



MTS PLA NOTES

Applies to MTS construction solicitations projected to exceed \$1 million, based on MTS's Engineer's independent cost estimate.

Goal of at least forty percent (40%) of the total construction craft hours worked on each Covered Project be performed by Local Residents.

PLA Definitions:

COVERED WORK: is limited to all on-site construction work.

SMALL BUSINESS: a firm that has been certified as a Small Business by the US Small Business Admin

DISADVANTAGED BUSINESS ENTERPRISE: a firm that has been certified as a DBE by the CA Unified Certification Program.

CORE WORKER: must be a journeyperson and appear on the Contractor's active payroll for at least ninety (90) of the last one-hundred-eighty (180) working days prior to being designated as a Core Employee. The date a Core Employee is designated is the date the Core Employee list is submitted to the Project Labor Coordinator prior to the Contractor commencing work.

LOCAL RESIDENT: An individual that resides in the MTS Service Area

Required PLA Forms that will be sent out by TSG:

LETTER OF ASSENT: Must be submitted on company letterhead by all contractors before starting work.

CORE WORKER LIST: Must be submitted AT least 30 calendar days prior to a Contractor starting work.

CRAFT WORKFORCE DISPATCH REQUEST FORM: Must be used for all employee requests to Union(s).

BEFORE STARTING WORK:

1. Attend the Pre-job:

Must be at least two weeks prior to the work starting.

TSG will schedule and send invites out to Unions, MTS, Prime and Building Trades.

All subs need to attend to go over scopes and have worked claimed by Unions.

2. Submit a Letter of Assent

3. Must submit Core Worker form thirty (30) calendar days prior to starting work. Core Workers must be either a journeyperson or Apprentice and appear on the Contractor's active payroll for at least ninety (90) of the last one-hundred-eighty (180) working days.

4. All Contractors are required to utilize the Workforce Dispatch Request Form.

5. Get employees signed up with the appropriate Union Hall(s) – ONLY FOR THE LIFE OF THE PROJECT.

AT THE START OF WORK:

Get set up in Dropbox for submittals.

Upload DAS 140, FBS, Appendix A, Craft Workforce Dispatch Requests



PLA Coordinator:
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**DURATION OF PROJECT:**

Payrolls and DIR eDocs submitted bi-weekly for review.

Proof of fringes paid – trust fund report and letter of good standing.

Submit any updated forms as needed.

END OF PROJECT:

Verify compliance has been met with TSG.

Submit signed Public Works Affidavit.

REFERRAL PROCESS:

Disadvantaged Business Enterprises (DBE) or Small Business (SB)* - The first 3 core workers from a DBE or SB subcontractor may be core employees and need not reside within San Diego County. Fourth and Sixth worker from appropriate union hiring hall, Fifth and Seventh worker may be core employees (**5 core employees max.**)

* DISADVANTAGED BUSINESS ENTERPRISE or SMALL BUSINESS: Firm that has been certified as a DBE by the CA Unified Certification Program OR has been certified as a Small Business by the U.S. Small Business Administration. Must submit proof to Prime Contractor and PLA Coordinator.

NON-DBE / NON-SB Subcontractors - First, Third, and Fifth worker may be core employees (**3 core employees max.**) Second, Fourth, Sixth and all workers in excess of Six to be requested from the appropriate union hiring hall.



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