



City of Los Angeles Proposition HHH Targeted Hiring Guidelines for Contractors

Proposition HHH Project Labor Agreement



DISCLAIMER: This is meant to be a guide, and should not be used as a replacement from reviewing and understanding the relevant bid specifications and terms of the signed Proposition HHH Project Labor Agreement and/or Rules and Regulations Implementing the Permanent Supportive Housing and Facilities Infrastructure Stabilization Ordinance for the applicable project.

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Note:

The Targeted Hiring Guideline is meant to be a guide, and should only be used as a supplement to your understanding of the Proposition HHH Project Labor Agreement (HHH-PLA) and Rules and Regulations Implementing the Permanent Supportive Housing and Facilities Infrastructure Stabilization Ordinance (Rules & Regulations) for the applicable project.

Review the HHH-PLA and Rules & Regulations. Copies may be obtained from the following sources:

Bureau of Contract Administration’s (BCA) website
<[insert link](#)>

Los Angeles/Orange Counties Building and Construction Trades Council
AFL-CIO
1626 Beverly Boulevard
Los Angeles, CA 90026-5784
(213) 483-4222 (Tel)
(213) 483-4419 (Fax)

Contractor Information:

Prime Contractor Name _____
Prime Contractor Address _____
Prime Contractor Contact Person _____
Prime Contractor Contact Phone _____
Prime Contractor Fax _____
Prime Contractor Email _____

Sub-Contractor Name _____
Sub-Contractor Address _____
Sub-Contractor Contact Person _____
Sub-Contractor Contact Phone _____
Sub-Contractor Fax _____
Sub-Contractor Email _____

Pre-Construction Phase



Local Hire Goals

The Prime Contractor and its C/S/Es (of any tier) are responsible for complying with the HHH-PLA and Rules & Regulations requirements.

1. 30% of all hours worked shall be performed by local residents residing within Tier 1, Tier 2 and Tier 3 zip codes*.
2. 50% of apprentice work hours shall be performed by local apprentices residing within Tier 1, Tier 2 and Tier 3 zip codes.
3. 10% of all hours worked shall be performed by City of Los Angeles residents classified as “Transitional Workers” as described in the HHH-PLA and Rules & Regulations.

NOTE:

The federal government is offering a tax credit to employers who hire individuals who are transitioning to good paying, steady jobs. The Work Opportunity Tax Credit (WOTC) not only helps provide opportunities for potential workers, but it can also result in significant financial benefits to employers.

By offering tax credits to employers who hire individuals from certain target groups who have consistently faced significant barriers to employment, employers can receive tax credits from \$1,200 to \$9,600 per individual, depending on the circumstances of the employee hired. An employer may claim a tax credit equal to between 25% and 40% of the individual’s first year wages up to the maximum credit. The targeted groups include veterans, ex-felons and individuals from certain economically challenged areas. These areas include many of the areas listed in the City PLA’s list of targeted zip codes. Questions can be answered by emailing the Department of Labor at: Ask.WOTC@dol.gov.

For more information, go to the Department of Labor, Employment and Training Administration website at www.doleta.gov/business/incentives/opptax/. Or, do a search on WOTC.

*List of Tier 1, Tier 2, and Tier 3 zip codes (see page 19)



Documents to Submit for Approval

In order to be approved to be on the jobsite, submit the following documents to the BCA Labor Compliance analyst for approval, along with the Jobs Coordinator Affidavit and Questionnaire

- a) **Letter of Assent – provide at least 20 business days prior to start of work.**

Department of Public Works
Bureau of Contract Administration
Attention: Inspector of Public Works
John L. Reamer, Jr.
1149 South Broadway St., Suite 300
Los Angeles, CA 90015

Each Contractors/Subcontractors/Employers (C/S/E) of any tier working on this project shall submit a signed Letter of Assent to the Department of Public Works, Bureau of Contract Administration (BCA) whereby they agree to comply with the terms of the HHH-PLA and Rules & Regulations. No C/S/E (of any tier) may start to work on the project until their signed Letter of Assent has been submitted and approved by the BCA.

Page 6 contains the Letter of Assent template, which contains all of the letter's official language and must be copied or transposed exactly on the affected C/S/E's company letterhead. The information designated for the letter's empty fields should be completed by the applicable contractor.

- b) **Employment Hiring Plan (EHP) – provide at least 20 business days prior to start of work.**

The EHP includes Core Workforce List and Sample Anticipated Workforce Schedule. The EHP template may be found on Page 7.

