed and/or high costs of specific budget line items.
- f. Proposals scoring 60 points or more and not already reduced as described in V. d and/or V. e above were cut 5% based on funding available.

#### **VI. Conclusion**

- a. The conditionally awarded bidders scored higher than the other bidders because of the clarity, considerations, and explanations in their programming and planning. These proposals outlined clear training plans with strong employer connections to expand pre-apprenticeship and/or Registered Apprenticeship programming, strategies to recruit, support and retain underrepresented communities, and plans to sustain the work and partnerships after grant funding. The information provided was enough to understand the intent of each plan and the unique strategies to expand apprenticeships throughout Maine.
- b. The awarded bidders are receiving funds based on available funding through Maine Jobs and Recovery Plan funding and the federally funded, State Apprenticeship Expansion Equity and Inclusion grant.



**STATE OF MAINE  
DEPARTMENT OF LABOR**

**Janet T. Mills  
Governor**

**Laura Fortman  
Commissioner**

**AWARD NOTIFICATION LETTER**

April 29, 2022

Shari Johnston  
Associated Builders and Contractors  
PO Box 1929  
Gray, ME 04039

**SUBJECT:** Notice of Conditional Contract Awards under RFA #202111177,  
Maine Apprenticeship Program Grant

Dear Shari Johnston:

This letter is in regard to the subject Request for Applications (RFA), issued by the State of Maine Department of Labor for the Maine Apprenticeship Program Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to the following bidders:

- Associated General Contractors of Maine
- Educate Maine
- Foster Career and Technical Education Center
- General Dynamics Bath Iron Works
- Gorham School District
- HospitalityMaine Education Foundation
- Industrial Roofing Company, LLC
- Lewiston Adult Education / Lewiston Public Schools
- Maine AFL-CIO
- MaineHealth
- Portland Adult Education
- ReVision Energy Inc.
- Somerset Career & Technical Center
- Washington County Community College

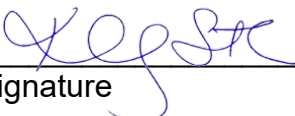
The bidders listed above received the evaluation team's highest rankings. The Department will be contacting the aforementioned bidders soon to negotiate a contract. As provided in the RFA, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

As stated in the RFA, following announcement of this award decision, all submissions in response to the RFA are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

  
\_\_\_\_\_  
Signature

4/29/2022  
\_\_\_\_\_  
Date

Kimberly Smith, Deputy Commissioner  
Maine Department of Labor  
54 State House Station  
Augusta, Maine 04333-0054  
Office: (207) 621-5096

## **STATEMENT OF APPEAL RIGHTS**

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Division of Purchases, Chapter 120, § (2) (2).



**STATE OF MAINE  
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**Janet T. Mills  
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**Laura Fortman  
Commissioner**

**AWARD NOTIFICATION LETTER**

April 29, 2022

Matt Schlobohm  
Maine AFL-CIO  
21 Gabriel Dr.  
Augusta, ME 04330

**SUBJECT:** Notice of Conditional Contract Awards under RFA #202111177,  
Maine Apprenticeship Program Grant

Dear Matt Schlobohm:

This letter is in regard to the subject Request for Applications (RFA), issued by the State of Maine Department of Labor for the Maine Apprenticeship Program Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to the following bidders:

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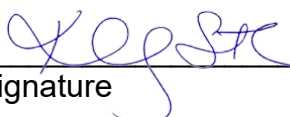
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**STATE OF MAINE  
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**Janet T. Mills  
Governor**

**Laura Fortman  
Commissioner**

**AWARD NOTIFICATION LETTER**

April 29, 2022

Matt Marks  
Associated General Contractors of Maine  
188 Whitten Road  
Augusta, ME 04330

**SUBJECT:** Notice of Conditional Contract Awards under RFA #202111177,  
Maine Apprenticeship Program Grant

Dear Matt Marks:

This letter is in regard to the subject Request for Applications (RFA), issued by the State of Maine Department of Labor for the Maine Apprenticeship Program Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to the following bidders:

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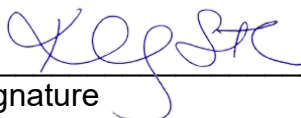
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**STATE OF MAINE  
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**Janet T. Mills  
Governor**

**Laura Fortman  
Commissioner**

**AWARD NOTIFICATION LETTER**

April 29, 2022

Scott Christman  
General Dynamics Bath Iron Works  
700 Washington St.  
Bath, ME 04530

**SUBJECT:** Notice of Conditional Contract Awards under RFA #202111177,  
Maine Apprenticeship Program Grant

Dear Scott Christman:

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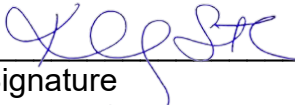
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**STATE OF MAINE  
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**Janet T. Mills  
Governor**

**Laura Fortman  
Commissioner**

**AWARD NOTIFICATION LETTER**

April 29, 2022

Bob Jankunas  
Dave's World Heating and Cooling  
27 Summer St.  
Dover-Foxcroft, ME 04426

**SUBJECT:** Notice of Conditional Contract Awards under RFA #202111177,  
Maine Apprenticeship Program Grant

Dear Bob Jankunas:

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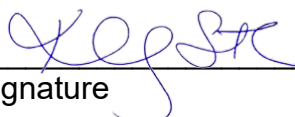
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Kimberly Smith, Deputy Commissioner  
Maine Department of Labor  
54 State House Station  
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**STATE OF MAINE  
DEPARTMENT OF LABOR**

**Janet T. Mills  
Governor**

**Laura Fortman  
Commissioner**

**AWARD NOTIFICATION LETTER**

April 29, 2022

Jason Judd  
Educate Maine  
482 Congress Street, Suite 303  
Portland, ME 04101

**SUBJECT:** Notice of Conditional Contract Awards under RFA #202111177,  
Maine Apprenticeship Program Grant

Dear Jason Judd:

This letter is in regard to the subject Request for Applications (RFA), issued by the State of Maine Department of Labor for the Maine Apprenticeship Program Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to the following bidders:

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- Portland Adult Education
- ReVision Energy Inc.
- Somerset Career & Technical Center
- Washington County Community College


The bidders listed above received the evaluation team's highest rankings. The Department will be contacting the aforementioned bidders soon to negotiate a contract. As provided in the RFA, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

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This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,



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Signature

4/29/2022

---

Date

Kimberly Smith, Deputy Commissioner  
Maine Department of Labor  
54 State House Station  
Augusta, Maine 04333-0054  
Office: (207) 621-5096

## **STATEMENT OF APPEAL RIGHTS**

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Division of Purchases, Chapter 120, § (2) (2).



**STATE OF MAINE  
DEPARTMENT OF LABOR**

**Janet T. Mills  
Governor**

**Laura Fortman  
Commissioner**

**AWARD NOTIFICATION LETTER**

April 29, 2022

Melissa Williams  
Foster Career and Technical Education Center  
129 Seamon Rd  
Farmington, ME 04938

**SUBJECT:** Notice of Conditional Contract Awards under RFA #202111177,  
Maine Apprenticeship Program Grant

Dear Melissa Williams:

This letter is in regard to the subject Request for Applications (RFA), issued by the State of Maine Department of Labor for the Maine Apprenticeship Program Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to the following bidders:

- Associated General Contractors of Maine
- Educate Maine
- Foster Career and Technical Education Center
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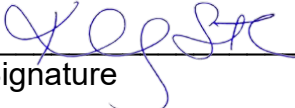
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Sincerely,

  
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Signature

4/29/2022  
\_\_\_\_\_  
Date

Kimberly Smith, Deputy Commissioner  
Maine Department of Labor  
54 State House Station  
Augusta, Maine 04333-0054  
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**STATE OF MAINE  
DEPARTMENT OF LABOR**

**Janet T. Mills  
Governor**

**Laura Fortman  
Commissioner**

**AWARD NOTIFICATION LETTER**

April 29, 2022

Heather Perry  
Gorham School District  
75 South Street, Suite #2  
Gorham, ME 04038

**SUBJECT:** Notice of Conditional Contract Awards under RFA #202111177,  
Maine Apprenticeship Program Grant

Dear Heather Perry:

This letter is in regard to the subject Request for Applications (RFA), issued by the State of Maine Department of Labor for the Maine Apprenticeship Program Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to the following bidders:

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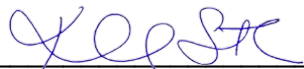
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4/29/2022

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Augusta, Maine 04333-0054  
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**STATE OF MAINE  
DEPARTMENT OF LABOR**

**Janet T. Mills  
Governor**

**Laura Fortman  
Commissioner**

**AWARD NOTIFICATION LETTER**

April 29, 2022

Derek Fassett  
HospitalityMaine Education Foundation  
45 Melville Street  
Augusta, ME 04330

**SUBJECT:** Notice of Conditional Contract Awards under RFA #202111177,  
Maine Apprenticeship Program Grant

Dear Derek Fassett:

This letter is in regard to the subject Request for Applications (RFA), issued by the State of Maine Department of Labor for the Maine Apprenticeship Program Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to the following bidders:

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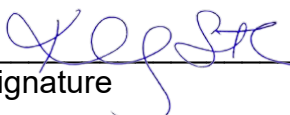
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4/29/2022  
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**STATE OF MAINE  
DEPARTMENT OF LABOR**

**Janet T. Mills  
Governor**

**Laura Fortman  
Commissioner**

**AWARD NOTIFICATION LETTER**

April 29, 2022

Justin Walsh  
IBEW 567  
238 Goddard Rd #1000  
Lewiston, ME 04240

**SUBJECT:** Notice of Conditional Contract Awards under RFA #202111177,  
Maine Apprenticeship Program Grant

Dear Justin Walsh:

This letter is in regard to the subject Request for Applications (RFA), issued by the State of Maine Department of Labor for the Maine Apprenticeship Program Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to the following bidders:

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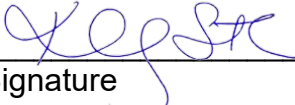
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**STATE OF MAINE  
DEPARTMENT OF LABOR**

**Janet T. Mills  
Governor**

**Laura Fortman  
Commissioner**

**AWARD NOTIFICATION LETTER**

April 29, 2022

Muhammad H Khan  
Inclusion Maine  
785 Court St.  
Auburn, ME 04210

**SUBJECT:** Notice of Conditional Contract Awards under RFA #202111177,  
Maine Apprenticeship Program Grant

Dear Muhammad Khan:

This letter is in regard to the subject Request for Applications (RFA), issued by the State of Maine Department of Labor for the Maine Apprenticeship Program Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to the following bidders:

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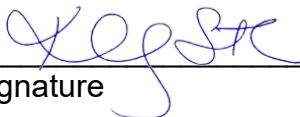
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Date

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**STATE OF MAINE  
DEPARTMENT OF LABOR**

**Janet T. Mills  
Governor**

**Laura Fortman  
Commissioner**

**AWARD NOTIFICATION LETTER**

April 29, 2022

Nathan Barnett  
Industrial Roofing Company, LLC  
9 Ferry Rd  
Lewiston, ME 04240

**SUBJECT:** Notice of Conditional Contract Awards under RFA #202111177,  
Maine Apprenticeship Program Grant

Dear Nathan Barnett:

This letter is in regard to the subject Request for Applications (RFA), issued by the State of Maine Department of Labor for the Maine Apprenticeship Program Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to the following bidders:

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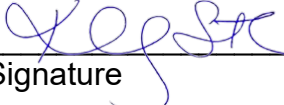
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**STATE OF MAINE  
DEPARTMENT OF LABOR**

**Janet T. Mills  
Governor**

**Laura Fortman  
Commissioner**

**AWARD NOTIFICATION LETTER**

April 29, 2022

Razell Ward  
Lewiston Adult Education / Lewiston Public Schools  
145 Birch Street  
Lewiston, ME 04240

**SUBJECT:** Notice of Conditional Contract Awards under RFA #202111177,  
Maine Apprenticeship Program Grant

Dear Razell Ward:

This letter is in regard to the subject Request for Applications (RFA), issued by the State of Maine Department of Labor for the Maine Apprenticeship Program Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to the following bidders:

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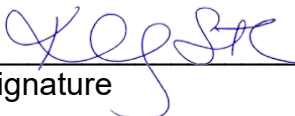
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**STATE OF MAINE  
DEPARTMENT OF LABOR**

**Janet T. Mills  
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**Laura Fortman  
Commissioner**

**AWARD NOTIFICATION LETTER**

April 29, 2022

Jennifer O'Leary  
MaineHealth  
110 Free Street  
Portland, ME 04101

**SUBJECT:** Notice of Conditional Contract Awards under RFA #202111177,  
Maine Apprenticeship Program Grant

Dear Jennifer O'Leary:

This letter is in regard to the subject Request for Applications (RFA), issued by the State of Maine Department of Labor for the Maine Apprenticeship Program Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to the following bidders:

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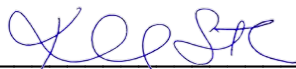
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**Janet T. Mills  
Governor**

**Laura Fortman  
Commissioner**

**AWARD NOTIFICATION LETTER**

April 29, 2022

Rick Petrie  
North East Mobile Health Service  
24 Washington Ave  
Scarborough, Maine 04074

**SUBJECT:** Notice of Conditional Contract Awards under RFA #202111177,  
Maine Apprenticeship Program Grant

Dear Rick Petrie:

This letter is in regard to the subject Request for Applications (RFA), issued by the State of Maine Department of Labor for the Maine Apprenticeship Program Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to the following bidders:

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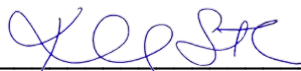
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Signature

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Date

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Office: (207) 621-5096

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**STATE OF MAINE  
DEPARTMENT OF LABOR**

**Janet T. Mills  
Governor**

**Laura Fortman  
Commissioner**

**AWARD NOTIFICATION LETTER**

April 29, 2022

Elizabeth Love  
Portland Adult Education  
14 Locust St.  
Portland, ME 04101

**SUBJECT:** Notice of Conditional Contract Awards under RFA #202111177,  
Maine Apprenticeship Program Grant

Dear Elizabeth Love:

This letter is in regard to the subject Request for Applications (RFA), issued by the State of Maine Department of Labor for the Maine Apprenticeship Program Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to the following bidders:

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- General Dynamics Bath Iron Works
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- Lewiston Adult Education / Lewiston Public Schools
- Maine AFL-CIO
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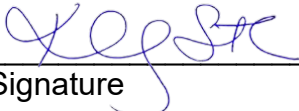
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This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

  
\_\_\_\_\_  
Signature

4/29/2022  
\_\_\_\_\_  
Date

Kimberly Smith, Deputy Commissioner  
Maine Department of Labor  
54 State House Station  
Augusta, Maine 04333-0054  
Office: (207) 621-5096



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**STATE OF MAINE  
DEPARTMENT OF LABOR**

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**Laura Fortman  
Commissioner**

**AWARD NOTIFICATION LETTER**

April 29, 2022

Vaughan Woodruff  
ReVision Energy Inc.  
758 Westbrook St.  
South Portland, ME 04106

**SUBJECT:** Notice of Conditional Contract Awards under RFA #202111177,  
Maine Apprenticeship Program Grant

Dear Vaughan Woodruff:

This letter is in regard to the subject Request for Applications (RFA), issued by the State of Maine Department of Labor for the Maine Apprenticeship Program Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to the following bidders:

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Signature

4/29/2022

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Date

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**STATE OF MAINE  
DEPARTMENT OF LABOR**

**Janet T. Mills  
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**Laura Fortman  
Commissioner**

**AWARD NOTIFICATION LETTER**

April 29, 2022

Stephen Vose  
RSU 38 – Maranacook Adult Education  
2250 Millard Harrison Dr.  
Readfield, Maine 04355

**SUBJECT:** Notice of Conditional Contract Awards under RFA #202111177,  
Maine Apprenticeship Program Grant

Dear Stephen Vose:

This letter is in regard to the subject Request for Applications (RFA), issued by the State of Maine Department of Labor for the Maine Apprenticeship Program Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to the following bidders:

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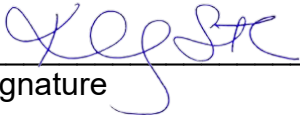
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**Janet T. Mills  
Governor**

**Laura Fortman  
Commissioner**

**AWARD NOTIFICATION LETTER**

April 29, 2022

David Dorr  
Somerset Career & Technical Center  
17 Academy Circle  
Skowhegan, ME 04976

**SUBJECT:** Notice of Conditional Contract Awards under RFA #202111177,  
Maine Apprenticeship Program Grant

Dear David Dorr:

This letter is in regard to the subject Request for Applications (RFA), issued by the State of Maine Department of Labor for the Maine Apprenticeship Program Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to the following bidders:

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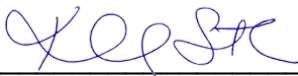
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**STATE OF MAINE  
DEPARTMENT OF LABOR**

**Janet T. Mills  
Governor**

**Laura Fortman  
Commissioner**

**AWARD NOTIFICATION LETTER**

April 29, 2022

Debbie Gilmer  
Syntiro  
11 South Road  
Readfield, ME 04355

**SUBJECT:** Notice of Conditional Contract Awards under RFA #202111177,  
Maine Apprenticeship Program Grant

Dear Debbie Gilmer:

This letter is in regard to the subject Request for Applications (RFA), issued by the State of Maine Department of Labor for the Maine Apprenticeship Program Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to the following bidders:

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**STATE OF MAINE  
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**Janet T. Mills  
Governor**

**Laura Fortman  
Commissioner**

**AWARD NOTIFICATION LETTER**

April 29, 2022

Daniel Leclair  
University of Maine at Augusta  
46 University Drive  
Augusta, Maine 04330

**SUBJECT:** Notice of Conditional Contract Awards under RFA #202111177,  
Maine Apprenticeship Program Grant

Dear Daniel Leclair:

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Signature

4/29/2022

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**STATE OF MAINE  
DEPARTMENT OF LABOR**

**Janet T. Mills  
Governor**

**Laura Fortman  
Commissioner**

**AWARD NOTIFICATION LETTER**

April 29, 2022

Meggan Dwyer  
University of Maine System acting through the Univ. of Maine  
Darling Marine Center  
193 Clark's Cove Rd.  
Walpole, ME 04573

**SUBJECT:** Notice of Conditional Contract Awards under RFA #202111177,  
Maine Apprenticeship Program Grant

Dear Meggan Dwyer:

This letter is in regard to the subject Request for Applications (RFA), issued by the State of Maine Department of Labor for the Maine Apprenticeship Program Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to the following bidders:

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**STATE OF MAINE  
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**Janet T. Mills  
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**Laura Fortman  
Commissioner**

**AWARD NOTIFICATION LETTER**

April 29, 2022

Nichole Sawyer  
Washington County Community College  
One College Drive  
Calais, ME 04619

**SUBJECT:** Notice of Conditional Contract Awards under RFA #202111177,  
Maine Apprenticeship Program Grant

Dear Nichole Sawyer:

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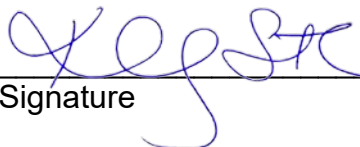
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\*\*\*\*\*  
**STATE OF MAINE**  
**TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202111177  
**RFP TITLE:** Maine Apprenticeship Program FY 2022 Grant Funding  
**BIDDER:** Educate Maine  
**DATE:** MARCH 7, 2022

**DEPARTMENT NAME:** Department of Labor  
**NAME OF RFP COORDINATOR:** Joan Dolan  
**NAMES OF EVALUATORS:** Samantha Dina, Peter Diplock, Joan Dolan, Kristine McCallister, Lisa Haskell  
(fiscal expert)

\*\*\*\*\*  
**SUMMARY PAGE**

<b>Pass/Fail Criteria</b>		
	<u>Pass:</u>	<u>Fail:</u>
◆ Cost per apprentice does not exceed \$6,000	<b>x</b>	
◆ Minimum request is \$250,000	<b>x</b>	
◆ Maximum grant request is \$3,000,000	<b>x</b>	
◆ Signed Debarment, Performance and Non-Collusion Certification	<b>x</b>	
◆ Budget and Budget Narrative	<b>x</b>	
◆ Performance Metrics Table	<b>X</b>	
◆ Minimum number of apprentices served is 40	<b>x</b>	
	<u>Points Awarded:</u>	
<b>Numerical Score:</b>		
Section I. Organization Qualifications and Experience (Max: 10 Points)	<b>7.5</b>	
Section II. Program Design: Expand the number of high quality pre-apprenticeship and apprenticeship offerings (Max: 20 Points)	<b>15</b>	
Section III: Equity: Increase the number of under-represented workers in apprenticeship (Max: 20 Points)	<b>15.5</b>	
Section IV: Sustainability: Develop an integrated, sustainable, and effective apprenticeship system (Max 20 Points)	<b>18</b>	
Section V: Budget and budget narrative. (Max: 20 points)	<b>16.5</b>	
Section VI: Partnerships Table (Max: 10 points)	<b>8</b>	
<b>TOTAL POINTS</b> (Max: 100 Points)	<b>80.5</b>	

\*\*\*\*\*

**EVALUATION OF SECTION I  
Organization Qualifications and Experience**

**Total Points Available: 10                      Score:   7.5**

\*\*\*\*\*

**Evaluation Team Comments:**

- Overview of the Organization
  - Described history and focus of organization well
  - This is connected to business needs
  
- Knowledge and skills pertinent to apprenticeship
  - Experience in implementing DEI initiatives—equity in internship program w/ BIPOC individuals
  - They do have minimal experience with apprenticeship with exception of new JFF opportunity youth grant
  
- Fiscal experience/ability to manage grants
  - Experience with US DOL grants and apprenticeship grant with JFF
  - Well poised to manage a large grant award
  
- Current partnerships with businesses, unions, training and education providers to help deliver apprenticeship
  - Experience partnering with K-12 schools, employers
  - Identified partners willing to work on this grant—Cutler Institute, Chamber, MCCS, etc.
  - Board is business led—they have the employer connections
  - Maine Career Catalysts—1800+ served—seems successful



\*\*\*\*\*

EVALUATION OF SECTION II

Program Design: Expand the number of high-quality pre-apprenticeship and apprenticeship offerings

Total Points Available: 20

Score: 15

\*\*\*\*\*

Evaluation Team Comments:

- How will the proposal advance the expansion of high-quality pre-apprenticeship and apprenticeship offerings.
  - a. 65 preapprentices and 50 apprentices would be proposed—all of this is new today
  - b. Talked about their ability to meet the needs quickly—ability to implement soon!
  - c. They want to scale their approach to additional apprentices in phase II—50 additional apprentices through this
  
- Will grant funding result in new or expanded training capacity? If yes, where and by how many trainees per year will training capacity be expanded?
  - a. Hiring an apprenticeship navigator that will be supervised with existing staff—provide support in interview prep, resume review and addressing barriers
  - b. Like that its focused in Hancock County—only have 2 programs today so would help expand
  
- Will grant funding result in a new training delivery method (on-line, self-study, etc.) not previously available/ approved in your region? If yes, please explain/
  - a. New for the area—mix of online and place based
  
- Please describe in detail the training program for which you are requesting funding. Include in your description the location of training, delivery method, training schedule (proposed start and end date; frequency/timing of training), total number of hours, qualifications of instructors, course content, etc. Also include the person(s) who will be responsible for the administrative aspects of the program (participant registrations, quarterly reporting, etc.).
  - a. They mentioned that apprenticeship would be a one day weekly and during breaks as OJL—this wouldn't qualify as apprenticeship but would be for pre-apprenticeship
  - b. Apprenticeship program—they named a bunch of occupations as 2000 hours but those programs are higher than that
  - c. College aged, opportunity youth—foster care, juvenile justice and homeless youth
  - d. Combination of place based training and online instruction
  - e. Instructors and mentors seem well qualified
  - f. Use of ReadyNation Maine partner to address the skills gap
  - g. Maine Career Catalyst program—existing program—will expand to year-round with this funding
  - h. Cutler will have a big role in their outreach strategy
  - i. Staff of 7 to work in all 16 counties—but this wasn't defined
  - j. They talked about transportation to the sites
  - k. The 2000 hours of program doesn't align with industry standards for apprenticeship
  - l. The pre-apprenticeship components did match requirements—this was good
  - m. High wage in demand occupations
  
- If you are proposing to develop pre-apprenticeship programming, please describe how employers/sponsors or proposed education providers are partnering with you to develop/deliver the training program and to place successful trainees in full-time apprenticeship employment at the conclusion of training.
  - a. MDI adult ed program to help recruit as well as “youth organizations” but these were not specifically listed, a little vague
  
- If you are proposing to develop pre-apprenticeship programming, what advantages will program completers receive when applying to and entering a Registered Apprenticeship Program?
  - a. Each student guaranteed an interview with the employer partner—this is a clear connection

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**EVALUATION OF SECTION III**

**Equity: Increase the Number of Under-represented Workers in Apprenticeship**

**Total Points Available: 20**

**Score: 15.5**

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**Evaluation Team Comments:**

- **HOW WILL THE PROPOSAL INCREASE THE NUMBER OF UNDER-REPRESENTED WORKERS IN APPRENTICESHIP?**
  - a. Didn't see any mention of working with people with disabilities
  - b. Opportunity youth will be served, rural,
  - c. They don't mention how they will work with the college on how to identify these communities—how does that work at EMCC? Or are we talking about the pre-apprenticeship?
  - d. We know that the juvenile justice system—90% have a disability—surprised that the disability didn't come up
  - e. How are you working with EMCC to develop the pipeline?
  - f. They have a history of working with folks with disabilities
  
- How will the applicant assess for and provide supportive services for apprentices and pre-apprentices to address and overcome barriers to participating and ensure completion (e.g., transportation, childcare)? How are you partnering with other organizations (social service providers, housing, childcare, etc.) to address barriers to participation?
  - a. Work with Cutler to develop and assess for barriers
  - b. Use existing readiness tool to identify supports and develop plans
  - c.
  
- How will the applicant assure that pre-apprentices and apprentices are provided the interpersonal supports they need to persist and complete the training program (e.g. mentor, support group)
  - a. Interpersonal supports—peer support from the Career Catalyst program
  
- How will your proposed training program provide a pathway to a family-sustaining wage?
  - a. High wage in demand careers
  - b. Starting wage and ending wage about \$20/hr—at least with Jackson Labs—and they include benefits
  
- Please describe your overall diversity, equity, and inclusion (DEI) plan for recruiting and retaining candidates. Your DEI plan should include the following: partnerships to support outreach, how your program(s) will support priority communities, how your sponsors will create an inclusive environment, how you will receive feedback from communities and apprentices about the program, and how you will ensure you meet your intended DEI goals by implementing accountability mechanisms.
  - a. Cutler Institute will have the expertise here—and train all staff and employers
  - b. Good that they will be providing the staff and employers with training
  
- If you selected "Other" industry in Part 1, please describe your plan for assessing for and ensuring you are registering pre-apprentices and/or apprentices of your specified target community.

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**EVALUATION OF SECTION IV**

**Sustainability: Develop an Integrated, Sustainable, and Effective Apprenticeship System**

**Total Points Available: 20**

**Score: 18**

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**Evaluation Team Comments:**

- Will grant funding result in a long-term relationship/partnership between educational institutions, employers, and the workforce system (e.g. CareerCenter) that will provide sustainable solutions to addressing workforce needs in your area?
  - a. Existing transportation commuter options
  - b. They already have commitment to hire and pay the apprentices from employers
  - c. All educational partners have pledged support to recruit participants—CTE and adult ed
  - d. Use existing collaboratives to support opportunity youth
  
- In addition to earning an apprenticeship or pre-apprenticeship certificate of completion, if applicable, identify the industry-recognized credential(s) and/or certificate(s) that program completers will earn.
  - a. Identified other certifications beyond the apprenticeship one that folks can get
  
- How will the project be sustained beyond the grant period?
  - a. Strong commitment from the Educate Maine organization that its in their strategic plan—will likely give them more resources
  - b. Jackson Labs is a big employer and committed to hiring in the workforce—it’s a big employer with capacity to sustain this work
  
- What are the risks that might hinder your ability to achieve your stated goals? What supports will you need to mitigate the potential risks?
  - a. Recruitment as a challenge—they mentioned the commuter bus

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**EVALUATION OF SECTION V**  
**Budget Review**

**Total Points Available:** 20

**Score:** 16.5

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**Evaluation Team Comments:**

Budget:

- Travel seems high given the virtual nature of some of this work
- Admin costs are 10%--but didn't specify that they are indirect
- 3 sub contracts—they are paying their partners to do the work
- Mentor stipends—nice but may not be sustainable to incentivize
- Cost per person serve was pretty high
- Allocated oversight staff to ensure program director and events were covered
- Mentioned in-kind
- Well thought out budget—costs seem justified

Budget Narrative:

- Explanation for each section was solid

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**EVALUATION OF SECTION VI  
PARTNER EVALUATION**

**Total Points Available: 10**

**Score: 8**

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**Evaluation Team Comments:**

Partners leveraged resources provided:

- Detailed connections to employers
- 12 letters of support from mix of employer partners
- Reasonable job identifying partners and getting letters of support
- EMCC and adult ed—good partners

DEI Supports: Cutler has expertise here

Business: Strong employers that are committed

Union: They have no connections to unions

Training & Education Providers: Adult

Business Association(s): Chamber of Commerce

Community Based Organizations: Cutler has strong networks in Southern Maine, would have liked to see connections to youth serving organizations

Workforce Development Entity: They are missing the WIOA and CareerCenter connection; JFF connection is strong to national best practices

Other:

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**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202111177  
**RFP TITLE:** Maine Apprenticeship Program FY 2022 Grant Funding  
**BIDDER:** RSU 38 – Maranacook Adult Education  
**DATE:** March 7, 2022

**DEPARTMENT NAME:** Department of Labor  
**NAME OF RFP COORDINATOR:** Joan Dolan  
**NAMES OF EVALUATORS:** Samantha Dina, Peter Diplock, Joan Dolan, Kristine McCallister, Lisa Haskell (fiscal expert)

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**SUMMARY PAGE**

<u>Pass/Fail Criteria</u>		
	<u>Pass:</u>	<u>Fail:</u>
◆ Cost per apprentice does not exceed \$6,000	x	
◆ Minimum request is \$250,000	x	
◆ Maximum grant request is \$3,000,000	x	
◆ Signed Debarment, Performance and Non-Collusion Certification	x	
◆ Budget and Budget Narrative	x	
◆ Performance Metrics Table	X	
◆ Minimum number of apprentices served is 40	x	
	<u>Points Awarded:</u>	
<b>Numerical Score:</b>		
Section I. Organization Qualifications and Experience (Max: 10 Points)	<b>7</b>	
Section II. Program Design: Expand the number of high quality pre-apprenticeship and apprenticeship offerings (Max: 20 Points)	<b>5</b>	
Section III: Equity: Increase the number of under-represented workers in apprenticeship (Max: 20 Points)	<b>15.5</b>	
Section IV: Sustainability: Develop an integrated, sustainable, and effective apprenticeship system (Max 20 Points)	<b>7</b>	
Section V: Budget and budget narrative. (Max: 20 points)	<b>8</b>	
Section VI: Partnerships Table (Max: 10 points)	<b>7</b>	
<b>TOTAL POINTS</b> (Max: 100 Points)	<b>49.5</b>	

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**EVALUATION OF SECTION I  
Organization Qualifications and Experience**

**Total Points Available: 10**

**Score:   7**

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**Evaluation Team Comments:**

- Overview of the Organization
  - 19 yrs of operating CDL program
  - Graduated nearly 1000 certified drivers
  - Did a marketing campaign to address specific grant and trained 64 individuals
  - Experienced director
- Knowledge and skills pertinent to apprenticeship
  - No experience or stated understanding of managing apprenticeship
- Fiscal experience/ability to manage grants
  - Annually manage budget and lots of grants
  - Capacity to manage grants—don't mention state/federal
- Current partnerships with businesses, unions, training and education providers to help deliver apprenticeship
  - Work with local employers
  - Have worked with DHHS, VR, and EMDC

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EVALUATION OF SECTION II

Program Design: Expand the number of high-quality pre-apprenticeship and apprenticeship offerings

Total Points Available: 20

Score:   5  

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Evaluation Team Comments:

- How will the proposal advance the expansion of high-quality pre-apprenticeship and apprenticeship offerings.
  - a. It doesn't as there is no clear connection to an apprenticeship program from this program
  
- **Will grant funding result in new** or expanded training capacity? If yes, where and by how many trainees per year will training capacity be expanded?
  - a. yes—does expand training but none of it is tied to apprenticeship
  - b. expand from 40 to 60—only addition of 20 more folks each year
  - c. Seems as though we're supplanting the existing program
  
- Will grant funding result in a **new training delivery method** (on-line, self-study, etc.) not previously available/ approved in your region? If yes, please explain/
  - a. Yes, they will be offering remote training
  
- Please describe in **detail the training program** for which you are requesting funding. Include in your description the location of training, delivery method, training schedule (proposed start and end date; frequency/timing of training), total number of hours, qualifications of instructors, course content, etc. Also include the person(s) who will be responsible for the administrative aspects of the program (participant registrations, quarterly reporting, etc.).
  - a. Description of the training program, instructors, schedule and hours
  - b. However—the hours listed and training program described does not appear to be connected to any existing or future apprenticeship program—just describing an existing training program today
  
- If you are proposing to develop pre-apprenticeship programming, please describe how **employers/sponsors or proposed education providers are partnering** with you to develop/deliver the training program and to place successful trainees in full-time apprenticeship employment at the conclusion of training.
  - a. No connection to employers or sponsors
  
- If you are proposing to develop pre-apprenticeship programming, what **advantages** will program completers receive when applying to and entering a Registered Apprenticeship Program?
  - a. No connection to a registered apprenticeship program



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**EVALUATION OF SECTION III**

**Equity: Increase the Number of Under-represented Workers in Apprenticeship**

**Total Points Available: 20**

**Score: 15.5**

\*\*\*\*\*

**Evaluation Team Comments:**

- **HOW WILL THE PROPOSAL INCREASE THE NUMBER OF UNDER-REPRESENTED WORKERS IN APPRENTICESHIP?**
  - a. yes, rural, older, women,
- How will the applicant assess for and provide supportive services for apprentices and pre-apprentices to address and overcome barriers to participating and ensure completion (e.g., transportation, childcare)? How are you partnering with other organizations (social service providers, housing, childcare, etc.) to address barriers to participation?
  - a. EMDC, DHHS, career center
  - b. They will connect individuals to a career counselor
- How will the applicant assure that pre-apprentices and apprentices are provided the interpersonal supports they need to persist and complete the training program (e.g. mentor, support group)
  - a. They will connect individuals to a career counselor
- How will your proposed training program provide a pathway to a family-sustaining wage?
  - a. High wage in demand
- Please describe your overall diversity, equity, and inclusion (DEI) plan for recruiting and retaining candidates. Your DEI plan should include the following: partnerships to support outreach, how your program(s) will support priority communities, how your sponsors will create an inclusive environment, how you will receive feedback from communities and apprentices about the program, and how you will ensure you meet your intended DEI goals by implementing accountability mechanisms.
  - a. They will use part of the grant funds to continue developing their DEI plans
- If you selected "Other" industry in Part 1, please describe your plan for assessing for and ensuring you are registering pre-apprentices and/or apprentices of your specified target community.

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**EVALUATION OF SECTION IV**

**Sustainability: Develop an Integrated, Sustainable, and Effective Apprenticeship System**

**Total Points Available: 20**

**Score:   7**

\*\*\*\*\*

**Evaluation Team Comments:**

- Will grant funding result in a long-term relationship/partnership between educational institutions, employers, and the workforce system (e.g. CareerCenter) that will provide sustainable solutions to addressing workforce needs in your area?
  - a. Mentioned systemic shifts that they want to make with employers
  - b. Listed extensive existing partners that will continue beyond grant—MCCS, DHHS, etc
  
- In addition to earning an apprenticeship or pre-apprenticeship certificate of completion, if applicable, identify the industry-recognized credential(s) and/or certificate(s) that program completers will earn.
  - a. None mentioned that are connected to apprenticeship
  - b. They will get an additional CDL license, work ready, endorsements
  
- How will the project be sustained beyond the grant period?
  - a. No mention of continuing apprenticeship or pre-apprenticeship
  - b. Notes that program today is financially viable—seems sustainable but also seems like we’re supplanting existing work
  
- What are the risks that might hinder your ability to achieve your stated goals? What supports will you need to mitigate the potential risks?
  - a. Employer concerns—mention that they might not want to participate and provide career pathways, professional development, mentoring

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**EVALUATION OF SECTION V**  
**Budget Review**

**Total Points Available:** 20

**Score:**   8  

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**Evaluation Team Comments:**

Budget:

- So expensive—it's the total max
- Seems like we're supplanting existing programs—why are we paying for the 40 student program they can fully cover today?
- Supportive services were under the requested amount—but they are using to pay wages which is not an allowable expense!
- Leverage and in kind services were pretty high & explained well

Budget Narrative:

- No subcontracts

\*\*\*\*\*

**EVALUATION OF SECTION VI  
PARTNER EVALUATION**

**Total Points Available: 10**

**Score:   7**

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**Evaluation Team Comments:**

- Letters of support but no mention of apprenticeship
- Will any of these employers create a registered apprenticeship opportunity
- Thorough list of partners for employers, training providers, workforce—just unclear how they will all contribute to apprenticeship

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**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202111177  
**RFP TITLE:** Maine Apprenticeship Program FY 2022 Grant Funding  
**BIDDER:** Associated General Contractors of Maine  
**DATE:** March 7, 2022

**DEPARTMENT NAME:** Department of Labor  
**NAME OF RFP COORDINATOR:** Joan Dolan  
**NAMES OF EVALUATORS:** Samantha Dina, Peter Diplock, Joan Dolan, Kristine McCallister, Lisa Haskell  
 (fiscal expert)

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**SUMMARY PAGE**

<b>Pass/Fail Criteria</b>		
	<u>Pass:</u>	<u>Fail:</u>
◆ Cost per apprentice does not exceed \$6,000	<b>x</b>	
◆ Minimum request is \$250,000	<b>x</b>	
◆ Maximum grant request is \$3,000,000	<b>x</b>	
◆ Signed Debarment, Performance and Non-Collusion Certification	<b>x</b>	
◆ Budget and Budget Narrative	<b>x</b>	
◆ Performance Metrics Table	<b>X</b>	
◆ Minimum number of apprentices served is 40	<b>x</b>	
<b>Points Awarded:</b>		
<b>Numerical Score:</b>		
Section I. Organization Qualifications and Experience (Max: 10 Points)	<b>8</b>	
Section II. Program Design: Expand the number of high quality pre-apprenticeship and apprenticeship offerings (Max: 20 Points)	<b>17</b>	
Section III: Equity: Increase the number of under-represented workers in apprenticeship (Max: 20 Points)	<b>14</b>	
Section IV: Sustainability: Develop an integrated, sustainable, and effective apprenticeship system (Max 20 Points)	<b>14</b>	
Section V: Budget and budget narrative. (Max: 20 points)	<b>12</b>	
Section VI: Partnerships Table (Max: 10 points)	<b>7.5</b>	
<b>TOTAL POINTS</b> (Max: 100 Points)	<b>72.5</b>	

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**EVALUATION OF SECTION I  
Organization Qualifications and Experience**

**Total Points Available: 10                      Score:   8**

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**Evaluation Team Comments:**

- Overview of the Organization
  - Currently have 200 members and helped 3200 workers over years with construction
  - Equipped to deliver online and distance learning
  - Board of directors is diverse—HR, legal, women owned
  - Certified and approved by national certifying bodies—have those credentials
  - Mentioned their marketing and outreach strategy
- Knowledge and skills pertinent to apprenticeship
  - They are a current sponsor and have registered occupations
  - they have a current apprenticeship platforms w/ spreadsheet system
  - they have experience but haven't done much with it
- Fiscal experience/ability to manage grants
  - Layers of financial oversight—bookkeepers, finance manager
- Current partnerships with businesses, unions, training and education providers to help deliver apprenticeship
  - Currently provide apprenticeship and preapprenticeship programs at Maine's Construction Academy
  - Work with Maine Work—programs with at risk individuals
  - DEI national effort called Culture of Care

\*\*\*\*\*

EVALUATION OF SECTION II

Program Design: Expand the number of high-quality pre-apprenticeship and apprenticeship offerings

Total Points Available: 20

Score: \_17\_

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Evaluation Team Comments:

- How will the proposal advance the expansion of high-quality pre-apprenticeship and apprenticeship offerings.
  - a. Building a new website to promote outreach—podcasts, career pathways
- Will grant funding result in new or expanded training capacity? If yes, where and by how many trainees per year will training capacity be expanded?
  - a. Yes they will hire more teachers
- Will grant funding result in a new training delivery method (on-line, self-study, etc.) not previously available/ approved in your region? If yes, please explain/
  - a. Yes, online and in person and with the addition of the virtual reality
  - b. Includes remote and virtual reality equipment in order to reach more than the 255 students
- Please describe in detail the training program for which you are requesting funding. Include in your description the location of training, delivery method, training schedule (proposed start and end date; frequency/timing of training), total number of hours, qualifications of instructors, course content, etc. Also include the person(s) who will be responsible for the administrative aspects of the program (participant registrations, quarterly reporting, etc.).
  - a. Immersion program for pre-apprenticeships for graduating seniors
  - b. Hire an education coordinator and only charge 50% to the grant—not sure if just 50% attention is enough to implement this
  - c. Outreach to justice involved and in recovery communities
  - d. Use the work hands to track apprentices
  - e. Detailed plan of the immersion program and outlined specific apprenticeship programs
  - f. Outlined safety training that would be involved
  - g. Loved the kick off ceremony with the signing of the hard hats
  - h. More detail on roles & responsibilities of this full time person
  - i. How will we get from 7 to 250+ individuals? This feels a little unattainable
- If you are proposing to develop pre-apprenticeship programming, please describe how employers/sponsors or proposed education providers are partnering with you to develop/deliver the training program and to place successful trainees in full-time apprenticeship employment at the conclusion of training.
  - a. Outline current program and pathways were in alignment with their registered apprenticeship programs
  - b. Partnering school districts—three are already signed up for pilots and will get implemented quickly
- If you are proposing to develop pre-apprenticeship programming, what advantages will program completers receive when applying to and entering a Registered Apprenticeship Program?
  - a. Per the the recommendation of AGC Maine's Apprenticeship and Education Coordinator
  - b. Celebrate students entering the Immersion Program as pre-apprentices
  - c. Says pre-apprentices will receive proper credit though no specifics on advantages beyond that

\*\*\*\*\*

**EVALUATION OF SECTION III**

**Equity: Increase the Number of Under-represented Workers in Apprenticeship**

**Total Points Available: 20**

**Score:   14**

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**Evaluation Team Comments:**

- **HOW WILL THE PROPOSAL INCREASE THE NUMBER OF UNDER-REPRESENTED WORKERS IN APPRENTICESHIP?**
  - a. clear target audiences defined
  - b. they have clear partners to reach these communities—some of these but not all—women and immigrants are outlined with partners
  
- How will the applicant assess for and provide supportive services for apprentices and pre-apprentices to address and overcome barriers to participating and ensure completion (e.g., transportation, childcare)? How are you partnering with other organizations (social service providers, housing, childcare, etc.) to address barriers to participation?
  - a. Will have a request for assistance form; this process wasn't well defined in terms of how they'd do this
  
- How will the applicant assure that pre-apprentices and apprentices are provided the interpersonal supports they need to persist and complete the training program (e.g. mentor, support group)
  - a. The staff member will meet with each individual—just not sure if its sufficient
  - b. They have networking events but unsure around mentoring training
  
- How will your proposed training program provide a pathway to a family-sustaining wage?
  - a. Occupations they are proposing are on the high wage in demand list
  
- Please describe your overall diversity, equity, and inclusion (DEI) plan for recruiting and retaining candidates. Your DEI plan should include the following: partnerships to support outreach, how your program(s) will support priority communities, how your sponsors will create an inclusive environment, how you will receive feedback from communities and apprentices about the program, and how you will ensure you meet your intended DEI goals by implementing accountability mechanisms.
  - a. Pretty ambitious targeted efforts within priority communities to reach 100+ women
  - b. Mention direct outreach to individuals that are incarcerated and schools—but don't mention how
  - c. No mention of persons with disabilities
  - d. They didn't discuss how to assess and serve learning needs of the individuals—how are you going to address the language issues? If you're going to be offering a number of educational platform—need to address learning styles
  - e. Like that they would incorporate culture of care
  - f. Feedback from students—survey each class to get feedback on how they are doing
  - g. Partnering with Maine Business Immigrant Coalition, National Association for Women in Construction
  
- If you selected "Other" industry in Part 1, please describe your plan for assessing for and ensuring you are registering pre-apprentices and/or apprentices of your specified target community.



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**EVALUATION OF SECTION IV**

**Sustainability: Develop an Integrated, Sustainable, and Effective Apprenticeship System**

**Total Points Available: 20**

**Score: 14**

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**Evaluation Team Comments:**

- Will grant funding result in a long-term relationship/partnership between educational institutions, employers, and the workforce system (e.g. CareerCenter) that will provide sustainable solutions to addressing workforce needs in your area?
  - a. Didn't really answer this
  
- In addition to earning an apprenticeship or pre-apprenticeship certificate of completion, if applicable, identify the industry-recognized credential(s) and/or certificate(s) that program completers will earn.
  - a. Lots of credentials that individuals will earn
  
- How will the project be sustained beyond the grant period?
  - a. They have a college fund to support students in construction field
  - b. Looking to sustain funding though member fees
  - c. They will be using the funds to launch the pilot and then prove the effectiveness to scale to more employers and schools
  - d. Ability to start up the pilot program in summer 2022!
  - e. Their new staff will be paid for 50% by this grant and half by their funds
  
- What are the risks that might hinder your ability to achieve your stated goals? What supports will you need to mitigate the potential risks?
  - a. Curious how they plan to recruit the 125 apprentices each year—and do they have the employer partnerships to employ all these individuals?
  - b. A little weaker

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**EVALUATION OF SECTION V**  
**Budget Review**

**Total Points Available:** 20

**Score:**   12  

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**Evaluation Team Comments:**

Budget:

- Travel really high \$14k per year
- Seems like there was a typo on pg 4—255 instead of 555
- The supportive services were over the 10% allowable
- No explanation of their administrative costs
- Cost per trainee is around \$3000 if serving 555 participants—pretty good
- Personnel costs feel okay
- Budget narrative not formatted to match budget table

Budget Narrative:

\*\*\*\*\*

**EVALUATION OF SECTION VI  
PARTNER EVALUATION**

**Total Points Available: 10**

**Score: 7.5**

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**Evaluation Team Comments:**

- Had partners in all the categories
- CBOs not really connected to communities
- Description of resources in each
- And letters of support from each

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**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202111177  
**RFP TITLE:** Maine Apprenticeship Program FY 2022 Grant Funding  
**BIDDER:** HospitalityMaine Education Foundation  
**DATE:** March 7, 2022

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**DEPARTMENT NAME:** Department of Labor  
**NAME OF RFP COORDINATOR:** Joan Dolan  
**NAMES OF EVALUATORS:** Samantha Dina, Peter Diplock, Joan Dolan, Kristine McCallister, Lisa Haskell (fiscal expert)

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**SUMMARY PAGE**

<b>Pass/Fail Criteria</b>		
	<b>Pass:</b>	<b>Fail:</b>
◆ Cost per apprentice does not exceed \$6,000	<b>x</b>	
◆ Minimum request is \$250,000	<b>x</b>	
◆ Maximum grant request is \$3,000,000	<b>x</b>	
◆ Signed Debarment, Performance and Non-Collusion Certification	<b>x</b>	
◆ Budget and Budget Narrative	<b>x</b>	
◆ Performance Metrics Table	<b>X</b>	
◆ Minimum number of apprentices served is 40	<b>x</b>	
	<u>Points Awarded:</u>	
<b>Numerical Score:</b>		
Section I. Organization Qualifications and Experience (Max: 10 Points)	<b>7.5</b>	
Section II. Program Design: Expand the number of high quality pre-apprenticeship and apprenticeship offerings (Max: 20 Points)	<b>14</b>	
Section III: Equity: Increase the number of under-represented workers in apprenticeship (Max: 20 Points)	<b>17</b>	
Section IV: Sustainability: Develop an integrated, sustainable, and effective apprenticeship system (Max 20 Points)	<b>16</b>	
Section V: Budget and budget narrative. (Max: 20 points)	<b>12</b>	
Section VI: Partnerships Table (Max: 10 points)	<b>9</b>	
<b>TOTAL POINTS</b> (Max: 100 Points)	<b>75.5</b>	

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**EVALUATION OF SECTION I  
Organization Qualifications and Experience**

**Total Points Available: 10                      Score:   7.5**

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**Evaluation Team Comments:**

- Overview of the Organization
  - In partnership with MCCS in developing training badges for frontline workers
  - Currently have 3800 completions in that program
  - Offer a Welcome Maine customer training
- Knowledge and skills pertinent to apprenticeship
  - Line cook and hospitality services—two apprenticeships now
  - Currently working with DOC at 5 facilities
  - Offer virtual meet and greets with corrections
  - No deficiencies found during monitoring
- Fiscal experience/ability to manage grants
  - Didn't describe experience in managing grants
  - Developing but no managing grants mentioned
- Current partnerships with businesses, unions, training and education providers to help deliver apprenticeship
  - Current partner with MCCS

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EVALUATION OF SECTION II

Program Design: Expand the number of high-quality pre-apprenticeship and apprenticeship offerings

Total Points Available: 20

Score: 14

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Evaluation Team Comments:

- How will the proposal advance the expansion of high-quality pre-apprenticeship and apprenticeship offerings.
  - a. Hire two new navigators
  - b. Serve 167 new participants
  - c. Expand 45 apprenticeship sponsors
  
- **Will grant funding result in new** or expanded training capacity? If yes, where and by how many trainees per year will training capacity be expanded?
  - a. Proposed new training providers and equivalency assessments
  - b. Yes—they will hire two full time staff
  
- Will grant funding result in a **new training delivery method** (on-line, self-study, etc.) not previously available/ approved in your region? If yes, please explain/
  - a. Not really answered—mentioned of equivalency assessments and new occupational trainings
  
- Please describe in **detail the training program** for which you are requesting funding. Include in your description the location of training, delivery method, training schedule (proposed start and end date; frequency/timing of training), total number of hours, qualifications of instructors, course content, etc. Also include the person(s) who will be responsible for the administrative aspects of the program (participant registrations, quarterly reporting, etc.).
  - a. Entry level to more advanced programming—career pathways
  - b. Outlined two programs that are currently approved and three under review—7 in development
  - c. Identified education partners for some of these
  - d. 6 of the programs are on the high wage in demand list
  - e. Didn't identify the credentials of the training instructors
  - f. Scholarship opportunities and support services
  - g. DOC, BRS, JMG—they also mentioned the contextualized ELL
  
- If you are proposing to develop pre-apprenticeship programming, please describe how **employers/sponsors or proposed education providers are partnering** with you to develop/deliver the training program and to place successful trainees in full-time apprenticeship employment at the conclusion of training.
  - a. Would have liked more information on the pre-apprenticeship programming
  - b. How will they work with partners to deliver the programming?
  
- If you are proposing to develop pre-apprenticeship programming, what **advantages** will program completers receive when applying to and entering a Registered Apprenticeship Program?
  - a. They will be provided w/ advanced credit for the registered apprenticeship program
  - b. Job shadow, work experience, interview

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**EVALUATION OF SECTION III**

**Equity: Increase the Number of Under-represented Workers in Apprenticeship**

**Total Points Available: 20**

**Score:   17**

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**Evaluation Team Comments:**

- How will the proposal increase the number of under-represented workers in apprenticeship?
  - a. The partners listed were strong—adult ed, community college, among others
  - b. Mention of cultural awareness training for employers
  
- How will the applicant assess for and provide supportive services for apprentices and pre-apprentices to address and overcome barriers to participating and ensure completion (e.g., transportation, childcare)? How are you partnering with other organizations (social service providers, housing, childcare, etc.) to address barriers to participation?
  - a. they will figure out what their needs are and connect to needed resources—not a clearly defined process but mention of many partners to meet needs
  - b. Apprenticeship navigators will be assigned to specific communities such as youth as well as adults from diverse backgrounds
  
- How will the applicant assure that pre-apprentices and apprentices are provided the interpersonal supports they need to persist and complete the training program (e.g. mentor, support group)
  - a. Partners will commit to receiving mentorship training
  - b. They want to provide sub sponsors with supports to ensure mentorship is offered consistently
  
- How will your proposed training program provide a pathway to a family-sustaining wage?
  - a. About half of these pathways lead to high wage in demand jobs—some of them are pretty low wage
  
- Please describe your overall diversity, equity, and inclusion (DEI) plan for recruiting and retaining candidates. Your DEI plan should include the following: partnerships to support outreach, how your program(s) will support priority communities, how your sponsors will create an inclusive environment, how you will receive feedback from communities and apprentices about the program, and how you will ensure you meet your intended DEI goals by implementing accountability mechanisms.
  - a. Mention of several partners with MDOC, veterans organizations and others and activities such as meet and greets to raise awareness and expand outreach by facilitating employers' connecting directly to communities through events
  - b. Little mention of feedback loops and accountability mechanisms
  
- If you selected "Other" industry in Part 1, please describe your plan for assessing for and ensuring you are registering pre-apprentices and/or apprentices of your specified target community.

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**EVALUATION OF SECTION IV**

**Sustainability: Develop an Integrated, Sustainable, and Effective Apprenticeship System**

**Total Points Available: 20**

**Score:   16**

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**Evaluation Team Comments:**

- Will grant funding result in a long-term relationship/partnership between educational institutions, employers, and the workforce system (e.g. CareerCenter) that will provide sustainable solutions to addressing workforce needs in your area?
  - a. Partnering with MCCS and utilizing career centers in supportive services
  
- In addition to earning an apprenticeship or pre-apprenticeship certificate of completion, if applicable, identify the industry-recognized credential(s) and/or certificate(s) that program completers will earn.
  - a. There will be some additional certifications that are industry recognized
  
- How will the project be sustained beyond the grant period?
  - a. Membership fees, donations, events to increase revenue
  - b. Interesting idea to apprentice the navigator jobs
  
- What are the risks that might hinder your ability to achieve your stated goals? What supports will you need to mitigate the potential risks?
  - a. Staff capacity to develop partnerships—this will help address that



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**EVALUATION OF SECTION V**  
**Budget Review**

**Total Points Available:** 20

**Score:**   12  

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**Evaluation Team Comments:**

Budget:

- Too much money for travel and marketing—not enough for training
- Good that they are spending money on marketing to increase awareness but seemed a little high
- Seems like they might be double dipping on the wraparound
- Felt expensive to serve only 165 people—nearing the max per trainee
- Three personnel for 165 participants feels excessive—would like to expand reach or reduce staffing costs
- Are they supplanting funding for existing Director of Education & Workforce Development?
- No leveraged funds
- Within admin limit

Budget Narrative:

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**EVALUATION OF SECTION VI  
PARTNER EVALUATION**

**Total Points Available: 10**

**Score:   9**

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**Evaluation Team Comments:**

- List partners in all organization types except unions
- Several letters of support included
- Mention of developing MOUs for pre-apprenticeship with CBOs

:

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**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202111177  
**RFP TITLE:** Maine Apprenticeship Program FY 2022 Grant Funding  
**BIDDER:** General Dynamics Bath Iron Works  
**DATE:** MARCH 9, 2022

**DEPARTMENT NAME:** Department of Labor  
**NAME OF RFP COORDINATOR:** Joan Dolan  
**NAMES OF EVALUATORS:** Samantha Dina, Peter Diplock, Joan Dolan, Kristine McCallister, Lisa Haskell  
 (fiscal expert)

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**SUMMARY PAGE**

<b>Pass/Fail Criteria</b>		
	<u>Pass:</u>	<u>Fail:</u>
◆ Cost per apprentice does not exceed \$6,000	<b>x</b>	
◆ Minimum request is \$250,000	<b>x</b>	
◆ Maximum grant request is \$3,000,000	<b>x</b>	
◆ Signed Debarment, Performance and Non-Collusion Certification	<b>x</b>	
◆ Budget and Budget Narrative	<b>x</b>	
◆ Performance Metrics Table	<b>X</b>	
◆ Minimum number of apprentices served is 40	<b>x</b>	
	<u>Points Awarded:</u>	
<b>Numerical Score:</b>		
Section I. Organization Qualifications and Experience (Max: 10 Points)	<b>8</b>	
Section II. Program Design: Expand the number of high quality pre-apprenticeship and apprenticeship offerings (Max: 20 Points)	<b>11</b>	
Section III: Equity: Increase the number of under-represented workers in apprenticeship (Max: 20 Points)	<b>13.5</b>	
Section IV: Sustainability: Develop an integrated, sustainable, and effective apprenticeship system (Max 20 Points)	<b>13</b>	
Section V: Budget and budget narrative. (Max: 20 points)	<b>11</b>	
Section VI: Partnerships Table (Max: 10 points)	<b>7.5</b>	
<b>TOTAL POINTS</b> (Max: 100 Points)	<b>64</b>	

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**EVALUATION OF SECTION I  
Organization Qualifications and Experience**

**Total Points Available: 10                      Score:   8**

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**Evaluation Team Comments:**

- Overview of the Organization
  - Described history of organization and partnerships
  - Represented on Maine Apprenticeship Council, Coastal Counties Workforce Board, and Maine State Workforce Board
  - They have an Employment Manager and Manager of Diversity and Inclusion responsible for recruiting minorities, women, veterans, and individuals with disabilities
  - Employ 6800 shipbuilders
  - Actively engaged with Career Centers
- Knowledge and skills pertinent to apprenticeship
  - They have had an Apprenticeship School since 1950, graduating 1,300 apprentices
  - Have 20 registered apprenticeship programs with 80 apprentices
  - Partner with SMCC for a pre-apprenticeship in Manufacturing Technician and Welding
- Fiscal experience/ability to manage grants
  - Did not identify grant management experience
- Current partnerships with businesses, unions, training and education providers to help deliver apprenticeship
  - MDOL, JMG, SMCC, Maine Maritime Academy, Maine Career Centers, Maine Technical Schools

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EVALUATION OF SECTION II

Program Design: Expand the number of high-quality pre-apprenticeship and apprenticeship offerings

Total Points Available: 20

Score: 11

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Evaluation Team Comments:

- How will the proposal advance the expansion of high-quality pre-apprenticeship and apprenticeship offerings.
  - a. Will serve 500 individuals over grant period
  - b. 120-hour Manufacturing Technician Training pre-apprenticeship program
  - c. Pre-apprentices can continue to apprenticeship program
  - d. Program is piloted and tested already at SMCC and seemed to be effective. Did not provide any supporting data on this piece.
  - e. Unclear how they are expanding capacity
  
- **Will grant funding result in new or expanded training capacity?** If yes, where and by how many trainees per year will training capacity be expanded?
  - a. Will serve 500 individuals over grant period
  - b. How is this expanding on their existing training? Proposal states they are replicating current training model.
  - c. Per RAPIDS, they have registered 209 apprentices in 1.5 years
  - d. Numbers proposed are consistent with current apprentices registered
  
- **Will grant funding result in a new training delivery method** (on-line, self-study, etc.) not previously available/ approved in your region? If yes, please explain.
  - a. New training curriculum through Department of Defense and online training on Basics of Shipbuilding
  
- Please describe in **detail the training program** for which you are requesting funding. Include in your description the location of training, delivery method, training schedule (proposed start and end date; frequency/timing of training), total number of hours, qualifications of instructors, course content, etc. Also include the person(s) who will be responsible for the administrative aspects of the program (participant registrations, quarterly reporting, etc.).
  - a. Training will take place at SMCC
  - b. Instructors are credentialed; unclear if they are already in place or need to be hired
  - c. Newly formed Mentorship on the Deck program
  - d. Capacity for grant management and admin support built into grant through Grant Program Manager, Administrative Technician and HR Specialist, Apprentice Navigators
  - e. Will have Apprenticeship Navigators to recruit and support – CTEs, MCCS, Job Corps; assist in curriculum and support
  - f. Tutoring available upon request – they don't mention who will provide this
  - g. Poised to start the program immediately
  
- If you are proposing to develop pre-apprenticeship programming, please describe how **employers/sponsors or proposed education providers are partnering** with you to develop/deliver the training program and to place successful trainees in full-time apprenticeship employment at the conclusion of training.
  - a. Train-the-trainer sessions with SMCC
  - b. On-site classroom visits and trainer meetings
  
- If you are proposing to develop pre-apprenticeship programming, what **advantages** will program completers receive when applying to and entering a Registered Apprenticeship Program?
  - a. All pre-apprentices get an interview and if selected, are enrolled in the apprenticeship program

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**EVALUATION OF SECTION III**

**Equity: Increase the Number of Under-represented Workers in Apprenticeship**

**Total Points Available: 20**

**Score: 13.5**

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**Evaluation Team Comments:**

- How will the proposal increase the number of under-represented workers in apprenticeship?
  - a. Enhance wraparound services – no details
  - b. Explore housing options
  - c. Target rural communities for recruitment
  - d. Market through Career Center job boards, employment agencies and social media
  - e. Attend MDOL job fairs and workshops
  - f. Reach out to CTE schools throughout state of Maine
  - g. Program only benefits one employer
  
- How will the applicant assess for and provide supportive services for apprentices and pre-apprentices to address and overcome barriers to participating and ensure completion (e.g., transportation, childcare)? How are you partnering with other organizations (social service providers, housing, childcare, etc.) to address barriers to participation?
  - a. Each pre-apprentice receives \$600 in support needs. Is providing pre-apprentice \$600 allowable without needs-based assessment?
  - b. SMCC dormitories and bus passes available
  - c. Discussed supports available to pre-apprentices at SMCC. Unclear if these supports are available to everyone?
  
