Item Number: <u>6a\_reso</u>

Meeting Date: October 24, 2017

# A Resolution

#### **RESOLUTION NO. 3736**

of the Port of Seattle Commission establishing a Priority Hire Policy Directive; and amending the Policy Directive related to practices for construction labor for projects located on Port

property adopted by Resolution No. 3725.

**WHEREAS,** the construction industry is forecasted to experience consistent growth in the King County region over the next decade; and

 WHEREAS, numerous studies show a widening gap between the demand for construction labor and the supply of skilled trade workers in the regional labor market for King County public agencies. The Regional Public Owners Group estimates there will be over sixty-seven billion dollars in public construction projects by 2042 with over seventy million labor hours needed to fulfill this demand for projects. It is projected that between 2018 and 2023 there will be a shortage of over 4100 skilled workers. Regional labor supply is forecasted to underserve demand by an average of 9 to 10 percent during 2018-2042; and

WHEREAS, the Port of Seattle has some of the largest investments in infrastructure projects in the region. In 2017, the Port of Seattle is projected to spend approximately \$180 million on construction projects and estimates continual growth in future years. The Port's capital investment dollars create the equivalent work hours of 10.89 jobs per one million dollars spent, providing enough total hours to equal approximately 950 full time jobs in Washington state in 2016; and

 WHEREAS, most recent data for 2016 indicates that over 80 percent of the construction workforce in King County are Caucasian males, while 19 percent are women and people of color. Representation of women and people of color is higher among new entrants to the labor force through Apprenticeships and accredited certificates of completion, such as those received for completing a Pre-Apprenticeship program. However, according to the analysis, women and people of color also have lower rates of Apprenticeship completion than do their Caucasian male counterparts; and

**WHEREAS**, the Port of Seattle is committed to ensuring equity in the construction projects workforce where disparities exist between underrepresented workers' availability to work and their opportunity to be hired and establish a career in the construction trades; and

WHEREAS, the Port of Seattle is a leader in workforce development and has found construction job training programs, including Apprentice and Pre-Apprenticeship programs, to be an effective way to prepare individuals for entry into construction jobs, and to ensure women, people of color, and otherwise disadvantaged individuals, can acquire the necessary job skills and be prepared to successfully pursue construction careers; and

WHEREAS, the Port of Seattle was the first to adopt Apprenticeship Utilization Goals over three decades ago and is committed to achieving its Apprenticeship hiring goals set in Port policy and addressing the disproportionately low involvement by people of color and women in the construction labor force. Apprentice Utilization Goals for Port construction projects is 15 percent, of which includes a goal of 10 percent women and 15 percent people of color. In 2016, Apprenticeship Utilization rates were 17 percent, of which 18 percent were women and 28 percent were people of color; and

**WHEREAS,** on October 25, 2016, the Port of Seattle adopted Resolution No. 3725 that established the Port of Seattle Construction Labor Policy Directive that states that the Port shall establish appropriate apprentice and locality hiring goals and appropriate aspirational women and minority apprentice hiring goals; and

WHEREAS, the Port of Seattle supports the City of Seattle and King County findings that King County has geographic areas of economic distress as evidenced by poverty indicators; including poverty levels, concentrated unemployment, and gaps in educational attainment. The Port of Seattle seeks to act effectively and expeditiously to encourage solutions toward economic growth and job creation in areas of the County that are economically distressed as evidenced by comparatively high levels of poverty, unemployment rates and education attainment; and

 WHEREAS, Priority Hire enhances community partnerships focused on inclusion and access to opportunities and services; expands opportunities for disadvantaged populations to advance equity and social justice; and ensures that Port construction projects are planned and implemented in a way that improves equity in local communities; and

**WHEREAS**, the Port believes that establishing a Priority Hire policy ensures better access to training programs and well-paying construction jobs for local workers, particularly those from Economically Distressed Areas, as well as increases the diversity of the workforce on Port construction projects; and

