

## 2019-2020 Florida Job Growth Grant Fund Workforce Training Grant Proposal

Proposal Instructions: The Florida Job Growth Grant Fund Proposal (this document) must be completed and signed by an authorized representative of the entity applying for the grant. Please read the proposal carefully as some questions may require a separate narrative to be completed. If additional space is needed, attach a word document with your entire answer.

### Entity Information

Name of Entity: Leon County Schools/Lively Technical College

Federal Employer Identification Number (if applicable): ██████████

Primary Contact Name: Shelly Bell

Title: Director of Career, Technical and Adult Education

Mailing Address: 500 N. Appleyard Drive

Tallahassee, Florida 32304

Phone Number: 850-487-7555

Email: bells@leonschools.net

Secondary Contact Name: Richard Richardson

Title: Assistant Director, Lively Technical College

Phone Number: 850-487-7555

### Workforce Training Grant Eligibility

Pursuant to 288.101, F.S., the Florida Job Growth Grant Fund was created to promote economic opportunity by improving public infrastructure and enhancing workforce training. This includes workforce training grants to support programs offered at state colleges and state technical centers.

Eligible entities must submit proposals that:

- Support programs and associated equipment at state colleges and state technical centers.
- Provide participants with transferable and sustainable workforce skills applicable to more than a single employer.
- Are offered to the public.
- Are based on criteria established by the state colleges and state technical centers.
- Prohibit the exclusion of applicants who are unemployed or underemployed.

## 1. Program Requirements:

(If additional space is needed, attach a word document with your entire answer.)

Each proposal must include the following information describing how the program satisfies the eligibility requirements listed on page 1.

- A.** Provide the title and a detailed description of the proposed workforce training.

see attached

---

- B.** Describe how this proposal supports programs at state colleges or state technical centers.

see attached

---

- C.** Describe how this proposal provides participants transferable, sustainable workforce skills applicable to more than a single employer.

see attached

---

- D.** Describe how this proposal supports a program(s) that is offered to the public?

see attached

---

- E.** Describe how this proposal is based on criteria established by the state colleges and state technical centers.
- 

- F.** Does this proposal support a program(s) that will not exclude unemployed or underemployed individuals?

Yes       No

see attached

---

- G.** Describe how this proposal will promote economic opportunity by enhancing workforce training. Please include the number of program completers anticipated to be created from the proposed training. Further, please include the economic impact on the community, region, or state and the associated metrics used to measure the success of the proposed training.

see attached

---

**2. Additional Information:**

(If additional space is needed, attach a word document with your entire answer.)

- A.** Is this an expansion of an existing training program?  Yes  No  
 If yes, please provide an explanation for how the funds from this grant will be used to enhance the existing program.

- 
- B.** Does the proposal align with Florida’s Targeted Industries?  
 ([View Florida’s Targeted Industries here.](#))  Yes  No
- If yes, please indicate the specific targeted industries with which the proposal aligns.  
 If no, with which industries does the proposal align?

Logistics and Distribution  
 Manufacturing

---

- C.** Does the proposal align with an occupation(s) on the Statewide Demand Occupations List and/ or the Regional Demand Occupations List?  
 ([View Florida’s Demand Occupations Lists here.](#))  Yes  No

If yes, please indicate the specific occupation(s) with which the proposal aligns.  
 If no, with which occupation does the proposal align?

This program aligns with Heavy and Tractor-Trailer Truck Drivers and Industrial Truck and Tractor Operators.

---

- D.** Indicate how the training will be delivered (e.g., classroom-based, computer-based, other).  
If in-person, identify the location(s) (e.g., city, campus, etc.) where the training will be available.

If computer-based, identify the targeted location(s) (e.g. city, county, statewide, etc.) where the training will be available.

see attached

---

- E.** Indicate the number of anticipated annual enrolled students and completers in the proposed program.

see attached

---

- F.** Indicate the length of program (e.g., quarters, semesters, weeks, etc.), including anticipated beginning and ending dates.

1/2020  
Begin Date: \_\_\_\_\_

12/2020  
End Date: \_\_\_\_\_

see attached

---

- G.** Describe the plan to support the sustainability of the program after grant completion.

see attached

---

- H.** Identify any certifications, degrees, etc. that will result from the completion of the program. Please include the Classification of Instructional Programs (CIP) code and the percent of completers in each code, corresponding with Section E.

see attached

---

- I.** Does this project have a local match amount?

Yes

No

If yes, please describe the entity providing the match and the amount. (Do not include in-kind.)

see attached

---

J. Provide any additional information or attachments to be considered for the proposal.  
 see attached

### 3. Program Budget

(If additional space is needed, attach a word document with your entire answer.)

