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| NYSDOL Use Only: Sponsor No. <u>78088</u> <input checked="" type="checkbox"/> New Program <input type="checkbox"/> Reactivation <input checked="" type="checkbox"/> Revision <input type="checkbox"/> Recertification |
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New York State
Registered Apprenticeship Training Program

NYS Department of Labor
Apprentice Training

Sponsor Information Sheet and Instructions

JUN 16 2022

Form AT 9 is used to collect data regarding sponsors and signatories for the New York State (NYS) Registered Apprenticeship Training Program. Please read the instructions on pages 3 and 4 before completing this form. **Central Office**

Section I

- A. Sponsor name: Tradestar Mechanical, Inc.
- B. Trade(s): Plumber and Pipefitter, Sheet Metal Worker
- C. Type of Apprenticeship Training Program (check one):
 1. Individual Non-Joint
 2. Individual Joint
 3. Group Non-Joint*
 4. Group Joint (JAC/JATC)*
 *For sponsors of group programs only (3 and 4) – See instructions for signatory list submission information.
- D. Name of entity completing this form: Tradestar Mechanical, Inc.
- E. Entity completing this form (check one):
 Individual Employer/Sponsor
 Union
 JAC/JATC
 Association
 Employer/Signatory company serving on the JAC/JATC, Board of Directors, or other governing body
- F. Mailing address: Street: 195 Dewey Avenue
 City/Town: Rochester State: NY Zip Code: 14608
- G. Email: [REDACTED] H. Phone: (585) 488-2259 I. Fax: _____
- J. Federal Employer Identification Number (FEIN): [REDACTED]
- K. NYS Unemployment Insurance Employer Registration (ER) Number [REDACTED]
- L. Is this entity required to report any employee wages under this FEIN to the NYS Department of Tax and Finance?..... Yes No
- M. Type of Entity (check one and provide attachments as noted in the instructions):
 Corporation
 Partnership
 Sole-Proprietor
 LLC
 LLP
 Other
- N. How many years has your organization been in business? 5 years
- O. Within the past five (5) years, have you done business under a different name?..... Yes No
 If 'Yes', provide attachments as noted in the instructions.
- P. If this is part of a new program application or if your entity is new to an existing program, within the past five (5) years, has your organization, any substantially owned-affiliated entity,** any predecessor company or entity, any owner of 10% or more of the entity's shares, any director, any officer, any partner, or any proprietor been a sponsor of, or signatory to, a NYS Registered Apprenticeship Program? Yes No
 If 'Yes', provide attachments as noted in the instructions.

Section II

Complete all questions, (1 – 10), in this section and provide attachments as noted in the instructions.

Within the past five (5) years, has your organization, any substantially owned-affiliated entity,** any predecessor company or entity, any owner of 10% or more of the entity's shares, any director, any officer, any partner, or any proprietor been the subject of:

- 1. Any conviction for a crime under state or federal law?..... Yes No
- 2. Any indictment or pending indictment for conduct constituting a crime under state or federal law?..... Yes No
- 3. Any grant of immunity for conduct constituting a crime under state or federal law?..... Yes No

** For the definitions of a 'substantially owned-affiliated entity' see the end of Section I in the instructions.

4. Any suspension, bid rejection, or disapproval by any governmental entity of any proposed contract or subcontract for lack of responsibility, or denial or revocation of pre-qualification for any bid in any state or municipality, or a voluntary exclusion agreement?..... Yes No
5. Any federal, state, or municipal debarments, including Workers' Compensation or Public Work?..... Yes No
6. Any pending or open investigation of a possible violation, or determination of a violation of any federal law or regulation including, but not limited to, investigations by the National Labor Relations Board (NLRB) or the United States Department of Labor (USDOL) Wage and Hour Division?..... Yes No
7. a. Any pending or open Occupational Safety and Health Administration (OSHA) investigation?..... Yes No
 b. Any OSHA citation that resulted in a final determination classified as serious, willful, or repeat? Yes No
8. a. Any pending or open investigation of a possible violation, or determination of a violation of New York State law or regulation, any other state law or regulation, or any municipal law or regulation including, but not limited to, investigations by the Bureau of Public Work, the Division of Safety and Health, or the Division of Labor Standards?..... Yes No
 b. If 'Yes', was the violation determined to be willful?..... Yes No
9. Any investigations, claims, or lawsuits before the US Equal Employment Opportunity Commission (EEOC), USDOL Office of Federal Contract Compliance Program (OFCCP), NYS Division of Human Rights, federal or state courts, or local Civil Rights Commissions?..... Yes No
10. Any stipulations, settlement, consent order, or like agreement involving any state, municipal, or federal enforcement action (judicial or regulatory) other than those covered above?..... Yes No

After completing Sections I and II, you must sign Section III, and have it notarized.