WHEREAS, in 2017, the Port of Seattle convened community stakeholder meetings and received input from contractors, labor union representatives, community advocates, small contracting and supplier businesses, training providers, City of Seattle and King County policy experts about the challenges and opportunities of a Priority Hire program. The Port of Seattle intends to use the information received from these meetings as a guide for implementing the priority hire program and developing a regional agreement for use on public works projects; and

**WHEREAS,** Priority Hire focuses on workforce participation by Apprentices and journey-level construction workers and is therefore directly connected to the Port's existing Apprenticeship program; and

**WHEREAS**, the Port is committed to creating an acceptable worksite on public works projects that is inclusive and focuses on anti-discrimination and anti-harassment behaviors and procedures; and

 **WHEREAS,** over the last two years, the Port of Seattle has participated as member of the Regional Public Owners Group with the City of Seattle, King County, Sound Transit, the City of Tacoma and the Washington State Department of Transportation, focused on public agencies working together as regional partners; and

WHEREAS, the purpose of the Regional Public Owners Group is to better understand the workforce demand-supply gap for regional public infrastructure projects; enhance access opportunities and increase the diversity of Pre-Apprentices, Apprentices and journey-level workers entering into the trades workforce; support retention programs for current trades workers, especially women and people of color; and improve performance data and systems of reporting for monitoring regional goals and initiatives; and

**NOW, THEREFORE, BE IT RESOLVED** by the Port Commission of the Port of Seattle as follows:

# **SECTION 1.** Resolution No. 3725 is amended as follows:

A. In Section 1.D. strike "and locality" and in Section 1 insert new language: "E. For contracts under a PLA with projected construction labor costs at or above \$5 million, the Port shall establish Priority Hire goals."

117	B. In Section II.C.2. strike "locality hiring and" and in Section II insert new language: "D. For
118	contracts under a PLA with projected construction labor costs at or above \$5 million, the Port
119	shall establish Priority Hire goals."
120	
121	C. In Section III.B.2. strike "locality hiring and" and Section III.B. insert new language: "3
122	For contracts under a PLA with projected construction labor costs at or above \$5 million, the
123	Port shall establish Priority Hire goals."
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125	SECTION 2. Establish the Priority Hire Policy Directive as shown in Exhibit A.
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127	ADOPTED by the Port Commission of the Port of Scattle at a duly noticed meeting
128 129	ADOPTED by the Port Commission of the Port of Seattle at a duly noticed meeting thereof, held this day of, 2017, and duly authenticated in open session by the
130	signatures of the Commissioners voting in favor thereof and the seal of the Commission
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138	Port Commission

139	EXHIBIT A
140	SECTION 1.1 Purpose
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142	To provide good family wage jobs to qualified construction workers from Economically Distressed
143	Areas of King County by increasing access to Port of Seattle Covered Projects. This leads to
144	economic growth and job creation in areas of King County that are experiencing economic
145	distress. In addition, it will provide jobs to those historically underrepresented in the construction
146	industry, such as women and people of color.
147	
148	To develop a Priority Hire program implemented through a Project Labor Agreement (PLA) and to
149	foster closer cooperation with the Regional Public Owners Group to ensure uniform application of
150	Priority Hire terms and Contractor and Union compliance with Priority Hire requirements. This
151	supports the Port of Seattle's continued efforts on workforce development.
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153	SECTION 1.2 Definitions
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155	When used in this Policy Directive, the following words and phrases shall have the meanings
156	given below unless the context in which they are included clearly indicates otherwise:
157	
158	"Apprentice" means a person who has signed a written apprenticeship agreement with and
159	enrolled in an active state-registered apprenticeship training program approved by the
160	Washington state Apprenticeship and Training Council.
161	((Cit. // Jacobs and Cit. and Constitute
162	"City" means City of Seattle.
163 164	"Construction labor costs" means the labor cost component of the estimated construction budget
165	for the project to be paid to contractors at the time of bid or, if absent a bid, at the time of the
166	contract award.
167	contract award.
168	"Contractor" means any person, firm, partnership, owner operator, limited liability company,
169	corporation, joint venture, proprietorship, trust, association or other legal entity that employs
170	individuals to perform work on covered projects, including general contractors, subcontractors of
171	all tiers, and both union and non-union entities.
172	
173	"Core Employee" means an employee of an open-shop contractor that meets the core employee
174	criteria established under a PLA.
175	
176	"Covered Project" means a Port of Seattle construction project under a PLA with construction

labor costs at or above \$5 million.

