

LETTER OF AGREEMENT
between the
STATE OF ALASKA
and the
PUBLIC EMPLOYEES LOCAL 71
representing the
LABOR, TRADES and CRAFTS UNIT

**Department of Transportation Public Facilities,
Apprenticeship Programs: Equipment Operator, Materials Lab, and Survey**

26-LL-062

The parties agree to the following apprenticeship training programs for the Department of Transportation & Public Facilities. No provision of the July 1, 2024, through June 30, 2027, master agreement not specifically referenced is modified by this agreement.

Equipment Operator Apprenticeship Program

1. The Equipment Operator Sub Journey 2 WG 56 classification will be used as the entry level for this apprenticeship training program, followed by the Equipment Operator Journey 1 WG 54 of the series as the final level of the program.
2. During this program, the apprentice will not be considered by seniority for promotion to vacant positions in the duty station or “daily upgrades” for pay purposes.
3. Administration of this apprenticeship training program will be by the applicable District Superintendent within a Regional Maintenance & Operations Division of the Department of Transportation & Public Facilities.
4. The apprenticeship training program will be in two (2) phases within a maximum of three (3) years. However, the complete program, or any phases of it, may be shortened or extended as necessary by the administrator of the program.
5. Entry into the program will require a high school diploma or equivalency and an Alaska Commercial Driver Instruction Permit. Preference will be given to applicants with a minimum of six (6) months formal technical training in a related field. Applicants will be recruited and selected by Local 71. Local 71 will provide the State with three (3) candidates for each position and the State will select one (1) of them. The primary consideration for selection will be based on their overall performance in the technical training program, if applicable, including academics, rather than experience. In the event that none of the candidates are accepted, the union will provide additional candidates for consideration.

6. The apprentice is scheduled to work at the WG 56 level for one (1) year and the WG 54 level for two (2) years, and must receive ratings of “pass” in each required area on the attached addendum at each wage group/level before being advanced to the next level. The apprentice must obtain their Class A Commercial Driver License (CDL) within one hundred and twenty (120) days of commencement of the program. In addition, the apprentice must successfully pass the same test (if any) given to new applicants at each level before advancing to that level in the class series. The requirement to work at the WG 56 level for one (1) year may be waived by the administrator of the program if the apprentice has demonstrated the skills necessary to advance to the next level, or extended if additional time is needed to master the necessary skills.
7. After successful completion of any required testing, recommendations for advancement will be prepared by the applicable Foreman and the District Superintendent utilizing the attached addendum.
8. If any required areas on the addendum are marked “needs development,” the District Superintendent will recommend either continued training at the current level or termination of the apprentice from the program.
9. Upon receipt of an addendum recommending advancement to the next level, Employee Relations will advance the apprentice to the next higher wage group/level in the series effective the first day of the pay period following receipt of the addendum. Employee Relations will notify the District Superintendent when the reclassification of the position has been approved. The full duties of the higher wage group/level will not be assigned to the apprentice until approval has been received from Employee Relations.
10. After the apprentice obtains WG 54 level, they will rove between field stations as needed by the Department and at the request of the District Superintendent. Apprentices shall retain 100% of their duty station seniority when roving between field stations. Apprentices will be paid the prevailing wage rate and subsistence at the designated permanent duty station. Apprentices will not be paid per diem unless location of the assignment causes the apprentice to pay commercial rates for lodging and meals. Apprentices will be paid per diem if the travel assignment is with a crew also on per diem.
11. All applicable licensing fees necessary to obtaining the CDL will be borne by the trainee and State vehicles will not be used on public roadways for this purpose. The State may provide up to a maximum of one hundred and sixty (160) hours of paid time for outside training and testing and upon approval shall also cover course fees, meals, lodging, and travel expenses.

12. Once the apprentice has completed two (2) years of satisfactory service at the WG 54 level, and received a performance evaluation with an acceptable or higher rating in all areas (including the evaluation worksheet), and has passed any applicable examination, the program administrator shall have the ability to transfer in accordance with Article 4.02B, the incumbent into:
 - a. A vacant Equipment Operator Journey 1, WG 54 position within their assigned duty station and Article 13.07 is waived and the apprentice will obtain permanent status
Or
A vacant Equipment Operator Journey 1/2, WG 54/53 flex position under LOA 26LL067 and will not obtain permanent status.
 - b. If there are no vacant positions within the duty station, the program administrator shall discuss available positions within the district and the program administrator shall make the final decision. Upon transfer the employee retains 50% seniority in the same job classification at the new duty station.
13. The program administrator may determine, in the program administrator's sole discretion, at any time prior to the apprentice attaining permanent status as set out in #12 above, that the apprentice will not satisfactorily complete the Apprenticeship Program. In the event the apprentice is unable to satisfactorily complete the program; the apprentice shall have rights under Article 13.07.D of the agreement, if applicable, with duty station seniority accruing from the first day of employment, except that the apprentice shall not be returned to a position covered by this agreement.
14. Any apprentice appointed to this program must agree to its terms in writing by signing a copy of the agreement upon hiring.