Section III

Certification – I, the undersigned, recognize that I submit this questionnaire to permit the New York State Department of Labor to review the background of the applicant, sponsor, union, or signatory employers and association(s) serving as a member of the JAC/JATC or other governing body at the time of new program application, during program probation, at recertification, or as otherwise deemed appropriate by the Department.

I certify:

- That the Department may use its sole discretion to choose the means to determine the truth and accuracy of all statements made herein.
- That intentional submission of false or misleading information may constitute a Class A misdemeanor under Penal Law (PL § 210.35), and may be punishable by a fine of up to \$1,000 (PL § 80.05(1)) and/or imprisonment of up to one year (PL § 70.15(1)).
- That the information submitted in this questionnaire and any attachments is true, accurate, and complete.

The undersigned recognizes that any adverse information uncovered regarding any applicant, sponsor, signatory, or union participating in a Joint Apprenticeship Committee, or other sponsoring association, may adversely affect the sponsor's application request or program. Signing this document constitutes permission to release this information (including UI information) concerning the entity completing this form to the program sponsor.

James Reyes Signature of CEO, Chair, or representative granted legal authority to bind the Entity 6-7-2022 Date

Print name and title: James Reyes, President

Sworn to me this: 7 day of June, 2022 [Signature] Signature of Notary Public or Commissioner of Deeds



BHIM RAJ DHAKAL
 Notary Public, State of New York
 No. 01DH6408959
 Qualified in Monroe County
 Commission Expires Sept. 14, 2024

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Apprentice Training Program Registration Agreement

Revision

Nature of Change: New Program Application
 Either R. Marvin, or J. Reyes are able to make program changes.

| State Use Only | |
|------------------------------|---------------|
| AT Sponsor No. | <u>78088</u> |
| ATP Code | <u>15-201</u> |
| Effective Date of AT Program | |

- Name of Sponsor: Tradestar Mechanical, Inc.
- Mailing Address: 195 Dewey Avenue Rochester NY 14608 Monroe
(number & street) (city) (state) (zip code) (county)
- Actual Address: Same as above
(number & street) (city) (state) (zip code) (county)
- Telephone No.: 585-488-2259 Ext. _____ Fax No.: None
- E-mail Address: _____
- Trade/Occupation: Sheet Metal Worker
- No. Employees: 8 No. Apprentices: 2 No. Journeyworkers: 6 8. Ratio: 1:1:1:3
- DOT Code: 804.281-010 10. Length of Program: 60 months
- Apprentice Probationary Period: 12 Months 12. Work process: Standard or Revised
- Minimum Journeyworker Rate: \$ 20.50 per Hour 14. Effective Date of Wages: 5/1/2021

15. Apprentice wage progression for each period – in months (M) or hours (H)

| | | | | | | | | | |
|---------------------------------------|---------------------------------------|---------------------------------------|---------------------------------------|---------------------------------------|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| M <input type="checkbox"/> | M <input type="checkbox"/> | M <input type="checkbox"/> | M <input type="checkbox"/> | M <input type="checkbox"/> | M <input type="checkbox"/> | M <input type="checkbox"/> | M <input type="checkbox"/> | M <input type="checkbox"/> | M <input type="checkbox"/> |
| H <input checked="" type="checkbox"/> | H <input checked="" type="checkbox"/> | H <input checked="" type="checkbox"/> | H <input checked="" type="checkbox"/> | H <input checked="" type="checkbox"/> | H <input type="checkbox"/> | H <input type="checkbox"/> | H <input type="checkbox"/> | H <input type="checkbox"/> | H <input type="checkbox"/> |
| 2000 | 2000 | 2000 | 2000 | 2000 | | | | | |
| \$13.50 | \$14.50 | \$16.50 | \$18.50 | \$19.50 | | | | | |