- How will the applicant assure that pre-apprentices and apprentices are provided the interpersonal supports they need to persist and complete the training program (e.g. mentor, support group)
  - a. BIW onboarding includes 40 hours
  - b. Mentorship on the Deck Program
    - i. How is this different than the mentorship already required of apprenticeship?
    - ii. Did not discuss training mentors in equity
  
- How will your proposed training program provide a pathway to a family-sustaining wage?
  - a. Provided info on wages. Only ~\$1 a wage increase over the apprenticeship period.
  - b. The completion wage does not align with LD 648 requirements for apprenticeship, but this requirement may not apply to federal funding.
  
- Please describe your overall diversity, equity, and inclusion (DEI) plan for recruiting and retaining candidates. Your DEI plan should include the following: partnerships to support outreach, how your program(s) will support priority communities, how your sponsors will create an inclusive environment, how you will receive feedback from communities and apprentices about the program, and how you will ensure you meet your intended DEI goals by implementing accountability mechanisms.
  - a. Stated they will take other appropriate actions regarding recruitment – no details provided on this
  - b. Suggested they may use minority or women Journeyworkers as recruiters – will they be paid?
  - c. Communicate EEO policy internally – unclear as to what that process is
  - d. Listed generic types of organizations. Did not mention specific community-based organizations to assist in recruitment.
  
- If you selected “Other” industry in Part 1, please describe your plan for assessing for and ensuring you are registering pre-apprentices and/or apprentices of your specified target community.
  - a. N/A

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**EVALUATION OF SECTION IV**

Sustainability: Develop an Integrated, Sustainable, and Effective Apprenticeship System

**Total Points Available: 20**

**Score: 13**

\*\*\*\*\*

**Evaluation Team Comments:**

- Will grant funding result in a long-term relationship/partnership between educational institutions, employers, and the workforce system (e.g. CareerCenter) that will provide sustainable solutions to addressing workforce needs in your area?
  - a. Anticipate continuing partnership with SMCC after grant period ends
- In addition to earning an apprenticeship or pre-apprenticeship certificate of completion, if applicable, identify the industry-recognized credential(s) and/or certificate(s) that program completers will earn.
  - a. Identify credentials pre-apprentices would earn, including OSHA-10 and Lean 101
- How will the project be sustained beyond the grant period?
  - a. No clear plans on how to do this.
- What are the risks that might hinder your ability to achieve your stated goals? What supports will you need to mitigate the potential risks?
  - a. Identified risks to proposals but no strategies on how to mitigate those risks.
  - b. Stated lack of diversity in Maine is a risk but did not provide needed supports.

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**EVALUATION OF SECTION V**  
**Budget Review**

**Total Points Available:** 20

**Score:**   11  

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**Evaluation Team Comments:**

Budget and Budget Narrative:

- Total request is \$2,944,542
- Cost per trainee is high; just below \$6,000
- Support services is exactly at 10% of budget
- Staff costs are intensive. If program is already in existence, what is new? Appears staff positions already exist; apprenticeship is one portion of their time. Are they asking to pay for portion of existing positions with these funds?
- Training costs are only in 3<sup>rd</sup> year
- No sub awards – only BIW involved in this contract
- Providing leverage; stated first two years of program are being funded by ARPA grant
  - Why is training being charged for one year and staff being charged for 3 years?
  - Is this supplanting other funding?
- High travel costs
- Expand training capacity by 42 trainers each year
- Proposed program already exists. Unclear how this funding is being used to expand program?



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**EVALUATION OF SECTION VI  
PARTNER EVALUATION**

**Total Points Available:** 10

**Score:**   7.5  

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**Evaluation Team Comments:**

- Union and business representation
- Included workforce development entities
- Strong learning partners – primarily SMCC; did not include Adult Ed providers
- Lack of community-based organizations – those listed are primarily workforce partners
- No mention of VR, DHHS
- Did not outline DEI supports
- 1 letter of support

\*\*\*\*\*  
**STATE OF MAINE**  
**TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202111177  
**RFP TITLE:** Maine Apprenticeship Program FY 2022 Grant Funding  
**BIDDER:** Maine AFL-CIO  
**DATE:** MARCH 9, 2022

**DEPARTMENT NAME:** Department of Labor  
**NAME OF RFP COORDINATOR:** Joan Dolan  
**NAMES OF EVALUATORS:** Samantha Dina, Peter Diplock, Joan Dolan, Kristine McCallister, Lisa Haskell  
(fiscal expert)

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**SUMMARY PAGE**

<b>Pass/Fail Criteria</b>		
	<u>Pass:</u>	<u>Fail:</u>
◆ Cost per apprentice does not exceed \$6,000	<b>x</b>	
◆ Minimum request is \$250,000	<b>x</b>	
◆ Maximum grant request is \$3,000,000	<b>x</b>	
◆ Signed Debarment, Performance and Non-Collusion Certification	<b>x</b>	
◆ Budget and Budget Narrative	<b>x</b>	
◆ Performance Metrics Table	<b>X</b>	
◆ Minimum number of apprentices served is 40	<b>x</b>	
	<u>Points Awarded:</u>	
<b>Numerical Score:</b>		
Section I. Organization Qualifications and Experience (Max: 10 Points)	<b>9.5</b>	
Section II. Program Design: Expand the number of high quality pre-apprenticeship and apprenticeship offerings (Max: 20 Points)	<b>18</b>	
Section III: Equity: Increase the number of under-represented workers in apprenticeship (Max: 20 Points)	<b>17</b>	
Section IV: Sustainability: Develop an integrated, sustainable, and effective apprenticeship system (Max 20 Points)	<b>17</b>	
Section V: Budget and budget narrative. (Max: 20 points)	<b>15</b>	
Section VI: Partnerships Table (Max: 10 points)	<b>7.5</b>	
<b>TOTAL POINTS</b> (Max: 100 Points)	<b>84</b>	

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**EVALUATION OF SECTION I  
Organization Qualifications and Experience**

**Total Points Available: 10                      Score: 9.5**

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**Evaluation Team Comments:**

- Overview of the Organization
  - Extensive reach - 40,000 workers and 400 employers
  - Worked with MDOL and immigrant organizations associated with unemployment and wraparound services
  - Managed worker train support program through RAPID response team
  - COVID-19 considerable outreach; familiar with underserved populations
- Knowledge and skills pertinent to apprenticeship
  - Familiar with apprenticeship with JATCs
- Fiscal experience/ability to manage grants
  - Managed several grants successfully
- Current partnerships with businesses, unions, training and education providers to help deliver apprenticeship
  - Identified partners for current grant - Maine Building and Construction Trades unions, New England Laborers' Training Academy, IBEW 1253 – Augusta Electrical JATC, RSU 19, Nokomis Regional High School

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EVALUATION OF SECTION II

Program Design: Expand the number of high-quality pre-apprenticeship and apprenticeship offerings

Total Points Available: 20

Score: 18

\*\*\*\*\*

Evaluation Team Comments:

- How will the proposal advance the expansion of high-quality pre-apprenticeship and apprenticeship offerings.
  - a. Outlined 3 pre-apprenticeship programs
    - i. Year-round multi-craft core curriculum pre-apprenticeship program with IBEW 1253 Augusta Electrical JATC and RSU 19
    - ii. Five-week summer pre-apprenticeship program with IBEW 1253
    - iii. Skills-Build pre-apprenticeship program with New England Laborers Training Academy and the Maine Building and Construction Trades Council
  - b. Expanding apprenticeship programs from New England when sufficient demand – unclear what this means
  
- Will grant funding result in new or expanded training capacity? If yes, where and by how many trainees per year will training capacity be expanded?
  - a. Build 3 new pre-apprenticeship programs – total of 256 pre-apprentices over grant period
  - b. Difficult to follow some of the different programs and which was which
  - c. Hire Apprenticeship Navigator (Apprenticeship, Workforce Development & Equity Director) who will build relationships with every union apprenticeship program
  - d. Possible apprenticeship programs with American Roots, USW-900
  - e. Good to outreach to all unions. Unclear of the details of this. Will it be on behalf of pre-apprentices or to register new unions? Lack of clarity
  
- Will grant funding result in a new training delivery method (on-line, self-study, etc.) not previously available/ approved in your region? If yes, please explain.
  - a. No union pre-apprenticeship programs in Maine
  - b. IBEW 1253 will expand access to students without access to CTE education
  
- Please describe in detail the training program for which you are requesting funding. Include in your description the location of training, delivery method, training schedule (proposed start and end date; frequency/timing of training), total number of hours, qualifications of instructors, course content, etc. Also include the person(s) who will be responsible for the administrative aspects of the program (participant registrations, quarterly reporting, etc.).
  - a. IBEW 1253 Augusta Electrical JATC – RSU 19 / Nokomis High School
    - i. Year-round pre-apprenticeship through Nokomis
      - 1. 10-15 students per class; 122 total participants over grant period
      - 2. 160 hours per semester
    - ii. 5 week summer multi-craft instruction
      - 1. Start in 2023
    - iii. Training center in Newport
  - b. Maine Building and Construction Trades Union and Laborers Training Program
    - i. Skills-build pre-apprenticeship program
    - ii. 4-6 weeks in duration
    - iii. 40 hours per week
    - iv. Cohorts of 15-20 students; ranging across the state
    - v. Soft skills, intro to construction trades, math, financial literacy, inclusion
    - vi. Pathways for women, people of color, immigrants, justice-involved
    - vii. Why is this one time per year?
  - c. Would hire Apprenticeship Navigator with half of wages through grant to work with IBEW 1253 Director
  - d. First program starts in September
  - e. Electricians is biggest need in Maine – good to expand this

- If you are proposing to develop pre-apprenticeship programming, please describe how **employers/sponsors or proposed education providers are partnering** with you to develop/deliver the training program and to place successful trainees in full-time apprenticeship employment at the conclusion of training.
  - a. Work with registered apprenticeship programs across multiple trades including BIW
  - b. Clear pre-apprentice pipeline
  - c. Mock interviews and application prep
  
- If you are proposing to develop pre-apprenticeship programming, what **advantages** will program completers receive when applying to and entering a Registered Apprenticeship Program?
  - a. Guarantee interviews and exposure to multiple opportunities
  - b. Establishing mentoring program for pre-apprentices
  - c. Does pre-apprenticeship curriculum align with registered apprenticeship? Will there be any advanced credit?

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**EVALUATION OF SECTION III**

**Equity: Increase the Number of Under-represented Workers in Apprenticeship**

**Total Points Available: 20**

**Score:   17**

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**Evaluation Team Comments:**

- How will the proposal increase the number of under-represented workers in apprenticeship?
  - a. DEI Director and Navigator build close relationships with organizations – did not identify specific organizations
  - b. Women, people of color, immigrants, justice-involved individuals, rural communities, underemployed
  
- How will the applicant assess for and provide supportive services for apprentices and pre-apprentices to address and overcome barriers to participating and ensure completion (e.g., transportation, childcare)? How are you partnering with other organizations (social service providers, housing, childcare, etc.) to address barriers to participation?
  - a. Intake survey to identify needs
  - b. Stipend \$200 week for one program, \$240 week for the other program
  - c. Develop relationships with school guidance counselors and social workers. No detail on how this would happen.
  
- How will the applicant assure that pre-apprentices and apprentices are provided the interpersonal supports they need to persist and complete the training program (e.g. mentor, support group)
  - a. Develop network of volunteer mentors to support pre-apprenticeship placement to apprenticeship programs – interesting idea but unsure of sustainability or reliability of volunteer model
  
- How will your proposed training program provide a pathway to a family-sustaining wage?
  - a. Huge wage gain from start to end wage for family-sustaining wage
  - b. Outlined growth trajectory
  
- Please describe your overall diversity, equity, and inclusion (DEI) plan for recruiting and retaining candidates. Your DEI plan should include the following: partnerships to support outreach, how your program(s) will support priority communities, how your sponsors will create an inclusive environment, how you will receive feedback from communities and apprentices about the program, and how you will ensure you meet your intended DEI goals by implementing accountability mechanisms.
  - a. Priority spots in IBEW 1253 for priorities of communities – will provide extra points; receive preference in applications
  - b. Did not mention people with disabilities or special education programs or Adult Ed programs
  - c. Organizational host committees – unique
    - i. Sub-grants to implement work w/ added capacity
  - d. Discussed working to create inclusive environments, but did not detail
  - e. Cornell Institute to deliver train-the-trainer programs
  - f. School will provide transportation to IBEW participants
  
- If you selected “Other” industry in Part 1, please describe your plan for assessing for and ensuring you are registering pre-apprentices and/or apprentices of your specified target community.

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**EVALUATION OF SECTION IV**

**Sustainability: Develop an Integrated, Sustainable, and Effective Apprenticeship System**

**Total Points Available: 20**

**Score:   17**

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**Evaluation Team Comments:**

- Will grant funding result in a long-term relationship/partnership between educational institutions, employers, and the workforce system (e.g. CareerCenter) that will provide sustainable solutions to addressing workforce needs in your area?
  - a. Augusta area schools and union program – continue to partner and others that are excited to partner
  - b. Mentioned being sustained by school district. How would this happen?
  - c. Did not mention Adult Ed or special education department in continuing work
  
- In addition to earning an apprenticeship or pre-apprenticeship certificate of completion, if applicable, identify the industry-recognized credential(s) and/or certificate(s) that program completers will earn.
  - a. Pre-apprentices will receive a OSHA-30 and 9 other nationally recognized certificates
  
- How will the project be sustained beyond the grant period?
  - a. Confident they could sustain staffing roles. Not specific on how this would be done.
  - b. Will receive financial support from unions, JATCs, foundations, philanthropic fundraising
  
- What are the risks that might hinder your ability to achieve your stated goals? What supports will you need to mitigate the potential risks?
  - a. Seem to have plan to include community-based organizations – inclusive design process – helpful to mitigate risks that were identified

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**EVALUATION OF SECTION V**  
**Budget Review**

**Total Points Available:** 20

**Score:**   15  

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**Evaluation Team Comments:**

Budget and Budget Narrative:

- Cost per trainee under \$6,000. Training cost seems high for pre-apprentices
- \$1.7 million budget
- 256 planned pre-apprentices
- Supportive services under 10%, but sub-grants include other support services; support services detailed in two separate places
- \$41,000 on meals and hospitality. Is this allowable? Should this be included in supportive services section?
- In narrative, said they might include subgrants, but included \$80,000 in budget
- Staff intensive
- Leverage of \$320,000; not explained in narrative
- Translation costs included
- Contracting with other groups



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**EVALUATION OF SECTION VI  
PARTNER EVALUATION**

**Total Points Available: 10**

**Score: 7.5**

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**Evaluation Team Comments:**

- Identified a number of partners
- 100 businesses across Maine; number of unions
- Explained resources provided, including DEI
- 2 letters of support
- Only one school district mentioned
- Did not mention workforce entity, but mentioned elsewhere

\*\*\*\*\*  
**STATE OF MAINE**  
**TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202111177  
**RFP TITLE:** Maine Apprenticeship Program FY 2022 Grant Funding  
**BIDDER:** North East Mobile Health Service  
**DATE:** MARCH 9, 2022

**DEPARTMENT NAME:** Department of Labor  
**NAME OF RFP COORDINATOR:** Joan Dolan  
**NAMES OF EVALUATORS:** Samantha Dina, Peter Diplock, Joan Dolan, Kristine McCallister, Lisa Haskell  
(fiscal expert)

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**SUMMARY PAGE**

<b>Pass/Fail Criteria</b>		
	<u>Pass:</u>	<u>Fail:</u>
◆ Cost per apprentice does not exceed \$6,000	<b>x</b>	
◆ Minimum request is \$250,000	<b>x</b>	
◆ Maximum grant request is \$3,000,000	<b>x</b>	
◆ Signed Debarment, Performance and Non-Collusion Certification	<b>x</b>	
◆ Budget and Budget Narrative	<b>x</b>	
◆ Performance Metrics Table	<b>X</b>	
◆ Minimum number of apprentices served is 40	<b>x</b>	
	<u>Points Awarded:</u>	
<b>Numerical Score:</b>		
Section I. Organization Qualifications and Experience (Max: 10 Points)	<b>4.5</b>	
Section II. Program Design: Expand the number of high quality pre-apprenticeship and apprenticeship offerings (Max: 20 Points)	<b>6</b>	
Section III: Equity: Increase the number of under-represented workers in apprenticeship (Max: 20 Points)	<b>4</b>	
Section IV: Sustainability: Develop an integrated, sustainable, and effective apprenticeship system (Max 20 Points)	<b>5</b>	
Section V: Budget and budget narrative. (Max: 20 points)	<b>5</b>	
Section VI: Partnerships Table (Max: 10 points)	<b>2</b>	
<b>TOTAL POINTS</b> (Max: 100 Points)	<b>26.5</b>	

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**EVALUATION OF SECTION I  
Organization Qualifications and Experience**

**Total Points Available: 10                      Score:   4.5**

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**Evaluation Team Comments:**

- Overview of the Organization
  - Emergency medical services located in multiple locations
  - 20 years of operational experience
  - Employ full-time Education Director; full time earn while you learn program in place
  - Agreements with 8 hospitals to provide medical transportation
  - Adapted Jackman paramedic model
  - Critical Care Institute
  - Many EMS staff trainers
  - For-profit S Corporation
- Knowledge and skills pertinent to apprenticeship
  - Did not identify pre-apprenticeship or apprenticeship experience
- Fiscal experience/ability to manage grants
  - Did not identify fiscal or grant management experience
- Current partnerships with businesses, unions, training and education providers to help deliver apprenticeship
  - Tri-County, YCCC, EMCC, KVCC partnerships
  - Partnerships with Rockport, Camden, Hope, Lincolnville, Bowdoinham to provide 911 services

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EVALUATION OF SECTION II

Program Design: Expand the number of high-quality pre-apprenticeship and apprenticeship offerings

Total Points Available: 20

Score: 6

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Evaluation Team Comments:

- How will the proposal advance the expansion of high-quality pre-apprenticeship and apprenticeship offerings.
  - a. Bootcamp for successful graduates of EMT class
  - b. Incomplete sentence
  - c. Would provide apprenticeship connections
  - d. Some precedence for this model in apprenticeship
  
- Will grant funding result in new or expanded training capacity? If yes, where and by how many trainees per year will training capacity be expanded?
  - a. 300 in program – not increasing from current, unsure if this expands reach
  
- Will grant funding result in a new training delivery method (on-line, self-study, etc.) not previously available/ approved in your region? If yes, please explain/
  - a. Not new training method
  
- Please describe in detail the training program for which you are requesting funding. Include in your description the location of training, delivery method, training schedule (proposed start and end date; frequency/timing of training), total number of hours, qualifications of instructors, course content, etc. Also include the person(s) who will be responsible for the administrative aspects of the program (participant registrations, quarterly reporting, etc.).
  - a. Already have partnerships
  - b. Targeted towards high school students
  - c. Hire Director and Admin Asst
  - d. 40 hour class—not enough for apprenticeship
  - e. Training and stipend for mentors
  - f. Part time employment and low wages
  - g. No connection to registered apprenticeship or apprenticeship training outline
  - h. No identification of employer
  - i. Mentioned electronic reporting and mentors required to check in regularly – where are the details?
  
- If you are proposing to develop pre-apprenticeship programming, please describe how employers/sponsors or proposed education providers are partnering with you to develop/deliver the training program and to place successful trainees in full-time apprenticeship employment at the conclusion of training.
  - a. Training proposal did not include any information for pre-apprenticeship questions
  
- If you are proposing to develop pre-apprenticeship programming, what advantages will program completers receive when applying to and entering a Registered Apprenticeship Program?
  - a. Training proposal did not include any information for pre-apprenticeship questions

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**EVALUATION OF SECTION III**

**Equity: Increase the Number of Under-represented Workers in Apprenticeship**

**Total Points Available:** 20

**Score:**   4  

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**Evaluation Team Comments:**

- How will the proposal increase the number of under-represented workers in apprenticeship?
  - a. Mentioned CTE partners
  - b. Planned to contact minority organizations, immigrant groups, and veterans groups
  - c. Not a clear partnership plan with community groups
  - d. Metrics – not serving any women, people of color, youth
  - e. No specific partners mentioned
  
- How will the applicant assess for and provide supportive services for apprentices and pre-apprentices to address and overcome barriers to participating and ensure completion (e.g., transportation, childcare)? How are you partnering with other organizations (social service providers, housing, childcare, etc.) to address barriers to participation?
  - a. Reimbursement up to \$1,200 for transportation, childcare
  - b. Not clear how they will deliver supportive services
  
- How will the applicant assure that pre-apprentices and apprentices are provided the interpersonal supports they need to persist and complete the training program (e.g. mentor, support group)
  - a. Assigned a mentor who will be responsible for employee development
  
- How will your proposed training program provide a pathway to a family-sustaining wage?
  - a. Not high-wage in demand career
  - b. Average entry level is below minimum wage!
  
- Please describe your overall diversity, equity, and inclusion (DEI) plan for recruiting and retaining candidates. Your DEI plan should include the following: partnerships to support outreach, how your program(s) will support priority communities, how your sponsors will create an inclusive environment, how you will receive feedback from communities and apprentices about the program, and how you will ensure you meet your intended DEI goals by implementing accountability mechanisms.
  - a. All sponsors required to be non-biased
  - b. Proof of non-discriminatory policy - this is law.
  - c. Evaluation of current staff mix to identify diversity needs
  - d. If working with high schools and CTE programs, where is the engagement with schools in programs such as Special Ed?
  - e. DEI plan being updated
  - f. No specific partners
  
- If you selected “Other” industry in Part 1, please describe your plan for assessing for and ensuring you are registering pre-apprentices and/or apprentices of your specified target community.

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**EVALUATION OF SECTION IV**

Sustainability: Develop an Integrated, Sustainable, and Effective Apprenticeship System

**Total Points Available:** 20

**Score:**   5  

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**Evaluation Team Comments:**

- Will grant funding result in a long-term relationship/partnership between educational institutions, employers, and the workforce system (e.g. CareerCenter) that will provide sustainable solutions to addressing workforce needs in your area?
  - a. Addresses critical need
  - b. Metrics - Would increase sponsors by 30 and trainers by 20
  - c. Program available to those that need it. No plan for sustainability
  
- In addition to earning an apprenticeship or pre-apprenticeship certificate of completion, if applicable, identify the industry-recognized credential(s) and/or certificate(s) that program completers will earn.
  - a. Licensed as EMTs but no extra certifications
  
- How will the project be sustained beyond the grant period?
  - a. By providing framework, confident changes will result. Where is the detail?
  - b. Did not identify funding strategies
  
- What are the risks that might hinder your ability to achieve your stated goals? What supports will you need to mitigate the potential risks?
  - a. Lack of interest in public safety positions and difficulty in attracting candidates – did not address mitigation strategies

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**EVALUATION OF SECTION V**  
**Budget Review**

**Total Points Available:** 20

**Score:**   5  

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**Evaluation Team Comments:**

Budget and Budget Narrative:

- Barely under \$6,000 per trainee
- Budget is \$1.7 million—very expensive for a 40 hour training program
- Sub award information, but no one is named. Are these subawards?
- \$75,000 worth in leverage
- Supportive services double allowable amount
- Contractual is \$600k for mentors

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**EVALUATION OF SECTION VI  
PARTNER EVALUATION**

**Total Points Available: 10**

**Score:   2**

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**Evaluation Team Comments:**

- Only filled in 2 of the type of providers
- 3 businesses
- 1 letter of support from MCCS, which stated plan was not attainable
- Did not include DEI supports



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**STATE OF MAINE**  
**TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202111177  
**RFP TITLE:** Maine Apprenticeship Program FY 2022 Grant Funding  
**BIDDER:** MaineHealth  
**DATE:** MARCH 9, 2022

**DEPARTMENT NAME:** Department of Labor  
**NAME OF RFP COORDINATOR:** Joan Dolan  
**NAMES OF EVALUATORS:** Samantha Dina, Peter Diplock, Joan Dolan, Kristine McCallister, Lisa Haskell  
(fiscal expert)

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**SUMMARY PAGE**

<b>Pass/Fail Criteria</b>		
	<u>Pass:</u>	<u>Fail:</u>
◆ Cost per apprentice does not exceed \$6,000	<b>x</b>	
◆ Minimum request is \$250,000	<b>x</b>	
◆ Maximum grant request is \$3,000,000	<b>x</b>	
◆ Signed Debarment, Performance and Non-Collusion Certification	<b>x</b>	
◆ Budget and Budget Narrative	<b>x</b>	
◆ Performance Metrics Table	<b>X</b>	
◆ Minimum number of apprentices served is 40	<b>x</b>	
	<u>Points Awarded:</u>	
<b>Numerical Score:</b>		
Section I. Organization Qualifications and Experience (Max: 10 Points)	<b>9</b>	
Section II. Program Design: Expand the number of high quality pre-apprenticeship and apprenticeship offerings (Max: 20 Points)	<b>14.5</b>	
Section III: Equity: Increase the number of under-represented workers in apprenticeship (Max: 20 Points)	<b>15.5</b>	
Section IV: Sustainability: Develop an integrated, sustainable, and effective apprenticeship system (Max 20 Points)	<b>17</b>	
Section V: Budget and budget narrative. (Max: 20 points)	<b>15</b>	
Section VI: Partnerships Table (Max: 10 points)	<b>9</b>	
<b>TOTAL POINTS</b> (Max: 100 Points)	<b>80</b>	

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**EVALUATION OF SECTION I  
Organization Qualifications and Experience**

**Total Points Available: 10                      Score:   9**

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**Evaluation Team Comments:**

- Overview of the Organization
  - English Language Learning and Career Navigation for New Mainers
  - Served on Boards – understand workforce system
  - Offer paid training and learning opportunities
  - Paid tuition reimbursement
  - Center for Workforce Development is established within hospital
  - Developed healthcare career pathway communication materials
  - Marketing department has extensive experience
  - Stated they are the largest employer in Maine
- Knowledge and skills pertinent to apprenticeship
  - Med Asst, CNA, NordX Phlebotomy – not all registered apprenticeships
  - Showing partners how this will work will lead to additional apprenticeships down the road
- Fiscal experience/ability to manage grants
  - A lot of grant experience – 203 grants totaling more than \$134 million
- Current partnerships with businesses, unions, training and education providers to help deliver apprenticeship
  - Significant workforce development partnerships
  - Connected to JMG, Adult Ed, Cutler Institute
  - Medical Office Asst training through Adult Ed – guaranteed interview

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EVALUATION OF SECTION II

Program Design: Expand the number of high-quality pre-apprenticeship and apprenticeship offerings

Total Points Available: 20

Score: 14.5

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Evaluation Team Comments:

- How will the proposal advance the expansion of high-quality pre-apprenticeship and apprenticeship offerings.
  - a. Create pre-health apprenticeship program to serve as feeder to existing and new apprenticeships
  - b. Expand existing apprenticeship
  - c. Hire 2 Apprenticeship Navigators – one in first year, one in second year – to serve 100 participants annually; bring together stakeholders; assess opportunities; implement coaching program
  
- Will grant funding result in new or expanded training capacity? If yes, where and by how many trainees per year will training capacity be expanded?
  - a. Unclear on numbers – per year or total?
  - b. Narrative does not match performance metrics table. Metrics confusing as they anticipate 90 pre-apprentices entering apprenticeships, but 45 registered apprentices. Low number of pre-apprentices to apprentices entering
  
- Will grant funding result in a new training delivery method (on-line, self-study, etc.) not previously available/ approved in your region? If yes, please explain/
  - a. Did not identify new training delivery method
  - b. Project Echo and other learning initiatives to expand remote capacity – see this program as new opportunity
  
- Please describe in detail the training program for which you are requesting funding. Include in your description the location of training, delivery method, training schedule (proposed start and end date; frequency/timing of training), total number of hours, qualifications of instructors, course content, etc. Also include the person(s) who will be responsible for the administrative aspects of the program (participant registrations, quarterly reporting, etc.).
  - a. Start September 2022
  - b. 2-week, 80 hour program offered 3x annually
  - c. Oversight of Director of Workforce Development
  - d. 6 months of individualized career planning
  - e. Outreach to targeted populations
  - f. Is this only in Portland? Unclear
  - g. English Language Learning
  - h. Serving low skilled and disadvantaged trainees
  - i. Create, maintain relationships with CBOs
  - j. Career Coaching workforce
  - k. Identified individuals responsible for programming
  - l. Did not outline apprenticeship programs
  
- If you are proposing to develop pre-apprenticeship programming, please describe how employers/sponsors or proposed education providers are partnering with you to develop/deliver the training program and to place successful trainees in full-time apprenticeship employment at the conclusion of training.
  - a. Discussed elements of quality pre-apprenticeship
  - b. Pre-apprenticeship curriculum other than career exploration? Would have liked more detail.
  
- If you are proposing to develop pre-apprenticeship programming, what advantages will program completers receive when applying to and entering a Registered Apprenticeship Program?
  - a. Guaranteed interview to apprenticeship

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**EVALUATION OF SECTION III**  
**Equity: Increase the Number of Under-represented Workers in Apprenticeship**

**Total Points Available: 20**

**Score: 15.5**

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**Evaluation Team Comments:**

- How will the proposal increase the number of under-represented workers in apprenticeship?
  - a. Discussed multi-lingual career coaching
  - b. Benefits only 1 employer, but have locations throughout the state
  
- How will the applicant assess for and provide supportive services for apprentices and pre-apprentices to address and overcome barriers to participating and ensure completion (e.g., transportation, childcare)? How are you partnering with other organizations (social service providers, housing, childcare, etc.) to address barriers to participation?
  - a. Individual assessment
  - b. Online FindHelp directory for services
  
- How will the applicant assure that pre-apprentices and apprentices are provided the interpersonal supports they need to persist and complete the training program (e.g. mentor, support group)
  - a. Apprenticeship Navigators will provide career coaching, 1:1 and group mentoring
  
- How will your proposed training program provide a pathway to a family-sustaining wage?
  - a. Unsure if these are pathways to high wage jobs. Not a direct connection, but career pathway is available to reach a higher wage job
  
- Please describe your overall diversity, equity, and inclusion (DEI) plan for recruiting and retaining candidates. Your DEI plan should include the following: partnerships to support outreach, how your program(s) will support priority communities, how your sponsors will create an inclusive environment, how you will receive feedback from communities and apprentices about the program, and how you will ensure you meet your intended DEI goals by implementing accountability mechanisms.
  - a. Leverage existing resources to meet needs
  - b. Partners listed are already within the workforce system – not expanding reach much
  - c. Partners aren't paid via sub-contract
  - d. Communities are youth and women
  - e. Does not mention people with disabilities but does mention MDOL
  - f. Have an established system-wide DEI department
  - g. Serve rural and urban communities
  - h. Mentioned receiving feedback
  - i. Extensive support services for apprentices
  
- If you selected "Other" industry in Part 1, please describe your plan for assessing for and ensuring you are registering pre-apprentices and/or apprentices of your specified target community.

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**EVALUATION OF SECTION IV**

Sustainability: Develop an Integrated, Sustainable, and Effective Apprenticeship System

**Total Points Available: 20**

**Score:   17**

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**Evaluation Team Comments:**

- Will grant funding result in a long-term relationship/partnership between educational institutions, employers, and the workforce system (e.g. CareerCenter) that will provide sustainable solutions to addressing workforce needs in your area?
  - a. Strengthen existing and build new partnerships
  
- In addition to earning an apprenticeship or pre-apprenticeship certificate of completion, if applicable, identify the industry-recognized credential(s) and/or certificate(s) that program completers will earn.
  - a. Identified credentials participants would earn
  
- How will the project be sustained beyond the grant period?
  - a. Demonstrate return on investment. Sustainability seems contingent on ROI
  - b. Discussing marketing and outreach after the grant
  - c. Highlighted previous successes in training
  - d. Would have impact on current workforce shortages
  - e. Enhance existing program delivery network
  
- What are the risks that might hinder your ability to achieve your stated goals? What supports will you need to mitigate the potential risks?
  - a. Mentioned risk was increased burnout of existing staff, but thought addition of new staff would help mitigate burnout

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**EVALUATION OF SECTION V**  
**Budget Review**

**Total Points Available:** 20

**Score:** 15

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**Evaluation Team Comments:**

Budget and Budget Narrative:

- 639 people – number of pre-apprentice completers
- \$1.8 million budget
- Cost per trainee is about half of \$6,000
- Support services under 10%
- Staff intensive
- No subawards
- No leverage
- Admin costs above 15% - includes assessment costs, recruiting and marketing

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**EVALUATION OF SECTION VI  
PARTNER EVALUATION**

**Total Points Available: 10**

**Score: 9**

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**Evaluation Team Comments:**

- Great list of partners
- No union partner
- Project Advisory Group – mentioned in letters of support
- 5 letters of support
- Discussed resources provided
- Included DEI supports

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**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202111177  
**RFP TITLE:** Maine Apprenticeship Program FY 2022 Grant Funding  
**BIDDER:** Portland Adult Education  
**DATE:** MARCH 29, 2022

**DEPARTMENT NAME:** Department of Labor  
**NAME OF RFP COORDINATOR:** Joan Dolan  
**NAMES OF EVALUATORS:** Samantha Dina, Peter Diplock, Joan Dolan, Kristine McCallister, Lisa Haskell  
 (fiscal expert)

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**SUMMARY PAGE**

<b>Pass/Fail Criteria</b>		
	<u>Pass:</u>	<u>Fail:</u>
◆ Cost per apprentice does not exceed \$6,000	<b>x</b>	
◆ Minimum request is \$250,000	<b>x</b>	
◆ Maximum grant request is \$3,000,000	<b>x</b>	
◆ Signed Debarment, Performance and Non-Collusion Certification	<b>x</b>	
◆ Budget and Budget Narrative	<b>x</b>	
◆ Performance Metrics Table	<b>X</b>	
◆ Minimum number of apprentices served is 40	<b>x</b>	
	<u>Points Awarded:</u>	
<b>Numerical Score:</b>		
Section I. Organization Qualifications and Experience (Max: 10 Points)	<b>8</b>	
Section II. Program Design: Expand the number of high quality pre-apprenticeship and apprenticeship offerings (Max: 20 Points)	<b>17</b>	
Section III: Equity: Increase the number of under-represented workers in apprenticeship (Max: 20 Points)	<b>15</b>	
Section IV: Sustainability: Develop an integrated, sustainable, and effective apprenticeship system (Max 20 Points)	<b>15</b>	
Section V: Budget and budget narrative. (Max: 20 points)	<b>12</b>	
Section VI: Partnerships Table (Max: 10 points)	<b>9</b>	
<b>TOTAL POINTS</b> (Max: 100 Points)	<b>76</b>	



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**EVALUATION OF SECTION I  
Organization Qualifications and Experience**

**Total Points Available: 10                      Score:   8**

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**Evaluation Team Comments:**

- Overview of the Organization
- Knowledge and skills pertinent to apprenticeship
- Fiscal experience/ability to manage grants
- Current partnerships with businesses, unions, training and education providers to help deliver apprenticeship
- - Been providing training since 1850
  - Significant reach within immigrant community—serving 2,000 each year
  - New Mainers resource center
  - Medical assistant prep course
  - Grant and fiscal experience
  - They partner with goodwill and general assistance
  - Employer partners including Revision energy and Northern Light Health
  - Mentioned new Mainer teller program with 6 employers
  - They report on pre apprenticeship programming, but it's not certified from MAP
  - Used MDOL funding to develop pre-apprenticeship with Portland school system—and it never happened, didn't fulfill previous contract
  - Mention of multiple apprenticeship programs—med asst doesn't have any registered yet
  - Talked about work authorization challenge which is good knowledge to have
  - The have fiscal experience/ability to manage grants
  - Experienced with outreach and promotion

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EVALUATION OF SECTION II

Program Design: Expand the number of high-quality pre-apprenticeship and apprenticeship offerings

Total Points Available: 20

Score: 17\_\_

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Evaluation Team Comments:

- How will the proposal advance the expansion of high-quality pre-apprenticeship and apprenticeship offerings.
  - a. PAE plans to work with ReVision Energy, Maine Health and PATHS
  - b. will pay 100% of 2 roles, and parts of other educators with grant funds
  - c. 120 pre-apprentices in 3 programs
  - d. Pre-apprentice navigator will help market, recruit
  - e. Non-english speakers, women, underemployed and people of color
  - f. Will interview pre-apprentice graduates for positions as apprentices
  - g. Digital skills training was included in the proposal, includes access to laptops and hot spots
  - h. Medical office apprenticeship is not an established RAP but could be
  
- Will grant funding result in new or expanded training capacity? If yes, where and by how many trainees per year will training capacity be expanded?
  - a. Yes, 3 new apprenticeship programs developed for 120 pre-apprentices
  
- Will grant funding result in a new training delivery method (on-line, self-study, etc.) not previously available/ approved in your region? If yes, please explain/
  - a. All programs will be delivered in a hybrid method a proven technique
  
- Please describe in detail the training program for which you are requesting funding. Include in your description the location of training, delivery method, training schedule (proposed start and end date; frequency/timing of training), total number of hours, qualifications of instructors, course content, etc. Also include the person(s) who will be responsible for the administrative aspects of the program (participant registrations, quarterly reporting, etc.).
  - Re-create MA program for 40 pre-apprentices
  - Establish a new medical office pre-apprenticeship program for 40
    - Northern Light Health and Maine Med.
    - Prepare unemployed/underemployed adults, women and/or people of color
    - Build on existing programming for healthcare officer and patient service cert.
    - Hybrid – in-person and google meet/google classroom and asynchronous learning assignments
    - 10-12 weeks, 15-20 hours per week in September and January start fall 2022, 5 cohorts
  - 40 new pre-apprentices for electrical collaboration between PATHS and ReVision Energy
    - Both in-person and remote components of training program
    - Loaner HP Chromebook Laptops and hot spots
    - PATHS classrooms and equipment for energy pre-apprentices to launch in 2023 – new curriculum to be designed with ReVision, PAE and PATHS
    - EPA 608 certification
    - 10-13 weeks for energy curriculum delivery – offered 2X per academic year, 20-25 hours per week
  - Medical Assistant Pre-Apprenticeship Program
    - Northern Light Health
    - Hybrid learning model
    - Loaner device and hot spot for remote and asynchronous learning
    - 3 hours/day, 4 days per week for 10 weeks
    - 40 pre-apprentices
  - For all programs
    - Pre-apprenticeship program development

- Workforce and pre-apprenticeship navigator – assess English and digital skills, market, recruit and screen applicants, review education and work history, work with students on a training and career development plan
  - Advising for pre-apprentices – navigating application process, introduction to the apprenticeship coordinator
  - Grant Manager – data collection, analysis and reporting
  - Guaranteed interview
- If you are proposing to develop pre-apprenticeship programming, please describe how **employers/sponsors or proposed education providers are partnering** with you to develop/deliver the training program and to place successful trainees in full-time apprenticeship employment at the conclusion of training.
- a. Clear partners for each RAP
  - b. A lot of detail about what they're proposing
  - c. Clear connection to employers
- If you are proposing to develop pre-apprenticeship programming, what **advantages** will program completers receive when applying to and entering a Registered Apprenticeship Program?
- a. Did not discuss whether pre-apprentices would be given advanced placement in apprenticeship programs

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**EVALUATION OF SECTION III**

**Equity: Increase the Number of Under-represented Workers in Apprenticeship**

**Total Points Available: 20**

**Score:   15**

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**Evaluation Team Comments:**

- How will the proposal increase the number of under-represented workers in apprenticeship?
  - b. Students having access to laptops and hot spots
  - c. Priority populations already engaged
  - d. Very connected to social service providers
  
- How will the applicant assess for and provide supportive services for apprentices and pre-apprentices to address and overcome barriers to participating and ensure completion (e.g., transportation, childcare)? How are you partnering with other organizations (social service providers, housing, childcare, etc.) to address barriers to participation?
  - a. Not sure what the \$6,000 fund is for
  - b. Mention of driver’s ed classes being funded was good
  - c. Relationship with service providers good but no examples of plan
  - d. Did not identify how to decide the \$1,200 per apprentice available
  
- How will the applicant assure that pre-apprentices and apprentices are provided the interpersonal supports they need to persist and complete the training program (e.g. mentor, support group)
  - a. Alumni and staff speaking to classes was good
  - b. Clear existing supportive structures to support apprentices
  
- How will your proposed training program provide a pathway to a family-sustaining wage?
  - a. Wages were all above \$18 per hour
  
- Please describe your overall diversity, equity, and inclusion (DEI) plan for recruiting and retaining candidates. Your DEI plan should include the following: partnerships to support outreach, how your program(s) will support priority communities, how your sponsors will create an inclusive environment, how you will receive feedback from communities and apprentices about the program, and how you will ensure you meet your intended DEI goals by implementing accountability mechanisms.
  - a. Serve 88% people of color
  - b. Employer partner letters all spoke to DEI commitment
  - c. Incorporates student voice in programming and feedback
  - d. No details about diverse staff
  - e. Didn't identify specific partners within to work with
  
- If you selected “Other” industry in Part 1, please describe your plan for assessing for and ensuring you are registering pre-apprentices and/or apprentices of your specified target community.

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**EVALUATION OF SECTION IV**

**Sustainability: Develop an Integrated, Sustainable, and Effective Apprenticeship System**

**Total Points Available: 20**

**Score: 15**

\*\*\*\*\*

**Evaluation Team Comments:**

- Will grant funding result in a long-term relationship/partnership between educational institutions, employers, and the workforce system (e.g. CareerCenter) that will provide sustainable solutions to addressing workforce needs in your area?
  - Clean energy will be a launching pad
  - Would form new relationship between PAE and PATHS (CTE)
  - Formalize partnerships with SMCC, WIOA, MDOL
  
- In addition to earning an apprenticeship or pre-apprenticeship certificate of completion, if applicable, identify the industry-recognized credential(s) and/or certificate(s) that program completers will earn.
  - Significant demand for the occupations outlined with good wages
  - Certifications felt a little unclear and dependent – MA’s no certification for pre-apprentices, energy apprentice no certifications
  
- How will the project be sustained beyond the grant period?
  - Didn’t offer specific plans for how to continue beyond partnerships
  - Dependent on additional grant funding to continue, wonder why employers not identified
  
- What are the risks that might hinder your ability to achieve your stated goals? What supports will you need to mitigate the potential risks?
  - Identified risks

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**EVALUATION OF SECTION V**  
**Budget Review**

**Total Points Available:** 20

**Score:**   12  

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Budget and Budget Narrative:

**Evaluation Team Comments:**

- Plan to serve 120 pre-apprentices
- Support services are below 10% - drivers licenses and uniforms/equipment included
- Cost per exactly \$6000; appears they backed into other categories based on \$6,000 per
- 100K of Leverage with no explanation
- \$720,000 for staff which is very staff heavy
- \$6,000 per trainee for pre-apprentice training seems high.

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**EVALUATION OF SECTION VI  
PARTNER EVALUATION**

**Total Points Available: 10**

**Score: 9\_**

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**Evaluation Team Comments:**

- Listed many partners with 3 very strong letters of support
- Maine conservation alliance would be a great partnership
- Goodwill, FedCap, General Assistance
- Many CBO's and training partners identified
- Adult Ed. Hubs
- Didn't list any union partners

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**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202111177  
**RFP TITLE:** Maine Apprenticeship Program FY 2022 Grant Funding  
**BIDDER:** Lewiston Adult Education / Lewiston Public Schools  
**DATE:** MARCH 29, 2022

**DEPARTMENT NAME:** Department of Labor  
**NAME OF RFP COORDINATOR:** Joan Dolan  
**NAMES OF EVALUATORS:** Samantha Dina, Peter Diplock, Joan Dolan, Kristine McCallister, Lisa Haskell  
 (fiscal expert)

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**SUMMARY PAGE**

<u>Pass/Fail Criteria</u>		
	<u>Pass:</u>	<u>Fail:</u>
◆ Cost per apprentice does not exceed \$6,000	x	
◆ Minimum request is \$250,000	x	
◆ Maximum grant request is \$3,000,000	x	
◆ Signed Debarment, Performance and Non-Collusion Certification	x	
◆ Budget and Budget Narrative	x	
◆ Performance Metrics Table	X	
◆ Minimum number of apprentices served is 40	x	
	<u>Points Awarded:</u>	
<b><u>Numerical Score:</u></b>		
Section I. Organization Qualifications and Experience (Max: 10 Points)	<b>7.5</b>	
Section II. Program Design: Expand the number of high quality pre-apprenticeship and apprenticeship offerings (Max: 20 Points)	<b>10</b>	
Section III: Equity: Increase the number of under-represented workers in apprenticeship (Max: 20 Points)	<b>13</b>	
Section IV: Sustainability: Develop an integrated, sustainable, and effective apprenticeship system (Max 20 Points)	<b>15</b>	
Section V: Budget and budget narrative. (Max: 20 points)	<b>14</b>	
Section VI: Partnerships Table (Max: 10 points)	<b>7</b>	
<b>TOTAL POINTS</b> (Max: 100 Points)	<b>66.5</b>	



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**EVALUATION OF SECTION I  
Organization Qualifications and Experience**

**Total Points Available: 10                      Score:   7.5**

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**Evaluation Team Comments:**

- Overview of the Organization
  - 60 years of experience in the Lewiston area
  - Workforce projects are employer-driven and outcomes oriented with a focus on priority communities
  - Integration of basic academic skills, WorkReady and employer identified hard-skills training
  - Promotion through social media and walk the neighborhoods, hang poster and outreach to students and community to spread the work
  - Like that they have programming both during the day and in the evening
- Knowledge and skills pertinent to apprenticeship
  - Develop DEI plan, marketing and outreach materials to recruit
  - Used the word apprenticeship a lot which is positive Dedicated apprenticeship coordinator to work with existing partners to ensure understanding of apprenticeship, register LAE as a sponsor of apprenticeship and register employers as sub-sponsors. Gather reporting data
  - Implement nationally recognized credential next level training
  - Multi lingual staff
  - City link transportation
- Fiscal experience/ability to manage grants
  - Manage a budget of \$950M dollars
- Current partnerships with businesses, unions, training and education providers to help deliver apprenticeship
  - Existing employer and business relations to build upon
  - Connection to Chamber of commerce, Strengthen LA, DOL, Fedcap, EMDC

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EVALUATION OF SECTION II

Program Design: Expand the number of high-quality pre-apprenticeship and apprenticeship offerings

Total Points Available: 20

Score:   10  

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Evaluation Team Comments:

- o How will the proposal advance the expansion of high-quality pre-apprenticeship and apprenticeship offerings.
  - o Over 6,000 immigrants and asylum seekers in Lewiston
  - o Served 800-1,000 per year pre-pandemic
  - o Staff speak multiple languages
  - o Easy access to LAE for students as it is on the LA City Link bus route
  
- o **Will grant funding result in new** or expanded training capacity? If yes, where and by how many trainees per year will training capacity be expanded?
  - o 320 pre-apprentices
  - o Served 800-1,000 per year pre-pandemic
  - o Will ultimately serve as a model for all adult ed programs across the state
  
- o Will grant funding result in a **new training delivery method** (on-line, self-study, etc.) not previously available/ approved in your region? If yes, please explain/
  - o No new training delivery method
  
- o Please describe in **detail the training program** for which you are requesting funding. Include in your description the location of training, delivery method, training schedule (proposed start and end date; frequency/timing of training), total number of hours, qualifications of instructors, course content, etc. Also include the person(s) who will be responsible for the administrative aspects of the program (participant registrations, quarterly reporting, etc.).
  - o Very personnel heavy
  - o No qualifications of instructors listed
  - o 2000-hour requirement for healthcare not met
  - o Where is level 1 NCCER and what occupations are to be trained
  - o Lack of specificity with training outline
  - o Direct outreach to immigrant community by LAE staff with deep connections to community
  - o Will recruit formerly incarcerated individuals through their jail education program
  - o 320 pre-apprentices
  - o Multiple points of entry
  - o Plan to be a sponsor
  - o Employers will meet wage requirements of MAP as written in legislation
  - o unsure about level 1 training
  - o Technology and hot spots will be provided
  - o Dedicated apprenticeship person
  - o Rely on jail education program with no details
  - o Weekly stipends for participants
  - o Credential evaluation
  
- o If you are proposing to develop pre-apprenticeship programming, please describe how **employers/sponsors or proposed education providers are partnering** with you to develop/deliver the training program and to place successful trainees in full-time apprenticeship employment at the conclusion of training.
  - o Not specific about how they will recruit employers; no specific engagement with employers evident
  - o Sequential sessions with local employers but didn't mention who the employers were
  
- o If you are proposing to develop pre-apprenticeship programming, what **advantages** will program completers receive when applying to and entering a Registered Apprenticeship Program?
  - o Sponsors will provide advanced credit

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**EVALUATION OF SECTION III**  
**Equity: Increase the Number of Under-represented Workers in Apprenticeship**

**Total Points Available: 20**

**Score: 13**

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**Evaluation Team Comments:**

- o How will the proposal increase the number of under-represented workers in apprenticeship?
  - o Currently connected to BIPOC communities and represented in current programming
  - o Over 6,000 immigrants and asylum seekers in Lewiston
  - o No mention of working with people with disabilities or VR
  - o Direct outreach to immigrant community by LAE staff with deep connections to community
  
- o How will the applicant assess for and provide supportive services for apprentices and pre-apprentices to address and overcome barriers to participating and ensure completion (e.g., transportation, childcare)? How are you partnering with other organizations (social service providers, housing, childcare, etc.) to address barriers to participation?
  - o 1:1 meetings with trainees during intake to assess needs through wrap-around resources service matrix
  - o Wrap-around resource matrix
  - o Using support service stipends for each individual which doesn't seem need based
  - o Supportive services will continue to be met through existing partnerships and will enhance through grant funds
  
- o How will the applicant assure that pre-apprentices and apprentices are provided the interpersonal supports they need to persist and complete the training program (e.g. mentor, support group)
  - o 1:1 meetings with trainees during intake to assess needs through wrap-around resources service matrix
  
- o How will your proposed training program provide a pathway to a family-sustaining wage?
  - o Entry level wages are very low
  - o Don't know what specific occupations they are using
  - o Mentioned new legislation and impact on wages of apprenticeships
  
- o Please describe your overall diversity, equity, and inclusion (DEI) plan for recruiting and retaining candidates. Your DEI plan should include the following: partnerships to support outreach, how your program(s) will support priority communities, how your sponsors will create an inclusive environment, how you will receive feedback from communities and apprentices about the program, and how you will ensure you meet your intended DEI goals by implementing accountability mechanisms.
  - o Will have a design team to address systemic barriers
  - o DEI plan a little vague, lacks specificity
  - o Located on major transportation route which is positive
  - o Expect partners to maintain an inclusive environment but no details
  
- o If you selected "Other" industry in Part 1, please describe your plan for assessing for and ensuring you are registering pre-apprentices and/or apprentices of your specified target community.

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**EVALUATION OF SECTION IV**

**Sustainability: Develop an Integrated, Sustainable, and Effective Apprenticeship System**

**Total Points Available: 20**

**Score: 15**

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**Evaluation Team Comments:**

- Will grant funding result in a long-term relationship/partnership between educational institutions, employers, and the workforce system (e.g. CareerCenter) that will provide sustainable solutions to addressing workforce needs in your area?
  - Will support expansion to additional adult educations providers in Androscoggin County and then statewide to 9 hubs in the state to develop additional workforce apprenticeship program—but not mention of how they plan to do this scaling
  - City wide rehab/housing plan provides a heightened demand for skilled construction workers
  - 12 new sponsors under them for apprenticeship – who?
  - No letters of support
  
- In addition to earning an apprenticeship or pre-apprenticeship certificate of completion, if applicable, identify the industry-recognized credential(s) and/or certificate(s) that program completers will earn.
  - Participants will receive multiple nationally recognized credentials
  
- How will the project be sustained beyond the grant period?
  - Will re-invest MAP reimbursements into program to support projects, students and training beyond the grant period
  
- What are the risks that might hinder your ability to achieve your stated goals? What supports will you need to mitigate the potential risks?
  - Outlined risks with good plans to address
  - Wages are very low though they indicate they will adjust for new legislation

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**EVALUATION OF SECTION V**  
**Budget Review**

**Total Points Available: 20**

**Score:   14**

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- Numbers of apprentices vs. pre-apprentices is unclear; appear to serve 470 participants
- They added lines to their budget which appears to keep their admin under the 10% but not necessarily appropriate
- 100% construction person charged to grant part-time, unclear how much \$\$
- Unclear what % of RN instructor would be charged to the grant
- Weekly stipends will be paid to participants prior to hire; using all support service costs
- Leverage has an explanation
- Cost per trainee was low, but we don't know what their total number of trainees is
- Budget needs some work and clarification – unclear on instructor hours dedicated to grant, questions on Admin budget

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**EVALUATION OF SECTION VI  
PARTNER EVALUATION**

**Total Points Available: 10**

**Score: \_7**

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**Evaluation Team Comments:**

- Provided examples of nearly every organization type though some seem miscategorized
- Did discuss vaguely the contributions of partners
- No specific unions mentioned; will register them as sub-sponsors? Not sure how that would work.
- Central Western Maine Workforce Development Board is not a business association
- Businesses listed are either dormant sponsors or have expressed not being interested in apprenticeship
- No letters of support from businesses

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**STATE OF MAINE**  
**TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202111177  
**RFP TITLE:** Maine Apprenticeship Program FY 2022 Grant Funding  
**BIDDER:** Gorham School District  
**DATE:** MARCH 29, 2022

**DEPARTMENT NAME:** Department of Labor  
**NAME OF RFP COORDINATOR:** Joan Dolan  
**NAMES OF EVALUATORS:** Samantha Dina, Peter Diplock, Joan Dolan, Kristine McCallister, Lisa Haskell  
(fiscal expert)

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**SUMMARY PAGE**

<u>Pass/Fail Criteria</u>		
	<u>Pass:</u>	<u>Fail:</u>
◆ Cost per apprentice does not exceed \$6,000	x	
◆ Minimum request is \$250,000	x	
◆ Maximum grant request is \$3,000,000	x	
◆ Signed Debarment, Performance and Non-Collusion Certification	x	
◆ Budget and Budget Narrative	x	
◆ Performance Metrics Table	X	
◆ Minimum number of apprentices served is 40	x	
	<u>Points Awarded:</u>	
<b><u>Numerical Score:</u></b>		
Section I. Organization Qualifications and Experience (Max: 10 Points)	<b>6.5</b>	
Section II. Program Design: Expand the number of high quality pre-apprenticeship and apprenticeship offerings (Max: 20 Points)	<b>9</b>	
Section III: Equity: Increase the number of under-represented workers in apprenticeship (Max: 20 Points)	<b>12</b>	
Section IV: Sustainability: Develop an integrated, sustainable, and effective apprenticeship system (Max 20 Points)	<b>16</b>	
Section V: Budget and budget narrative. (Max: 20 points)	<b>12</b>	
Section VI: Partnerships Table (Max: 10 points)	<b>7</b>	
<b>TOTAL POINTS</b> (Max: 100 Points)	<b>62.5</b>	

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**EVALUATION OF SECTION I  
Organization Qualifications and Experience**

**Total Points Available: 10                      Score: 6.5**

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**Evaluation Team Comments:**

- Overview of the Organization
  - Gorham Schools-Business roundtable established in 2011 – meets quarterly for students to have exposure to career opportunities
  - Talked about waitlist at CTE’s
- Knowledge and skills pertinent to apprenticeship
  - Extensive work in promoting alternative pathways and promoting CTE
  - Introduced CTE training to adults
  - Developing a learning facilitator program in partnership with SMCC to provided training and experience to those interested in becoming Ed. Techs.
  - Robust CNA program in partnership with local employers – easy to shift to RA
  - No apprenticeship experience
- Fiscal experience/ability to manage grants
  - Did not mention their fiscal capacity; mentioned having grant experience
- Current partnerships with businesses, unions, training and education providers to help deliver apprenticeship
  - Existing partnership with Goodwill and FedCap
  - 2018 partnership with JMG and MELMAC to create Aspire Gorham – fosters student ambitions and skills to prepare for post HS careers



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## EVALUATION OF SECTION II

Program Design: Expand the number of high-quality pre-apprenticeship and apprenticeship offerings

Total Points Available: 20

Score: 9

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### Evaluation Team Comments:

- How will the proposal advance the expansion of high-quality pre-apprenticeship and apprenticeship offerings.
  - Would expand capacity to enhance and formalize existing programming
  - CNA, learning facilitator program, Early childhood education and commercial driving
- **Will grant funding result in new** or expanded training capacity? If yes, where and by how many trainees per year will training capacity be expanded?
  - Would expand capacity to enhance and formalize existing programming
  - 120 on apprenticeship pathways though they don't say how
  - Primarily to fund tuition
- Will grant funding result in a **new training delivery method** (on-line, self-study, etc.) not previously available/ approved in your region? If yes, please explain/
  - No new training delivery method
- Please describe in **detail the training program** for which you are requesting funding. Include in your description the location of training, delivery method, training schedule (proposed start and end date; frequency/timing of training), total number of hours, qualifications of instructors, course content, etc. Also include the person(s) who will be responsible for the administrative aspects of the program (participant registrations, quarterly reporting, etc.).
  - Learning facilitator – 9 SMCC credits, Gorham schools ed techs, coursework to become teachers will be reimbursed by Gorham School District
  - CNA – Adult Ed/CTE apprenticeship programming with Gorham House. Every 8 weeks
  - Maine Roads to Quality Early Childhood Education program – existing sponsor
  - CDL – Focused on non-English speaking trainees, in partnership with Westbrook Adult Ed., do not mention apprenticeship, just long-term employment
  - Increase English Language support for CDL
  - Would hire apprenticeship navigators to serve as case managers and mentors
  - 10 learning facilitator mentors? Who will they be hired through
  - Low wage occupations
  - Employer connection with CNA and education providers strong, connection to CDL not clear;
  - did not identify a person responsible for paperwork
  - Not enough hours for related instruction
- If you are proposing to develop pre-apprenticeship programming, please describe how **employers/sponsors or proposed education providers are partnering** with you to develop/deliver the training program and to place successful trainees in full-time apprenticeship employment at the conclusion of training.
  - no detail on how pre-apprenticeship leads to apprenticeship
  - No details on how training connects to apprenticeship
- If you are proposing to develop pre-apprenticeship programming, what **advantages** will program completers receive when applying to and entering a Registered Apprenticeship Program?
  - no detail on how pre-apprenticeship leads to apprenticeship
  - No details on how training connects to apprenticeship

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**EVALUATION OF SECTION III**

**Equity: Increase the Number of Under-represented Workers in Apprenticeship**

**Total Points Available: 20**

**Score:   12**

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**Evaluation Team Comments:**

- How will the proposal increase the number of under-represented workers in apprenticeship?
  - CNA’s primarily ELL trainees, primarily people of color
  - Majority of trainees would be women in healthcare, childhood education and ed. Tech. (very traditionally female based occupations)
  
- How will the applicant assess for and provide supportive services for apprentices and pre-apprentices to address and overcome barriers to participating and ensure completion (e.g., transportation, childcare)? How are you partnering with other organizations (social service providers, housing, childcare, etc.) to address barriers to participation?
  - Intake and advising process
  - Support services provided will depend upon needs of the apprentice
  - Existing partnerships with FEDCAP, Goodwill, voc. Rehab., and other social services will be leveraged.
  
- How will the applicant assure that pre-apprentices and apprentices are provided the interpersonal supports they need to persist and complete the training program (e.g. mentor, support group)
  - 2 apprenticeship navigators will be point of contact for apprentices and will assess needs and connect to
  - One of 2 navigators will be focused on ELL apprentices to ensure needs are met.
  
- How will your proposed training program provide a pathway to a family-sustaining wage?
  - Jobs do not require college degrees
  - Low wage jobs, some with benefits
  
- Please describe your overall diversity, equity, and inclusion (DEI) plan for recruiting and retaining candidates. Your DEI plan should include the following: partnerships to support outreach, how your program(s) will support priority communities, how your sponsors will create an inclusive environment, how you will receive feedback from communities and apprentices about the program, and how you will ensure you meet your intended DEI goals by implementing accountability mechanisms.
  - Affirmative action plan, anti-racism policy and ongoing DEI committee by Gorham schools
  - DEI plan is vague, lacks specificity
  - How will they help people with disabilities
  
- If you selected “Other” industry in Part 1, please describe your plan for assessing for and ensuring you are registering pre-apprentices and/or apprentices of your specified target community.