LETTER OF ASSENT (TEMPLATE)

COMPANY LETTERHEAD

Date: _____

Mr. John L. Reamer, Jr., Inspector of Public Works
City of Los Angeles
Bureau of Contract Administration
1149 S. Broadway, Suite 300
Los Angeles, CA 90015

SUBJECT: LETTER OF ASSENT

PROJECT TITLE: _____

Dear Mr. Reamer:

This is to certify that the undersigned Contractor/Subcontractor/Employer (C/S/E) has examined a copy of the subject Proposition HHH Project Labor Agreement (HHH-PLA) entered into by and between the City of Los Angeles and Los Angeles/Orange County Building and Construction Trades Council and the signatory unions dated July 3, 2018 and the Rules and Regulations Implementing the Permanent Supportive Housing and Facilities Infrastructure Stabilization Ordinance (Policy). The undersigned C/S/E hereby agrees to comply with all of the terms and conditions of the aforementioned Project Labor Agreement and Policy, with the understanding that as such Project Labor Agreement may, from time to time, be amended by the parties or interpreted pursuant to its terms.

It is understood that the signing of the Letter of Assent shall be as binding on the undersigned C/S/E as though the C/S/E had signed the above referred Project Labor Agreement and shall require all its subcontractors, of whatever tier, to become similarly bound for all work within the scope of the Project Labor Agreement.

This further certifies (per Articles 3, 11.2 & Policy) that the undersigned C/S/E understands that submission of this Letter of Assent and Employment Hiring Plan will be required prior to commencement of any work in relation to this contract. Non-submittal of this letter and all required hiring plan documentation **may preclude** the C/S/E from being approved to work on this project.

This Letter of Assent shall become effective and binding upon the undersigned C/S/E the _____ day of _____, _____, and shall remain in full force and effect until the completion of the above stated project.

Sincerely,

(Name of Construction Company)

By: _____
(Name and Title of Authorized Executive)

EMPLOYMENT HIRING PLAN

A checklist to assist your company's proper planning, project scheduling timeline, and craft worker utilization to achieve your company's local, transitional and apprentice hiring requirements.

Employment Hiring Plan Checklist

- Has your Project team been apprised of the following:
 - (i) Goals of the HHH-PLA
 - (ii) Proper use of the Craft Request Form
 - (iii) Appropriate Hiring Hall to contact, and how to maintain verifiable documentation of the submission of the Craft Request Form
 - (iv) Required outreach to Community Based Organizations (CBOs) or Faith Based Organizations (FBOs) when Hiring Halls are unable to provide Tier 1, 2 or 3 Local and/or Transitional workers?
 - (v) Maintaining verifiable documentation:
 - Outreach conducted
 - Local residents or transitional workers referred by the Jobs Coordinator
 - Reasons for not accepting or terminating employment of referred workers
- Consider the following when completing your Sample Anticipated Workforce Schedule
 - (i) Schedule, scope of work and craft worker requirements to ensure completion of the project
 - (ii) Estimated number of journeypersons and apprentices and hours worked for each craft to be utilized in at least a weekly or monthly break down
- Have you completed the Core Workforce List?
 - (i) Have you identified Core Workers who reside in either the Tier 1, Tier 2 or Tier 3 zip code areas? (Refer to Article 7 of the HHH-PLA.)
 - (ii) Identified and verified your company's Core Workers that you plan to bring into the project?
- Has your project team been apprised that within 60 days after concluding work on the project, that your company needs to provide the BCA with a verified statement of the number of journeypersons and apprentices and their hours worked on the contract? (Per State Labor Code 1777.5(e) and Policy)

Employment Hiring Plan (EHP)

Company Name		Contractor's State License No.	
Prime Contractor		Subcontractor	
Project Name			
Mailing Address			
Name and Address of Project			
Estimated Start of Project		Approximate period of employment	
Occupation(s) required			
Estimated Number of Total Project hours		Estimated Number of Journeyman hours	Estimated Number of Apprentice hours

My company's project manager and hiring personnel are:

Project Manager	
Hiring Manager	
Other Staff involved with selection and hiring of personnel for this project	

Complete and attach the Employment Hiring Plan Acknowledgement

DON'T FORGET TO SUBMIT YOUR LETTER OF ASSENT, ALONG WITH YOUR EHP PACKAGE TO THE BCA FOR APPROVAL PRIOR TO START OF WORK ON THE PROJECT!

