

*CIP Academy -*

# Construction Training Program

*April 15, 2020*



# Presenter

**Rick Wilson**

Program/Procurement Supervisor  
Capital Contracting Office

The Capital Contracting Office (CCO) procures, negotiates, and manages Capital Improvement Project (CIP) contracts for construction-related services that are essential for an improved quality of life for Austin residents.





# Agenda

- Why is This Program Needed?
- Council Policy Direction
- Program Summary
- Project-Specific Considerations for CTP
- Construction Readiness “Pipeline” Organizations
- Contractor Performance Evaluation (CPE)
- Monitoring Compliance
  - CTP Training Plan (Plan to meet requirements)
  - Employee Certification (existing Prevailing Wage form)
  - CTP Training Report (Progress towards requirements)
- Program Status
- Development / Next Steps
- Q&A

# Why is this Program Needed?

- The ***Austin Metro Master Community Workforce Plan (2017)*** identifies skilled construction trades as “some of the best middle-skill career opportunities,” and emphasizes the need to train workers and connect them to local job opportunities.
- By 2021, Austin is projected to have more than 60,000 job openings that require more training than a high school diploma but less than a bachelor’s degree.



- Workforce surveys of the Central Texas area have confirmed a strong and sustained demand for trained construction workers
- Our Purpose: To promote the use of unemployed, underemployed, or other construction trainees on City construction projects to build capacity in the local construction labor market to benefit participants, the City, and Austin’s construction community.

Source: *Austin Metro Area Master Community Workforce Plan*, Workforce Solutions Capital Area, June 2017

# Council Resolution 20180628-061

**Policy direction:** Require contractors to ensure a minimum percentage of construction workers on city projects “with significant budgets” are graduates or students of DOL-registered apprenticeship or DOL-certified bilingual training programs. Parameters include:

- Minimum 15% of workers on Vertical Construction Projects
- Develop and present program for horizontal, civil construction projects
- Provide extra consideration for achieving higher percentages than the required minimum
- Monitor compliance
- Develop a workforce development pipeline



# Program Summary

- The Construction Training Program requires the employment of trainees and apprentices on City of Austin contracts.
- Each new construction contract will be assigned a training requirement, depending on a number of considerations.

Project Budget	Apprentice/Graduate/OJT Trainee/Construction Ready Trainee Requirement	DOL-approval required?
\$500K to \$2.5M	2 – Construction Ready Trainees	N
Over \$2.5M to \$5M	4 – Construction Ready Trainees	N
Over \$5M to \$10M	6 – Construction Ready Trainees	N
Over \$10M (Significant Budget)	Apprentice/OJT/Graduate/Trainee Minimum 15% of Workforce	Y

**“Construction-Ready Trainee”** – an enrollee or graduate of a “pipeline organization” that provides COA-approved pre-employment training related to construction.

**“DOL-approval requirement”** – refers to DOL-registration (Apprenticeship), DOL-approval (OJT), DOL-certified (Bilingual) requirement.

# Program Requirements

## Meeting Construction Training Program Requirements

	Under \$10M DOL-registered/approved/ certified not required, option	Over \$10M <b>Must be DOL- registered/approved/certified</b>
<b>Horizontal</b> (Roads, Pipelines, Civil Projects)	Construction Ready Trainees  Graduates or Current Enrollees in DOL- registered/approved/ certified	<b>On-the-Job Training (OJT) or Bilingual Training Program</b>  Graduates or Current Enrollees in DOL- approved/certified
<b>Vertical</b> (Buildings, Facilities)	Construction Ready Trainees  Graduates or Current Enrollees in DOL- registered/approved/ certified	<b>Apprenticeship or Bilingual Training Program</b>  Graduates or Current Enrollees in DOL- registered/certified

