



**CITY OF STANWOOD
PUBLIC WORKS COMMITTEE
AGENDA STAFF REPORT**

ITEM NUMBER: Discussion
DATE: February 4, 2019
SUBJECT: Presentation from the NWBCTC
CONTACT PERSON: Kevin Hushagen, Public Works Director
ATTACHMENTS: A) Community Workforce Agreement

ISSUE

The issue in front of the Public Works Committee is to listen to a presentation from the Northwest Building and Construction Trades Council (NWBCTC) regarding efforts to implement a Community Workforce Agreement to promote apprenticeship opportunities in the area.

Community Workforce Agreement

I. PURPOSE

The purpose of this Community Workforce Agreement (CWA) is to promote opportunities for (Awarding agency) and surrounding area residents to have a clear and seamless pathway into apprenticeship opportunities. This CWA identifies the roles, responsibilities and establishes a working relationship between (Awarding agency) and the Northwest Washington Building and Construction Trades Council (NWBCTC) for activities promoting and providing access to (Awarding agency) and surrounding area residents generating apprenticeship opportunities.

II. ROLES and RESPONSIBILITIES

(Awarding agency) and the NWBCTC agree to carry out the following lead roles and responsibilities to accomplish the goals of this Community Workforce Agreement:

Roles and Responsibilities of the Northwest Washington Building and Construction Trades Council

- Actively work with Washington State approved apprenticeship and training programs to identify and recruit under-represented groups in the construction trades (i.e., women and minorities), and support (Awarding agency) in their efforts to increase the participation of these designated groups.
- Provide information and assistance to (Awarding agency) to develop and implement an articulated program that will provide (Awarding agency) graduates and (Awarding) County residents a clear and seamless pathway into apprenticeship opportunities.
- Provide (Awarding agency) and its contractor's information regarding apprenticeship opportunities, including services and assistance, to meet RCW 39.04.320.
- Provide technical assistance to (Awarding agency) in the form of sample bid specifications, reporting forms and other relevant documents in order to enhance the ability of (Awarding agency) to generate apprenticeship opportunities.
- Assist and direct (Awarding agency) in the development and enforcement of a tracking system to measure and report all data to analyze program effectiveness.
- Work with Project Contractors and subcontractors as appropriate to assist in meeting the overall participation goals and requirements for new apprenticeship opportunities

Roles and Responsibilities of (Awarding agency)

- Promote and encourage participation of (Awarding agency) high schools in an articulated pre-apprenticeship program that will provide students with a clear and seamless pathway into apprenticeship opportunities.
- Recruit and refer eligible and qualified candidates to the appropriate apprenticeship opportunities.
- Support the apprenticeship utilization goals on all (Awarding agency) school projects.
- Meet RCW 39.04.320 and the exceptions contained therein of 15% of the total construction labor hours to be performed by participants in apprenticeship and training programs. Such apprentices shall be enrolled in apprenticeship programs approved or recognized by the State of Washington.
- Develop a tracking system to measure and report the number of apprentices, the hours worked by them and other pertinent data to analyze program effectiveness.
- Meet with Northwest Building Trades Council in the UA 26 Building located at 780 Chrysler Dr. Burlington, WA 98233, on the third (3) Wednesday of each month at 10:30 am or upon 48-hour notice meet at 12:00 (noon) in an agreed upon MSD Schools location. By request of either party, this monthly meeting may be postponed until the following month, but not to exceed two (2) consecutive month's time without meeting about apprenticeship utilization.

III. APPRENTICESHIP UTILIZATION

(Awarding agency) shall require Project Contractors and subcontractors to implement project apprenticeship programs to meet the requirements of RCW 39.04.320 and to endeavor to meet the goals of this Memorandum of Understanding. The Trades shall assist (Awarding agency) and the Project Contractors and subcontractors in locating and supplying apprenticeship labor in each craft who will participate in training and on the job opportunities to increase the skills of the workforce in (Awarding agency County). Crafts that are The unions within the Trades will not be required to violate the terms of their respective collective bargaining agreements in locating and supplying such apprenticeship labor.

(Awarding agency) shall contractually require the Project Contractors and subcontractors to commit to meet the project apprenticeship participation requirements of fifteen percent (15%) of the total contract labor hours, excluding off-site vendors and suppliers, subject to RCW 39.04.320 and the exceptions contained therein.

The Trades shall provide, upon request by a Project Contractor or any subcontractor signatory to the appropriate CBA, sufficient quantities of qualified, registered

(Washington State Apprenticeship Training Council), approved apprentices to complete assigned tasks. During the initial construction planning period for each project, (Awarding agency) shall require the Project Contractor and subcontractors to prepare and submit a plan for qualified apprenticeship participation. The plan of the Project Contractor and each subcontractor shall estimate the total contract labor hours in order to establish the framework for apprenticeship participation.

(Awarding agency) shall require that the Project Contractor and each subcontractor provide a monthly report of apprentices used that month by craft and trade at each tier and level of work. The report will provide an ongoing update of the progress towards the originally submitted plan.

- a) The apprenticeship monthly report shall identify the individual apprentices who participated.
- b) The apprenticeship program participation requirements shall apply to the total project costs for each project, inclusive of all change orders and amendments to the contract.
- c) All apprenticeship and workforce reports are to be in electronic form. The fields and types of information requested shall be determined mutually between (Awarding agency) and the Project Contractors; with consultation from the Olympic Peninsula Building Trades Council
- d) Bidders shall submit post-bid verification that the subcontractors have been notified of the apprenticeship program requirements.

IV. HELMETS TO HARDHATS.

(Awarding agency) and the Trades recognize a desire to facilitate the entry and training of veterans interested in careers in the building and construction industry. (Awarding agency) and the Trades shall encourage the Project Contractors and subcontractors to utilize the services of the Center for Military Recruitment, Assessment and Veterans Employment (Center) and the Center's "Helmets to Hardhats" program to serve as a resource for preliminary orientation, assessment of construction aptitude, referral to apprenticeship programs or hiring halls, counseling and mentoring, support networks, employment opportunities and other needs as identified by the parties.

(Awarding agency) and the Trades shall endeavor to coordinate with the Center to create and maintain an integrated database of veterans interested in working on these projects and of apprenticeship and employment opportunities for these projects. To the extent permitted by law, the Trades will give credit to such veterans for bona fide, provable past experience.

V. TERMINATION

This Memorandum of Understanding may be terminated by any of the participants upon thirty (30) days written notice, after a suitable attempt has been made through a meeting of the represented parties to resolve any disagreements hereunder. This Memorandum of Understanding shall expire upon the completion of the projects identified herein. No rights or remedies are created by this Memorandum of Understanding.

VI. SIGNATURES

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