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**EVALUATION OF SECTION IV**

**Sustainability: Develop an Integrated, Sustainable, and Effective Apprenticeship System**

**Total Points Available: 20**

**Score: 16**

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**Evaluation Team Comments:**

- Will grant funding result in a long-term relationship/partnership between educational institutions, employers, and the workforce system (e.g. CareerCenter) that will provide sustainable solutions to addressing workforce needs in your area?
  - Will build on existing partnerships
  - Apprenticeship is a metric of success in the Gorham School District for graduating seniors
  
- In addition to earning an apprenticeship or pre-apprenticeship certificate of completion, if applicable, identify the industry-recognized credential(s) and/or certificate(s) that program completers will earn.
  - Identified certifications
  
- How will the project be sustained beyond the grant period?
  - Will weave apprenticeship into strategic plan
  - 2 stage proposal; learn as you go
  - Goal of funding is to jump start and formalize programs and partnerships
  - Build new infrastructure that will be continued after end of grant
  
- What are the risks that might hinder your ability to achieve your stated goals? What supports will you need to mitigate the potential risks?
  - Discussed risk and strategies
  - Unclear who the sponsor of apprenticeship programs will be

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**EVALUATION OF SECTION V**  
**Budget Review**

**Total Points Available:** 20

**Score:**   12  

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**Evaluation Team Comments:**

- Total budget \$720,000
- Supportive services \$32,000
- Reasonable travel of \$6,500
- \$6,000 per trainee for very low wage jobs
- Admin is \$7,000
- \$174,000 of leveraged funds; explained in narrative
- Staff intensive
- Total participants 102; why are training costs for 100 trainees in first year and 120 in second and third years?
- Unclear as to who Learning Facilitator mentors are

Budget and Budget Narrative:

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**EVALUATION OF SECTION VI  
PARTNER EVALUATION**

**Total Points Available: 10**

**Score: \_7\_**

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**Evaluation Team Co**

- No unions
- 4 Strong letters of support
- Some current sponsors/sub-sponsors of apprenticeship
- Gorham roundtable support
- Contract exists for Maine Intercultural Communication Consultants to provide DEI training and guidance in drafting new policies
- FEDCAP, BRS and Goodwill Workforce Solutions partnerships exist

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**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202111177  
**RFP TITLE:** Maine Apprenticeship Program FY 2022 Grant Funding  
**BIDDER:** Industrial Roofing Company, LLC  
**DATE:** MARCH 29, 2022

**DEPARTMENT NAME:** Department of Labor  
**NAME OF RFP COORDINATOR:** Joan Dolan  
**NAMES OF EVALUATORS:** Samantha Dina, Peter Diplock, Joan Dolan, Kristine McCallister, Lisa Haskell  
 (fiscal expert)

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**SUMMARY PAGE**

<u>Pass/Fail Criteria</u>		
	<u>Pass:</u>	<u>Fail:</u>
◆ Cost per apprentice does not exceed \$6,000	x	
◆ Minimum request is \$250,000	x	
◆ Maximum grant request is \$3,000,000	x	
◆ Signed Debarment, Performance and Non-Collusion Certification	x	
◆ Budget and Budget Narrative	x	
◆ Performance Metrics Table	X	
◆ Minimum number of apprentices served is 40	x	
<b>Points Awarded:</b>		
<b>Numerical Score:</b>		
Section I. Organization Qualifications and Experience (Max: 10 Points)	<b>6</b>	
Section II. Program Design: Expand the number of high quality pre-apprenticeship and apprenticeship offerings (Max: 20 Points)	<b>15</b>	
Section III: Equity: Increase the number of under-represented workers in apprenticeship (Max: 20 Points)	<b>7.5</b>	
Section IV: Sustainability: Develop an integrated, sustainable, and effective apprenticeship system (Max 20 Points)	<b>15</b>	
Section V: Budget and budget narrative. (Max: 20 points)	<b>11</b>	
Section VI: Partnerships Table (Max: 10 points)	<b>6.5</b>	
<b>TOTAL POINTS</b> (Max: 100 Points)	<b>61</b>	

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**EVALUATION OF SECTION I  
Organization Qualifications and Experience**

**Total Points Available: 10                      Score:   6**

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**Evaluation Team Comments:**

- Overview of the Organization
  - In business since 1945, did not mention any other history
  - Noted they've been in business for a while and noted other training programs in the state
  - Curriculum to certify their trainers and partner with national associations
  - Identified lack of roofing/siding apprenticeship and other training programs in Maine
- Knowledge and skills pertinent to apprenticeship
  - Didn't identify any apprenticeship experience
  - Designed curriculum and role descriptions and career ladders—employees know what they need to do to be promoted
  - Hired an apprenticeship navigator
  - Currently pay over 25% over min wage and occupations listed on high wage in demand
- Fiscal experience/ability to manage grants
  - Did not provide information on fiscal or administrative management experience
- Current partnerships with businesses, unions, training and education providers to help deliver apprenticeship
  - Partnering with ABC Maine and CareerCenters

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**EVALUATION OF SECTION II**

**Program Design: Expand the number of high-quality pre-apprenticeship and apprenticeship offerings**

**Total Points Available: 20**

**Score: 15**

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**Evaluation Team Comments:**

- Help extend capacity to serve at least 50 per year
- How will the proposal advance the expansion of high-quality pre-apprenticeship and apprenticeship offerings.
  - Grant will help to train and certify apprenticeship navigator
  - Expand basic training program
  - Explore partnership with EMDC and military recruits
- Will grant funding result in new or expanded training capacity? If yes, where and by how many trainees per year will training capacity be expanded?
  - Finalize build out of academy
- Will grant funding result in a new training delivery method (on-line, self-study, etc.) not previously available/ approved in your region? If yes, please explain/
- Please describe in detail the training program for which you are requesting funding. Include in your description the location of training, delivery method, training schedule (proposed start and end date; frequency/timing of training), total number of hours, qualifications of instructors, course content, etc. Also include the person(s) who will be responsible for the administrative aspects of the program (participant registrations, quarterly reporting, etc.).
  - Result in accredited NCCER facility
  - Unclear if everyone progresses to levels 1 & 2—and unclear if this is pre-apprenticeship
  - Identified quals of instructors, delivery method and who would oversee it
  - Training is not 140 hours (minimum required for apprenticeship)—but expressed willingness to expand
  - Need clarity in terms of who & how they will recruit communities
  - They mention 9 occupations but seems they are only do training for one occupation?
- If you are proposing to develop pre-apprenticeship programming, please describe how employers/sponsors or proposed education providers are partnering with you to develop/deliver the training program and to place successful trainees in full-time apprenticeship employment at the conclusion of training.
  - Seems like it's just benefitting the one company and limited to Lewiston area
  - Building blocks to formalize apprenticeship with ABC maine
- If you are proposing to develop pre-apprenticeship programming, what advantages will program completers receive when applying to and entering a Registered Apprenticeship Program?
  - Pre apprentices would get job shadowing, advanced placement



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**EVALUATION OF SECTION III**

**Equity: Increase the Number of Under-represented Workers in Apprenticeship**

**Total Points Available: 20**

**Score:   7.5**

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**Evaluation Team Comments:**

- How will the proposal increase the number of under-represented workers in apprenticeship?
  - Many of current new hires members of priority communities
  - Explore partnerships with EMDC and veterans orgs to assist individuals
  
- How will the applicant assess for and provide supportive services for apprentices and pre-apprentices to address and overcome barriers to participating and ensure completion (e.g., transportation, childcare)? How are you partnering with other organizations (social service providers, housing, childcare, etc.) to address barriers to participation?
  - Mention that these will be paid OJT—are individuals receiving a stipend?
  - Explore partnerships with EMDC and veterans orgs to assist individuals
  
- How will the applicant assure that pre-apprentices and apprentices are provided the interpersonal supports they need to persist and complete the training program (e.g. mentor, support group)
  - Training managers are tasked with supporting individuals and then assigned a mentor—unsure how they are assessing for individual needs
  
- How will your proposed training program provide a pathway to a family-sustaining wage?
  - Individual start above minimum wage and get close to \$20/hr - solid wages for occupation
  
- Please describe your overall diversity, equity, and inclusion (DEI) plan for recruiting and retaining candidates. Your DEI plan should include the following: partnerships to support outreach, how your program(s) will support priority communities, how your sponsors will create an inclusive environment, how you will receive feedback from communities and apprentices about the program, and how you will ensure you meet your intended DEI goals by implementing accountability mechanisms.
  - There was not inclusion of a DEI plan but rather DEI policies
  - Some specific orgs mentioned but few that have clear connections to priority communities
  - Only community of focus not mentioned is persons with disabilities—they don't mention accommodations
  - Unclear about specific recruitment plans
  - Celebrate success and progression within the program
  - They also mention that they want to recruit women but no specific strategies or partners
  
- If you selected "Other" industry in Part 1, please describe your plan for assessing for and ensuring you are registering pre-apprentices and/or apprentices of your specified target community.

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**EVALUATION OF SECTION IV**

**Sustainability: Develop an Integrated, Sustainable, and Effective Apprenticeship System**

**Total Points Available: 20**

**Score:   15**

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**Evaluation Team Comments:**

- Will grant funding result in a long-term relationship/partnership between educational institutions, employers, and the workforce system (e.g. CareerCenter) that will provide sustainable solutions to addressing workforce needs in your area?
  - Mention of current partners—Boots2Roots, vocational centers, Lewiston and Brunswick CareerCenters, and ABC Maine
  - Make a place to train people before they do the work to do hands on training
  - Train the trainers
  
- In addition to earning an apprenticeship or pre-apprenticeship certificate of completion, if applicable, identify the industry-recognized credential(s) and/or certificate(s) that program completers will earn.
  - Earning nationally recognized credentials—NCCER and OSHA
  
- How will the project be sustained beyond the grant period?
  - They will sustain it but no clarity on their plan on how and no
  - Grant would allow them to train and certify all of their SMEs/ Trainers, implement curriculum, build out warehouse area; will continue program for all new hires and expand as field team progresses
  
- What are the risks that might hinder your ability to achieve your stated goals? What supports will you need to mitigate the potential risks?
  - Weekly employee meetings to mitigate turnover
  - Identified risk of turnover and getting assistance from HR

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**EVALUATION OF SECTION V**  
**Budget Review**

**Total Points Available:** 20

**Score:**   11  

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**Evaluation Team Comments:**

- Supportive services are under the threshold but what they included in admin potentially should be supportive services—so may go over threshold
  - Admin costs—boots, gloves, etc—those should likely be in supportive services
- Cost per is \$5962—not cost effective, near the \$6000 limit
- Why are we paying for 50 trainees per year if they only have 30?
- No mention of marketing as an expense or payment for any partners

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**EVALUATION OF SECTION VI  
PARTNER EVALUATION**

**Total Points Available: 10**

**Score: \_\_6.5\_\_**

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**Evaluation Team Comments:**

- No letters of support
- Identified several types of partners and described resources provided
- Lacking CBO's
- Strong training, education and business association partners

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**STATE OF MAINE**  
**TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202111177  
**RFP TITLE:** Maine Apprenticeship Program FY 2022 Grant Funding  
**BIDDER:** Somerset Career & Technical Center  
**DATE:** MARCH 29, 2022

**DEPARTMENT NAME:** Department of Labor  
**NAME OF RFP COORDINATOR:** Joan Dolan  
**NAMES OF EVALUATORS:** Samantha Dina, Peter Diplock, Joan Dolan, Kristine McCallister, Lisa Haskell  
(fiscal expert)

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**SUMMARY PAGE**

<u>Pass/Fail Criteria</u>		
	<u>Pass:</u>	<u>Fail:</u>
◆ Cost per apprentice does not exceed \$6,000	x	
◆ Minimum request is \$250,000	x	
◆ Maximum grant request is \$3,000,000	x	
◆ Signed Debarment, Performance and Non-Collusion Certification	x	
◆ Budget and Budget Narrative	x	
◆ Performance Metrics Table	X	
◆ Minimum number of apprentices served is 40	x	
	<u>Points Awarded:</u>	
<b><u>Numerical Score:</u></b>		
Section I. Organization Qualifications and Experience (Max: 10 Points)	<b>8</b>	
Section II. Program Design: Expand the number of high quality pre-apprenticeship and apprenticeship offerings (Max: 20 Points)	<b>14</b>	
Section III: Equity: Increase the number of under-represented workers in apprenticeship (Max: 20 Points)	<b>12</b>	
Section IV: Sustainability: Develop an integrated, sustainable, and effective apprenticeship system (Max 20 Points)	<b>13</b>	
Section V: Budget and budget narrative. (Max: 20 points)	<b>15</b>	
Section VI: Partnerships Table (Max: 10 points)	<b>5</b>	
<b>TOTAL POINTS</b> (Max: 100 Points)	<b>67</b>	

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**EVALUATION OF SECTION I  
Organization Qualifications and Experience**

**Total Points Available: 10                      Score:   8**

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**Evaluation Team Comments:**

- Overview of the Organization
  - Teaching skills trades since 1970
  - High interest in apprenticeship from other employers and students
  - 300 students from five sending schools and currently run 14 programs
  - Programs have nationally recognized certificates or college credit—and advisory committee
  - Career advisor and student specialists—and LCSW for support services
  - Low income and rural county in Maine
- Knowledge and skills pertinent to apprenticeship
  - Current intermediary sponsor of apprenticeship
- Fiscal experience/ability to manage grants
  - Didn't provide much detail on grant management
- Current partnerships with businesses, unions, training and education providers to help deliver apprenticeship
  - Mention of partnerships with local HS to expand welding programs
  - Good collaboration with JMG, HOPE and EMDC
  - Part of somerset economic development corp
  - Partners with community college, area HS, chamber, adult ed, and foundation relationships

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EVALUATION OF SECTION II

Program Design: Expand the number of high-quality pre-apprenticeship and apprenticeship offerings

Total Points Available: 20

Score: 14

\*\*\*\*\*

Evaluation Team Comments:

- How will the proposal advance the expansion of high-quality pre-apprenticeship and apprenticeship offerings.
  - a. Provide pathway to students for high school education
  - b. Some students will start while in school and some after completing high school and there would be follow up with the students
  
- Will grant funding result in new or expanded training capacity? If yes, where and by how many trainees per year will training capacity be expanded?
  - i. Goal is at least 15 preapprentices
  - ii. Allow students not in a program to learn work readiness skills
  - iii. Anticipate expanding in banking, HVAC, plumbing—not sure if connected to registered apprenticeship?
  
- Will grant funding result in a new training delivery method (on-line, self-study, etc.) not previously available/ approved in your region? If yes, please explain/
  - i. Yes opportunity to apprentice outside the classroom for fields connected via pre-apprenticeship programs
  
- Please describe in detail the training program for which you are requesting funding. Include in your description the location of training, delivery method, training schedule (proposed start and end date; frequency/timing of training), total number of hours, qualifications of instructors, course content, etc. Also include the person(s) who will be responsible for the administrative aspects of the program (participant registrations, quarterly reporting, etc.).
  - i. Training outlined instructor quals, service delivery methods
  - ii. Didn't identify what apprenticeship occupations they were entering into
  - iii. Identified apprenticeship navigator and instructors that would do record keeping
  
- If you are proposing to develop pre-apprenticeship programming, please describe how employers/sponsors or proposed education providers are partnering with you to develop/deliver the training program and to place successful trainees in full-time apprenticeship employment at the conclusion of training.
  - i. Businesses have indicated willingness to sponsor students while they participate
  
- If you are proposing to develop pre-apprenticeship programming, what advantages will program completers receive when applying to and entering a Registered Apprenticeship Program?
  - i. Didn't identify what advantage preapprentices would get
  - ii. Offer students visits to job shadows and work sites

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**EVALUATION OF SECTION III**

**Equity: Increase the Number of Under-represented Workers in Apprenticeship**

**Total Points Available: 20**

**Score:   12**

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**Evaluation Team Comments:**

- How will the proposal increase the number of under-represented workers in apprenticeship?
  - a. 60% of students are economically disadvantaged
  
- How will the applicant assess for and provide supportive services for apprentices and pre-apprentices to address and overcome barriers to participating and ensure completion (e.g., transportation, childcare)? How are you partnering with other organizations (social service providers, housing, childcare, etc.) to address barriers to participation?
  - a. Will supplement the \$1200 with other grant funding to support students as needs arise
  
- How will the applicant assure that pre-apprentices and apprentices are provided the interpersonal supports they need to persist and complete the training program (e.g. mentor, support group)
  - a. Lots of support through the school including a career advisor and social worker to connect to services
  - b. Apprenticeship navigator will be the liaison among companies, school and MDOL
  
- How will your proposed training program provide a pathway to a family-sustaining wage?
  - a. Supports from school and JMG will last post graduate until completion of apprenticeship and will report for 2 years after completion to track success and data
  
- Please describe your overall diversity, equity, and inclusion (DEI) plan for recruiting and retaining candidates. Your DEI plan should include the following: partnerships to support outreach, how your program(s) will support priority communities, how your sponsors will create an inclusive environment, how you will receive feedback from communities and apprentices about the program, and how you will ensure you meet your intended DEI goals by implementing accountability mechanisms.
  - a. Trauma informed *approach to education but otherwise DEI plan was a little lacking*
  
- If you selected "Other" industry in Part 1, please describe your plan for assessing for and ensuring you are registering pre-apprentices and/or apprentices of your specified target community.



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**EVALUATION OF SECTION IV**

**Sustainability: Develop an Integrated, Sustainable, and Effective Apprenticeship System**

**Total Points Available: 20**

**Score:   13**

\*\*\*\*\*

**Evaluation Team Comments:**

- Will grant funding result in a long-term relationship/partnership between educational institutions, employers, and the workforce system (e.g. CareerCenter) that will provide sustainable solutions to addressing workforce needs in your area?
  - a. Director is on somerset development committee, strong relationship with chamber and strong community support
  
- In addition to earning an apprenticeship or pre-apprenticeship certificate of completion, if applicable, identify the industry-recognized credential(s) and/or certificate(s) that program completers will earn.
  - a. 70% of students graduate with college credit—and lots of credentials through programs
  
- How will the project be sustained beyond the grant period?
  - a. Plan to work the cost into regular budget once the grant sunsets—they have in house people to draw upon to meet community needs
  - b. Plans to register 15 new sub sponsors and 15 new occupations
  
- What are the risks that might hinder your ability to achieve your stated goals? What supports will you need to mitigate the potential risks?
  - a. Don't see any hurdles to meeting the goals—but didn't answer the question

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**EVALUATION OF SECTION V**  
**Budget Review**

**Total Points Available:** 20

**Score:**   15  

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**Evaluation Team Comments:**

Budget and Budget Narrative:

- Support services are below allowable threshold
- No leverage, no admin
- Travel is pretty high; 15K though very rural so could be justified
- Very staff heavy—and the caseloads is pretty low per staff member
- No funding for training
- Plan to serve 50 total - 20 Apprentices and 30 pre-apprentices
- Cost per is 5,462.20,
- Total budget 273,110

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**EVALUATION OF SECTION VI  
PARTNER EVALUATION**

**Total Points Available: 10**

**Score: \_5\_**

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**Evaluation Team Comments:**

- Lists several business partners, training and education providers and business association
- No list of any unions
- No mention of who will provide DEI supports
- Partnering with AGC for 3-week bootcamp training
- No mention of CBO's
- No workforce development entity noted
- No letters of support

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**STATE OF MAINE**  
**TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202111177  
**RFP TITLE:** Maine Apprenticeship Program FY 2022 Grant Funding  
**BIDDER:** Inclusion Maine (application #1)  
**DATE:** MARCH 29, 2022

**DEPARTMENT NAME:** Department of Labor  
**NAME OF RFP COORDINATOR:** Joan Dolan  
**NAMES OF EVALUATORS:** Samantha Dina, Peter Diplock, Joan Dolan, Kristine McCallister, Lisa Haskell  
(fiscal expert)

\*\*\*\*\*  
**SUMMARY PAGE**

<b>Pass/Fail Criteria</b>		
	<u>Pass:</u>	<u>Fail:</u>
◆ Cost per apprentice does not exceed \$6,000	<b>x</b>	
◆ Minimum request is \$250,000	<b>x</b>	
◆ Maximum grant request is \$3,000,000	<b>x</b>	
◆ Signed Debarment, Performance and Non-Collusion Certification	<b>x</b>	
◆ Budget and Budget Narrative	<b>x</b>	
◆ Performance Metrics Table	<b>X</b>	
◆ Minimum number of apprentices served is 40	<b>x</b>	
	<u>Points Awarded:</u>	
<b>Numerical Score:</b>		
Section I. Organization Qualifications and Experience (Max: 10 Points)	<b>2</b>	
Section II. Program Design: Expand the number of high quality pre-apprenticeship and apprenticeship offerings (Max: 20 Points)	<b>3</b>	
Section III: Equity: Increase the number of under-represented workers in apprenticeship (Max: 20 Points)	<b>6</b>	
Section IV: Sustainability: Develop an integrated, sustainable, and effective apprenticeship system (Max 20 Points)	<b>4</b>	
Section V: Budget and budget narrative. (Max: 20 points)	<b>8</b>	
Section VI: Partnerships Table (Max: 10 points)	<b>5</b>	
<b>TOTAL POINTS</b> (Max: 100 Points)	<b>28</b>	

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**EVALUATION OF SECTION I  
Organization Qualifications and Experience**

**Total Points Available: 10                      Score:   2**

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**Evaluation Team Comments:**

- Overview of the Organization
  - Primary focus is workforce development for underserved immigrant communities
  - Didn't really talk about wraparound supports
  - No mention of how long they've been in businesses
  - Current programs offer livable wages—but no detail
- Knowledge and skills pertinent to apprenticeship
  - Mention of building pathways and programs—but no examples
  - They mentioned experience in building apprenticeship but no examples or how long
- Fiscal experience/ability to manage grants
  - No discussion of financial management capacity
- Current partnerships with businesses, unions, training and education providers to help deliver apprenticeship
  - Didn't identify any specific partnerships

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EVALUATION OF SECTION II

Program Design: Expand the number of high-quality pre-apprenticeship and apprenticeship offerings

Total Points Available: 20

Score:   3  

\*\*\*\*\*

Evaluation Team Comments:

- How will the proposal advance the expansion of high-quality pre-apprenticeship and apprenticeship offerings.
  - No established partnerships with educational partner
  - No plan to engage with priority communities
  
- **Will grant funding result in new** or expanded training capacity? If yes, where and by how many trainees per year will training capacity be expanded?
  - a. No clear plan of how funding will increase capacity—other than saying it will be 5x—how will it do that?
  - b. Mention that it will expand partnerships—but not clear on how
  
- Will grant funding result in a **new training delivery method** (on-line, self-study, etc.) not previously available/ approved in your region? If yes, please explain/
  - a. Mentions that the funding will be used to expand offerings for self study—though no clear plans on how
  
- Please describe in **detail the training program** for which you are requesting funding. Include in your description the location of training, delivery method, training schedule (proposed start and end date; frequency/timing of training), total number of hours, qualifications of instructors, course content, etc. Also include the person(s) who will be responsible for the administrative aspects of the program (participant registrations, quarterly reporting, etc.).
  - a. Lists all sectors of focus and 10+ occupations but no clear training programs or employer partners
  - b. Doesn't seem like there are clear employer or educational partners
  - c. Unclear who the apprenticeship sponsor is
  - d. Mention that the training will be conducted virtually—but the occupations they listed do not really lend themselves to virtual only training
  - e. Mention of hours of training but no detail on what that training is—and will take place at employer and training providers but no info on who they are
  - f. No information on specific instructors or background—unclear if in place of need to be hired?
  - g. The hours of training do not align with industry standards for some occupations listed
  - h. Employer training will be virtual—but can the employers do this?
  - i. Apprenticeship navigator will handle admin aspects of the program
  
- If you are proposing to develop pre-apprenticeship programming, please describe how **employers/sponsors or proposed education providers are partnering** with you to develop/deliver the training program and to place successful trainees in full-time apprenticeship employment at the conclusion of training.
  - a. Which registered apprenticeship programs will the pre-apprentices connect with? They say they will transition to a registered apprenticeship program ---but no clear employer connection
  
- If you are proposing to develop pre-apprenticeship programming, what **advantages** will program completers receive when applying to and entering a Registered Apprenticeship Program?
  - a. Mention of a certificate of completion, industry connections and coaching to connect to apprenticeship program—but no clear indication of which program or with which sponsors

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**EVALUATION OF SECTION III**

**Equity: Increase the Number of Under-represented Workers in Apprenticeship**

**Total Points Available: 20**

**Score:   6**

\*\*\*\*\*

**Evaluation Team Comments:**

- How will the proposal increase the number of under-represented workers in apprenticeship?
  - a. List nearly all priority communities and then mentions partner network but not specific on which partners for which priority communities they will work with
  
- How will the applicant assess for and provide supportive services for apprentices and pre-apprentices to address and overcome barriers to participating and ensure completion (e.g., transportation, childcare)? How are you partnering with other organizations (social service providers, housing, childcare, etc.) to address barriers to participation?
  - a. They will give a resource list to help individuals access services—at reduced rates? Are they charging people?
  
- How will the applicant assure that pre-apprentices and apprentices are provided the interpersonal supports they need to persist and complete the training program (e.g. mentor, support group)
  - a. Cohort and participant networks to provide interpersonal supports
  
- How will your proposed training program provide a pathway to a family-sustaining wage?
  - a. They will conduct a regular wage analysis on livable wage
  
- Please describe your overall diversity, equity, and inclusion (DEI) plan for recruiting and retaining candidates. Your DEI plan should include the following: partnerships to support outreach, how your program(s) will support priority communities, how your sponsors will create an inclusive environment, how you will receive feedback from communities and apprentices about the program, and how you will ensure you meet your intended DEI goals by implementing accountability mechanisms.
  - a. No specifics in DEI plan in term of partnership—700 candidates and 7000 partner networks but no details on this
  - b. DEI plan has good metrics
  - c. All priority communities would be represented on an apprenticeship council to provide guidance
  - d. Ask employers to screen DEI practices before placement
  
- If you selected “Other” industry in Part 1, please describe your plan for assessing for and ensuring you are registering pre-apprentices and/or apprentices of your specified target community.

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**EVALUATION OF SECTION IV**

**Sustainability: Develop an Integrated, Sustainable, and Effective Apprenticeship System**

**Total Points Available: 20**

**Score:   4**

\*\*\*\*\*

**Evaluation Team Comments:**

- Will grant funding result in a long-term relationship/partnership between educational institutions, employers, and the workforce system (e.g. CareerCenter) that will provide sustainable solutions to addressing workforce needs in your area?
  - a. Yes by using funds to build coalitions and working with partners to raise funds and become self sustaining—though no clear examples of which partners or plans to sustain the partnerships
  
- In addition to earning an apprenticeship or pre-apprenticeship certificate of completion, if applicable, identify the industry-recognized credential(s) and/or certificate(s) that program completers will earn.
  - a. Mentioned CDL—and then vague with the others just calling them industry recognized
  - b. Registered nurse certification—not a certification
  
- How will the project be sustained beyond the grant period?
  - a. Proposal of membership based fees for employers to support operations
  - b. Work with employers through coalitions
  - c. Bringing training providers together
  
- What are the risks that might hinder your ability to achieve your stated goals? What supports will you need to mitigate the potential risks?
  - a. Identify costs as a barriers for some employers—though seeks to sustain work by charging membership fees



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**EVALUATION OF SECTION V**  
**Budget Review**

**Total Points Available:** 20

**Score:**   8  

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**Evaluation Team Comments:**

Budget and Budget Narrative:

- Requested the max amount and max per person served
- Travel is really high for local
- Personnel—doesn't state how much each person will make
- Admin costs does include marketing and targeted promotion
- Seemed like they backed into the budget—with little detail
- No detail except in personnel
- Under supportive services threshold

\*\*\*\*\*

**EVALUATION OF SECTION VI  
PARTNER EVALUATION**

**Total Points Available: 10**

**Score: \_\_5\_\_**

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**Evaluation Team Comments:**

- Lists several partner examples for all partner types
- No mention of the partners throughout the proposal so not clear on the partners' roles in implementing this work
- Unclear exactly what each of these partners will do in terms of apprenticeship
- Unclear about the current relationship between proposed partners and organization
- No letters of support

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**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202111177  
**RFP TITLE:** Maine Apprenticeship Program FY 2022 Grant Funding  
**BIDDER:** Inclusion Maine (application #2)  
**DATE:** MARCH 29, 2022

**DEPARTMENT NAME:** Department of Labor  
**NAME OF RFP COORDINATOR:** Joan Dolan  
**NAMES OF EVALUATORS:** Samantha Dina, Peter Diplock, Joan Dolan, Kristine McCallister, Lisa Haskell (fiscal expert)

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**SUMMARY PAGE**

<u>Pass/Fail Criteria</u>		
	<u>Pass:</u>	<u>Fail:</u>
◆ Cost per apprentice does not exceed \$6,000	x	
◆ Minimum request is \$250,000	x	
◆ Maximum grant request is \$3,000,000	x	
◆ Signed Debarment, Performance and Non-Collusion Certification	x	
◆ Budget and Budget Narrative	x	
◆ Performance Metrics Table	X	
◆ Minimum number of apprentices served is 40	x	
<b>Numerical Score:</b>		
	<u>Points Awarded:</u>	
Section I. Organization Qualifications and Experience (Max: 10 Points)	<b>2</b>	
Section II. Program Design: Expand the number of high quality pre-apprenticeship and apprenticeship offerings (Max: 20 Points)	<b>3</b>	
Section III: Equity: Increase the number of under-represented workers in apprenticeship (Max: 20 Points)	<b>6</b>	
Section IV: Sustainability: Develop an integrated, sustainable, and effective apprenticeship system (Max 20 Points)	<b>4</b>	
Section V: Budget and budget narrative. (Max: 20 points)	<b>7</b>	
Section VI: Partnerships Table (Max: 10 points)	<b>5</b>	
<b>TOTAL POINTS</b> (Max: 100 Points)	<b>27</b>	

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**EVALUATION OF SECTION I  
Organization Qualifications and Experience**

**Total Points Available: 10                      Score:   2**

\*\*\*\*\*

**Evaluation Team Comments:**

- Overview of the Organization
  - Primary focus is workforce development for underserved immigrant communities
  - Didn't really talk about wraparound supports
  - No mention of how long they've been in businesses
  - Current programs offer livable wages—but no detail
- Knowledge and skills pertinent to apprenticeship
  - Mention of building pathways and programs—but no examples
  - They mentioned experience in building apprenticeship but no examples or how long
- Fiscal experience/ability to manage grants
  - No discussion of financial management capacity
- Current partnerships with businesses, unions, training and education providers to help deliver apprenticeship
  - Didn't identify any specific partnerships

\*\*\*\*\*

EVALUATION OF SECTION II

Program Design: Expand the number of high-quality pre-apprenticeship and apprenticeship offerings

Total Points Available: 20

Score:   3  

\*\*\*\*\*

Evaluation Team Comments:

- How will the proposal advance the expansion of high-quality pre-apprenticeship and apprenticeship offerings.
  - No established partnerships with educational partner
  - No plan to engage with priority communities
  
- **Will grant funding result in new** or expanded training capacity? If yes, where and by how many trainees per year will training capacity be expanded?
  - a. No clear plan of how funding will increase capacity—other than saying it will be 5x—how will it do that?
  - b. Mention that it will expand partnerships—but not clear on how
  
- Will grant funding result in a **new training delivery method** (on-line, self-study, etc.) not previously available/ approved in your region? If yes, please explain/
  - a. Mentions that the funding will be used to expand offerings for self study—though no clear plans on how
  
- Please describe in **detail the training program** for which you are requesting funding. Include in your description the location of training, delivery method, training schedule (proposed start and end date; frequency/timing of training), total number of hours, qualifications of instructors, course content, etc. Also include the person(s) who will be responsible for the administrative aspects of the program (participant registrations, quarterly reporting, etc.).
  - a. Focus on CDL training
  - b. Doesn't seem like there are clear employer or educational partners
  - c. Unclear who the apprenticeship sponsor is
  - d. Mention that the training will be conducted virtually—but the occupations they listed do not really lend themselves to virtual only training
  - e. Mention of hours of training but no detail on what that training is—and will take place at employer and training providers but no info on who they are
  - f. No information on specific instructors or background—unclear if in place of need to be hired?
  - g. The hours of training do not align with industry standards for some occupations listed
  - h. Employer training will be virtual—but can the employers do this?
  - i. Apprenticeship navigator will handle admin aspects of the program
  
- If you are proposing to develop pre-apprenticeship programming, please describe how **employers/sponsors or proposed education providers are partnering** with you to develop/deliver the training program and to place successful trainees in full-time apprenticeship employment at the conclusion of training.
  - a. Which registered apprenticeship programs will the pre-apprentices connect with? They say they will transition to a registered apprenticeship program ---but no clear employer connection
  
- If you are proposing to develop pre-apprenticeship programming, what **advantages** will program completers receive when applying to and entering a Registered Apprenticeship Program?
  - a. Mention of a certificate of completion, industry connections and coaching to connect to apprenticeship program—but no clear indication of which program or with which sponsors

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**EVALUATION OF SECTION III**

**Equity: Increase the Number of Under-represented Workers in Apprenticeship**

**Total Points Available:** 20

**Score:**   6  

\*\*\*\*\*

**Evaluation Team Comments:**

- How will the proposal increase the number of under-represented workers in apprenticeship?
  - a. List nearly all priority communities and then mentions partner network but not specific on which partners for which priority communities they will work with
  
- How will the applicant assess for and provide supportive services for apprentices and pre-apprentices to address and overcome barriers to participating and ensure completion (e.g., transportation, childcare)? How are you partnering with other organizations (social service providers, housing, childcare, etc.) to address barriers to participation?
  - a. They will give a resource list to help individuals access services—at reduced rates? Are they charging people?
  
- How will the applicant assure that pre-apprentices and apprentices are provided the interpersonal supports they need to persist and complete the training program (e.g. mentor, support group)
  - a. Cohort and participant networks to provide interpersonal supports
  
- How will your proposed training program provide a pathway to a family-sustaining wage?
  - a. They will conduct a regular wage analysis on livable wage
  
- Please describe your overall diversity, equity, and inclusion (DEI) plan for recruiting and retaining candidates. Your DEI plan should include the following: partnerships to support outreach, how your program(s) will support priority communities, how your sponsors will create an inclusive environment, how you will receive feedback from communities and apprentices about the program, and how you will ensure you meet your intended DEI goals by implementing accountability mechanisms.
  - a. No specifics in DEI plan in term of partnership—700 candidates and 7000 partner networks but no details on this
  - b. DEI plan has good metrics
  - c. All priority communities would be represented on an apprenticeship council to provide guidance
  - d. Ask employers to screen DEI practices before placement
  
- If you selected “Other” industry in Part 1, please describe your plan for assessing for and ensuring you are registering pre-apprentices and/or apprentices of your specified target community.

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**EVALUATION OF SECTION IV**

**Sustainability: Develop an Integrated, Sustainable, and Effective Apprenticeship System**

**Total Points Available: 20**

**Score:   4**

\*\*\*\*\*

**Evaluation Team Comments:**

- Will grant funding result in a long-term relationship/partnership between educational institutions, employers, and the workforce system (e.g. CareerCenter) that will provide sustainable solutions to addressing workforce needs in your area?
  - a. Yes by using funds to build coalitions and working with partners to raise funds and become self sustaining—though no clear examples of which partners or plans to sustain the partnerships
  
- In addition to earning an apprenticeship or pre-apprenticeship certificate of completion, if applicable, identify the industry-recognized credential(s) and/or certificate(s) that program completers will earn.
  - a. Participants will earn a commercial drivers license
  
- How will the project be sustained beyond the grant period?
  - a. Proposal of membership based fees for employers to support operations
  - b. Work with employers through coalitions
  - c. Bringing training providers together
  
- What are the risks that might hinder your ability to achieve your stated goals? What supports will you need to mitigate the potential risks?
  - a. Identify costs as a barriers for some employers—though seeks to sustain work by charging membership fees

\*\*\*\*\*

**EVALUATION OF SECTION V**  
**Budget Review**

**Total Points Available:** 20

**Score:**   7  

\*\*\*\*\*

**Evaluation Team Comments:**

Budget and Budget Narrative:

- Requested the max amount and max per person served
- Travel is really high for local travel
- Personnel—doesn't state how much each person will make
- Personnel is pretty high for this—100% of several positions
- Admin costs does include marketing and targeted promotion
- Seemed like they backed into the budget—with little detail
- No detail except in personnel
- Under supportive services threshold



\*\*\*\*\*

**EVALUATION OF SECTION VI  
PARTNER EVALUATION**

**Total Points Available: 10**

**Score: 5**

\*\*\*\*\*

**Evaluation Team Comments:**

- Lists several partner examples for all partner types
- No mention of the partners throughout the proposal so not clear on the partners' roles in implementing this work
- Unclear exactly what each of these partners will do in terms of apprenticeship
- Unclear about the current relationship between proposed partners and organization
- No letters of support

\*\*\*\*\*  
**STATE OF MAINE**  
**TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202111177  
**RFP TITLE:** Maine Apprenticeship Program FY 2022 Grant Funding  
**BIDDER:** Inclusion Maine (application #3)  
**DATE:** MARCH 29, 2022

**DEPARTMENT NAME:** Department of Labor  
**NAME OF RFP COORDINATOR:** Joan Dolan  
**NAMES OF EVALUATORS:** Samantha Dina, Peter Diplock, Joan Dolan, Kristine McCallister, Lisa Haskell  
(fiscal expert)

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**SUMMARY PAGE**

<u>Pass/Fail Criteria</u>		
	<u>Pass:</u>	<u>Fail:</u>
◆ Cost per apprentice does not exceed \$6,000	x	
◆ Minimum request is \$250,000	x	
◆ Maximum grant request is \$3,000,000	x	
◆ Signed Debarment, Performance and Non-Collusion Certification	x	
◆ Budget and Budget Narrative	x	
◆ Performance Metrics Table	X	
◆ Minimum number of apprentices served is 40	x	
	<u>Points Awarded:</u>	
<b><u>Numerical Score:</u></b>		
Section I. Organization Qualifications and Experience (Max: 10 Points)	<b>2</b>	
Section II. Program Design: Expand the number of high quality pre-apprenticeship and apprenticeship offerings (Max: 20 Points)	<b>3</b>	
Section III: Equity: Increase the number of under-represented workers in apprenticeship (Max: 20 Points)	<b>6</b>	
Section IV: Sustainability: Develop an integrated, sustainable, and effective apprenticeship system (Max 20 Points)	<b>4</b>	
Section V: Budget and budget narrative. (Max: 20 points)	<b>7</b>	
Section VI: Partnerships Table (Max: 10 points)	<b>5</b>	
<b>TOTAL POINTS</b> (Max: 100 Points)	<b>27</b>	

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**EVALUATION OF SECTION I  
Organization Qualifications and Experience**

**Total Points Available: 10                      Score:   2**

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**Evaluation Team Comments:**

- Overview of the Organization
  - Primary focus is workforce development for underserved immigrant communities
  - Didn't really talk about wraparound supports
  - No mention of how long they've been in businesses
  - Current programs offer livable wages—but no detail
- Knowledge and skills pertinent to apprenticeship
  - Mention of building pathways and programs—but no examples
  - They mentioned experience in building apprenticeship but no examples or how long
- Fiscal experience/ability to manage grants
  - No discussion of financial management capacity
- Current partnerships with businesses, unions, training and education providers to help deliver apprenticeship
  - Didn't identify any specific partnerships

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EVALUATION OF SECTION II

Program Design: Expand the number of high-quality pre-apprenticeship and apprenticeship offerings

Total Points Available: 20

Score:   3  

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Evaluation Team Comments:

- How will the proposal advance the expansion of high-quality pre-apprenticeship and apprenticeship offerings.
  - No established partnerships with educational partner
  - No plan to engage with priority communities
  
- **Will grant funding result in new** or expanded training capacity? If yes, where and by how many trainees per year will training capacity be expanded?
  - a. No clear plan of how funding will increase capacity—other than saying it will be 5x—how will it do that?
  - b. Mention that it will expand partnerships—but not clear on how
  
- Will grant funding result in a **new training delivery method** (on-line, self-study, etc.) not previously available/ approved in your region? If yes, please explain/
  - a. Mentions that the funding will be used to expand offerings for self study—though no clear plans on how
  
- Please describe in **detail the training program** for which you are requesting funding. Include in your description the location of training, delivery method, training schedule (proposed start and end date; frequency/timing of training), total number of hours, qualifications of instructors, course content, etc. Also include the person(s) who will be responsible for the administrative aspects of the program (participant registrations, quarterly reporting, etc.).
  - a. Focus on accounting and finance for key industries
  - b. Doesn't seem like there are clear employer or educational partners
  - c. Unclear who the apprenticeship sponsor is
  - d. Mention that the training will be conducted virtually—but the occupations they listed do not really lend themselves to virtual only training
  - e. Mention of hours of training but no detail on what that training is—and will take place at employer and training providers but no info on who they are
  - f. No information on specific instructors or background—unclear if in place of need to be hired?
  - g. The hours of training do not align with industry standards for some occupations listed
  - h. Employer training will be virtual—but can the employers do this?
  - i. Apprenticeship navigator will handle admin aspects of the program
  
- If you are proposing to develop pre-apprenticeship programming, please describe how **employers/sponsors or proposed education providers are partnering** with you to develop/deliver the training program and to place successful trainees in full-time apprenticeship employment at the conclusion of training.
  - a. Which registered apprenticeship programs will the pre-apprentices connect with? They say they will transition to a registered apprenticeship program ---but no clear employer connection
  
- If you are proposing to develop pre-apprenticeship programming, what **advantages** will program completers receive when applying to and entering a Registered Apprenticeship Program?
  - a. Mention of a certificate of completion, industry connections and coaching to connect to apprenticeship program—but no clear indication of which program or with which sponsors

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**EVALUATION OF SECTION III**

**Equity: Increase the Number of Under-represented Workers in Apprenticeship**

**Total Points Available: 20**

**Score:   6**

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**Evaluation Team Comments:**

- How will the proposal increase the number of under-represented workers in apprenticeship?
  - a. List nearly all priority communities and then mentions partner network but not specific on which partners for which priority communities they will work with
  
- How will the applicant assess for and provide supportive services for apprentices and pre-apprentices to address and overcome barriers to participating and ensure completion (e.g., transportation, childcare)? How are you partnering with other organizations (social service providers, housing, childcare, etc.) to address barriers to participation?
  - a. They will give a resource list to help individuals access services—at reduced rates? Are they charging people?
  
- How will the applicant assure that pre-apprentices and apprentices are provided the interpersonal supports they need to persist and complete the training program (e.g. mentor, support group)
  - a. Cohort and participant networks to provide interpersonal supports
  
- How will your proposed training program provide a pathway to a family-sustaining wage?
  - a. They will conduct a regular wage analysis on livable wage
  
- Please describe your overall diversity, equity, and inclusion (DEI) plan for recruiting and retaining candidates. Your DEI plan should include the following: partnerships to support outreach, how your program(s) will support priority communities, how your sponsors will create an inclusive environment, how you will receive feedback from communities and apprentices about the program, and how you will ensure you meet your intended DEI goals by implementing accountability mechanisms.
  - a. No specifics in DEI plan in term of partnership—700 candidates and 7000 partner networks but no details on this
  - b. DEI plan has good metrics
  - c. All priority communities would be represented on an apprenticeship council to provide guidance
  - d. Ask employers to screen DEI practices before placement
  
- If you selected “Other” industry in Part 1, please describe your plan for assessing for and ensuring you are registering pre-apprentices and/or apprentices of your specified target community.

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**EVALUATION OF SECTION IV**

**Sustainability: Develop an Integrated, Sustainable, and Effective Apprenticeship System**

**Total Points Available: 20**

**Score:   4**

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**Evaluation Team Comments:**

- Will grant funding result in a long-term relationship/partnership between educational institutions, employers, and the workforce system (e.g. CareerCenter) that will provide sustainable solutions to addressing workforce needs in your area?
  - a. Yes by using funds to build coalitions and working with partners to raise funds and become self sustaining—though no clear examples of which partners or plans to sustain the partnerships
  
- In addition to earning an apprenticeship or pre-apprenticeship certificate of completion, if applicable, identify the industry-recognized credential(s) and/or certificate(s) that program completers will earn.
  - a. Participants will earn an industry-specific accounting certificate
  
- How will the project be sustained beyond the grant period?
  - a. Proposal of membership based fees for employers to support operations
  - b. Work with employers through coalitions
  - c. Bringing training providers together
  
- What are the risks that might hinder your ability to achieve your stated goals? What supports will you need to mitigate the potential risks?
  - a. Identify costs as a barriers for some employers—though seeks to sustain work by charging membership fees

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**EVALUATION OF SECTION V**  
**Budget Review**

**Total Points Available:** 20

**Score:**   7  

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**Evaluation Team Comments:**

Budget and Budget Narrative:

- Requested the max amount and max per person served
- Travel is really high for local
- Personnel doesn't match the budget numbers in the narrative and the budget chart
- Personnel—doesn't state how much each person will make
- Admin costs does include marketing and targeted promotion by
- Seemed like they backed into the budget—with little detail
- No detail except in personnel
- Under supportive services threshold

\*\*\*\*\*

**EVALUATION OF SECTION VI  
PARTNER EVALUATION**

**Total Points Available: 10**

**Score: 5**

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**Evaluation Team Comments:**

- Lists several partner examples for all partner types
- No mention of the partners throughout the proposal so not clear on the partners' roles in implementing this work
- Unclear exactly what each of these partners will do in terms of apprenticeship
- Unclear about the current relationship between proposed partners and organization
- No letters of support



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**STATE OF MAINE**  
**TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202111177  
**RFP TITLE:** Maine Apprenticeship Program FY 2022 Grant Funding  
**BIDDER:** Inclusion Maine (application #4)  
**DATE:** MARCH 29, 2022

**DEPARTMENT NAME:** Department of Labor  
**NAME OF RFP COORDINATOR:** Joan Dolan  
**NAMES OF EVALUATORS:** Samantha Dina, Peter Diplock, Joan Dolan, Kristine McCallister, Lisa Haskell  
(fiscal expert)

\*\*\*\*\*  
**SUMMARY PAGE**

<u>Pass/Fail Criteria</u>		
	<u>Pass:</u>	<u>Fail:</u>
◆ Cost per apprentice does not exceed \$6,000	x	
◆ Minimum request is \$250,000	x	
◆ Maximum grant request is \$3,000,000	x	
◆ Signed Debarment, Performance and Non-Collusion Certification	x	
◆ Budget and Budget Narrative	x	
◆ Performance Metrics Table	X	
◆ Minimum number of apprentices served is 40	x	
	<u>Points Awarded:</u>	
<b><u>Numerical Score:</u></b>		
Section I. Organization Qualifications and Experience (Max: 10 Points)	<b>2</b>	
Section II. Program Design: Expand the number of high quality pre-apprenticeship and apprenticeship offerings (Max: 20 Points)	<b>3</b>	
Section III: Equity: Increase the number of under-represented workers in apprenticeship (Max: 20 Points)	<b>6</b>	
Section IV: Sustainability: Develop an integrated, sustainable, and effective apprenticeship system (Max 20 Points)	<b>4</b>	
Section V: Budget and budget narrative. (Max: 20 points)	<b>7</b>	
Section VI: Partnerships Table (Max: 10 points)	<b>5</b>	
<b>TOTAL POINTS</b> (Max: 100 Points)	<b>27</b>	

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**EVALUATION OF SECTION I  
Organization Qualifications and Experience**

**Total Points Available: 10                      Score:   2**

\*\*\*\*\*

**Evaluation Team Comments:**

- Overview of the Organization
  - Primary focus is workforce development for underserved immigrant communities
  - Didn't really talk about wraparound supports
  - No mention of how long they've been in businesses
  - Current programs offer livable wages—but no detail
- Knowledge and skills pertinent to apprenticeship
  - Mention of building pathways and programs—but no examples
  - They mentioned experience in building apprenticeship but no examples or how long
- Fiscal experience/ability to manage grants
  - No discussion of financial management capacity
- Current partnerships with businesses, unions, training and education providers to help deliver apprenticeship
  - Didn't identify any specific partnerships

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EVALUATION OF SECTION II

Program Design: Expand the number of high-quality pre-apprenticeship and apprenticeship offerings

Total Points Available: 20

Score:   3  

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Evaluation Team Comments:

- How will the proposal advance the expansion of high-quality pre-apprenticeship and apprenticeship offerings.
  - No established partnerships with educational partner
  - No plan to engage with priority communities
  
- **Will grant funding result in new** or expanded training capacity? If yes, where and by how many trainees per year will training capacity be expanded?
  - a. No clear plan of how funding will increase capacity—other than saying it will be 5x—how will it do that?
  - b. Mention that it will expand partnerships—but not clear on how
  
- Will grant funding result in a **new training delivery method** (on-line, self-study, etc.) not previously available/ approved in your region? If yes, please explain/
  - a. Mentions that the funding will be used to expand offerings for self study—though no clear plans on how
  
- Please describe in **detail the training program** for which you are requesting funding. Include in your description the location of training, delivery method, training schedule (proposed start and end date; frequency/timing of training), total number of hours, qualifications of instructors, course content, etc. Also include the person(s) who will be responsible for the administrative aspects of the program (participant registrations, quarterly reporting, etc.).
  - a. Sales trainee occupation tracks
  - b. Doesn't seem like there are clear employer or educational partners
  - c. Unclear who the apprenticeship sponsor is
  - d. Mention that the training will be conducted virtually—but the occupations they listed do not really lend themselves to virtual only training
  - e. Mention of hours of training but no detail on what that training is—and will take place at employer and training providers but no info on who they are
  - f. No information on specific instructors or background—unclear if in place of need to be hired?
  - g. The hours of training do not align with industry standards for some occupations listed
  - h. Employer training will be virtual—but can the employers do this?
  - i. Apprenticeship navigator will handle admin aspects of the program
  
- If you are proposing to develop pre-apprenticeship programming, please describe how **employers/sponsors or proposed education providers are partnering** with you to develop/deliver the training program and to place successful trainees in full-time apprenticeship employment at the conclusion of training.
  - a. Which registered apprenticeship programs will the pre-apprentices connect with? They say they will transition to a registered apprenticeship program ---but no clear employer connection
  
- If you are proposing to develop pre-apprenticeship programming, what **advantages** will program completers receive when applying to and entering a Registered Apprenticeship Program?
  - a. Mention of a certificate of completion, industry connections and coaching to connect to apprenticeship program—but no clear indication of which program or with which sponsors

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**EVALUATION OF SECTION III**

**Equity: Increase the Number of Under-represented Workers in Apprenticeship**

**Total Points Available:** 20

**Score:**   6  

\*\*\*\*\*

**Evaluation Team Comments:**

- How will the proposal increase the number of under-represented workers in apprenticeship?
  - a. List nearly all priority communities and then mentions partner network but not specific on which partners for which priority communities they will work with
  
- How will the applicant assess for and provide supportive services for apprentices and pre-apprentices to address and overcome barriers to participating and ensure completion (e.g., transportation, childcare)? How are you partnering with other organizations (social service providers, housing, childcare, etc.) to address barriers to participation?
  - a. They will give a resource list to help individuals access services—at reduced rates? Are they charging people?
  
- How will the applicant assure that pre-apprentices and apprentices are provided the interpersonal supports they need to persist and complete the training program (e.g. mentor, support group)
  - a. Cohort and participant networks to provide interpersonal supports
  
- How will your proposed training program provide a pathway to a family-sustaining wage?
  - a. They will conduct a regular wage analysis on livable wage
  
- Please describe your overall diversity, equity, and inclusion (DEI) plan for recruiting and retaining candidates. Your DEI plan should include the following: partnerships to support outreach, how your program(s) will support priority communities, how your sponsors will create an inclusive environment, how you will receive feedback from communities and apprentices about the program, and how you will ensure you meet your intended DEI goals by implementing accountability mechanisms.
  - a. No specifics in DEI plan in term of partnership—700 candidates and 7000 partner networks but no details on this
  - b. DEI plan has good metrics
  - c. All priority communities would be represented on an apprenticeship council to provide guidance
  - d. Ask employers to screen DEI practices before placement
  
- If you selected “Other” industry in Part 1, please describe your plan for assessing for and ensuring you are registering pre-apprentices and/or apprentices of your specified target community.

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**EVALUATION OF SECTION IV**

**Sustainability: Develop an Integrated, Sustainable, and Effective Apprenticeship System**

**Total Points Available: 20**

**Score:   4**

\*\*\*\*\*

**Evaluation Team Comments:**

- Will grant funding result in a long-term relationship/partnership between educational institutions, employers, and the workforce system (e.g. CareerCenter) that will provide sustainable solutions to addressing workforce needs in your area?
  - a. Yes by using funds to build coalitions and working with partners to raise funds and become self sustaining—though no clear examples of which partners or plans to sustain the partnerships
  
- In addition to earning an apprenticeship or pre-apprenticeship certificate of completion, if applicable, identify the industry-recognized credential(s) and/or certificate(s) that program completers will earn.
  - a. Industry-specific sales certification mentioned though unclear exactly what this is or who is issuing the certificate
  
- How will the project be sustained beyond the grant period?
  - a. Proposal of membership based fees for employers to support operations
  - b. Work with employers through coalitions
  - c. Bringing training providers together
  
- What are the risks that might hinder your ability to achieve your stated goals? What supports will you need to mitigate the potential risks?
  - a. Identify costs as a barriers for some employers—though seeks to sustain work by charging membership fees

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**EVALUATION OF SECTION V**  
**Budget Review**

**Total Points Available:** 20

**Score:**   7  

\*\*\*\*\*

**Evaluation Team Comments:**

Budget and Budget Narrative:

- 4.5 FTEs
- Requested the max amount and max per person served
- Travel is really high for local
- Personnel doesn't match the budget numbers in the narrative and the budget chart
- Personnel—doesn't state how much each person will make
- Admin costs does include marketing and targeted promotion by
- Seemed like they backed into the budget—with little detail
- No detail except in personnel
- Under supportive services threshold

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**EVALUATION OF SECTION VI  
PARTNER EVALUATION**

**Total Points Available: 10**

**Score: \_\_5\_\_**

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**Evaluation Team Comments:**

- Lists several partner examples for all partner types
- No mention of the partners throughout the proposal so not clear on the partners' roles in implementing this work
- Unclear exactly what each of these partners will do in terms of apprenticeship
- Unclear about the current relationship between proposed partners and organization
- No letters of support

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**STATE OF MAINE**  
**TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202111177  
**RFP TITLE:** Maine Apprenticeship Program FY 2022 Grant Funding  
**BIDDER:** Foster Career and Technical Education Center  
**DATE:** MARCH 31, 2022

**DEPARTMENT NAME:** Department of Labor  
**NAME OF RFP COORDINATOR:** Joan Dolan  
**NAMES OF EVALUATORS:** Samantha Dina, Peter Diplock, Joan Dolan, Kristine McCallister, Lisa Haskell  
(fiscal expert)

\*\*\*\*\*  
**SUMMARY PAGE**

<u>Pass/Fail Criteria</u>		
	<u>Pass:</u>	<u>Fail:</u>
◆ Cost per apprentice does not exceed \$6,000	x	
◆ Minimum request is \$250,000	x	
◆ Maximum grant request is \$3,000,000	x	
◆ Signed Department, Performance and Non-Collusion Certification	x	
◆ Budget and Budget Narrative	x	
◆ Performance Metrics Table	X	
◆ Minimum number of apprentices served is 40	x	
	<u>Points Awarded:</u>	
<b><u>Numerical Score:</u></b>		
Section I. Organization Qualifications and Experience (Max: 10 Points)	<b>7</b>	
Section II. Program Design: Expand the number of high quality pre-apprenticeship and apprenticeship offerings (Max: 20 Points)	<b>14.5</b>	
Section III: Equity: Increase the number of under-represented workers in apprenticeship (Max: 20 Points)	<b>15</b>	
Section IV: Sustainability: Develop an integrated, sustainable, and effective apprenticeship system (Max 20 Points)	<b>13.5</b>	
Section V: Budget and budget narrative. (Max: 20 points)	<b>18</b>	
Section VI: Partnerships Table (Max: 10 points)	<b>9</b>	
<b>TOTAL POINTS</b> (Max: 100 Points)	<b>77</b>	



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**EVALUATION OF SECTION I  
Organization Qualifications and Experience**

**Total Points Available: 10                      Score:   7**

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**Evaluation Team Comments:**

- Overview of the Organization
  - Missing Appendix A
  - Franklin and Southern Androscoggin Counties
  - Serve 400 students
  - Each program has an advisory council
  - 350 hours of lab classroom time annually with option for advanced track
  - Bridge Academy of Maine - early college experience with hands on opportunities
  - Exit high school with up to 24 college credits
  - Curriculum can pair well with OJT
- Knowledge and skills pertinent to apprenticeship
  - Did not identify
- Fiscal experience/ability to manage grants
  - MELMAC grant
  - Policy and fiscal management overseen by Board of Directors
  - Grant management experience but not at this scale
- Current partnerships with businesses, unions, training and education providers to help deliver apprenticeship
  - Businesses and EducateMaine

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EVALUATION OF SECTION II

Program Design: Expand the number of high-quality pre-apprenticeship and apprenticeship offerings

Total Points Available: 20

Score: 14.5

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Evaluation Team Comments:

- How will the proposal advance the expansion of high-quality pre-apprenticeship and apprenticeship offerings.
  - a. Educating students and parents
  - b. Referenced materials provided in RFA
  - c. Would become registered intermediary
  
- Will grant funding result in new or expanded training capacity? If yes, where and by how many trainees per year will training capacity be expanded?
  - a. 65 students a year
  - b. Expansion to school as community experience
  - c. Using funds to funds 2 staff
  - d. Did not finish writing one section
  
- Will grant funding result in a new training delivery method (on-line, self-study, etc.) not previously available/ approved in your region? If yes, please explain/
  - a. Would offer electrical program and add virtual training component
  
- Please describe in detail the training program for which you are requesting funding. Include in your description the location of training, delivery method, training schedule (proposed start and end date; frequency/timing of training), total number of hours, qualifications of instructors, course content, etc. Also include the person(s) who will be responsible for the administrative aspects of the program (participant registrations, quarterly reporting, etc.).
  - a. Liaison to maintain work records, timesheets, employers
  - b. Some established MOUs and letters of support
  - c. Apprenticeship Navigator would be case manager
  - d. Unclear as to what occupations they are focusing on
  - e. Goal of equity and access to all students
  - f. Experienced instructors
  - g. No mention of recruitment strategies
  - h. No details regarding apprenticeship or SOW curriculum
  - i. Mentions of pre-apprentices going to college but not necessarily tied to apprenticeship
  - j. Are they focusing on pre-apprenticeship in all categories listed?
  - k. No specific skills-based curriculum listed - would apprentices receive credit?
  
- If you are proposing to develop pre-apprenticeship programming, please describe how employers/sponsors or proposed education providers are partnering with you to develop/deliver the training program and to place successful trainees in full-time apprenticeship employment at the conclusion of training.
  - a. No direct employer connections identified in narrative; listed in partnership table
  
- If you are proposing to develop pre-apprenticeship programming, what advantages will program completers receive when applying to and entering a Registered Apprenticeship Program?
  - a. Would interview as part of advanced placement

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**EVALUATION OF SECTION III**

**Equity: Increase the Number of Under-represented Workers in Apprenticeship**

**Total Points Available: 20**

**Score:   15**

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**Evaluation Team Comments:**

- How will the proposal increase the number of under-represented workers in apprenticeship?
  - a. Change in mindset and perception – changing framing around apprenticeship
  
- How will the applicant assess for and provide supportive services for apprentices and pre-apprentices to address and overcome barriers to participating and ensure completion (e.g., transportation, childcare)? How are you partnering with other organizations (social service providers, housing, childcare, etc.) to address barriers to participation?
  - a. Free buses to transport students to community-based learning
  - b. Funding will allow for staff to not take money from own pockets
  
- How will the applicant assure that pre-apprentices and apprentices are provided the interpersonal supports they need to persist and complete the training program (e.g. mentor, support group)
  - a. Apprenticeship Navigator hired to support students
  - b. IEPs and accommodations
  - c. Student Services Coordinator will make referrals to other supportive service providers
  
- How will your proposed training program provide a pathway to a family-sustaining wage?
  - a. Training will result in credential of value
  - b. Wages in jobs listed fairly low
  - c. Will monitor student progress after graduation
  
- Please describe your overall diversity, equity, and inclusion (DEI) plan for recruiting and retaining candidates. Your DEI plan should include the following: partnerships to support outreach, how your program(s) will support priority communities, how your sponsors will create an inclusive environment, how you will receive feedback from communities and apprentices about the program, and how you will ensure you meet your intended DEI goals by implementing accountability mechanisms.
  - a. DEI plan lacking – did speak of staff training and complaint process
  - b. Women will work with students to be successful in male-dominated fields
  - c. Partner with New Ventures Maine, VR
  
- If you selected “Other” industry in Part 1, please describe your plan for assessing for and ensuring you are registering pre-apprentices and/or apprentices of your specified target community.

