

TARGETING PROCEDURE

1. The contractor shall notify the N.E.C.A. Chapter Manager or his designated representative of the job being bid by non-union competition and request the job be targeted. This initial contact should be made at least seventy-two (72) hours prior to the bid due date with all available information.
2. By 2:00 p.m. the day prior to the bid due date, the contractor shall provide the Chapter Manager or his designated representative with evidence of non-union competition and as much information about the job as possible, i.e., see Target Request Form attached.
 - A. Approximate Man-Hours
 - B. List of Bidders
 - C. Rough Estimate of Electrical Costs
 - D. Duration of Project
 - E. Who Job is Bid To

Please note that if a contractor has not made the initial contact seventy-two (72) hours prior to the bid due date, the job may not be considered for targeting.

3. The Chapter Manager or his designated representative will then inform the local union of the contractor's request for a targeted project and provide them with the necessary information to justify targeting efforts as needed.
4. The local union shall also try to obtain as much information about each project as possible: estimated electrical costs, duration of project, man-hours, list of bidders and other pertinent information.
5. When the union has reached a decision on whether or not to target a job, the Business Manager shall notify the N.E.C.A. Chapter Manager or his designated representative of the target amount. The target amount shall be forwarded only to those contractors who have contacted N.E.C.A. and provided the requested information by 2:00 p.m. the day prior to the bid due date.

It is the responsibility of each signatory contractor to inquire with the N.E.C.A. Chapter regarding the status of a prospective job. Also, since the decision as to whether a project will be targeted is made by the union on a job-by-job basis, the only reliable method of communicating this information to the industry is for each contractor to individually determine a project's status prior to bidding.

6. When a contractor is awarded a targeted job, an agreement stating the target amount and payment schedule, as well as a Memorandum of Understanding will be signed by the parties to the agreement as per the Memorandum of Understanding specific to each local.

7. a. The contractor must keep an accurate record of the man-hours of each employee's time on forms provided by the Union and signed by each employee weekly and turned into the Local Union monthly. Time Sheet form provided by local union.

b. The contractor will keep records of any additional work gained on the targeted job over and above the contract amount.
8. The President, Treasurer and Recording Secretary of the Union shall review the signed employee hourly time forms, sign the checks and forward to the contractor monthly or upon completion of the job.
9. The Business Manager shall make progress reports on the program, including an accounting of its assets, to the Executive Board and the membership on a regular basis.
10. The target rate only applies to the Journeyman man-hours.