



**Training Proposal for:
Platinum Engineering Solution Inc.**

Small Business ≤ \$50,000

ET16-0126

Approval Date: July 20, 2015

ETP Regional Office: Sacramento

Analyst: M. Mazzone

CONTRACTOR

- Type of Industry: Engineering

- Priority Industry: Yes No

- Number of Full-Time Employees
 - California: 11
 - Worldwide: 11
 - Number to be trained: 11
 - Owner Yes No

- Out-of-State Competition: NAICS Code Eligible
- Special Employment Training (SET): Yes No
- High Unemployment Area (HUA): Yes No
- Turnover Rate: 10%
- Repeat Contractor: Yes No

FUNDING

- Requested Amount: \$8,294
- In-Kind Contribution: \$4,800

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, Commercial Skills, Computer Skills, Continuous Impr, Mgmt Skills	11	8-60	0	\$754	\$15.07
				Weighted Avg: 29			

- Reimbursement Rate: \$26 SB Priority
- County(ies): Madera, Kern
- Occupations to be Trained: Executive Assistant, Lead Designer, Designer, Engineer, Manager, Marketing Representative, Owner
- Union Representation: Yes
 No
- Health Benefits: \$1.44 per hour

SUBCONTRACTORS

- Development Services: N/A
- Administrative Services: N/A
- Training Vendors: To Be Determined

INTRODUCTION

Founded in 2001, Platinum Engineering Solution Inc. (Platinum Engineering) is located in Madera and has a satellite office in Bakersfield. The Company is a structural engineering firm that designs and analyzes different types of structures (e.g. multiple story buildings, tract homes, industrial and commercial buildings, and communication towers). Its expertise includes different types of materials including steel, wood, and concrete. The Company provides services to a wide range of clients, from home owners and developers to large corporations such as McDonald's, Starbucks and Verizon.

PROJECT DETAILS

Platinum Engineering faces competition from other engineering firms, both local and out-of-state. To remain competitive, Platinum Engineering must keep its staff up-to-date on industry codes and technology. Computer Skills training will allow trainees to provide modern, cost-efficient, and safe structural designs. Commercial Skills training will lead toward Leadership in Energy and Environmental Design (LEED) certification. LEED certification will allow Platinum Engineering to take on projects that focus on "green" construction. Continuous Improvement and Business Skills training will improve internal processes and communication skills.

Training Plan

This will be the fifth ETP-funded Agreement for Platinum Engineering. Although the Curriculum is similar to previous contracts, trainees will not receive a repeat of the same training provided in the previous ETP-funded projects. Training in this proposal will focus on further improving and fine tuning design and engineering skills.

Business Skills – All occupations will receive training in topics relating to their specific job duties. Topics include leadership, marketing/sales techniques, negotiations, project management, and strategic planning. This training will assist the Company in expanding existing relationships to create new business as well as providing effective communication and efficient responses to customer needs.

Commercial Skills - Lead Designer, Designer, and Engineers will receive training in topics which include LEED design, US green building best practices, technical writing, and energy and environmental design for green building. Commercial skills will enable more efficient production and cost savings.

Computer Skills - All occupations will receive training in topics relating to their specific job duties. These topics include Microsoft Office, Finite Analysis software, RISA-3D, RISA-Tower, and Nonlinear Analysis software. Training will enable the Company to meet customer demand, respond quickly and accurately, and increase delivery integrity.

Continuous Improvement – All occupations will receive training in Root Cause Analysis, Process Improvement, Time Management, Decision Making, and Systems Failure Analysis. Training will enable the Company to eliminate waste in processes while improving operating costs, reliability, quality, and customer satisfaction.

Management Skills – The Manager and Owner will receive training in Effective Meetings for Leaders, Finance for Technical Managers, Leadership Skills and Team Building. Training will foster higher productivity by improving management and coaching skills.

High Unemployment Area

All trainees work in a high unemployment area exceeding the state average by at least 25%. However, Platinum Engineering is not asking for a wage modification.

RECOMMENDATION

Staff recommends approval of this proposal.

PRIOR PROJECTS

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

Agreement No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
*ET15-0132	Madera	07/07/14 – 07/06/15	\$8,320	\$0 (0%)

ET14-0116	Madera	7/31/13- 7/30/14	\$8,320	\$8,320 (100%)
**ET12-0415	Madera	6/12/12- 6/11/13	\$8,320	\$5,109 (61%)
ET11-0159	Madera	1/6/11-1/5/12	\$8,320	\$7,735 (93%)

***ET15-0132** – Platinum Engineering has not yet submitted a final invoice for this contract, however the Company is expecting to earn 100% of the contract amount. The ETP website shows that a total of 505 reimbursable training hours have been entered. At 100%, Platinum Engineering only requires a total of 320 reimbursable training hours. All trainees are expected to complete the 90 day retention and meet the ETP post-retention wage requirements.

****ET12-0415** – Platinum Engineering earned 61% of the of the total Agreement amount. The Contractor delivered the training to all trainees under the proposal. However, the Contractor miscalculated the wages of one trainee during retention which caused the trainee to not be eligible. Hence, performance fell under 70% without the trainee's training hours. The Contractor rectified the wages and the trainee received training under the next Agreement with earned funds.

Exhibit B: Menu Curriculum**Class/Lab Hours**

8-60

Trainees may receive any of the following:

BUSINESS SKILLS

- ❖ Leadership Skills
- ❖ Marketing / Sales Techniques
- ❖ Negotiation Skills
- ❖ Project Management Skills
- ❖ Project Management Skills / Strategic Planning
- ❖ Strategic Planning

COMMERCIAL SKILLS

- ❖ Project Management
- ❖ Team Building and Problem Solving Skills
- ❖ Interpreting Data and Report Generation
- ❖ LEED Design Skills
- ❖ US Green Building Best Practices
- ❖ Technical Writing
- ❖ Energy and Environmental Design for Green Building
- ❖ Engineer Theory / Planning / Design
- ❖ Retaining Wall Design

COMPUTER SKILLS

- ❖ Computer Aided Drafting (CAD)
 - CAD Standards
 - CAD Software
- ❖ Intermediate and Advanced Microsoft Office
- ❖ Autodesk AutoCAD
- ❖ Finite Analysis Software
- ❖ Quick Books
- ❖ RISA-3D
- ❖ RISA-Tower
- ❖ Foundation Aid Programs
- ❖ Nonlinear Analysis Software
- ❖ 3D Modeling / Autodesk / Sketch Up

CONTINUOUS IMPROVEMENT

- ❖ Time Management
- ❖ Problem Solving
- ❖ Decision Making
- ❖ Root Cause Analysis
- ❖ Systems Failure Analysis
- ❖ Process Improvement

MANAGEMENT SKILLS (Manager and Owner Only)

- ❖ Effective Meetings for Leaders
- ❖ Finance for Technical Managers
- ❖ Leadership Skills
- ❖ Team Building Skills

Safety Training cannot exceed 10% of total training hours per-trainee

Note: Reimbursement for retraining is capped at 60 total training hours per trainee, regardless of the method of delivery.