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**EVALUATION OF SECTION IV**

Sustainability: Develop an Integrated, Sustainable, and Effective Apprenticeship System

**Total Points Available:** 20

**Score:**   13.5  

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**Evaluation Team Comments:**

- Will grant funding result in a long-term relationship/partnership between educational institutions, employers, and the workforce system (e.g. CareerCenter) that will provide sustainable solutions to addressing workforce needs in your area?
  - a. Lots of business and college partnerships - this would solidify those
- In addition to earning an apprenticeship or pre-apprenticeship certificate of completion, if applicable, identify the industry-recognized credential(s) and/or certificate(s) that program completers will earn.
  - a. Nationally accredited certifications – NCCER, NFPA
- How will the project be sustained beyond the grant period?
  - a. Said they would seek other funding after grant ends - no real specifics
  - b. Seek to formalize apprenticeship pathways with existing partners; not a lot of detail
- What are the risks that might hinder your ability to achieve your stated goals? What supports will you need to mitigate the potential risks?
  - a. Identified risk as COVID-19 and that they want to remain open

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**EVALUATION OF SECTION V**  
**Budget Review**

**Total Points Available:** 20

**Score:**   18  

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**Evaluation Team Comments:**

Budget and Budget Narrative:

- Total budget was \$497,852
- Cost per trainee low at \$2,232
- Supportive services less than 10% of total requested
- Leverage funds at \$1,250,000 and explained in narrative
- Contracting costs for fiscal management was a good addition
- Very specific travel calculations
- Bulk of costs were personnel

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**EVALUATION OF SECTION VI  
PARTNER EVALUATION**

**Total Points Available: 10**

**Score: \_9\_**

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**Evaluation Team Comments:**

- Cianbro and ABC are only current sponsors listed
- Said they will work with JMG to hire an Apprenticeship Navigator - how will that work?
- Solid list of partners providing a variety of resources
- No union partners
- Would register 10 new sponsors
- Several letters of support and MOUs

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**STATE OF MAINE**  
**TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202111177  
**RFP TITLE:** Maine Apprenticeship Program FY 2022 Grant Funding  
**BIDDER:** Washington County Community College  
**DATE:** MARCH 31, 2022

**DEPARTMENT NAME:** Department of Labor  
**NAME OF RFP COORDINATOR:** Joan Dolan  
**NAMES OF EVALUATORS:** Samantha Dina, Peter Diplock, Joan Dolan, Kristine McCallister, Lisa Haskell  
(fiscal expert)

\*\*\*\*\*  
**SUMMARY PAGE**

<b>Pass/Fail Criteria</b>		
	<u>Pass:</u>	<u>Fail:</u>
◆ Cost per apprentice does not exceed \$6,000	x	
◆ Minimum request is \$250,000	x	
◆ Maximum grant request is \$3,000,000	x	
◆ Signed Debarment, Performance and Non-Collusion Certification	x	
◆ Budget and Budget Narrative	x	
◆ Performance Metrics Table	X	
◆ Minimum number of apprentices served is 40	x	
	<u>Points Awarded:</u>	
<b>Numerical Score:</b>		
Section I. Organization Qualifications and Experience (Max: 10 Points)	<b>8</b>	
Section II. Program Design: Expand the number of high quality pre-apprenticeship and apprenticeship offerings (Max: 20 Points)	<b>13.5</b>	
Section III: Equity: Increase the number of under-represented workers in apprenticeship (Max: 20 Points)	<b>16</b>	
Section IV: Sustainability: Develop an integrated, sustainable, and effective apprenticeship system (Max 20 Points)	<b>15</b>	
Section V: Budget and budget narrative. (Max: 20 points)	<b>8</b>	
Section VI: Partnerships Table (Max: 10 points)	<b>0</b>	
<b>TOTAL POINTS</b> (Max: 100 Points)	<b>60.5</b>	

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**EVALUATION OF SECTION I  
Organization Qualifications and Experience**

**Total Points Available: 10                      Score:   8**

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**Evaluation Team Comments:**

- Overview of the Organization
  - Well-established
  - Locality is economically challenged
  - High substance abuse and opioid use
  - LatinX and Native American presence
  - One of two second chance Pell institutions
  - Dedicated capacity to service community
  - 29 programs of study
  - Wide range of credit and non-credit courses; modularized, accelerated delivery method
  - Focus on delivering training for high-wage, in-demand occupations
  - Education and Equity Advancement Coordinator
- Knowledge and skills pertinent to apprenticeship
  - Significant expertise of staff with apprenticeship and workforce development
- Fiscal experience/ability to manage grants
  - Not mentioned
- Current partnerships with businesses, unions, training and education providers to help deliver apprenticeship
  - Lots of partners, including MDOC
  - Nordic Aquafarms in Belfast – WCCC would be intermediary sponsor
  - Did not identify specific outreach or recruitment methods



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EVALUATION OF SECTION II

Program Design: Expand the number of high-quality pre-apprenticeship and apprenticeship offerings

Total Points Available: 20

Score: 13.5

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Evaluation Team Comments:

- How will the proposal advance the expansion of high-quality pre-apprenticeship and apprenticeship offerings.
  - a. Plan to have 67 pre-apprentices and apprentices
  - b. In many fields—aquaculture, retail, healthcare
  - c. Funding would provide HR capacity to solidify pre-apprenticeship pipelines
  
- **Will grant funding result in new or expanded training capacity?** If yes, where and by how many trainees per year will training capacity be expanded?
  - a. Training expansions not direct result of this grant - already in development
  - b. Would result in expanded training capacity
  - c. Planning to use existing funds to pay for training and this grant to pay for other aspects
  
- **Will grant funding result in a new training delivery method** (on-line, self-study, etc.) not previously available/ approved in your region? If yes, please explain/
  - a. Training programs online or continue to be available online
  - b. Purchasing mobile science lab
  
- Please describe in **detail the training program** for which you are requesting funding. Include in your description the location of training, delivery method, training schedule (proposed start and end date; frequency/timing of training), total number of hours, qualifications of instructors, course content, etc. Also include the person(s) who will be responsible for the administrative aspects of the program (participant registrations, quarterly reporting, etc.).
  - a. Listed variety of occupations; wide-ranging and some low wage
    - i. Unclear as to the focus
    - ii. Certified Clinical Medical Assistant - new program
    - iii. Expanding in aquaculture – one of MDOL focus communities
    - iv. Retail Programming with Maine Street State Business Building and Sunrise County Economic Council
  - b. Aquaculture businesses not yet operational in the state
  - c. Focus funding to pay for Apprenticeship Navigator and Equity and Cultural Awareness Navigator
  - d. Would provide ELL to LatinX population
  - e. Student advocacy and resource center would provide student supports
  - f. Training outline is not there - just general goals
  
- If you are proposing to develop pre-apprenticeship programming, please describe how **employers/sponsors or proposed education providers are partnering** with you to develop/deliver the training program and to place successful trainees in full-time apprenticeship employment at the conclusion of training.
  - a. Not many direct employer commitments
  
- If you are proposing to develop pre-apprenticeship programming, what **advantages** will program completers receive when applying to and entering a Registered Apprenticeship Program?
  - a. Pre-apprentices would have at least 75 hours of related instruction with 8 college credits; transferrable to WCCC programs; digital badges would be earned

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**EVALUATION OF SECTION III**

**Equity: Increase the Number of Under-represented Workers in Apprenticeship**

**Total Points Available: 20**

**Score:   16**

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**Evaluation Team Comments:**

- How will the proposal increase the number of under-represented workers in apprenticeship?
  - a. Identified priority communities – LatinX, Native Americans, under or unemployed individuals, justice-involved individuals, young adults, individuals in recovery
  - b. Specific partners for each priority community mentioned
  - c. Discussed how this will build on work already underway to more deeply engage these communities
  
- How will the applicant assess for and provide supportive services for apprentices and pre-apprentices to address and overcome barriers to participating and ensure completion (e.g., transportation, childcare)? How are you partnering with other organizations (social service providers, housing, childcare, etc.) to address barriers to participation?
  - a. Expanded childcare facility
  
- How will the applicant assure that pre-apprentices and apprentices are provided the interpersonal supports they need to persist and complete the training program (e.g. mentor, support group)
  - a. Staff member specifically for underrepresented groups
  - b. Lack of detail on learning supports provided
  
- How will your proposed training program provide a pathway to a family-sustaining wage?
  - a. Are these occupations high-wage, in-demand?
  - b. Completion wage on metric sheet around \$19 per hour
  
- Please describe your overall diversity, equity, and inclusion (DEI) plan for recruiting and retaining candidates. Your DEI plan should include the following: partnerships to support outreach, how your program(s) will support priority communities, how your sponsors will create an inclusive environment, how you will receive feedback from communities and apprentices about the program, and how you will ensure you meet your intended DEI goals by implementing accountability mechanisms.
  - a. DEI plan - strong partnerships, listening sessions, trauma informed approach
  - b. Mention several community-based organizations
  - c. Partnership with Mano en Mano
  - d. Would regularly schedule listening sessions with partners
  - e. Regular training opportunities for staff
  
- If you selected “Other” industry in Part 1, please describe your plan for assessing for and ensuring you are registering pre-apprentices and/or apprentices of your specified target community.

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**EVALUATION OF SECTION IV**

Sustainability: Develop an Integrated, Sustainable, and Effective Apprenticeship System

**Total Points Available:** 20

**Score:**   15  

\*\*\*\*\*

**Evaluation Team Comments:**

- Will grant funding result in a long-term relationship/partnership between educational institutions, employers, and the workforce system (e.g. CareerCenter) that will provide sustainable solutions to addressing workforce needs in your area?
  - a. Strong partnerships with other education providers, Career Centers
  - b. Plan to register 25 new sub-sponsors and 14 new occupations
  
- In addition to earning an apprenticeship or pre-apprenticeship certificate of completion, if applicable, identify the industry-recognized credential(s) and/or certificate(s) that program completers will earn.
  - a. Participants will receive badges and certifications
  
- How will the project be sustained beyond the grant period?
  - a. Anticipate increased enrollment by promotion of apprenticeship programming
  - b. Did not discuss if position will remain after the grant
  - c. No specifics on sustainability plan
  
- What are the risks that might hinder your ability to achieve your stated goals? What supports will you need to mitigate the potential risks?
  - a. Would allow this position to work remotely part of the week - good solution to potential hiring challenges

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**EVALUATION OF SECTION V**  
**Budget Review**

**Total Points Available:** 20

**Score:**   8  

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**Evaluation Team Comments:**

Budget and Budget Narrative:

- Total budget off by \$10
- Below 10% on supportive services
- Admin line not added correctly, but still under allowable
- Cost per trainee is \$5,778
- About \$173,000 of leverage
- Budget narrative is nearly completely missing—there is only detail in narrative on personnel – appears there are pages missing on the submitted application
- Most of budget is personnel
- Would serve 67 pre-apprentices and apprentices with \$387,148

\*\*\*\*\*

**EVALUATION OF SECTION VI  
PARTNER EVALUATION**

**Total Points Available: 10**

**Score: \_0\_**

\*\*\*\*\*

**Evaluation Team Comments:**

- Partnership table is missing
- Included 8 letters of support

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**STATE OF MAINE**  
**TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202111177  
**RFP TITLE:** Maine Apprenticeship Program FY 2022 Grant Funding  
**BIDDER:** ReVision Energy Inc.  
**DATE:** April 13, 2022

**DEPARTMENT NAME:** Department of Labor  
**NAME OF RFP COORDINATOR:** Joan Dolan  
**NAMES OF EVALUATORS:** Samantha Dina, Peter Diplock, Joan Dolan, Kristine McCallister, Lisa Haskell  
(fiscal expert)

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**SUMMARY PAGE**

<b>Pass/Fail Criteria</b>		
	<u>Pass:</u>	<u>Fail:</u>
◆ Cost per apprentice does not exceed \$6,000	x	
◆ Minimum request is \$250,000	x	
◆ Maximum grant request is \$3,000,000	x	
◆ Signed Debarment, Performance and Non-Collusion Certification	x	
◆ Budget and Budget Narrative	x	
◆ Performance Metrics Table	X	
◆ Minimum number of apprentices served is 40	x	
	<u>Points Awarded:</u>	
<b>Numerical Score:</b>		
Section I. Organization Qualifications and Experience (Max: 10 Points)	<b>7.5</b>	
Section II. Program Design: Expand the number of high quality pre-apprenticeship and apprenticeship offerings (Max: 20 Points)	<b>18</b>	
Section III: Equity: Increase the number of under-represented workers in apprenticeship (Max: 20 Points)	<b>14.5</b>	
Section IV: Sustainability: Develop an integrated, sustainable, and effective apprenticeship system (Max 20 Points)	<b>13.5</b>	
Section V: Budget and budget narrative. (Max: 20 points)	<b>8</b>	
Section VI: Partnerships Table (Max: 10 points)	<b>5</b>	
<b>TOTAL POINTS</b> (Max: 100 Points)	<b>66.5</b>	

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**EVALUATION OF SECTION I  
Organization Qualifications and Experience**

**Total Points Available: 10                      Score:   7.5**

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**Evaluation Team Comments:**

- Overview of the Organization
  - Founded in 2003 and employ over 300 people
  - Mission is to lead community in solving environmental problems
  - Have been recognized as a Best for the World Company twice
  - Discussed JEDI initiatives
  - 100% employee owned with stock ownership
  - Support employees with financial literacy
- Knowledge and skills pertinent to apprenticeship
  - Have apprenticeship experience – Electrician program approved in Maine in 2019
  - Have their own internal training center
- Fiscal experience/ability to manage grants
  - Did not discuss
- Current partnerships with businesses, unions, training and education providers to help deliver apprenticeship
  - Partners include Portland Adult Education and LearningWorks YouthBuild – started in 2022

\*\*\*\*\*

EVALUATION OF SECTION II

Program Design: Expand the number of high-quality pre-apprenticeship and apprenticeship offerings

Total Points Available: 20

Score: 18

\*\*\*\*\*

Evaluation Team Comments:

- How will the proposal advance the expansion of high-quality pre-apprenticeship and apprenticeship offerings.
  - a. Will triple enrollment over the next 3 years
- Will grant funding result in new or expanded training capacity? If yes, where and by how many trainees per year will training capacity be expanded?
  - a. Proposing to serve 122 new apprentices; 57 new trainees in REEAP and 65 new trainees in Customer Service, Technical Sales, and Operations Management
  - b. Expansion of REEAP will include licensed clean heating and cooling Electricians with refrigerant credentials
  - c. How much of an increase is this to current apprentice capacity?
- Will grant funding result in a new training delivery method (on-line, self-study, etc.) not previously available/ approved in your region? If yes, please explain.
  - a. Stated this will not result in a new training delivery method but will expand on training currently not available
  - b. Developing new courses and incorporating third party credentials
- Please describe in detail the training program for which you are requesting funding. Include in your description the location of training, delivery method, training schedule (proposed start and end date; frequency/timing of training), total number of hours, qualifications of instructors, course content, etc. Also include the person(s) who will be responsible for the administrative aspects of the program (participant registrations, quarterly reporting, etc.).
  - a. Proposing 4 programs and thoroughly outlined each program's training location, delivery method (blended learning), training schedule, total hours, qualifications of instructors, and course content
    - i. ReVision Energy Electrical Apprenticeship Program – 4 year program, 150 hours of RTI each year
    - ii. Customer Service Apprenticeship Program – 2 year program, 300 hours of RTI
    - iii. Technical Sales Apprenticeship Program – 1 year program, 150 hours of RTI
    - iv. ReVision Energy Management Apprenticeship Program – 1 year program, 144 hours of RTI; one individual leading it is Cultural Compliance Officer
      - 1. Operations Managers are #1 high wage in demand job
  - b. Identified individuals responsible for each program
  - c. Align new programs with approved USDOL apprenticeship programs
- If you are proposing to develop pre-apprenticeship programming, please describe how employers/sponsors or proposed education providers are partnering with you to develop/deliver the training program and to place successful trainees in full-time apprenticeship employment at the conclusion of training.
  - a. N/A
- If you are proposing to develop pre-apprenticeship programming, what advantages will program completers receive when applying to and entering a Registered Apprenticeship Program?
  - a. N/A



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**EVALUATION OF SECTION III**  
**Equity: Increase the Number of Under-represented Workers in Apprenticeship**

**Total Points Available:** 20

**Score:**   14.5  

\*\*\*\*\*

**Evaluation Team Comments:**

- How will the proposal increase the number of under-represented workers in apprenticeship?
  - a. Continuing JEDI initiatives and developing formal outreach program tied to pre-apprenticeship, vocational schools, MCCS, and workforce development nonprofit organizations
  - b. Focus is on women, people of color, and individuals without a college education
    - i. No discussion on serving people with disabilities
  
- How will the applicant assess for and provide supportive services for apprentices and pre-apprentices to address and overcome barriers to participating and ensure completion (e.g., transportation, childcare)? How are you partnering with other organizations (social service providers, housing, childcare, etc.) to address barriers to participation?
  - a. Stated they will work with LearningWorks YouthBuild and Portland Adult Ed to identify barriers
  - b. Did not discuss specific assessment strategy; said other organizations are better suited to address this
  - c. Unclear why pre-apprenticeship barriers were discussed as they are not proposing a pre-apprenticeship program
  
- How will the applicant assure that pre-apprentices and apprentices are provided the interpersonal supports they need to persist and complete the training program (e.g. mentor, support group)
  - a. Discussed mentoring and communication strategies to support apprentices
  - b. No mention of specific staff that will be doing this – how are the Apprenticeship Navigators playing a role?
  
- How will your proposed training program provide a pathway to a family-sustaining wage?
  - a. High starting and ending wages
  
- Please describe your overall diversity, equity, and inclusion (DEI) plan for recruiting and retaining candidates. Your DEI plan should include the following: partnerships to support outreach, how your program(s) will support priority communities, how your sponsors will create an inclusive environment, how you will receive feedback from communities and apprentices about the program, and how you will ensure you meet your intended DEI goals by implementing accountability mechanisms.
  - a. Strong DEI plan, although limited number of partners
  - b. Only mentioned LearningWorks and Portland Adult Education
  - c. Impressive stats with growing their underrepresented populations in their workforce; recent hiring has yielded significant progress
  - d. JEDI hiring and retention practices are forward thinking
  - e. Will give every woman that applies an interview
  
- If you selected “Other” industry in Part 1, please describe your plan for assessing for and ensuring you are registering pre-apprentices and/or apprentices of your specified target community.

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**EVALUATION OF SECTION IV**

**Sustainability: Develop an Integrated, Sustainable, and Effective Apprenticeship System**

**Total Points Available: 20**

**Score:   13.5**

\*\*\*\*\*

**Evaluation Team Comments:**

- Will grant funding result in a long-term relationship/partnership between educational institutions, employers, and the workforce system (e.g. CareerCenter) that will provide sustainable solutions to addressing workforce needs in your area?
  - a. Want to develop a replicable model for clean energy workforce development
  - b. Will solidify partnership with Portland Adult Ed and LearningWorks
  - c. Lack of specifics in strategies; no mention of MDOL or Career Centers
  
- In addition to earning an apprenticeship or pre-apprenticeship certificate of completion, if applicable, identify the industry-recognized credential(s) and/or certificate(s) that program completers will earn.
  - a. Identified several industry-recognized credentials; utilizing NABCEP
  
- How will the project be sustained beyond the grant period?
  - a. Stated this will accelerate expansion efforts and will require ReVision to continue activities
  - b. How will this be sustained? No specifics
  
- What are the risks that might hinder your ability to achieve your stated goals? What supports will you need to mitigate the potential risks?
  - a. Identified risks and strategies, centering around addressing structural barriers

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**EVALUATION OF SECTION V**  
**Budget Review**

**Total Points Available:** 20

**Score:**   8  

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**Evaluation Team Comments:**

Budget and Budget Narrative:

- Budget is extremely confusing
- As listed, cost per trainee is \$6,000 for funding requested
  - Total program costs exceeds this if leverage not included
  - Budget seems backed into at \$6,000 cap per trainee
- Supportive services less than 10% of total funds requested
  - Not explained well in narrative
  - State they will provide support services in 2022 to pre-apprentices but they are not proposing a pre-apprenticeship program
- Included note at bottom of table that total request exceeds eligible costs of \$334,672; covering through an MOA
  - Unclear as to what leveraged funds will cover. What will MDOL pay for and what will MOA pay for?
  - Is MOA already established or will it happen in the future? What happens if leveraged funds aren't obtained?
- Budget table and budget narrative do not match
  - Budget table adds up to \$1,066,672
  - Budget narrative adds up to \$1,033,322.63
- Admin costs over 15% in table; add up to approximately \$75,000 in narrative which does not match the number in the table; some costs not really Admin
- Travel is explained but seems high
  - Are there overnights? Daily per diem is not allowable
- Personnel costs most of proposal
- Narrative generally explained well but no explanation to leverage

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**EVALUATION OF SECTION VI  
PARTNER EVALUATION**

**Total Points Available: 10**

**Score: \_5\_**

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**Evaluation Team Comments:**

- Identified the same two education and training providers – LearningWorks YouthBuild and Portland Adult Ed
- No CBOs, workforce development entities, or associations listed
- Individual business so no union or other business partners
- 3 letters of support

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**STATE OF MAINE**  
**TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202111177  
**RFP TITLE:** Maine Apprenticeship Program FY 2022 Grant Funding  
**BIDDER:** University of Maine at Augusta  
**DATE:** MARCH 1, 2022

**DEPARTMENT NAME:** Department of Labor  
**NAME OF RFP COORDINATOR:** Joan Dolan  
**NAMES OF EVALUATORS:** Samantha Dina, Peter Diplock, Joan Dolan, Kristine McCallister, Lisa Haskell  
(fiscal expert)

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**SUMMARY PAGE**

<b>Pass/Fail Criteria</b>		
	<u>Pass:</u>	<u>Fail:</u>
◆ Cost per apprentice does not exceed \$6,000		<b>x</b>
◆ Minimum request is \$250,000	<b>x</b>	
◆ Maximum grant request is \$3,000,000	<b>x</b>	
◆ Signed Debarment, Performance and Non-Collusion Certification	<b>x</b>	
◆ Budget and Budget Narrative	<b>x</b>	
◆ Performance Metrics Table		<b>x</b>
◆ Minimum number of apprentices served is 40	<b>x</b>	
	<u>Points Awarded:</u>	
<b>Numerical Score:</b>		
Section I. Organization Qualifications and Experience (Max: 10 Points)		
Section II. Program Design: Expand the number of high quality pre-apprenticeship and apprenticeship offerings (Max: 20 Points)		
Section III: Equity: Increase the number of under-represented workers in apprenticeship (Max: 20 Points)		
Section IV: Sustainability: Develop an integrated, sustainable, and effective apprenticeship system (Max 20 Points)		
Section V: Budget and budget narrative. (Max: 20 points)		
Section VI: Partnerships Table (Max: 10 points)		
<b>TOTAL POINTS</b> (Max: 100 Points)	<b>n/a</b>	

Proposal was disqualified due to cost per apprentice exceeding \$6,000 and a missing Performance Metrics Table.

\*\*\*\*\*  
**STATE OF MAINE**  
**TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202111177  
**RFP TITLE:** Maine Apprenticeship Program FY 2022 Grant Funding  
**BIDDER:** University of Maine System Acting Through the Univ. of Maine  
**DATE:** MARCH 1, 2022

**DEPARTMENT NAME:** Department of Labor  
**NAME OF RFP COORDINATOR:** Joan Dolan  
**NAMES OF EVALUATORS:** Samantha Dina, Peter Diplock, Joan Dolan, Kristine McCallister, Lisa Haskell  
(fiscal expert)

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**SUMMARY PAGE**

<b>Pass/Fail Criteria</b>		
	<u>Pass:</u>	<u>Fail:</u>
◆ Cost per apprentice does not exceed \$6,000		<b>x</b>
◆ Minimum request is \$250,000	<b>x</b>	
◆ Maximum grant request is \$3,000,000	<b>x</b>	
◆ Signed Debarment, Performance and Non-Collusion Certification	<b>x</b>	
◆ Budget and Budget Narrative	<b>x</b>	
◆ Performance Metrics Table	<b>X</b>	
◆ Minimum number of apprentices served is 40	<b>x</b>	
	<u>Points Awarded:</u>	
<b>Numerical Score:</b>		
Section I. Organization Qualifications and Experience (Max: 10 Points)		
Section II. Program Design: Expand the number of high quality pre-apprenticeship and apprenticeship offerings (Max: 20 Points)		
Section III: Equity: Increase the number of under-represented workers in apprenticeship (Max: 20 Points)		
Section IV: Sustainability: Develop an integrated, sustainable, and effective apprenticeship system (Max 20 Points)		
Section V: Budget and budget narrative. (Max: 20 points)		
Section VI: Partnerships Table (Max: 10 points)		
<b>TOTAL POINTS</b> (Max: 100 Points)	<b>n/a</b>	

Proposal was disqualified due to cost per apprentice exceeding \$6,000.

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**STATE OF MAINE**  
**TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202111177  
**RFP TITLE:** Maine Apprenticeship Program FY 2022 Grant Funding  
**BIDDER:** Dave's World Heating and Cooling  
**DATE:** MARCH 1, 2022

**DEPARTMENT NAME:** Department of Labor  
**NAME OF RFP COORDINATOR:** Joan Dolan  
**NAMES OF EVALUATORS:** Samantha Dina, Peter Diplock, Joan Dolan, Kristine McCallister, Lisa Haskell  
(fiscal expert)

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**SUMMARY PAGE**

<u>Pass/Fail Criteria</u>		
	<u>Pass:</u>	<u>Fail:</u>
◆ Cost per apprentice does not exceed \$6,000	x	
◆ Minimum request is \$250,000	x	
◆ Maximum grant request is \$3,000,000	x	
◆ Signed Debarment, Performance and Non-Collusion Certification	x	
◆ Budget and Budget Narrative	x	
◆ Performance Metrics Table		x
◆ Minimum number of apprentices served is 40		x
	<u>Points Awarded:</u>	
<b><u>Numerical Score:</u></b>		
Section I. Organization Qualifications and Experience (Max: 10 Points)		
Section II. Program Design: Expand the number of high quality pre-apprenticeship and apprenticeship offerings (Max: 20 Points)		
Section III: Equity: Increase the number of under-represented workers in apprenticeship (Max: 20 Points)		
Section IV: Sustainability: Develop an integrated, sustainable, and effective apprenticeship system (Max 20 Points)		
Section V: Budget and budget narrative. (Max: 20 points)		
Section VI: Partnerships Table (Max: 10 points)		
<b>TOTAL POINTS</b> (Max: 100 Points)	<b>n/a</b>	

Proposal was disqualified due to serving less than 40 apprentices and a missing Performance Metrics Table.

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**STATE OF MAINE**  
**TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202111177  
**RFP TITLE:** Maine Apprenticeship Program FY 2022 Grant Funding  
**BIDDER:** IBEW 567  
**DATE:** MARCH 1, 2022

**DEPARTMENT NAME:** Department of Labor  
**NAME OF RFP COORDINATOR:** Joan Dolan  
**NAMES OF EVALUATORS:** Samantha Dina, Peter Diplock, Joan Dolan, Kristine McCallister, Lisa Haskell  
(fiscal expert)

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**SUMMARY PAGE**

<u>Pass/Fail Criteria</u>		
	<u>Pass:</u>	<u>Fail:</u>
◆ Cost per apprentice does not exceed \$6,000	x	
◆ Minimum request is \$250,000		x
◆ Maximum grant request is \$3,000,000	x	
◆ Signed Debarment, Performance and Non-Collusion Certification	x	
◆ Budget and Budget Narrative	x	
◆ Performance Metrics Table	X	
◆ Minimum number of apprentices served is 40	x	
	<u>Points Awarded:</u>	
<b><u>Numerical Score:</u></b>		
Section I. Organization Qualifications and Experience (Max: 10 Points)		
Section II. Program Design: Expand the number of high quality pre-apprenticeship and apprenticeship offerings (Max: 20 Points)		
Section III: Equity: Increase the number of under-represented workers in apprenticeship (Max: 20 Points)		
Section IV: Sustainability: Develop an integrated, sustainable, and effective apprenticeship system (Max 20 Points)		
Section V: Budget and budget narrative. (Max: 20 points)		
Section VI: Partnerships Table (Max: 10 points)		
<b>TOTAL POINTS</b> (Max: 100 Points)	<b>n/a</b>	

Proposal was disqualified due to requesting less than \$250,000.



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**STATE OF MAINE**  
**TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202111177  
**RFP TITLE:** Maine Apprenticeship Program FY 2022 Grant Funding  
**BIDDER:** Associated Builders and Contractors  
**DATE:** MARCH 1, 2022

**DEPARTMENT NAME:** Department of Labor  
**NAME OF RFP COORDINATOR:** Joan Dolan  
**NAMES OF EVALUATORS:** Samantha Dina, Peter Diplock, Joan Dolan, Kristine McCallister, Lisa Haskell  
(fiscal expert)

\*\*\*\*\*  
**SUMMARY PAGE**

<b>Pass/Fail Criteria</b>		
	<u>Pass:</u>	<u>Fail:</u>
◆ Cost per apprentice does not exceed \$6,000	<b>x</b>	
◆ Minimum request is \$250,000		<b>x</b>
◆ Maximum grant request is \$3,000,000	<b>x</b>	
◆ Signed Debarment, Performance and Non-Collusion Certification	<b>x</b>	
◆ Budget and Budget Narrative	<b>x</b>	
◆ Performance Metrics Table	<b>X</b>	
◆ Minimum number of apprentices served is 40	<b>x</b>	
	<u>Points Awarded:</u>	
<b>Numerical Score:</b>		
Section I. Organization Qualifications and Experience (Max: 10 Points)		
Section II. Program Design: Expand the number of high quality pre-apprenticeship and apprenticeship offerings (Max: 20 Points)		
Section III: Equity: Increase the number of under-represented workers in apprenticeship (Max: 20 Points)		
Section IV: Sustainability: Develop an integrated, sustainable, and effective apprenticeship system (Max 20 Points)		
Section V: Budget and budget narrative. (Max: 20 points)		
Section VI: Partnerships Table (Max: 10 points)		
<b>TOTAL POINTS</b> (Max: 100 Points)	<b>n/a</b>	

Proposal was disqualified due to requesting less than \$250,000.

\*\*\*\*\*  
**STATE OF MAINE**  
**TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202111177  
**RFP TITLE:** Maine Apprenticeship Program FY 2022 Grant Funding  
**BIDDER:** Syntiro  
**DATE:** MARCH 1, 2022

**DEPARTMENT NAME:** Department of Labor  
**NAME OF RFP COORDINATOR:** Joan Dolan  
**NAMES OF EVALUATORS:** Samantha Dina, Peter Diplock, Joan Dolan, Kristine McCallister, Lisa Haskell  
(fiscal expert)

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**SUMMARY PAGE**

<b>Pass/Fail Criteria</b>		
	<u>Pass:</u>	<u>Fail:</u>
◆ Cost per apprentice does not exceed \$6,000		<b>x</b>
◆ Minimum request is \$250,000		<b>x</b>
◆ Maximum grant request is \$3,000,000		<b>x</b>
◆ Signed Debarment, Performance and Non-Collusion Certification		<b>x</b>
◆ Budget and Budget Narrative		<b>x</b>
◆ Performance Metrics Table		<b>x</b>
◆ Minimum number of apprentices served is 40		<b>x</b>
	<u>Points Awarded:</u>	
<b>Numerical Score:</b>		
Section I. Organization Qualifications and Experience (Max: 10 Points)		
Section II. Program Design: Expand the number of high quality pre-apprenticeship and apprenticeship offerings (Max: 20 Points)		
Section III: Equity: Increase the number of under-represented workers in apprenticeship (Max: 20 Points)		
Section IV: Sustainability: Develop an integrated, sustainable, and effective apprenticeship system (Max 20 Points)		
Section V: Budget and budget narrative. (Max: 20 points)		
Section VI: Partnerships Table (Max: 10 points)		
<b>TOTAL POINTS</b> (Max: 100 Points)	<b>n/a</b>	

Proposal was disqualified due to lack of application.

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #:** 202111177  
**RFP TITLE:** MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
**BIDDER NAME:** Educate Maine  
**DATE:** March 2, 2022  
**EVALUATOR NAME:** Joan M. Dolan  
**EVALUATOR DEPARTMENT:** LABOR

\*\*\*\*\*  
**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience
  - Positive
  - Business-led education nonprofit focused on increasing student career readiness and advancing educational attainment for Maine people.
  - Invest resources where their work can increase access, decrease barriers and produce measurable outcomes
  - Work with K-12 schools, higher education institutions and employers to solve challenges
  - Expansion of experiential learning opportunities
  - Apprenticeship grant with JFF to expand apprenticeship programs for opportunity youth – frequent outreach to youth serving organizations
  - Engagement with a variety of training providers, nonprofits, and employers in aquaculture
  - Core partner in developing the Maine Aquaculture Workforce Development strategy facilitated between education and employer communities.
  
- II. Program design
  - Focus on expanding pre-apprenticeship and apprenticeship in infrastructure (construction, trades, broadband and logistics)
  - Jackson Laboratory (30 paid apprentices) and EMCC edu. And recruitment of apprentices. QUESTION: how is Jackson Laboratory infrastructure???
  - MaineHealth, ProInfo Net and Canyon Networks
  - Will employ an apprenticeship navigator in Ellsworth to support recruitment, program development, participant support services, communication, business outreach and promotion efforts.
  - Partner with ReadyNation, focused on addressing skills gaps; 100's of business partners
  - Partner with MDI Adult education, Hancock county technical center
  - Educate Maine to act as an intermediary sponsor of apprenticeship
  - Expand apprenticeship programming in Hancock County (2 sponsors currently, both funeral homes) and then scale statewide

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: Educate Maine (continued)**

**DATE: March 2, 2022**

**EVALUATOR NAME: Joan M. Dolan**

**EVALUATOR DEPARTMENT: LABOR**

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- Will connect education providers to apprenticeship programming at Jackson Labs for electricians, sr. building automation professional, plumber, hvac and refrigeration techs. 2000 hour apprenticeship program??? These professions take more than 2000 hours, not sure how this will work.
- *Applicant thinks apprenticeship is a 1-day per week OJL situation.*
- Training will include environmental health and safety
- Pre-apprenticeship will include classroom training, work experience and career readiness training
- Navigator – coordinate, assist with interview prep, resume and networking, accessing support services
  - focused in rural Hancock County
  - Successful pre-apprentices guaranteed interviews

III. Equity

- Out of school youth, in school youth and rural participants are under-represented in apprenticeship.
- Opportunity youth will be served
- Partnership with Cutler Institute and navigator to identify participants who need supportive services in collaboration with training providers and employers
- Cutler institute initiatives Opportunity Youth Scholars and Youth Leadership Advisory Team
- Financial literacy
- Will contract with the Cutler Institute to lead diversity, equity and inclusion – Cutler will develop an outreach strategy to promote opportunities, provide professional development training for employers around authentic youth engagement **INTERESTING**

IV. Sustainability

- Jackson Labs is perpetually hiring and committed to investing in their workforce
- Build on existing partnerships with EMCC and Hancock County Technical Center
- Training of partners on Maine's workforce system by Educate Maine
- Will create an infrastructure for communities and systems to address pathway barriers for opportunity youth
- Cutler staff will convene state partners and community members to strategize and coordinate around the goal of OY to engage and persist in education and career pathways. Will use existing regional platforms to identify and leverage platforms
- Risks – location of JAX; hard to get to for workers; commuter bus is a solution
- Targeted populations come with barriers

V. Budget & budget narrative

- Total request = \$602,083 or \$5,235.50 per trainee (115 total)
- \$150,000 leverage
- Reasonable salaries
- \$45,000 for mentor stipends of \$2,500 each **INTERESTING**
- Travel of \$12,000 @ 50 cents per mile

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: Educate Maine (continued)**

**DATE: March 2, 2022**

**EVALUATOR NAME: Joan M. Dolan**

**EVALUATOR DEPARTMENT: LABOR**

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- *Contractual \$45,000 for Cutler, \$15,000 for Maine State Chamber for employer network outreach and ReadyNation \$15,000 for employer network outreach and promotion*

*VI. Partnerships*

- *Adequate*
- *WIOA/CareerCenter workforce development partner unclear*
- *Great letters of support0*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #:** 202111177  
**RFP TITLE:** MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
**BIDDER NAME:** RSU 38  
**DATE:** 3/3/2022  
**EVALUATOR NAME:** Joan M. Dolan  
**EVALUATOR DEPARTMENT:** LABOR

\*\*\*\*\*  
**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
\*\*\*\*\*

**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

*I. Applicant experience*

- Runs a federally and state of Maine CDL class B truck driving program*
- Two CDL instructors with 50+ years of experience*
- School system manages million-dollar budgets; has the fiscal resources and oversight to manage grant funds*
- Work with many employers*
- Director has researched, written and implemented dozens of grants*
- No experience with registered apprenticeship*

*II. Program design*

- Tuition costs are biggest barrier to student success, would offer free or no cost CDL training*
- Expand capacity from 40 – 60 students*
- Will provide training to remote locations*
- Will modify curriculum to allow for remote learning*
- Do not understand pre-apprenticeship or apprenticeship, indicate students will be hired and not need to apprentice – refer to students as trainees...*
- Career counselors help connect to employers*

*III. Equity*

- Instructors are both female, a positive*
- 16 – 24 year olds and 55+ adults*
- Have trained people with disabilities in the past*
- Have worked with department of corrections*
- Will assess support service needs/barriers and address with grant funds and leveraged resources from EMDC, HOPE, DHHS and CareerCenter*
- In the process of developing a DEI plan based on the U. Michigan DEI Toolkit*
- Plans for DEI plan appear reasonable*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: RSU 38 (continued)**

**DATE: 3/3/2022**

**EVALUATOR NAME: Joan M. Dolan**

**EVALUATOR DEPARTMENT: LABOR**

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*IV. Sustainability*

- *The program is already fiscally viable*
- *Once grant is over, students will pay tuition*
- *Will leverage DHHS, CareerCenter, HOPE, EMDC and VR and other grants*
- *Employers need to buy in to CDL training, with funding, donation of trucks, and change culture, develop DEI plans, No plan for helping employers realize the need*

*V. Budget & budget narrative*

- *Want to pay students minimum wage to attend class....not allowed.*
- *Simply took total number of students planned and asked for \$6000 each...budget costs were derived based on this figure, not sure the proposed costs are based on reality*
- *Supplanting existing funds*

*VI. Partnerships*

- *A few letters of support; not one mention of apprenticeship anywhere*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #:** 202111177  
**RFP TITLE:** MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
**BIDDER NAME:** Associated General Contractors of Maine  
**DATE:** March 3, 2022  
**EVALUATOR NAME:** Joan M. Dolan  
**EVALUATOR DEPARTMENT:** LABOR

\*\*\*\*\*  
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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience
  - AGC has been in existence for 71 years and includes 200 member businesses
  - Many national certifications
  - Currently provide some education for members; equipped to deliver online and distance learning; 35 person classroom in Augusta; online training provider already on board too
  - Sponsor of apprenticeship since 2017; process now streamlined. 7 craft tracks and a total of 7 apprentices enrolled
  - Fiscal capacity in place; oversight by board of directors
  
- II. Program design
  - Will create marketing and outreach to contractors and the public
  - New website: BuildingMaine.com March of 2022 – will illustrate career pathways, scholarships, direct connections to apprenticeship tools for hiring partner and applicants and a podcast
  - Designed a team of partners to provide ongoing guidance to the program
  - Immersion program for pre-apprentices
  - Hire an apprenticeship and education coordinator; 50% charged to grant
  - Will outreach and train formerly incarcerated and substance abuse affected individuals
  - Will expand capacity by hiring more instructors (3-5 in the first year)
  - 255 trainees to earn credential
  - Training online and in-person; have already purchased video equipment
  - 6-week immersion program with specific craft training for graduating high school seniors in 3 school districts – NCCER core, OSHA 10, first aid/cpr, AGC America culture of care & diversity training.
  - Followed by New Crane operator, laborer, carpentry and electrician training.
  - Will use WorkHands app to track apprentices
  
- III. Equity
  - Will organize outreach to priority communities including minorities and women
  - Lead by apprenticeship and education coordinator with partners
  - Construction career fair with National Assoc. of Women in Construction



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: Associated General Contractors of Maine (continued)**

**DATE: March 3, 2022**

**EVALUATOR NAME: Joan M. Dolan**

**EVALUATOR DEPARTMENT: LABOR**

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- *Maine Business Immigration Coalition to identify and market to new Mainers and asylum seekers*
  - *Stipend offered during immersion training – will determine need through a process yet to be defined*
  - *Culture of Care – AGC national program to be included in immersion training and train every instructor as well on the AGC’s commitment to inclusion and diversity*
- IV. *Sustainability*
- *Having a 50% funded apprenticeship/education coordinator with 100% funding from the AGC in the future is the plan*
  - *AGC looking to support apprentices in the future in addition to or rather than supporting college students*
  - *No stated connection to workforce development system*
- V. *Budget & budget narrative*
- *Most of the money (\$1.2M) is going directly to training and supporting the participants.*
  - *Administrative costs are very low*
  - *Cost per apprentice is low \$2,8790.51 each*
  - *Wages start at \$20 and go up to \$30 at completion*
- VI. *Partnerships*
- *Lots of viable partners*
  -

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME: Hospitality Maine**  
**DATE: March 3, 2022**  
**EVALUATOR NAME: Joan M. Dolan**  
**EVALUATOR DEPARTMENT: LABOR**

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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. *Applicant experience*
  - *Leading voice for the hospitality sector in Maine*
  - *Deploys ServSafe statewide – credential*
  - *Hosts multiple annual events*
  - *501C(3) Hospitality Maine Education Foundation*
  - *MCCS and DECD partnerships*
  - *Intermediary sponsor of apprenticeship with 2 occupational programs; no deficiencies found during MAP monitoring*
  - *22 apprentices; 15 part of DOC; 7 association members*
  
- II. *Program design*
  - *2 new hires to act as apprenticeship navigators. 1 navigator to focus on youth development, engagement with JMG, Learning Works, CTE and high schools, Job Corps. Navigator 2 to focus equity and inclusion and monitoring, engaging with partners such as DOC, BRS, Adult Ed and Inclusion Maine.*
  - *Scholarship opportunities and support service*
  - *Both navigators will become certified workforce development professionals.*
  - *167 trainees*
  - *Develop multiple new occupational programs to create a tiered career progression programming for the hospitality industry*
  
- III. *Equity*
  - *1 navigator to focus on partnership building with equity partners such as DOC, BRS, women's reentry center, JMG, Maine Adult Ed, focus on English Language Learners*
  - *Inclusion maine*
  - *Supportive services through a needs-based application system; working with many partners that already have built in support services. Most cases support services would be distributed directly to the support services provider.*
  - *Will hold sub-sponsor meetings to address concerns, provide technical support for programming and share best practices or lessons learned*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: Hospitality Maine (continued)**

**DATE: March 3, 2022**

**EVALUATOR NAME: Joan M. Dolan**

**EVALUATOR DEPARTMENT: LABOR**

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- *Will make sub-sponsors and general membership aware of DEI will provide webinars and information sessions on DEI,*
  - *Connection to veterans*
- IV. *Sustainability*
- *Engagement with CareerCenter offices statewide for apprenticeship and support services*
  - *Credentialing included in all programs*
  - *Membership fees, additional revenue events and increased member donation requests are being considered*
  - *Staffing is the most challenging*
- V. *Budget & budget narrative*
- *Too much money for travel*
  - *Not enough money for training?*
  - *Too much money for marketing - \$65,000 per year*
  - *Supplanting existing personnel salary seems problematic though not prohibited in RFA*
  - *Per apprentice cost = \$5,982 each for 167 apprentices*
- VI. *Partnerships*
- *Many excellent partners listed throughout the application; Letters of support included.*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #:** 202111177  
**RFP TITLE:** MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
**BIDDER NAME:** General Dynamics Bath Iron Works  
**DATE:** 3/3/2022  
**EVALUATOR NAME:** Joan M. Dolan  
**EVALUATOR DEPARTMENT:** LABOR

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\*\*\*\*\*

**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

*I. Applicant experience*

- *Since 1950, BIW apprentice school has graduated over 1,300 graduates*
- *Partnerships with MDOL, JMG, Job Corps, SMCC, Maine Maritime Academy*
- *20 programs with 80 registered apprentices*
- *Represented on MAC, Coastal Counties Workforce Board and Maine State Workforce board*
- *They employ a Manager of Diversity and Inclusion*

*II. Program design*

- *500 new apprentices enrolled in 3 years*
- *Pre-apprentices in manufacturing tech. pre-apprenticeship program*
- *Mentorship on the Deck Program – strategic mentorship program*
- *Apprenticeship navigators will recruit*
- *Grant program manager*
- *Admin. tech and HR specialist – registering participants, HR tasks*
- *Apprentice navigators, develop relationships with CTE's, MCCS, SMCC, Job Corps*
- *Train the trainer sessions*
- *All students completing will be interviewed for an entry level position at BIW*
- *Supplantation???*

*III. Equity*

- *Increase the under-represented by joint recruitment efforts with SMCC, CareerCenters, service providers and targeting rural areas including Aroostook, Franklin, Oxford, Piscataquis, Somerset and Washington Counties.*
- *Attend MDOL job fairs*
- *Outreach to technical schools*
- *\$600 per pre-apprentice to assist with costs; not need based*
- *Workforce housing at SMCC dormitory and bus pass through SMCC, and food through SMCC, SMCC navigator*
- *BIW offers comprehensive benefits plans*
- *Will partner with SMCC to outreach and recruit diverse populations*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: General Dynamics Bath Iron Works (continued)**

**DATE: 3/3/2022**

**EVALUATOR NAME: Joan M. Dolan**

**EVALUATOR DEPARTMENT: LABOR**

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- *Participate in annual workshops conducted by employment service agencies for the purpose of familiarizing school, employment services and others about apprenticeship and current opportunities*
  - *Cooperate with voc./tech.ed. systems to develop programs to prepare students to meet entry standards*
  - *Communicate EEO policy internally*
- IV. *Sustainability*
- *Program already exists, supplantation?*
  - *Plan to continue regardless of this grant, but how? Can already do it?*
- V. *Budget & budget narrative*
- *Cost per trainee in year 3 exceed \$6,000 per trainee ceiling*
  - *Providing \$680,000 in leverage*
  - *The application states that the first 2 years of the program will be leveraged by American Recovery Grant...is this a conflict as this grant is funded by that as well?*
  - *Travel costs are high*
  - *Per trainee costs are high*
- VI. *Partnerships*
- *SMCC letter of support*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #:** 202111177  
**RFP TITLE:** MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
**BIDDER NAME:** Maine AFL-CIO  
**DATE:** March 3, 2022  
**EVALUATOR NAME:** Joan M. Dolan  
**EVALUATOR DEPARTMENT:** LABOR

\*\*\*\*\*  
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\*\*\*\*\*

**Individual Evaluator Comments:**

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*I. Applicant experience*

- Represent 160 unions with 40,000 Maine Workers working for more than 400 employers in Maine and over 100 signatory construction contractors*
- 20 affiliate unions of the Maine State Building & Construction Trades Council and their Joint Apprenticeship Training Committees (JATC's)*
- COVID-19 considerable outreach to help workers access unemployment insurance, job and training programs and support services. Helped more than 5,000 Mainers in 2020-21*
- Managed multiple grants from various funding sources including worker training and support program, Rapid Response, 130 peer support workers*

*II. Program design*

- 3 new pre-apprenticeship programs; 256 pre-apprentices*
- In partnership with IBEW 1253 will offer a multi-craft core curriculum pre-apprenticeship program and an electrical program for RSU 19 and potentially others at IBEW's training center*
- Summer program in 2023 – 5 weeks with IBEW 1253*
- Skills Build Pre Apprenticeship Program in collaboration with New England Laborers Training Academy and the Maine State Building and construction Trades Council, 40 hour, 4-6 week program focused on COVID-19 impacted communities*
- Work with unions to (re)establish apprenticeship programs in Maine when there is sufficient demand*
- Train 256 pre-apprentices*
- Hire an apprenticeship, workforce development and equity director to interface with unions and unionized programs that do not have registered apprenticeship programs – preliminary discussions with American ROOTS and the Rumford Mill*
- Currently no union pre-apprenticeship programs in Maine*
- Will provide trades training for HS students not enrolled/no access to CTE's*
- Multi craft core curriculum (MC3)*
- Plans include beginning training in the summer of 2022*
- Partnership with BIW and PNSY*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: Maine AFL-CIO (continued)**

**DATE: March 3, 2022**

**EVALUATOR NAME: Joan M. Dolan**

**EVALUATOR DEPARTMENT: LABOR**

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- *All 3 program staff will work to place pre-apprentices in apprenticeship programs*
- *Direct interview/placement relationship with every union building trade accepting applicants – pre-apprentices will be guaranteed an interview*
- *Will establish a mentoring program for pre-apprentices as they move into RA*
- *Concerns about what the outreach to unions will result in? New sponsors? Placement of pre-apprentices.*

**III. Equity**

- *Apprenticeship, Workforce & Equity Director and IBEW's navigator will be tasked with building close relationships with orgs. Representing women, people of color, immigrants, justice involved individuals, rural communities and unemployed/underemployed workers. Applicant did not identify any specific organizations. People with disabilities?*
- *Intake survey to identify support service needs as part of the intake process during the interview*
- *Stipend of \$200 per week for six-week program and \$240 per week for five-week program*
- *Develop relationships with school guidance counselors and social workers. Adult education?*
- *Develop a network of volunteer mentors to support pre-apprentices place into apprenticeship programs*
- *Priority spots in IBEW 1253 program for women, people of color, immigrant, justice involved individuals by providing extra points on a pre-apprenticeship application*
- *Organizational host committees for summer programs to provide input and shape the training; identify supports needed, provide evaluation of the program; some may receive sub-grants to implement this work*
- *Will work with registered apprenticeship programs, unions and employers to ensure they are creating inclusive environments on the job and in the classroom*
- *Cornell's Worker Institute will deliver 2 train the trainer programs for all instructors and training director*
- 

**IV. Sustainability**

- *Through relationship building with partners and CBO's by connecting them to union based apprenticeship programs*
- *RSU 19, IBEW 1253 and other local communities will develop a relationship and sustain*
- *Pre apprentices will receive OSHA 30 and 9 other nationally recognized certifications*
- *School district could sustain IBEW 1253 relationship if successful*
- *Skills Build summer programs the vision is to sustain with financial support from unions*

**V. Budget & budget narrative**

- *Total request = \$1,729,067.25*
- *Plan to spend \$41,635 on meals and hospitality*
- *Cost per trainee = \$4,997.30*
- *Leverage \$320,760.92*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: Maine AFL-CIO (continued)**

**DATE: March 3, 2022**

**EVALUATOR NAME: Joan M. Dolan**

**EVALUATOR DEPARTMENT: LABOR**

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*VI. Partnerships*

- *100 businesses across Maine*
- *Lengthy list of unions*
- *Education partners including RSU 19, NE Laborers Training Academy, multiple construction trades, North American Building Trades, Cornell Worker Institute and Maine Bureau of Labor Education*



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME: North East Mobile Health**  
**DATE: 3/8/22**  
**EVALUATOR NAME: Joan Dolan**  
**EVALUATOR DEPARTMENT: LABOR**

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\*\*\*\*\*

**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

*I. Applicant experience*

- For profit S-Corporation
- Existing agreements with 8 hospitals
- Employ fulltime education director who developed an earn while you learn program
- Educational relationships with 6 entities
- No fiscal grant experience
- No apprenticeship experience

*II. Program design*

- Boot camp for successful graduates of EMT classes – skills application focus
- Work with EMS services to enroll them in RA, and provide them with the tools to orient and mentor new employees
- **Incomplete sentence**
- Will enroll 300 trainees in the program; not technically increasing the number of EMT's
- Will not result in new training delivery method
- Establish a collaborative relationship with MCCS and the Maine Regional EMS offices to establish a statewide EMS apprenticeship program
- Add a layer of coordination and program support to the delivery of HS CTE EMS programs
- Hire 1 FTE project director and 1 FTE Admin. Asst.
- Develop and deliver a 40 hour beyond EMT course
- Low wages and no-direct connect to employers
- Develop and process for apprenticeship completion and training for mentors
- Partner with Regional EMS offices in Maine
- Stipend for mentors
- Questions 5 and 6 of this section had no response

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: North East Mobile Health (continued)**

**DATE: 3/8/22**

**EVALUATOR NAME: Joan Dolan**

**EVALUATOR DEPARTMENT: LABOR**

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*III. Equity*

- High school students will be recruited in collaboration with CTE's
- Plan to contact minority organizations, immigrant rights groups and veterans orgs
- Reimbursement of up to \$1,200 per apprentice for transportation, mileage, uniforms and childcare
- EMS does not necessarily lead to a family sustaining wage
- DEI plan being updated/revised to attract non-traditional staff

*IV. Sustainability*

- Program will be available after the grant for those who wish to use it
- Sustainability not really addressed
- Expecting culture change within EMS employers because of new programming
- General lack of interest in public safety employment
- Operational stress of employers

*V. Budget & budget narrative:*

- *High cost per trainee...averaging \$5,996.48 per trainee..costs are over in year 2 and 3.*
- *Administrative costs are low*
- *\$75,000 in leverage provided*
- *\$811,200 in contracts for program support via Regional EMS Offices and to pay mentors (\$600,000)*

*VI. Partnerships*

- *Business and education partners listed, no others.*
- *1 letter of support from M CCS*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME: MaineHealth**  
**DATE: 3/8/22**  
**EVALUATOR NAME: Joan Dolan**  
**EVALUATOR DEPARTMENT: LABOR**

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**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience
  - Non-profit integrated health system with over 22,000 employees
  - Served on the Governor's Immigrant Subcommittee task group of the State Workforce Board, Employer rep on the Greater Portland Workforce initiative/united way, etc...
  - Training program experience – as the State's largest employer, they offer paid training and learning opportunities and tuition reimbursement. Decades of work to provide training opportunities to train employees.
  - Center for workforce development established in 2018
  - English language learning and career Navigation for New Mainer/Immigrant workforce program
  - Healthcare career pathway communication materials developed
  - Strategic partnership experience
  - JMG career awareness events
  - Portland Adult Ed. Medical Office Asst. certificate training program; CNA, Patient service rep. apprenticeship pilot
  - Medical Assistant training program with SMCC – 20 hrs p/t work with benefits
  - Culter institute and workforce boards
  - Marketing and Communications department together with Community Health Improvement staff have significant experience in developing targeted messages
  - MaineHealth manages over 203 federal grant programs totaling more than \$134,453,246
  
- II. Program design
  - Expand outreach efforts to find more enrollees for existing apprenticeship programs
  - Create a new "pre-health career" pre-apprenticeship program
  - Employ apprenticeship and career navigators
  - 6 month career coaching workforce program for apprentices; individualized career plans
  - Outreach to targeted populations for HC career exploration and reduce barriers
  - Provide support services
  - Provide retention services
  - Create and maintain relationships with CBO's that work with targeted populations

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: MaineHealth (continued)**

**DATE: 3/8/22**

**EVALUATOR NAME: Joan Dolan**

**EVALUATOR DEPARTMENT: LABOR**

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- *Will result in both expanded and new training capacity: 168 pre apprentices, 30 MA apprentices and 15 CNA apprentices.*
- *Guaranteed interview for exploring job opportunities*
- *Understands elements of a quality pre-apprenticeship program*
- *Serving low-skilled and disadvantaged trainees*

**III. Equity**

- *Offers training to offset inequity and bias*
- *Has a strategic vision tied to DEI*
- *Has vocational services resources dedicated to DEI, including multi-lingual career coaching*
- *Training and other supports tied to English Language Learning*
- *Project team will assess support service needs – transportation, childcare, and basic needs*
- *Will work with local, regional services to refer those who need services to persist in training*
- *Findhelp will be used and promoted by apprenticeship navigators*
- *Navigators will focus on career coaching and expert assistance in providing/finding interpersonal supports needed by individual trainees*
- *Navigators will provide career assessment, didactic training and 1:1 mentoring.*
- *Mentoring by apprenticeship navigators will lead all trainees to future family-sustaining employment*
- *Broad partnerships to support outreach*
- *Paid on-site English Language Learning for MMC employees*
- *Creating an inclusive environment – have developed system-wide definitions for diversity, equity, inclusion and belonging*
- *Will seek feedback from community and apprentices*

**IV. Sustainability**

- *Will strengthen existing and build new partnerships*
- *Industry-recognized credential(s) and/or certificate(s) include C.N.A., M.A. and healthcare office patient service certificate*
- *Preparation to become a certified phlebotomist*
- *Project will make the case to the health system and partners that these programs will have an immediate impact on the readiness of new workers to succeed in healthcare jobs*
- *Impact on current workforce shortages*
- *Enhance existing training program delivery network*
- *Expand the number of traineeships available*

**V. Budget & budget narrative:**

- *Low costs per trainee \$2,635.58 (mis-calculation on form)*
- *No leverage listed, though the narrative suggests otherwise*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: MaineHealth (continued)**

**DATE: 3/8/22**

**EVALUATOR NAME: Joan Dolan**

**EVALUATOR DEPARTMENT: LABOR**

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- *Reasonable travel*
- *Did not provide average wages*
- *Administrative costs include assessment tools to support career coach, recruitment campaign advertising and marketing expenses, including promotional video production and \$12,000 in overhead in supplies for 3 staff*

**VI. Partnerships**

- *Great list of partners*
- *No union partner*
- *Project advisory group mentioned in all of the letters of support.*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME:** Portland Adult Education  
**DATE:** 3/28/22  
**EVALUATOR NAME:** Joan M. Dolan  
**EVALUATOR DEPARTMENT:** LABOR

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**Instructions:** *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

*I. Applicant experience*

- *PAE established in 1850-*
- *New Mainer's Resource Center established in 2013*
- *Work with employers to bridge foreign trained professional backgrounds with additional training to meet employers needs*
- *Developed pre-apprenticeship curriculum for New Mainers to enter employment in the education sector using MEDOL apprenticeship funds \*note, did not result in registered apprenticeship*
- *New Mainer teller program in 2019 – banking – partnership with 6 banks and credit unions*
- *Medical assistant pre-apprenticeship – claims the students were enrolled in a formal apprenticeship program; Mercy has a RA for MA's but has never enrolled an apprentice. MA program at Mercy established in December of 2021. New MA prep class to begin in spring of 2022*
- *Medical office assistants/Patient Service reps. Moving environmental services employees upward*
- *Workforce training department that focuses on building partnerships with employers*
- *Serves 2,000 non-native English speaking immigrant students each year*
- *Currently manages an annual budget of \$3.6 Million*
- *Experienced with outreach and promotion*

*II. Program design*

- *Will train 120 pre-apprentices in 3 programs: clean energy technician pre-apprenticeship; medical assistant pre-apprenticeship; and medical office assistant pre-apprenticeship with Northern Light and ReVision Energy*
- *Re-create MA program for 40 pre-apprentices*
- *Establish a new medical office pre-apprenticeship program for 40*
  - *Northern Light Health and Maine Med.*
  - *Prepare unemployed/underemployed adults, women and/or people of color*
  - *Build on existing programming for healthcare officer and patient service cert.*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Portland Adult Education (continued)

**DATE:** 3/28/22

**EVALUATOR NAME:** Joan M. Dolan

**EVALUATOR DEPARTMENT:** LABOR

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- *Hybrid – in-person and google meet/google classroom and asynchronous learning assignments*
- *10-12 weeks, 15-20 hours per week in September and January start fall 2022, 5 cohorts*
- *40 new pre-apprentices for electrical collaboration between PATHS and ReVision Energy*
  - *Both in-person and remote components of training program*
  - *Loaner HP Chromebook Laptops and hot spots*
  - *PATHS classrooms and equipment for energy pre-apprentices to launch in 2023 – new curriculum to be designed with ReVision, PAE and PATHS*
  - *EPA 608 certification*
  - *10-13 weeks for energy curriculum delivery – offered 2X per academic year, 20-25 hours per week*
- *Medical Assistant Pre-Apprenticeship Program*
  - *Northern Light Health*
  - *Hybrid learning model*
  - *Loaner device and hot spot for remote and asynchronous learning*
  - *3 hours/day, 4 days per week for 10 weeks*
  - *40 pre-apprentices*
- *For all programs*
  - *Pre-apprenticeship program development*
  - *Workforce and pre-apprenticeship navigator – assess English and digital skills, market, recruit and screen applicants, review education and work history, work with students on a training and career development plan*
  - *Advising for pre-apprentices – navigating application process, introduction to the apprenticeship coordinator*
  - *Grant Manager – data collection, analysis and reporting*
  - *Guaranteed interview*
- *Advanced credit for placement in apprenticeship????*

**III. Equity**

- *Has served 1,680 students since July 1, 2021 – 88% people of color, 58% female, 30% unemployed*
- *All programs designed for unemployed/underemployed and people of color*
- *PAE has established working relationships with social service providers*
- *Will leverage other social service providers for support services*
- *Glasses, scrubs, uniforms etc...\$6,000 per student budgeted, drivers license/Drivers education classes*
- *Diverse staff*
- *Alumni speakers*
- *Work to establish a professional mentor for pre-apprentices with business partners*
- *\$18/hour or above with benefits for apprenticeship programs*
- *Marketing to a diverse range of people*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Portland Adult Education (continued)

**DATE:** 3/28/22

**EVALUATOR NAME:** Joan M. Dolan

**EVALUATOR DEPARTMENT:** LABOR

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- *Provide student support to address barriers to employment*
- *Gather and incorporate student and partner feedback*
- *Share success with employers and community partners*

**IV. Sustainability**

- *Long term relationship between PAE, employers and the workforce system*
- *Deepen familiarity and expertise in apprenticeship*
- *Partnerships with WIOA service provider to send and receive referrals for WIOA enrollment*
- *Will leverage workforce system partnerships to secure tuition support for eligible candidates in the future*
- *Wonder why they did not mention leveraging employer resources in the future??*

**V. Budget & budget narrative**

- *Total request = \$720,000 at \$6,000 per trainee*
- *Would like more detail on determination of support services; they simply put the maximum in for each participant*

**VI. Partnerships**

- *ReVision Energy, Northern Light, MaineHealth and Portland Arts and Technology High School (PATHS)*
- *Provided a list of proposed partners in every category*
- *Strong letters of support from partners*



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME:** Lewiston Adult Education  
**DATE:** 3/28/22  
**EVALUATOR NAME:** Joan M. Dolan  
**EVALUATOR DEPARTMENT:** LABOR

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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience
  - 60 years of experience in the Lewiston area
  - Workforce projects are employer-driven and outcomes oriented with a focus on priority communities
  - Integration of basic academic skills, WorkReady and employer identified hard-skills training
  - Promotion through social media and walk the neighborhoods, hang poster and outreach to students and community to spread the work
  - Connection to Chamber of commerce, Strengthen LA, DOL, Fedcap, EMDC
  - Existing employer and business relations to build upon
  
- II. Program design
  - Will create pre-apprenticeship and apprenticeship training for construction and healthcare pathways linked directly to career pathways with employers and businesses (did not mention apprenticeship linkage)
  - Integration of training, education, employment and supportive services
  - Training will culminate in registered apprenticeship or state certification
  - 220 pre-apprentices and 100 apprentices in healthcare and 100 pre-apprentices and 50 apprentices in construction. Total of 320 pre and 150 apprentices.
  - Not a new training delivery method, enhancement of current programming to include apprenticeship and pre-apprenticeship
  - Grant to support technology hardware and software; devices and hotspots
  - Dedicated apprenticeship co-ordinator to work with existing partners to ensure understanding of apprenticeship, register LAE as a sponsor of apprenticeship and register employers as sub-sponsors. Gather reporting data
  - Implement nationally recognized credential next level training
  - Develop DEI plan, marketing and outreach materials to recruit
  - Healthcare – unclear of total time to deliver training, hours per week
    - Level 1, 4 weeks 4 sessions per year
    - Level 2, pre-apprenticeship – PSS/PRA/CRMA certification, time?

