

APPENDIX G WORKFORCE HIRING AND TRAINING PROGRAM

Workforce Training & Hiring Program Contractor Checklist

**This program applies to select prime contracts of \$200,000 or more
and subcontracts of \$100,000 or more.**

The following Workforce Training & Hiring Requirements are a summary of the key contractual obligations of contractors working on TriMet project. It is the contractor's responsibility to read and fully understand this section of the bid specifications and to comply with all provisions of the program, regardless of whether they appear on this checklist.

CHECKLIST:

1. Prime Contractor:

- **A. Submit Projected Hiring Needs form (Exhibit 2) to TriMet within 15 calendar days after bid opening or prior to contract award, whichever occurs first.**
- **B. Ensure compliance by all subcontractors with subcontracts of \$100,000 or more, and provide them with a copy of the Workforce Program section of the specifications.**

2. Subcontractors, at all tiers, with contracts of \$100,000 or more:

- **Submit Projected Hiring Needs form (Exhibit 2) prior to beginning work on the project or within 5 days of signing subcontracts, whichever occurs first.**

3. Prime and all subcontractors with contracts of \$100,000 or more must:

- **A. Throughout the duration of the project:** Ensure that a minimum of 20% of labor hours in each apprenticeable trade performed by the prime and subcontractors of \$100,000 or more are worked by state-registered apprentices.
- **B. Before starting work on this project:** Submit proof of registration as a Training Agent with the Bureau of Labor & Industry, Apprenticeship & Training Division (ATD) in each trade employed to TriMet's Workforce Program coordinator. To get registered contact BOLI (971-673-0761) or TriMet's Workforce Program (503-962-2213) for more information **C. Throughout the duration of the project:** Make all reasonable and necessary efforts to employ a workforce that reflects the diversity of TriMet District and the demographic area of the project, including recruitment of a diverse workforce through the unions, the apprenticeship programs and other community resources, as described in this section of the specifications.
- **D. Throughout the duration of the project:** Maintain written documentation of all requests for workers from the unions, apprenticeship programs, and community organizations.

Please consult the Workforce Training & Hiring Requirements for additional information or call the TriMet Workforce Program at 503-962-2213 if you have questions. Thanks.

WORKFORCE TRAINING AND HIRING PROGRAM REQUIREMENTS

I. PURPOSE OF WORKFORCE SPECIFICATIONS

A. General Program Description

In response to a Nationwide trend of diminishing qualified available trade craft workers in the construction industry, the TriMet Senior Director of Diversity and Transit Equity in conjunction with the Executive Director of Capital Projects has directed that a program be administer to maximize apprenticeship opportunities including opportunities for minorities, women and economically disadvantaged workers in the construction trades on TriMet projects. The goals include a) ensuring that TriMet do business with contractors who are willing to provide workforce-training opportunities and b) that their contracting dollars provide fair and equal opportunities to the jurisdictions' diverse populations.

The TriMet Workforce Training & Hiring Program ("Workforce Program") will be administered for TriMet projects where adequate training for apprentices is deemed attainable. The program applies to selected prime contracts of \$200,000 or more and to each subcontractor having a subcontract of \$100,000 or more on the project. The Contractor and all subcontractors are encouraged to fulfill the program requirements even if their contracts are less than these amounts. Contractors shall make reasonable efforts to ensure that their workforce reflects the diversity of TriMet's jurisdiction.

B. Organization of Program Requirements

The Workforce Specifications are divided into several parts.

Section II refers to the action that bidders must take in order to be eligible for an award of a contract.

Section III lists the actions that must be taken by the Contractor.

Section IV refers to remedies available to TriMet if a Contractor fails to meet the requirements of the Workforce Specifications.

Section V refers to TriMet's ability to monitor compliance with the Workforce Specifications by examination of contractor and subcontractor records.

C. The following definitions shall apply to this program:

"The contract" shall mean the contract awarded as a result of these bid specifications.

"Contractor" shall mean the bidder to whom a contract is awarded.

The term "minorities" shall include members of either sex who are African-Americans, Hispanic American, Asians or Pacific Islanders, Native Americans or Alaskan Native Americans.

"The project" shall include all work performed pursuant to the contract.

II. ACTION REQUIRED OF ALL BIDDERS

- A. All Bidders shall thoroughly read this Workforce Program specification and commit to perform all requirements described herein. The Bidder shall submit Exhibit 2, Projected Hiring Needs within fifteen (15) calendar days after bid opening or prior to award of the contract, whichever occurs first. The Exhibit shall provide complete information. The Projected Hiring Needs must demonstrate how the workforce on this project will fulfill all program requirements, including utilization of apprentices.

