



MEMORANDUM

TO: JOEL PFUNDT, INTERIM PUBLIC WORKS CO-DIRECTOR
MIKE OLINGER, INTERIM PUBLIC WORKS CO-DIRECTOR
NICOLE OLIVER, DIRECTOR, PARKS AND RECREATION
DEPARTMENT

FROM: MICHAEL L. WILSON, ASSISTANT DIRECTOR OF PUBLIC WORKS-
ENGINEERING

CC: CITY WEBSITE

SUBJECT: 2023 AND 2024 ANNUAL APPRENTICESHIP REPORT

DATE: MARCH 11, 2025

Background

The City of Bellingham recognizes that a well-trained construction work force is critical to the success of public works projects. Apprenticeship training programs are particularly effective in providing training and experience to individuals seeking to enter or advance in the work force. By providing for apprenticeship utilization on public works projects, the City can create opportunities for training and experience that will help assure that a trained work force will be available in sufficient numbers in the future for the construction of public works projects.

On March 8, 2021, the City Council approved Ordinance 2021-03-007 adding chapter 4.94 to the Bellingham Municipal Code (BMC) requiring public works projects to provide apprentices with job training hours. Following the creation of BMC 4.94, the City worked to develop a standard specification for apprentice utilization to include when bidding projects. In 2023, the first projects went to bid that included this specification.

Program Requirements

All public works projects estimated to cost \$1,000,000 or more with a time for completion more than 70 working days will require the contractor to have a minimum of 15% of total labor hours performed by apprentices enrolled in an approved apprenticeship program. BMC 4.94 requires, to the extent it is available, annual reporting on the apprenticeship program on its website that includes:

- The total number of labor hours actually worked by apprentices on City-owned public works projects;
- The number of apprentices broken down by trade and craft category;
- The number and percentage of minorities and women utilized as apprentices.

2023 and 2024 Results

Although the specifications related to the apprenticeship program were promulgated in 2023, no projects with the apprenticeship requirements reached physical completion by December 31, 2023. Information for projects that included apprenticeship requirements and were physically completed prior to December 31, 2024, is reported in the attached table.

Table 1. City Capital Projects with Apprenticeship Requirements Reaching Physical Completion in 2023 and 2024

Project Title	Physical completion date	Apprentice goal (hours)	Apprentice actual total (hours)	Trade or Craft	Apprentice hours (by trade or craft)	Number of Apprentices	Minority apprentice hours	Female apprentice hours
EW238 Valencia Street Watermain	29-Apr-24	400	833					
				Electricians-inside	7	Not available	Not available	Not available
				Flaggers	216	Not available	Not available	Not available
				Laborers	568	Not available	Not available	Not available
				Landscape construction	8	Not available	Not available	Not available
				Power equipment operators	8	Not available	Not available	Not available
				Truck drivers	27	Not available	Not available	Not available
EU195 Headworks Bypass Project	30-Sep-24	461	602					
				Carpenters	602	4	Not available	Not available
EU190 Woburn Sanitary Sewer Replacement	3-Dec-24	400	2566					
				Electricians-inside	103	Not available	Not available	Not available
				Laborers	1069	Not available	Not available	Not available
				Power equipment operators	1394	Not available	Not available	Not available
P0067 Cordata Park Phase 2	31-Dec-24	1515	1515					
				Carpenters	1340	Not available	Not available	Not available
				Electricians-inside	126	Not available	Not available	Not available
				Glaziers	48	Not available	Not available	Not available
				Laborers	2	Not available	Not available	Not available
Total Hours		2776	5516					