Name: _____ **Title:** _____

Signature: _____ **Date:** _____

Employment Hiring Plan Acknowledgement
Proposition HHH – Project Labor Agreement (HHH-PLA) projects

Project Name:

Contractor Name:

I, _____, am authorized to represent the above named contractor, and have read and fully understand all the requirements set forth in the HHH-PLA and Rules and Regulations Implementing the Permanent Supportive Housing and Facilities Infrastructure Stabilization Ordinance (Policy) concerning the PLA and Targeted Hiring Guidelines.

Prior to Start of Work

- I had/will have dialog with affected craft union(s) prior to commencement of work to determine craft personnel needs, schedule of work for the contract and all other matters as described in the HHH-PLA and Policy.

Referral

- I understand that the Union(s), in conjunction with my core workforce list, shall be the primary source of all craft labor employed on the project. In the event that referral facilities maintained by the Unions are unable to fill the requisition based on the timeline set forth in the HHH PLA, Article VII, I shall be free to obtain work persons from any other source. I understand that I am still responsible for complying with the conditions of the Targeted Hiring Goals set forth in the HHH-PLA and Policy.
- I will only use the Craft Request Form in the HHH-PLA to request workers from the affected Union(s) and transmit a concurrent Craft Request transmittal to the Jobs Coordinator (if applicable) as mentioned in the HHH-PLA and Policy.
- I understand that I may employ my core worker(s) by the procedures set forth in the HHH-PLA, Article VII. One Core Worker shall be selected followed by one worker from the hiring hall of the effected trade or craft. This process shall repeat until my needs are met or until I have hired five (5) core workers for the craft, whichever occurs first. Thereafter, all additional employees in the affected craft will be requisitioned from the hiring hall.

Targeted Hiring Goals

- I will keep detailed documentation of my compliance efforts for the Targeted Hiring Goals as mentioned in the HHH-PLA, Article VII.

Targeted Hiring Goals (cont.)

- At least 30% of the total hours worked on the project will be performed by Local Residents. A Local Resident is defined as an individual living within the Tier 1, Tier 2, or Tier 3 zip codes. Before employing worker(s) from Tier 2 zip codes, the available pool of Local Residents whose primary place of residence is within Tier 1 zip codes must first be exhausted.

_____ (Total Estimated Hours) x 30% or more = _____ (Local Resident Hours)

- Apprentices must be employed on each project in accordance with Section 1777.5 of the California Labor Code; however the hours performed by apprentices in each individual craft shall not exceed the apprentice to journeyman ratio established by the California Division of Apprenticeship Standards. A minimum of 50% of all apprentice hours shall be performed by Local Residents.

_____ (Apprentice Hours) x 50% or more = _____ (Local Apprentice Hours)

- At least 10% of total hours worked on each project shall be performed by City of Los Angeles residents classified as Transitional Worker as described in the DPW-PLA. Hours worked by a Transitional Worker who is also a Local Resident may be applied towards the 30% Local Resident goal.

_____ (Total Estimated Hours) x 10% or more = _____ (Transitional Hours)

By signing this document, I hereby affirm that the above named contractor will fully comply with all the local, apprenticeship and transitional hire requirements as set forth in this document.

Signature of Contractor Representative

Title

Typed Name

Date

CORE WORKFORCE LIST

Core Worker is a craft employee who appears on the contractor's active payroll for 60 of the 100 working days before award of the construction contract and meets the required definition stated in Section 1.8 of the HHH-PLA

*Union Contractors are not exempt from submitting a Core Workforce List.

Each Contractors/Subcontractors/Employers (C/S/E) of any tier working on this project shall submit a Core Workforce List. Submit the form below, and complete all the fields.

Upon request by BCA or its designated representative, certified payrolls must be submitted within 10 calendar days to verify Core Worker status.

Project Name: _____
Contractor: _____
Contact Person: _____
Title: _____
Contact Number _____

Employee Name	Last 4 digits of SSN	Address	Classification	Date Employed

SAMPLE ANTICIPATED WORKFORCE SCHEDULE

The contractor shall develop an Anticipated Workforce Schedule that establishes the estimated number of journeypersons and apprentices and hours worked for each craft to be utilized in at least a weekly or monthly breakdown. The Anticipated Workforce Schedule should provide an estimated timetable to be followed by the C/S/Es for construction hiring to meet the targeted hiring goals.