Materials Labs Apprenticeship Program

1. The Materials Laboratory Technician Sub Journey 1 WG59 classification will be used as the entry/trainee level for this Apprenticeship Program. Upon appointment, apprentices are expected to progress through the Materials Laboratory Technician job classification series, with the Materials Laboratory Technician Journey WG53 as the final level. However, if a candidate meets the minimum qualifications per the attached addendum, they may be eligible to enter the Program above the entry level as applicable.

2. During this Apprenticeship Program, the apprentice will not be considered by seniority for promotion to vacant positions in the duty station or “daily upgrades” for pay purposes.
3. Administration of this Apprenticeship Program will be by the Department of Transportation & Public Facilities, Regional Materials Laboratory supervisors.
4. The Apprenticeship Program will be in five (5) levels within a five (5) year period. However, the complete Apprenticeship Program and any phases of it may be shortened or extended as necessary by the administrator identified in paragraph 3.
5. Entry into this Apprenticeship Program will require a high school diploma or equivalency and a valid Alaska driver license. Preference will be given to applicants with a minimum of six (6) months of formal technical training in a related field. Applicants will be recruited and selected for referral by Local 71. Upon request from the Employer, Local 71 will provide three (3) candidates for consideration for appointment into the Program. The primary consideration for selection will be based on their overall performance in the technical training program, if applicable, including academics, rather than experience. In the event that none of the candidates are accepted, Local 71 will provide additional candidates for consideration.
6. Possession of competencies alone will not automatically advance an apprentice; rather, the apprentice will advance through each level of the Apprenticeship Program in accordance with the attached addendum. All apprentices, at all levels, will be expected to be proficient in, and perform any duties of any lower level while preparing for higher level competencies.
7. After successfully completing the requirements to advance to the next level, as provided in the attached addendum, including completion of any required testing, the addendum will be completed for advancement to the next level by the Regional Materials Laboratory Lead. The Regional Materials Laboratory Lead will submit the addendum to the Regional Materials Laboratory Supervisor for forwarding to Employee Relations. If the apprentice has attained a “pass” in all required areas, Employee Relations will advance the apprentice to the next level, effective the first day of the pay period following receipt of the addendum.
8. If the apprentice receives a “needs development” in any required area on the addendum, the Regional Materials Laboratory Supervisor will recommend either continued employment at the current level or termination of the apprentice from the Program. If the recommendation is for continued employment at the current level, the apprentice’s probationary period will be extended an additional two (2) months.

9. Once the apprentice has completed one (1) year of satisfactory service at the WG53 level and receives a performance evaluation with mid-acceptable or higher levels of performance in all rating areas, Article 13.07 will be waived and the apprentice will obtain permanent status as a Materials Laboratory Technician Journey. At that time, the employee is considered to have successfully completed the Apprenticeship Program and may compete for openings at a higher level of the Materials Laboratory Technician job classifications series in accordance with Article 22.02.
10. The program administrator may determine, in the program administrator's sole discretion, at any time prior to the apprentice attaining permanent status as set out in #9 above, that the apprentice will not satisfactorily complete the Apprenticeship Program. In the event the apprentice does not satisfactorily complete the Apprenticeship Program, the apprentice shall have rights under Article 13.07.D of the agreement, if applicable, with duty station seniority accruing from the first day of employment, except that the apprentice shall not be returned to a position covered by this agreement.
11. Any apprentice appointed to this Apprenticeship Program must agree to its terms in writing by signing a copy of the agreement upon hire.

Survey Apprenticeship Program:

1. The Survey, Sub-Journey Entry/Trainee 1, WG58 classification will be used as the entry/trainee level for this Apprenticeship Program, followed by Survey, Sub-Journey 2, WG56 of the series as the final level of the training program.
2. During this Apprenticeship Program, the apprentice will not be considered by seniority for promotion to vacant positions in the duty station or "daily upgrades" for pay purposes.
3. Administration of this Apprenticeship Program will be by the respective region Design & Engineering Services Land Surveyor Manager.
4. The apprentice is scheduled to work at each level for six (6) months and must receive ratings of "pass" in each required area of the attached addendum, before being eligible to advance to the next level. The Apprenticeship Program will be in two (2) phases within a maximum of one (1) year. However, either or both phases of the Apprenticeship Program may be extended by up to two months if deemed necessary by the program administrator. Either or both phases of the training

program may be shortened, as deemed appropriate by the program administrator, if the apprentice meets requirements to advance to or attain permanent status at the WG56 level early.