# CTP Project-Specific Considerations

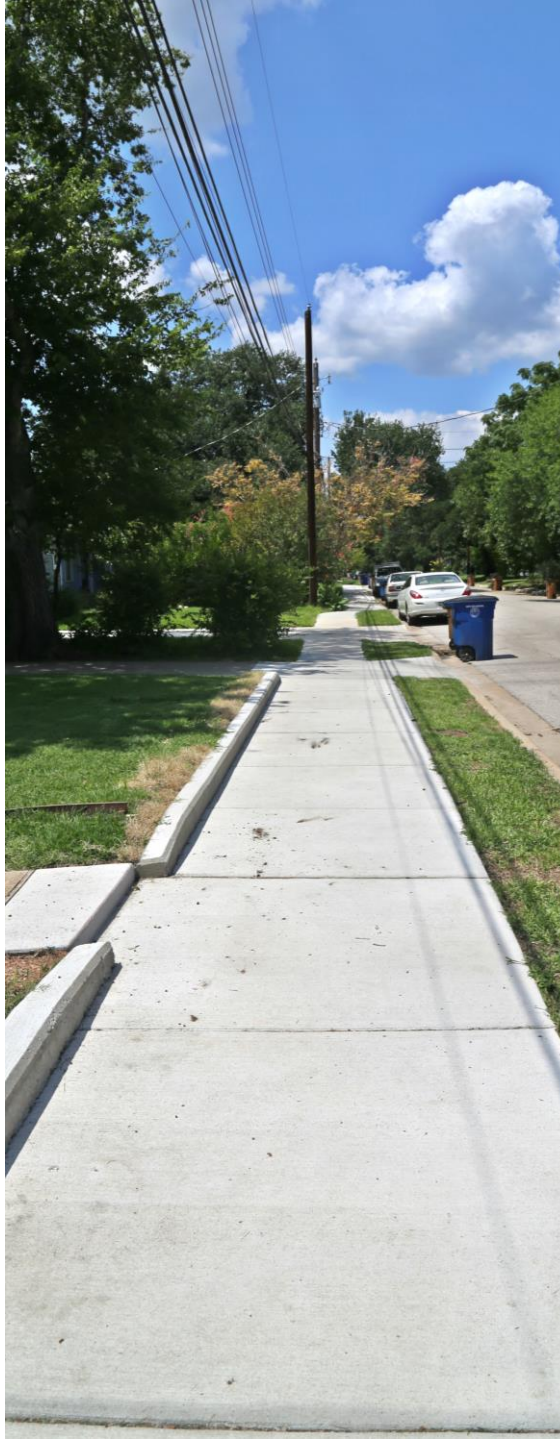
- Material cost vs. Labor cost
- Scope of work
- Schedule of Values
- Project duration and schedule
- Unique aspects of the project
- Available training in the trades required for the project
- Workforce, determined by the number of workers that will be on the project enough days to establish a training program
- Availability of trainees and graduates





# Construction Readiness “Pipeline” Organizations/Providers

- Austin Community College
- Workforce Solutions
- Goodwill
- Skillpoint Alliance
- P-TECH Construction Academy
- American YouthWorks
- NABTU MC3-ARP
- Lone Star Construction Trades Training
- Other community, contractor, and non-profit training programs



Committed to partner with community agencies who provide training to develop a Construction Readiness Program.

Graduates of these programs may be able to secure work on vertical and horizontal construction projects below \$10M.

Through these initial opportunities, trainees may pursue further training through apprenticeship or OJT programs.

# Contractor Performance Evaluation (CPE)

The City's current **Contractor Performance Evaluation (CPE)** Program will measure contractor compliance with the Construction Training Program (CTP) at the end of each contract or contract term.



# Monitoring Compliance

## Program includes:

- Communication to participants
- Enrollment coordination
- Tracking trainee participation
- Recruitment efforts

## Using these documents:

- Solicitation Documents (00840)
- Approved Training Plan (prior to NTP)
- Training Reports (Status) from Vendor
- Site Visits by CCO's Wage Team (Random)
- Employee certifications
- Evidence of registration or graduation from an approved training program

The City of Austin Construction Training Program (the "Program") is intended to train workers on City of Austin's construction projects in order to develop a pool of qualified, ready-to-work skilled and semi-skilled construction workers. This training commitment is not intended and shall not be used to discriminate against any applicant.

**Training Requirement.** Establishment of the Construction Training Requirement for each project will be based on project scope, dollar amount, and opportunities available to achieve the training requirements. The requirements will be established either prior to solicitation, or during contract negotiations, using the criteria in Charts A and B. Program requirements will be subject to availability of Trainees and Graduates.

Chart A - Evaluation Criteria
1. Material cost vs labor cost
2. Scope of work
3. Schedule of values (a comprehensive list of work for a particular project)
4. Project duration and schedule
5. Unique aspects of the project
6. Available training programs for the specific training plan
7. Workforce determined by the number of workers that will be on the project enough days to establish a training program.