In the event that the Bidder is non-responsive, the next Bidder considered for contract award shall submit Exhibit 2 within fifteen (15) days after bid opening or within two (2) days of notification by the TriMet, whichever occurs last.

III. ACTIONS NECESSARY TO SATISFY CONTRACT REQUIREMENTS

- A. Make Reasonable Efforts to Provide Apprenticeship Training: Use of Apprentices

The Contractor shall:

1. Ensure that a minimum of 20% of labor hours in each apprenticeship trade performed on the project by the prime contractor, and subcontractors with subcontracts of \$100,000 or more, are worked by state registered apprentices throughout the duration of the project. Contractors and subcontractors shall fulfill the 20% apprenticeship hour requirement without exceeding the apprentice ratios approved by the applicable apprenticeship program.
2. Pay all apprentices the wages required by any applicable collective bargaining contract or pursuant to state or federal law and regulations.
3. Not use workers previously employed at journey-level or those who have successfully completed a training course leading to journey-level status to satisfy the requirements of these provisions.
4. Register all new apprentices in your employee data base in the Elations reporting system.
5. Count apprentice hours as follows:
 - (a) Hours worked on the project by apprentices enrolled in state-approved apprenticeship programs. If the Contractor is unable to fulfill its 20% requirement, then the Contractor may also use methods (b) and (c) below;

- (b) Hours worked on the project by apprentices who are required to be away from the job site for related training during the course of the project, but only if the apprentice is rehired by the same employer after completion of training; and
- (c) Hours worked on the project by graduates of state-registered apprenticeship programs, provided that such hours are worked within the 12-month period following the apprentice's completion date.

B. Register As A Training Agent

The Contractor shall register with the Oregon Bureau of Labor and Industries (BOLI) as a Training Agent and ensure that all subcontractors who have contracts in the amount of \$100,000 or more are registered as Training Agents. However, registration as a Training Agent in a specific trade is not required if there are no training opportunities in that trade on the project, based on the maximum ratio allowed by BOLI.

- 1. Only training programs approved by and registered with BOLI may be used to fulfill training requirements under the workforce specifications.
- 2. Training is intended to be primarily on-the-job training in apprenticeshipable crafts, and does not include classifications such as timekeeper, office engineer, estimator, bookkeeper, clerk/typist, fire fighter, or secretary. Hours performed in crafts that are not apprenticeshipable occupations, such as truck driving, are exempt from the training requirements.
- 3. Exemptions to the training requirements must be approved by the TriMet in writing prior to starting work on the project. Written requests for exemptions related to the training requirements will be considered by the TriMet during the course of the project, only for extreme circumstances, and must also be approved in writing.

C. Ensure Compliance By Subcontractors

- 1. The Prime contractor shall ensure that each subcontractor having a subcontract of \$100,000 or more, at all tier levels, shall comply with all of the provisions of the workforce specifications. Contractors shall include in their bid all costs associated with this requirement. No change order will be executed in order for the contractor to comply with this section.
- 2. The Contractor shall provide a copy of this Workforce Program specification to all subcontractors with contracts of \$100,000 or more executed for the project.

NOTE: Contractors may contact the Workforce Program for assistance regarding the apprentice referral process, or may utilize Exhibit 3, Request For Apprentice form, to document their efforts. A list of community

organizations/recruitment resources is also available. Instructions are on the last page of this section of the specifications.

D. Submit Documentation

The contractor shall submit documentation regarding the following subjects to the TriMet. The TriMet's failure to object to documentation submitted by the Contractor or subcontractor shall not relieve them of the requirements of this section.

1. Training Agent Status

The Contractor and all required subcontractors must submit proof to the Workforce Program that they are registered Training Agents with BOLI prior to beginning any work on the project.

2. Subcontractor Workforce Information

Exhibit 2, Projected Hiring Needs, must also be submitted for each subcontractor required to register as a Training Agent prior to beginning work on the project or within 5 calendar days after the execution of the applicable subcontract, whichever occurs first. Work by a subcontractor shall not begin prior to submission of such documentation.

3. Contractor and Subcontractor Reports After Work Begins.

The Monthly Employment requirement must be included in the Elations contract compliance system by the prime contractor and any subcontractor having a subcontract of \$100,000 or more to the Workforce Program. All hours subject to prevailing wage rates on public projects, in addition to supervisors, foremen, and superintendents, shall be reported in Elations in the form of a certified payroll. The payroll shall be provided within 7 days of the week ending date for work performed.

