



**Training Proposal for:
Yamabe & Horn Engineering, Inc.**

Small Business

ET16-0438

Approval Date: April 15, 2016

ETP Regional Office: Sacramento

Analyst: W.Sabah

CONTRACTOR

- Type of Industry: Engineering

- Priority Industry: Yes No

- Number of Full-Time Employees
 - California: 31
 - Worldwide: 31
 - Number to be trained: 31
 - Owner Yes No

- Out-of-State Competition: No OSC
- Special Employment Training (SET): Yes No
- High Unemployment Area (HUA): Yes No
- Turnover Rate: 8%
- Repeat Contractor: Yes No

FUNDING

- Requested Amount: \$28,210
- In-Kind Contribution: \$38,000

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 SET Priority Rate HUA	Business Skills, Commercial Skills, Computer Skills, Continuous Impr	31	8-60	0	\$910	\$17.00
				Weighted Avg: 35			

- Reimbursement Rate: \$26 SB Priority
- County(ies): Fresno
- Occupations to be Trained: Administration Staff, Engineer, Assistant Engineer, Surveyor, Survey Crew, Drafter, GIS Technician, Field Inspector, Owner
- Union Representation: Yes
 No
- Health Benefits: N/A

SUBCONTRACTORS

- Development Services: Strategic Business Solutions, LLC in Visalia assisted with development of this project for a flat fee of \$1,670
- Administrative Services: Strategic Business Solutions, LLC will also provide administrative services for a fee not to exceed 13% of payment earned
- Training Vendors: To Be Determined

OVERVIEW

Founded in 1979 and located in Fresno, Yamabe & Horn Engineering, Inc. (Yamabe) (www.yandhengr.com) is a full-service engineering, design and surveying firm that provides program development and site planning, construction design, project management, construction cost estimate, and entitlement assistance. Customers include city planners, schools, water facilities, commercial businesses, and residential owners.

Need for Training

The engineering industry is constantly changing as design technology evolves. For example, drought requirements for landscapes, water retention, and run-off controls now require companies to change the way site and building plans are configured. To keep up, Yamabe needs to update both skills and equipment. For skills development, the Company has

developed a comprehensive, company-wide training program to help employees plan, design, inspect, and build projects accurately and timely. The Company also invested over \$50,000 on new GIS equipment to produce state-of-the-art, highly accurate surveys (training was not included in the purchase price). Ultimately, ETP-funded training will allow the Company to stay current with market trends, remain strong in the marketplace, and maintain excellent quality and customer service.

Training Plan

Trainees will receive Classroom/Laboratory and E-learning training which will be delivered by in-house trainers. External vendors, if needed, will be retained at a later date.

Business Skills - Training will be delivered to all occupations. Training will produce a strong team that can plan, design, and implement strategic plans to move projects forward efficiently and timely. Trainees will also gain skills to inspect projects properly, resolve conflicts, mitigate measures, communicate with customers, and effectively manage workload.

Commercial Skills - Training will be provided to Surveyors and Survey Crew on the newly purchased GIS equipment. Trainees will learn to set-up, calibrate, and operate the equipment in addition to learning surveying best practices. Training will allow the staff to minimize costly mistakes and miscalculations.

Computer Skills - Training will be delivered to Engineers, Assistant Engineers, Drafters, GIS Technicians and Owners on different computer-assisted drawing software to produce the highest level of site plans and blueprints available and allow trainees to fully utilize software. Training will also be provided on the various systems that provide storm drainage information, sewer and water plans, site plans, and 3-D models.

Continuous Improvement - Training will be delivered to all occupations. Training will encompass all the basic components and principals involved in developing a quality control program that exceeds customer and industry requirements. Training will include an overview of quality programs, concepts, quality control, and process analysis.

SET/HUA

Under SET, the employer is not required to demonstrate out-of-state competition. To qualify under SET, trainees must be earning at least the statewide average hourly wage at the end of the retention period.

However, the 31 trainees in Job Number 1 work in Fresno County, a High Unemployment Area (HUA) with unemployment exceeding the state average by 25%. Under HUA guidelines, SET trainees qualify for the ETP Standard Minimum Wage rather than the Statewide Average Hourly Wage.

RECOMMENDATION

Staff recommends approval of this proposal.

Exhibit B: Menu Curriculum

Class/Lab, E-learning Hours

8-60

Trainees may receive any of the following:

BUSINESS SKILLS

- Strategic Planning
- Account Development
- Project Management

COMMERCIAL SKILLS

- Land Survey Best Practices

COMPUTER SKILLS

- Computer-Assisted Drawing Program
- Traffic Control and Design Software
- G.I.S. System
- Microsoft Office Suite (Intermediate/Advanced)

CONTINUOUS IMPROVEMENT

- Process Analysis and Improvement
- Quality Control Program Training

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