**Estimated Costs and Sources of Funding:** Include all applicable workforce training costs and other funding sources available to support the proposal.

1.) **Total Amount Requested**      \$ 518,616.56  
 Florida Job Growth Grant Fund

A. Other Workforce Training Project Funding: Sources:

City/County	\$ 100,000.00
Private Sources	\$
Other (grants, etc.)	\$
<b>Total Other Funding</b>	<b>\$ 100,000.00</b>

Please Specify: \_\_\_\_\_

B. Workforce Training Project Costs:

Equipment	\$ 398,616.56
Personnel	\$ 85,000.00
Facilities	\$ 15,000.00
Tuition	\$
Training Materials	\$
Other	\$
<b>Total Project Costs</b>	<b>\$ 618,616.56</b>

see attached

Please Specify: \_\_\_\_\_

**Note:** The total amount requested must be calculated by subtracting the total other workforce training project funding sources in A. from the total workforce training project costs in B.

- C. Provide a detailed budget narrative, including the timing and steps necessary to obtain the funding, how equipment purchases will be associated with the training program, if applicable, and any other pertinent budget-related information.

see attached

---

#### 4. Approvals and Authority

(If additional space is needed, attach a word document with your entire answer.)

- A. If entity is awarded grant funds based on this proposal, what approvals must be obtained before it can execute a grant agreement with the Florida Department of Economic Opportunity (e.g. approval of a board, commission or council)?

School Board Signature

- 
- B. If approval of a board, commission, council or other group is needed prior to execution of an agreement between the entity and the Florida Department of Economic Opportunity:

- i. Provide the schedule of upcoming meetings for the group for a period of at least six months.
- ii. State whether entity is willing and able to hold special meetings, and if so, upon how many days' notice.

August 27, September 10 & 24, October 8 & 22, November 12 & 26, December 10, January 14 & 28

Special meeting can be held with 14 days notice.

- 
- C. Attach evidence that the undersigned has all necessary authority to execute this proposal on behalf of the entity. This evidence may take a variety of forms, including but not limited to: a delegation of authority, citation to relevant laws or codes, policy documents, etc.

Florida Statute 1001.51 Duties and responsibilities of district school superintendent.—

---

I, the undersigned, do hereby certify that I have express authority to sign this proposal on behalf of the above-described entity and to the best of my knowledge, that all data and information submitted in proposal is truthful and accurate and no material fact has been omitted.

Name of Entity: Leon County School Board

Name and Title of Authorized Representative: Rocky Hanna, Superintendent

Representative Signature: \_\_\_\_\_

Signature Date: \_\_\_\_\_

# Florida Job Growth Grant Fund Workforce Training Grant Proposal

## 1. PROGRAM REQUIREMENTS

### A. Provide the title and a detailed description of the proposed workforce training.

#### **Building Our Community One Heavy Equipment Operator at a Time**

Heavy equipment operators drive, maneuver and operate heavy machinery and vehicles to build roads, bridges, buildings and other structures. A heavy equipment operator drives or controls construction equipment including bulldozers, forklifts, back hoes, dump trucks, cargo trucks, and hydraulic truck cranes. According to the Bureau of Labor Statistics, heavy equipment operators made an average salary of \$46,080 as of May 2017. Overall employment of heavy equipment operators is expected to rise 12% by 2026. This is much faster than the average occupation in the United States. The expected increase in heavy equipment operator positions is no surprise. As a result of America's roads, bridges, buildings and other structures aging, there is expected to be a need for heavy equipment operators to repair and maintain them as well as to build new structures in communities across our state and country.

Lively Technical College is proposing to work in conjunction with the city and county to develop a training program for heavy equipment operators. This program would offer a sequence of training that provides coherent and rigorous content with relevant technical knowledge and the skills needed to prepare for employment in the Transportation, Distribution and Logistics career cluster. Additionally, this training program would include instruction in technical skills, general employability skills and occupation-specific skills.

Through this training program students would be taught to operate heavy equipment through in-the-seat operation through virtual lab simulations. This heavy equipment-training program will be designed to give an individual the fundamental skills and knowledge needed to operate heavy equipment.

This training program will capitalize on a partnership with the City of Tallahassee and the County to provide continuous training for current employees looking to move into positions with heavy equipment as well as to provide continual professional development and training for current heavy equipment operators. This program would also be open to any individual wishing to take advantage of the training opportunities for positions within our community and state.