	Trades				
Month	Framing/Drywall (Estimated Worker Hours)	Plumbing (Estimated Worker Hours)	Electrical (Estimated Worker Hours)	Estimated Total Work Hours Per Month	Estimated Total Workers per Day
Totals					



Pre Job Conference

The Prime Contractor and its C/S/Es (of any tier) shall conduct a pre-job conference prior to their start of work on the project.

The BCA will assist you in hosting and coordination of this meeting.

Who	<ul style="list-style-type: none">• Prime Contractor• Subcontractors strongly encouraged to attend• BCA representatives• Trade representatives
When	<ul style="list-style-type: none">• Prior to the start of work
Topics Covered	<ul style="list-style-type: none">• BCA will explain the HHH-PLA and required documentation• Contractors may request for clarification or raise any concerns regarding the HHH-PLA or Rules & Regulations• Trade representatives may discuss potential jurisdictional issues
What	<ul style="list-style-type: none">• Prepare list of subcontractors indicating work assignments, trade affiliation (if any), and dollar amount of subcontract• Complete the attached pre job conference form

PRE-JOB CONFERENCE

(Job Reference / Project Title)

General Contractor: _____

California State License Number: _____

Meeting: _____

(Date)

(Time)

(Place)

Present: *(See attendance list)*

Job Description: _____

Job Location: _____

Job Phone: _____ Cost of Job: _____

Starting Date: _____ Completion Date: _____

Job Superintendent: _____ Craft Hiring Rep: _____

Project Manager: _____

Shifts: _____ Payday: _____ Pay Period Ends: _____

Insurance Provider: Disability: _____

Compensation: _____

First-Aid Provider: _____ Hospital: _____

Safety Representative: _____

Parking: _____

Drinking Water To Be Provided By: General Contractor _____ Subcontractors _____

Sanitation Facilities To Be Provided By: _____

Number of Men/Crafts Expected: _____

Contract Exclusions: _____

Prime Contractor & Subcontractors List: *Please attach list*

Proposition HHH Project Labor Agreement 2018

Hiring Referral Process

HHH-PLA Article VII Referral Process

The HHH-PLA requires that a contractor use the Referral Process to hire workers. A contractor is allowed a total of 5 core workers. **However**, workers must be brought onto the jobsite at a ratio of 1 core worker to 1 dispatched worker as described below.

CONTRACTOR	UNION HIRING HALL / JOBS COORDINATOR
Step 1 Hire 1 st Core Worker	
Step 2 Fax/Submit Craft Employee Request form for a Local and/or Transitional worker to the Union and concurrently to the designated Jobs Coordinator.	Step 3 Hiring Hall shall fax response back to contractor within 48-hours if request is for Local and/or Transitional Worker. Fax response back to contractor within 48-hours for all other non-Local or non-Transitional worker type requests.
	Step 4 Make Local and/or Transitional worker referral.
Step 5 Hire Local and/or Transitional Worker from Union referral	
HOWEVER if Union Hiring Hall cannot dispatch a Local and/or Transitional Worker within 48 hours of the request...	
Step 6 Request qualified Local and/or Transitional Worker from Jobs Coordinator	
	Step 7 Jobs Coordinator shall refer Local and/or Transitional worker to Contractor within 48 hours.
Step 8 Hire referred Local and/or Transitional Worker from Jobs Coordinator.	
HOWEVER if Jobs Coordinator cannot dispatch a Local and/or Transitional Worker within 48 hours of the request...	
Step 9 Hire 2 nd Core Worker or any worker from any other source.*	
Step 10 Go back to Step Two in the Hiring Process	
Step 11 Process is repeated until 5 Core Workers are hired. All additional employees shall be hired from the Union Hiring Hall.	

***Upon documented proof that the Unions, Jobs Coordinator, City Work Source Centers, Community or Faith Based Organizations are unable to provide a Local and/or Transitional worker, you are free to obtain employees from your workforce or any other source.**

Things to Remember:

- Keep all documentation to show proof of requests for workers.
- The Union has 48 hours to respond to the Craft Request Form for a Local and/or Transitional worker.
- Tier 1 zip code areas have first priority over Tier 2 and Tier 3 zip code areas; Tier 2 zip code areas have priority over Tier 3 zip code areas.
- If the Jobs Coordinator cannot provide a referral from Tiers 1, 2 or 3 zip code areas, you are still responsible for meeting the targeted hiring requirements.
- The following (but not limited to) Community Based Organizations (CBOs) are available to assist you as a Jobs Coordinator.