E. Apprenticeship Programs as it relates to TriMet's Equal Employment Opportunity Policy

In compliance with TriMet's Equal Employment Opportunity policy a Contractor must make all necessary and reasonable efforts to have a workforce that reflects the diversity of TriMet jurisdictions and is reasonably consistent with the availability of qualified women and minorities based on the most recent Equal Employment Opportunity data available. This requirement is in addition to any other requirement of this portion of the contract.

The Contractor shall demonstrate that it is an EEO employer with a diverse workforce, or that it is making serious efforts to become one, as follows:

1. The Contractor and each affected subcontractor shall submit a copy of its "A" level EEO certification letter from the City of Portland EEO Program

or substantially similar certification, if so certified. An "A" level EEO certification demonstrates that the Contractor is not underutilized by trade, race, and gender in its company wide workforce based on availability data from the 2000 census and the City's EEO statistical summary; or

2. Provide written documentation of its good faith recruitment efforts. If the Contractor is unable to verify that it employs a diverse workforce based on the standards described in the paragraph above, then the Contractor must follow the below process for recruiting apprentices and journey workers. This process is considered by the TriMet to be the minimum effort to recruit a diverse workforce.
 - a. When hiring, requesting, recruiting, or replacing workers for this project, the Contractor that does not have an "A" level EEO certification or substantially similar certification shall make reasonable and necessary efforts to employ a diverse workforce. Contractors should utilize unions and community organizations when recruiting for any positions on this project. Such actions should include requests for minority and female applicants. Contractors are notified that direct hiring of employees (such as "walk-ons") without providing proper notification of that job opportunity may not constitute a reasonable effort.
 - b. Document its employment efforts. Documentation should be sufficient to establish the Contractor's efforts, and should include:
 - i. Requests to union halls for signatory contractors;
 - ii. Requests to union or open shop apprenticeship programs;
 - iii. Requests to community resources that assist contractors with recruitment and referral of workers.

NOTE: A Contractor seeking an "A" level EEO certification from the City may wish to consider utilizing the Recommended Good Faith Recruitment & Retention Practices, attached as Exhibit 1.

3. The failure by a union with whom the Contractor has a collective bargaining agreement to refer either minorities or women shall not excuse the Contractor's obligations under this section of the specifications.
4. A Contractor must follow all of these steps in seeking apprentice referrals:
 - a. Contact the appropriate apprenticeship program or dispatch center to request apprentices who are enrolled in the apprenticeship program; and

- b. Request female or minority apprentices from the union or open shop apprenticeship program if such an action will remedy historical underutilization in the Contractor's workforce; and
- c. Keep a written record of the request for apprentices, including name of contact person at apprenticeship program, phone, fax, date, time, job location, start date. Submit copy of written request to TriMet.
- d. Make reasonable and necessary efforts to recruit apprentice applicants from community organizations/recruitment resources, and seek to enroll them into an apprenticeship program, if the apprenticeship program is unable to supply an apprentice (or if no women or minorities are available to meet EEO needs), and if the program is open for applications or allows direct entry from community resources.

TriMet will request documentation from Contractors that do not have "A" level EEO certification from the City of Portland or a substantially equivalent program if it appears that the Contractor has not made reasonable and necessary efforts to acquire a diverse workforce. When requested, the Contractor shall provide that documentation to the Workforce Program within 7 calendar days.

IV. CONSEQUENCES OF NONCOMPLIANCE WITH WORKFORCE REQUIREMENTS

The TriMet's commitment to this program is reflected, in part, by the cost of administering the program. Failure to meet the requirements of this section of the specifications negates such funding and impairs the TriMet's efforts to promote workforce diversity and to provide fair and equal opportunities to the public as a whole as a result of the expenditure of public funds. Therefore, the parties mutually agree that failure to meet the requirements of this section of the specifications, including but not limited to the submission of required documentation, constitutes a material breach of contract.

In the event of a breach of this section of the contract, the TriMet may take any or all of the following actions:

A. Withholding Progress Payments

The TriMet may withhold all or part of any progress payment or payments until the Contractor has remedied the breach of contract. In the event that progress payments are withheld, the contractor shall not be entitled to interest on said payments.

If a subcontractor(s) is responsible for noncompliance with the Workforce Program requirements, the TriMet may choose to withhold only their portion of the progress payment.