Chart B - Construction Training Requirements	
Estimated Construction Cost	Apprentice/ On-the-Job Training (OJT) /Construction Ready (CR) Trainee Requirements
\$500K to \$2.5M	2 - Construction Ready Trainees*
Over \$2.5M to \$5M	4 - Construction Ready Trainees*
Over \$5M to \$10M	6 - Construction Ready Trainees*
Over \$10M (Significant Budget)	OJT/Apprentice/Graduate/Trainee Minimum 15%

\*These requirements may also be satisfied by workers enrolled in or graduated from DOL registered/approved training programs.

NOTE: BLUE Sections MUST BE EDITED BY PROJECT MANAGER TO MEET SPECIFIC PROJECT NEEDS.
<ul style="list-style-type: none"><li>• Delete this and all other instruction boxes prior to final printing.</li><li>• Delete brackets.</li></ul>

List any specific security requirements or employment restrictions this project has for workers onsite.

**CONTRACT (project) INFORMATION**

No.	Name:
-----	-------

**CONTRACTOR INFORMATION**

Contractor:		Trainee Requirement:
Address:		City, State, Zip:
Contractor Representative:	Email Address:	Phone:

**PARTICIPATION INFORMATION**

Wage Classification:	Max. Hours (OJT)	Number and *Type of Participants	Approximate Start Date:	Approximate End Date:

**\*Trainee Types**

A = apprentice    AG = graduate of apprenticeship    OJT = on-the-job trainee    OG = OJT graduate  
CR = construction-ready    B = bilingual program

<b>CONTRACTORACKNOWLEDGEMENT STATEMENT</b>	<b>CITY OF AUSTIN USE ONLY</b>
I understand and will comply fully with the plans, specifications, terms, and conditions under which this training is being performed.	
signed:	name:
date:	signed:
	date:
	Approved    Disapproved
Comments:	

For questions, contact the City of Austin's Capital Contracting Office at 512-974-7181, and ask to speak with the Construction Training Program Administrator.

Forward a signed copy of this completed form to [CCOWageComplianceDL@austintexas.gov](mailto:CCOWageComplianceDL@austintexas.gov).

# Forms: 1 of 3 - Training Plan

- Contractor and Project Information
- Wage classification of trainee/job function
- Training org. or program (Apprenticeship/OJT)
- Expected number and type of trainee
- Anticipated start / end date on specific project
- Subcontractors' plans
- Reasonable efforts to comply (attach)
  - Contractor must document recruitment efforts
  - Contact COA for a current list of approved training providers
  - Log of applicants contacted
  - Log of training organizations contacted
  - Document outreach efforts made to all available training organizations (per current COA list) to satisfy the requirements
  - Document recruitment efforts performed until goals are met or project is complete

# Forms: 2 of 3 – Employee Certification

- Existing document used by Prevailing Wage program (contract section 00830)
- Employee Name, Contract Information
- CTP Information
- Wage Classification
- Current Pay Rate
- Signed by EMPLOYEE and EMPLOYER

## Employee Certification – To Be Completed Prior to Beginning Work

City of Austin Project Name: _____	Sol. # _____
Contractor: _____	Subcontractor: _____
Employee: _____	Pay Rate: \$ _____/hr.(cash) + \$ _____/hr.(fringes)
Do you have your OSHA -10 hour card or completion certificate? _____ YES/NO _____	
If card available provide card number: _____	
_____ If the worker is a Participant in the COA Construction Training Program, please check one below:	
Apprentice? _____	Graduated <u>Apprentice</u> ? _____
Construction Ready Trainee? _____	OJT Trainee? _____ OJT Graduate? _____
Instructions: Check the box next to each classification that you will be performing on this project. The wage rate listed next to each classification is the minimum hourly rate of pay that an employee must be compensated for performing that type of work. Note: The prevailing wage rates listed below are applicable to this project ONLY.	