"Dispatch" means the process by which a union refers workers for employment to contractors under the authority of a collective bargaining agreement. The process typically mandates the distribution of work via a "first in, first out" priority but can be legally adjusted via special agreements to allow for out of order dispatching and priority worker hiring.

"Economically Distressed Area" means a geographic area defined by zip code in King County and found to have high population concentrations: 1) Living at or below 200 percent of the federal poverty level, 2) Unemployed, 3) Those over 25 years of age without a college degree, compared to other zip codes. King County zip codes with a high density per acre of at least two out of the three criteria will be identified as Economically Distressed Areas. These zip codes are updated and published by King County's Finance and Business Operations Division.

"Jobs Coordinator" means either one of the following: a Port of Seattle employee, an employee that is considered a shared resource between government agencies, or a third party entity that facilitates the hiring of Priority Workers in collaboration with Contractors and Union Dispatch.

"Journey-level" means an individual who has sufficient skills and knowledge of an occupation, either through a formal apprentice training program or through practical on-the-job work experience, to be recognized by a state or federal registration agency and/or an industry as being qualified to perform the work of the occupation. Practical experience must be equal to or greater than the term of apprenticeship.

"Labor hours" means hours performed on covered projects by workers who are subject to prevailing wages.

"Open-shop contractor" means a contractor that is not a signatory to a collective bargaining agreement with a union representing the trade(s) of the contractor's workers, also known as non-union contractors.

"Pre-apprentice" means a student enrolled in a construction pre-apprentice training program recognized by the Washington State Apprenticeship and Training Council.

"Priority Hire Program" means a program on Port of Seattle major construction contracts that focuses on recruitment, training and employment of workers who reside in Economically Distressed Areas as defined by King County.

"Priority Worker(s)" means an individual prioritized for recruitment, training, and employment opportunities because the individual is a resident in an Economically Distressed Area.

"Project Labor Agreement" means an agreement authorized under the National Labor Relations Act (NRLA), 29 U.S.C., which provides a means for aligning interests of public owners such as the Port with those of construction labor unions.

"Regional Public Owners Group" means the group including the City of Seattle, King County, Sound Transit, the City of Tacoma and the Washington state Department of Transportation, focused on public agencies working together as regional partners to better understand the workforce demand-supply gap for regional public infrastructure projects; to enhance access opportunities and to increase the diversity of pre-apprentices, apprentices and journey-level workers entering into the trades workforce; to support retention programs for current trades workers, especially women and people of color; and to improve performance data and systems of reporting for monitoring regional goals and initiatives.

"Union" means a representative labor organization whose members collectively bargain with employers to set the wages and working conditions in their respective trade or covered scope of work.

# **SECTION 1.3 Scope and Applicability**

A. This Policy Directive pertains to Covered Project(s) for the remainder of this Policy Directive.

#### **SECTION 1.4** Responsibilities

A. The Executive Director (1) will assign a designee (referred to as "Designee" for the remainder of the Policy Directive) and subsequent designated office to implement and administer this Policy Directive, and (2) may, through the Designee, develop and adopt rules consistent with the requirements of this Policy Directive.

B. The Designee, with the Executive Director's written concurrence, may reduce or waive requirements or goals of this Policy Directive when impractical for a Covered Project for one or more of the following reasons: when work is required due to an emergency, when work is subject to limitations of a sole source, when requirements or goals would be inconsistent with an agreement with a public agency, when requirements or goals are inconsistent with federal funding or other funding sources, when the project is in a remote location, when superseded by safety or other legal requirements, when other conditions arise such as the goals become impractical, or absent an executed PLA.

C. The Designee shall enforce the requirements in this Policy Directive and may use actions as deemed appropriate.

D. In lieu of establishing a priority hire advisory committee to operate in an advisory role to the Port of Seattle for implementation and effectiveness of this Policy Directive, the Designee shall participate in the previously established Regional Public Owners Group and may, under a Memorandum of Understanding (MOU) with one or more other government entities with Priority Hire programs, establish and participate in a regional priority hire advisory committee.

