| Priority Hire Program Elements |
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|  | **Element Description** | **Required Element** | **Discretionary Element** | **Cost Estimate** |
|  | **Community Workforce Agreement (CWA) Administrator.** The CWA Administrator assists and/or lead labor negotiations on behalf of your organization to execute a CWA. This position manages Labor compliance and CWA covered projects from pre-construction activities through completion. Conduct on-site visits and worker interviews, check adherence to safety plans, standards, and protocols at the project construction site. Develops written correspondence to clients, contractors, subcontractors, and Unions for labor compliance or CWA deficiencies and corrective action as needed. Attend and participate in CWA presentations to the public, contractors, labor organizations, and that of the awarding agency, as requested. | **☒** |  | Consultant Hourly Cost Range: $100 to $150/Hr.Employee Hourly Cost Range: $54 to $65/Hr. |
|  | **Reporting System.**  The purpose of a reporting system is to ensure that contractor and program performance data is appropriately assessed and available for reporting results. **[Highly Recommended Available Option]:** King County’s Diversity Compliance Management System (DCMS) is an online cloud-based reporting solution that is available for use at a monthly cost. The DCMS integrates payment, labor, prevailing wage compliance, and workforce reporting in one solution that securely stores worker information. | **☒** |  | New Reporting System Cost: $50,000 to $150,000 plus hosting and maintenance feesKing County DCMS Monthly Subscription Cost: $2,000. DCMS is available as a subscription-based service. Sign up and pay a recurring cost to access the DCMS. [**Recommended**] |
|  | **Legal Analysis.** Hire legal experts to help in the development of a local Community Workforce Agreement, Priority Hire local ordinance, or in the design of the Priority Hire pilot. **[Recommended Available Option]:** TheKing County Priority Hire program already has a set of ZIP Codes that are based on economic criteria and predicated on a rigorous economic study and legal analysis. Proposers are strongly encouraged to use the King County Priority Hire ZIP codes. See the King County authorizing ordinance and other program elements in the [Priority Hire Tool Kit.](https://kingcounty.gov/depts/finance-business-operations/business-development-contract-compliance/programs/PriorityHire/Priority%20Hire%20Toolkit.aspx) |  | **☒** | Attorney Hourly Cost Range: $200 to $250/Hr.Adoption of King County Priority Hire ZIP Codes: No Cost [**Recommended**] |
|  | **Staff Training:** Training designed with the frontline in mind that includes program overview, goals and objectives, and standard work to equip your employees with the ability to leverage data-driven knowledge to drive results— and can be customized to fit the unique needs of your team. |  | **☒** | Consultant Hourly Cost Range: $100 to $150/Hr. |
|  | **Data Analyses/Report Development.** Data evaluation and analyses and report developments (e.g., monthly, quarterly, and or annual) as required by the authority, CWA, and or funding source.  |  | **☒** | Consultant Hourly Cost Range: $100 to $150/Hr.Employee Hourly Cost Range: $49 to $55/Hr. |
|  | **Website Development.** (Front-end web developer) Work on the visual part of the website—the pages visitors see and interact with (also known as the user interface). Design the physical layout of each page, create site content, integrate graphics, and use HTML and or JavaScript to enhance the site.  |  | **☒** | Consultant Hourly Cost Range: $60 to $95Hr.Employee Hourly Cost Range: $35 to $55/Hr. |