CIP Academy - Construction Training Program

April 15, 2020
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*
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
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.

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

“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

<table>
<thead>
<tr>
<th></th>
<th><strong>Under $10M</strong></th>
<th><strong>Over $10M</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Horizontal</strong> (Roads, Pipelines, Civil Projects)</td>
<td>Construction Ready Trainees Graduates or Current Enrollees in DOL-registered/approved/certified</td>
<td>On-the-Job Training (OJT) or Bilingual Training Program Graduates or Current Enrollees in DOL-approved/certified</td>
</tr>
<tr>
<td><strong>Vertical</strong> (Buildings, Facilities)</td>
<td>Construction Ready Trainees Graduates or Current Enrollees in DOL-registered/approved/certified</td>
<td>Apprenticeship or Bilingual Training Program Graduates or Current Enrollees in DOL-registered/certified</td>
</tr>
</tbody>
</table>
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
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 apprentice or OJT programs.

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

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
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
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
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 Apprentice? _____
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.

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

### Participation Information

<table>
<thead>
<tr>
<th>Reporting Period</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Week Ending</td>
<td>Individuals Last Name</td>
</tr>
<tr>
<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### 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:

### Trainee Status Change

<table>
<thead>
<tr>
<th>Last Name</th>
<th>Action Date</th>
<th>Action</th>
</tr>
</thead>
</table>

### City of Austin Use Only

<table>
<thead>
<tr>
<th>Name</th>
<th>Date</th>
</tr>
</thead>
</table>
CTP Program Status

• CTP requirements on all Construction Solicitations over $500K after 6/03/19

• Number of contracts with Training Requirements
  
    o 21 under $10M
    o 9 over $10M
    o 17 IDIQ s (CTP requirements, assignment-based = 0 assignments over $500K)

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

  30 contracts

  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?

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