

# Employing District Residents in the Construction Trades



**D.C. DEPARTMENT OF EMPLOYMENT SERVICES**  
**Workforce Development Bureau – Employer Services Division**

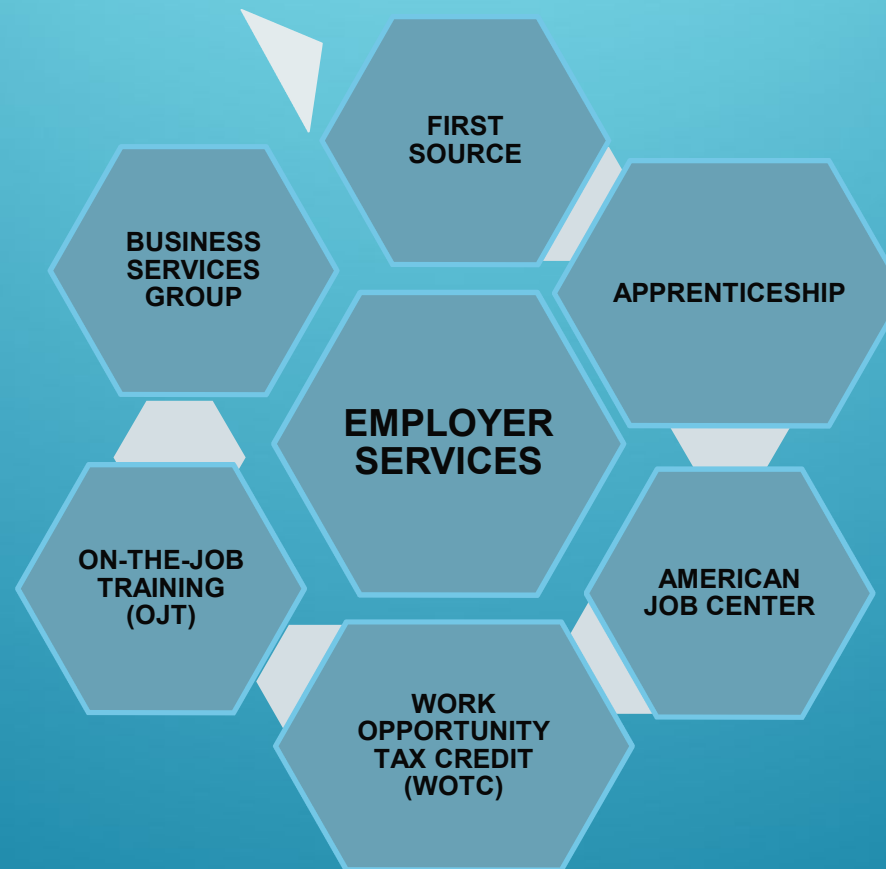


# Workforce Development Bureau

- ❑ Manages programs and services designed to ensure that District residents are given priority for all new construction and non-construction jobs created by municipal financing and development programs.
- ❑ Connects regional employers to qualified District job seekers



# Employer Services







# District Contracting & Hiring Mechanisms

## First Source Law

First Source Employment Agreement Act assures city residents priority for new jobs created by municipal financing and development programs

## Apprenticeship Law

The mandatory apprenticeship requirement applies to new construction, renovation and information technology work on all District government assisted projects, including First Source.



## Project Requirements

<b>DC Funded Projects Under \$5M</b>	51% of new hires must be DC residents	First Source Law
	51% of new apprentices must be DC residents	First Source Law
	35% of all apprenticeship hours must be DC residents	Apprenticeship Law
	*Not applicable to: <ul style="list-style-type: none"> <li>• Projects under \$300K or</li> <li>• Contractors awarded less than \$500K within a 12 month period</li> </ul>	
<b>DC Funded Projects \$5M and Over</b>	20% of journey worker hours must be DC residents	First Source Law
	51% of skilled worker hours must be DC residents	First Source Law
	70% of common labor worker hours must be DC residents	First Source Law
	60% of apprentice worker hours must be DC residents	First Source Law
	35% of all "apprenticable" hours must be DC residents <ul style="list-style-type: none"> <li>• "Apprenticable" hours pool computed as 25% of "craft hours" (journey + apprentice hours)</li> </ul>	Apprenticeship Law



# First Source Requirements

- ❑ Bids and proposals will include an initial employment plan outlining the offeror's strategy to meet the local hiring requirements
- ❑ Winning bidder will submit a revised employment plan and First Source Employment Agreement at the time of Notice to Proceed
- ❑ Each general contractor, prime contractor and subcontractor must submit monthly First Source compliance reports to the Department of Employment Services





