

**Mentor/ Graduate Mentor
PLA Core Worker Utilization Request**

(Only for contracts bid in connection with the
SCA Mentor/Graduate Mentor Program)



(This form is only valid for the below listed project)

Contractors Name			Tax Identification #		Company Status (Mentor/Mentor Graduate)	
School Name/Project Name			CM/Contract #		Value of Project	
Project Address			Solicitation #		Start Date	
Workers Name	Social Security number (Last 4)	Trade(s)	# Days on company payroll in past 365 days	Worked 1000 hours in Construction in the last 3 years Y/N	NYS Trade License (If Any)	SCA Approved Core Worker Y/N <i>Agency use only</i>

I _____ hereby certify, that the above submitted information and supporting documentation is correct and complete.

Company Officers signature Date

SCA Labor Law Compliance Endorsement

The above Mentor/Mentor Graduate contractor has provided required documentation to satisfy the requirements in PLA Article 4 Section 2B to be able to utilize the above core workers on contract # _____

Labor Law Compliance Director/Manager Date

FOR CONTRACTS BID IN CONNECTION WITH THE SCA MENTOR/GRADUATE MENTOR PROGRAM ONLY: FOLLOWING IS AN EXCERPT REGARDING MENTOR & GRADUATE MENTOR FIRMS THAT CHOOSE TO PERFORM THESE PROJECTS UNDER THE TERMS OF THE PLA AND WISH TO EMPLOY THEIR "CORE WORKFORCE" ON THESE JOBS

FROM THE SCA PROJECT LABOR AGREEMENT COVERING DESIGNATED RENOVATION & REHABILITATION WORK FOR FISCAL YEARS 2021-2025

The Contractors agree to employ BCTC union journeypersons and apprentices for Program Work covered by this Agreement and agree that, as additional workers are needed for Program Work covered by this Agreement, they will request and hire craft employees for the appropriate trades through the job referral systems and hiring halls established in the Local Unions' area CBA's (attached as Schedule A to this Agreement). Notwithstanding this, Contractors shall have sole right to determine the competency of all referrals; to determine the number of employees required; select employees for layoff (subject to Article 5, Section 3); and the sole right to reject any applicant referred by a Local Union for cause, subject to the show-up payments...The Contractor shall notify the Local Union of craft employees hired for Program Work within its jurisdiction from any source other than referral by the Union. **ARTICLE 4, SECTION 2. A p. 11**

A non-signatory Mentor Contractor or Graduate Mentor contractor performing work under this PLA on a contract valued at three million (\$3,000,000) dollars or less may employ its "Core Workforce" on the project meeting the standards defined as follows:

- (1) Workers who have worked a total of at least 1,000 hours on the construction field during the prior three (3) years; and
- (2) Workers who were on the Contractor's active payroll for at least 60 out of the 365 calendar days prior to the contract award; and
- (3) Workers who possess any license or certification required by New York City or State to perform their trade (when Applicable) **ARTICLE 4, SECTION 2. B p. 12**

Where a Mentor or Graduate Mentor chooses to employ its core workforce in accordance with this provision, such contractor shall provide to the SCA Labor Law Compliance Division and the Construction Manager, if applicable, a list of core employees with sufficient back-up documentation, including, but not limited to, payroll records, establishing that those employees satisfy the standards set forth in Section 2B above, and such information shall be provided to any Local Union requesting same for the purpose of monitoring compliance with this Agreement. As additional workers are needed for Program Work covered by this Agreement, Mentor or Graduate Mentor contractors must request and hire craft employees in accordance with Section 2 (A) through the job referral systems and hiring halls established in the appropriate Local Union's area CBA for that trade classification. A Mentor or Graduate Mentor Contractor may also request by name, and the Local will honor, referral of specified Union journeypersons who are available for employment and who the contractor employed on a prior PLA project. A Mentor or Graduate Mentor Contractor may also request by name, and the Local will honor, referral of specified Union journeypersons who are available for employment and who the contractor employed on a prior PLA project.... **ARTICLE 4, SECTION 2. C p. 12**

Where a Mentor or Graduate Mentor Contractor not signatory with a BCTC union voluntarily enters into a full CBA with a BCTC union, the employees of such Contractor at the time the CBA is executed shall be allowed to join the Union for the applicable trade subject to satisfying the Local Union's basic standards of proficiency for admission. **ARTICLE 4, SECTION 2. F p. 13**

ADDITIONAL INFORMATION

The Labor Law Compliance Division's approval of your Application to utilize your core workers is job specific and requires an additional Request and supporting documentation for each job.

Documents suggested to meet the requirements of Article 4 section 2B sub 3- could include Company Payroll Reports or NYS 45 (Quarterly Combined Withholding, Wage Reporting, and Unemployment Insurance Return [4 Quarters]).

Please notify the respective union for the trade you will employ on the job that you have approved core workers. All supplemental benefits earned must be remitted to the union's benefit office and not paid directly to the core worker.

This form should be kept on job site in case questions arise regarding the employment of approved non-union core workers.