5. Entry into this Apprenticeship Program will require a high school diploma or equivalency and a valid Alaska driver's license. Preference will be given to applicants with formal technical training in a related field. Applicants will be recruited and selected for referral by Local 71. Upon request from the Employer, Local 71 will provide the State with three (3) candidates for each position and the State will select one of them. The primary consideration for selection will be based on their overall performance in the technical training program, if applicable, including academics, rather than experience. In the event that none of the candidates are accepted, Local 71 will provide additional candidates for consideration.
6. After completion of the requirements outlined in the attached addendum, recommendations will be prepared by the Land Surveyor Manager and forwarded through the respective region Pre-Construction Engineer to Employee Relations, either recommending advancement to the next level, continued training at the current level, or termination of the apprentice from the Apprenticeship Program.
7. Upon receipt of recommendation for advancement to the next level, using the attached addendum, Employee Relations will advance the apprentice to the next higher wage group/level in the series effective the first day of the pay period following receipt of the recommendation. Employee Relations will notify the Land Surveyor Manager when the reclassification of the position has been approved. The full duties of the higher wage group/level will not be assigned to the apprentice until approval has been received from Employee Relations.
8. Once the apprentice has completed six months of satisfactory service at the WG56 level, and received a performance evaluation with a mid-acceptable or higher rating in all areas (including the training evaluation worksheet) and has passed any applicable examinations, Article 13.07 is waived and the apprentice will obtain permanent status as a Survey Sub-Journey 2 WG56.
9. The program administrator may determine, in the program administrator's sole discretion, at any time prior to the apprentice attaining permanent status as set out in #8 above, that the apprentice will not satisfactorily complete the Apprenticeship Program. In the event the apprentice does not satisfactorily complete the Apprenticeship Program, the apprentice shall have rights under Article 13.07.D of the agreement, if applicable, with duty station seniority accruing from the first day of employment. However, an apprentice who fails to successfully complete

probation at the WG56 level will not be returned to a position in the Survey Sub-Journey Entry/Trainee 1 job classification.

10. Any apprentice appointed to this Apprenticeship Program must agree to its terms in writing by signing a copy of the agreement upon hiring.

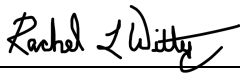
This agreement is in effect from July 1, 2025, until June 30, 2027, except that it may be cancelled in whole or in part by either party with twenty (20) calendar days' written notice.

This agreement is entered into solely to address the specific circumstance of this particular situation. It does not establish any practice or precedent between the parties. This agreement shall not be referred to in any other dispute, grievance, arbitration, hearing, or any other forum, except as may be necessary for the execution of its terms

FOR THE STATE OF ALASKA:

FOR PUBLIC EMPLOYEES Local 71:

TREG TAYLOR
ATTORNEY GENERAL



Rachel Witty
Civil Division Director
Department of Law

8/13/25

Date



William Meers
Business Manager

8/13/25

Date

Apprentice's signature

Date

Equipment Operator: Apprenticeship Program

Addendum to LOA 26-LL-062

IMPORTANT: This document must be sent by email to evaluations@alaska.gov for the incumbent to be advanced to the next level. The incumbent will not be advanced to the next level until the first day of the pay period following receipt at this email address.

This document outlines the requirements for incumbents to advance through the levels of flexibly staffed Equipment Operator Journey Sub-Journey 2 and Journey 1 positions with the Department of Transportation & Public Facilities. This training plan outlines the elements and criteria that must be achieved before the incumbent may be flexibly promoted to each level. Required skills, training, and other qualifications will be acquired through on-the-job training and other training curriculums as required.

The incumbent must, at a minimum achieve a “Pass” rating on each requirement and meet minimum qualifications for the next level of the series. Possible competency ratings for each criterion are:

- needs development (**ND**) - job performance is less than fully proficient and additional training or competency development is needed; or
- Pass (**P**) - job performance is fully acceptable or higher and is considered typical to the average work in the class series.

Equipment Operator, Journey 1 (Wage Grade 54) requirements:

Task	Date	Competency Rating
Possession of core competencies for the job class level		
Utilizes and demonstrates the competencies in the on-going performance of assigned duties		
Successfully passed the WG 54 test		
Must have Class A Commercial Driver License (CDL)		

This document certifies that the incumbent meets the minimum qualification for Equipment Operator, Journey 1 (Wage Grade 54) and is capable of performing the duties of this job class at the higher level.

Signature of Incumbent: _____

Date: _____

Signature of Supervisor: _____

Date: _____

Materials Laboratory Technician: Apprenticeship Program

Addendum to 26-LL-062

IMPORTANT: This document must be sent by email to evaluations@alaska.gov for the apprentice to be advanced to the next level. The apprentice will not be advanced to the next level until the first day of the pay period following receipt at this email address.

