

ATTACHMENT NO. “ ___ ”
Skilled and Trained Workforce
(Public Contract Code section 2600 et seq.)

(For Use on Certain California Public Works Projects, As Applicable)

Subcontractor understands that the Subcontract Work and Subcontract Documents may require compliance with Public Contract Code section 2600 et. seq. regarding the use of workers in apprenticeable occupations. Subcontractor shall provide workers to the project that are skilled journeypersons and graduates of approved apprenticeship programs in the required percentage as set forth in the Public Contract Code. Subcontractor agrees to comply with the requirements in effect during performance of the Subcontract Work on the project with respect to all of Subcontractor’s workers. Subcontractor shall provide a completed report demonstrating its compliance with these requirements on a monthly basis. The report shall be in the form required by the Prime Contract or in the form below if no form is provided by Owner in Prime Contract.

MONTHLY REPORT

Month: _____ 20__

In accordance with Public Contract Code section 2600 et seq., all the workers of _____ [INSERT NAME OF SUBCONTRACTOR] performing work in an apprenticeable occupation in the building and construction trades on the project known as _____ [INSERT PROJECT NAME AND LOCATION] are either skilled journeypersons or apprentices registered in an apprenticeship program approved by the Chief of the Division of Apprenticeship Standards of the California Department of Industrial Relations (the “Chief”). “Skilled journeyperson” means a worker who either:

- (1) Graduated from an apprenticeship program for the applicable occupation that was approved by the Chief or located outside California and approved for federal purposes pursuant to the apprenticeship regulations adopted by the Federal Secretary of Labor, or
- (2) Has at least as many hours of on-the-job-experience in the applicable occupation as would be required to graduate from an apprenticeship program for the applicable occupation that is approved by the Chief.

In addition, the required percentage of the skilled journeypersons employed by _____ [INSERT NAME OF SUBCONTRACTOR] to perform work on the project are graduates of an apprenticeship program for the applicable occupation.¹ A graduate of an apprenticeship program means either of the following:

¹ Skilled journeypersons employed to perform work on the project by Contractor or its subcontractors at every tier must be graduates of an apprenticeship program for the applicable occupation at the following percentages per Section 2601: at least 30 percent for work performed on or after January 1, 2017; at least 40 percent for work performed on or after January 1, 2018; at least 50 percent for work performed on or after January 1, 2019; and at least 60 percent for work performed on or after January 1, 2020. The increases for 2018, 2019, and 2020 shall not apply to work performed in the following occupations: acoustical installer, bricklayer, carpenter, cement mason, drywall installer or lather, marble mason, finisher, or setter, modular furniture or systems installer, operating engineer, pile driver, plasterer, roofer or waterproofer, stone mason, surveyor, terrazzo worker or finisher, and tile layer, setter, or finisher. A percentage of graduates does not apply to the teamster occupation.

- (1) An individual that has been issued a certificate of completion under authority of the California Apprenticeship Council for completing an apprenticeship program approved by the Chief pursuant to Section 3075 of the Labor Code; or
- (2) An individual that has completed an apprenticeship program located outside California and approved for federal purposes pursuant to the apprenticeship regulations adopted by the federal Secretary of Labor.

Exhibit A shall be utilized to demonstrate that all workers are either skilled journeypersons or apprentices registered in an apprenticeship program, pursuant to Public Contract Code Section 2601, subdivision (d)(1). Either Exhibit B or C must be completed to demonstrate compliance with Skilled and Trained Workforce “graduate” requirements, pursuant to Public Contract Code Section 2601, subdivision (d)(2). Exhibits are to be completed for each trade utilized by subcontractor.

Subcontractor declares under penalty of perjury the information provided in Exhibits A – C is true and correct. Subcontractor additionally declares under penalty of perjury that any and all documentary proof supporting the information provided in Exhibits A – C is in Subcontractor’s possession and will be supplied upon request.

Date: _____

Subcontractor: _____

Signature: _____

Title: _____

EXHIBIT A:

_____ [Insert Month] REQUIREMENT OF SKILLED JOURNEYPERSONS OR APPRENTICES

[Identify each **worker** as one of the following]

Name of Employee	Journey person who Graduated from Apprenticeship Program (Yes/No)	Journey person with Sufficient On-The-Job Experience (Yes/No)	Apprentice Registered in an Approved Program (Yes/No)

I declare, under penalty of perjury under the laws of the State of California, that the foregoing is true and correct and complies with Public Contract Code Section 2601, subdivisions (d)(1) and (e).

Signature: _____

Print Name: _____

Subcontractor: _____

Date: _____

EXHIBIT B:

_____ [Insert Month] HEADCOUNT OF APPRENTICESHIP GRADUATES

List all Skilled Journeypersons in _____ [applicable occupation/trade] Classification

Name of Skilled Journeyperson	Last 4 Digits of Social Security	Graduate of Apprenticeship Program? (Yes/No)	Name of Apprenticeship Program or Meets § 2601, Subdivision (d)(3) Exception	Graduation Documentation on file? (Yes/No)

Total Number of Apprenticeship Graduates Worked in _____ [applicable occupation] Classification ÷
 Total Number of Skilled Journeypersons Worked in _____ [applicable occupation] Classification
 = ___%

I declare, under penalty of perjury under the laws of the State of California, that the foregoing is true and correct and complies with Public Contract Code Sections 2601(d)(2) – (4).

Signature: _____

Print Name: _____

Subcontractor: _____

Date: _____

** See attached plan to achieve substantial compliance per PCC § 2602 if Subcontractor falls short of required percentage of participation.

EXHIBIT C:

_____ [Insert Month] HOURS WORKED OF APPRENTICESHIP GRADUATES

List all Skilled Journeypersons in _____ [applicable occupation/trade] Classification

Name of Skilled Journeyperson	Last 4 Digits of Social Security	Graduate of Apprenticeship Program? (Yes/No)	Name of Apprenticeship Program or Meets § 2601, Subdivision (d)(3) Exception	Graduation Documentation on file? (Yes/No)	Total Hours Worked

Total Hours of Apprenticeship Graduates Worked in _____ [applicable occupation] Classification ÷
 Total Hours of Skilled Journeypersons Worked in _____ [applicable occupation] Classification
 = ___%

I declare, under penalty of perjury under the laws of the State of California, that the foregoing is true and correct and complies with Public Contract Code Section 2601, subdivisions (d)(2) – (4).

Signature: _____

Print Name: _____

Subcontractor: _____

Date: _____

** See attached plan to achieve substantial compliance per PCC § 2602 if Subcontractor falls short of required percentage of participation.