



**Training Proposal for:
Integrated Media Technologies, Inc.**

Small Business ≤ \$50,000

ET16-0133

Approval Date: August 17, 2015

ETP Regional Office: North Hollywood **Analyst:** E. Fuzesi

CONTRACTOR

- Type of Industry: Technology/IT Services
Priority Industry: Yes No
- Number of Full-Time Employees
California: 34
Worldwide: 45
Number to be trained: 34
Owner Yes No
- Out-of-State Competition: NAICS Code Eligible
- Special Employment Training (SET): Yes No
- High Unemployment Area (HUA): Yes No
- Turnover Rate: 5%
- Repeat Contractor: Yes No

FUNDING

- Requested Amount: \$49,504
- In-Kind Contribution: \$78,064

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage
				Class / Lab	CBT		
1	Retrainee SB <100 Priority Rate	Business Skills Computer Skills Cont. Impr.	34	8-200	0	\$1,456	\$16.00
				Weighted Avg: 56			

- Reimbursement Rate: \$26 SB Priority
- County(ies): Los Angeles
- Occupations to be Trained: Administrative Staff, Project/Systems Engineer, Sales Staff, Supervisor/Manager, Owner
- Union Representation: Yes
 No
- Health Benefits: N/A

SUBCONTRACTORS

- Development Services: Training Funding Source (TFS) in Seal Beach assisted in development for a flat fee of \$2,900.
- Administrative Services: TFS will also provide administration services for a fee not to exceed 13% of payment earned.
- Training Vendors: To Be Determined

OVERVIEW

Integrated Media Technology, Inc. (www.imtglobalinc.com), (IMT) is an IT systems integrator, providing architecture, design, strategic business consulting, technical support, implementation, networking, and cloud services. The Company provides in-depth technology support to customers looking to leverage technology through changes to network environments or new technology purchases. Headquartered in North Hollywood with two satellite locations in Los Gatos and Irving, TX, IMT serves the media & entertainment, IT, education, telecommunication, commercial real estate and healthcare industries.

PROJECT DETAILS

With technology constantly changing, IMT must continually train its staff. The Company has concentrated its training plan on staying ahead of new products, technologies, and solution-offerings that are fundamental to its growth. IMT is expanding its services, pressing into new areas such as mobile web application, Interactive Virtual Learning, and Wi-Fi space. Training will help IMT support new product releases. The Company must also train its newer engineers to perform duties previously conducted by outside vendors. The Company contracted with vendors for certain services; however those vendors were purchased by larger corporations, requiring the Company to hire and train its own engineers to replace those vendors. These engineers will have specific training to specialize in the areas that were outsourced before.

Training Plan

This will be IMT's fourth Agreement. Although the Curriculum is similar to that provided in prior ETP contracts, the trainees will not receive the same training received under prior contact. Trainees that have participated in previous Agreements will receive more advanced courses while newer staff will need to take beginner courses.

Business Skills (10%) – Training will be offered to all staff to improve project management, customer relations and marketing.

Computer Skills (80%) – Training will be offered to all staff to improve efficiency.

Continuous Improvement (10%) – Training will be offered to all staff to improve processes; develop and improve systems.

Modifications: Training Hours and Contract Term

Small business proposals are capped at 60 hours per trainee. However, IMT is requesting a modification to increase the cap to 200 hours. Newer employees will need the extra training hours to train on all aspects of the training plan while incumbent employees will only need continuing training. In IMT's previous contracts, training hours had to be extended up to 150. Still, some trainees exceeded 150 hours. Due to highly technical and specialized training, newer trainees will receive up to 200 hours.

IMT is also requesting a 24-month agreement term. The 2-year term is necessary, to account for potential increases in production during which the Company must focus its efforts on satisfying customer demand. As a small business, IMT operates with a lean workforce, and while training is a top priority, given the changing nature of the business, the extended term will allow IMT a few extra months to maximize their earnings.

RECOMMENDATION

Staff recommends approval of this proposal including the modifications to the training hours and the contract term.

PRIOR PROJECTS

The following table summarizes performance by IMT under an ETP Agreement that was completed within the last five years:

Agreement No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET14-0289	North Hollywood	01/27/2014- 01/26/2016	\$49,920	\$49,920 (100%)
ET13-0294	North Hollywood	02/04/2013- 02/03/2014	\$43,680	\$43,680 (100%)
ET12-0155	North Hollywood	12/12/2011- 12/11/2012	\$26,000	\$26,000 (100%)

Exhibit B: Menu Curriculum

Class/Lab Hours

8-200 Trainees may receive any of the following:

BUSINESS SKILLS

- Business Development
- Communication
- Goal Setting
- Leadership
- Marketing
- Negotiation
- Product Knowledge
- Project Management

COMPUTER SKILLS

- 3D Rendering
- Archiving
- Backup Systems
- Broadcast Workflow
- Business Intelligence Tools
- Cloud management/Computing
- Coding and Development
- CRM Systems
- Data Migration
- Digital Asset Management
- Fabric Attached Storage
- File Based Workflows
- Financial Systems
- Hierarchical Storage Management
- Integration Tools
- Media Asset Management
- Network Attached Storage
- Network Design/Architecture
- Networking (Wired and Wi-Fi)
- Networking Diagrams
- Project Documentation
- Storage Area Network
- Tape Libraries
- Virtual and Local Servers

CONTINUOUS IMPROVEMENT

- Leadership
- Process Improvement
- Quality improvement

Note: Reimbursement for retraining is capped at 200 total hours per-trainee, regardless of method of delivery.