



## 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 OR as a Small Business.
- **CORE WORKER:** must be a journeyman 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 start of work.
- **CORE WORKER LIST:** Must be submitted AT least 30 calendar days prior to a Contractor starting work.
- **CRAFT REQUEST FORM:** Must be used for all employee requests to Union.

Required PW Forms that will be sent out by TSG:

- **FRINGE BENEFIT STATEMENT**
- **DAS 140**
- **CRAFT REQUEST FORM:** Must be used for all employee requests to Union.

TSG Pre-Job Meeting:

- 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.

TSG's Role:

- Attend Pre-Bid, as needed
- Attend Pre-Con to go over PW/PLA requirements
- Schedule and oversee Pre-Job Meeting
- Collect, review & track all required forms and payroll reports
- Communicate any issues to Prime for resolution
- Send out monthly reports to MTS staff