# First Source Monitoring

- ❑ Payroll certification review: Examine contractor's on-line reporting delineating DC residents and compliance with pay scale
- ❑ Site visits: Examine personnel records to verify new and existing employees, and worksites conform to assignments
- ❑ Desk review: Review the monthly compliance report submitted by the contractor to confirm compliance with First Source legislation and employment plan; and identify performance requirements



# Apprenticeship Requirements

- ❑ Apprenticeship Agreement must be executed for each apprentice. Agreements are approved and registered by DC Apprenticeship Council
  - Work Assignment period of performance
  - Major divisions of the trade and work tasks assignments
  - Appropriate time, in hours, months, or percent of apprenticeship
  - Wage rate
  - Number of hours of related instruction





# Apprenticeship Monitoring

- ❑ Payroll certification review: Examine percentage of DC residents apprentice hours through contractor's on-line reporting
- ❑ Site visits: Examine utilization of District residents as apprentices and numerical ratio (journeyman to apprentice ratio); review apprentice rotation through work process



# Apprenticeship Monitoring

- ❑ Report Monitoring: Evaluate monthly reports from contractor/subcontractor
  - Information that will show the ratio of journey workers to apprentices;
  - The number of apprentices on the job and the hours worked by the apprentices; and
  - The numbers of hours worked by District residents as apprentices.

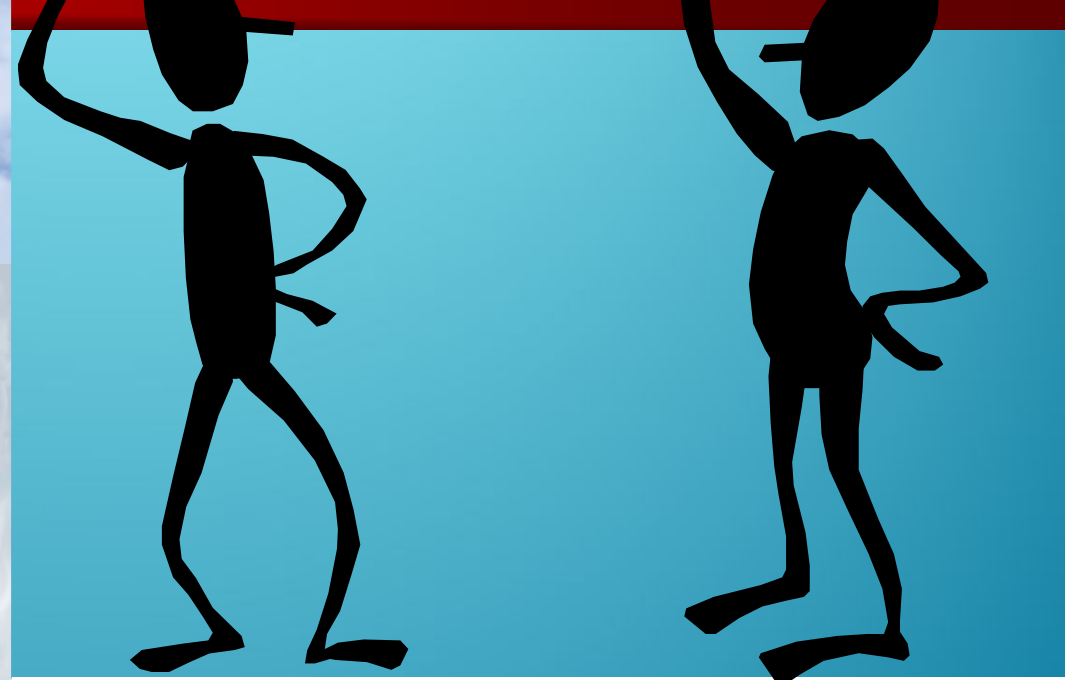
*\*Contractors who violate the apprenticeship laws may be subject to 5% penalty on all direct and indirect costs*



## Business Services Group

- ❑ Identify and promote employment opportunities by establishing partnerships with business stakeholders in the District of Columbia.
- ❑ Integrate employer recruitment with American Job Center Employment Opportunity Specialist teams.
- ❑ Promote DC Networks registration with employers and job seekers for recruitment hiring activities.
- ❑ Conduct Competency Based pre-screening assessments for qualified job seekers. Offer employers local and federally funded tax incentives, bond insurance and pre-employment training programs.





Department of Employment Services  
**Your Workforce Development  
Bureau**

