

January 20, 2010

To: Interested Parties

Fr: Jeremy Hays, Green For All, CEWP Project Partner, and staff support for the Stakeholder Evaluation and Implementation Committee

Re: Contractor Application for CEWP and relationships with training programs

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This memo is intended to provide guidance for contractors in filling out the CEWP Phase III application, specifically questions about providing employment opportunities to graduates of pre-apprenticeship training programs.

**Question 7 under the Weighted Selection Factors** asks applying contractors to provide a description of a “demonstrable track record of hiring from registered apprenticeship and other credential-granting programs, or providing employment opportunities to graduates of pre-apprenticeship training programs who are seeking self-sufficient career pathways in weatherization and construction.”

There are options in question 7 to indicate what percentage of the contractor’s field staff was hired from these types of programs.

If below 20% of the contractor’s field staff was hired from these types of programs, contractors can receive credit for factor 7 by providing a detailed and readily implementable plan (250 word max) for how they will hire former participants in registered training or credential- granting apprentice or pre-apprentice programs. Narrative will be scored by the applicant review team: 1-poor, 2-acceptable, 3-exceptional.

Some contractors have asked how such a written plan should relate to the requirement in Phase III to make new hires from **Designated Training Programs**.

The answer is this.

In Phase III contractors are required to hire from CEWP Designated Training Programs. This requirement was part of the Community Workforce Agreement that was developed by community stakeholders and endorsed by Portland City Council. The requirement is designed to provide a highly skilled workforce to contractors and to ensure that graduates of pre-apprenticeship training programs serving historically disadvantaged or underserved populations have an opportunity to work on CEWP projects. Designated Training Programs are programs that provide specific skill training and can demonstrate relationships with these pre-apprenticeship training programs. (The full text of this requirement can be found in the Application on page 15 under Terms and Conditions for Participation, point number 10.)

**If contractors provide a written plan for question 7 under Weighted Selection Factors, they should take into consideration the requirement to hire from Designated Training Programs.**

Therefore:

Contractors should not plan to hire directly from pre-apprenticeship training programs or other registered apprenticeship and credential-granting programs without first exhausting the requirement to hire available and qualified workers from the Designated Training Programs.

Contractors can build relationships with pre-apprenticeship programs and other training programs and seek out their graduates from among the pool of workers who have also graduated from a Designated Training Program.

Contractors can plan to hire directly from pre-apprenticeship programs or other training programs if the Designated Training Programs do not have available and suitable workers, according to the language in the contractor application for Phase III, Terms and Conditions for Participation, point number 10 and exhibits.

Contractors can develop relationships with the Designated Training Programs and indicate their interest in hiring workers who have also completed other types of training.

Contractors can develop other plans to hire former participants in registered training programs so long as those plans do not skirt or undermine the requirement to hire from Designated Training Programs as described in the contractor application.

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