# SECTION 1.5 Policy

A. For Covered Projects that are not found impractical under Section 2.4 B, the Designee shall establish in the bid documents the: (1) required percentage of labor hours to be performed by Priority Workers, and (2) aspirational goal percentage of labor hours to be performed by Priority Workers. Contractors and Dispatch under a PLA shall seek to first hire and dispatch Priority Workers so as to meet or exceed the required and aspirational goal percentages.

The Designee shall establish the percentages separately for apprentices and for journey-level workers.

B. For each Covered Project, the Designee shall establish the greatest practicable required percentage of labor hours to be performed by Priority Workers by using past utilization percentages on similar construction projects from the most recent project previous calendar year, and shall establish the percentage for the following year based on past performance. The Designee shall adjust these required percentages annually.

C. In order to achieve the intended impact in Economically Distressed Areas, the Designee shall set project-specific requirements and an aspirational goal percentage of no less than 20 percent for all labor hours performed annually by Priority Workers on the total of Covered Projects for the year. Annual percentage rates will be measured January 1 – December 31 of each applicable year.

D. In order to meet the percentage of labor hours to be performed by Priority Workers, the Designee shall require Contractors and Dispatch under a PLA to seek to employ a Priority Worker who is a resident of an Economically Distressed Area in King County, and then workers from any other Economically Distressed Areas as needed to meet the percentage labor hours to be performed by Priority Workers. The specific process by which Contractors, Dispatch and the Port of Seattle Job Coordinator(s) will collaborate in order to facilitate the hiring of Priority Workers shall be established by the Designee.

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- E. For Covered Projects, the Designee shall ensure the availability of a Jobs Coordinator(s) to perform the following functions: maintain a database of pre-qualified Priority Workers for referral to work on a Covered Project; network with various work source centers, community, non-profit and faith-based organizations to facilitate the identification of priority workers; and facilitate referral and coordination around training and employment of Priority Workers between Contractors, Unions and training programs. In addition, the Designee shall explore development of a third party to manage regional Priority Hire efforts.
- F. Per Resolution 3725, as amended, contracts \$1 million in value or greater requires Apprenticeship Utilization goals. The goal is no less than 15 percent of all contract labor hours are to be performed by Apprentices.
  - i. For individual projects, the Designee will determine the Apprenticeship Utilization goal and may consider such factors as project size, project duration, labor hours anticipated for the project, skills required, the likely crafts required for the project, historic utilization rates and Apprentice availability.
  - ii. The Designee shall establish aspirational percentage goals for Apprentices who are women and people of color using similar factors. Contractors may be allowed to offer utilization below the aspirational percentage goals by substituting other efforts to meet the intent of building a trained construction workforce for a portion of the utilization percentages for women and people of color.
- G. When determining whether the percentage of priority hiring requirements has been achieved, the Designee shall exclude from the calculation labor hours performed by residents of states other than the state of Washington. The Designee shall track labor hours performed by residents of states other than the state of Washington and shall review this percentage annually with the previously established Regional Public Owners Group and any future regional priority hire advisory committee that may be established under a MOU with one or more other government entities with Priority Hire programs.
- H. Per Resolution 3725, as amended, the Designee shall support the inclusion of Priority Hire provisions in the PLA standard language to be approved by the Commission Projects and Procurement Committee. In furthering Resolution 3725, as amended, Port staff will seek a MOU with regional partners to develop a framework to achieve operational efficiencies through uniform Priority Hire requirements and by sharing priority hire resources and data and advancing workforce development efforts.
- I. The Port shall explore ways priority hire can be implemented on Port construction projects outside a Covered Project, where applicable.

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#### **SECTION 1.6 Program Evaluation**

A. The Designee shall establish benchmarks and metrics to evaluate the program, such as project costs; completion times, workplace safety; utilization rates and graduation rates of Priority Workers, women and people of color from pre-apprentice and apprentice training programs; and changes in the percentage of dollars paid to Women and Minority Business Enterprises (WMBE) contractors working on Covered Projects.