2nd Call

Skipp Townsend
Executive Director
Post Office Box 191476
Los Angeles, CA 90019
626-420-8152
Skipp@2ndcall.org

Career Expansion, Inc.

Jason Vogel
Chief Executive Officer
904 North La Brea Avenue
Inglewood, CA 90302
310-975-4026
jason@careerexpansion.net

Harris Consulting Group

John W. Harris, Principal
865 South Figueroa Street
Suite 2750
Los Angeles, CA 90017
(213) 489-9833
(213) 489-3761
fax john@jwharrislaw.com

JC Consulting Services

Roy Kim
Executive Director
655 South Santa Fe Avenue
Suite 277
Los Angeles, CA 90021
(323) 514-0796
rbkim.jccs@gmail.com

LA Conservation Corps

Gaby Jimenez
Program Manager
PO Box 15868
Los Angeles, CA 90015
(323) 224-2550
(323) 224-2562 fax
gjimenez@lacorps.org
www.lacorps.org

LETC/AJCC/South Los Angeles Crenshaw WorkSource Center

Laura McNeil
Director
(323) 730-7900
lmcneil@letc.com

Modern Times, Inc.

Veronica Diaz
Jobs Coordinator
1892 East Altadena Drive
Altadena, CA 91001
(213) 810-6100 cell
(626) 316-7103 fax
veronica@moderntimesinc.com
www.ModernTimesInc.com

Playa Vista Jobs

Erik L. Miller
Executive Director
4112 South Main Street
Los Angeles, CA 90037
(323) 432-3955
(323) 432-3995 fax
emiller@pvjobs.org

The Solís Group

Gary A. Hamm
Senior Vice President
131 North El Molino Avenue
Suite 100
Pasadena, CA 91101
(626) 685-6989
(626) 685-6985 fax
gahamm@thesolisgroup.com

TransCal Services

Jeffrey Henderson
Program Manager
6109 South Western Avenue
#308
Los Angeles, CA 90047
(323) 305-6470
(323) 305-6471 fax
jhenderson@transcalservices.com

Being in Compliance Checklist

No Contractor/Subcontractor/Employer (C/S/E) of any tier may start to work on a covered project until the following three items have been submitted and approved by the BCA.

- | | |
|---|----|
| <input type="checkbox"/> Letter of Assent | 6 |
| <input type="checkbox"/> Employment Hiring Plan (must be submitted 20 business days prior to the start of work) and Employment Hiring Plan Acknowledgment | 7 |
| <input type="checkbox"/> Core Workforce List | 11 |

Compliance Documents

- | | |
|--|----|
| <input type="checkbox"/> Craft Request Form | 18 |
| <input type="checkbox"/> Local Recruitment Source Contact Log | 23 |
| <input type="checkbox"/> Hire/Refusal of Craft Employees | 25 |
| <input type="checkbox"/> Other documentation (ex. emails) with City Work Source Center, Community Based Organizations (CBO), Faith Based Organizations (FBO), or other agencies relating to targeted hiring efforts. | |
| <input type="checkbox"/> Submitted verified statement of the journeyperson and apprentice hours worked on the Covered Project within 60 days after concluding work on said Covered Project (Per State Labor Code 1777.5(e)). | |

**CITY OF LOS ANGELES – PROPOSITION HHH
REQUEST/VERIFICATION FOR CRAFT EMPLOYEES
(INSERT NAME OF PROJECT)**

INSTRUCTIONS

To the Contractor:

Please complete and fax this form to the applicable union to request craft workers that fulfill all hiring requirements for the City of Los Angeles project. After faxing your request, call the Local to verify receipt and substantiate their capacity to furnish local, at-risk or general dispatch as requested. Contact information for Locals is listed on back of form. Please print your Fax Transmission Verification Report and keep a copy of this request for your records.

To the Union:

Please complete the "Union Use Only" section and fax form back to the requesting contractor. Retain form for your records.

To:	Local	Fax# ()	Date:
From – Company Name			
Person Sending:		Contact Phone: ()	

Please provide me with union craft workers per the City of Los Angeles PLA that fulfills the requirements for this project as defined below:
30% Local Requirement (Union craft employees, including apprentices, who reside in the local metropolitan area zip codes listed below. If unavailable, can be dispatched from any one of the Citywide zip codes listed in Attachment).
SEE ATTACHED TIER 1, TIER 2 AND TIER 3 ZIP CODES

10% "Transitional Worker" Requirement (Union craft employees, including apprentices, who live in one of the Citywide zip codes listed in Attachment, and are certified to fulfill the "Transitional worker" hiring requirement).