16. The sponsor agrees to comply with the provisions on this side and on the reverse of this agreement.

17. [Signature] 6/1/2022 18. [Signature] 6-1-22
 Signature of Official Sponsor Representative Date Signature of Union-Representative Date
 Rob Marvin - Vice President James Reyes - President
 Print Name and Title Print Name, Title, and Union Name

19. _____ Date
 Signature New York State Department of Labor

NYS Department of Labor
 Apprentice Training

JUN 16 2022

Central Office

Received
Apprenticeship Unit
JUN 10 2022

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Sponsor Code 78088
Trade Code 15-201

Apprenticeship Training Program

Related Instruction Availability

ROCHESTER

Trade: Sheet Metal Worker
Sponsor Name: Tradestar Mechanical, Inc.
Sponsor Representative: Rob Marvin & Jim Reyes
Sponsor Address:
No. & Street: 195 Dewey Ave City: Rochester
County: Monroe State: NY Zip Code: 14608
Sponsor Telephone No.: 585-690-4985
Proposed Number of Apprentices: 2

AT Office

Name: NYS Department Of Labor - Apprenticeship Training Unit
No. & Street: 276 Waring Road
City: Rochester State: NY Zip Code: 14609
Apprentice Training Representative: [REDACTED] Date Prepared: 6/1/22

Related instruction is **not** available. Related instruction **is** available at:

School

Name: Monroe Community College
No. & Street: 2485 West Henrietta Road
City: Rochester State: NY Zip Code: 14623
School Representative Contact Information:
Name: John Troy
Telephone No.: (585) 685-6172 Email: [REDACTED]

School

Name: Penn Foster (Online)
No. & Street: www.workforcedevelopment.com/apprenticeship
City: _____ State: _____ Zip Code: _____
School Representative Contact Information:
Name: _____
Telephone No.: _____ Email: _____

NYS Department of Labor
Apprentice Training

JUN 16 2022

Central Office

DLEA

Name: [REDACTED]
No. & Street: 30 Hart Street
City: Rochester State: NY Zip Code: 14605
Signature of DLEA _____ Date Prepared: _____



Department of Labor

New York State Department of Labor

Received Apprenticeship Unit JUN 10 2022

Apprentice Training Recruitment Notification and Minimum Qualifications

Sponsor Code 78088

Trade Code 15-201

ROCHESTER

Tradestar Mechanical, Inc. , located at

(Sponsor)

195 Dewey Avenue, Rochester, NY 14608

(Address)

is presently accepting applications for an estimated 1 apprentice training positions in

(No. of Openings)

the occupation of Sheet Metal Worker

(Trade)

If you are interested in taking advantage of this training opportunity and meet the following qualifications, you are eligible to apply.

Minimum Qualifications

Minimum Age: 18

Minimum Education: HSD or High School Equivalency Diploma (such as GED or TASC)

Physical Condition: Be physically able to perform the work required as determined by

Verbal Statement.

(Note: Costs for medical examination, if required, are at the expense of the sponsor. Additionally, any testing fees and permitted application fees charged to an applicant may not result in a profit for the sponsor.)

Other:

Must be legally able to work in the United States. Must have a valid NYS driver's license for the purpose of driving a company vehicle. Must have reliable transportation to get between work and classes at the approved school.

Other:

Must be able to lift 50 lbs. unassisted. Must be able to climb a ladder, climb scaffolding, and work from heights. Must be able to work in confined spaces.

Other:

Must be able to work outdoors, including incliment weather.

Application Forms May be Obtained From:

Dates: From: To:

Name: Tradestar Mechanical, Inc.