 B. The Designee shall report findings to the Commission and Executive Director annually. In order to facilitate the timely delivery of information for reporting to the Commission and to better serve the public, it is in the interest of the Port of Seattle to prepare a single annual report each year by April 30 titled Apprenticeship and Priority Hire Annual Report. The report shall include, but not be limited to the following:

i. The number and kinds of construction projects and contracts on which Apprenticeship and priority hire requirements were established;

ii. The percentage of labor hours actually worked by Apprentices and Priority Workers on each such project and the total number of labor hours on each project;

- iii. The number of Apprentices and Priority Workers by contractor broken down by trade and craft category, the wages paid by category of work or trade, the number and percentage of women and people of color utilized as Apprentices and Priority Workers and the degree of compliance with the percentage requirements and aspirational goals to be established under this Policy Directive;
- iv. The number of Apprentices and Priority Workers per Port dollar spent on the program;
- v. A description of problems encountered in the implementation of the program;
- vi. A description of barriers encountered by participating Apprentices and Priority Workers and steps taken to resolve those problems and to ensure their continued participation in the program;

C. The Commission, Executive Director, and Designee will review program results annually to determine if the program should be expanded or amended by increasing or decreasing requirements and aspirational goals.

# **SECTION 1.7** Fiscal Implications

This Policy Directive has fiscal implications as funding and staffing requirements will be needed for the implementation of the Priority Hire program.

A Full-Time Employee (FTE) for Priority Hire in Capital Development has been included in the proposed 2018 Budget.

Attachment A: New Budget Request Form must be submitted on an annual basis should additional resources be required.

# **SECTION 1.8** Research Findings

 Based on studies commissioned by the City of Seattle and King County and their implementation of priority hire programs, and numerous public discussions, the Port Commission finds that it is in the Port's and the public's best interest to increase the supply of qualified construction workers, particularly those historically underrepresented in the construction industry, including those who live in Economically Distressed Areas in King County and also within that group, women and people of color.

Attachment B: Research findings of fact and declarations of intent

393 SECTION 2

This Policy Directive shall be labeled and codified as appropriate, together with subsequent Policy Directives, and shall be made readily available for use by Port staff and members of the public as a government document of the Port of Seattle.

**ATTACHMENT A** 

# 2018 Budget Request Summary Dept: Engineering Org: 1630

		Amount	# of	One-Time		
Item	Short Description	Requested	FTE's	(Y/N)	(H/M/L)	Approved
1	CLG Priority Hire - 1630	\$95,780	1.0	N	Н	
	Total	\$95,780	1.0			\$ -

# 406

407 408 409

# 2018 Budget/Initiative Request Form

# Please double click data table for input

Summary Information						
Division	Corpor	ate		Requesting Amount	\$95,780	
Department Name	Enginee	ring		Onetime	. /	
Requesting Manager	Tina So	oike		Priority (H/M/L)	Н	
Org	3 3			Subclass	1630/1690	
Request Title Short Description						
Non-FTE/Payroll Requests						
	Aı	nount Reques		Subo	class Allocation	
Account	2018	2019	2020 & Beyond	%	Subclass	
	_					
Total "	\$0	\$	0 \$0	0.0%		
FTE Requests						
Position Title				EOY Annual Salary		
Start Date	4/1/20	18		% to Capital	50% to overhead class 1630	
Bargaining Unit	NUN	N .		Salary/Wage	95780	
Grade Level	25			Number of FTEs	1.0	
FTE Related Expenses	2018			Subo	class Allocation	
Salary/Wages* (5XXXX)	\$67,692			1630	50.0%	
Benefits (5XXXX)	\$28,088			1690	50.0%	
Computer (61760)						
Training (65600)						
Membership (65700)						
Telephone (66500)				Total	100.0%	
Other Total				* Salary is based on mi	d-point of grade level.	
	\$ 95,780					