General Dispatch (Union craft employees dispatched per normal dispatch procedures, not including the 30% Local or 10% Transitional Worker requirements)

Employee Name	Address	Zip Code

Craft Employees Requested						
Job/Craft Description	Journeyman / Apprenticeship Level	Number(s) Requested			Report Date	Report Time
		30% Local	10% Transitional	General Dispatch		

Total Workers Requested _____

Please have worker(s) report to the following address indicated below:

Site Address: _____ Report to (On-Site Contact): _____

On-Site Tel.#: () _____ Fax: () _____

Comments or special requirements:

Union Use Only		
(Fax the Completed Form Back to Contractor)		
Reception Date:	Dispatch Date:	Received By:
<u>Requested Dispatch</u>	<u>Available for Dispatch</u>	<u>Unavailable for Dispatch</u>
30% Local	<input type="checkbox"/>	<input type="checkbox"/>
50% Local Apprentice	<input type="checkbox"/>	<input type="checkbox"/>
10% Transitional	<input type="checkbox"/>	<input type="checkbox"/>
General Dispatch	<input type="checkbox"/>	<input type="checkbox"/>
Comments:		

HHH-PLA Zip Codes

Tier 1 Zip Codes

Tier 1 means the zip codes within a 5-mile radius surrounding the project’s location, containing qualified workers where either the zip code’s annual household income or the qualified worker’s annual household income is less than the County of Los Angeles’ median annual household income.

Qualified workers living in these zip codes will receive priority over those living within Tier 2 and Tier 3 zip codes below.

Tier 2 Zip Codes

Tier 2 means the zip codes within the City, having at least 2 census tracts (or portion thereof) in which the median household income is less than 50% of the County of Los Angeles’ median annual household income, and/or where the unemployment rate exceeds 200% of the County of Los Angeles’ unemployment rate as reported by the most recent available U.S. Census Bureau data.

Qualified workers living in these zip codes will receive priority over those living in Tier 3 zip codes below.

90001	90007	90014	90020	90028	90043	90061	90744	91406
90002	90008	90015	90021	90029	90044	90062	91331	91411
90003	90010	90016	90023	90031	90047	90063	91342	91605
90004	90011	90017	90024	90033	90057	90065	91343	91606
90005	90012	90018	90026	90037	90058	90089	91401	
90006	90013	90019	90027	90038	90059	90731	91402	

Tier 3 Zip Codes

Tier 3 means the zip codes within the City, having at least 2 census tracts (or portion thereof) in which the median household income is less than the County of Los Angeles’ median annual household income, and/or where the unemployment rate exceeds 100% of the County of Los Angeles’ unemployment rate as reported by the most recent U.S. Census Bureau data.

90025	90041	90066	90265	90710	91042	91316	91345	91423
90032	90042	90068	90272	90717	91302	91324	91352	91505
90034	90045	90230	90305	90745	91303	91325	91356	91601
90035	90046	90232	90405	90810	91304	91335	91364	91602
90036	90048	90247	90501	90813	91306	91340	91367	91604
90039	90064	90248	90502	91040	91311	91344	91403	91607

Construction Trade Unions Contact Numbers

Asbestos Heat & Frost Insulators (Local 5)

3833 Ebony St. Ontario, CA.
Tel: (909) 390-3401
Fax: (909) 390-3405

Boilermakers (Local 92)

2260 S. Riverside Avenue
Bloomington, CA 92316
Tel: (909) 877-9382
Fax: (909) 877-8318

Bricklayers & Allied Craftworkers (Loc. 4)

11818 Clark St., Suite A
Arcadia, CA 91706
Tel: (626) 739-5600
Fax: (626) 739-5610

Drywall Finishers Local 1136

Corporate Center Drive
Monterey Park, CA 91754
Tel: (626) 296-8003
Fax: (626) 296-8076

Electricians (Local 11)

297 N. Marengo Avenue
Pasadena, CA 91101
Tel: (626) 243-9700
Fax: (626) 793-9743

Elevator Constructors (Local 18)

100 S. Mentor Avenue
Pasadena, CA 91106
Tel: (626) 449-1869
Fax: (626) 577-1055

Operating Engineers (Local 12)