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Lewiston Adult Education (continued)

**DATE:** 3/28/22

**EVALUATOR NAME:** Joan M. Dolan

**EVALUATOR DEPARTMENT:** LABOR

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- *Level 2 – apprenticeship for CNA, MA or Medical office assistant (3-4 months)*
- *Construction*
  - *Level 1 – 5 week ELL, Workready, OSHA educ, NCCER core*
  - *Level 2 – 4-5 weeks, NCCER Level 2*
  - *Level 3 – apprenticeship for construction, occupation not specified*
- *Full time program manager and a part time apprenticeship coordinator*
- *Interview for all pre-apprentices, credit for previous training*

**III. Equity**

- *Over 6,000 immigrants and asylum seekers in Lewiston*
- *Served 800-1,000 per year pre-pandemic*
- *Served about 327 people? Or more in 2020-21*
- *Staff speak multiple languages*
- *Easy access to LAE for students as it is on the LA City Link bus route*
- *Supportive services will continue to be met through existing partnerships and will enhance through grant funds*
- *1:1 meetings with trainees during intake to assess needs through wrap-around resources service matrix*
- *Employers will meet wage requirements of MAP as written in legislation*
- *Direct outreach to immigrant community by LAE staff with deep connections to community*
- *Will recruit formerly incarcerated individuals through their jail education program*

**IV. Sustainability**

- *Lewiston consolidated plan identifies safe and affordable housing as a city-wide priority*
  - *Heightened demand for skilled construction workers*
- *LAE recognized as the education provider of choice for entry level HC occupations by employers in the area*
- *By becoming a sponsor, LAE will become a multi-service space for participants, employers and training under one roof*
- *Will support expansion to additional adult education providers in Androscoggin county and then statewide to 9 hubs in the state to develop additional workforce apprenticeship programs*
- *Participants will receive multiple nationally recognized credentials*
- *Will re-invest MAP reimbursements into program to support projects, students and training beyond the grant period*

**V. Budget & budget narrative**

- *Travel of \$9,000 seems excessive*
- *Cost per trainee of \$4,557 seems very reasonable*
- *2 FTE's*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Lewiston Adult Education (continued)

**DATE:** 3/28/22

**EVALUATOR NAME:** Joan M. Dolan

**EVALUATOR DEPARTMENT:** LABOR

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- *50% work ready faciliator*
- *100% construction person charged to grant part-time, unclear how much \$\$*
- *Unclear what % of RN would be charged to the grant*
- *Weekly stipends will be paid to participants prior to hire*
- *Wages are very low though they indicate they will adjust for new legislation*

*VI. Partnerships*

- *No specific unions mentioned; will register as sub-sponsors??*
- *Central Western Maine Workforce Development Board is not a business associatioion*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME:** Gorham School District  
**DATE:** 3/28/22  
**EVALUATOR NAME:** Joan M. Dolan  
**EVALUATOR DEPARTMENT:** LABOR

\*\*\*\*\*  
**Instructions:** *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
\*\*\*\*\*

**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

*I. Applicant experience*

- Gorham Schools-Business roundtable established in 2011 – meets quarterly for students to have exposure to career opportunities*
- 2018 partnership with JMG and MELMAC to create Aspire Gorham – fosters student ambitions and skills to prepare for post HS careers*
- Extensive work in promoting alternative pathways and promoting CTE*
- Introduced CTE training to adults*
- Did not mention their fiscal capacity*
- Developing a learning facilitator program in partnership with SMCC to provided training and experience to those interested in becoming Ed. Techs.*
- Robust CNA program in partnership with local employers – easy to shift to RA*

*II. Program design*

- CNA, learning facilitator program, Early childhood education and commercial driving*
- Would expand capacity to enhance and formalize existing programming*
- 120 on apprenticeship pathways*
- Learning facilitator – 9 SMCC credits, Gorham schools ed techs, coursework to become teachers will be reimbursed by Gorham School District*
- CNA – Adult Ed/CTE apprenticeship programming. Every 8 weeks*
- Maine Roads to Quality Early Childhood Education program – existing sponsor*
- CDL – Focused on non-English speaking trainees, in partnership with Westbrook Adult Ed., do not mention apprenticeship, just long-term employment*

*III. Equity*

- Majority of trainees would be women in healthcare, childhood education and ed. Tech. (very traditionally female based occupations)*
- CNA's primarily ELL trainees, primarily people of color*
- Intake and advising process*
- Support services provided will depend upon needs of the apprentice*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Gorham School District (continued)

**DATE:** 3/28/22

**EVALUATOR NAME:** Joan M. Dolan

**EVALUATOR DEPARTMENT:** LABOR

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- *Existing partnerships with FEDCAP, Goodwill, voc. Rehab., and other social services will be leveraged*
- *2 apprenticeship navigators will be point of contact for apprentices.*
- *One of 2 navigators will be focused on ELL apprentices to ensure needs are met.*
- *Affirmative action plan, anti-racism policy and ongoing DEI committee by Gorham schools*

**IV. Sustainability**

- *Will build on existing partnerships*
- *Will earn a learning facilitator micro credential and ed. Tech. Certifications*
- *CDL class A or B*
- *CNA registry*
- *ECE in partnership with Maine Roads to quality*
- *Apprenticeship is a metric of success in the Gorham School District for graduating seniors*
- *Goal of funding is to jump start and formalize programs and partnerships*
- *Build new infrastructure that will be continued after end of grant*
- *Unclear who the sponsor of apprenticeship programs will be*

**V. Budget & budget narrative**

- *Total request - \$720,000 or \$6,000 per trainee*
- *Leverage of \$174,000*
- *Reasonable travel budget of \$5,500*
- *2 FTE's*
- *Wages are low*
- *No contracts with supposed sponsors*

**VI. Partnerships**

- *No business associations or unions*

*Incomplete application cover page*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME:** Industrial Roofing Company  
**DATE:** 3/28/22  
**EVALUATOR NAME:** Joan M. Dolan  
**EVALUATOR DEPARTMENT:** LABOR

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**Instructions:** *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. *Applicant experience*
  - *Been in business since 1945*
  - *Have a custom training program in place for new team members in association with National Associations: NRCA, NCCER. Also have a train the trainer program in place.*
  - *Clear role descriptions so employees know what they need to do to be promotes*
  - *Hired a full time recruiting and training development manager (apprenticeship navigator)*
  - *Safety manager has a phd in organizational management*
  - *Partnering with ABC, CareerCenters and local schools*
  - *Did not mention fiscal capacity*
  
- II. *Program design*
  - *Will ensure IRC employees have access to quality training*
  - *Grant funding will catapult their plan to dedicate significant time to training team*
  - *Provide consistent in-house quality training*
  - *Will expand existing basic training program*
  - *Train at least 50 people per year (95 total)*
  - *Implement NCCER roofing curriculum*
  - *Training listed is not 144 hours in length but willingness to expand expressed*
  - *NCCER and NRCA training*
  - *In-house and/or in collaboration with ABC*
  - *Additional advancement/career progression opportunitites discussed*
  
- III. *Equity*
  - *Would provide paid, quality ojt to all new hires*
  - *Community is disadvantaged (Lewiston) many new-hires qualify under several of the categories listed on grant priority communities*
  - *Explore partnerships with EMDC for support services*
  - *Work with organizations that support military members transition to civilian roles*
  - *Celebrate successes and progression within program*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Industrial Roofing Company (continued)

**DATE:** 3/28/22

**EVALUATOR NAME:** Joan M. Dolan

**EVALUATOR DEPARTMENT:** LABOR

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- *Provide mentors*
- *Hires individuals at 25% over Maine's current minimum wage and will see wage growth of at least 10%*
- *Provided their DEI plan but did not discuss specifics related to recruiting and retaining candidates.*

**IV. Sustainability**

- *Work with Lewiston and Brunswick CareerCenters, Boots2Roots (veteran's organization), local vo-tech centers and ABC Maine.*
- *Earn nationally recognized credentials*
- *All SME's and trainers would be trained and warehouse area and mockups built out*
- *Will modify as industry standards change*
- *Weekly employee meetings to mitigate turnover*

**V. Budget & budget narrative**

- *Total request = \$5,759.39 for 95 apprentices = \$5,759.39 per trainee*
- *\$27K in travel to train trainers, requires flights*
- *Provides \$450K in leverage*
- *\$315.79 support services, not detailed*

**VI. Partnerships**

- *Adequate*
- *No unions which is ok as they are the business*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME:** Somerset Career & Technical Center  
**DATE:** 3/28/22  
**EVALUATOR NAME:** Joan M. Dolan  
**EVALUATOR DEPARTMENT:** LABOR

\*\*\*\*\*  
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\*\*\*\*\*

**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience
  - Teaching skilled trades since 1970
  - Currently 14 trades programs
  - Currently 300 students attend programming from 5 sending schools, Somerset County (very poor and rural county in Maine)
  - Collaborate with JMG
  - Current intermediary sponsor of apprenticeship
  - Variety of employer interest in signing on to be sub-sponsors
  - Somerset Economic Development Corp. Board of Directors, Ecosystems committee for Main Street Skowhegan
  - KVCC, Madison area high school (welding), Skowhegan Adult Ed., MELMAC, JT Gorman Foundation
  - Not a lot of experience with grant management
- II. Program design
  - Pre-apprenticeship class that gives students the knowledge they need to attend and apprenticeship outside of the program; allows for exploration of interests, create a career plan and begin mapping out their future. Guest speakers to talk about finance, budgeting, insurance, taxes and workplace efforts.
  - Visits and job shadowing at businesses. will also include safety, good work traits, interest inventories, interviewing skills
  - Provide students an opportunity to gain training and experience outside of the classroom in their chosen field
  - Some will start while in school, others will start their apprenticeship after completing high school and/or in the summer
  - Using WorkHands to track apprentice progress
  - Site visits will be done
  - Lacks details



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Somerset Career & Technical Center (continued)

**DATE:** 3/28/22

**EVALUATOR NAME:** Joan M. Dolan

**EVALUATOR DEPARTMENT:** LABOR

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*III. Equity*

- *60% of students are economically disadvantaged*
- *Instructors build relationships with students and data to support economic disadvantage, food insecurity, etc..*
- *Career advisor and JMG specialists meet with students to develop plans*
- *LCSW to help with mental health and a student services coordinator*
- *"What do you want to be, and how can we get you there?"*
- *Clothing, boots, tools, safety equipment and transportation needs met as needed*
- *Follow-up with students post graduation*

*IV. Sustainability*

- *SCTC is an integral part of the community*
- *KVCC, SEDC Board of directors, Skowhegan regional chamber of commerce, Madison area high school,*
- *Did not specifically address how the program would be sustained.*
- *Will earn nationally recognized credentials*
- *Did not ask risk question*

*V. Budget & budget narrative*

- *\$273,110 requested; \$5,462 per trainee for 50 trainees*
- *Apprenticeship Navigator*
- *Pre apprenticeship instructor 50%*
- *\$486 per apprentice for support services*
- *Wages relatively low \$15 - \$17 per hour*
- *Travel seems excessive*
- *No leverage*

*VI. Partnerships*

*Extensive business partnerships listed on table, including many current sponsors  
No unions, CBO's or Workforce Development entities listed on table  
No letters of support though not required*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME:** Inclusion Maine R15  
**DATE:** 3/28/22  
**EVALUATOR NAME:** Joan M. Dolan  
**EVALUATOR DEPARTMENT:** LABOR

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**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
\*\*\*\*\*

**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

*I. Applicant experience*

- Inclusion Maine works with businesses to attract talent from diverse backgrounds and build pathways for gaining meaningful and long-term employment for diverse professionals.
- Primary focus is workforce development for underserved and minority communities.
- No discussion of financial management capacity
- Not clear exactly what they provide in terms of wrap-around supports
- No mention of how long they've been in business

*II. Program design*

- *Will partner with employers across industries and develop pre-apprenticeship and apprenticeship programs*
- *Current training capacity will be expanded 5X, does not state what current capacity is*
- *Funding will be used to expand self-study options*
- *Training will be conducted virtually*
- *4 different occupations with no specific details of how they will be implemented: Management trainee with industry tracks, Heavy and Tractor-trailer truck drivers CDL & mentorship program, Registered nurses, Education*
- *Will partner with employers seeking to establish an apprenticeship program – no mention of which employers*
- *Through our pre-apprenticeship, participants will have experience, industry connections, completion certificate, and coaching into transitioning to a Registered Apprenticeship Program or Full-time employment.*

*III. Equity*

- *Use existing candidate pools and partner network to recruit under-represented candidates – no mention of partners*
- *Share resources list with participants to ensure easy access to existing services*
- *Professional network development*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Inclusion Maine R15 (continued)

**DATE:** 3/28/22

**EVALUATOR NAME:** Joan M. Dolan

**EVALUATOR DEPARTMENT:** LABOR

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- *Current programming offers wages above livable wage in Maine. No mention of evidence or wages*
- *Indicates they have a partner network of employer sponsors, community organizations, workforce development partners, colleges, universities, CTE, Adult Ed. but does not list any specific entities.*
- *Employers will highlight their current state of DEI during screening and onboarding process. No description of how this will be achieved.*
- *Will regularly conduct communication with participants and stakeholder groups. How is not described.*
- *Will ensure all priority communities are represented on the apprenticeship council. This is a Governor appointed council, no description of how this will be achieved.*

**IV. Sustainability**

- *Will work to ensure the sustainability of the program. Provided an example of working with multiple employers through coalitions and bringing partners such as training and education, workforce partners and funding sources together.*
- *Participants will earn industry specific management certification, CDL, RN certification, industry specific trades certification and Maine Teacher Certification*
- *Will seek financial support from employers and funders to support*
- *Membership-based fee for service*

**V. Budget & budget narrative**

- *\$3M for 500 trainees; unclear if they are apprentices or pre-apprentices*
- *\$6,000 per trainee*
- *Travel is \$58,000/year - excessive*
- *Specific costs for personnel not listed in narrative*
- *Not enough detail on any of the line items*
- *3.5 FTE's*
- *Wages of \$20 - \$30 listed; no evidence to support wages provided*

**VI. Partnerships**

- *Lists lots of partners*
- *No letters of support included detailing what the partners may provide to implement the grant*
- *Seems like a very unrealistic list*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME:** Inclusion Maine R16  
**DATE:** 3/28/22  
**EVALUATOR NAME:** Joan M. Dolan  
**EVALUATOR DEPARTMENT:** LABOR

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**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
\*\*\*\*\*

**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

*I. Applicant experience*

- Inclusion Maine works with businesses to attract talent from diverse backgrounds and build pathways for gaining meaningful and long-term employment for diverse professionals.
- Primary focus is workforce development for underserved and minority communities.
- No discussion of financial management capacity
- Not clear exactly what they provide in terms of wrap-around supports
- No mention of how long they've been in business

*II. Program design*

- *Will partner with employers in need of Heavy and Tractor Trailer drivers*
- *Will expand current training capacity and offer new capacity. Does not detail current of proposed numbers*
- *Funding will be used to expand self-study options*
- *No specific details of employer or education partners*
- *Will partner with employers seeking to establish an apprenticeship program – no mention of which employers*
- *Through our pre-apprenticeship, participants will have experience, industry connections, completion certificate, and coaching into transitioning to a Registered Apprenticeship Program or Full-time employment.*

*III. Equity*

- *Use existing candidate pools and partner network to recruit under-represented candidates – no mention of partners*
- *Share resources list with participants to ensure easy access to existing services*
- *Professional network development*
- *Current programming offers wages above livable wage in Maine. No mention of evidence or wages related to occupation.*
-

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Inclusion Maine R16 (continued)

**DATE:** 3/28/22

**EVALUATOR NAME:** Joan M. Dolan

**EVALUATOR DEPARTMENT:** LABOR

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- *Indicates they have a partner network of employer sponsors, community organizations, workforce development partners, colleges, universities, CTE, Adult Ed. but does not discuss connections to specific entities.*
- *Employers will highlight their current state of DEI during screening and onboarding process. No description of how this will be achieved.*
- *Will regularly conduct communication with participants and stakeholder groups. How is not described.*
- *Will ensure all priority communities are represented on the apprenticeship council. This is a Governor appointed council, no description of how this will be achieved.*

**IV. Sustainability**

- *Will work to ensure the sustainability of the program. Provided an example of working with multiple employers through coalitions and bringing partners such as training and education, workforce partners and funding sources together.*
- *Participants will earn industry specific management certification*
- *Will seek financial support from employers and funders to support*
- *Membership-based fee for service*

**V. Budget & budget narrative**

- *\$3M for 500 pre-apprentices*
- *Specific costs for personnel not listed in narrative*
- *5 FTE's*
- *Wages of \$20 - \$30 listed; no evidence to support wages provided*

**VI. Partnerships**

- *Lists lots of partners*
- *No letters of support included detailing what the partners may provide to implement the grant*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME: Inclusion Maine R17**  
**DATE: 3/28/22**  
**EVALUATOR NAME: Joan M. Dolan**  
**EVALUATOR DEPARTMENT: LABOR**

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**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
\*\*\*\*\*

**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

*I. Applicant experience*

- Inclusion Maine works with businesses to attract talent from diverse backgrounds and build pathways for gaining meaningful and long-term employment for diverse professionals.
- Primary focus is workforce development for underserved and minority communities.
- No discussion of financial management capacity
- Not clear exactly what they provide in terms of wrap-around supports
- No mention of how long they've been in business

*II. Program design*

- *Will expand current training capacity and offer new capacity. Does not detail current of proposed numbers*
- *Funding will be used to expand self-study options*
- *No specific details of employer or education partners*
- *Will partner with employers seeking to establish an apprenticeship program – no mention of which employers*
- *Finance/Accounting apprenticeship with industry-specific tracks within multiple industries*
- *Through our pre-apprenticeship, participants will have experience, industry connections, completion certificate, and coaching into transitioning to a Registered Apprenticeship Program or Full-time employment.*

*III. Equity*

- *Use existing candidate pools and partner network to recruit under-represented candidates – no mention of partners*
- *Share resources list with participants to ensure easy access to existing services*
- *Professional network development*
- *Current programming offers wages above livable wage in Maine. No mention of evidence or wages related to occupation.*
-

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Inclusion Maine R17 (continued)

**DATE:** 3/28/22

**EVALUATOR NAME:** Joan M. Dolan

**EVALUATOR DEPARTMENT:** LABOR

\*\*\*\*\*

- *Indicates they have a partner network of employer sponsors, community organizations, workforce development partners, colleges, universities, CTE, Adult Ed. but does not discuss connections to specific entities.*
- *Employers will highlight their current state of DEI during screening and onboarding process. No description of how this will be achieved.*
- *Will regularly conduct communication with participants and stakeholder groups. How is not described.*
- *Will ensure all priority communities are represented on the apprenticeship council. This is a Governor appointed council, no description of how this will be achieved.*

**IV. Sustainability**

- *Will work to ensure the sustainability of the program. Provided an example of working with multiple employers through coalitions and bringing partners such as training and education, workforce partners and funding sources together.*
- *Participants will earn industry specific certificate and an accounting certificate*
- *Will seek financial support from employers and funders to support*
- *Membership-based fee for service*

**V. Budget & budget narrative**

- *\$3M for 500 pre-apprentices*
- *Specific costs for personnel not listed in narrative*
- *4.2 FTE's for \$840,000*
- *Excessive travel budget*
- *Wages of \$22 - \$30 listed; no evidence to support wages provided*

**VI. Partnerships**

- *Lists lots of partners*
- *No letters of support included detailing what the partners may provide to implement the grant*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME: Inclusion Maine R18**  
**DATE: 3/28/22**  
**EVALUATOR NAME: Joan M. Dolan**  
**EVALUATOR DEPARTMENT: LABOR**

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**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
\*\*\*\*\*

**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

*I. Applicant experience*

- Inclusion Maine works with businesses to attract talent from diverse backgrounds and build pathways for gaining meaningful and long-term employment for diverse professionals.
- Primary focus is workforce development for underserved and minority communities.
- No discussion of financial management capacity
- Not clear exactly what they provide in terms of wrap-around supports
- No mention of how long they've been in business

*II. Program design*

- Will partner with employers in need of Sales trainees
- Will expand current training capacity significantly and offer new capacity. Does not detail current capacity or proposed numbers
- Funding will be used to expand self-study options
- No specific details of employer or education partners
- Sales trainee with industry tracks
- Will partner with employers seeking to establish an apprenticeship program – no mention of which employers
- Through our pre-apprenticeship, participants will have experience, industry connections, completion certificate, and coaching into transitioning to a Registered Apprenticeship Program or Full-time employment.

*III. Equity*

- Use existing candidate pools and partner network to recruit under-represented candidates – no mention of partners
- Share resources list with participants to ensure easy access to existing services
- Professional network development
- Current programming offers wages above livable wage in Maine. No mention of evidence or wages related to occupation.



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Inclusion Maine R18 (continued)

**DATE:** 3/28/22

**EVALUATOR NAME:** Joan M. Dolan

**EVALUATOR DEPARTMENT:** LABOR

\*\*\*\*\*

- *Indicates they have a partner network of employer sponsors, community organizations, workforce development partners, colleges, universities, CTE, Adult Ed. but does not discuss connections to specific entities.*
- *Employers will highlight their current state of DEI during screening and onboarding process. No description of how this will be achieved.*
- *Will regularly conduct communication with participants and stakeholder groups. How is not described.*
- *Will ensure all priority communities are represented on the apprenticeship council. This is a Governor appointed council, no description of how this will be achieved.*

**IV. Sustainability**

- *Will work to ensure the sustainability of the program. Provided an example of working with multiple employers through coalitions and bringing partners such as training and education, workforce partners and funding sources together.*
- *Participants will earn a sales certification and an industry specific certification*
- *Will seek financial support from employers and funders to support*
- *Membership-based fee for service*

**V. Budget & budget narrative**

- *\$3M for 500 pre-apprentices*
- *Specific costs for personnel not listed in narrative*
- *Travel of \$58,000 is excessive*
- *4.5 FTE's*
- *Wages of \$20 - \$30 listed; no evidence to support wages provided*

**VI. Partnerships**

- *Lists lots of partners*
- *No letters of support included detailing what the partners may provide to implement the grant*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Foster Career and Technical Education Center R19

**DATE:** 3/28/22

**EVALUATOR NAME:** Joan M. Dolan

**EVALUATOR DEPARTMENT:** LABOR

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**Instructions:** *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

*I. Applicant experience*

- *Since 1969 providing training to Franklin and southern Androscoggin County.*
- *Serves 400 students from 4 high schools annually*
- *20 technical programs, each with an advisory council*
- *Oversight board of superintendents from sending school districts*
- *Policy, procedure and fiscal management overseen by RSU 9 Board of directors*
- *Administrative support team*
- *MELMAC grant and Bridge Academy of Maine collaboration*
- *Primarily funded through Carl D. Perkins Act*
- *Well established connections to community colleges and universities*
- *Strong relationships with area businesses – listed them in narrative*

*II. Program design*

- *Intend to develop a strong pre-apprenticeship program*
- *Goal of equity and access for all students*
- *Recruitment of students to non-traditional trades*
- *Well defined vision for program design based on CLASP principles for a high-quality pre-apprenticeship program*
- *65 students per year participate in 350 hour pre-apprenticeship including: habits of work, portfolio development, work ready assessments. No interest inventory?*
- *Would develop electrical programming – online curriculum to be explored*
- *CTE Liaison will maintain work records, timesheets, data collection, schedule of work, meet with employers regularly,*
- *Experienced instructors*
- *Apprenticeship navigator*
- *Foster Tech to become intermediary sponsor of apprenticeship*
- *Formalize existing arrangements with employers*
- *Opportunity to interview with interested employers; does not mention advanced placement or apprenticeship*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Foster Career and Technical Education Center R19 (continued)

**DATE:** 3/28/22

**EVALUATOR NAME:** Joan M. Dolan

**EVALUATOR DEPARTMENT:** LABOR

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*III. Equity*

- *Monitor student success after graduation*
- *Connection to industry prior to graduation*
- *Women from industry will work with female students to show them they can be successful in male dominated fields*
- *Staff are extensively aware of students needs and provide with supports such as gas cards, workplace attire, PPE, meals and snacks. Funding will allow for fewer staff to take money from their own pockets to help students.*
- *CTE student services coordinator works with every school's counseling dept. and social services providers*
- *Listed a robust number of local social service partners they have established relationships with*
- *Apprenticeship navigator will be hired to case manage the apprentices, connecting them to employers and mentors and available resources*
- *Partner with New Ventures Maine*

*IV. Sustainability*

- *Established relationships with area employers and education providers*
- *Program funding will allow for formalization of apprenticeship pathways already in progress*
- *Will include NCCER core, NCCER Core electrical 1 & 2, National Fire Protection Agency (NFPA) Electrical Code*
- *Will seek funding to sustain the navigator position beyond the grant*
- *3 busses dedicated to transporting students to community based learning opportunities*

*V. Budget & budget narrative*

- *\$497,852 request to train 195 pre-apprentices and 28 apprentices (223 total) at a cost of \$2,232.52 each. Very cost effective.*
- *\$1,250,000 provided in leverage*
- *Low admin. costs*
- *\$15,300 in travel – large geographic area to cover*
- *2 FTE's*
- *Contractual – fiscal oversight \$2,000 and grant management oversight \$5,000...no details*
- *Wages are low - \$14 - \$15 per hour*

*VI. Partnerships*

- *Cianbro and ABC only current sponsors listed.*
- *Will work with JMG to hire an apprenticeship navigator*
- *Solid list of partners*
- *Will register 10 new sponsors*
- *Will serve 57 people with disabilities and 80 women*
- *Strong partner MOU's from Hannaford, Kenway Composites*
- *Letter of support from CIANBRO, recognizing them as providing pre-apprenticeship programming*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME:** Washington County Community College  
**DATE:** 3/28/22  
**EVALUATOR NAME:** Joan M. Dolan  
**EVALUATOR DEPARTMENT:** LABOR

\*\*\*\*\*  
**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
\*\*\*\*\*

**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

*I. Applicant experience*

- *Founded in 1969*
- *College offers 29 programs of study at the associate, certificate, diploma and short term workforce program level*
- *Wide range of credit and non-credit coursework*
- *Serves an economically challenged area of Maine*
- *25% of people on SNAP, highest unemployment and people living in poverty in Maine*
- *Partnership with MDOC*
- *Registered sponsor of apprenticeship*

*II. Program design*

- *Early Childhood Education, Aquaculture, Healthcare, Manufacturing, Automotive*
- *Training capacity will be expanded*
- *Programs are online*
- *Purchasing a mobile sciences lab that will go to students in healthcare and aquaculture*
- *Mention employer partnerships*
- *Training costs covered through other funding mechanisms*
- *New certified clinical medical asst. Program leading to MA through RA*
- *Pre-apprenticeship programming for aquaculture and retail*
- *Pre-apprenticeship coursework will lead to at least 75 hours of RI advanced placement, up to 8 community college credits into degree programs, multiple badges and on the job training toward registered apprenticeship*

*III. Equity*

- *Building on work already begun for Latin X and Native American communities*
- *Partners Mano and Mano, DOC, Indian Township Tribal Governments*
- *Access to student navigator for each trainee*
- *Vast network of partners including EMDC, ACAP, Northeastern Workforce Development Board, etc...etc....*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Washington County Community College (continued)

**DATE:** 3/28/22

**EVALUATOR NAME:** Joan M. Dolan

**EVALUATOR DEPARTMENT:** LABOR

\*\*\*\*\*

- *Support services funding request to fill gaps in other funding*
- *Community education with partners*
- *Listening sessions with partners*
- 

*IV. Sustainability*

- *No specifics on sustaining beyond the grant*
- *Will earn lots of industry and MCCS badges*

*V. Budget & budget narrative*

- *Below 10% admin*
- *Some of the math is out of line*
- *Not much detail in narrative*

*VI. Partnerships*

- *Talked about throughout the proposal but no partnership table included*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME: RevisionEnergy**  
**DATE: 04/12/2022**  
**EVALUATOR NAME: Joan Dolan**  
**EVALUATOR DEPARTMENT: LABOR**

\*\*\*\*\*  
**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
\*\*\*\*\*

**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

*I. Applicant experience*

- the mission to lead our community in solving the environmental problems caused by fossil fuels while alleviating economic and social injustice.
- In 2015, we were recognized by B Labs as a company committed to using business as a force for good and earned B Corp Certification. Multiple other awards
- Electrical apprenticeship program since 2018
- 2022 Formal relationships with Portland Adult Education and LearningWorks Youth Build
- Justice, Equity, Diversity and Inclusion JEDI workforce development to amplify the voices of underrepresented groups. JEDI members actively promote and participate in an inclusive mindset to ensure a more equitable future
- Did not talk about grant management experience
- Did not talk about fiscal capacity

*II. Program design*

Advance goal by:

- Triple enrollment of Maine apprentices in 3 years
- Register 3 new programs
- Clean energy company

*Training capacity*

- Capacity Will be expanded by 57 electrical apprentices
- Traditional electrical apprentices, new coursework to support service team, thermal team and crew leaders
- Customer service apprenticeship, technical sales apprenticeship, operations management apprenticeship

*New Training Method*

- No, but will strengthen and expand training that is not currently available

*Details of program*

- Very detailed including topics for OJL, hours of coursework,
- Registered with NABCEP association for credit as well
- Asynchronous online learning

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME: RevisionEnergy (continued)**  
**DATE: 04/12/2022**  
**EVALUATOR NAME: Joan Dolan**  
**EVALUATOR DEPARTMENT: LABOR**

\*\*\*\*\*

- Talked about apprentice administration as well
- Frequency – every 12 months

*III. Equity*

*Increasing the number of under-represented workers in apprenticeship*

- JEDI based recruitment and retention
- Outreach to pre-apprenticeship programs at CTE's, MCCS and mission aligned workforce development non-profits
- Designed to increase participation of women, people of color and people w/out college degrees

*Support Services*

Partner with community organizations  
Youth Build and PAE have expertise – do they?  
Will identify barriers during pre-apprenticeship????

*Wages*

- Good wages and benefits \$24 - \$30/hour

*DEI Plan*

- Talked more about JEDI program
- Want to expand JEDI program through collaboration with PAE
- Impressive DEI stats
  - In 2019, 22.8% of new hires across the company identified as a woman, a person of color, disabled, or a veteran.
  - In 2020, 43% of new hires were part of these target groups.
  - In 2021, 53.5% of new hires were part of these target groups.

*IV. Sustainability*

*Relationships*

- PAE and Learning Works key to sustainability
- CTE and workforce development non-profits
- No mention of CareerCenter
- Replicable model to be developed

*Additional Certifications*

- Limited house wiring license
- Journey person electricians
- EPA 608 certification
- NABCEP PV certifications x 2-3

*Sustained beyond grant period*

- Grant funding will accelerate expansion of apprenticeship
- Plan to continue beyond the grant period

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: RevisionEnergy (continued)**

**DATE: 04/12/2022**

**EVALUATOR NAME: Joan Dolan**

**EVALUATOR DEPARTMENT: LABOR**

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*Risks*

- Ability to attract and support apprentices with structural barriers to employment
- Work with community partners will help mitigate
- Need to foster new relationships with PAE and Learning Works

V. *Budget & budget narrative*

- Budget was extremely confusing
- Where the leverage will come from is unclear and undocumented – what happens if they don't receive MCCS backing?
- \$6,000 per apprentices appears to be backed into
- Travel over the top, some unallowable
- Admin costs slightly over allowable 15% but costs included are not really admin costs – support services and training...

VI. *Partnerships*

- Individual business so no unions or other businesses
- No CBO's listed
- No workforce development entity
- No business association



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #:** 202111177  
**RFP TITLE:** MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
**BIDDER NAME:** Educate Maine  
**DATE:** March 2, 2022  
**EVALUATOR NAME:** Sam  
**EVALUATOR DEPARTMENT:** LABOR

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**Instructions:** *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience
  - Coalition of employers and educators—already developed relationships
  - Asked employers what their needs were first and designed program based on that
  - Partners to help with business outreach include State Chamber and ReadyNation
  - Can leverage existing program and relationships with Career Catalyst
  - Experience with large collaborative efforts related to industry focused workforce development like Tech Hire
  - Mentioned its JFF opportunity youth grant—though isn't that one unsuccessful?? Do they have the connections they need to do this?
  
- II. Program design
  - Focus on infrastructure
  - First partner with JacksonLabs—then MaineHeath, ProInfoNet and Canyon Networks
  - Hire apprenticeship navigator in Ellsworth and will sit under existing director
  - Recruit from local adult ed, CTE and youth service orgs—which orgs??
  - Also developing pre-apprenticeship pathway with local adult ed and CTE
  - The actual delivery method will be a mix of in person at education providers and on work sites—though this needs more detail
  - Occupations include electrician, HVAC, plumber
  - Pre-apprentices are guaranteed an interview with the employers within grant project
  - Apprenticeship navigator will help them with job readiness and access supportive services
  - Biggest unknown to me is the “scaling of learnings to other apprentice programs”
  
- III. Equity
  - Ellsworth and Bar Harbor—nice geographic areas to meet workforce needs
  - Cutler Institute will train all staff and employers in the program with equity lens
  - Currently runs an equity in partnerships program
  - Mentions lack of employer sponsors in Hancock County that this program will seek to address and grow

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME: Educate Maine (continued)**  
**DATE: March 2, 2022**  
**EVALUATOR NAME: Sam**  
**EVALUATOR DEPARTMENT: LABOR**

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- *Use Cutler's readiness tool to identify supports and develop plans to address barriers*
  - *All foster care youth will receive financial literacy and participate in matched saving programs*
  - *Peer mentors leverage from MCC programs—though little detail on how this will actually work?*
  - *Many positions are included in high wage in demand list*
  - *Starting at \$20/hr and increasing to high \$20s—and includes benefits*
- IV. *Sustainability*
- *Jackson labs already received financial clearance to hire and pay the 10 apprentices per year and provide mentoring*
  - *Building on existing relationships—and develop collaborations for local OY*
  - *Apprenticeship expansion is a priority of the organization which will promote accessing additional funds beyond grant*
  - *Apprentices can use existing commuter transportation options*
- V. *Budget & budget narrative*
- *Total request--\$600k*
  - *Cost per trainee--\$5200—not quite the max but close*
  - *Total reach 115—65 pre apprentices, 30 apprentices in Jackson and 50 other apprentices*
  - *They are paying Cutler \$15k annually to support the DEI and wraparound services!!!*
  - *Staff—like that there program oversight with a director allocated (though think the percentage of time is pretty low) and that the grant can leverage an events & communications staff member to promote*
  - *Use of students for employer mentors and adult ed seems like good idea—incentivize building these bridges to do the work and then eventually embed*
- VI. *Partnerships*
- *JFF as a partner is strong*
  - *CBO with Cutler—I'm not sure how connected this org is to the community vs academic/training –concerned about pipeline*
  - *No union involvement*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #:** 202111177  
**RFP TITLE:** MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
**BIDDER NAME:** Maranacook Adult Education  
**DATE:** March 2, 2022  
**EVALUATOR NAME:** Sam  
**EVALUATOR DEPARTMENT:** LABOR

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**Instructions:** *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience
  - Significant experience in program design and implementation---connecting training to employment
  - I DON'T SEE THE CONNECTION BETWEEN THIS PROGRAM AND A REGISTERED APPRENTICESHIP PROGRAM??
  
- II. Program design—180 participants total
  - Infrastructure, trades—CDL training
  - Addressing barrier of tuition costs to offer free CDL training—by expanding capacity to offer course to 20 more students and offer training online
  - Do they have remote vehicles secured? These need to be borrowed from local employers?
  - CDL training along with the career counselor to get connected to best employer that meets needs
  - With work with other adult education to deliver workplace skills training, HiSet, et
  - Every student is assigned a career counselor to help with individual needs
  - High wage in demand occupation!!
  - They seem to be miscategorizing this as a pre-apprenticeship program though it does not connect to a formal apprenticeship program
  - Achieving 60 per year feels very attainable given current capacity to train 40 and marketing efforts attracted 64 last year—unsure how this funding will be leveraged to extend vs supplant existing programming?
  
- III. Equity
  - Love that the two CDL instructors are women
  - Can provide CASAS training to individuals that don't pass and get them in the next cohort
  - Experience with training individuals with disabilities older adults, women, and justice involved individuals
  - Clear intake assessment process w/ career counselor that will connect individuals to other programs like HOPE, Career Centers, etc
  -

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: Maranacook Adult Education (continued)**

**DATE: March 2, 2022**

**EVALUATOR NAME: Sam**

**EVALUATOR DEPARTMENT: LABOR**

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- *DEI plan is pretty vague—they will use a framework to develop a DEI plan with industry partners—but doesn't mention with community partners*
- *Mentions that this will really focus on students who aren't eligible for other programs—how can we ensure that to maximize resource?*

**IV. Sustainability**

- *Mentioned that student recruitment is biggest barrier—proven that they've implemented successful strategies to overcome this before but no \$\$ allocated to this*
- *Highlighted some systemic shifts such as employer perception and DEI that it wishes to shift*
- *Unclear how the remote component of the program will be sustained beyond grant funding—though notes that the current programming is financially viable*

**V. Budget & budget narrative--\$1.08 M**

- *With the cost per and the supportive services—seems like they just asked for the max without clear rationale*
- *Unsure how the students will be paid minimum wage with only 36,000 per year?*
- *Looks like we'd be paying for the full program though the program is only expanding by 20 per year with this funding?*
- *Unsure how they are paying for marketing?*
- *Feels very expensive for the scope of the program*

**VI. Partnerships**

- *Missing strong employer endorsements to connect to clear apprenticeship offering*
- *Don't see the CBO connection to build strong pipeline*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

RFA #: 202111177  
RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
BIDDER NAME: AGC  
DATE: March 3, 2022  
EVALUATOR NAME: Sam  
EVALUATOR DEPARTMENT: LABOR

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**Instructions:** *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience
  - Current sponsors and partners of maine apprenticeship program
  - Trained over 3200 construction workers in last 5 years
  - Financial expertise to manage grants and outreach team to engaged
  
- II. Program design—555 participants total
  - Current program reach is pretty small with only 7 active apprentices—why is this??
  - Immersion program by offering training to graduating seniors and onboarding additional employer partners
  - Hire a staff member to coordinate this—paid at 50% by the grant
  - Expand pre-apprenticeship to individuals in recovery or justice involved—is that n existing program??
  - Will hire 3-5 additional instructors in order to reach additional students
  - Includes remote and virtual reality equipment in order to reach more than the 255 students
  - Immersion program—240 hours, NCCER certified and book already made
  - Three school districts—Gorham, Bath and Skowhegan
  - Seems all pre-apprentices can become apprentices upon completion??
  - Love the local celebration for pre-apprentices and signing of hard hats idea!
  
- III. Equity
  - Women owned businesses on the board
  - Partners include women in construction and business immigration coalition—but are they paid??
  - Launching a career fair with national assn of women in construction
  - Working with ME biz coalition to get aslym seekers into programs
  - They want to pay students a stipend though the process to determine need or work with partners is unclear—other than noting they will work on it
  - There is one staff member to support the apprentices—that might not be a sufficient level of support

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: AGC (continued)**

**DATE: March 3, 2022**

**EVALUATOR NAME: Sam**

**EVALUATOR DEPARTMENT: LABOR**

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- *Is there mentorship training? How can we ensure these individuals are ready to support individuals with barriers?*
- *ME biz immigrant coalition and national women in construction will help with outreach efforts and gave letters of support—though no funding given to them*
- *Want to identify other funds to provide a stipend to students*
- *They are proposing to serve 43% youth, 20% women, 12% people of color and handful of justice involved*
- *Unclear why the number of unemployed workers served is so low—because most will be coming from high school?*

**IV. Sustainability**

- *They will be using the funds to launch the pilot and then prove the effectiveness to scale to more employers and schools*
- *Their new staff will be paid for 50% by this grant and half by their funds*
- *Includes remote and virtual reality equipment in order to reach more than the 255 students*
- *Ability to start up the pilot program in summer 2022!*
- *Curious how they plan to recruit the 125 apprentices each year—and do they have the employer partnerships to employ all these individuals?*

**V. Budget & budget narrative--\$1.55 M**

- *125 new apprentices per year---construction electrician, carpenter, laborer and new crane*
- *Pretty good cost effectiveness at \$2500/individual served*

**VI. Partnerships**

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #:** 202111177  
**RFP TITLE:** MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
**BIDDER NAME:** Hospitality Maine  
**DATE:** March 3, 2022  
**EVALUATOR NAME:** Sam  
**EVALUATOR DEPARTMENT:** LABOR

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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience
  - Experience partnering with state agencies and MCCS on designing and implementing training programs
  - Currently an intermediary sponsor with two registered apprenticeship occupations—what is the current participation in these programs today?
  - Staff member does have significant apprenticeship knowledge
  - Building on some existing relationships with organizations like MDOC and BRS
  
- II. Program design—167 participants total
  - Seems like the 167 reach number was backed into vs having a clear idea of how many individuals could be served or recruited each year
  - There are TONS of occupations in development—only some are good wages—others are pretty low
  - Not sure I understand the program design of proposed pre-apprenticeship programs...just listed current programs
  - Like the idea of offering preapprenticeship in partnership with adult ed via ELL capacity
  - I am not certain on the demand of the program by employers or how they will recruit and onboard additional employer sponsors—also unsure of the interest by potential students
  - Currently 32 employer sub sponsors—that could realistically reach the 55 per year quite easily
  - Plan is to add an additional 45 apprenticeship sponsors—that's a good reach
  
- III. Equity
  - Given 15/22 apprentices today are justice-involved, suprpsed to see so few justice involved served through this?
  - Letters of support from DOC, adult ed and inclusion Maine to develop pre apprenticeship oprograms
  - Not sure that hiring staff that can handle the larger workload and higher demands is the solution to the workforce challenges in the industry....
  - Apprenticeship navigators will be assisnged to specific communities such as youth as well as adults from diverse backgrounds

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: Hospitality Maine (continued)**

**DATE: March 3, 2022**

**EVALUATOR NAME: Sam**

**EVALUATOR DEPARTMENT: LABOR**

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- *Working with inclusion maine on DEI plan*
- *Would need to develop a supportive service needs assessment application*
- *Mention that sites could become GI bill approved programming—though unclear of clear path to do this?*
- *Like the idea of adult ed doing cultural awareness training for local sponsors*
- *Proposing that 28% will be women*

**IV. Sustainability**

- *Interesting approach—develop an apprenticeship program to develop apprenticeship navigators—that could bring sustainability to the staffing component of this*
- *Some concrete plans to sustain the positions beyond the grant through membership fees, events, and donation requestsion*

**V. Budget & budget narrative--**

- *Not very cost effective—nearing the \$6000 limit and only serving 160 apprentices*
- *Seems that the training costs and the supportive services might be duplicative?*
- *Good that they are dedicating resources to marketing to promote apprenticeship to members and externally*

**VI. Partnerships**



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #:** 202111177  
**RFP TITLE:** MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
**BIDDER NAME:** Bath Iron Works  
**DATE:** March 8, 2022  
**EVALUATOR NAME:** Sam  
**EVALUATOR DEPARTMENT:** LABOR

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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience
  - Currently has 20 apprenticeship programs with MDOL and 80 registered apprentices
  - Current relationships with JMG, Job Corps and SMCC—as well as partners with career centers and CTE to recruit
  - Have a full time staff member focused on DEI which is responsible for recruiting women, people of color and disability
  - Active participants in hiring vets
  
- II. Program design—500 individuals served
  - 120 hour manufacturing tech training with SMCC
  - All preapprentices will get an interview for apprenticeship and then if selected enroll in apprenticeship program
  - Participate in mentorship program
  - Training will take place at SMCC
  - Instructors are credentialed—though unsure if these folks are in place of have to be hired?
  - Content was piloted and tested at SMCC
  - Capacity for grant management, admin and navigators to recruit and support participants
  
- III. Equity
  - Mentioned exploring opportunities to provide housing to participants
  - All pre apprentices will get a \$600 stipend recognizing that wages aren't paid?? Not enough to live on?
  - Housing, bus pass and food are available through SMCC as well as a coordinator to help with students needs
  - Each apprentice will have a trained mentor that is trained on providing one on one guidance and transition assistance
  - Does only benefit one employer in the area vs range of employers!
  - Partners were a little generic—career centers, service providers, etc
  - Are the mentors trained in equity??

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: Bath Iron Works (continued)**

**DATE: March 8, 2022**

**EVALUATOR NAME: Sam**

**EVALUATOR DEPARTMENT: LABOR**

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- *Starting and ending wage is \$17-\$18?? That feels a little low!*
- *The DEI plan was pretty basic—establish some partnerships, communicate with schools, don't discriminate*
- *Didn't mention many specific partners—and not compensating them*
- *Mentioned use of current apprentices as recruiters—are they paid??*
- *Would have liked to see higher numbers of women, disabilities and people of color served*

**IV. Sustainability**

- *Stated a goal as the lack of diversity in Maine—would have liked to see more thorough plans with clear partners to address this*
- *Seems like they are confident they can sustain this work—though no clear plans of how to do so*

**V. Budget & budget narrative—**

- *Without leveraged funds, this program exceeds the \$6k thresholds*
- *Travel of \$10k per year feels really high?*
- *\$2m in staff feels really high*
- *Confused why only 20% of the apprenticeship navigators' time will be charged to this grant—doesn't feel realistic to get this work done*
- *Put in 5% of the 40 supervisors' time—feels like it will hold them accountable to being good mentors though*
- *Why is all the staff being charged for all years but training only for one year?*
- *Expanding training capacity by 42 each year*

**VI. Partnerships**

- *Why isn't BIW listed as a business partner?*
- *Union and biz representation*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME: AFL CIO**  
**DATE: March 8, 2022**  
**EVALUATOR NAME: Sam**  
**EVALUATOR DEPARTMENT: LABOR**

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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience
  - JATCs run registered apprenticeship programs
  - Managed several grants successfully
  -
  
- II. Program design—346 individuals served
  - SkillsBuild—pre-apprenticeship program for women, immigrants and justice involved
  - 4-6 week full time program—to be designed in partnership with community organizations
  - Augusta JATC— pre-apprenticeship for electrical worker with 16-18 year olds—summer program
  - Electrical JATC program—school program and summer program for 16-18 year olds in electrical pre-apprenticeship
  - Unsure about the expansion of apprenticeship programs from New England—what does that look like? What does “sufficient demand” mean?
  - The cohort sizes seem pretty small—10-15 people? Is that normal?
  - The Skills Build pre-apprenticeship program—why are they only running this one time per year?
  - The equity director will really advance both goals—increase representation and expand apprenticeship offerings
  - The IBEW 1253 project will expand access to the trades for students without access to CTE in their region
  - One pitfall—seems like nothing will be set up until September at the earliest
  - Pre apprentices will be guaranteed an interview and there will be commitments from unions at the beginning to accept number of slots
  
- III. Equity
  - They seek to hire a full time person focused on making sure representation increases among women, people of color and justice involved in programs
  - Holding dedicated slots for community organizations
  - Connection to peer workforce navigator program

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: AFL CIO (continued)**

**DATE: March 8, 2022**

**EVALUATOR NAME: Sam**

**EVALUATOR DEPARTMENT: LABOR**

- *Focus on somerset county for electrical program*
  - *Stipend for all pre-apprentices for needs—at \$200/week*
  - *Will work with career centers and schools to connect individuals to other supports*
  - *Volunteer mentors to provide coaching and support---unsure about sustainability or reliability of a volunteer model?*
  - *Director and navigator will regularly check in as well*
  - *Host committees will provide input, get specific recruitment slots, evaluation and receive sub grants*
  - *Currently has a train the trainer approach to provide instructors with DEI tools*
  - *Provide sub grants to community organizations to recruit!!*
  - *School partner will provide transportation for IBEW program participants*
  - *HUGE gain between starting and completion wage--\$17-\$35!*
- IV. *Sustainability*
- *Augusta area school and union wants to continue to partner*
  - *Pre-apprentices will receive lots of certifications—OSHA, and more*
  - *Confident they can sustain the staffing roles*
- V. *Budget & budget narrative—Just under \$2M*
- *Provide sub grants to community organizations to recruit!!*
  - *Mention that they will provide food every day to participants*
  - *Budgeted in food for outreach events*
  - *Middle of the road--\$5000 per individual served*
  - *Translation costs*
- VI. *Partnerships*
- *More than 100 businesses*
  - *Lots of union representation*
  - *No business assn representation*
  - *Didn't explicitly mention the CBOs they want to partner with*
  - *Didn't mention workforce development entity—though did mention career centers throughout*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #:** 202111177  
**RFP TITLE:** MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
**BIDDER NAME:** Northeast Mobile Health Services  
**DATE:** March 8, 2022  
**EVALUATOR NAME:** Sam  
**EVALUATOR DEPARTMENT:** LABOR

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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. *Applicant experience*
  - *Partnerships with several towns in northeast region*
  - *Lots of partnerships with educational providers*
  - *Education director that's developed earn while you learn*
  - *Doesn't seem like they have a connection to apprenticeship*
  - *Unsure about their grant management abilities*
  
- II. *Program design—*
  - *Bootcamp of 40 hours*
  - *Is this a pre-apprenticeship program or apprenticeship?*
  - *Not enough hours to be an apprenticeship but no clear connection to apprenticeship employers*
  
- III. *Equity*
  - *Mentioned CTE partners and will contact groups not represented like vets and immigrants*
  - *Not a clear partnership plan with community groups to increase recruitment efforts*
  - *Not a high wage in demand career*
  - *Not a clean way to determine needs or connection to supportive services*
  - *Didn't not any women, people of color, youth, etc served?*
  
- IV. *Sustainability*
  - *Increase sponsors by 30*
  - *Increase trainers by 20*
  
- V. *Budget & budget narrative—Just under \$2M*
  - *Supportive services exceeds 10%*
  - *Contractual include \$600k in mentor fees? That feels really high!*
  
- VI. *Partnerships*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME: MaineHealth**  
**DATE: March 8, 2022**  
**EVALUATOR NAME: Sam**  
**EVALUATOR DEPARTMENT: LABOR**

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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. *Applicant experience*
  - *Significant workforce development program design experience*
  - *Many partnerships with educational providers from high schools to community college*
  - *Works with CBOs on English language learning courses*
  - *Developed med assistant apprenticeship and patient services rep programs*
  
- II. *Program design—600+ individuals served*
  - *Pre-apprenticeship program to feed into current apprenticeship programs*
  - *Navigators to do career coaching and outreach to communities—and assist with retentions supports*
  - *Of the 168 pre-apprentices—seems only 65 are getting places?*
  - *Pre-apprenticeship program in Portland.*
  - *Love addition of contextualized ELL in healthcare*
  - *Will get a guaranteed interview for future apprenticeship opportunities*
  
- III. *Equity*
  - *Multi lingual career coaching*
  - *Will do individual assessment and leverage existing resources to meet student needs*
  - *Partners listed are primarily those that serve individuals already connected to workforce system—didn't seem like partners with group that have trusted connections within underrepresented communities*
  - *Partners aren't paid via sub-contracts*
  - *Unsure if these are pathways to high wage jobs—medical assisting and phlebotomy are relatively low wage—and other than one-on-one coaching, not sure there's a clear pathway for each to get to a sustainable wage*
  - *Plans to serve nearly all youth and about half women—though no people of color or disabilities?*
  - *Current referral programs*
  - *Only benefits one employer*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: MaineHealth (continued)**

**DATE: March 8, 2022**

**EVALUATOR NAME: Sam**

**EVALUATOR DEPARTMENT: LABOR**

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*IV. Sustainability*

- *Systemic impact—make the case to the health system and partners that investing in these traineeships makes an immediate difference and fills workforce gaps*
- *Only increases new occupations by 3 and no new sponsors*

*V. Budget & budget narrative—Just under \$2M*

- *Pretty cost effective—around \$3k*
- *Costs for personnel and training seem reasonable*

*VI. Partnerships*

- *Employers, business assn, CBOs and workforce dev entity all represented*
- *No union representation*
- *Scale existing CBO partnerships*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #:** 202111177  
**RFP TITLE:** MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
**BIDDER NAME:** Portland Adult Ed  
**DATE:** March 16, 2022  
**EVALUATOR NAME:** Sam  
**EVALUATOR DEPARTMENT:** LABOR

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**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience
  - Program design experience with specific occupations and industries in mind and with employer partners
  - Expertise with New mainer communities
  - Launched a pilot preapprenticeship programs with Medical Assisting the directly connected to employers registered apprenticeship program
  - Significant reach within immigrant community—serving 2,000 each year
  - Recognition of work authorization, credential and licensing challenges—specifically mentioning that those without work authorization could be in preapprenticeship to get them connected to apprenticeship as soon as they get work authorization
  - Tons of grant management experience—22 grants
  - Partner with goodwill and general assistance
  
- II. Program design— 120 preapprentices
  - Focus on healthcare and clean energy
  - Clean energy technician, medical assistant and medical office
  - Clear employer partners—Northern Light, Maine Health and Revision Energy
  - Clear focus communities—ELL, unemployed, women and BIPOC
  - Pilot program for medical assistant will end in June 2022—including contextualized ELL
  - Is the medical office preapprenticeship connected to a registered apprenticeship??
  - Clean energy will connect to electrical apprenticeship at Revision Energy—40 preapprentices
  - Digital skills training included
  - MaineHealth, Northern Light and Revision Energy guarantee interviews
  
- III. Equity
  - Students will have access to loaner laptops and hot spots
  - Current students and waitlisted students are the target—BIPOC, low income and women
  - Has the current relationships to provide supports
  - Full time social worker on staff
  - Not sure what the 6,000 fund is for—per students or overall?



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: Portland Adult Ed (continued)**

**DATE: March 16, 2022**

**EVALUATOR NAME: Sam**

**EVALUATOR DEPARTMENT: LABOR**

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- *Mention of drivers license and budgetd in to pay for drivers ed classes!*
  - *Advising built into each program as well as alumni and staff reflective of student communities*
  - *High wage in demand jobs—wages are all above \$18/hr*
  - *Student voice in programming and feedback*
  - *Work with employoers to address bias and racism in hiring pracices*
  - *Goal is that they will serve 88% people of color!!*
- IV. *Sustainability*
- *Would forge new relationships between PAE and CTE school*
  - *Co-enrollmnet in WIOA*
  - *Strengthening connections between PAE and CTE*
  - *Strengthening relationships between apprenticeship and adult ed*
  - *Certifications felt a little unclear and dependent?*
- V. *Budget & budget narrative—*
- *Super staff heavy!*
  - *Why did they not request the max supportive services??*
  - *Staff allocations make sense—grants manager, program development, navigators and insturcturos*
  - *Using the max per student possible—not cost effective!*
- VI. *Partnerships*
- *Strong business, CBO and training partners*
  - *Strange that they removed the union box?*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME: Lewiston Adult Ed**  
**DATE: March 16, 2022**  
**EVALUATOR NAME: Sam**  
**EVALUATOR DEPARTMENT: LABOR**

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**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience
  - Served more than 450 students in last 2 years
  - Partnerships with chamber, CTE, CMCC
  - Grant management experience for state, local and private grants
  
- II. Program design— 320 preapprentices, 150 new apprentices
  - Healthcare and infrastructure sectors
  - 220 healthcare preapprentices and 100 construction
  - Like the multiple points of entry and exit to allow flexibility and success options
  - LAE will be the apprenticeship sponsor and register employers as subspnsrs
  - Intended start date is this august
  - Unsure is level 1 training is connected enough to apprenticeship to be considered an
  - Apprenticeship sponsors will provide credit for preapprenteices and LAE will still provide advising support through apprenticeship
  
- III. Equity
  - Currently connected to and serving women and BIPOC indiviudals
  - One on one check to determine wraparound supports and will connect to existing resources
  - Connection with alumni and stident support advisor
  - Design team to address barriers
  - Mention that employers will need to meet wage requirements of recent legislation—not sure if that's totally true?
  - DEI plan was a little vague though included referrals to partners, different languages, direct support, feedback loops and staff/employer training—just lacked specificity of exact partner/topics
  - Using the supportive services fund for stipends for each indiviudal—doesn't seem need based

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: Lewiston Adult Ed (continued)**

**DATE: March 16, 2022**

**EVALUATOR NAME: Sam**

**EVALUATOR DEPARTMENT: LABOR**

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**IV. Sustainability**

- *Like the connection between the construction apprenticeship and affordable housing*
- *Interesting—intent is to pilot this as a model for other adult ed hubs—how will they do that and share findings?*
- *Recovered MAP reimbursements??*
- *Mentions braiding of resources and employers to sustain—but nothing clear or commitment*
- *Liked the inclusion of foreign credential evaluation in the proposal!*
- *Proposals mentions 12 new sub-sponsors of MAP which would be great for sustainability*

**V. Budget & budget narrative—**

- *Relatively cost effective at \$4500 per student*
- *Two staff members for program management & admin, 1 for student advising and two partime staff for industry expertise—feels a little excessive*
- *Train the trainer—develop SME on staff*
- *Inclusion of marketing and DEI costs*

**VI. Partnerships**

- *Like that businesses are not huge healthcare or construction firms—mix of small, mid and large*
- *Mention of infrastructure unions*
- *CBOs aren't particularly connected to affected communities*
- *No letters of support*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME: Gorham School District**  
**DATE: March 16, 2022**  
**EVALUATOR NAME: Sam**  
**EVALUATOR DEPARTMENT: LABOR**

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**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. *Applicant experience*
  - *Business roundtable convened*
  - *Current grants from Melmac foundation*
  - *Mention of waitlist for current CTE programs*
  - *Mention of some partners including adult ed and CTE*
  
- II. *Program design— 120 apprentices*
  - *Healthcare, infrastructure and public sector/education*
  - *CNA—partners include Gorham house and hospice house*
  - *Learning facilitator program in partnership with SMCC and then get employed in Gorham schools*
  - *Two additional—ECE and CDL—both high need areas*
  - *Goal is to serve 120 apprentices*
  - *Unclear about the connection to registered apprentices?*
  - *CNA training does have employer partners to do hands on training, ECE lists Maine Roads to Quality, learning facilitator is Gorham schoos and CDL in partnership with Westbrook adult ed but not sure about employers?*
  
- III. *Equity*
  - *ELL specific apprenticeship navigator*
  - *Most students are women and about half are ELL*
  - *Two apprenticeship navigators will conduct individual needs assessment and connect to resources through social service, fedcap, etc*
  - *Most of these professions are very low paying jobs—though there is a connection to employers that provide benefits and continuing ed, worry about the occupational segregation of this*
  - *DEI plan is a little vague—ongoing commitments, committee, partners w/ VR but unsure how they will remain accountable to their DEI goals and what exactly they are...*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: Gorham School District (continued)**

**DATE: March 16, 2022**

**EVALUATOR NAME: Sam**

**EVALUATOR DEPARTMENT: LABOR**

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*IV. Sustainability*

- *Partnerships with SMCC and USM already exist*
- *Learning facilitator microcredential?*
- *Apprenticeship is metric of success for the district*
- *No sense of current reach of programs and feasibility of reaching target goals*

*V. Budget & budget narrative—*

- *85% of their budget is staffing costs*
- *Leveraging \$175 of in kind*
- *Reached the max in terms of cost per student—not cost effective*
- *Why isn't it using the full 10% for supportive services?*

*VI. Partnerships*

- *No unions*
- *Business roundtable*
- *Some strong employer and training provider partners*
- *Letters of support from CNA employers, ECE providers and SMCC*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #:** 202111177  
**RFP TITLE:** MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
**BIDDER NAME:** Industrial Roofing Company  
**DATE:** March 28, 2022  
**EVALUATOR NAME:** Sam  
**EVALUATOR DEPARTMENT:** LABOR

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**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience
  - Built a training program to meet need
  - Help from national associations and accredited
  - Curriculum to certify trainers
  - Already hired an apprenticeship navigator?
  - Partner with career centers, ABC of maine?
  
- II. Program design— 95 pre-apprentices
  - Allow to dedicated separate training space in warehouse to train at least 50 people per year and certify training team
  - Multiplier effect—ability to certify more trainers will expand capacity
  - Different levels—each would be about one week
  - Where does this connect to? Need to develop apprenticeship program or will do so in partnership with ABC?
  - Location is limited to Lewiston area
  - Not clear on preappretrnice advantages
  - Will IRC hire all of these individuals?
  