410	Budg	et Request Justification Write-up
411		
412	1)	Request Description/Background - Provide Full Description and or Background.
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414		
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417	2)	<b>Justification -</b> Why is this request needed? Include any regulations or other references
418		and benefits to the Port.
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423	3)	Alternatives - What would the impact be of not approving this request? How could it be
424		done differently?
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# **ATTACHMENT B**

The Commission makes the following research findings of fact and declarations of intent:

A. In January 2015, following the positive results of a pilot program on the Elliott Bay Seawall project, the City of Seattle adopted Ordinance No. 124690, an Ordinance relating to establishing a Priority Hire policy to ensure better access to training programs and well-paying construction jobs for local workers, as well as to increase the diversity of the workforce on City projects.

B. The City implemented the Priority Hire Ordinance through a Community Workforce Agreement (CWA) between the City and the building trade labor unions, and that agreement requires that prime contractors on City public works construction projects of \$5 million or more, must ensure that a certain percent of project labor hours are performed by workers living in Economically Distressed Areas of Seattle and King County.

 C. In May 2016, the King County Executive directed county agencies to implement a priority hire pilot program that prioritized economically disadvantaged local workers for inclusion on large King County capital construction projects. King County is considering a permanent Priority Hire program implemented through a CWA; and

 D. Based on studies commissioned by the City of Seattle and King County and their implementation of Priority Hire programs, and numerous public discussions, the Port Commission finds that it is in the Port's and the public's best interest to increase the supply of qualified construction workers, particularly those historically underrepresented in the construction industry, including women, racial minorities, and those who live in Economically Distressed Areas of Seattle and King County.

E. King County completed a study in January 2016 documenting a widening gap between the demand for construction labor and the supply of skilled trade workers in the regional labor market for King County and other public entities. The gap reinforces the urgent need for developing a strategy to address the current and projected workforce shortages. The study also used economic data involving poverty levels, employment and educational attainment to determine Economically Distressed Areas, which are identified by zip code.

 F. King County completed The Construction Workforce Analysis in December 2016 and found that the county may reasonably anticipate a reduced surplus of qualified labor and possible labor shortages in certain construction trades by 2020. That is the result of a projected shortfall forecast between demand and supply of four thousand six hundred thirty workers by 2020. The county is concerned that these labor shortages will increase reliance on out-of-state construction

workers and that the demand for new construction workers may increase construction costs on the county's public works projects unless the county supports efforts to increase the supply of trained apprentices and journey level workers for local public works projects.

The analysis also found that 81 percent of the construction workforce in King County in 2016 were white males, while 19 percent were people of color and women. Representation of women and people of color is higher among new entrants to the labor force through Apprenticeships and accredited certificates of completion, such as those received for completing a Pre-Apprenticeship program. However, according to the analysis, women and people of color also have lower rates of Apprenticeship completion than do their white male counterparts.

G. The City of Seattle commissioned the Construction Industry Labor Market Assessment, which found that women, irrespective of race, are underrepresented in the construction industry. Between 2009 and 2013, 10 percent fewer women finished their apprentice training program than males. The assessment also found that between 2009 and 2013, 14 percent fewer racial minority apprentices finished their apprentice training program than white apprentices. In addition, it also found that underrepresented workers face barriers to completing apprentice training. Between 2009 and 2013, 65 percent of the racial minorities exiting Apprenticeships did not complete the programs compared to 51 percent of the white apprentices who failed to complete the program. During that same time period, 65 percent of all women, irrespective of race, failed to complete their programs compared to 55 percent of all men.

H. The City of Seattle has found that Priority Hire effectively and successfully increases diversity on City construction projects. The share of labor hours between November 2013 and April 2017 saw an increase of 233 percent in rate of hours performed by workers living in Seattle's economically distressed zones. In addition, it saw an over 300 percent increase in rate of hours performed by apprentice women and 200 percent increase in rate of hours performed by African Americans.

 I. A PLA with targeted priority hiring requirements is an effective tool to manage public works projects that reduces the risk of project delays, reduces labor disruptions and labor shortages, and improves job-site safety. In addition, it is also an effective tool to create local jobs, enhance workforce diversity and improve overall working conditions.