150 E. Corson
Pasadena, CA 91103
Tel: (626) 792-8900
Fax: (626) 792-9039

Glaziers (Local 636)

1155 Corporate Center Dr.
Monterey Park, CA 91754
Tel: (626) 448-1565
Fax: (626) 797-8395

Gunite Workers (Local 345)

P.O. Box 3339
Burbank, CA 91508
Tel: (818) 846-1303
Fax: (818) 846-1226

Iron Workers (Reinforced – Local 416)

13830 San Antonio Dr.
Norwalk, CA 90650
Tel: (562) 868-1251
Fax: (562) 868-1429

Iron Workers (Structural – Local 433)

17495 Hurley St. East
City of Industry, CA 91744
Tel: (626) 964-2500
Fax: (626) 964-1754

Laborers Local 1309

3971 Pixie Ave.
Lakewood, CA 90712
Tel: (562) 421-9346
Fax: (562) 421-5964

Laborers Local 300

2005 W. Pico Blvd.
Los Angeles, CA 90006
Tel: (213) 385-3550
Fax: (213) 385-6985

Laborers Local 1184

1128 La Cadena Dr.
Riverside, CA 92507
Tel: (951) 684-1484
Fax: (951) 779-1445

Painters & Allied Trades DC 36

1155 Corporate Center Drive
Monterey Park, CA 91754
Tel: (626) 584-9925
Fax: (626) 584-1949

Plaster Tenders

1055 W. Second Street
Pomona, CA
Tel.: (909) 622-8500
Fax: (909) 623-5244

Plumbers (Local 78)

1111 West James Wood Boulevard
Los Angeles, CA 90015
(213) 688-9090
(213) 627-4624

Plumbers (Local 761)

1305 N. Niagara St.
Burbank, CA 91505
(818) 843-8670
(818) 843-5209

Pipe Trades (Local 250)

*Steamfitters/Air Conditioning/
Refrigeration / Industrial Pipefitters*
18355 S. Figueroa St.
Gardena, CA 90248
Steamfitters: Tel: (310) 660-0035
Fax: (310) 329-2465
AC/Refrig. Tel: (310) 660-0045
FAX: (310) 329-2465

Pipe Trades (Local 345)

*Landscape, Irrigation, Underground &
Specialty Piping*
1430 Huntington Dr.
Duarte, CA 91010
Tel: (626) 357-9345
Fax: (626) 359-0359

Pipe Trades (Sprinkler Fitters – Local 709)

12140 Rivera Road
Whittier, CA 90606
Tel: (562) 698-9909
Fax: (562) 698-7255

Plasterers (Local 200)

1610 W. Holt Ave.
Pomona, CA 91768
Tel: (909) 865-2240
Fax: (909) 865-9392

Cement Masons #500

1012 E. Cooley Dr., Suite A
Colton, CA 92324
Tel.: (714) 554-0730
Fax: (714) 265-0780

Cement Masons #600

5811 E. Florence Ave.
Bell Gardens, CA 90201
Tel.: (323) 771-0991
Fax: (323) 771-2631

Resilient Floor & Dec. Cov. (Local 1247)

1155 corporate Center Dr.
Monterey Park, CA 91754
Tel: (626) 296-8058
Fax: (626) 296-8048

Roofers & Waterproofers (Local 36)

5380 Poplar Blvd.
Los Angeles, CA 90032
Tel: (323) 222-0251
Fax: (323) 222-3585

Sheet Metal Workers (Local 105)

2120 Auto Centre Dr., Suite 105
Glendora, CA 91740
Tel: (909) 305-2800
Fax: (909) 305-2822

Southwest Regional Council of Carpenters

533 S. Fremont Avenue, 10th Floor
Los Angeles, CA 90071
Tel: (213) 385-1457
Fax: (213) 385-3759

Teamsters (Local 986)

1198 Durfee Avenue
So. El Monte, CA 91733
Tel: (626) 350-9860
Fax: (626) 448-0986

Tradeshaw and Sign Crafts

1155 Corporate Center Drive
Monterey Park, CA 91754
Tel: (626) 296-8086
Fax: (626) 584-1949

Additional Labor Resources Contact Numbers

WINTER

Women In Non Traditional Employment

Roles

3655 South Grand Avenue, Suite 210

Los Angeles, CA 90007

Tel: 213-749-3970

Fax: 213-749-3918

HIRE/REFUSAL OF CRAFT EMPLOYEES

All C/S/Es retain authority in making individual hiring decisions. However, in the event that a referred worker is refused, the contractor should document the type of worker referred (e.g. local, transitional) and describe the reason(s) why the worker was refused.