- III. Equity
  - Many of current new hires members of priority communities
  - Explore parnterships with EMDC and veterans orgs to assist individuals
  - Mention that these will be paid OJT—are individual receiving a stipend?
  - Training managers are tasked with supporting individals and then assigned a mentor—unsure how they are assessing for individual needs
  - There was not inclusion of a DEI plan but rather DEI policies
  - Individual sstart above minimum wage and get close to \$20/hr
  - Some specific orgs mentioned but few that have clear connections to priority communitieis

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: Industrial Roofing Company (continued)**

**DATE: March 28, 2022**

**EVALUATOR NAME: Sam**

**EVALUATOR DEPARTMENT: LABOR**

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*IV. Sustainability*

- *Occupations on high wage in demand list*
- *Ye current partners with career centers, boots2roots*
- *Many certifications—OSHA, NCCER*
- *Uncearly about sustainability plans other than “we will sustain it”*

*V. Budget & budget narrative—*

- *Admin includes fees for trainee uniforms*
- *Cost per is pretty high*

*VI. Partnerships*

- *Strong training, education and business assn partners*
- *No additional employer partners*
- *Lacking CBOs*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #:** 202111177  
**RFP TITLE:** MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
**BIDDER NAME:** somerset Tech  
**DATE:** March 28, 2022  
**EVALUATOR NAME:** Sam  
**EVALUATOR DEPARTMENT:** LABOR

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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

*I. Applicant experience*

- *Currently run 14 programs and serve 300 students each year*
- *Developed first MAP and CTE apprenticeship program with an apprentice now*
- *High interest in apprenticeship from other employers and students*
- *Relationships in the area—economic development and*
- *Community college, adult ed, chamber and foundation relationships*
- *Nothing about grant management?*

*II. Program design— 30 pre-apprentices/20 apprentices*

- *Design a pre-apprenticeship class to connect students to programs that the school doesn't offer like banking, HVAC, plumbing, etc*
- *Apprenticeships in automotive tech, EMT, CAN and CDL*
- *Doesn't seem like the pre-apprenticeship program has a clear connection to apprenticeship programs*
- *Unclear why the pre-apprenticeship focuses on areas they can't provide connection to apprenticeship for?*

*III. Equity*

- *60% of students are economically disadvantaged*
- *Lots of support through the school including a career advisor and social worker to connect to services*
- *Will supplement the \$1200 with other grant funding to support students as needs arise*
- *Apprenticeship navigator will be the liaison among companies, school and MDOL*
- *Supports from school and JMG will last post graduate until completion of apprenticeship and will report for 2 years after completion to track success and data*
- *Trauma informed approach to education*
- 

*IV. Sustainability*

- *Want to validate success of this program and then work into regular budgeting to fund*
- *Plans to register 15 new sub sponsors and 15 new occupations*
- *Wage gains are not particularly high—15 to 17?*



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: somerset Tech (continued)**

**DATE: March 28, 2022**

**EVALUATOR NAME: Sam**

**EVALUATOR DEPARTMENT: LABOR**

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*V. Budget & budget narrative—*

- *Costs primarily for apprenticeiceship navigator and pre apprenticeship instructor*
- *Supportive services is under threshold—likely for transportation, work apparel and tools*
- 

*VI. Partnerships*

- *Lots of business interest in creating apprenticeiceships*
- *Communicat college partners*
- *No mention of union or CBO partners*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME: Inclusion Maine #1**  
**DATE: March 28, 2022**  
**EVALUATOR NAME: Sam**  
**EVALUATOR DEPARTMENT: LABOR**

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**Instructions:** *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

**I. Applicant experience**

- *Primary focus is workforce dev*
- *Work with orgs as diversity recruited and provide wraparounds*
- *No examples of grant management provided*
- *Mention of building pathways and programs but no examples*

**II. Program design— 500**

- *No clear occupations of focus—other than those in need*
- *Lists all sectors of focus and 10+ occupations but no clear training programs or employer partners*
- *No clear plan of how funding will increase capacity—other than saying it will be 5x—how will it do that??*
- *Mention that it will expand partnerships—but not clear on how*
- *Which registered apprenticeship programs will the pre-apprentices connect with?*
- *Doesn't seem like there are clear employer or educational partners*
- *Unclear who the apprenticeship sponsor is*

**III. Equity**

- *Currently serves many communities though no mention of how many*
- *Sharing a resource list is not the same as meeting needs*
- *Survey for needs and offer services at reduced rates—like what?*
- *Liked the cohort and participant networks ideas to engage in sense of belonging*
- *Mention that current programs offer above livable wage—and will ensure employers they partner with also offer livable wage—but not sure which programs?*
- *They will form an apprenticeship council to attract all priority communities—that's a good idea*
- *Liked their DEI metrics*
- *Didn't specify the partners*

**IV. Sustainability**

- *Membership based fee from employers for services*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: Inclusion Maine #1 (continued)**

**DATE: March 28, 2022**

**EVALUATOR NAME: Sam**

**EVALUATOR DEPARTMENT: LABOR**

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*V. Budget & budget narrative—*

- *Travel seems really steep*
- *Most costs are in training vs staff*
- *Personnel positions make sense though unclear how all those positions will be funded*
- *Unsure how the supportive services will be assessed*

*VI. Partnerships*

- *So many partners but no letters of support?*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #:** 202111177  
**RFP TITLE:** MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
**BIDDER NAME:** Inclusion Maine #2  
**DATE:** March 28, 2022  
**EVALUATOR NAME:** Sam  
**EVALUATOR DEPARTMENT:** LABOR

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**Instructions:** *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. *Applicant experience*
  - *Primary focus is workforce dev*
  - *Work with orgs as diversity recruited and provide wraparounds*
  - *No examples of grant management provided*
  - *Mention of building pathways and programs but no examples*
- II. *Program design— 500*
  - *Focus on CDL and drivers*
  - *No clear plan of how funding will increase capacity—other than saying it will be 5x—how will it do that??*
  - *Mention that it will expand partnerships—but not clear on how*
  - *Though mention of CDL—not sure which registered apprenticeship programs will the pre-apprentices connect with?*
  - *Doesn't seem like there are clear employer or educational partners*
  - *Unclear who the apprenticeship sponsor is*
  - *Is this a program they do today?*
  - *Who is the training provider*
- III. *Equity*
  - *Currently serves many communities though no mention of how many*
  - *Sharing a resource list is not the same as meeting needs*
  - *Survey for needs and offer services at reduced rates—like what?*
  - *Liked the cohort and participant networks ideas to engage in sense of belonging*
  - *Mention that current programs offer above livable wage—and will ensure employers they partner with also offer livable wage—but not sure which programs?*
  - *They will form an apprenticeship council to attract all priority communities—that's a good idea*
  - *Liked their DEI metrics*
  - *Didn't specify the partners*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: Inclusion Maine #2 (continued)**

**DATE: March 28, 2022**

**EVALUATOR NAME: Sam**

**EVALUATOR DEPARTMENT: LABOR**

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IV. *Sustainability*

- *Membership based fee from employers for services*

V. *Budget & budget narrative*

- *Travel seems really steep*
- *Most costs are in training vs staff*
- *Personnel positions make sense though unclear how all those positions will be funded*
- *Unsure how the supportive services will be assessed*
- *Unsure about the request for \$1M if they are partnering with PAE and schools to deliver training*

VI. *Partnerships*

- *So many partners but no letters of support*
- *Unclear what the role will of each partner—no clear mention in the narrative*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #:** 202111177  
**RFP TITLE:** MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
**BIDDER NAME:** Inclusion Maine #3  
**DATE:** March 28, 2022  
**EVALUATOR NAME:** Sam  
**EVALUATOR DEPARTMENT:** LABOR

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**Instructions:** *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

I. *Applicant experience*

- *Primary focus is workforce dev*
- *Work with orgs as diversity recruited and provide wraparounds*
- *No examples of grant management provided*
- *Mention of building pathways and programs but no examples*

II. *Program design— 500*

- *Focus on key industry sectors for accounting and finance*
- *No clear plan of how funding will increase capacity—other than saying it will be 5x—how will it do that??*
- *Mention that it will expand partnerships—but not clear on how*
- *Though mention of accounting and finance—not sure which registered apprenticeship programs will the pre-apprentices connect with?*
- *Doesn't seem like there are clear employer or educational partners*
- *Unclear who the apprenticeship sponsor is*
- *Is this a program they do today?*
- *Who is the training provider*

III. *Equity*

- *Currently serves many communities though no mention of how many*
- *Sharing a resource list is not the same as meeting needs*
- *Survey for needs and offer services at reduced rates—like what?*
- *Liked the cohort and participant networks ideas to engage in sense of belonging*
- *Mention that current programs offer above livable wage—and will ensure employers they partner with also offer livable wage—but not sure which programs?*
- *They will form an apprenticeship council to attract all priority communities—that's a good idea*
- *Liked their DEI metrics*
- *Didn't specify the partners*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: Inclusion Maine #3 (continued)**

**DATE: March 28, 2022**

**EVALUATOR NAME: Sam**

**EVALUATOR DEPARTMENT: LABOR**

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IV. *Sustainability*

- *Membership based fee from employers for services*

V. *Budget & budget narrative—*

- *Travel seems really steep*
- *Most costs are in training vs staff*
- *Personnel positions make sense though unclear how all those positions will be funded*
- *Unsure how the supportive services will be assessed*
- *Unsure about the request for \$1M if they are partnering with PAE and schools to deliver training*

VI. *Partnerships*

- *So many partners but no letters of support*
- *Unclear what the role will of each partner—no clear mention in the narrative*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #:** 202111177  
**RFP TITLE:** MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
**BIDDER NAME:** Inclusion Maine #4  
**DATE:** March 28, 2022  
**EVALUATOR NAME:** Sam  
**EVALUATOR DEPARTMENT:** LABOR

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**Instructions:** *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

I. *Applicant experience*

- *Primary focus is workforce dev*
- *Work with orgs as diversity recruited and provide wraparounds*
- *No examples of grant management provided*
- *Mention of building pathways and programs but no examples*

II. *Program design— 500*

- *Focused on sales related occupations such as customer service*
- *No clear plan of how funding will increase capacity—other than saying it will be 5x—how will it do that??*
- *Mention that it will expand partnerships—but not clear on how*
- *Though mention of customer service and sales—not sure which registered apprenticeship programs will the pre-apprentices connect with?*
- *Doesn't seem like there are clear employer or educational partners*
- *Unclear who the apprenticeship sponsor is*
- *Is this a program they do today?*
- *Who is the training provider*

III. *Equity*

- *Currently serves many communities though no mention of how many*
- *Sharing a resource list is not the same as meeting needs*
- *Survey for needs and offer services at reduced rates—like what?*
- *Liked the cohort and participant networks ideas to engage in sense of belonging*
- *Mention that current programs offer above livable wage—and will ensure employers they partner with also offer livable wage—but not sure which programs?*
- *They will form an apprenticeship council to attract all priority communities—that's a good idea*
- *Liked their DEI metrics*
- *Didn't specify the partners*



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: Inclusion Maine #4 (continued)**

**DATE: March 28, 2022**

**EVALUATOR NAME: Sam**

**EVALUATOR DEPARTMENT: LABOR**

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IV. *Sustainability*

- *Membership based fee from employers for services*

V. *Budget & budget narrative—*

- *Travel seems really steep*
- *Most costs are in training vs staff*
- *Personnel positions make sense though unclear how all those positions will be funded*
- *Unsure how the supportive services will be assessed*
- *Unsure about the request for \$1M if they are partnering with PAE and schools to deliver training*

VI. *Partnerships*

- *So many partners but no letters of support*
- *Unclear what the role will of each partner—no clear mention in the narrative*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #:** 202111177  
**RFP TITLE:** MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
**BIDDER NAME:** Foster CTE  
**DATE:** March 28, 2022  
**EVALUATOR NAME:** Sam  
**EVALUATOR DEPARTMENT:** LABOR

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**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience
  - Serves Franklin and Southern Androscoggin counties
  - 400 students from f high schools
  - 20 programs with an advisory committee—business and education partners and parents
  - Schools provide oversight on transportation—does that mean that needs addressed?
  - Manages multiple grants—including MELMAC—thought not at this scale
  - Established contracts with community and public colleges
  - Lists several employer partners
  - no
- II. Program design—
  - Mention of educating students and parents of apprenticeship opportunities
  - Building capacity of businesses to hose apprentices that meet guidelines
  - System of compensation??
  - Like that they did their homework!!
  - Include qualifications of instructors
  - The CTE will become a registered intermediary
  - Will have opportunity to interview is part of advanced placement
  - Intended reach is 65 students per year
  - Expansion of school to community experiences—not sure what this means
  - Using funds to hire two staff—to do what?
  - Will enable electrical programming that wasn't previously attainable but will be now with addition of virtual training component
  - Pre-apprenticeship will be 350 hours
  - CTE liaison will maintain work records, time sheets, schedules of work and meet w/ employer to ensure apprenticeship placements are working
  - Some established MOUs and letters of support with employers
  - They list a bunch of occupations—though I'm not clear on which pathways they are focusing on for pre- apprenticeship??
  - Interpersonal support is apprenticeship navigator as case manager
  - Unclear what occupations we're targeting so hard to know if the wages are competitive??

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME: Foster CTE (continued)**  
**DATE: March 28, 2022**  
**EVALUATOR NAME: Sam**  
**EVALUATOR DEPARTMENT: LABOR**

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*III. Equity*

- *Like the framing around the change in mindset and perception of CTEs*
- *They do not have any specific plans or partnerships for their priority communities—women, disability, people of color....*
- *Mention of brining women in the industry to mentor*
- *Mention of a student support staff person that makes referrals to lots of resources—uniforms, transportation, housing, food and mentioned IEPs and accommodations!*
- *Mention of reserving three buses to transport students to community based learning opportunities*
- *Lots of women and people with disabilities served—noted VR as a partner*
- *DEI plan is pretty lacking—just around non discrimination-not clear in terms of partnerships or recruitment/retention plans*
- *Pretty low wages--\$15?*

*IV. Sustainability*

- *Lots of partnerships with businesses and postsecondary*
- *Some certifications—NCCER and NFPA*
- *No real sustainability plans other than seeking additional funding*
- 

*V. Budget & budget narrative—*

- *Not sure why they don't have any training costs first year*
- *Very good cost per trainee—around 2500*
- *Leveraged funds include transportation, equipment and mentors*
- *Contractual makes sense with fiscal management*

*VI. Partnerships*

- *Established MOUs with a construction company and hannafoods*
- *No unions listed*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #:** 202111177  
**RFP TITLE:** MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
**BIDDER NAME:** WCCC  
**DATE:** March 28, 2022  
**EVALUATOR NAME:** Sam  
**EVALUATOR DEPARTMENT:** LABOR

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**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience
  - *Based in high need community—low income, unemployed and receiving benefits as well as racially diverse*
  - *Strong connected to re entry community and dedicated capacity to serve this community*
  - *Experience and commitment to building more apprenticeship programs*
  - *Expertise of staff mentioned*
  - *Grant management not mentioned*
  
- II. Program design— 67
  - *Focus on early childhood, aquaculture, retail, healthcare, manufacturing and automotive*
  - *Go to students learning lab*
  - *Example of how this funding will promote remote learning*
  - *Is this duplicative of the umaine proposal??*
  - *Mobile science lab for CCMA apprenticeship*
  - *Not using the funds for training but leveraging other WIOA, pell and mcs funds for training*
  - *Retail and aquaculture pre apprentices??*
  
- III. Equity
  - *Plans to serve nearly all women and POC*
  - *Mention of several CBOs with direct connection to LatinX and tribal communities*
  - *Student services coordinator and make referrals to several partners*
  - *Includes funding to meet supportive service needs*
  - *Are these occupations high wage and indemand??*
  - *DEI plan include strong partnerships, litenign sessions, trauma informed care,*
  - *Completion wage is around 19\$ which does exceed the 18 for high wage in demand careers threshold*
  - *The staff member hired will work specifically with LatinX communities, promote apprenticeishp cultural arwaress trainigns to employers and ELL instucturion*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME: WCCC (continued)**  
**DATE: March 28, 2022**  
**EVALUATOR NAME: Sam**  
**EVALUATOR DEPARTMENT: LABOR**

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- IV. *Sustainability*
  - *Plans to register 25 new subsponsors and 14 new occupations*
- V. *Budget & budget narrative—*
  - 
  - *??*
- VI. *Partnerships*
  - *Lots of letters of support but missed the partnerships table*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #:** 202111177  
**RFP TITLE:** MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
**BIDDER NAME:** Revision Energy  
**DATE:** March 2, 2022  
**EVALUATOR NAME:** Sam  
**EVALUATOR DEPARTMENT:** LABOR

\*\*\*\*\*  
**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

*I. Applicant experience*

- *Mentioned partnerships with PAE and LearningWorks*
- *Significant apprenticeship experience—including running current programs and proposing several new additions*
- *No mention of grant management or fiscal experience*
- *Significant DEI focus within the organization including several internal investments via staff and other initiatives*

*II. Program design*

- *Several programs proposed including expansion of existing and additional new programs*
- *Seems to be a bridge from proposed PAE pre-apprenticeship programs—strong pathway to high quality jobs*
- *Loved the addition of the operations management---this is the top high wage in demand job*
- *Very clear training outlines that seem to meet criteria for apprenticeship*
- *Outlined instructor capacity*
- *Also proposing technical sales role that will be linked to a industry recognized credential*
- *Very strong, clear and well outlined plans*

*III. Equity*

- *Focused on women, immigrant community, people with disabilities*
- *Seems to have made huge strides with internal policies like offering all women interviews—resulting in more than 50% of staff from underrepresented communities*
- *Didn't have a very strong plan for supportive services—mentioned they would work with partners to support pre-apprentices—but unclear about their plan to support apprentices?*
- *They mention that apprentices will have mentors and staff to provide support*
- *All jobs proposed are at least \$17 with strong benefits and pathway to higher earning jobs*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME: Revision Energy (continued)**  
**DATE: March 2, 2022**  
**EVALUATOR NAME: Sam**  
**EVALUATOR DEPARTMENT: LABOR**

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**IV. Sustainability**

- *Seems they will use this funding to test their model and then pilot*
- *Risk identified is a real risk around supporting individuals in participating*
- *Lots of credentials will be attained by various apprentices*
- *Not too much clear detail on how they will sustain the program—other than stating it's a workforce need*
- *Funding will be used to solidify long desired partnership with PAE and learningworks but*

**V. Budget & budget narrative**

- *Budget included their leveraged funds*
- *If they don't get these leveraged funds—then their program exceeds the \$6000 max*
- *Unclear how concrete the MOA with MCCS is?*
- *Seems a little staff heavy and only mention of supportive services is for preapprentices*
- *Travel for a relatively local program feels steep*

**VI. Partnerships**

- *Only mention PAE and Learningworks*
- *No mention of business assn or union*
- *Only one employer to benefit*
- *Strong letters of support from two partners*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** EducateMaine

**DATE:** 3/2/2022

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

*I. Applicant experience - P*

- *Described history and focus of organization*
- *Identified experience in partnering with organizations throughout the state – K-12 schools, higher education institutions, employers*
- *Described experience with USDOL grants, including an apprenticeship grant with JFF*
- *Described experience in implementing diversity, equity, and inclusion initiatives*
- *Described knowledge of and experience with apprenticeship*
- *Identified partners that are committed to working on this grant opportunity – Jackson Laboratory, MaineHealth, ProInfoNet, Canyon Networks, Eastern Maine Community College, ReadyNation, Maine State Chamber of Commerce, Mount Desert Island Adult Education, Hancock County Technical Center, Cutler Institute*

*II. Program design - Q*

- *Outlined proposal to develop new pre-apprenticeship pathways for 65 students and register 50 apprentices*
- *Identified a lack of apprenticeship opportunities in Hancock County and the new apprenticeship training to be offered*
- *All 115 participants would be new trainees*
- *Identified new training delivery methods*
- *Outlined qualifications of instructors*
- *Outlined training curriculum, including safety training, and proposed education providers*
- *Identified Apprenticeship Navigator as to the primary person responsible for the program and outlined their responsibilities*
- *Discussed connection of pre-apprenticeship pathways to registered apprenticeship; pre-apprentices guaranteed an interview and awarded credit*
- **Questions** – *Unclear as to the apprenticeship occupation(s) they are proposing? How many hours of on-the-job training and related instruction?*
  - *Proposal discusses a 2,000-hour apprenticeship program, but that does not align with the industry standard for electrician and plumber apprenticeship programs*



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** EducateMaine (continued)

**DATE:** 3/2/2022

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

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*III. Equity - P*

- *Identified populations of focus – out of school youth, in school youth, and rural participants*
- *Outlined partnerships to assist in DEI initiatives – Cutler Institute, Hancock County Technical Center, Eastern Maine Community College, Adult Education*
- *Described assessment for supportive services and partnering with ongoing initiatives*
- *Cutler Institute will identify supports, barriers, and plans for individuals*
- *Described plan to provide peer mentoring and support services*
- *Outlined wages and benefits for apprentices with Jackson Laboratory*
- *DEI plan includes partnerships (Cutler Institute), recruitment strategies, and inclusion initiatives*

*IV. Sustainability – P/I*

- *Described how partnerships will be sustained beyond the grant period through Jackson Laboratory, Eastern Maine Community College, Hancock County Technical Center, and adult education providers*
- *Identified examples of previous initiatives that were successful*
- *Identified credentials that may be available to apprentices*
- *Identified risks and plans to address them*
- **Interesting** – *Identified recruitment as a challenge – proposed connecting apprentices to existing commuter bus program*

*V. Budget & budget narrative*

- *Cost per trainee under \$6,000*
- *Supportive services proposed less than 10% of total funding request*

*VI. Partnerships - P*

- *Proposal includes a variety of partners and explanations of each partner's role; includes DEI supports*
- *12 letters of support*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #:** 202111177  
**RFP TITLE:** MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
**BIDDER NAME:** RSU 38 – Maranacook Adult Education  
**DATE:** 3/2/2022  
**EVALUATOR NAME:** Kristine McCallister  
**EVALUATOR DEPARTMENT:** LABOR

\*\*\*\*\*  
**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
\*\*\*\*\*

**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

*I. Applicant experience*

- *Described history of organization*
- *Class B truck driving program ongoing for 19 years, graduating about 1,000 students*
- *Outlined experience with managing and implementing grants*
- *Identified employers they regularly work with – Augusta Fuel, Pine State Trucking, School Transportation Departments, Community Connector, Lucas Tree, Sanitation Providers, MDOT, Steve McGee and Gagnee Construction, Maine Motor Transport Association*
- *Identified workforce partners they have worked with – Bangor Adult Education, Eastern Maine Development Corporation, Hope Scholarship and Vocational Rehabilitation*
- *Did not identify any experience with apprenticeship or pre-apprenticeship*

*II. Program design - N*

- *Outlined proposal to use grant funding to provide free/low cost CDL training to populations of focus (low income, single income families, people of color, individuals with disabilities)*
- *Current training capacity is 40 students annually – proposing to expand capacity to 60 students annually*
- *Identified new online training delivery method to reach remote areas*
- *Identified qualifications of instructors*
- *Proposal describes training schedule, delivery, hours, and content currently in place, but does not identify how it aligns with apprenticeship*
- *Identified Director of Maranacook's Adult and Community Education program as the person responsible for the program*
- ***Pre-apprenticeship proposal does not identify a connection to an apprenticeship employer***
  - ***Page 7 of RFA: Program must include a direct connection to Apprenticeship employer(s) willing and able to hire Apprentices and provide them with mentored, On-The-Job Learning (OJL) and access to classroom training to support the OJL.***

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** RSU 38 – Maranacook Adult Education (continued)

**DATE:** 3/2/2022

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

\*\*\*\*\*

**III. Equity**

- *Identified populations of focus – unemployed/ underemployed, youth ages 16-24, adults 55 and older, women, people of color, people with disabilities, justice-involved individuals, rural communities*
- *Discussed assessment process for providing supportive services*
- *Identified partner organizations – EMDC, HOPE, DHHS, Career Centers, Adult Education providers*
- *Discussed plan to connect students to a career counselor, but no discussion of pre-apprenticeship or apprenticeship*
- *Identified Heavy Truck Drivers as being on CWRI high wage, in demand list; described average wages and benefits offered by employers*
- *In the initial stages of creating a DEI plan; proposal includes using grant funds to continue developing DEI plan*
- *Outlined current DEI strategy, which includes recruitment strategies, gathering feedback on program, and accountability mechanisms*

**IV. Sustainability**

- *Identified credentials participants would/could earn*
- *Proposal states the program is already fiscally viable and fully capable of supporting itself financially*
- *Outlined partners to assist in efforts to keep program costs low for students – DHHS, Career Centers, HOPE, EMDC, VR*
- *No mention of continuing pre-apprenticeship and/or apprenticeship programming*
- *Identified possible risks and strategies to address them*

**V. Budget & budget narrative - Q**

- *Cost per trainee is \$6,000*
- *Supportive services requested at 10% of total budget*
- **Question:** *Proposal of supportive services includes paying students minimum wage to attend class – is this allowable?*

**VI. Partnerships**

- *Listed a variety of partners and contributions, including DEI supports*
- *Unclear which employers, if any, have or will create a registered apprenticeship opportunity*
- *8 letters of support – no mentions of pre-apprentices or apprentices*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME: AGC Maine**  
**DATE: 3/2/2022**  
**EVALUATOR NAME: Kristine McCallister**  
**EVALUATOR DEPARTMENT: LABOR**

\*\*\*\*\*  
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\*\*\*\*\*

**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

*I. Applicant experience - P*

- *Described history of organization; currently have about 300 members*
- *Described educational and training expertise, including certifications and safety training*
- *Trained over 3,200 construction workers in the last 5 years*
- *Training curriculum and facility certified and approved by NCCER, NCCCO, AGC America, National Safety Council, OSHA Institute*
- *Described financial expertise and capacity*
- *Outlined marketing and outreach strategy*
- *Outlined apprenticeship experience:*
  - *Approved apprenticeship sponsor since 2017 with 7 approved occupations*
  - *Currently have 7 active apprentices*
  - *Partner with MaineWorks to deliver pre-apprenticeship opportunities for at-risk individuals*
- *Identified partners committed to the proposed project – Maine Renewable Energy Association, Maine Chamber of Commerce, The Nature Conservancy of Maine, Maine Business Immigration Coalition, MELMAC Education Foundation, Emerging Contractors Group, National Association of Women in Construction, AGC Maine Education Foundation, MaineWorks*

*II. Program design - P/I/Q*

- *Proposed that their new Immersion Program will create a larger pool of candidates and connect to graduating seniors*
- *Described plan to expand pre-apprenticeship for justice-involved individuals and individuals with substance abuse challenges*
- *Training capacity will be expanded by hiring 3-5 new instructors for the first year*
- *Expect 255+ new students to complete craft training leading to a certificate*
- *Identified new training method of virtual reality and online methodology*
- **Interesting:** *the proposed Immersion Program would be new for Maine*
  - *Partnering with school districts in Gorham, Bath, and Skowhegan*
  - *Program scheduled to begin in summer 2022; lasts for 6 weeks*
  - *240 hours of training*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** AGC Maine (continued)

**DATE:** 3/2/2022

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

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- *Outlined curriculum, including OSHA 10 and First Aid/ CPR training*
- *Outlined additional, craft-specific training hours in addition to Immersion Program*
- *Identified qualifications of instructors*
- *Program administration done by Finance and Operations Manager, who will work with Apprenticeship & Education Coordinator*
  - **Question:** *Unclear as to the roles and responsibilities of the Apprenticeship & Education Coordinator within the training program?*
- *Outlined current pre-apprenticeship program*
- *Outlined pathway from pre-apprenticeship to registered apprenticeship programs*
- **Interesting:** *Social kick-off of Immersion Program, including press conference and signing ceremony*

**III. Equity - P**

- *Identified communities of focus – in-school youth, justice-involved individuals, women, people of color, underemployed, individuals impacted by COVID-19*
- *Identified partners to assist in efforts – National Association of Women in Construction, Maine Business Immigration Coalition*
- *Outlined assessment process for supportive services and discussed leveraging existing resources*
- *Apprenticeship and Education Coordinator will check in with apprentices and pre-apprentices*
- *Discussed networking and supportive services available, including accommodations*
- *DEI plan includes partnerships (Maine Business Immigration Coalition, National Association of Women in Construction), collecting feedback from students, inclusion initiatives (Culture of Care), and instructor training*

**IV. Sustainability**

- *Identified current barrier to expanding program is funding*
- *Identified credentials that pre-apprentices and apprentices would earn*
- *Proposed sustainability of the program is through additional grant funding opportunities and/or support of members*
- *Identified risk of COVID-19 to training plans; strategy to implement online training and/or decrease class size for safety purposes*

**V. Budget & budget narrative - N/Q**

- *Cost per trainee above \$6,000; proposal states cost per student is \$2,879*
  - **Question:** *Part 1 identifies 255 total participants; Appendix E identifies 555 total participants – which is accurate?*
- *Supportive services requested above 10% of total funding*

**VI. Partnerships - P**

- *Identified a variety of partners and resources provided, including DEI supports*
- *12 letters of support*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #:** 202111177  
**RFP TITLE:** MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
**BIDDER NAME:** HospitalityMaine  
**DATE:** 3/2/22  
**EVALUATOR NAME:** Kristine McCallister  
**EVALUATOR DEPARTMENT:** LABOR

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**Instructions:** *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

I. Applicant experience

- Described history of HospitalityMaine and HospitalityMaine Education Foundation
- Have over 1,300 members
- Identified outreach, marketing, and education successes and current initiatives
- Described experience in developing grants, but not managing them
- Described experience with apprenticeship:
  - Registered intermediary sponsor with 2 occupations
  - Served 22 apprentices to date
- Identified partners committed to the grant proposal – Maine Department of Corrections, Maine Bureau of Rehabilitation Services, Maine Medical, Maine Adult Education, Junior Achievement Maine, Jobs for Maine Graduates, Learning Works, Career and Technical Education, Inclusion Maine

II. Program design - P

- Proposal to hire two new Apprenticeship Navigators; outlined roles and responsibilities
- 167+ new participants
- Outlined various potential education providers and proposal for equivalency assessments
- Training proposal is to create tiered career progression programming
- Outlined the 2 apprenticeship programs currently approved, 3 currently under review, and 7 in development
  - included required training hours and partnerships with education providers for 7/12 programs identified
- Identified 6 of the proposed programs as being on the CWRI high wage, in demand list
- Outlined the various positions responsible for administering the program
- Did not identify qualifications of instructors; most proposed curriculum done through Maine Community College System
- Described possible career pathways for pre-apprentices and apprentices, as well as proposed connection from pre-apprenticeship to registered apprenticeship opportunities
- Pre-apprentices will be provided advanced credit if accepted into apprenticeship

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** HospitalityMaine (continued)

**DATE:** 3/2/22

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

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**III. Equity - P**

- *Identified communities of focus – people with disabilities, justice-involved individuals, women, English language learners, youth*
- *Identified DEI partners – Bureau of Rehabilitation Services, Maine Medical, Maine Department of Corrections, Maine Adult Education, Junior Achievement, JMG, Learning Works, Inclusion Maine*
- *Offering webinars to members on DEI efforts*
- *Identified assessment strategy for providing supportive services to participants and proposed leveraging existing supports*
- *Identified mentorship as key strategy to supporting pre-apprentices and apprentices*
- *Proposal includes holding sub-sponsor apprenticeship meetings to address concerns, provide technical support for programming, and share best practices or lessons learned*
- *DEI plan includes partnerships (Inclusion Maine, MDOC, Maine Adult Education), generating cultural awareness to improve inclusion, and supporting veterans through the GI Bill program*

**IV. Sustainability**

- *Identified Career Centers as potential partner for sustainability in addressing workforce needs*
- *Identified examples of credentials apprentices could earn*
- *Proposed strategies to continue programming beyond the grant period include membership fees, new membership categories, revenue earning events, and increased member donation requests*
- *Identified biggest risk as staffing; grant funding will be used to hire two Apprenticeship Navigators*

**V. Budget & budget narrative - Q**

- *Cost per trainee under \$6,000*
- *Supportive services proposal under 10% of total funding requested*
- **Question:** *Do we need a more detailed breakdown for personnel expenses?*

**VI. Partnerships - P**

- *Identified several partnerships across multiple industries and resources provided, including DEI supports*
- *Currently have 32 businesses signed on as sub-sponsors of apprenticeship*
- *6 letters of support*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Bath Iron Works

**DATE:** 3/2/2022

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

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**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

*I. Applicant experience*

- *Described history of organization*
- *Described experience with pre-apprenticeship and apprenticeship programming*
  - *BIW Apprentice School has graduated 1,300 apprentices since 1950*
  - *Have 20 registered occupations with 80+ active apprentices*
- *Identified ongoing partnerships with organizations – Maine Department of Labor, Jobs for Maine Graduates, Job Corps Maine, Southern Maine Community College, Maine Maritime Academy, Maine Career Centers, Maine Technical Schools*
- *Represented on Maine Apprenticeship Council, Coastal Counties Workforce Board, and Maine State Workforce Board*
- *Outlined experience in recruiting underrepresented populations – veterans, minorities, women, and individuals with disabilities*
- *Did not identify grant management experience*

*II. Program design - Q*

- *Proposal to enroll more than 500 new apprentices over the grant period*
- *Pre-apprenticeship Manufacturing Training program through partnership with Southern Maine Community College – 120 hours*
- *Outlined pathway from pre-apprenticeship training to registered apprenticeship*
  - *All individuals that complete the pre-apprenticeship will be interviewed for an entry level position at BIW*
  - *If hired, apprentices will complete 2,000 hours of on-the-job training and an additional 80 hours of related instruction in a Manufacturing Technician Apprenticeship program at BIW*
- *Identified new training curriculum through Department of Defense and online training on Basics of Shipbuilding*



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Bath Iron Works (continued)

**DATE:** 3/2/2022

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

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- *Training program description includes location of training, delivery method, training schedule, hours, qualifications of instructors, and course curriculum (which includes safety training)*
- *Minimum of 14 cohort sessions per year, serving approximately 167 pre-apprentices annually*
- *Program administered by Grant Program Manager, Administrative Technician and HR Specialist, Apprentice Navigators*
- **Question** – *Stated they will replicate their current program; unclear how the grant funding will be expanding on this program?*

**III. Equity - Q**

- *Identified populations of focus – rural communities*
- *Outlined outreach and recruitment strategies*
- *Identified partners to support DEI efforts – Maine Career Centers, technical schools*
- *Identified supportive services available to pre-apprentices at SMCC – housing, bus pass, food pantry, tutoring, counseling, disability services*
- *Outlined wage progression and benefits for family sustaining wages*
- *DEI plan includes partnerships (SMCC), priority communities (women, veterans, people of color, youth), recruitment strategies*
- *Described new Mentorship On the Deckplate (MOD) program; apprentices will report daily to a Front Line Supervisor who will be trained in mentorship strategies*
  - **Question** - *Mentorship is already a requirement of apprenticeship – how is this program different or enhanced?*
- **Question** - *Stated they will provide every pre-apprentice \$600, without a needs assessment, as part of supportive services – is this allowable?*

**IV. Sustainability**

- *Anticipate continuing partnership with SMCC after grant period ends*
- *Identified credentials pre-apprentices would earn*
- *Identified risks to proposal, but did not identify strategies or supports needed to mitigate those risks*

**V. Budget & budget narrative - Q**

- *Cost per trainee under \$6,000*
- *Supportive services less than 10% of total requested funding*
- **Question** - *For the proposed personnel costs, unclear what is new or expanding on existing programming?*

**VI. Partnerships**

- *Identified several organizations and resources provided*
- *Did not outline DEI supports*
- *1 letter of support*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Maine AFL-CIO

**DATE:** 3/3/2022

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

*I. Applicant experience - P*

- *Described history and reach of organization; represent more than 400 employers and 40,000 employees*
- *Outlined knowledge of and experience with apprenticeship*
- *Described partnership and outreach experience – partners include Maine Department of Labor, Cornell University, and various unions and JATCs*
- *Outlined grant management experience*
- *Identified current partners committed to grant initiatives – Maine Building and Construction Trades unions, New England Laborers' Training Academy, IBEW 1253 – Augusta Electrical JATC, RSU 19, Nokomis Regional High School*

*II. Program design – P/Q*

- *Proposal for 3 new programs:*
  - *Multi-craft core curriculum pre-apprenticeship program and electrical program for high school students starting in 2022; plan to train 122 individuals over the grant period*
  - *5-week summer pre-apprenticeship program starting in 2023; plan to train 32 individuals over grant period*
  - *4–6-week, 40 hour per week Skills Build pre-apprenticeship program starting in 2022; plan to train 102 individuals over grant period*
- *Outlined intent to expand other registered apprenticeship programs*
- *Training program outline includes location of training, delivery methods, schedule, number of hours, qualifications of instructors, and course curriculum for each new pre-apprenticeship program proposed*
- *Identified persons in charge of administrative aspects of program – IBEW 1253 JATC Training Director; Maine AFL-CIO Office Manager; Maine AFL-CIO Apprenticeship, Workforce, & Equity Director*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Maine AFL-CIO (continued)

**DATE:** 3/3/2022

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

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- *Outlined pre-apprenticeship to apprenticeship pathway through union apprenticeship programs*
  - *Direct interview/ placement with every union building trades registered apprenticeship program*
  - *Each union will commit to accepting a set number of qualified pre-apprentices*
  - *All pre-apprentices will be guaranteed an interview*
- **Question:** *does the pre-apprenticeship curriculum align with registered apprenticeship curriculum?*

**III. Equity – P/I**

- *Identified populations of focus – women, people of color, immigrants, justice-involved individuals, individuals without a college degree, rural communities, unemployed/ underemployed workers, youth*
- *Primary role of Apprenticeship, Workforce & Equity Director is to assist with DEI efforts*
- *Outlined needs-based assessment for pre-apprentices*
- *Proposal includes use of mentors including current apprentices or former apprentices and regular check-ins with AWE Director and IBEW Apprenticeship Navigator*
- *DEI plan includes partnerships (Gateway Community Services of Maine, Prosperity Maine, Cornell's Worker Institute), priority communities (women, people of color, justice involved individuals, immigrants, rural communities), inclusion efforts, opportunities to provide feedback*
  - **Interesting** – *partnering with Cornell's Worker Institute on two Train the Trainer programs for pre-apprenticeship and apprenticeship programs; provides training on how to incorporate DEI issues into training programs*

**IV. Sustainability**

- *Identified that partners intend to continue work beyond grant period*
- *Identified credentials that pre-apprentices would receive*
- *Strategies to continue work include ongoing collaboration with schools and raising resources from unions, employers, individual donors, and private foundations*

**V. Budget & budget narrative - Q**

- *Cost per trainee under \$6,000*
- *Supportive services less than 10% of total funding request*
- **Question:** *Proposal includes a stipend for all participants in a pre-apprenticeship program – is this allowable?*

**VI. Partnerships**

- *Identified multiple partners and their contributions, including DEI supports*
- *2 letters of support*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME:** North East Mobile Health  
**DATE:** 3/4/2022  
**EVALUATOR NAME:** Kristine McCallister  
**EVALUATOR DEPARTMENT:** LABOR

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**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

*I. Applicant experience*

- *Described organization background*
- *Identified partnerships with Tri-County Emergency Medical Services, Atlantic Partners EMS, Kennebec Valley Community College, York County Community College, Eastern Maine Community College, and Critical Care Institute*
- *Discussed earn-while-you-learn program they implemented for EMTs*
- *Did not identify fiscal or grant management experience*
- *Did not discuss pre-apprenticeship or apprenticeship experience*

*II. Program design - N/Q*

- *Did not finish answering the first question.*
- *Proposing new "Boot Camp" training program for 300 apprentices over the grant period*
- *Grant funding will not result in a new training delivery method*
- *Proposing to establish relationships with Maine Community College Systems, Maine Regional EMS Offices, and Career and Technical Education*
- *Training outline is for Beyond EMT, a 40-hour training program – identifies location, delivery method, schedule, and hours*
- ***Proposal mentions establishing a statewide EMS Apprenticeship Program but there is no training outline for an apprenticeship program that meets the minimum requirements of 2,000 hours of on-the-job learning and 144 hours per year of related instruction***

*III. Equity - N*

- *Identified populations of focus – youth, rural communities, minorities, immigrants, veterans*
- *Identified partnering organizations – Career and Technical Education schools, EMS organizations*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** North East Mobile Health (continued)

**DATE:** 3/4/2022

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

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- *Discussed apprentices submitting requests and receipts for supportive services reimbursement, but did not discuss assessment method*
- *Did not identify partnering organizations to address barriers to participation*
- *DEI plan includes assessing current workforce relative to the communities served, recruitment strategy, diversity education, and reporting form for apprentices*
- *DEI plan does not include specific partnerships*

**IV. Sustainability - N**

- *Discussed program being able to be adapted and utilized after grant period is over by creating pathways and strengthening onboarding processes*
- *Completers will be licensed as EMTs*
- *Did not identify how funding could/will be continued after the grant period*
- *Identified risks to proposal but did not outline supports or strategies to mitigate risks*

**V. Budget & budget narrative - N**

- *Cost per trainee under \$6,000*
- *Supportive services over 10% of total funding requested (approximately 20%)*

**VI. Partnerships**

- *Identified 5 partners and resources provided; did not include DEI supports*
- *1 letter of support*

**\*Appendix E – average entry level wage below state minimum wage**

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME:** MaineHealth  
**DATE:** 3/4/2022  
**EVALUATOR NAME:** Kristine McCallister  
**EVALUATOR DEPARTMENT:** LABOR

\*\*\*\*\*  
**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

*I. Applicant experience - P/I*

- *Described background of organization; 22,000 employees*
- *Represented on the Governor's Immigrant Subcommittee task group of the State Workforce Board, Greater Portland Workforce Initiative / United Way*
- *Identified strategic partnership experience and current partners – Roux Institute, Jobs for Maine Graduates, Immigrant Welcome Center in Portland, Adult Education programs, Maine Community College System, In Her Presence, United Way, Goodwill Workforce Solutions, City of Portland, USM Cutler Institute*
- *Described fiscal and grant management experience – manage over 203 federal grant programs totaling more than \$134 million*
- *Discussed current training programs and partnerships with education providers*
  - **Interesting** – *English Language Learning and Career Navigation for New Mainer / Immigrant workforce program*
- *Described knowledge of and experience with apprenticeship - Maine Medical Partners is a registered sponsor for a Medical Assistant apprenticeship program*
- *Discussed outreach/ marketing experience and strategies*

*II. Program design – I/Q*

- **Interesting** - *discussed new career coaching workforce program for apprentices, which includes 1:1 and group sessions*
- *Proposal includes new pre-apprenticeship training program leading to:*
  - *NorDx Phlebotomy School program – 168 pre-apprentices*
  - *Medical Assistant training program – 30 pre-apprentices*
  - *Certified Nursing Assistant (CNA) training program – 15 pre-apprentices*
  - **Question:** *Are these total participant numbers or per year?*
- *Proposal does not include development of new training methods*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** MaineHealth (continued)

**DATE:** 3/4/2022

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

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- *Pre-apprenticeship training outline includes location, delivery method, schedule, hours, and instructor qualifications*
  - *Program to start in September 2022; lasts two weeks (80 hours); offered 3 times per year*
  - **Question** - *Curriculum includes career exploration; unclear as to other curriculum?*
- *Did not outline current apprenticeship program training*
- *Director of Workforce Development, Program Leader/Manager, and Apprentice Navigators responsible for oversight of programs*
- *Identified Adult Education as primary education partner for pre-apprenticeship program, delivering preparatory academic, employability, and healthcare vocabulary courses*
- *Pre-apprentices would have a guaranteed interview for apprenticeship and other employment opportunities at MaineHealth*

**III. Equity - P**

- *Described assessment process for providing supportive services*
- *Discussed partnering with local and regional organizations to create a referral process*
- **Interesting** - *will promote Findhelp tool for pre-apprentices and apprentices to search for free or reduced cost services by zip code*
- *Apprenticeship Navigators will provide career assessment, didactic training, group mentorship, and 1:1 mentorship to support pre-apprentices*
- *Discussed career pathways and advancement opportunities; did not discuss wages or benefits in relation to family sustaining wages*
- *DEI plan includes partnerships, inclusion efforts, methods to receive feedback about the program, and accountability efforts*
  - *Partnerships – Maine Community College System, Maine Department of Labor, Career Center Regional Directors, Coastal Counties Workforce, Jobs for Maine’s Graduates, Goodwill of Northern New England, Greater Portland Immigrant Welcome Center, Educate Maine, Maine Career Catalyst, Project>Login, Live & Work in Maine, MaineSpark, AHEC, Adult Education, Career Technical Education Centers, Learning Works*
  - *Identified populations of focus – youth, rural communities, immigrants, veterans, underemployed individuals, retirees*
  - **Interesting** – *paid, on-site English Language Learning*

**IV. Sustainability**

- *Identified credentials that pre-apprentices and apprentices could earn*
- *Discussed previous successes in implementing previous training programs*
- *Discussed grant funding being used to strengthen existing partnerships*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** MaineHealth (continued)

**DATE:** 3/4/2022

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

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- *Discussed continuing marketing and outreach strategies after the grant period*
- *Identified potential risks to the project and supports needed to mitigate those risks*

V. *Budget & budget narrative*

- *Cost per trainee under \$6,000*
- *Supportive services less than 10% of total funding requested*

VI. *Partnerships - P*

- *Identified partners across multiple industries and resources provided; included DEI supports*
- *5 letters of support*



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME:** Portland Adult Education  
**DATE:** 3/17/2022  
**EVALUATOR NAME:** Kristine McCallister  
**EVALUATOR DEPARTMENT:** LABOR

\*\*\*\*\*  
**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience - P
  - Has provided education and job training since 1850
  - Focus on non-native English speakers
  - Established New Mainers Resource Center (NMRC) in 2013 – assists skilled, foreign-trained professionals in obtaining jobs through training, advising, and assistance navigating the employment landscape in Maine
  - Created the Education Academy through an MDOL contract in 2018 – worked with employers to design and implement curriculum; has enrolled 35-40 students that will become Ed Tech 3s
  - Created New Mainer Teller Training program in 2019 – partnered with 6 banks and credit unions to develop curriculum and co-teach course; 12/20 graduates in first two cohorts have been hired as Tellers
  - Created Medical Assistant Prep course in 2021 – partnership with Gray New Gloucester Adult Ed and Northern Light; designed to help students achieve English level and skills required to enroll in a Medical Assistant Certification program
    - **Note:** called it a pre-apprenticeship program, but not certified/ recognized with MDOL
    - All students applied and were enrolled in a formal apprenticeship program through Northern Light
  - Serves approximately 2,000 non-native English speaking immigrant students each year
  - Currently partner with over 20 employers in healthcare, education, financial services, early childhood education, and transportation
  - Identified partners for grant proposal – ReVision Energy, Northern Light, MaineHealth, and PATHS
  - Manage an annual budget of \$3.6 million including 22 federal, state, and private grants; have dedicated Finance and Grants Coordinator
  - Identified marketing and outreach methods
  - Relationship with Goodwill/ Workforce Solutions and City of Portland General Assistance Program

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Portland Adult Education (continued)

**DATE:** 3/17/2022

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

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*II. Program design - P*

- *Will train 120 pre-apprentices in Clean Energy Technician Pre-Apprenticeship, Medical Assistant Pre-Apprenticeship, Medical Office Assistant Pre-Apprenticeship*
- *Will work closely with ReVision Energy and Northern Light, both of whom have registered apprenticeships; will also partner with MaineHealth*
- *Focus on non-native English speakers who are unemployed/ underemployed, women, and people of color*
- *Will result in 3 new pre-apprenticeship programs*
- *Will result in new training currently not available*
- *Training will include in person and remote instruction, including asynchronous learning*
- *Students will have access to loaner laptop devices and hot spots as needed; will also receive training to use devices and digital skills*
- *Medical Assistant Pre-Apprenticeship*
  - *Will build off pilot course launched in 2021 and formalize as a pre-apprenticeship*
  - *Prepares English Language Learner students for Medical Assistant apprenticeship program at Northern Light*
  - *40 pre-apprentices total*
  - *Will be taught at PAE and online through Google Meet and Google Classroom*
  - *10 weeks for 12 hours per week; total of 120 hours*
- *Medical Office Assistant Pre-Apprenticeship*
  - *Will build on training and partnerships with Northern Light and MaineHealth to formalize as a pre-apprenticeship program*
  - *40 pre-apprentices total*
  - *Will be taught at PAE and online through Google Meet and Google Classroom*
  - *10-12 weeks for 15-20 hours per week*
  - *Start dates in September and January; first cohort in Fall 2022*
- *Clean Energy Pre-Apprenticeship*
  - *In partnership with ReVision Energy and PATHS*
  - *Will prepare non-native English speakers for Electrical Apprenticeship at ReVision Energy*
  - *40 pre-apprentices total; 0 in Year 1*
  - *Students will utilize PATHS facilities for technical training; some components may be held at ReVision*
  - *PAE, PATHS, and ReVision Energy will co-teach the class*
  - *First cohort in April 2023; will then be offered each fall and spring*
  - *10-13 weeks for 20-25 hours per week; total time between 200-250 hours*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Portland Adult Education (continued)

**DATE:** 3/17/2022

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

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- *Described location of training, delivery method, schedule, total hours, qualifications of instructors, and course content*
- *Identified individuals responsible for programming*
- *Clear pathways to apprenticeship programs after completion of training*
- *Guaranteed interviews for pre-apprentices*

**III. Equity – P/I**

- *Out of 1,680 students served since July 1, 2021, 88% identify as people of color, 58% identify as female, 30% are unemployed, and 90% have low incomes*
- *Has established relationships with FEDCAP, General Assistance, Goodwill Workforce Solutions, and Voc Rehab*
- *Will provide students with loaner devices and hot spots and access to a full-time social worker*
- *PAE has a supportive services fund of \$6,000 to support equipment needs of students*
- *Will refer students for wrap around support such as child care and transportation*
- *Did not specifically outline how to assess needs for the \$1,200 available through the grant*
- *Advising will be built into program*
- **Interesting** – *will invite pre-apprenticeship alumni to visit future classes and speak to students*
- *Identified wages earned and benefits for pre-apprentices hired as apprentices*
- *Electrician is on CWRI high-wage, in-demand list*
- *DEI plan includes priority communities, inclusion strategy, method to receive feedback, accountability mechanisms, recruitment and marketing strategies*
- *Did not identify specific partners in DEI plan, but identified them elsewhere in the narrative*

**IV. Sustainability**

- *Clean energy pre-apprenticeship program with PATHS will be a “launching pad” for additional partnership opportunities*
- *Discussed partnerships to support sustainability efforts*
- *Identified credentials pre-apprentices would earn*
- *Discussed leveraging partnerships and future funding opportunities, but did not offer specifics*
- *Identified risks and strategies to mitigate them*

**V. Budget & budget narrative**

- *Cost per trainee is \$6,000*
- *Supportive services less than 10% of total request*

**VI. Partnerships - P**

- *Identified partners in a variety of industries*
- *Discussed resources provided, including DEI supports*
- *4 letters of support – all major partners identified in grant narrative are included*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Lewiston Adult Education / Lewiston Public Schools

**DATE:** 3/17/2022

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

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**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

*I. Applicant experience*

- *Described history of organization*
  - *60 years of experience serving the Lewiston area*
  - *Have trained more than 450 students in the past two years*
  - *Experience includes foundational workforce certification programs in food service, healthcare, construction, and IT*
- *Workforce projects are employer-driven and outcomes-oriented*
- *Did not identify any specific apprenticeship experience*
  - *Grant will build on current pathways to develop pre-apprenticeship and apprenticeship programs*
- *Identified partnerships with Chamber of Commerce, Strengthen LA, DOL, Fedcap, EMDC, Lewiston Regional Technical Center, Central Maine Community College, and 3 Foundations*
- *Represented on CWMWDB*
- *Identified grant management experience; manage a budget of \$950,000*
- *Discussed outreach and promotion strategies – includes social media, hanging posters, and post on bulletin boards*
  - *Have proprietary database to connect learners to training opportunities*
- *Discussed Lewiston Construction Program*

*II. Program design*

- *Goal is to integrate training, education, employment, and supportive services*
- *Healthcare – 220 pre-apprentices and 100 apprentices*
- *Construction – 100 pre-apprentices and 50 apprentices*
- *Will expand existing foundational training courses; will braid funding*
- *Will not result in new training delivery method*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Lewiston Adult Education / Lewiston Public Schools (continued)

**DATE:** 3/17/2022

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

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- *Training outline includes location, delivery method, schedule, instructors, course curriculum*
  - *Will take place at LAE which includes access to CTE training labs*
  - *Includes safety training*
  - *Did not identify qualifications of instructors*
  - **Question: Did not include hours of training, only weeks – how many days per week? How many hours per day?**
- *Healthcare*
  - *Level 1 training – General Healthcare Sector Training*
    1. *4 weeks*
    2. *Start date of August 2022; two sessions in Fall 2022*
  - *Level 2 Pre-Apprenticeship*
    1. *8 weeks*
  - *Level 3 Apprenticeship as CNA or Medical Assistant or Medical Office Assistant*
    1. *3-4 months*
  - **Note: this model does not meet the requirements of the 2,000 hours of on-the-job training required for a registered apprenticeship program**
- *Construction*
  - *Level 1 pre-apprenticeship*
    1. *5 weeks*
    2. *Includes NCCER Core*
  - *Level 2 pre-apprenticeship*
    1. *4-5 weeks*
    2. *NCCER Level 2*
    3. **Question: Where is NCCER Level 1 training? And in what occupation?**
  - *Level 3 Apprenticeship*
    1. *Did not identify the occupation(s) students would be entering*
- *Identified individuals managing the program*
- *Employer partners will register as sub-sponsors and sign MOAs; will interview all pre-apprentices and offer advanced placement*
- *Did not identify any specific employers or registered apprenticeship programs they will be partnering with*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Lewiston Adult Education / Lewiston Public Schools (continued)

**DATE:** 3/17/2022

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

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**III. Equity**

- *LAE located in community where over 6,000 immigrants and asylum seekers reside*
- *In 2020 – 2021, served 308 people of color and over 300 women*
- *LAE has access to LRTC facilities*
- *On the major transportation route for LA City Link*
- *Teaching staff speak multiple languages and represent different cultures*
- *Described assessment method – will meet 1:1 with each trainee to survey barriers and connect them to resources*
- **Interesting** - *will utilize wrap-around resource matrix to maximize resources*
- *Student Support Advisor will provide individual support to each trainee*
- *Did not outline how program will lead to family-sustaining wages*
- *DEI Plan includes priority communities, feedback mechanisms, and accountability mechanisms, recruitment strategies*
  - *Priority communities – youth, women, people of color, immigrants, justice-involved individuals*
  - *Expectation that partners will maintain an inclusive environment but did not provide details*
  - *Did not identify specific partnerships*

**IV. Sustainability - P**

- *Identify need for more construction workers due to housing construction plans in the area*
- *Identify need for healthcare workers due to pandemic, aging workforce, and high burnout*
- *Goal is to replicate this program in additional adult education programs*
- *Will support this model as a pilot for 65+ education programs within the 9 hubs in the state*
- *Identified multiple credentials trainees would earn*
- *Will continue to braid funding to continue training beyond grant period*
- *Employer training programs will seek to become self-sustaining; did not outline specifics*
- *Identified risks and strategies to mitigate them*

**V. Budget & budget narrative**

- *Cost per trainee under \$6,000*
  - *Stated as \$4,557; should be about \$3,000 if including both apprentices and pre-apprentices*
- *Supportive services under 10% of total requested funds*

**VI. Partnerships**

- *Identified variety of partners in multiple industries*
- *Discussed resources provided and DEI supports*
- *No letters of support*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Gorham School District

**DATE:** 3/18/2022

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

\*\*\*\*\*

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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

*I. Applicant experience*

- *History*
  - *Gorham Schools-Business Roundtable formed in 2011; meet quarterly*
  - *Created Aspire Gorham in 2018 - Grant funding through MELMAC Education Foundation; partnerships with JMG and Gorham Schools*
- *No current apprenticeship experience; apprenticeship would be an extension of current work*
- *Identified partners – USM, JMG, SMCC*
- *Identified grants received but did not provide budget numbers*

*II. Program design - N*

- *Proposing to shift current programming to registered apprenticeship*
- *Would enhance and formalize existing programming; create additional apprenticeship pathways*
- *Will serve at least 120 apprentices during grant period*
- *No new training delivery method*
- *Did not identify the person(s) responsible for the administrative aspects of the program*
- *Proposed programs:*
  - *Learning Facilitator*
    1. *Trainees employed by Gorham Schools*
    2. *Receive education and training through SMCC; earn up to 9 credits*
    3. *Starts in 2022*
    4. *Eligible to become a certified Educational Technician*
    5. *No details on hours, schedule, instructors, or course curriculum*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Gorham School District (continued)

**DATE:** 3/18/2022

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

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- CNA
  1. Through Gorham Adult Ed
  2. Partnerships with Gorham House, Genesis Healthcare, Gosnell Memorial Hospice House
  3. Starts in 2022; run every 8 weeks
  4. Classroom training – 40 hours, hands-on training – 20 hours lab and 70 hours clinical
  5. Instructors vetted through DHHS
  6. Course content established by State of Maine Board of Nursing
  7. **Question: Is the total training time only 130 hours? If so, this does not qualify as an apprenticeship.**
- Early Childhood Education
  1. Would start in 2023
  2. Partnership with Maine Roads to Quality
  3. No details yet
- CDL
  1. Would start in 2023; run every 9-12 weeks
  2. Goal would be to increase ELL support for students through hiring an ELL-specific Apprenticeship Navigator
  3. Partnership with Westbrook Adult Education
  4. Classroom training – 30 hours, skills training on-site – 30 hours
  5. **Question: Is the total training time only 60 hours? If so, this does not qualify as an apprenticeship.**
- Did not identify pre-apprenticeship information

**III. Equity**

- Anticipate majority of apprentices would be women as education and healthcare are primarily women-dominated fields
- Current CNA programs have a large amount of English Language Learners who are primarily people of color
- Providing pathways for those without a college degree
- Discussed Intake and Advising process to identify barriers with each student; Apprenticeship Navigators will assist with this
- Existing partnerships with FEDCAP, Goodwill
- Apprenticeship Navigators will serve as case managers and mentors to apprentices; one will be focused on supporting ELL apprentices



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Gorham School District (continued)

**DATE:** 3/18/2022

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

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- *DEI plan includes partnerships (Maine Intercultural Communication Consultants, FEDCAP, Goodwill Workforce Solutions, Vocational Rehabilitation)
  1. *Discussed Gorham Schools Affirmative Action Plan, Anti-Racism Policy and DEI committee**
- *DEI plan did not include details on how sponsors would create an inclusive environment, how they would receive feedback from communities and apprentices, or how they will implement accountability mechanisms*

**IV. Sustainability - P**

- *Discussed current partnerships and how proposal will expand on these*
- *Identified some credentials participants would earn*
- *Apprenticeship is named as a “Metric of Success” in the Gorham School District*
- *Discussed Aspire Gorham program starting as grant-funded and now being woven into Strategic Plan; intend to do the same with the apprenticeship work*
- *Discussed risks and strategies to mitigate them
  - *Discussed two stage proposal to build on current programs and expand to two others**

**V. Budget & budget narrative**

- *Cost per trainee is \$6,000*
- *Supportive services less than 10% of total funds requested*

**VI. Partnerships**

- *Identified multiple partners and described resources provided; included DEI supports*
- *4 letters of support*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #:** 202111177  
**RFA TITLE:** MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
**BIDDER NAME:** Industrial Roofing Company  
**DATE:** 3/21/2022  
**EVALUATOR NAME:** Kristine McCallister  
**EVALUATOR DEPARTMENT:** LABOR

\*\*\*\*\*  
**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
\*\*\*\*\*

**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

*I. Applicant experience*

- *In business since 1945; no other history provided*
- *Did not provide info on fiscal or admin management experience*
- *Did not describe experience with apprenticeship*
- *Identified lack of roofing/siding apprenticeship programs and other training programs in Maine*
- *Designed a training program with NRCA and NCCER*
- *Have hired full-time Recruiting & Training Development Manager / Apprenticeship Navigator*
- *Will be partnering with ABC Maine, Career Centers, local schools*

*II. Program design*

- *Grant will help to train and certify Apprenticeship Navigator, SMEs/ Trainers, and finalize build-out of IRC Academy*
- *Would provide new apprenticeship program for at least 50 per year; target goal of grant is 95 over the grant period*
- *Will result in accredited NCCER training facility*
- *Training outline includes location, delivery method, total hours, qualifications of instructors, course curriculum*
  - *At least 40 hours of training – includes OSHA 10, tool and equipment training, safety techniques*
  - *Level 1 Roofing – 40 hours of training*
  - *Level 2 training – 40 hours*
  - **Question:** *Unclear who would progress to Levels 1 and 2?*
  - **Question:** *Is this training for a pre-apprenticeship? No outline for a registered apprenticeship program.*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Industrial Roofing Company (continued)

**DATE:** 3/21/2022

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

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- *Identified individual responsible for oversight of program*
- *Proposal states upon completion of trainings, they will be able to finalize/formulate the steps to a full-time apprenticeship program; may be in partnership with ABC Maine*
- *Unclear as to what advanced credit pre-apprentices would receive in narrative*
  - *Note: attached pre-apprenticeship MOU stating pre-apprentices would receive job shadow experience, paid work experience, guaranteed interviews, and advanced placement of at least 40 hours of training*

**III. Equity - N**

- *Will explore partnership with EMDC for supportive services*
- *Have previously worked with organizations that help transitioning military members – did not provide details*
- *Did not describe plan for assessing need for support services*
- *Trainees will have support of trainers and mentors*
- *IRC hires individuals at 25% over Maine’s current minimum wage; graduates of the program will see wage growth of at least 10%*
- *Submitted DEI plan as a separate attachment – part of employee handbook*
  - *DEI plan did not identify partnerships, priority communities, inclusion strategies, methods to receive feedback, or accountability mechanisms*
- **Question** – *Proposal states occupations listed on CWRI high-wage, in-demand list. What are those occupations? Roofer?*

**IV. Sustainability**

- *Current partners include Lewiston and Brunswick Career Centers, Boots2Roots, Vo-Tech centers, and ABC Maine*
- *Identified credentials trainees would receive*
- *Grant would allow them to train and certify all of their SMEs/ Trainers, implement curriculum, build out warehouse area; will continue program for all new hires and expand as field team progresses*
- *Identified risk of turnover and getting assistance from HR*