Before training students on the equipment and running the risk of a mishap, all training will start in the safe environment of a simulator. A combination of theoretical classroom training, simulation and actual machinery creates an experience that transfers better to real-world worksites. Hardware featuring authentic controls, working pedals and machine seat and seatbelt are included with the virtual simulator experience. The working hardware, combined with simulation software, replicates actual applications that an operator would perform in the real world. Simulation experiences improves the user's understanding of how the machine works. The user is placed inside the simulated environment and must make decisions that will impact the outcome of the exercise (consequences), based on the actions and strategies chosen to maneuver through the exercise. By way of simulation training, the user learns and organizes information in his mind and in turn builds a "mental model."

Through simulation, users can practice techniques and processes without disturbing worksites or actual machines. Virtual interactive environments combined with working machine controls provide an opportunity to gain familiarization of controls and learn basic machine operations and functions. From a management standpoint, using simulators allows multiple students to train at one time, anytime day or night without regard to the weather, and with one instructor supervising several students at once. Simulator training allows students the opportunity to repeat exercises as many times as needed to learn proper techniques.

Not only will students learn the simulated exercises, students will also develop motor skills such as hand-eye coordination through the use of simulation. Additionally, they will develop technical and problem-solving skills. Technical skills come from learning the controls, switches and pedals, and the affect each movement has on the simulated machine. Procedural knowledge, or knowing how to perform a task or complete an activity, can be demonstrated through the use of a simulator. Strategic knowledge, or transferring what the user has learned, happens when the user applies what he has learned on the simulator to real world situations.



As new operators enter the workforce, the chances for critical incidents rise because of inexperience. In a simulated environment, students can perform exercises and make mistakes without harm to themselves, other students or the training site—while gaining knowledge and confidence. Simulators will minimize the risk of error and accidents for students.

Training would follow the Program Structure of the Heavy Equipment Operations Technician (T440200) Program as defined by the Florida Department of Education.

OCP	Course Number	Course Title	Length	SOC Code
A	TRA0070	Heavy Equipment Maintenance Technician	150 hours	47-2073
B	TRA0086	Tractor Operator	150 hours	47-2073
C	TRA0087	Off-road Equipment Operator 1	300 hours	47-2073
D	TRA0088	Off-road Equipment Operator 2	300 hours	47-2073
E	TRA0049	Crane Operator	300 hours	53-7021

**B. Describe how this proposal supports programs at state colleges or state technical centers:**

This training program would be offered as a Career Certificate Program at Lively Technical College. Completion of the program could also allow a student to articulate in to an AS degree in Transportation and Logistics or College Credit Certificate in Intermodal Freight Transportation, International Freight Transportation or Logistics and Transportation Specialist. Additionally, the training would also prepare an individual who wanted to continue into any of the following post-secondary adult vocational programs (PSAV): Heavy Equipment Operation Technician, Heavy Equipment Services Technician, Commercial Vehicle Driving, Commercial Class B Driving, Construction Vehicle Technician and Power Equipment Technologies.

**C. Describe how this proposal provides participants transferable, sustainable workforce skills applicable to more than a single employer.**

The skills learned in the Heavy Equipment Operations Training program will allow individuals an opportunity to be employed by construction companies, utility companies, city/county governments, state agencies, federal state departments, oil/gas companies, timber companies, and military contractors.

**D. Describe how this proposal supports a program(s) that is offered to the public?**

This proposal would help to support other workforce programs at Lively Technical College including our Diesel Tech, Building Trades, Electrical, HVAC and Welding programs that all work to help build the workforce to meet the employment needs of our community. Additionally, this program would be open for public enrollment as well as offer industry specific training for heavy equipment operators for specific companies and businesses who need training for employees on heavy equipment. Through the use of the simulators, area businesses will be able to work with Lively Technical College to enroll students in the Heavy Equipment Operations Technician (T440200) Program and/or create short course training opportunities designed to meet their unique business needs.

**E. Describe how this proposal is based on criteria established by the state colleges and state technical centers.**

This proposal is based on the criteria Lively Technical College has established to make decisions to offer programs that benefit the workforce needs in our community and across the state of Florida. Criteria for offering new workforce programs include review of State and Regional Demand Occupations Lists and review of the Bureau of Labor Market Statistics Employment Projections.

**F. Does this proposal support a program(s) that will not exclude unemployed or underemployed individuals?  
 YES  NO**

**G. Describe how this proposal will promote economic opportunity by enhancing workforce training. Please include the number of program completers anticipated to be created from the proposed training. Further, please include the economic impact on the community, region, or state and the associated metrics used to measure the success of the proposed training.**

This program seeks to impact the local workforce by creating a pipeline of skilled heavy equipment operations to fill the open positions locally, within city and county government, as well as in the private sector. The 2018-2019 Regional Demand Occupations List shows an annual growth regionally of .59% (130 jobs) for Heavy and Tractor-Trailer Truck Drivers and statewide an annual growth of .89% (2544 jobs) for Industrial Truck and Tractor Operators. It is our hope to produce between 15-20 full program completers annually.