Days: Monday - Friday

Address:

Times: 9am - 3pm

837 Whittier Road, Scottsville, NY 14559

NYS Department of Labor Apprenticeship Training

Phone Number: (585) 488 - 2259

Email Address:

JUN 16 2022

Special Instructions:

195 Dewey Avenue, Rochester, NY 14608

Central Office

All Applications Must be (please check) [] Received [] Postmarked no Later Than:



Department of Labor

New York State Department of Labor

Received Apprenticeship Unit

JUN 10 2022

Sponsor Code 78088
Trade Code(s) 15-201
ROCHESTER

Selection Standards and Evaluations

Name of Candidate, Trade Sheet Metal Worker, Address, City, State, Zip

Table with 4 columns: Category, Maximum Points Allowable, Number of Years Credited, Score. Rows include Educational Achievement, Work Experience, Seniority, Job Aptitude, and Oral Interview.

Total Allowable Points



71 Total Score ->

Rank

Evaluated by (Name) Date

Sponsor Name Tradestar Mechanical, Inc.

Sponsor Address 195 Dewey Avenue, Rochester, NY 14608

AT 508 (5-16)

NYS Department of Labor Apprenticeship Training

JUN 16 2022

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Received Apprenticeship Unit

JUN 10 2022

ROCHESTER

Non-Discrimination Plan (Short Form)

A. Equal Opportunity Pledge: Our company recognizes that all persons shall have equal opportunity in employment and apprenticeship training, and agrees to adhere to the following:

The recruitment, selection, employment, and training of apprentices during the apprenticeship shall be without discrimination because of race, creed, color, religion, national origin, age, sex, disability, veteran status, marital status, or arrest record. The sponsor will take affirmative action to provide equal opportunity in apprenticeship and will operate the apprenticeship program as required under Title 29 of the Code of Federal Regulations, Part 30; Title 12 of the Official Compilation of Codes, Rules and Regulations of the State of New York, Part 600; and the Americans with Disabilities Act of 1990.

B. Sexual Harassment Prevention Policy: Our policy is that sexual harassment is prohibited. This policy applies to internal activity towards employees, interaction between employees and actions and treatment directed towards employees, from any person or persons at the worksite whether or not they are employees of this organization.

Equal Employment Opportunity Commission (EEOC) guidelines provide that verbal or physical conduct of a sexual nature may constitute sexual harassment when:

- Submission to such contact is made either explicitly or implicitly a term or condition of an individual's employment;
• Submission to, or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; and/or
• Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.

When an employee has a complaint of sexual harassment, the complaint should be brought promptly to the attention of his/her immediate supervisor, or to the next level of supervision. These persons have the authority and responsibility to resolve the complaint. If the complaint is not satisfactorily resolved, the employee has the right to contact the NYS Division of Human Rights and the Federal Equal Employment Opportunity Commission. The complaint will be investigated; if substantiated, prompt action will be taken to stop the harassment immediately and prevent recurrence.

If an employee is an apprentice, the program's apprenticeship administrator and the NYS Apprenticeship Director must be notified of the complaint.

C. Minimum Qualifications and Selection Standards: It is agreed that the minimum qualifications and selection standards utilized will be those listed on form AT 505, Apprentice Training Recruitment Notification and Minimum Qualifications, and form AT 508, Selection Standards and Evaluations, on file with the Department.

D. Recruitment: It is agreed that the sponsor will recruit applicants for apprenticeship by (Check One):

- [] Listing all apprentice openings with the NYS Job Bank (www.newyork.us.jobs/) for a minimum of five full working days before selections are made.
[X] Limiting recruitment to present employees of the sponsor and/or union members of the union sponsoring the apprenticeship program. Resulting vacancies will be listed with the NYS Job Bank (www.newyork.us.jobs/).
[] Recruiting apprentices by methods other than those above. A detailed statement of the recruitment method must be attached and approved by the Commissioner of Labor prior to being used.

On behalf of the sponsor, I certify that it is our intent to fulfill these Equal Opportunity Standards.

Signature of Sponsor: [Handwritten Signature]

Date: 6/1/2022

The above signature must be the employer's Chief Executive Officer or the Chair of the Joint Apprenticeship Committee or their authorized representative.

Rob Marvin Vice President

Print Name and Title

Approved by: _____ Date _____

Sponsor Name Tradestar Mechanical, Inc. Sponsor Code 78088 No. of Apprentices 3,2

Trade(s) Plumber & Pipefitter, Sheet Metal Worker Trade Code(s) 13-363, 15-201

NYS Department of Labor Apprentice Training

AT 602 (11/20)

JUN 16 2022

Central Office