City of Los Angeles

Proposition HHH-PLA

Bureau of Contract Administration / Office of Contract Administration / Labor Compliance Section

1149 S. Broadway, Suite 300, Los Angeles, CA 90015

Phone: (213) 847-2629 – Fax: (213) 847-2722

JOBS COORDINATOR AFFIDAVIT

The Jobs Coordinator plays an integral part in the success of their partner(s) in obtaining the targeted hiring percentages (based on construction hours worked) of 30% Local Hire / 50% of the apprentice hours required by state law will be performed by Local residents / 10% Transitional Worker Hire.

SECTION 1. PRIME CONTRACTOR INFORMATION

Project Name: _____

Company Name: _____

Company Address: _____

City: _____ State: _____ Zip: _____

Contact Person: _____ Phone: _____ E-mail: _____

SECTION 2. JOBS COORDINATOR INFORMATION

Jobs Coordinator Name: _____

Jobs Coordinator Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ E-mail: _____

SECTION 3. DECLARATION

The Prime Contractor certifies that its designated Jobs Coordinator possesses, but not limited to, the following demonstrable experience and qualifications as outlined in Regulation 8(a) & (b) of the Rules and Regulations Implementing the Permanent Supportive Housing and Facilities Infrastructure Stabilization Ordinance (Rules & Regulations).

I understand that I am required to permit the City of Los Angeles access to and upon request, must provide documentation of its Jobs Coordinator experience and qualifications for the purpose of ascertaining compliance with the Rules & Regulations. Furthermore, I understand that failure to comply may be deemed a material breach of any City contract by the Awarding Authority; or the Awarding Authority may cancel, terminate or suspend in whole or in part, the contract; or monies due or to become due under a contract may be retained by the City until compliance is achieved. The City may also pursue any and all other remedies at law or in equity for any breach. The City may use the failure to comply with the Rules & Regulations as evidence against the Contractor in actions taken pursuant to the provisions of the Los Angeles Administrative Code Section 10.40, et seq., Contractor Responsibility Ordinance.

I certify that the foregoing is true and correct, and that I am authorized to bind this entity contractually.

Executed this _____ day of _____, in the year 20____, at _____, _____
(City) (State)

Signature

Mailing Address

Name of Signatory (please print)

City, State, Zip Code

Title

City of Los Angeles BTRC

PROPOSITION HHH-PLA
JOBS COORDINATOR QUESTIONNAIRE

Please complete the following questionnaire by listing your experience in each of the following criteria.

If more than one organization will be providing the jobs coordinator efforts, the experience for each of the organizations involved must be identified. The applicant or principal organization applying to perform the jobs coordinator functions must have *DEMONSTRABLE* experience in criteria nos. 1, 2, 4, 5, and 6.

- 1) Developing, creating, designing and marketing specific programs targeting Local Residents and/or Transitional Workers for construction opportunities at the Covered Project. Include purpose of these programs. Indicate the results of these efforts.
- 2) Coordinating services to assist contractors in their efforts to employ local workers and transitional workers, and in their utilization of apprentices. INCLUDE: Project Name, Awarding Body, Length of Project, and Dates of Employment with the client.
- 3) Educating and assisting contractors regarding incentives provided by state or federal programs for On-the-Job Training and employer tax credits. How were these services provided?
- 4) Conducting orientations, job fairs and community outreach meetings to the local community. List events by these categories. Indicate the resulting outcome if known.
- 5) Providing supportive services such as skills training, child care, transportation, education remediation, assistance with union fees and tools. To whom are these supportive services made available?
- 6) Screening and certifying the transitional status of workers. Include awarding body(ies), dates of project(s), and date(s) of involvement.
- 7) Establishing a referral and retention tracking mechanism for placed local and/or transitional workers and apprentices.
- 8) Networking with the various Work Source Centers, community and faith based organizations and other non-profit entities that provide qualified local workers and/or transitional workers.
- 9) Liaising with the various building trades crafts for referral and placement of local hire and/or transitional workers.

For more information about the Proposition HHH Project Labor Agreement and Rules and Regulations Implementing the Permanent Supportive Housing and Facilities Infrastructure Stabilization Ordinance, visit our website at <http://bca.lacity.org>.