



Apprenticeship Training in Construction Contracts Schedule of Subcontracts and Apprenticeship Agreements

AP1 (11/2012)

This applies to City Construction Contracts subject to the Apprenticeship Training in Construction Contracts requirement of Ordinance 2003-347, as amended

If the bid or award value for this contract exceeds \$250,000, Apprenticeship Training in Construction Contracts requirements may apply. Consult the Rules and Regulations.

INSTRUCTIONS: Complete and submit this form for approval on the following occasions. Do not execute a subcontract prior to City approval of this form.

- Bid** List all proposed apprenticeship agreements and list the firms and work for subcontracts that exceed \$100,000; state "NONE" if none are proposed. Attach subcontractor apprenticeship agreements to this form. *Submit prime contractor apprenticeship agreements with bid proposal.*
- Pre-Award** Submit to the City Project Manager following approval of the M/WBE plan--list M/WBE subcontractors and update data and apprenticeship agreements for firms proposed for subcontracts that exceed \$100,000.
- Pre-Construction** Submit to the City Project Manager at or before the Pre-Construction Meeting--list all proposed subcontracts of any value and update apprenticeship agreements when necessary.
- Update** Submit to the City Project Manager prior to executing any subcontract proposed subsequent to the Pre-Construction meeting--list all current and proposed subcontracts of any value; update apprenticeship agreements when necessary.

**SUBMIT THIS FORM WITH BID. AN INCOMPLETE PACKAGE WILL BE DECLARED
INFORMAL AND WILL NOT BE CONSIDERED FOR AWARD.**

Excel Spreadsheet available at 585-428-6828 or www.cityofrochester.gov/ApprenticeshipTraining
Enter data into highlighted fields. Other fields are "protected" from data input and modification.

Project Number	
Project Name	
Contract Number	
Contractor	
Bid/Award Value	

Purpose and Date of Submission	
Bid	Date
Pre-Award	Date
Pre-Construction	Date
Update	Date

Apprenticeship Data for Prime Contract and Proposed and Actual Subcontracts

Name of Prime and Subcontractors <i>Insert additional lines as needed</i>	Subcontract Scope of Work or Work Items <i>List description of work or specific pay items to be performed under the subcontract</i>	Subcontract Value (Est'd/Actual)	Apprenticeship Agreement(s) Submitted for Prime Contract and Subcontracts > \$100,000			
			<i>(Note dates of previous submissions and approvals; do not resubmit)</i>			
			NYS DOL AT10	For Trade	City AP3*	Approved by PM
PRIME CONTRACTOR	---	---				
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SUBCONTRACTORS <i>If none, state "NONE"</i>						
(insert lines above)						

*AP3 required if subcontractor does not directly sponsor the apprenticeship training program named in the NYS DOL AT10

<p>Certification by Contractor Representative</p> <p>I certify that the data reported above are complete and accurate, and that apprenticeship agreements are valid, at the time of submittal.</p> <p>Name </p> <p>Date </p> <p>Signature </p>	<p>Approval by Project Manager.</p> <p>The subcontractors listed are acceptable to the City. Apprenticeship Agreements listed are current, valid and appropriate to the type and scope of work to be performed.</p> <p>Name </p> <p>Date </p> <p>Signature </p>
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