B. Retain sums as damages for failure to comply with Workforce Specifications

The parties mutually agree that it would be difficult, if not impossible, to assess the actual damage incurred by the TriMet for the Contractor's failure to comply with the Workforce Specifications. The parties further agree that it is difficult, if not impossible, to determine the cost to the TriMet when workforce opportunities are not provided.

Therefore, if the Contractor fails to comply with the workforce provisions of this contract, the Contractor agrees to pay the sum of \$250 per day for each day of missed apprenticeship hours or until the breach of contract is remedied. Damages may be assessed against the prime and each required subcontractor in each trade employed for failure to meet the 20% apprenticeship training requirements. Damages will be calculated based on the training hours not provided to the TriMet at a rate of \$250 per day. For example, if the Contractor was required to provide 200 hours of carpenter training (20% of 1,000 total carpenter hours), and the Contractor only provided 180 training hours, then the difference (20 hours) is divided by 8 (one day of work) to determine number of days of undelivered training. ($20/8 = 2.5 \times \$250 = \625).

Damages may also be assessed for failure to fulfill the inclusive hiring process described in Section III.

These damages are independent of any workforce apprentice make up payments (MU payments) that may be assessed due to any delay in the project caused by the Contractor's failure to comply with the Workforce provisions of the contract.

C. Retain sums as MU payments for delay

The Contractor agrees that any delays caused by the Contractor's failure to comply with the requirements of this section shall subject the Contractor to the amount of MU payments specified elsewhere in the contract.

D. Notification of Possible Debarment

By executing this contract, the contractor agrees that it has been notified that failure to comply with the requirements of this portion of the contract may lead to the Contractor's disqualification from bidding on and receiving other TriMet contracts.

E. Other Remedies

The remedies that are noted above do not limit any other remedies available to the TriMet in the event that the Contractor fails to meet the requirements of the Workforce Specifications.

V. REVIEW OF RECORDS

In the event that the TriMet reasonably believes that a violation of the requirements of this section has occurred, the TriMet is entitled to review the books and records of the Contractor and any subcontractors employed on the project to whom the requirements of this section are applicable to determine whether such a violation has or has not occurred.

In the event that the Contractor or any subcontractor fails to provide the books and records for inspection and copying when requested, such failure shall constitute a material breach of this contract and permit the imposition of any of the remedies noted in Section IV above, including the withholding of all or part of any progress payment.

ATTACHMENTS:

Exhibit 1: Recommended Good Faith Recruitment & Retention Practices

Exhibit 2: Projected Hiring Needs

Exhibit 3: Request For Apprentice form

Exhibit 4: Apprenticeship Ratio Data

Community Organizations/Recruitment Resources

A list of community resources that assist with construction recruitment is available upon request by calling the Workforce Program at 503-962-2213.

Questions Regarding Apprenticeship:

Bureau of Labor & Industries

Apprenticeship & Training Division

800 N.E. Oregon St. # 32

Portland, OR 97232

Phone: 971-673-0760

Questions Regarding TriMet

Workforce Training and Hiring Program:

TriMet

Workforce Training and Hiring Program Management

1800 SW First Avenue, Suite 300

Portland, OR 97201

Phone: 503-962-2213

Fax: 503-962-8870

EXHIBIT 1

RECOMMENDED GOOD FAITH RECRUITMENT & RETENTION PRACTICES

A. Recruitment Efforts

Good faith recruitment efforts are those intense, aggressive, sincere, and result-oriented actions taken by the Contractor designed to accomplish the objectives of the TriMet Workforce Training & Hiring, and Equal Employment Opportunity Programs. These efforts may assist the Contractor in achieving an "A" level EEO certification. Good faith recruitment efforts include, but are not limited to:

1. Work aggressively with Contractor's Joint Apprenticeship Training Committee (JATC) to recruit minorities, women and disadvantaged individuals. Provide evidence of these efforts.
2. Assist the JATC by conducting a workshop with minority and women employees to enlist their assistance as recruiters and request their ideas on how to increase employment of underutilized groups.
3. Support the efforts of the Contractor's JATC by giving all apprentices referred to the Contractor a fair chance to perform successfully, allowing for possible lack of previous experience. Recognize that the Contractor is responsible for providing on-the-job training, and that all apprentices should not be expected to have previous experience.
4. Participate in job fairs, school-to-work, and community events to recruit minorities, women, and disadvantaged individuals into the construction trades.
5. Allow scheduled job site visits by participants in community programs, as safety allows. To increase awareness of job and training opportunities in the construction trades.
6. Keep applications of those not selected for an opening. Contact when opening occurs.