**V. Budget & budget narrative**

- *Cost per trainee less than \$6,000*
- *Supportive services less than 10% of total funds requested*

**VI. Partnerships**

- *Identified partners and described resources provided*
- *No letters of support*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Somerset Career & Technical Center

**DATE:** 3/21/2022

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

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**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

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*I. Applicant experience*

- *Described history of organization*

  - *Have been teaching skilled trades since 1970*
  - *Currently 14 programs and about 300 students*
  - *Represented on Somerset Economic Development Corporation Board and Main Street Skowhegan*
  - *Students attend from 5 sending schools*

- *Described knowledge of and experience with apprenticeship*
  - *Approved as an intermediary sponsor in 2021; first apprentice registered in January 2022*
  - *Interested businesses include Hight's Family of Dealerships, Redington Fairview General Hospital, the Bankery, Reed & Reed, Travers Electric, and Skowhegan Savings Bank*
  - *Students in every program have inquired about the possibility of becoming an apprentice*
- *Identified current partnerships – JMG, MDOL, Sheridan Construction, KVCC, Skowhegan Adult Ed, Skowhegan Regional Chamber of Commerce, John T Gorman Foundation, MELMAC*
- *Did not identify fiscal or grant management experience*

*II. Program design*

- *Would provide a pathway to students to use their high school education to gain experience on a job site while getting paid*
- *Grant funding would enable SCTC to expand opportunities for students*
- *Businesses have indicated willingness to sponsor students who want to attend college courses or certification program while in an apprenticeship*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Somerset Career & Technical Center (continued)

**DATE:** 3/21/2022

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

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- *Will create pre-apprenticeship program to allow students who are not in a program at SCTC to learn job safety, good work habits, financial literacy, resume and interview skills*
- *Goal is to have 15+ students per year in pre-apprenticeship program and 10+ students moving from a trades program into an apprenticeship each year*
- *Training outline includes locations, delivery method, schedule, total hours, qualifications of instructors*
  - *Programs are 350 hours per year*
  - *Did not identify apprenticeship occupation(s) students would be entering into*
- *Identified Apprenticeship Navigator and Pre-Apprenticeship Instructors as those responsible for record keeping*
- *Described pre-apprenticeship program and job shadowing goals*
- *Did not identify if pre-apprentices will be receiving interviews or advanced placement for apprenticeship programs*

**III. Equity**

- *Described poverty in the area and how apprenticeship can help*
- *Identified strategies of working with individual students to assess needs and provide supportive services – each student meets with a Career Advisor and JMG Specialist*
- *Partner with John T Gorman Foundation, MELMAC, Early College Grant, Adult Ed, KVCC, and EMDC*
- *SCTC has access to other grants to supplement the \$1,200*
- *Students will be supported by a mentor at the company, Apprentice Navigator, instructors, and a Career Advisor*
- *SCTC and JMG follow up on graduates for at least two years*
- *DEI plan did not include partnerships, inclusion strategies, methods to receive feedback, or accountability mechanisms*
  - *Have been creating a trauma-informed approach to education*

**IV. Sustainability**

- *Discussed various partnerships and strategies to continue those partnerships*
- *70% of SCTC students graduate with college credit*
- *Identified credentials participants would earn in each of the programs at SCTC*
- *Plan to work the costs of the apprenticeship program into regular budget; will also seek grants and community support*
- *Don't see many hurdles to meeting goals*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Somerset Career & Technical Center (continued)

**DATE:** 3/21/2022

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

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V. *Budget & budget narrative*

- *Cost per trainee less than \$6,000*
- *Supportive services less than 10% of total funds requested*

VI. *Partnerships*

- *Identified 8 businesses, two college providers, and the AGC – included resources provided*
- *Did not identify any unions, community-based organizations, or workforce development entities in the chart*
- *No letters of support*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME:** Inclusion Maine (R15)  
**DATE:** 3/21/2022  
**EVALUATOR NAME:** Kristine McCallister  
**EVALUATOR DEPARTMENT:** LABOR

\*\*\*\*\*  
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**Individual Evaluator Comments:**

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- I. *Applicant experience - N*
  - *Did not identify how long Inclusion Maine has been working with businesses*
  - *Focus is on workforce development for underserved and minority communities*
  - *Provide wrap-around support to develop talent and build pipelines*
  - *Mention experience in building apprenticeships in multiple industries – no examples provided*
  - *Did not identify specific partnerships*
  - *Did not identify fiscal or grant management experience*
  
- II. *Program design - N*
  - *Training capacity will increase size of trainees per year by 5x*
    - **Question:** *How many people are they currently training?*
  - *Funding will be used to expand offerings for self-study, ensure accessibility, and develop programs – did not provide further details*
  - *Training outline includes delivery method, training schedule, total hours*
    - *Proposed programs:*
      1. *Management Trainee with Industry Tracks*
      2. *Trades Pathway Apprenticeship*
      3. *Heavy and Tractor-Trailer Truck Drivers CDL & Mentoring Program*
      4. *Registered Nurses*
      5. *Education*
    - *150 hours per year, 300 hours total*
      1. *This does not align with industry standards for some occupations listed (I.e. Carpentry, Electrician, Plumber)*
    - *Proposal states training is provided at employer's location and a training partner's location but does not identify who those entities are or where those locations are.*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Inclusion Maine (R15) (continued)

**DATE:** 3/21/2022

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

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- *Outline does not include curriculum*
- *No information provided for on-the-job learning hours for any registered apprenticeship programs*
- *No information on specific instructors or their backgrounds; unclear if instructors are already in place or need to be hired*
- **Question:** *Are apprentices only engaging in self-study? Who is supporting them in the study? Who is developing the course content?*
- *Apprenticeship Coordinator responsible for program administration*
- *Did not provide info on specific employers or education providers they are partnering with for pre-apprenticeship*
- *Did not indicate if pre-apprentices would receive any advantages to transitioning to a registered apprenticeship (I.e. guaranteed interview, advanced placement)*

**III. Equity**

- *Identified priority communities – in-school youth, out-of-school youth, adults 55+, people without a college degree, women, people of color, justice-involved individuals, people with disabilities, rural communities*
- *Will share resources list with participants and offer individualized support*
- **Question** – *discussed surveying participants for needs and offering access at reduced rates. What does this mean? Will they be charging participants for services?*
- *Did not identify partnerships with other organizations in addressing barriers to participation*
- *Will establish an onboarding process, cohort programs, and participant networks to provide interpersonal supports*
- *Will conduct regular wage analysis to ensure livable wages*
- *DEI plan includes partnerships (no specifics), priority communities, inclusion strategies, feedback mechanisms, and accountability mechanisms*
  - *Have 700 diverse candidates and over 7,000 in partner network available for pre-apprenticeship and/or apprenticeship opportunities*

**IV. Sustainability - N**

- *Will work with multiple employers through coalitions – will become self-sustainable and will work with employers and funders to raise funds*
- *Identified some credentials that participants could earn*
- *Offer membership-based fee for services*
- *Identified cost as a barrier for some employers – will charge membership fee progressively and increase as funds no longer become available*



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Inclusion Maine (R15) (continued)

**DATE:** 3/21/2022

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

\*\*\*\*\*

V. *Budget & budget narrative*

- *Cost per trainee is \$6,000*
- *Supportive services less than 10% of total funds requested*

VI. *Partnerships*

- *Identified a long list of potential partners. Unclear which (if any) already have apprenticeship programs in place*
- *No letters of support*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Inclusion Maine (R16)

**DATE:** 3/21/2022

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

\*\*\*\*\*

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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

*I. Applicant experience - N*

- *Did not identify how long Inclusion Maine has worked with businesses*
- *Focus is workforce development for underserved and minority communities*
- *Provide wrap-around support to develop talent and build pipelines*
- *Discuss experience in building apprenticeships in multiple industries – no examples provided*
- *Did not identify specific partnerships*
- *Did not identify fiscal or grant management experience*

*II. Program design - N*

- *Identify pre-apprenticeship as a critical need to support workforce development for new Mainers, people of color, and immigrants*
- *Will partner with employers and Adult Ed training centers to offer participants CDL license and pathway to registered apprenticeship*
- *Each employer participant must be registered as an Apprenticeship Sponsor or intend to register*
- *Grant funding will expand training capacity – no details on how much it will expand*
- *Funding used to expand offerings for self-study, ensure accessibility, and develop programs – no further details*
- *Training outline includes delivery method, training schedule, total hours*
  - *Heavy and Tractor-Trailer Truck Drivers CDL & Mentorship Program*
  - *150 hours total*
  - *No curriculum provided*
  - *No details on instructors*
  - *Proposal states training is provided at employer's location and a training partner's location but does not provide details of who or where*
- *Apprenticeship Coordinator responsible for administration of program*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Inclusion Maine (R16) (continued)

**DATE:** 3/21/2022

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

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- *Pre-apprenticeship program will offer OJT, mentorship, and classroom training*
- *Did not provide info on specific employers or education providers they are partnering with for pre-apprenticeship*
- *Did not indicate if pre-apprentices would receive any advantages in a registered apprenticeship (I.e. interview, advanced placement)*

**III. Equity**

- *Identified priority communities – in-school youth, out-of-school youth, adults 55+, people without a college degree, women, people of color, justice-involved individuals, people with disabilities, rural communities*
- *Will share resources list with participants and offer individualized support*
- **Question** – *discussed surveying participants for needs and offering access at reduced rates. What does this mean? Will they be charging participants for services?*
- *Did not identify partnerships with other organizations in addressing barriers to participation*
- *Will establish an onboarding process, cohort programs, and participant networks to provide interpersonal supports*
- *Will conduct regular wage analysis to ensure livable wages*
- *DEI plan includes partnerships (no specifics), priority communities, inclusion strategies, feedback mechanisms, and accountability mechanisms*
  - *Have 700 diverse candidates and over 7,000 in partner network available for pre-apprenticeship and/or apprenticeship opportunities*

**IV. Sustainability - N**

- *Will work with multiple employers through coalitions – will become self-sustainable and will work with employers and funders to raise funds*
- *Participants will earn Commercial Driving License*
- *Offer membership-based fee for services*
- *Identified cost as a barrier for some employers – will charge membership fee progressively and increase as funds no longer become available*

**V. Budget & budget narrative**

- *Cost per trainee is \$6,000*
- *Supportive services less than 10% of total funds requested*

**VI. Partnerships**

- *Identified list of potential partners. Unclear which (if any) already have apprenticeship programs in place*
- *No letters of support*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME:** Inclusion Maine (R17)  
**DATE:** 3/22/2022  
**EVALUATOR NAME:** Kristine McCallister  
**EVALUATOR DEPARTMENT:** LABOR

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**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience - N
  - Did not identify how long Inclusion Maine has worked with businesses
  - Focus is on workforce development for underserved and minority communities
  - Provide wrap-around support to develop talent and build pipelines
  - Discussed experience in building apprenticeships in multiple industries – did not provide examples
  - Did not identify specific partnerships
  - Did not identify fiscal or grant management experience
  
- II. Program design - N
  - Proposal is to offer high-quality pre-apprenticeship and apprenticeship programs in Accounting and Finance within multiple industries
  - Training capacity will increase the size of trainees per year by 5x
    - **Question:** How many people are they currently training?
  - Funding will be used to expand self-study, ensure accessibility, and develop programs – no further details
  - Training outline includes delivery method, training schedule
    - Finance / Accounting Apprenticeship with Industry-Specific Tracks
    - 150 hours per year, 300 hours total
    - No curriculum provided
    - No details on instructors
    - Proposal states training provided virtually, at employer's location, and a training partner's location but does not provide details of who or where
    - **Proposal indicated they are creating an apprenticeship program, but no information is provided on the employer(s) they are partnering with, the on-the-job training delivered, hours of OJT, or course curriculum**
  - Apprenticeship Coordinator responsible for administration of program

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Inclusion Maine (R17) (continued)

**DATE:** 3/22/2022

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

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- *Will partner with employer seeking to establish an apprenticeship program or with an existing program – did not identify any specific employer(s)*
- *Pre-apprenticeship program will offer OJT, mentorship, and classroom training*
- *Did not indicate if pre-apprentices would receive any advantages when entering a registered apprenticeship (i.e. guaranteed interview, advanced placement)*

**III. Equity**

- *Identified priority communities – in-school youth, out-of-school youth, adults 55+, people without a college degree, women, people of color, justice-involved individuals, people with disabilities, rural communities*
- *Will share resource list with participants and offer individualized support*
- **Question** – *discussed surveying participants for needs and offering access at reduced rates. What does this mean? Will they be charging participants for services?*
- *Did not identify partnerships with other organizations to address barriers to participation*
- *Will provide an onboarding process, cohort programs, and participant networks for interpersonal supports*
- *Will conduct regular wage analysis to ensure livable wages*
- *DEI plan includes partnerships (no specifics), priority communities, inclusion strategies, feedback mechanisms, and accountability mechanisms*
  - *Have 700 diverse candidates and over 7,000 in partner network available for pre-apprenticeship and/or apprenticeship opportunities*

**IV. Sustainability - N**

- *Discussed working with multiple employers through coalitions – will become self-sustainable and will work with employers and funders to raise funds*
- *Identified credentials trainees could earn*
  - **Question:** *Are these industry-recognized credentials? Who is offering them?*
- *Offer membership-based fee for services*
- *Identified cost as a barrier for smaller employers – will charge membership fee and increase as funds no longer become available*

**V. Budget & budget narrative**

- *Cost per trainee is \$6,000*
- *Supportive services less than 10% of total funds requested*

**VI. Partnerships**

- *Identified list of potential partners. Unclear which (if any) have apprenticeship programs in place or are willing to create one*
- *No letters of support*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Inclusion Maine (R18)

**DATE:** 3/22/2022

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

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**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

*I. Applicant experience - N*

- *Did not identify how long Inclusion Maine has worked with businesses*
- *Primary focus is workforce development for underserved and minority communities*
- *Provide wrap-around supports to develop talent and build pipelines*
- *Discussed experience building apprenticeships in multiple industries – no examples provided*
- *Did not identify specific partnerships*
- *Did not identify fiscal or grant management experience*

*II. Program design - N*

- *Proposal to offer high-quality pre-apprenticeship and apprenticeship programs in Sales*
- *Annual total openings of 2,742 sales-related occupations*
- *Will develop employer coalitions to offer development and employment opportunities*
- *Stated that training capacity will increase, but did not provide any numbers*
- *Funding will be used to expand self-study options, ensure accessibility, and develop programs – no further details provided*
- *Training outline includes delivery method, training schedule*
  - *Sales Trainee with Industry Tracks*
  - *150 hours per year, 300 hours total*
    - 1. Question: Unclear as to whether these are hours for pre-apprenticeship or apprenticeship?*
      - *No curriculum provided*
      - *No details on specific instructors*
      - *Training provided virtually, at employer's location, and a training partner's location - no details of who or where*
      - *No information on on-the-job learning for an apprenticeship program(s)*
- *Apprenticeship Coordinator will be responsible for administration of program*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Inclusion Maine (R18) (continued)

**DATE:** 3/22/2022

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

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- *Will partner with an employer looking to establish an apprenticeship program or with an existing program – did not identify any specific employer(s)*
- *Pre-apprenticeship program will include OJT, mentorship, and classroom training*
- *Did not identify if pre-apprentices would receive any advantages for a registered apprenticeship (I.e. guaranteed interview, advanced placement)*

**III. Equity**

- *Identified priority communities – in-school youth, out-of-school youth, adults 55+, people without a college degree, women, people of color, justice-involved individuals, people with disabilities, rural communities*
- *Will share a resource list with participants and provide individualized support*
- **Question** – *discussed surveying participants for needs and offering access at reduced rates. What does this mean? Will they be charging participants for services?*
- *Did not discuss partnerships with other organizations to address barriers to participation*
- *Will provide onboarding, cohort programs, and participant networks for interpersonal supports*
- *Will conduct regular wage analysis to ensure livable wages*
- *DEI plan includes partnerships (no specifics), priority communities, inclusion strategies, feedback mechanisms, and accountability mechanisms*
  - *Have 700 diverse candidates and over 7,000 in partner network available for pre-apprenticeship and/or apprenticeship opportunities*

**IV. Sustainability - N**

- *Discussed working with multiple employers through coalitions – will become self-sustainable and will work with employers and funders to raise funds*
- *Identified credentials trainees could earn*
  - **Question:** *Are these industry-recognized credentials? Who is offering them?*
- *Offer membership-based fee for services*
- *Identified cost as a barrier for small employers – will charge membership fee and increase the fee as funds no longer become available*

**V. Budget & budget narrative**

- *Cost per trainee is \$6,000*
- *Supportive services less than 10% of total funds requested*

**VI. Partnerships**

- *Identified list of potential partners. Unclear which (if any) have apprenticeship programs in place, or which are willing to create one*
- *No letters of support*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Foster Career and Technical Education Center

**DATE:** 3/24/2022

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

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**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

**\*\*\*Application is missing Appendix A – Cover Page**

**I. Applicant experience**

- *Described history and structure of organization*
- *Delivering training since 1969 for Franklin and Androscoggin counties*
- *Serve approximately 400 students annually; 4 sending high schools*
- *20 different programs; each has Program Advisory Counsel*
- *Identified partnerships with a colleges (10 listed), businesses (15 listed), Educate Maine*
- *Policy, procedures, and fiscal management overseen by RSU 9 Board of Directors*
- *Manage multiple grants from federal, state, and private funding – did not provide amounts*
- *Did not identify any experience with apprenticeship*

**II. Program design**

- *“The key to a successful apprenticeship programming is a strong pre-apprenticeship preparatory program”*
- *Goal of equity and access for all students including recruitment of students to non-traditional trades*
- *Minimum of 65 pre-apprentices per year*
- *Hope to offer Electrical programming as a result of grant*
- *Program outline includes location, delivery method, schedule, total hours, qualifications of instructors*
  - *During academic year*
  - *350 hours per year*
  - *Pre-apprentices will engage in core academics and basic skill building – no specifics listed*
  - *Did not finish a sentence about the Apprenticeship Navigator and Learning Facilitator*



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Foster Career and Technical Education Center (continued)

**DATE:** 3/24/2022

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

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- *Foster CTE Liaison responsible for maintaining records*
- *Intend to become registered as an intermediary sponsor of apprenticeship and work with industry partners to establish formal apprenticeship agreements*
- *Pre-apprentices will have the opportunity to interview with employers*
  - **Question:** *Unclear as to whether students would receive any classroom credit towards their apprenticeship?*

**III. Equity**

- *First question more than 4-6 sentences – did not follow instructions*
- *Discussed opportunity to offer students a chance to become “pre-apprentices” rather than “tech center kids” and will reinforce career pathway options*
- *Discussed women mentoring female students*
- *Will meet individually with each student to provide necessary services*
- *Student Services Coordinator will continue to make referrals to other extended service providers – Community Concepts, Western Maine Community Action, CareerCenter Services, Vocational Rehabilitation Services, Crisis and Counseling, New Beginnings*
- *Ensure IEP’s and 504 plans are implemented*
- *Grant funding will be used to hire an Apprenticeship Navigator – will serve as case manager to apprentices*
- *Training will result in a credential of value – did not specify wages*
- *DEI Plan includes non-discrimination requirement, partnerships (New Ventures Maine / Totally Trades)*
  - *Discuss supporting girls in trades, but did not discuss other priority communities*
  - *Did not discuss inclusion strategies, receiving feedback, or accountability mechanisms*

**IV. Sustainability**

- *Proposal seeks to formalize existing partnerships and establish new partners*
- *Identified some credentials of value*
- *Stated they will seek funding to continue Apprenticeship Navigator position; no specific details*
- *Identified risk as COVID-19 and that they intend to remain open for as much as possible*
- *Have 3 buses reserved for transporting students to CBL opportunities*

**V. Budget & budget narrative**

- *Cost per trainee less than \$6,000*
- *Supportive services less than 10% of requested budget*

**VI. Partnerships - P**

- *Identified variety of partners in various capacities; stated resources provided*
- *Provided 2 letters of support and 2 MOUs*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Washington County Community College

**DATE:** 3/28/2022

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

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**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

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**Individual Evaluator Comments:**

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*I. Applicant experience*

- *Discussed history of organization*
  - *Founded in 1969*
  - *29 programs of study; multitude of short-term workforce training options*
  - *Serves an area of Maine that is currently and historically economically challenged – aging population, low levels of educational attainment, high levels of unemployment and people living in poverty – committed to promoting access to education and sustainable employment*
  - *One of two Second Chance Pell Institutions in Maine; collaborate with MDOC*
  - *Have entered into formal partnership with MDOC to jointly fund an Education and Equity Advancement Coordinator*
- *Discussed knowledge of and experience with apprenticeship*
  - *Numbers have been low due to staffing resources*
  - *Discussed variety of roles that would help advance apprenticeship*
  - *Did not provide specifics of current programming*
- *Discussed strategic partnerships with MDOC, MDOL*
- *Did not discuss fiscal and grant management experience*
- *Did not identify outreach and promotion strategies*

*II. Program design*

- *Will register 67 pre-apprentices and apprentices*
- *Focus on Early Childhood and Education, Aquaculture, Retail, Healthcare, Manufacturing, Automotive*
- *Long term goal is to align apprenticeship with all of their training*
- *New training programs:*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Washington County Community College (continued)

**DATE:** 3/28/2022

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

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- *Training programs are currently online – can work with employers statewide*
- *Approved for mobile sciences lab*
- *Will partner with Nordic Aquafarms and anticipate hiring up to 10 apprentices the first year*
  1. **Interesting:** *Re-Circulating Aquaculture Technician program would be first of its kind in Maine*
- *Adding mobile, hands-on component to Production Technology course*
- *Development of hybrid and electric vehicle curriculum*
- *None of above training capacity expansions are direct expenses of grant*
- *New: expand online delivery of hybrid Certified Clinical Medical Assistant program*
  - *Delivered asynchronously, via Zoom, and via in-person lab*
- *Did not outline training program(s)*
  - *Proposal is funding Coordinator of Apprenticeship Programs*
  - *Programs will be funded through Maine Quality Center, Harold Alfond, WIOA, Pell, and others*
- *Looking to build pre-apprenticeship programs for Aquaculture and Retail*
  - *Aquaculture*
    1. *Partnering with Maine Aquaculture Innovation Center and Down East Institute to develop a paid summer internship, which will be a pre-apprenticeship*
    2. *Parallel project is Aquaculture Pioneers through EducateMaine – looking to transition this to pre-apprenticeship*
    3. *Looking to approve Aquaculture Technician apprenticeship for employers Nordic and Kingfish*
    4. *Will have Certificate and Associate degree tracks in Aquaculture Technology launching in Fall 2022*
  - *Retail*
    1. *In development with Maine Street Business Building and Sunrise County Economic Council using RISEUP curriculum from American Retail Foundation*
- *Pre-apprentice completers will have at least 75 hours of RTI completed, up to 8 college credits, badges, and OJT hours; could start apprenticeship at higher wage scale because of entry level skills obtained*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Washington County Community College (continued)

**DATE:** 3/28/2022

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

\*\*\*\*\*

**III. Equity**

- *Identified priority communities – LatinX, Native Americans, under or unemployed individuals, justice-involved individuals, young adults, individuals in recovery*
- *Identified partners – Mano en Mano, Pleasant Point and Indian Township Tribal Governments, MDOC*
- *Students have access to Student Navigator; Coordinator of Apprenticeship will provide additional layer of support*
- *Identified variety of partners they work with for supportive services – help to make direct referrals and educate students on resources available*
- *Model is focused on high-wage, in-demand occupations*
  - *Did not outline specifics of occupations or wages*
- *DEI plan includes partnerships, priority communities, inclusion strategies, feedback mechanisms, and accountability mechanisms*

**IV. Sustainability**

- *Regularly partner with other educational institutions to promote career development activities, avoid duplication, and build upon programming*
- *Have strong relationship with Career Centers, member of NWDB's sub-committees and the One-Stop Partner Committee*
- *Identified credentials of value trainees would earn*
- *Anticipate increase in overall student enrollment driven by apprenticeship; this and long term partnerships will create a self-sustaining model*
  - *Unclear as to specifics*
- *Identified risk of not having an adequate applicant pool for the Coordinator position; discussed strategies to mitigate risk*

**V. Budget & budget narrative**

- *Cost per trainee less than \$6,000*
- *Supportive services less than 10% of total funding requested*
- *Budget narrative cut off*

**VI. Partnerships - N**

- *Did not include partnership table*
- *8 letters of support*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** ReVision Energy

**DATE:** 4/12/2022

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

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\*\*\*\*\*

**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

*I. Applicant experience*

- *Described history of organization*
  - *Founded in 2003; operate 5 branches across Maine, NH, and Massachusetts*
  - *Employ approximately 335 people*
  - *Employee-owned B Corp*
  - *Recognized in 2019 as a Best for the World company in the categories of Workers, Changemakers, and Overall*
    - I. Recognized again in 2021 for Workers*
  - *Created JEDI initiative – Justice, Equity, Diversity, and Inclusion – in 2020*
- *Discussed knowledge of and experience with apprenticeship*
  - *Created Electrician apprenticeship program in 2018; approved in Maine in 2019*
  - *Provide internal related instruction through ReVision Energy Training Center*
  - *Invested in its own infrastructure to meet workforce challenges*
- *Did not discuss fiscal or grant management experience*
- *Current partnerships – Portland Adult Education, LearningWorks YouthBuild – to support members of Maine's immigrant population and nontraditional learners and provide a more direct apprenticeship pathway*

*II. Program design – P/I*

- *Will triple apprenticeship enrollment over the next 3 years by diversifying course content, strategically partnering with pre-existing apprenticeship programs, and registering three additional apprenticeship programs*
- *122 new apprentices*
  - *Expansion of REEAP – 57 new trainees*
    - 1. Expand focus to include licensed clean heating and cooling electricians with refrigerant credentials*
    - 2. New crew leadership track*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** ReVision Energy (continued)

**DATE:** 4/12/2022

**EVALUATOR NAME:** Kristine McCallister

**EVALUATOR DEPARTMENT:** LABOR

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- *New training – 65 new trainees*
  1. *Customer Service Apprenticeship – two year program*
  2. *Technical Sales Apprenticeship – one year program*
  3. *Operations Management Apprenticeship*
- *Will not result in a new training delivery method, but will strengthen and expand training not available in the country – fully integrated solar apprenticeship program with third party credentials*
  - *In other sections, did discuss new courses to be developed*
- *Training Program Outline – discussed location, delivery methods, schedule, total hours, qualifications of instructors, and course content*
  - *ReVision Energy Electrical Apprenticeship Program*
    1. *4 year program; 2,000 hours of OJT per year, 150 hours of RTI per year*
    2. *Aligned with Electrician licensing requirements in Maine and New Hampshire*
    3. *Asynchronous online content and in-person instruction at training facility; provided course curriculum*
    4. *Discussed new courses to be developed*
  - *Customer Service Apprenticeship Program*
    1. *Hybrid 2 year program; 300 hours of RTI*
    2. *Asynchronous and synchronous instruction*
  - **Technical Sales Apprenticeship Program - INTERESTING**
    1. *Hybrid 1 year program; 150 hours of RTI*
    2. *Blended learning*
    3. *Identified coursework to be included; aligned with NABCEP certifications*
  - *ReVision Energy Management Apprenticeship Program*
    1. *Hybrid 1 year program; 144 hours of RTI*
    2. *Blended learning*
  - *Identified individuals responsible for each program*
  - *For new programs, identified already established USDOL apprenticeship programs to model theirs*

**III. Equity – I**

- *Continuing JEDI initiatives and developing formal outreach program for pre-apprenticeship programs, vocational schools, community colleges, and workforce development nonprofit organizations*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFA TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: ReVision Energy (continued)**

**DATE: 4/12/2022**

**EVALUATOR NAME: Kristine McCallister**

**EVALUATOR DEPARTMENT: LABOR**

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- *Focus on women, people of color, and individuals without a college education*
- *Will work with LearningWorks YouthBuild and Portland Adult Ed to identify key barriers and ensure appropriate supportive services are available*
  - *Did not discuss specific assessment strategy*
- *Provide mentorship, open office hours, and direct communication through various platforms supervisors and RETC work with apprentices as needed to develop an Academic Action Plan*
- *Starting wage of at least \$18/hour with benefits; Journeyworker rate \$26+ per hour*
- *DEI Plan includes some partnerships (Portland Adult Ed, LearningWorks YouthBuild), priority communities, inclusion strategies, feedback mechanisms, and accountability mechanisms*
  - *Discussed JEDI hiring and retention practices – **INTERESTING***
  - *Provided examples of growth in priority communities – **INTERESTING***

**IV. Sustainability**

- *Described demand for integration of clean energy workforce development; seek to develop replicable model – lack of specifics*
- *Identified several industry-recognized credentials*
- *Grant funding will accelerate expansion efforts; workforce development needs will require ReVision to continue activities after grant period – no specifics*
- *Identified risks and strategies to mitigate risk*

**V. Budget & budget narrative – N**

- *As listed, cost per trainee is \$6,000*
- *Supportive services less than 10% of total funds requested*
- **Note:** *Total request exceeds eligible costs of \$334,672*

**VI. Partnerships – N**

- *Identified two training and education providers; no other partnerships*
- *3 letters of support*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #:** 202111177  
**RFP TITLE:** MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
**BIDDER NAME:** Educate Maine  
**DATE:** 03/02/22  
**EVALUATOR NAME:** Peter Diplock  
**EVALUATOR DEPARTMENT:** LABOR

\*\*\*\*\*  
**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
\*\*\*\*\*

**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

*I. Applicant experience*

- *Business led education non-profit*
- *Founded in 2011, statewide, collaborates with K-12 schools, Post-secondary and employers*
- *Guided by Maine-based BOD, 2/3 business and 1/3 education leaders*
- *Maine Career Catalyst – connections with employers/experiential learning best practices- served 1500+ learners over the past 4 years*
- *Project Login, CEOs to grow tech workforce, key to MDOL TechHire Grant.*
- *Equity in Internships Program, supports BIPOC (?)students w/financial barriers in internships- Report to FocusMaine and Alford Foundation*
- *Lead partner for ME USDOL apprenticeship grant through Jobs for the Future, focus on expanding apprenticeship opportunity youth. Last 6 months focus on Lewiston and Portland. Monthly TA meetings*
- *Core partner in development of Maine Aquaculture Workforce Development Strategy, facilitation between education and employer community. Recent USDA grant to develop RA in aquaculture. "Aquaculture Pioneers" experiential learning in aquaculture.*

*II. Program design*

- *IN/Out youth, Rural communities*
- *115 total new pre/apprentices*
- *"will be able to immediately impact Maine communities"*
- *Focus on infrastructure*
- *Initial focus on Jackson Lab (not currently an RA), develop several apprenticeship pathways (not clear what these pathways are?Environmental Health and Safety?JAX scientists?), Ellsworth and Bar Harbor. Jackson Lab has agreed 10 apprentices p/y, 30 total -college aged, opportunity youth recruited from EMCC (start within the first 3 months of grant) – apprentices work at least 1 day per wk and during breaks. Paid up to \$20 p/h, then upon high commensurate with role, benefits upon hire. Flexible work hours to match academic needs.*
- *Each student guaranteed interview with employer partner and awarded credentials upon completion of coursework*



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Educate Maine (continued)

**DATE:** 03/02/22

**EVALUATOR NAME:** Peter Diplock

**EVALUATOR DEPARTMENT:** LABOR

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- *EMCC partnering with educational programming*
- *Secondary focus partners include Maine Health, ProInfoNet, Canyon Networks – ultimately anticipating an additional 50 apprentices over grant period.*
- *Place-based training at work-sites, online instruction, delivery methods to match strengths (no detail) from qualified staff (Licensed master electrician, senior building automation professional, senior HVAC technician, licensed master plumber) – Mentor John FitzPatrick, PE, Senior Director Facilities Services.*
- *Use of Ready Nation Maine to address skills gap/workforce development and will assist with business outreach/engagement and addressing childcare needs*
- *Maine state chamber to assist with outreach*
- *Hire an apprenticeship navigator, located in Ellsworth, coordinate grant activities, supervised by Maine Career Catalyst Program Director – students will have access to AN for support in interview prep, resume review, networking and address barriers.*
- *Partner with MDI AE, Hancock Cty Tech Ctr and “youth orgs” to help recruit participants – development of pre-apprenticeship coursework - 65 students completing pre-apprenticeships over grant period*
- *MCC, currently summer focus, expand to year round*
- *Partner with Cutler Inst out of school youth recruitment, needs assessment, prior to start of programming. Use consolidated Appropriations funding through Vol. Extended Pandemic Program Agreement? “Teaming Model Approach” with Cutler, peer mentoring/mentoring. “Cutler will develop an outreach strategy”,*
- *“service model that can shift with the needs of participants”, constantly reviewed by grant lead to ensure participants served well before and during apprenticeship (not detailed how?)*
- *Staff of 7 to work in all 16 counties? This is not clear to me....*
- *Existing commuter bus 2 x daily from Bangor, Brewer, Ellsworth, Franklin and Millbridge*

**III. Equity**

- *Partner with Cutler Inst to “help lead the diversity, equity and inclusion plan” and train staff with “multiple equity-focused workshops”*
- *Emphasis on serving Opportunity Youth – foster care, juvenile justice, homeless and other displacements*
- *No mention disability or disability supports...*

**IV. Sustainability**

- *With learned experience, build pre-apprenticeships with Hancock Cty Tech Ctr, RSU #24 AE and MDI AE, EMCC ensuring pathways for youth who want to stay in that community*
- *Each educational partner has “pledged support to recruit participants”*
- *“Goal is to scale the pre-apprenticeship programs to other training providers statewide once the models have proven successful in Hancock County”*
- *JAX HR will increase RA into other “high-need roles”*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Educate Maine (continued)

**DATE:** 03/02/22

**EVALUATOR NAME:** Peter Diplock

**EVALUATOR DEPARTMENT:** LABOR

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V. *Budget & budget narrative*

- *Total \$602,083 – Adm. Costs \$59,000*
- *Cost per trainee \$5235.50*
- *In Kind match \$150,000*

VI. *Partnerships*

- *JAX*
- *MaineHealth*
- *ProInfoNet*
- *Canyon Networks*
- *MDI AE*
- *RSU #24 AE*
- *HCTC*
- *EMCC*
- *Ready Nation*
- *ME Chamber*
- *Cutler – BIG Partner*
- *JFF*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME: RSU 38 – Maranacook Adult Education**  
**DATE: 03/02/22 and 03/04/22**  
**EVALUATOR NAME: Peter Diplock**  
**EVALUATOR DEPARTMENT: LABOR**

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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience
  - 19 Years operating CDL Class B driving program, current director 10 years experience managing this program – worked with many employers including Augusta Fuel, Pine State Trucking, School Transportation Depts, Lucas Tree, Community Connect, MDOT, Steve McGee and Gagnee Construction, Sanitation Depts, Maine Motor Transport, etc...)
  - Currently offer 2 classes annually, 20 students max
  - Have worked with EMDC, Hope (DHHS), VR
  - Graduated nearly 1000 certified drivers
  - 60 hours classroom/30 hour road driving instruction
  - Annually manage million dollar budgets
  - Fully federal and state certified
  - 2020-21 did marketing campaign to address grant, 64 trained, max allowed during COVID
- II. Program design
  - NOT SEEING THAT THIS PROPOSAL HAS A FORMAL PARTNERSHIP AGREEMENT WITH AN EMPLOYER AND THAT THE CLASSROOM HOURS (60 CLASSROOM/30 ROAD INSTRUCTION) MEET THE 110 HOURS ANNUALLY REQUIRED IN AN RA. (mentions that “many employers offer on the job training programs” to achieve endorsements. Is this where the additional classroom hours will come from?)
  - Provide free/low cost CDL training to high need populations
  - Provide CDL training via remote platforms such as zoom, Bright Space and face to face
  - Increase training classes/capacity - Increase by/to 60 students annually?
  - Addition of single remote training site which will rotate each semester to different parts of Maine, adding 5 students each training – addition of road instructor for remote sites
  - Each student work with Career Counselor, zoom meetings with employers, guaranteed employment interview
  - Not seeing how employers will address mentoring but documented as a need...
  - Workready??
  - Work with Maine Motor Transportation Association, guidance counselors, advertising campaign to recruit

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** RSU 38 – Maranacook Adult Education (continued)

**DATE:** 03/02/22 and 03/04/22

**EVALUATOR NAME:** Peter Diplock

**EVALUATOR DEPARTMENT:** LABOR

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*III. Equity*

- *Currently assist low income, single income families, people of color, PWD*
- *Currently working with EMDC, VR, AE, DHHS (HOPE), MDOC*
- *In initial planning to use U. of Mich. Diversity, Equity and Inclusion Toolkit*
- *Stakeholders meetings (including employers) will address DEI*

*IV. Sustainability*

- *Nat'l shortage of drivers requiring long term solution involving a number of groups including employers, workforce development and education*
- *19 years fully sustainable through tuition, will continue to have this resource and funding from VR, EMDC, HOPE etc..*

*V. Budget & budget narrative*

- *Total \$1,080,000 - \$21,000 admin*
- *Cost per trainee \$18,000 ( I think this is an error)*
- *In Kind \$678,000*

*VI. Partnerships*

- *Many interested employers*
- *Teamsters 340 Maine*
- *Literacy Volunteers*
- *Many AEs*
- *MMTA, Maine Asso for Pupil Transport, Maine AE Asso*
- *Kennebec Chamber*
- *Workforce Development Boards*
- *Beyond Racial Equity*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME:** Associated General Contractors of Maine  
**DATE:** 03/02/22  
**EVALUATOR NAME:** Peter Diplock  
**EVALUATOR DEPARTMENT:** LABOR

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**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

*I. Applicant experience*

- 71 years commercial construction trade association
- RA since 2017 with 7 occupations – currently 7 active apprentices
- 200 members currently
- In last 5 years, education programs helped over 3200 construction workers in safety, management and technical training
- Registered with a number of construction certifying bodies to provide construction/safety training
- Currently provide training to apprenticeship/preapprenticeship programs at Maine Construction Academy, a 6 week immersion program
- Equipped to deliver online and distance learning, or inperson (capacity 35 students)
- Led by BOD, comprised of businesses, HR, legal, women owned businesses
- Layers of oversight – Board Treasurer, external accounting consultant, internal bookkeeper, Finance mgr.
- Current apprenticeship platform – spreadsheet system
- Working with MaineWorks, woman owned, pre-apprenticeship oppt for at-risk individuals including those in recovery.
- Part of national effort "Culture of Care"- non-discriminatory, creating inclusive workplaces, removing barriers, employer employee

*II. Program design*

- Programs will be taught in-house, in local public spaces (schools), live stream and recorded, as well as national strategic partner to provide specific, time limited trainings
- BuildingMaine.com to launch in March 2022
- Creating larger pool through Immersion Program in high impact trades, work with graduating seniors, expand pre-apprenticeship for at-risk including formerly incarcerated and SA.
- 3 to 5 new instructors first year, anticipate over 255 additional students complete with craft training leading to accredited certificate
- Recently acquired new virtual training equipment and space

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Associated General Contractors of Maine (continued)

**DATE:** 03/02/22

**EVALUATOR NAME:** Peter Diplock

**EVALUATOR DEPARTMENT:** LABOR

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- *Immersion program pilot held in 3 school districts, Gorham, Bath, Skowhegan by Summer 2022 – 6 weeks, total of 240 hours. Teacher NCCER Certified*
- *New Crane Operator – 160-200 hours, Heavy Highway Construction Laborer 154 hours, Commercial Carpentry 187 hours, Electrician 600+ hours*
- *Pre-apprenticeship in Immersion program to assess employer and worker interest in entering formal apprenticeship*
- *Celebrate start of Immersion program akin to signing for sports signing, local press conference and “signing of hard hats” with parents, educators, contractors, community leaders and apprentice*

**III. Equity**

- *Direct outreach to schools, guidance counselors and incarcerated individuals (how?)*
- *Working with Maine Business Immigration Coalition to bring Asylum seekers into the program, meeting in their communities*
- *Adults impacted by COVID*
- *Much here I found vague – No mention of PWD*
- *As an educational program, how do they address learning needs of those with disabilities, cultural hurdles (ESL)*
- *Include Culture of Care in Immersion Program with assistance from National Asso of Women in Construction and Maine Business Immigration Coalition*

**IV. Sustainability**

- *This funding will accelerate existing program/program growth*

**V. Budget & budget narrative**

- *Total \$1,544,933.75 – Admin \$18000*
- *Cost per trainee \$2879.51*
- *In Kind \$98,213*
- *New Crane Operator Program, expanded other programs?*

**VI. Partnerships**

- *Burdick Consulting*
- *Maine Business Immigration Coalition*
- *Maine Renewable Energy (didn't see where in proposal)*
- *National Asso. Of Women in Construction*
- *Maine Chamber*
- *The Nature Conservancy (Didn't see in proposal?)*
- *MELMAC*
- *AGC Maine Education Foundation*
- *Emerging Contractors group*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** HospitalityMaine Education Foundation (HMEF)

**DATE: 03/03/22**

**EVALUATOR NAME:** Peter Diplock

**EVALUATOR DEPARTMENT:** LABOR

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\*\*\*\*\*

**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

*I. Applicant experience*

- *Part of HospitalityMaine, HMEF formed in late 2019 with 11 board members*
- *Wrote COVID hospitality protocols*
- *In partnership with Maine Community College System developed training badges for frontline workers – COVID readiness food service, lodging, de-escalation and stress management – 3800 completions*
- *In partnership with MCCS and Maine Tourism offered WelcomeME 2.0, hospitality customer service training*
- *HospitalityMaine is an apprenticeship intermediary with 2 existing programs – Line Cook and Hospitality Services*
- *To date, served 22 apprentices – 15 from Corrections and 7 from asso. Members.*
- *Currently working with MDOC- 5 facilities have culinary line cook or industrial kitchen pre-apprenticeships*
- *Virtual Meet and Greets with MDOC*

*II. Program design*

- *Stackable programs and credentials*
- *Work with MDOC, BRS, MaineMED, AE, JMG, JA-ME, Learning Works, CTE, Inclusion Maine*
- *Maintain current director and Hire 2 apprenticeship Navigators – one to be tasked to work with youth organizations such as CTEs with culinary arts programs*
- *Scholarship opportunities*
- *Minimum of 167 participants over grant period*
- *Work with universities, MCCS and industry trainers*
- *Expand on the 2 existing programs – tiered progression programming – Event Planner and Manager, Sous Chef, Kitchen manager, Restaurant mgr, Lodging Asst/Mgr, Accounting tech, Maintenance tech, Vehicle tech, Certified workforce development Prof*
- *Job shadows, work experience, progressive employment, interviews*
- *Offer Virtual Meet and Greets*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** HospitalityMaine Education Foundation (HMEF) (continued)

**DATE:** 03/03/22

**EVALUATOR NAME:** Peter Diplock

**EVALUATOR DEPARTMENT:** LABOR

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**III. Equity**

- *Further partnering with BRS, MaineMed, MDOC including the Women's ReEntry Center, Maine AE (emphasis on English Language Learners), JMG, Learning works, Junior Achievement*
- *Needs based (comparable benefits) application to be reviewed by apprentice training committee*
- *Employer partners to commit to meaningful mentoring, receive TA*
- *Webinars/infor sessions with Inclusion Maine and key partners*
- *AE to offer cultural awareness classes for mentors*
- *VA GI-Bill expanded*

**IV. Sustainability**

- *Work with CareerCenters*
- *Offer cyclical events (no detail)*
- *All programming credentialing focus – Events Planner under review by MAC uses USM certifiante, RouxBe – WCCC – quality center approved*
- *HospitalityMaine membership fees, new membership categories, revenue earning events (no detail) and increased member donations*

**V. Budget & budget narrative**

- *Total \$999,000 - \$45,000 admin*
- *\$5982 per participant*
- *\$0 In Kind*
- *\$65,000 p/y for marketing?*

**VI. Partnerships**

- *HospitalityMaine has 32 subsponsors*
- *MCCS, Nat'l Restaurant Asso Ed foundation, Amer. Hotel and Lodging Ed Inst, State/Private Universities*
- *Maine Tourism Asso*
- *Me AE, Goodwill, JMG, Learning Works, JA – ME, Maine Medical*
- *Inclusion Maine, Goodwill, BRS, Maine Medical, AE, MDOC,*



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME:** General Dynamics BIW  
**DATE:** 03/04/22  
**EVALUATOR NAME:** Peter Diplock  
**EVALUATOR DEPARTMENT:** LABOR

\*\*\*\*\*  
**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
\*\*\*\*\*

**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience
  - Currently employ 6,800 shipbuilders, partner with SMCC in 3-week, pre-apprenticeship to apprenticeship program in Manufacturing Tech and Welder Certification
  - BIW Apprenticeship School graduates awarded an AA degree from MMA
  - Since 1950 has BIW Apprenticeship school over 1,300 graduates
  - Current partnerships include MDOL, JMG, Job Corps, SMCC, MMA
  - BIW has representation on MAC, CC Workforce Board and the Maine State Workforce Board
  - Active engagement with CCs, SMCC, JMG, Penobscot Job Corp, Veteran Orgs including Maine Hire-A-Vet Campaign
  - F/T Manager of inclusion - PWD
  
- II. Program design
  - Enroll more than 500 new apprentices over grant period
  - Replicate/expand SMCC/BIW preapprenticeship program
  - Newly formed BIW Mentorship on the Deck plate program – Apprentices meet daily with Front Line Supr., trained in mentoring
  - Pre-Apprenticeship training in Brunswick SMCC campus, apprenticeship training at BIW Apprenticeship Academy and BIW, Brunswick and Bath
  - Tutoring available upon request (who provides this?)
  - Poised to start immediately upon inception of grant funding
  - 14 cohort sessions annually
  - Apprenticeship Navigators to work with CTEs, MCCS, SMCC, Job Corp, assist with curriculum, advise and support participants.
  - All pre-apprenticeship graduates will interview at BIW entry trade position and, if hired, registered with SMCC apprenticeship
  - Market through CC job boards and employment agencies (no detail), social media
  - Attend MDOL job fairs and workshops
  - Reach out to technical schools throughout the SOM
  - Each Pre-Apprentice provided \$600 for support needs

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** General Dynamics BIW (continued)

**DATE:** 03/04/22

**EVALUATOR NAME:** Peter Diplock

**EVALUATOR DEPARTMENT:** LABOR

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- *SMCC dormitories and bus pass available, SMCC coordinator assists these students*
- *BIW onboarding includes 40 hour expectations of employment*
- *Wages reviewed every 1000 hours*

**III. Equity**

- *Enhancing relationship with MCCs, wrap around service providers (no detail)*
- *Will explore participant housing options*
- *Target rural communities of Aroostook, Franklin, Oxford, Piscataquis, Somerset and Washington counties*
- *Take other appropriate action (no details) to ensure that recruitment, selection, employment, and training will be without discrimination. Suggested that they might use a woman or minority apprentice/journey worker as recruiters.*

**IV. Sustainability**

- *Continuation of long-standing relationship with SMCC and MCCs on statewide basis*
- *Infrastructure in place, will enhance and continue beyond grant*

**V. Budget & budget narrative**

- *Total \$2,944,542, admin \$89,158*
- *\$5,890 per trainee*
- *In Kind \$680,000*

**VI. Partnerships**

- *No business partners/business associations*
- *IAM Local 6*
- *SMCC*
- *JMG, Job Corp, CCWB, MAC, MCC, Maine Career and Technical schools, MCCS, Hire a Vet (No specific mention of AE, VR, Community Action Programs, DHHS or immigrant groups)*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME: Maine AFL - CIO**  
**DATE: 03/04/22 and 03/08/22**  
**EVALUATOR NAME: Peter Diplock**  
**EVALUATOR DEPARTMENT: LABOR**

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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

**I. Applicant experience**

- *Statewide Federation of 160 local unions, 40,000 ME member*
- *400 Maine Employers and over 100 signatory construction companies many of which offer apprenticeship*
- *During pandemic have worked with MDOL, immigrant orgs with unemployment/wrap around services*
- *30 years until 2017, managed a worker trainer and support program, member of Rapid Response team, hired, trained and supervised 130 peer support workers*

**II. Program design**

- *Hire an Apprenticeship Navigator- build relations with every union apprenticeship program, orgs representing people of color, women, immigrants and justice involved individuals. Will work with unions/unionized employers who do not currently have apprenticeships (American Roots in Westbrook and USW 900 in Rumford) 50% wages thru grant, 50% thru Augusta JATC*
- *Goal is to connect these communities to apprenticeship*
- *Build 3 new pre-apprenticeship programs – Total of 256 pre-apprentices over grant period*
- *Support IBEW 1253/Augusta Electrical JATC in developing pre-apprenticehip for RSU 19, Nokomis HS students- 5 week summer multi craft construction at IBEW's training ctr in Newport starting in 2023. Hire Apprenticeship Navigator (½ paid thru grant) to work with IBEW 1253. Cohorts 15-20 students,,one in Portland , Lewiston, Augusta and maybe Bangor – anticipate 102 total over grant period*
- *Year round electrical program with Nokomis HS - 2 classes per semester, 10-15 students per class, 160 training hours per semester, with plan to train 122 total under grant period.*
- *Partnering with Maine Building and Construction Trades Union and the NE Laborers Training Academy, develop a SkillsBuild pre-apprenticeship – 4-6 weeks, 40 hr per wk, soft skills, intro to construction trades,basic math, financial literacy, emotional/soical intelligence, inclusion?, pathway to apprenticeship for women, people of color, immigrants and justice involved. First year Portland, second Portland and Lewiston, third year Portland, Lewiston and Augusta, maybe Bangor*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Maine AFL – CIO (continued)

**DATE:** 03/04/22 and 03/08/22

**EVALUATOR NAME:** Peter Diplock

**EVALUATOR DEPARTMENT:** LABOR

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- *PreApprenticeships will work with various RA programs across multiple construction trades and manufacturing such as BIW and Portsmouth Naval Shipyard*
- *Mock interviews, application prep, direct interviews/placement relationships with every union building trades RA*
- *Guarantee interviews, exposure to multiple apprenticeship opportunities*
- *Will track newly placed apprentices to address ongoing needs/supports*

**III. Equity**

- *Director to build close relationships with Orgs representing women, people of color, immigrants, justice involved, w/out college degress, rural, un/underemployed - No mention PWD or who/how specifics*
- *Prioritize a Set number of "recruitment slots" for these populations*
- *Partner on joint recruitment (how??)*
- *IBEW/Augusta JATC and summer programs focus on rural youth 16-18*
- *Peer Workforce Navigator project – Currently working with a set of immigrant and community based orgs ???No mention of name of org or details other than un/underemployed*
- *Intake survey to identify needed supports – Interview for benefit of probation officer contact, transporation, childcare, etc..*
- *\$200 \$240 weekly stipend Skills Build and Summer program*
- *Plan to work with CareerCenters (how?)*
- *Earn while you leave, collective bargaining union pay*
- *Maine A. Philip Randolf Insitute chapter, two years, address racial and economic injustice issues and offer racial injustice trainings*
- *Will build organziational host committees for each pre-apprenticeship training, invite orgs representing underrepresented groups to shape curriculum, provide recruitment slots, identify needs/supports, evaluation, perhaps receive sub-grants*
- *Working with Cornell's Worker Institute on 2 TTT programs for intructors/training directors- hands on tools to incorporate DEI in training programs*
- *I like the growth trajectory model*
- *No PWD, working with SPED, AE – how will learning needs be addressed – ELL*

**IV. Sustainability**

- *Hiring of Director/Navigator will impact growth/expansion*
- *Result in long-term partnership with RSU 19/IBEW 1253/Augusta JATC and surrounding school districts*
- *Sustained by the school districts?? RSU 19?*
- *Financial support from unions, JATC, union employees, foundation/philanthropic fundraising*
- *Can sustain a position at Maine AFL-CIO after the grant*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME:** Maine AFL – CIO (continued)

**DATE:** 03/04/22 and 03/08/22

**EVALUATOR NAME:** Peter Diplock

**EVALUATOR DEPARTMENT:** LABOR

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V. *Budget & budget narrative*

- *Total \$1,729,067.25 - Admin \$157,187.93*
- *Translation costs \$8750?? Is this for translators? Should have mentioned in proposals?*
- *Subgrants of \$20,000 per year but no specifics in the proposal*
- *In Kind \$320,760.92*

VI. *Partnerships*

- *100 Maine Businesses*
- *Many Unions*
- *RSU 19, NE Laborers Training Academy, Cornell Worker Institute, Maine Bur of Labor Education, multiple construction trade training committees*
- *Gateway Community Services of Maine, Prosperity Maine*
- *Where are HS partnerships/AE?*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME: Northeast Mobile Health Services**  
**DATE: 3/08/22**  
**EVALUATOR NAME: Peter Diplock**  
**EVALUATOR DEPARTMENT: LABOR**

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**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

*I. Applicant experience*

- *Emergency Medical Services headquartered in Scarborough with satellites in Biddeford, Brunswick, Rockport and Jackman for more then 20 years – Principle officer has more than 30 years experience, COO 21 years experience, employ a f/t Education Dir where earn while you learn EMT program in place*
- *Agreements with 8 hospitals to provide medical transportation, along with partnerships with Rockport, Camden, Hope, Lincolnville, Bowdoinham to provide 911 services. Contracted with Jackman paramedic healthcare model providing emergency Advance Life Support response, after-hour care, Community paramedicine/hospice*
- *Currently have educational relationships with Tri-County EMS, Atlantic Partners EMS, KVCC, YCC, EMCC, Critical Care Training Institute.*
- *Many staff are EMS trainers*

*II. Program design*

- *Boot Camp for successful EMT graduates, targeting HS students*
- *Will contact minority orgs, immigrant rights groups and vet orgs (no details)*
- *Page 6, section 1 not complete??*
- *300 trainees*
- *Partnership with MCCS and Maine Regional EMS Offices to develop/establish a statewide EMS apprenticeship program by adding a layer of coord and support to delivery of HS CTE EMS programs, implementing a mentoring system*
- *Hire F/T Director and Adm Asst*
- *Establish Maine EMS authorized BLS Training Center in coord with MCCS and MDECTE for delivery to all Maine HS CTE EMS programs -*
- *40 hour, 5 eight hour days, Beyond: EMT program – Certify EMS Regional Coord as SME, Enroll EMS Agencies as RAs, Conduct outreach to students in EMT programs while assisting with paperwork, Conduct TTT for the program to develop statewide capacity, develop schedule for statewide classes*
- *Connect students to EMS RAs*
- *Each Regional Office to receive \$ for costs*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: Northeast Mobile Health Services (continued)**

**DATE: 3/08/22**

**EVALUATOR NAME: Peter Diplock**

**EVALUATOR DEPARTMENT: LABOR**

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- *Reimburse up to \$1200 to apprentices for Qualified expenses as outlined by BOL apprenticeship program*
- *Mentors receive hourly stipend*
- *Electronic reporting, mentors required to check in “regularly” with their apprentices ?*
- **Low wages**
- **No direct employer relationship**

**III. Equity**

- *Begun an evaluation of current staff mix. Once identified mix then will seek to recruit to increase diversity needs???*
- *Employee led groups to explore incentives for Non-Traditional communities, include diversity ed in annual requirements and explore partnering with local civic and community groups to establish minority hiring program??????*
- *All EMS required to be non-biased (how do you do that?)*
- *All EMS orgs that want to participate will have to provide proof of an non-discriminatory policy*
- *Work with SPED? Guidance? Not mentioned*

**IV. Sustainability**

- *Addresses critical need*
- *By providing framework/program materials to employers, confident that cultural change, employee satisfaction, retention will result????*
- *Lack of interest in Public Safety, difficult to attract candidates*

**V. Budget & budget narrative**

- *Total \$1,798,944 – Admin \$85,664*
- *Cost per \$5996.48 in the aggregate but over \$6000 for 2 of the 3 years??*
- *In Kind \$75,000*

**VI. Partnerships**

- *Atlantic Partners EMS*
- *Tri-County EMS*
- *Aroostook EMS*
- *MCCS, Maine EMS training centers*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME: Maine Health**  
**DATE: 3/08/22**  
**EVALUATOR NAME: Peter Diplock**  
**EVALUATOR DEPARTMENT: LABOR**

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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

*I. Applicant experience*

- *ME's largest employer, 9 local health systems, 22,000 employees, treatment to 1.1 million in ME and NH*
- *Serves on Governor's Immigrant Subcommittee task group SWB, Greater Portland Workforce Initiative/United Way*
- *IN the Nat'l Healthcare Workforce Development Academy*
- *Extensive inventory of partnerships and programs*
- *Offer CNA training, the MMC School of Surgical Tech, Med. Asst training, NorDx Phlebotomy School, partner with colleges, schools and community based training programs*
- *Created Ctr for Workforce Development in 2018 to grow/strengthen employment opportunities by education, introducing young people to medical disciplines, promoting employment oppts in MaineHealth*
- *Piloted ELL and Career Navigation for New Mainer/Immigrant workforce program where Environmental Services, Food and Linen Service workers provided free off hours training, stipend, tuition assistance, college preparation – 20-30 employees x2 annually*
- *With Portland AE, Medical Office Customer Service Certificate Training Program with guarantee interview*
- *Patient Service Rep Apprenticeship Pilot with City of Portland and Goodwill Workforce Solutions*
- *SMCC – Med Assistance Apprenticeship- 9 month training with 20 hours p/w work, MMC School of Surgical Tech, both online and in person, no cost to students.*
- *NorDx Phleb. School uses SMCC classroom*
- *Work with USM Cutler Institute Civic and community Engagement Fellowship program – new Mainer/immigrant youth leadership*
- *Career Pathway communication materials to middle/HS students and community partners and employees*
- *Currently work with JMG, Immigrant Welcome Ctr, Local AEs, MCCA*
- *Manages over 203 grants, \$134,453,246 , Lawson Accounting system, financial controls*
- *Significant capacity to market through MH's Marketing and Communications and Community Health Improvement staff – social media, videos, websites, mailings*



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: Maine Health (continued)**

**DATE: 3/08/22**

**EVALUATOR NAME: Peter Diplock**

**EVALUATOR DEPARTMENT: LABOR**

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**II. Program design**

- *Create “pre-health Career” pre- apprenticeship to serve as feeder to existing/future apprenticeships – Start Sept 2022, two weeks, 80 hours, 3 x annually, oversight by Dir. Workforce Development and Program Ldr*
- *Hire 2 Apprenticeship Navigators (1 in first year, 2<sup>nd</sup> in 2<sup>nd</sup> year) serving 100 annually, to assemble stakeholders, assess oppts, implement coaching program (6 month of individualized career planning), undertake outreach to targeted populations, reduce barriers, provide support services, retention services, create relationships in community*
- *Expand on existing apprenticeships – 18 pre-appre. Will enroll in NorDx Phlebotomy School (14 sessions annually, 10-20 participants per), 30 Pre will enroll in Med Assistant training (3 sessions annually with 20 per) and 15 pre who will enroll in CNA*
- *Instructors all have 6+ months teaching experience at post-secondary level*
- *Outreach expected to expand existing training/apprent. Programs*
- *Project ECHO and other learning initiatives has expanded remote capacity*
- *Provides onramp for new and existing employees*
- *Partners will include AE for academic and ELL, preparatory academic and employability courses*
- *Employer sponsors include MHs 9 Local Health Systems, MHMG, MHACO*
- *IT infrastructure already in place*
- *Not in proposal but are contracted to work with BRS*

**III. Equity**

- *MH has Multi-lingual Career Coaching, training for ELL*
- *Navigators will assist with support needs such as transportation, childcare, basic needs, mentoring, Findhelp (online directory for free/low-cost resources)*
- *Partnering with MCCS, MDOL, CC Reg. Directors, CC Workforce Board, JMG, Goodwill, Greater Portland Immigrant Welcome Ctr, Educate ME, Maine Career Catalyst, Project Login, Live and Work in ME, Maine Spark, Area Health Education Centers, AE, CTE, Learning Works in outreach/recruiting*
- *In 2020 established a system-wide DEI department – Welcoming, respectful, equitable, inclusive environment*
- *MH Ctr for Workforce Development focused on New Mainer, underemployed, veterans, retirees, pre-retirees*
- *MH serves both rural and urban communities*
- *Does not specifically mention PWDs but does state MDOL so...*

**IV. Sustainability**

- *Grant will strengthen existing and build new partnerships, expand the number of traineeships available for a range of healthcare settings*
- *Will demonstrate return on investment*
- *Risk associated by increased burnout of existing staff – addition of Director, Navigators expected to mitigate this burnout*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: Maine Health (continued)**

**DATE: 3/08/22**

**EVALUATOR NAME: Peter Diplock**

**EVALUATOR DEPARTMENT: LABOR**

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V. *Budget & budget narrative*

- *Total \$1,858,086 Admin \$500,931 (seems high? Includes marketing?)*
- *Per participant \$@,460-\$3,089, total \$8638 (confusing)*
- *\$0 in kind*

VI. *Partnerships*

- *MH*
- *Portland AE, ME AE, CTE, MCCA, SMCC*
- *ME Chamber*
- *Educate ME, Greater Portland Immigrant Welcoming Ctr, CCME, In Her Presence (not mentioned previously), United Way, Goodwill*
- *JMG, MDOL*

*Metrics confusing as they anticipate only 45 apprentices registered with MAP but then state successful pre-apprentices entering apprenticeship at 90, which also is confusing as they anticipate that 639 pre-apprentices will complete programs but only 90 will enter apprenticeships????*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME: Portland Adult Education**  
**DATE: 03/16/22 and 03/21/22**  
**EVALUATOR NAME: Peter Diplock**  
**EVALUATOR DEPARTMENT: LABOR**

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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience
  - Offers customized workforce training working with employers to meet skills gap – focus on non-native english speakers
  - New Mainers Resource Center – assists skilled foreign-trained professionals
  - Education Academy – to address barriers of students to become Ed Techs
  - New Mainer Teller Training Program – initially partnered with 6 banks and credit unions, now with 10 employer partners, 20 graduates with 12 hired as tellers.
  - Pilot Medical Assistant Prep Course with Grey-New Gloucester AE and Northern Light Mercy Hospital- Pre-Apprenticeship program- increase english skills to enroll in Med Asst Certification program – all students (no mention of how many) enrolled in formal apprenticeship program at N.L. Mercy.
  - Partnered with MaineHealth and NL to train incumbent Environmental Services workers to become Medical Office Assts/Patient Service Reps.
  - Serves approx. 2000 non-native English speaking immigrant students each year, work with preparing those waiting for work authorizations
  - Currently partner with 20 employers in healthcare, education, financial, early childhood education and transportation
  - Currently manages a \$3.6 million budget, 22 federal, state and private grants thru District Finance Exec. Dir., Finance and Grants coordinator
  - Experienced in outreach/promotion - traditional mail, email, social media, radio
  - Relationship with Goodwill, local universities, General Assistance
  
- II. Program design
  - Plan to work with ReVision Energy, Northern Light, MaineHealth and Portland Arts and Technology High – pay % of 10 personnel including Grant Mgr, 2 workforce trg Dept Chairs, Navigator (100%), ESOL instructor, HVAC instructor, Healthcare instructor, Career Advisor, Intake coord, and Hourly instructor(s).
  - Will train 120 pre-apprentices in 3 programs – Clean Energy Technician, Med. Asst, Medical Office Asst., PAE to develop and coordinate, Workforce and Pre-Apprenticeship Navigator will market, recruit, screen, an Advisor will assist participants and Grant Mgr will ensure data collection/analysis/reporting.