### WAGE RATE DETERMINATION

#### Heavy and Highway

County Name: TRAVIS

Wages based on DOL General Decision: TX20200007 01/03/2020 TX19 and City of Austin Ordinance #20160324-015

**DOL Rate column is for information only. The Total Minimum Wage Rate is derived from the Adjusted Wage Rate Required pursuant to City Ordinance, and can be met using any combination of cash and non-cash qualified fringe benefits, provided the cash component is at least \$15.00/hour.**

Classification	DOL Rate For info Only	Adjusted Wage Rate Required Pursuant to City Ordinance	Total Minimum Wage Rate Required
Agricultural Tractor Operator	\$12.69	\$15.00	\$15.00
Asphalt Distributor Operator	\$15.55	\$15.55	\$15.55
Asphalt Paving Machine Operator	\$14.36	\$15.00	\$15.00
Asphalt <u>Raker</u>	\$12.12	\$15.00	\$15.00
Boom Truck Operator	\$18.36	\$18.36	\$18.36
Broom or Sweeper Operator	\$11.04	\$15.00	\$15.00
Cement Mason/Concrete Finisher	\$12.56	\$15.00	\$15.00
Concrete Pavement Finishing Machine Operator	\$15.48	\$15.48	\$15.48
Crane, Hydraulic, 80 tons or less	\$18.36	\$18.36	\$18.36
Crane, Lattice Boom, 80 tons or less	\$15.87	\$15.87	\$15.87
Crane, Lattice Boom, over 80 tons	\$19.38	\$19.38	\$19.38
Crawler Tractor	\$15.67	\$15.67	\$15.67
Directional Drilling Locator	\$11.67	\$15.00	\$15.00
Directional Drilling Operator	\$17.24	\$17.24	\$17.24

# Forms: 3 of 3 – Periodic Training Report

- Contractor/Project Name
- Last name of employee, Last 4-digit of SSN
- Wage classification for work performed
- Training program (Construction-Ready, OJT, Apprenticeship)
- Grads from Apprenticeship, OJT, and Bilingual programs / Date graduated
- Contractor signature and date
- Trainee status change

Contractor: \_\_\_\_\_  
Solicit. # / Project Name \_\_\_\_\_

PARTICIPATION INFORMATION			
Reporting Period:			
Week Ending	Individual's Last Name	SSN (last 4)	Classification

OJT GRADUATE OR APPRENTICESHIP GRADUATE INFO	
Has Trainee graduated from a DOL-registered Apprenticeship program?	Date:
Has Trainee graduated from a DOL-approved OJT program?	Date:
Has Trainee graduated from a DOL-certified Bilingual Training program?	Date:

Contractor representative \_\_\_\_\_ Phone no. \_\_\_\_\_ Email \_\_\_\_\_

TRAINEE STATUS CHANGE		
Last Name	Action Date	Action

CITY OF AUSTIN USE ONLY	
Name:	Date:
Signature:	
Comments:	

Submit to [CCOWageComplianceDL@austintexas.gov](mailto:CCOWageComplianceDL@austintexas.gov), or call the Capital Contracting Office at 512-974-7181, and ask to speak to the Construction Training Program Administrator.

This is an Equal Opportunity Program.

# ***CTP Program Status***

- CTP requirements on all Construction Solicitations over \$500K after 6/03/19
- Number of contracts with Training Requirements
  - 21 under \$10M
  - 9 over \$10M
  - 17 IDIQ s (CTP requirements, assignment-based = 0 assignments over \$500K)

**30 contracts**
- Proposed Trainees on Training Plans
  - 41 from Pipeline training organizations
  - 63 from a DOL-registered Apprenticeship Program
  - 4 from a DOL-approved On-The-Job (OJT) Training Program

**108 trainees**

# ***Program Development – Next Steps***

- CTP Administrator acquisition – *April 13,2020*
- Continuous process improvement and program refinement
  - Ongoing outreach efforts / education to internal and external stakeholders
    - CIP Academy – 4/15/20
    - CTP Project Manager’s Refresher – end of April
  - Modifications to program monitoring forms for relevancy
  - Contractor Performance Evaluation process finalization to provide “Extra Consideration” for contractors who exceed the minimum requirements
  - Continuous feedback from all stakeholders



# Thank you! Questions?

**Rick Wilson**, Program/Procurement Supervisor

[Rick.Wilson@austintexas.gov](mailto:Rick.Wilson@austintexas.gov)

**Garrett Cox**, CCO Construction Division Manager

[Garrett.Cox@austintexas.gov](mailto:Garrett.Cox@austintexas.gov)

**Cynthia Gonzales**, Deputy Officer

[Cynthia.Gonzales2@austintexas.gov](mailto:Cynthia.Gonzales2@austintexas.gov)

**Rolando Fernandez, Jr.**, Officer

[Rolando.Fernandez@austintexas.gov](mailto:Rolando.Fernandez@austintexas.gov)

# CIP Academy Survey



<https://www.surveymonkey.com/r/CTP42020>