B. Retention Efforts

The Contractor shall endeavor to retain minorities, women, and disadvantaged individuals by implementing steps such as the following:

1. Maintain a harassment-free work place.

2. Ensure that employees are knowledgeable about the company's policies if they need to report a harassment problem.
3. Make reasonable attempts to keep apprentices working and train them in all work processes described in the apprenticeship standards.
4. Review and disseminate, at least annually, the company's EEO policy and affirmative action obligations under these specifications with all employees having any responsibility for hiring, assignment, layoff, termination or other employment decisions.
5. Conduct a review, at least annually, of all supervisors' adherence to and performance under the Contractor's EEO policies and affirmative action obligations.
6. Take steps to reduce feelings of isolation among minorities and women to curb hostile attitudes and behavior (e.g., have several minorities and women at the job site, provide access to support group system).
7. Provide adequate toilet facilities for women on the job site.
8. Match minority, female, or disadvantaged apprentices who may need support to complete their apprenticeship programs with a journey-level mentor.

**EXHIBIT 2
PROJECTED HIRING NEEDS**

This form must be completed thoroughly by the prime and each subcontractor with a subcontract of \$100,000 or more. Please state how you plan to perform the work on this project, indicating the number of journey workers and apprentices by trade. This workforce plan must demonstrate how your company will fulfill all Workforce Program requirements, including utilization of apprentices. **Complete all columns, with project-specific information.**

BID# _____ PROJECT NAME: _____
Federal ID # _____ Prime Contractor Subcontractor

Trade	Total # of Journey Workers	# of Apprentices	# of New Positions (indicate Journey or Apprentices)	Anticipated Start Date	Estimated Total Hours (all workers in each trade)

Please list the apprentices who will work on this project. If you need more space, attach an additional sheet of paper. The Workforce Program compliance staff must approve all apprentices on the project.

Name of Apprentice	Trade	Race	Gender	Date of Hire	Staff use only (Initial: Approved Notified, Docs)

If no current apprentices, indicate when and how they will be hired.

Person in your company who does hiring: _____

COMPANY: _____ CCB# _____ PHONE: _____ FAX: _____

Are you a registered Training Agent? Yes No Are you a Union Open Shop contractor?

With which JATCs are you registered to train apprentices? _____

Apprentice committee or union contact person who dispatches apprentices to your company:

Name: _____ Phone: _____ Fax: _____

Name: _____ Phone: _____ Fax: _____

PREPARED BY: _____ / _____ DATE: _____
(Sign and print)

Prime contractor must complete and submit to TriMet within prior to award of contract.

Subcontractors with contracts of \$100,000 or more must submit prior to beginning work on the project or within five (5) days of signing subcontract, whichever occurs first, to Prime Contractor. **Prime Contractor must submit to: TriMet, Workforce Training & Hiring Program Management, Capital Projects, 1800 SW First Avenue, Portland, OR 97201 Phone 503-962-2213 or FAX 503-962-8870.**

**EXHIBIT 3
REQUEST FOR APPRENTICE**

The contractor may use this form to document efforts when recruiting apprentices.

FAX To: _____ / _____
(Apprenticeship Committee) (Contact/ Dispatcher)

Fax Number : _____ Number of Pages _____

Request From:

Company Name _____ / _____
(Registered Training Agent) (Contact Person)

Phone _____ Fax _____

Date: _____ Time: _____

Apprentice Request:

As a registered Training Agent, I am using this form to request referral of an apprentice for employment with my company in cooperation with TriMet's Workforce Training & Hiring Program. I would like to continue to diversify my workforce. Therefore, please refer ethnic minorities and women for my consideration. If I am unable to receive a referral from my apprenticeship program within a reasonable time, and my apprenticeship program is open for applications or allows direct entry, I may use this form to request a referral to the apprenticeship program from community recruitment resources.

Apprentice referral is needed by this date: _____ Work Starts: _____

Job Site Location: _____ Expected Length of Employment: _____

Project _____ TriMet (City of Portland) _____

Number of Apprentices: _____ Trade/Occupation: _____

Number of Apprentices: _____ Trade/Occupation: _____

Minimum qualifications (if different from apprenticeship standards): _____

Safety needs: ___ Hard hat ___ Gloves ___ Hard-toed boots Other? _____

Please fax this Request For Apprentice form to your apprenticeship committee.