This document outlines the requirements for apprentices to advance through the levels of flexibly staffed Materials Laboratory Technicians Sub-Journey 1/2/3/4 and Journey 1 positions with the Department of Transportation & Public Facilities. This training plan outlines the elements and criteria that must be achieved before the apprentice may be flexibly promoted to each level. Required skills, training, and other qualifications will be acquired through on-the-job training and other training curriculums as required.

The apprentice must, at a minimum achieve a “Pass” rating on each requirement and meet minimum qualifications for the next level of the series. Possible competency ratings for each criterion are:

- needs development (ND) - job performance is less than fully proficient and additional training or competency development is needed; or
- Pass (P) - job performance is fully acceptable or higher and is considered typical to the average work in the class series.

Materials Laboratory Technician Sub-Journey 2 (Wage Grade 57) requirements:

Task	Date	Competency Rating
Possession of core competencies for the job class level		
Utilizes and demonstrates the competencies in the on-going performance of assigned duties		
Certification in at least two (2) Western Alliance for Quality Transportation Construction (WAQTC) modules.		

This document certifies that the apprentice meets the minimum qualification for Materials Laboratory Technician Sub-Journey 2 (Wage Grade 57) and is capable of performing the duties of this job class at the higher level:

Signature of Apprentice: _____

Date: _____

Signature of Supervisor: _____

Date: _____

Materials Laboratory Technician Sub-Journey 3 (Wage Grade 56) requirements:

Task	Date	Competency Rating
Possession of core competencies for the job class level		
Utilizes and demonstrates the competencies in the on-going performance of assigned duties		
Certification in all WAQTC modules		
Certification in all ACI modules		

This document certifies that the apprentice meets the minimum qualification for Materials Laboratory Technician Sub-Journey 3 (Wage Grade 56) and is capable of performing the duties of this job class at the higher level:

Signature of Apprentice: _____

Date: _____

Signature of Supervisor: _____

Date: _____

Materials Laboratory Technician Sub-Journey 4 (Wage Grade 54) requirements:

Task	Date	Competency Rating
Possession of core competencies for the job class level		
Utilizes and demonstrates the competencies in the on-going performance of assigned duties		
Certification in all WAQTC modules		
Certification in all ACI modules		
Meets National Institute for Certification in Engineering Technologies (NICET) Level I in all modules		

This document certifies that the apprentice meets the minimum qualification for Materials Laboratory Technician Sub-Journey 4 (Wage Grade 54) and is capable of performing the duties of this job class at the higher level:

Signature of Apprentice: _____

Date: _____

Signature of Supervisor: _____

Date: _____

Materials Laboratory Technician Journey 1 (Wage Grade 53) requirements:

Task	Date	Competency Rating
Possession of core competencies for the job class level		
Utilizes and demonstrates the competencies in the on-going performance of assigned duties		
Certification in all WAQTC modules		
Certification in all ACI modules		
Meets National Institute for Certification in Engineering Technologies (NICET) Level I in all modules		
Meets National Institute for Certification in Engineering Technologies (NICET) Level II in all modules		

This document certifies that the apprentice meets the minimum qualification for Materials Laboratory Technician Journey 1 (Wage Grade 53) and is capable of performing the duties of this job class at the higher level:

Signature of Apprentice: _____

Date: _____

Signature of Supervisor: _____

Date: _____

Survey: Apprenticeship Program

Addendum to LOA 26-LL-062

IMPORTANT: This document must be sent by email to evaluations@alaska.gov for the apprentice to be advanced to the next level. The apprentice will not be advanced to the next level until the first day of the pay period following receipt at this email address.

This document outlines the requirements for apprentices to advance through the levels of flexibly staffed Survey Sub-Journey Entry/Trainee 1 and Survey Sub-Journey 2 positions with the Department of Transportation & Public Facilities. This training plan outlines the elements and criteria that must be achieved before the apprentice may be flexibly promoted to each level. Required skills, training, and other qualifications will be acquired through on-the-job training and other training curriculums as required.

The apprentice must, at a minimum achieve a “Pass” rating on each requirement and meet minimum qualifications for the next level of the series. Possible competency ratings for each criterion are:

- needs development (ND) - job performance is less than fully proficient and additional training or competency development is needed; or
- Pass (P) - job performance is fully acceptable or higher and is considered typical to the average work in the class series.

Survey, Sub-Journey 2 (Wage Grade 56) requirements:

Task	Date	Competency Rating
Possession of core competencies for the job class level		
Utilizes and demonstrates the competencies in the on-going performance of assigned duties		

This document certifies that the apprentice meets the minimum qualification for Survey, Sub-Journey 2 (Wage Grade 56) and is capable of performing the duties of this job class at the higher level.

Signature of Apprentice: _____ Date: _____

Signature of Supervisor: _____ Date: _____