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: Portland Adult Education (continued)**

**DATE: 03/16/22 and 03/21/22**

**EVALUATOR NAME: Peter Diplock**

**EVALUATOR DEPARTMENT: LABOR**

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- *Focus on non english speakers, un/underemployed, women, people of color*
- *Healthy Futures – buiild on pilot Med Asst. Program w/NL, where grant funds end 2022. 40 pre-apprentices – 8 in Y 1, 16 in Ys 2 & 3.*
- *Hybrid instruction – 3 hrs p/day, 4x wk, 10 wks, total 120 classroom hrs, 2 x annually – PAE will use ESOL and Healthcare instructors with NL as content experts, guest speakers, assist with application/interviewing*
- *Medical Office Asst pre appenticeship – NL and MaineHealth – 40 pre-appentices – 0 in Y1, 20 in Ys 2 & 3*
- *Hybrid instruction – 10-12 wks, 15-20 hours , 2 x annually stargint in the fall 2022*
- *New, Clean Energy Pre-Apprenticeship with ReVision and PATHS – prepare nonnative English speakers who are un/underemployed, women, POC, for electrical apprenticeship – 40 pre-appr, 0Y1, 20 Y2, 20 Y3*
- *Hybrid platforms including asynchronus learning – loaner laptops and hotspots with foundational training*
- *Introduction to Clean Energy at CTE – Healthy Futures at PATHS – access to state of art equipment – pilot with PATHS and PAE coteach for nonnative English speaking adults – language, technical trg and work readiness – offered twice each academic year starting spring 2023*
- *10-13 weeks long, 20-25 hours per week, total of 200-250 classroom hours.*
- *Revision will provide curriculum design support, SME, CE content, job shadows, possibly mentors???. And will interview graduates for electrical apprentice*
- *PATHS will provide HVAC instructor, PAE will provide ESOL and Work Readiness instructor*
- *Clean energy will receive Cert for HVAC technician OR OSHA 10*

**III. Equity**

- *Since July 2021, PAE served 1680, 88% POC, 58% female, 30% unemployed, 90% low income. Healthcare course 80% women*
- *Relationship with FebCap, GA, Goodwill, VR*
- *Wrap around support – childcare, transportation, Drivers Ed*
- *PAE has diverse staff (no details)*
- *PAE pre-apprentices alumni invited to classes*
- *Currently require regular trg for equity-related subjects, worked with racial equity advisory group*
- *Plan to market to diverse group thru emails to current/waitlisted students, mailings, course catalogs to Portland, targeting communities including immigrant to women led, ads in community websites*
- *Social worker services at PAE*
- *Student surveys, meetings with stakeholders at end of each semester*
- *Employer partner letters all speak of DEI committment*
- *No mention of PWD??*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: Portland Adult Education (continued)**

**DATE: 03/16/22 and 03/21/22**

**EVALUATOR NAME: Peter Diplock**

**EVALUATOR DEPARTMENT: LABOR**

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**IV. Sustainability**

- *All pre-apprenticeships pay wage of \$18 per/hour or more with benefits*
- *Significant demand for these occupations, offer career pathways*
- *Connect to Portland CC, MDOL, WIOA providers*
- *Will formalize partnerships with SMCC*
- *Threats are pandemic and economy and participant support needs – successfully addressed by PAE through hybrid course work, 680 loan devices and hotspots, partnerships*

**V. Budget & budget narrative**

- *Total \$720,000 – Adm \$61,099*
- *Per participant \$6000*
- *In-kind \$100,000*
- *Majority of funds for added personnel costs*

**VI. Partnerships**

- *NL, MaineHealth, ReVision (all submitted letters expressing commitment to hiring As)*
- *PATHS*
- *Maine Conservation Alliance (employers in clean energy)*
- *CCAE&CD Hub*
- *MIRC, State Refugee Advisory Council*
- *Goodwill*
- *City of Portland office of economic development*
- *FedCap, GA, “other government programs”*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME: Lewiston AE**  
**DATE: 03/21/22**  
**EVALUATOR NAME: Peter Diplock**  
**EVALUATOR DEPARTMENT: LABOR**

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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. *Applicant experience*
  - *60 years workforce training in Adroscoggin County – academic skills, WorkReady, employer-identified hard skills through simulated labs, job shadowing, work experience, OJT.*
  - *Can connect with programming daytime and evening hours*
  - *Marketing thru social media, walk neighborhoods, posters, bulletin boards, word of mouth, connected to Chamber, Strengthen LA, FedCAP, EMDC, LRTC (CTE), CMCC, CWMWDB*
  - *Trained more than 450 workforce students over past 2 years, certifications in food service, healthcare, construction and IT*
  - *Lewiston Construction Program – integrates WorkReady with Construction Skills trg – 4 certs: WorkReady, Carpentry/NCCER, OSHA 10 and Renovate, Repair, Paint (RRP)*
  - *Access to LRTC, City Link*
  - *Current staff multilingual*
  
- II. *Program design*
  - *Sequential training sessions – local employers (none named) - that lead to pre-apprenticeship/apprenticeship*
  - *220 pre-a and 100 A in healthcare, 40 pre Yr1, 100 yr2, 80 yr3, 50 A yr 2 & 3- 100 preA and 50 A in Construction,*
  - *Expand/enhance on existing foundational training delivery method to include preA and A – multiple entry/exit points*
  - *Support technology/software/hotspots, purchase software in certification fields*
  - *Dedicated A Coord. Will work with existing employer partners , register LAE as A sponsor and register employers under as subsponsors*
  - *Healthcare – LEVEL 1 - 4 wk general healthcare sector trg starting Aug 2022, assess and remedial assist, total of 4 sessions each year LEVEL 2 – PreA – PSS/PRA/CRMA certifications taught by RN, offered 3 x annually in yr 2 & 3 – LEVEL 3 – A – 3-4 months CNA or MA or Med Office Asst with WE hired by sub-sponsors, 2 sessions yr 2 & 3 – Certs BBP, CPR, First Aid, WorkReady, HIPAA, PSS, PSA, CRMA, CNA, MA leading to LPN and RN*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: Lewiston AE (continued)**

**DATE: 03/21/22**

**EVALUATOR NAME: Peter Diplock**

**EVALUATOR DEPARTMENT: LABOR**

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- *Construction – LEVEL 1 – 5 wk foundational wit EL construction vocabulary, WorkReady, OSHA10, Basic hand tool, construction math (NCCER) - LEVEL 2 – PreA – Power tools, trade cert level 1, RPP lead cert, on site exp with sub sponsor, 4-5 wks – LEVEL 3 – A – Employer driven. Certs OSHA 10, WR, Construction Math, RRP Lead remediation, leadership, project mgt*
- *Weekly stipends to participants, foreign credential evaluations, background checks for medical students*
- *Under direction of LAE Director, support of F/T Program Mgr and P/T A Coord., P/T student advisor*
- *Employer sub sponsors will participate in recruitment, assessment and development of trg (no specifics), will “accept pre A completers into an apprenticeship with credit for their previous trg”*
- *Partners (no detail) will be included in all referrals, publicity and resource sharing (???)*
- *“rely on jail education program to recruit formerly incarcerated individuals” (no details)*
- *Partners will access space, support at LEA*
- *Goal is to replicate model as pilot for the 65 + AE programs within the 9 Hubs statewide*
- *No specific employer sponsor/engagement or apprenticeship platforms/models provided – does not meet grant requirement of “direct connection to an A employer”*

**III. Equity**

- *Lewiston has 6000 immigrants and asylum seekers*
- *Prepandemic attendance 20-21 was 308 POC, 4 Asian, 15 Hispanic, 300 women*
- *Staff will provide coaching, survey barriers to participation, connect with community resources, develop a wraparound resource matrix, dedicated check-ins,*
- *Successful As will be brought back to connect with next class of students*
- *Direct outreach to immigrant communities*
- *Focus groups, surveys within each trg program, partner, employer to assure compliance to DEI plan*
- *“look to support cultural awareness among employer partners as WE progress notes are debriefed weekly” (???)*
- *Expectation that all subsponsors will support inclusive environments (no specifics)*
- *DEI “will be included in house and with partners” (no detail)*
- *Partners will access space, support at LEA*
- *While PWD box checked on outline, no mention of working with PWD or VR –No “Partnership with an org with expertise in this area and/or a specific plan to directly involve individuals from under-represented communities in outreach”*

**IV. Sustainability**

- *City wide priority plans to rehab 300 rental units and 250 owner units*
- *Healthcare worker demand remains high due to pandemic, aging workforce, high burnout*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: Lewiston AE (continued)**

**DATE: 03/21/22**

**EVALUATOR NAME: Peter Diplock**

**EVALUATOR DEPARTMENT: LABOR**

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*V. Budget & budget narrative*

- *Total \$1,462,185, Adm \$136,561*
- *Per trainee \$4557*
- *In – Kind \$121,800*

*VI. Partnerships*

- *Hahnel Bros, St. Laurent & Sons, HE Callahan, Northeast Painting and Coatings*
- *Central ME Healthcare, St Marys Health System, Clover, D'Youville, Marshwood/Genesis, Spurwink*
- *MCHP, Harold Alfond Center, ACAE, Regional CTE*
- *CWMWDB*
- *Strengthen LA, Chamber, Community Concepts*
- *EMDC, Lewiston CC, FedCap, WMCA*

*No letters of support??*



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME: Gorham School District**  
**DATE: 03/22/22**  
**EVALUATOR NAME: Peter Diplock**  
**EVALUATOR DEPARTMENT: LABOR**

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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience
  - 2011 – Gorham Schools – Business Roundtable formed – educational exposure to career oppts. Meets quarterly. USM, JMG,
  - 2018 – Aspire Gorham – students consider career paths, meet local employers, real world experiences – combating stigma of CTE – Introduce CTE programs to adult learners – CDL, CNA – wait list for classes- numerous business partners
  - Developing a Learning Facilitator Program with SMCC for those interested in being an Ed Tech – can be shifted into an apprenticeship.
  - Existing partnerships with FedCap, Goodwill
  - No mention of fiscal
  
- II. Program design
  - AE program – CNA – Stable partnerships with Gorham House, Genesis, Gosnell Memorial Hospice, 40 hours classroom, 20 hours lab, 70 hours clinical, partnered with Gorham House and Genesis, run every 8 weeks
  - Learning Facilitator program to offer A in education, employed in Gorhams schools, 9 credits from SMCC, cert Ed Techs, course reimbursement for employess who want to continue ed path
  - Seeks apprenticeship in 2023 in Early Childhood Ed– Hire A Navigators- partner with Maine Roads to Quality,
  - A in CDL in 2023- increase ELL support, big interest from ELLs, add a ELL specific A Navigator, classroom 30 hrs, 30 hrs for skills trg, partnership with Westbrook AE, run every 9-12 wks, alternate Class A/B
  - The 2 Navigators will serve as CM and Mentors, connecting to employer mentors
  - Hire 10 learning facilitator mentors (Maine Roads to Quality??) ????? (see budget)
  - Goal of 120 A, 20 in 2022, 50 in 2023&24, grant to fund tution
  - Appears Gorham school dept is sponsor (not clear) in CDL and early childhood ed, no employer partnerships and no detail as to how Pre A works into A – partially meet criteria?
  - Other than CDL, all low wage occupations
  - No mention of marketing

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME: Gorham School District (continued)**  
**DATE: 03/22/22**  
**EVALUATOR NAME: Peter Diplock**  
**EVALUATOR DEPARTMENT: LABOR**

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*III. Equity*

- *Majority of Learning Facilitator, CNA, ECE will be women, current CNA has large % of ELL, POC,*
- *These jobs do not require college degree – non college degree participants*
- *Intake and Advising process, idents barriers, refers to resources,*
- *Gorham Schools have robust Affirmative Action plan, Anti-Racism Policy, and ongoing DEI committee*
- *Partnerships with FedCap, Goodwill and VR who will help to refer (not sure why then they didn't mention PWDs in proposal)*

*IV. Sustainability*

- *Gorham school district stable, long lasting partnerships with employers and ed. Institutions*
- *Gorham schools have name A as a "Metric of Success"*

*V. Budget & budget narrative*

- *Total \$720,000 Admin \$7000*
- *Per trainer \$6000 (They divided total by 120 participants) Almost all funds for hiring of 2 Navigators*
- *Support services \$16000 1<sup>st</sup> year when only 20 PreAs, \$10,500 yr 2 for 50 PreAs, \$5500 for yr 3 for PreAs. As such \$800 per year 1, \$210 per year 2, \$110 year 3??)*
- *In-kind \$174,000*

*VI. Partnerships*

- *SMCC, Maine Roads to Quality, Gorham/Westbrook Adult CTE*
- *Maine Intercultural Communication Consultants*
- *Goodwill, FedCap, VR*
- *Business Roundtable*

*Letters spoke of continued relationship but no specific entry of Apprentices?*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME: Industrial Roofing Company**  
**DATE: 03/23/22**  
**EVALUATOR NAME: Peter Diplock**  
**EVALUATOR DEPARTMENT: LABOR**

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**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. *Applicant experience*
  - *With help from the Nat'l Roofing Contractors Asso (NRCA) and NCCER have designed curriculum and role descriptions – Career Ladder*
  - *Hired FT Recruitment and Training Mgr (A Navigator)*
  - *Safety Mgr PhD will act as SME*
  - *Currently pay 25% over min. Wage, postions listed with CWRI high wage*
  
- II. *Program design*
  - *Expand training team and IRC Academy/IRC Mentors with dedicated training space in warehouse*
  - *Train 50 annually, 95 min over grant period*
  - *Train and certify training team*
  - *Start with 40 hour/5 day – OSHA 10, lifting,harness, ladder, tape measure,tools equipment, meeting crew/mentor, move to Mechanic 1/Level 1 Roofing 40 hrs – cutting, insulation, tools, labeling, membrane, fastening, flashing, plumbing vents, Level 2 40 hrs – safety, leadership, communication*
  - *If granted, will formalize a RA with MDOL or in partnership with ABC Maine's RA. Details regarding this would have been helpful...*
  - *If awarding, recommend clarity in who/how they will recruit*
  - *Will explore partnership with EMDC/military recruits*
  - *Will celebrate succession*
  
- III. *Equity*
  - *Their local community is economically disadvantaged*
  - *EMDC can assist with support needs*
  - *As will see wage growth of 10%*
  - *HR meets weekly with crews seeking feedback to include DEI*
  - *State they work with "various organizations when it comes to recruiting" to ensure diversity but no mention of which orgs. And how...*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: Industrial Roofing Company (continued)**

**DATE: 03/23/22**

**EVALUATOR NAME: Peter Diplock**

**EVALUATOR DEPARTMENT: LABOR**

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- *The only community of focus not identified in the application is PWD – Why? I find this concerning....does the author not realize that all of the communities identified contain PWDs??? Do they believe that of all the communities, only PWDs cannot complete/perform essential functions??*
- *Interesting that their DEI policy specifically states “We embrace and encourage our employee’s differences in age, color, disability, etc...” but, again, not part of their recruitment effort?? Policy should speak to how one might seek an accomodation.*

**IV. Sustainability**

- *Currently work with Lewiston/Brunswick CCs, Boots2Roots,and local CTE, as well as ABC of Maine. Can build on these relationships*

**V. Budget & budget narrative**

- *Total \$547,140, Adm \$73,500*
- *Per trainee \$5759.39*
- *In Kind \$450,000*
- *Not clear how support service funds to be used*
- *boots, shirts, pants, gloves and tools are an administrative expense??*

**VI. Partnerships**

- *No Business partnerships*
- *NRCA, NCCER, GAF, NERCA*
- *ABC of Maine*
- *Boots2Roots, CCs, CTEs??*
- *EMDC*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME: Somerset Career & Technical Center**  
**DATE: 03/23/22**  
**EVALUATOR NAME: Peter Diplock**  
**EVALUATOR DEPARTMENT: LABOR**

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**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
\*\*\*\*\*

**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience
  - CTE teaching since 1970 – 14 programs, each with Advisory Committee, all have nationally recognized certificate or college credit
  - Partnership with JMG
  - Career Advisor and JMG specialist develop action steps with students
  - LCSW and Student Services Coordinator for support services
  - In 2021, partnered with Sherdan Construction, RA in building construction. Sheridan has interest in fabrication, CDL, Heavy equipment operator and Civil engineering
  - 5 sending schools
  - Last year expanded welding program at Madison HS.
  - Remote sites at Cianbro, North Elementary in Skow, Madison HS
  - Programs are 350 hours, 1-2 years, EMT, CNA, CDL
  - Using software recommending by MDOL to track progress?
  - Partnered with KVCC, Skow AE, Chamber, MELMAC and Gorman foundations, HOPE, EMDC
  
- II. Program design
  - Expand oppts to students including banking, insurance, HVAC, Business mgt– example Hight Dealership will hire A and sponsor Ford ASSET program (Is Hight a RA sponsor?)
  - Pre A will include job safety, soft skills, financial literacy, interview skills, interest inventories, career/college prep, job shadows...
  - Goal of 15 PreA annually with at least 10 moving into RA
  - A Navigator and PreA instructors will track, do onsite visits
  - Offer students visits to business, campuses, job shadows
  - SCTC has access to additional support funds should \$1200 not be sufficient
  
- III. Equity
  - 60% of students in county are economically disadvantaged
  - For several years focused on creating a trauma-informed approach to education

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: Somerset Career & Technical Center (continued)**

**DATE: 03/23/22**

**EVALUATOR NAME: Peter Diplock**

**EVALUATOR DEPARTMENT: LABOR**

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*IV. Sustainability*

- *SCTC Dir on SEDC BOD, MainSt Skow Board, relationship with Chamber*
- *Strong community support*
- *Plan to work costs into regular budget while looking for grants/community supports*

*V. Budget & budget narrative*

- *Total \$273,110, Adm \$0*
- *Per trainee \$5462.20*
- *In Kind \$0*
- *Almost exclusively personnel costs to hire A Navigator and PreA Instructor*

*VI. Partnerships*

- *Sheridan Corp, Redington Fairview, Bankery, Travers Electric, Reed&Reed, Cianbro, Skow Savings, Hights*
- *KVCC, CMCC*
- *Associated General Contractors*

*No letters of support*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME: Inclusion Maine**  
**DATE: 03/23/23**  
**EVALUATOR NAME: Peter Diplock**  
**EVALUATOR DEPARTMENT: LABOR**

\*\*\*\*\*  
**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
\*\*\*\*\*

**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience
  - Workforce development for underserved and minority populations, diversity recruiter, provide wrap around support
  - Currently have self-study options
  - Current programs offer wages that are above livable wage in Maine (no details)
  
- II. Program design
  - "We will use existing resources & networks and provide support to sponsors, mentors, and participants around DEI"
  - Programs will focus on occupations in critical need and develop employer coalitions
  - Expand current self-study training capacity and offer new capacity, ensure accessibility
  - Mgt trainee with Industry, Trades Pathway A, CDL & Mentoring Program, RN, Education
  - Cohort programs, 150 total trg hrs annually, 300 total grant period
  - A coordinator responsible for administering the program
  - PreA will offer OJT, mentorship, classroom trg with employers seeking to establish an RA
  - Use existing candidate pools and partner network to recruit under-represented and will track demographics
  - In the budget it is mentioned for the first time hiring a Trg and QA Coordinator, Employer Marketing & Onboarding, Employer Coordinator, and an Underserved Communities Specialist, in addition the the A Coordinator, with absolutely no detail as to what functions they will perform.
  - No details regarding employers, marketing, recruitment, curriculum, or educational/community/financial partners.
  - No mention of fiscal capacity
  - **This reviewer does not believe this submission meets the requirements of this grant. There is no established employer partnership, no related technical instruction detail or established partnership with an educational provider, no plan to engage with priority communities, no letters of support (required of financial partner which is unknown), no detail around support services and it is unclear if a financial partner will be engaged as none of the personnel identified are identified as providing financial oversight.**

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: Inclusion Maine (continued)**

**DATE: 03/23/23**

**EVALUATOR NAME: Peter Diplock**

**EVALUATOR DEPARTMENT: LABOR**

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**III. Equity**

- *Will share resource list with participants, survey for common needs, provide individualized support (no detail as to how)*
- *Will conduct "regular" wage analysis*
- *"Prioritize diversity of thought, experience, or background in selection"*
- *"Focus on building a brand for High-Quality A/PreA programs"*
- *"We will use existing resources & networks and provide support to sponsors, mentors, and participants around DEI"*
- *Will form A council with sub committees, with all communities represented.*
- *Use specific DEI metrics*

**IV. Sustainability**

- *Work with multiple employers through a coalition and bringing in trg & ed, workforce partners, and funding sources*
- *Seek financial support from employers*
- *Membership progressive fee for services.*

**V. Budget & budget narrative**

- *Total \$3,000,000, Adm \$58,000*
- *Per trainee \$6000*
- *In Kind \$1,000,000*
- *Largest cost in budget is training costs, \$2,104,000 with absolutely no detail as to how they arrived at this figure.*
- *Budget is seeking top threshold for overall and participant cost but, again, no detail how they arrived at these figures.*

**VI. Partnerships**

- *Many, many proposed partners mentioned but to this reviewer, no idea as to how this submission will work with these partners, how this addresses apprenticeships, and what the actual product to be provided is...*

*No letters of support.*



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME: Inclusion Maine #2**  
**DATE: 03/23/22**  
**EVALUATOR NAME: Peter Diplock**  
**EVALUATOR DEPARTMENT: LABOR**

\*\*\*\*\*  
**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
\*\*\*\*\*

**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience
  - Workforce development for underserved and minority populations, diversity recruiter, provide wrap around support
  - Currently have self-study options
  - Current programs offer wages that are above livable wage in Maine (no details)
  
- II. Program design
  - Programs will focus on CDL
  - Cohort programs, 150 total trg hrs grant period
  - A coordinator responsible for administering the program
  - PreA will offer OJT, mentorship, classroom trg with employers seeking to establish an RA
  - Use existing candidate pools and partner network to recruit under-represented and will track demographics
  - In the budget it is mentioned for the first time hiring a Trg and QA Coordinator, Employer Marketing & Onboarding, Employer Coordinator, and an Underserved Communities Specialist, in addition the the A Coordinator, with absolutely no detail as to what functions they will perform.
  - No details regarding employers, marketing, recruitment, curriculum, or educational/community/financial partners.
  - No mention of fiscal capacity
  - **This reviewer does not believe this submission meets the requirements of this grant. There is no established employer partnership, no related technical instruction detail or established partnership with an educational provider, no plan to engage with priority communities, no letters of support (required of financial partner which is unknown), no detail around support services and it is unclear if a financial partner will be engaged as none of the personnel identified are identified as providing financial oversight.**
  
- III. Equity
  - Will share resource list with participants, survey for common needs, provide individualized support (no detail as to how)
  - Will conduct "regular" wage analysis

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: Inclusion Maine #2 (continued)**

**DATE: 03/23/22**

**EVALUATOR NAME: Peter Diplock**

**EVALUATOR DEPARTMENT: LABOR**

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- *“Prioritize diversity of thought, experience, or background in selection”*
- *“Focus on building a brand for High-Quality A/PreA programs”*
- *“We will use existing resources & networks and provide support to sponsors, mentors, and participants around DEI”*
- *Will form A council with sub committees, with all communities represented.*
- *Use specific DEI metrics*

**IV. Sustainability**

- *Work with multiple employers through a coalition and bringing in trg & ed, workforce partners, and funding sources*
- *Seek financial support from employers*
- *Membership progressive fee for services.*

**V. Budget & budget narrative**

- *Total \$3,000,000, Adm \$58,000*
- *Per trainee \$6000*
- *In Kind \$1,000,000*
- *Largest cost in budget is training costs, \$2,104,000 with absolutely no detail as to how they arrived at this figure.*
- *Budget is seeking top threshold for overall and participant cost but, again, no detail how they arrived at these figures.*

**VI. Partnerships**

- *Many, many proposed partners mentioned but to this reviewer, no idea as to how this submission will work with these partners, how this addresses apprenticeships, and what the actual product to be provided is...*

*No letters of support.*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME: Inclusion Maine #3**  
**DATE: 03/23/22**  
**EVALUATOR NAME: Peter Diplock**  
**EVALUATOR DEPARTMENT: LABOR**

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**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
\*\*\*\*\*

**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience
  - Workforce development for underserved and minority populations, diversity recruiter, provide wrap around support
  - Currently have self-study options
  - Current programs offer wages that are above livable wage in Maine (no details)
  
- II. Program design
  - Programs will focus on Finance/Accounting
  - Cohort programs, 150 total trg hrs annually, 300 grant period
  - A coordinator responsible for administering the program
  - PreA will offer OJT, mentorship, classroom trg with employers seeking to establish an RA
  - Use existing candidate pools and partner network to recruit under-represented and will track demographics
  - In the budget it is mentioned for the first time hiring a Trg and QA Coordinator, Employer Marketing & Onboarding, Employer Coordinator, and an Underserved Communities Specialist, in addition the the A Coordinator, with absolutely no detail as to what functions they will perform.
  - No details regarding employers, marketing, recruitment, curriculum, or educational/community/financial partners.
  - No mention of fiscal capacity
  - **This reviewer does not believe this submission meets the requirements of this grant. There is no established employer partnership, no related technical instruction detail or established partnership with an educational provider, no plan to engage with priority communities, no letters of support (required of financial partner which is unknown), no detail around support services and it is unclear if a financial partner will be engaged as none of the personnel identified are identified as providing financial oversight.**
  
- III. Equity
  - Will share resource list with participants, survey for common needs, provide individualized support (no detail as to how)
  - Will conduct "regular" wage analysis

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: Inclusion Maine #3 (continued)**

**DATE: 03/23/22**

**EVALUATOR NAME: Peter Diplock**

**EVALUATOR DEPARTMENT: LABOR**

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- *“Prioritize diversity of thought, experience, or background in selection”*
- *“Focus on building a brand for High-Quality A/PreA programs”*
- *“We will use existing resources & networks and provide support to sponsors, mentors, and participants around DEI”*
- *Will form A council with sub committees, with all communities represented.*
- *Use specific DEI metrics*

**IV. Sustainability**

- *Work with multiple employers through a coalition and bringing in trg & ed, workforce partners, and funding sources*
- *Seek financial support from employers*
- *Membership progressive fee for services.*

**V. Budget & budget narrative**

- *Total \$3,000,000, Adm \$58,000*
- *Per trainee \$6000*
- *In Kind \$1,000,000*
- *Largest cost in budget is training costs, \$2,104,000 with absolutely no detail as to how they arrived at this figure.*
- *Budget is seeking top threshold for overall and participant cost but, again, no detail how they arrived at these figures.*

**VI. Partnerships**

- *Many, many proposed partners mentioned but to this reviewer, no idea as to how this submission will work with these partners, how this addresses apprenticeships, and what the actual product to be provided is...*

*No letters of support.*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME: Inclusion Maine #4**  
**DATE: 03/23/22**  
**EVALUATOR NAME: Peter Diplock**  
**EVALUATOR DEPARTMENT: LABOR**

\*\*\*\*\*  
**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
\*\*\*\*\*

**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience
  - Workforce development for underserved and minority populations, diversity recruiter, provide wrap around support
  - Currently have self-study options
  - Current programs offer wages that are above livable wage in Maine (no details)
  
- II. Program design
  - Programs will focus on Sales Trainee with Industry Tracks
  - Cohort programs, 150 total trg hrs annually, 300 grant period
  - A coordinator responsible for administering the program
  - PreA will offer OJT, mentorship, classroom trg with employers seeking to establish an RA
  - Use existing candidate pools and partner network to recruit under-represented and will track demographics
  - In the budget it is mentioned for the first time hiring a Trg and QA Coordinator, Employer Marketing & Onboarding, Employer Coordinator, and an Underserved Communities Specialist, in addition the the A Coordinator, with absolutely no detail as to what functions they will perform.
  - No details regarding employers, marketing, recruitment, curriculum, or educational/community/financial partners.
  - No mention of fiscal capacity
  - **This reviewer does not believe this submission meets the requirements of this grant. There is no established employer partnership, no related technical instruction detail or established partnership with an educational provider, no plan to engage with priority communities, no letters of support (required of financial partner which is unknown), no detail around support services and it is unclear if a financial partner will be engaged as none of the personnel identified are identified as providing financial oversight.**
  
- III. Equity
  - Will share resource list with participants, survey for common needs, provide individualized support (no detail as to how)
  - Will conduct "regular" wage analysis

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: Inclusion Maine #4 (continued)**

**DATE: 03/23/22**

**EVALUATOR NAME: Peter Diplock**

**EVALUATOR DEPARTMENT: LABOR**

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- *“Prioritize diversity of thought, experience, or background in selection”*
- *“Focus on building a brand for High-Quality A/PreA programs”*
- *“We will use existing resources & networks and provide support to sponsors, mentors, and participants around DEI”*
- *Will form A council with sub committees, with all communities represented.*
- *Use specific DEI metrics*

**IV. Sustainability**

- *Work with multiple employers through a coalition and bringing in trg & ed, workforce partners, and funding sources*
- *Seek financial support from employers*
- *Membership progressive fee for services.*

**V. Budget & budget narrative**

- *Total \$3,000,000, Adm \$58,000*
- *Per trainee \$6000*
- *In Kind \$1,000,000*
- *Largest cost in budget is training costs, \$2,104,000 with absolutely no detail as to how they arrived at this figure.*
- *Budget is seeking top threshold for overall and participant cost but, again, no detail how they arrived at these figures.*

**VI. Partnerships**

- *Many, many proposed partners mentioned but to this reviewer, no idea as to how this submission will work with these partners, how this addresses apprenticeships, and what the actual product to be provided is...*

*No letters of support.*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME: Foster Career & Technical Education Center**  
**DATE: 03/23/22 and 03/25/22**  
**EVALUATOR NAME: Peter Diplock**  
**EVALUATOR DEPARTMENT: LABOR**

\*\*\*\*\*  
**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
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**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience
  - Franklin and Southern Androscoggin County, serving more than 400 students annually from 4 schools, 20 educational programs each with program advisory counsel composed of businesses, students, ed partners
  - 350 hours of lab/class time annually with option for advanced track following year which may include employer experience
  - Oversight board of 4 school superintendents, CTE director and Asst. Director (focus on safety, staff development, discipline), 2 student service coords, adm assist, 21 teachers, 2 ed techs
  - MELMAC Aspirations funds to support students to be exposed to both college and career oppts and Innovations grant supports education outside of Foster, clothing and equipment, transporation, coursework leading to credentials
  - Bridge Academy of Maine – early college experience with hands on exp at CTE, exit HS with 24 college credits
  - Partnerships with many post-secondary education facilities (141 potential college credit hours offered) and community employers listed, Educate Maine
  - Curriculum/Lab space pairs well with hands-on applied work, a focus for decades
  
- II. Program design
  - Pre A goal, 65 per year, Habits of Work, portfolio development, Work Ready assessments
  - Hire two individuals to “support our students and the expansion of school to community expereinces”
  - Pre As rather than “tech center kids”, have career after HS or go to college (not sure this is a PreA)
  - Women employers work with female students
  - Hope to offer electrical programming, explore online curriculum
  - A models with contract between employer and CTE, CTE liaison maintain work records, timesheets, data collection, schedule of work, A checklist, meet with employers (is this the mentor?)
  - Hire A Navigator who will be CM to PreAs, connect with employer mentors and Learning Facilitator TBD

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: Foster Career & Technical Education Center (continued)**

**DATE: 03/23/22 and 03/25/22**

**EVALUATOR NAME: Peter Diplock**

**EVALUATOR DEPARTMENT: LABOR**

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- 3 Buses for transporting students to community-based learning oppts.
- Foster intends to become RA sponsor
- PreA interview with employer at completion of program
- No mention of recruitment strategies
- No direct employer connection identified. Many references to “abundance of employers” without naming any. No details regarding PreA or A SOW/curriculum. Concerning is several references that state monies to be used to prepare PreAs to go to college with no reference as to how this tracks with apprenticeship .

**III. Equity**

- Women employers work with female students. Participate in Totally Trades – New Ventures girls 8& 9 grades
- Gas cards for OJT learning, clothing/PPE, meals, housing medical supports (No details)
- Student Services Coord works with counseling dept, works with area support programs – Community Concepts, WMCA, CC, VR, Crisis & Counseling, New Beginnings – makes sure that IEP and 504 implemented
- All published material “Notice of Non- Discrimination”, Affirmative Action Plan Policy speaks to staff trg and complaint process

**IV. Sustainability**

- “seeks to formalize A pathways that are already in progress with existing partners, new partners” - Why no details??
- Partnerships exist through Program Advisory Counsels (examples please?)
- Partnerships exist with CMMC, SMCC, KVCC, WCCC, Thomas, Husson, UMF, UMA, UMO and Unity College
- Earn NCCER Core and Core Electrical 172, Natl Fire Protection Agency Electric Code (how do these fit SOW/pathways??)

**V. Budget & budget narrative**

- Total \$497,852 Admin \$3000
- Per Trainee \$2232.52
- In Kind \$1,250,000
- Almost all for personnel costs

**VI. Partnerships**

- ARC Welding, Cianbro, Hannaford, Franklin Memorial, Kenway, Scott Nason Builders, JR Fabrication, ABC Construction
- MCCS, UM system, Husson, Unity, Thomas Colleges
- Chamber
- Community Concepts, VR, AE, WMCA
- CC
- JMG

Hannaford and Cianbro offered letters of support



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME: Washington County Community College**  
**DATE: 03/25/22**  
**EVALUATOR NAME: Peter Diplock**  
**EVALUATOR DEPARTMENT: LABOR**

\*\*\*\*\*  
**Instructions:** *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
\*\*\*\*\*

**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. *Applicant experience*
  - *29 programs of study, assoc degree, diploma, certificate*
  - *Wide range of credit/non-credit courses offered through Workforce Division in modularized, accelerated, alternative delivery with focus on filling workforce shortages in high-wage occupations*
  - *Locale is economically challenged, decreasing # young people, among lowest level of education in country, leads state in SNAP recipients and subsidized lunch, 84% students receive federal aid, 70% state aid, high SA opiate use, Latin X and Native American*
  - *Over past 3 years, promoting access to justice involved population, 1 of 2 Second Chance Pell Institutions in Me, jointly funding an Education and Equity Advancement Coord, work to sustain RA models in MDOC and WCCC to be replicated among programs*
  - *WCCC been "working with A for years given it's career and trade related ed programming"*
  - *Dean of Workforce 25 yr BES employee, newly hired Coord of Workforce Programming to work with the MCCA A Navigator (MAP?)*
  - *Online training capacity statewide*
  - *Nordic Aquafarms in Belfast, WCCC is intermediary sponsor of A upon start up for at least a year*
  
- II. *Program design*
  - *Funding for Coord of Apprenticeship programs and A Equity and Cultural Awareness Navigator (who will provide ELL to Latin X population,*
  - *Plan 67 PreA and A, focus Early Childhood and Ed, Aquaculture, Retail, Healthcare, Manufacturing and Automotive – long term goal to align with all programs*
  - *In process of purchasing a mobile sciences lab to assist medical and aquaculture students, can deliver education at the employer site*
  - *Funding will help Nordic Aquarfarm A, anticipate 10 new As in first year, and anticipate adding ReCirculating Aquaculture Tech 1-2 yrs out*
  - *Aquacultures Pioneers program – 10-12 paid internships with WCCC/MCCA students - across Maine coast, partnership with Educate Maine, SEAMaine, Maine Aquaculture Asso, Maine Aquaculture Innovation Ctr*
  - *Production Technology – Anticipate 5 As*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: Washington County Community College (continued)**

**DATE: 03/25/22**

**EVALUATOR NAME: Peter Diplock**

**EVALUATOR DEPARTMENT: LABOR**

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- *Hybrid and Electric Vehicle - begin with related instruction for Individuals already in the field with A speciality in Hybrid/Elec Vehicles. Area garages, due to labor shortage, hiring people with no experience. Anticipate working with these employers in As. Expenses incurred for expansion not part of grant ask. Training cost covered by other funding mechanisms including MQC, Alford, WIOA, Pell, etc..*
- *Expand Certified clinical Medical Asst program – pathway to Cert Med Asst- advanced credential/AA degree*
- *Seeking to build Aquaculture PreA- Partnering with Maien Aquaculture Innovation Center and Down East Institute, Aquaculture Pioneers students, submitting RA for both Nordic and Kingfish Maine, WCCC is developing AA and Cert in Aquaculture Tech and SMCC is developing courses/can braid curriculum*
- *Seeking to develop Retail A – partnership with Maine St. Business Building and Sunrise County Economic Council using RISEUP curriculum from American Retail Foundation – 6 course sequence when paired with Partners in Entrepreneurial Pathways course meet related instruction requirements. Anticipate 10 new PreAs working with Sunrise County Economic Council and Downeast Area Regional Tourism*
- *PreAs will have at least 75 hours related instruction, up to 8 college credits, multiple badges OJT can be applied to A.*
- *Student Advocacy and Resource Center - Vast network of partners – EMDC, ACAP, NWDB, Community Caring Collaborative, Sunrise Economic Council, CC, etc...*
- *No mention of learning supports, fiscal agent, direct employer commitment (althought letter from St. Croix Tissue contained in proposal)*

**III. Equity**

- *Promote Latin X and Native American communities, strong partnership with Mano en Mano), under/unemployed, justice involved, youth, individuals in recovery.*
- *Holistic student support/navigation approach – partnerships with Mano en Mano, Pleasant Point and Indian Township Tribal Govs, MDOC*
- *Access to Student Navigator who provides coaching, referrals, advising, resources housing, childcare, behavioral health, employment, technology*
- *Collegiate Recovery and Prison Education programming*
- *Working to create trauma responsive educational settings, expanded childcare facility,*
- *Current relationship with MDOC undergoing a large expansion*
- *Regularly (?) schedule listening sessions with partners, continue work around Collegiate Recovery, evaluate DEI goals, professional development of staff*
- *Lack of learning support information*

**IV. Sustainability**

- *Strong partnerships with AE, UMaine, MCCS, CTE's, HSs, CC,*
- *Participants will achieve badges, certifications*
- *Anticipate increase in enrollment by promotion of A programming*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: Washington County Community College (continued)**

**DATE: 03/25/22**

**EVALUATOR NAME: Peter Diplock**

**EVALUATOR DEPARTMENT: LABOR**

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*V. Budget & budget narrative*

- *Total \$387,148 Adm \$34,739*
- *Per trainee \$5778*
- *In Kind \$173,972*

*VI. Partnerships*

- *Letters from Maine Aquaculture Innovation Center, Community Caring Collaborative, NWDB, DHHS, Educate Maine, St. Croix Tissue (a RA), Downeast Institute, Mano en Mano,*

*Appears that the submission might be truncated/missing Partnership page(s)*

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME: Revision Energy**  
**DATE: 4/13/22**  
**EVALUATOR NAME: Peter Diplock**  
**EVALUATOR DEPARTMENT: LABOR**

\*\*\*\*\*  
**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
\*\*\*\*\*

**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience
  - 5 Branches in Maine, Mass, NH and employ approx 335
  - B Corp Certification, Best of World recognitions
  - 100% employee owned stock ownership, support employees with financial literacy
  - 2018 launched electrical A program that includes RTI, approved in Maine in 2019 – after 2 years Limited House Wiring license, 4 years test for Journeyman Electrical license
  - Revision Energy Training Ctr
  - Justice, Equity, Diversity and Inclusion initiative – formed in 2020, “amplifies the voices of underrepresented groups” and promote inclusive mindset
  - In 2022, formalized relationships with Portland AE and Learning Works YouthBuild – support immigrant populations and nontraditional learners ?
  
- II. Program design
  - Triple current A enrollment over grant period – 122 new As
  - Expand existing Electrical As in Montville and South Portland, residential and commercial solar systems, heat pumps, expand to include 3<sup>rd</sup> party credential for refrigerants, new leadership track responsible for supervising future As.(coursework provided – 255 hours)
  - Hire a curriculum specialist
  - REEAP is 4 year , mostly delivered as asynchronous online instruction, 30 weeks of related tech instruction at training facility in S. Portland.
  - Formal outreach in partnership with Portland AE and Youth Build to build replicable model
  - Develop with MAP and register 3 additional A programs - 65 total As - Customer Service – 16 As, Technical Sales 33 As and Operations Mgt.16 As
  - Customer service – hybrid learning platform – RTI will total 300 hours during 2 years, delivered on a 12-month cycle
  - Tech Sales – one year – 150 hours RTI – NABCEP PV Asso Credential and NABCEP PV Tech sales certificate
  - Energy Mgt – one year- rolling – 144 hours RTI – led by Cultural Compliance Dir, President, RETC Dir.
  - Registration, enrollment, compliance and reporting managed by RETC Dir.

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: Revision Energy (continued)**

**DATE: 4/13/22**

**EVALUATOR NAME: Peter Diplock**

**EVALUATOR DEPARTMENT: LABOR**

\*\*\*\*\*

*III. Equity*

- *Designing program with focus on increasing participation of women, POC and those without degrees*
- *Other orgs "far better suited to assess barriers" - Youth Build and Portland AE for preAs?*
- *Academic Action Plans details additional resources*
- *Starting wage \$18, benefits, completion currently \$24 up to \$30 per hour.*
- *JEDI initiative – 5 internal committees – interview every women who applies for installation, Alectronal team focus on cerating safe space for women, womxn, transgender, nonbinary, historically marginalized (but no mention of PWDs)*
- *Survey employees to help improve support for underrepresented.*
- *Recently hiring yeilding significant increases (doubled in last 2 years) of women, POC, PWD, Veteran*

*IV. Sustainability*

- *Significant demand*
- *Replicable platforms to help support CTEs and nonprofits (doesn't give detail)*
- *Collaboration with Portland AE and Youthbuild*
- *Risk is attracting As with "structural barriers"??*

*V. Budget & budget narrative*

- *Total \$732,000,*
- *\$6000 per*
- *Inkind \$334,672*

*VI. Partnerships*

-

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

RFA #: 202111177  
RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
BIDDER NAME: Educate ME A R1  
DATE: 3/7/22  
EVALUATOR NAME: Lisa Haskell  
EVALUATOR DEPARTMENT: LABOR

\*\*\*\*\*  
**Instructions:** *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
\*\*\*\*\*

**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience
- II. Program design
  -
- III. Equity
  -
- IV. Sustainability
  - 
  - Budget & budget narrative: 115 planned appr; 602,083 total budget req.; 5,235.50 per appr; ss is under allowable 10%, travel at .50 allows for 6K miles in year one up to 10K miles in year 3; 3 sub-contracts will be written (Cutler Institute, ME State Chamber of Commerce, ReadyNation); Administrative costs are 10% of annual costs and are below 15% minimum
- V. Partnerships
  -

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

RFA #: 202111177  
RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
BIDDER NAME: Maranacook B R2  
DATE: 3/7/22  
EVALUATOR NAME: Lisa Haskell  
EVALUATOR DEPARTMENT: LABOR

\*\*\*\*\*  
**Instructions:** *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
\*\*\*\*\*

**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience
  
- II. Program design
  -
  
- III. Equity
  -
  
- IV. Sustainability
  -
  
- V. Budget & budget narrative: *Administrative costs are not true administrative costs; 6K per appr; 180 planned appr; 1,080,000 costs; at allowable 10% for ss; requested same amount per year although year one doesn't start until 3/1  
Table on page 20 shows 180 appr and 180 pre-appr  
No sub contracts*
  -
  
- VI. Partnerships
  -

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

RFA #: 202111177  
RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
BIDDER NAME: AGC C R3  
DATE: 3/7/22  
EVALUATOR NAME: Lisa Haskell  
EVALUATOR DEPARTMENT: LABOR

\*\*\*\*\*  
**Instructions:** *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
\*\*\*\*\*

**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience
  
- II. Program design
  -
  
- III. Equity
  -
  
- IV. Sustainability
  -
  
- V. Budget & budget narrative: 255 planned appr on page 4; page 20 chart has 375 appr, 180 pre-appr; 1,544,933.75 total request; Over allowable 10% ss; 14,250 per year travel for only crane practical examiner accommodations no add'l info on calculations; total grant request divided by # of planned app (pg 4) $r=6,058.56$  or total request divided by # of appr (pg 20) $=2,783.66$  although proposal says 2,879.51 per student; no explanation of administrative costs which equal 18,075; budget is same all three years although year one projected start 3/1
  -
  
- VI. Partnerships
  -



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

RFA #: 202111177  
RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
BIDDER NAME: Hospitality Maine Ed Foundation D R4  
DATE: 3/7/22  
EVALUATOR NAME: Lisa Haskell  
EVALUATOR DEPARTMENT: LABOR

\*\*\*\*\*

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\*\*\*\*\*

**Individual Evaluator Comments:**

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- I. Applicant experience
  
- II. Program design
  -
  
- III. Equity
  -
  
- IV. Sustainability
  -
  
- V. Budget & budget narrative: 167 planned appr; 999,000 total budget req; 5,982.04 per; same amount per year although projected start was 3/1, ss is just under allowable 10% of total; admin under allowable 15%
  -
  
- VI. Partnerships
  -

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

RFA #: 202111177  
RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
BIDDER NAME: Bath Iron Works E R5  
DATE: 3/8/22  
EVALUATOR NAME: Lisa Haskell  
EVALUATOR DEPARTMENT: LABOR

\*\*\*\*\*  
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\*\*\*\*\*

**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience
  
- II. Program design
  -
  
- III. Equity
  -
  
- IV. Sustainability
  -
  
- V. Budget & budget narrative: 500 planned appr; 2,944,542 total budget req; 5,889.08 per appr; ss is at allowable 10% of total, staff intensive; training costs only in third year; 680K leverage, no subawards; admin is under 15% allowable
  -
  
- VI. Partnerships
  -

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

RFA #: 202111177  
RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
BIDDER NAME: ME AFL/CIO F R6  
DATE: 3/8/22  
EVALUATOR NAME: Lisa Haskell  
EVALUATOR DEPARTMENT: LABOR

\*\*\*\*\*  
**Instructions:** *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
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**Individual Evaluator Comments:**

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- I. Applicant experience
- II. Program design
  -
- III. Equity
  -
- IV. Sustainability
  -
- V. Budget & budget narrative: 346 planned appr; 1,729,067.25 total budget req; 4,997.30 per appr; ss is below allowable 10% of total, includes subawards; staff intensive; leverage of 320,761; admin is below allowable 15%
- VI. Partnerships
  -

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

RFA #: 202111177  
RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
BIDDER NAME: Northeast Mobile Health Services G R7  
DATE: 3/8/22  
EVALUATOR NAME: Lisa Haskell  
EVALUATOR DEPARTMENT: LABOR

\*\*\*\*\*  
**Instructions:** *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
\*\*\*\*\*

**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience
- II. Program design
  -
- III. Equity
  -
- IV. Sustainability
  -
- V. Budget & budget narrative: 300 planned appr; 1,798,944 total budget req; 5,996.48 per appr; ss is over allowable 10% of total (used 1,200 per), includes subawards?; leverage/match of 75K
- VI. Partnerships
  -

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

RFA #: 202111177  
RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
BIDDER NAME: Maine Health H R8  
DATE: 3/8/22  
EVALUATOR NAME: Lisa Haskell  
EVALUATOR DEPARTMENT: LABOR

\*\*\*\*\*

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- I. Applicant experience
- II. Program design
  -
- III. Equity
  -
- IV. Sustainability
  -
- V. Budget & budget narrative: 639 planned appr; 1,858,086 total budget req; 2,907.80 per appr (calculated per year and then totaled in proposal); ss is under allowable 10% of total, staff intensive; no subawards; no leverage  
On pg 20, 639 is listed as pre-apprentices completing
- VI. Partnerships
  -

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #:** 202111177  
**RFP TITLE:** MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
**BIDDER NAME:** Portland Adult Education  
**DATE:** 3/28/22  
**EVALUATOR NAME:** Lisa Haskell  
**EVALUATOR DEPARTMENT:** LABOR

\*\*\*\*\*  
**Instructions:** *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
\*\*\*\*\*

**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience
  -
  
- II. Program design
  - 
  -
- III. Equity
  - 
  -
- IV. Sustainability
  -
  
- V. Budget & budget narrative
  - Plan to serve 120 Pre-apprentices, supportive services are below the allowable 10%; driver lic isn't usually ss; Cost per is 6K, 100K of leverage-no explanation; Indirect/Admin-61,099 or 8.49% of total or 10% of Sal/Benefits
  - Total budget 720K-mostly staffing
  
- VI. Partnerships
  -

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**

**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**

**BIDDER NAME: Lewiston Adult Education**

**DATE: 3/28/22**

**EVALUATOR NAME: Lisa Haskell**

**EVALUATOR DEPARTMENT: LABOR**

\*\*\*\*\*

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\*\*\*\*\*

**Individual Evaluator Comments:**

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I. *Applicant experience*

- 

II. *Program design*

- 

III. *Equity*

- 

IV. *Sustainability*

- 

V. *Budget & budget narrative*

- *Plan to serve 470 150 Apprentices and 320 Pre-apprentices, supportive services are below the allowable 10%, all stipends; Cost per is 3111.03 @470, their cost per math is for 320.85 enrollments; 121,800 of leverage-with explanation; Admin-136,561 or 9.34% of total, new budget lines to keep admin below 10%?*
- *Total budget 1,462,185*

VI. *Partnerships*

-

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #:** 202111177  
**RFP TITLE:** MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
**BIDDER NAME:** Gorham School District  
**DATE:** 3/28/22  
**EVALUATOR NAME:** Lisa Haskell  
**EVALUATOR DEPARTMENT:** LABOR

\*\*\*\*\*  
**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
\*\*\*\*\*

**Individual Evaluator Comments:**

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- I. Applicant experience
  -
  
- II. Program design
  - 
  -
  
- III. Equity
  - 
  -
  
- IV. Sustainability
  -
  
- V. Budget & budget narrative
  - Plan to serve 120 Apprentices, supportive services are below the allowable 10%; Cost per is 6K, 174K of leverage-with explanation; Admin-minimal at 7K
  - Total budget 720K; bulk of costs is personnel
  
- VI. Partnerships
  -



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #:** 202111177  
**RFP TITLE:** MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
**BIDDER NAME:** Industrial Roofing Company  
**DATE:** 3/28/22  
**EVALUATOR NAME:** Lisa Haskell  
**EVALUATOR DEPARTMENT:** LABOR

\*\*\*\*\*

**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

\*\*\*\*\*

**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience
  -
  
- II. Program design
  - 
  -
- III. Equity
  - 
  -
- IV. Sustainability
  -
  
- V. Budget & budget narrative
  - Plan to serve 95 Apprentices, supportive services are below the allowable 10%; Cost per is 5,962.40, 450K of leverage-#5 is explanation?; Admin-73,500 (items listed see to be ss or training costs) If ss that would exceed the allowable 10%
  - Total budget 547,140
  
- VI. Partnerships
  -

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #:** 202111177  
**RFP TITLE:** MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
**BIDDER NAME:** Somerset Career & Technical Center  
**DATE:** 3/28/22  
**EVALUATOR NAME:** Lisa Haskell  
**EVALUATOR DEPARTMENT:** LABOR

\*\*\*\*\*  
**Instructions:** *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
\*\*\*\*\*

**Individual Evaluator Comments:**

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- I. Applicant experience
  -
  
- II. Program design
  - 
  -
- III. Equity
  - 
  -
- IV. Sustainability
  -
  
- V. Budget & budget narrative
  - Plan to serve 50-20 Apprentices and 30 pre-appr, supportive services are below the allowable 10%; Cost per is 5,462.20, no leverage; No Admin; mostly staffing costs; travel =approx 15K miles per year
  - Total budget 273,110
  
- VI. Partnerships
  -

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #:** 202111177  
**RFP TITLE:** MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
**BIDDER NAME:** Inclusion Maine  
**DATE:** 3/28/22  
**EVALUATOR NAME:** Lisa Haskell  
**EVALUATOR DEPARTMENT:** LABOR

\*\*\*\*\*  
**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
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- I. Applicant experience
  -
  
- II. Program design
  - 
  -
- III. Equity
  - 
  -
- IV. Sustainability
  -
  
- V. Budget & budget narrative
  - Plan to serve 500 Apprentices, supportive services are below the allowable 10%; Cost per is 6K, 1M of leverage-with explanation; 58K of travel-if all mileage must go over 105K miles; not much detail in budget narrative
  - Total budget 3M
  
- VI. Partnerships
  -

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME: Inclusion Maine**  
**DATE: 3/30/22**  
**EVALUATOR NAME: Lisa Haskell**  
**EVALUATOR DEPARTMENT: LABOR**

\*\*\*\*\*  
**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
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- I. Applicant experience
  -
  
- II. Program design
  - 
  -
- III. Equity
  - 
  -
- IV. Sustainability
  -
  
- V. Budget & budget narrative
  - Plan to serve 500 Apprentices, supportive services are below the allowable 10%; Cost per is 6K, 1M of leverage-with explanation; 58K of travel-if all mileage must go over 105K miles; not much detail in budget narrative except personnel and total in narrative as 540K but in line item budget is over 1M
  - Total budget 3M
  
- VI. Partnerships
  -

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #:** 202111177  
**RFP TITLE:** MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
**BIDDER NAME:** Inclusion Maine  
**DATE:** 3/30/22  
**EVALUATOR NAME:** Lisa Haskell  
**EVALUATOR DEPARTMENT:** LABOR

\*\*\*\*\*  
**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
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**Individual Evaluator Comments:**

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- I. Applicant experience
  -
  
- II. Program design
  -
  
- III. Equity
  -
  
- IV. Sustainability
  -
  
- V. Budget & budget narrative
  - Plan to serve 500 Apprentices, supportive services are below the allowable 10%; Cost per is 6K, 1M of leverage-with explanation; 58K of travel-if all mileage must go over 105K miles; not much detail in budget narrative except personnel and total in narrative as 540K but in line item budget is 840K
  - Total budget 3M-bulk is training costs
  
- VI. Partnerships
  -

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME: Inclusion Maine**  
**DATE: 3/30/22**  
**EVALUATOR NAME: Lisa Haskell**  
**EVALUATOR DEPARTMENT: LABOR**

\*\*\*\*\*  
**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
\*\*\*\*\*

**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience
  -
  
- II. Program design
  -
  
- III. Equity
  -
  
- IV. Sustainability
  -
  
- V. Budget & budget narrative
  - Plan to serve 500 Apprentices, supportive services are below the allowable 10%; Cost per is 6K, 1M of leverage-with explanation; 58K of travel-if all mileage must go over 105K miles; not much detail in budget narrative except personnel and total in narrative as 540K but in line item budget is 840K
  - Total budget 3M-bulk is training costs
  
- VI. Partnerships
  -

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #: 202111177**  
**RFP TITLE: MAINE APPRENTICESHIP PROGRAM GRANT FUNDING**  
**BIDDER NAME: Foster Career and Technical Education Center**  
**DATE: 3/30/22**  
**EVALUATOR NAME: Lisa Haskell**  
**EVALUATOR DEPARTMENT: LABOR**

\*\*\*\*\*  
**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
\*\*\*\*\*

**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience
  -
  
- II. Program design
  - 
  -
- III. Equity
  - 
  -
- IV. Sustainability
  -
  
- V. Budget & budget narrative
  - Plan to serve 223 Apprentices, supportive services are below the allowable 10%; Cost per is 2,232.52, 1.25M of leverage; travel is calculated as .51 x50 mi x5 days x 40 weeks annually
  - Total budget 497,852-bulk is personnel costs
  
- VI. Partnerships
  -

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #:** 202111177  
**RFP TITLE:** MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
**BIDDER NAME:** Washington County Community College  
**DATE:** 3/30/22  
**EVALUATOR NAME:** Lisa Haskell  
**EVALUATOR DEPARTMENT:** LABOR

\*\*\*\*\*  
**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
\*\*\*\*\*

**Individual Evaluator Comments:**

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- I. Applicant experience
  -
  
- II. Program design
  - 
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- III. Equity
  - 
  -
  
- IV. Sustainability
  -
  
- V. Budget & budget narrative
  - Plan to serve 67 Apprentices, supportive services are below the allowable 10%; Cost per is 5,778.48, 173,972 of leverage; Admin is under 15% allowable but doesn't add across Total budget 387,158-bulk is personnel costs and only detail provided in budget narrative
  
- VI. Partnerships
  -



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFA #:** 202111177  
**RFP TITLE:** MAINE APPRENTICESHIP PROGRAM GRANT FUNDING  
**BIDDER NAME:** ReVision Energy Inc  
**DATE:** 4/12/22  
**EVALUATOR NAME:** Lisa Haskell  
**EVALUATOR DEPARTMENT:** LABOR

\*\*\*\*\*  
**Instructions:** *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*  
\*\*\*\*\*

**Individual Evaluator Comments:**

**Directions:** *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Applicant experience
  -
  
- II. Program design
  - 
  -
- III. Equity
  - 
  -
- IV. Sustainability
  -
  
- V. Budget & budget narrative
  - *Plan to serve 122 Apprentices, supportive services are below the allowable 10%; Actual budget is 1,066,652 Applicant says they will leverage 334,672 which would make the cost per 5,999.84; Admin is over 15% allowable if leverage is applied, admin would be under allowable; budget is written to include possible leverage. Cannot tell if MOA mentioned already exists with MCCS or if may happen in future-specific amount not mentioned, other funds will be paid by applicant bulk of leverage in year 2 and 3 If leverage does not come to fruition, cost per is over 6K; personnel is bulk; travel is high but explained, Admin seem to belong in training line*
- VI. Partnerships
  -



STATE OF MAINE  
DEPARTMENT OF Labor

Janet T. Mills  
Governor

Laura Fortman  
Commissioner

**AGREEMENT AND DISCLOSURE STATEMENT**  
**RFP #: 202111177**

**RFP TITLE: Maine Apprenticeship Program FY 2022 Grant Funding**

I, Joan M. Dolan accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Labor. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

**I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.**

*Joan M. Dolan*

3/1/2022

---

Signature

Date



STATE OF MAINE  
DEPARTMENT OF Labor

Janet T. Mills  
Governor

Laura Fortman  
Commissioner

**AGREEMENT AND DISCLOSURE STATEMENT**  
**RFP #: 202111177**  
**RFP TITLE: Maine Apprenticeship Program FY 2022 Grant Funding**

I, Samantha Dina accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Labor. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

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*Samantha Dina*

\_\_\_\_\_  
Signature

March 3, 2022  
\_\_\_\_\_  
Date



STATE OF MAINE  
DEPARTMENT OF LABOR

Janet T. Mills  
Governor

Laura Fortman  
Commissioner

**AGREEMENT AND DISCLOSURE STATEMENT**  
**RFA #: 202111177**  
**RFA TITLE: Maine Apprenticeship Program Grant Funding**

I, Kristine McCallister accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Labor. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

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*Kristine McCallister*

3/1/2022

Signature

Date



STATE OF MAINE  
DEPARTMENT OF (enter Department)

Janet T. Mills  
Governor

(Enter Commissioner)  
Commissioner

**AGREEMENT AND DISCLOSURE STATEMENT**

RFP #: (Insert RFP #)

RFP TITLE: (Insert RFP title)

I, (print name at right)

Peter Diolock

accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of (enter Department). I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

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Peter Diolock

3/1/22

Signature

Date



STATE OF MAINE  
DEPARTMENT OF Labor

Janet T. Mills  
Governor

Laura Fortman  
Commissioner

**AGREEMENT AND DISCLOSURE STATEMENT**  
**RFP #: 202111177**  
**RFP TITLE: Maine Apprenticeship Program FY 2022 Grant Funding**

I, Lisa Haskell accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Labor. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; **current or former employment with the bidder\***; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

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**I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.**

Lisa Haskell

3/3/2022

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Signature

Date

**Per Brandon Martin at Procurement Services, my participation is allowable, although my husband works at BIW as a Machinist Programmer, due to his not directly benefitting from this proposal.**