To document your good faith efforts, copies may also be sent to: Phone: 503-962-2213, FAX: 503-962-8870
TriMet Workforce Training & Hiring Program Management, 1800 SW First Avenue, Portland, OR 97201

For Apprenticeship Program Only

Please check the appropriate box and fax to TriMet Workforce Program:

I was able to dispatch an apprentice to the project listed above.

Name of Apprentice _____ Race _____ Gender _____ Term _____

I was unable to dispatch an apprentice to the project listed above because _____

Fax this form with dispatch information to 503-962-8870. Thank you.

EXHIBIT 4
APPRENTICESHIP RATIO DATA*

The following data may be used to determine the ratio of apprentices on a jobsite in proportion to journey-level workers on the jobsite. The ratios that apply are those listed in the standards of the apprenticeship committee to which the Training Agent (Contractor) is a member. If the applicable trade is not listed, contact the Bureau of Labor and Industries at (971) 673-0760 or your apprenticeship committee.

*Ratios may change pursuant to actions taken by the Oregon State Apprenticeship & Training Council/BOLI. For the purposes of this contract, the ratios approved by BOLI on the date the bid is advertised shall prevail.

<u>TRADE</u>	<u>APPRENTICE TO JOURNEY RATIO*</u>		
	<u>1st Apprentice</u>	<u>2nd Apprentice</u>	<u>Max</u>
Air Frame & Power Plant Mechanic	1/1	1/1	
Asbestos/Insulation Workers	1/1	1/4	
Brick/Marble/Terrazzo/Tile Finisher	1/1	1/3	
Bricklayer/Masonry	1/1	1/5	
Carpenter (Portland)	1/1	1/1 (1/5 union)	Additional apprentices authorized at 1/5 (Union) Open shop and city of Portland industrial 1/1 for first three apprentices; 1/5 after
Carpet Installers/Floorlayers	1/1	1/3	
Cement Masons	1/2	1/3	
Combined Renewable Energy Technician	1/1	1/2	
Drywall Applicator (Ext/Int Specialists)	1/3	1/5	
Drywall Finisher (Taper)	1/1	1/3	
Electricians			
Inside	1/1	1/3 union (1/2 open shop)	
Outside	1/6	1/6	
Limited Energy/Limited Residential Construction Lineman	1/1	1/1 union (1/2 open shop)	
Limited Maintenance Stationary Engineer	1/1	1/2	
Stationary Engineer	1/1	1/3	
Elevator Contractor	1/1	1/1	1/1 for first two apprentices; 1/2 after
Environmental Control System (HVAC)	1/1	1/1	
Glass Installer (Glazier)	1/1	1/3	
Hod Carrier/Mason Tender	1/1	1/5 union (1/3 open shop)	
Iron Worker	1/1	1/6	
Laborer (Construction)	1/1	1/5 union (1/3 open shop)	
Landscape Laborer/Technician	1/1	1/5 union (1/3 open shop)	
Maintenance Mechanic	1/1	1/3	
Millwright	1/5 (1/3 open shop)	1/5 union (1/3 open shop)	
Operating Engineer (Heavy)	1/1-4 (1/1 open shop)	2/5-9 (1/5 open shop)	3/10-19 4/20-24 5/25-29 30 or more 1/for each 5 additional operators

TRADE**APPRENTICE TO JOURNEY RATIO***

	<u>1st Apprentice</u>	<u>2nd Apprentice</u>	<u>Max</u>
Painting & Sandblasting	1/1	1/3	
Painting (Traffic Control)	1/1	1/4	
Pile Drivers	1/3	1/5	
Pipe Fitters/Steam Fitters	1/1	1/3	1/1 for first two apprentices
Plasterers	1/1	1/3	
Plumber	1/1	1/1	1/1 for first two apprentices, 1/3 after
Renewable Energy Technician	1/1	1/1	
Roofer	1/1	1/1	
Scaffold Erector	1/1	1/1	1/1 for first five apprentices, 1/5 after
Sheet Metal Worker	1/1	1/1	1/1 for first two apprentices, 1/3
Sheet metal Worker (Residential)	1/1	1/1	
Sign Maker/Erector	1/1	1/1	
Solar Heating And Cooling System Installer	1/1	1/2	
Sprinkler Fitter	1/1	1/1	
Structural Fabricator	1/1	1/3	
Terrazzo Worker	1/1	1/3	
Tile/Marble Setter	1/1	1/3	
Truck Driver (Heavy)	1/1	1/5	