## **2. ADDITIONAL INFORMATION:**

**A. Is this an expansion of an existing program?**  YES  NO

**If yes, please provide an explanation for how the funds from this grant will be used to enhance the existing program.**

**B. Does the proposal align with Florida's Targeted Industries?**  YES  NO

**If yes, please indicate the targeted industries with which the proposal aligns.**

Logistics & Distribution

Manufacturing

In reality, this proposal has an impact on all targeted industries. This workforce program would produce a workforce that not only operates heavy machinery for construction jobs but also for moving equipment/materials, loading shipments/belongings/materials, operating cranes, hoists or other moving and lifting of equipment.

**C. Does the proposal align with an occupation(s) on the Statewide Demand Occupation List and/or the Regional Demand Occupations list?**  YES  NO

**If yes, please indicate the occupation(s) with the proposal aligns.**

This program aligns with Heavy and Tractor-Trailer Truck Drivers and Industrial Truck and Tractor Operators.

**D. Indicate how the training will be delivered (e.g., classroom-based, computer-based, other).**

Training will be face-to-face with hands-on learning in addition to access to simulation based training and e-learning opportunities. Training will be on Lively's main campus as well as in-field experience on city/county owned property utilizing city/county equipment for behind the wheel training.

This program offers a sequence of instruction that provides coherent and rigorous content aligned with challenging academic standards and relevant technical knowledge and skills needed on specific pieces of equipment. Additional training will be provided in technical skill proficiency including competency-based applied learning that contributes to the academic knowledge, higher-order reasoning and problem-solving skills, work attitudes, general employability skills, technical skills, and occupation-specific skills, and knowledge related to specific pieces of equipment.

Additional content includes but is not limited to, communication skills, leadership skills, human relations and employability skills, safe and efficient work practices, and skills to operate and maintain a variety of heavy equipment such as Hydraulic Excavator, Backhoe, Wheel Loader, Bull Dozer, and Road/Motor Grader.

**E. Indicate the number of anticipated enrollers and student completers**

Lively would anticipate 20-30 enrolled students annually, but could accommodate more with a rolling enrollment for training, based on city/county workforce needs and open positions.

**F. Indicate the length of program (e.g., quarters, semester's, weeks, etc.), including anticipated beginning and ending dates.**

Cohort 1: Begin Date: January 2020      End Date: December 2020

Cohort 2: Begin Date: August 2020      End Date: July 2021

Lively plans to offer enrollment in the 1200 hour program twice a year. However, based on need, Lively would also consider having a rolling enrollment to accommodate student interest.

OCP	Course Number	Course Title	Length	SOC Code
A	TRA0070	Heavy Equipment Maintenance Technician	150 hours	47-2073
B	TRA0086	Tractor Operator	150 hours	47-2073
C	TRA0087	Off-road Equipment Operator 1	300 hours	47-2073
D	TRA0088	Off-road Equipment Operator 2	300 hours	47-2073
E	TRA0049	Crane Operator	300 hours	53-7021
		TOTAL	1200 hours	

Lively would maintain an open enrollment for individuals wishing to obtain the skills and attend training. Lively would also be able to tailor make trainings for specific businesses.

**G. Describe the plan to support the sustainability of the program after grant completion:**

The program will be sustained using student tuition and lab fees. To sustain the equipment in this program, Lively will partner with the city and county for outside equipment needs. In our continued collaborative effort with the city and county we expect to maintain steady enrollment. Additionally, the program and training opportunities will be available to the community as a whole including private sector businesses.

**H. Identify any certifications, degrees, etc. that will result from the completion of the program. Please include the Classification of Instructional Programs (CIP) code and the percent of completers in each code, corresponding with Section E.**

Students will be able to sit for their Commercial Driver’s License through enrollment in this program. Heavy equipment operators in Florida must possess a commercial driver's license or CDL. In order to obtain this license, the operator must have a valid Florida driver's license and be over the age of 18. In Florida, additional documents such as a DOT (department of transportation) physical and a social security card may be required to obtain a CDL. Those who wish to obtain a CDL must pass a written and a driving exam before the license will be issued. Florida residents who wish to apply for a CDL license should check in their own county for any additional requirements.

0649020201: 90% completers

**I. Does this project have a local match amount? NO (In-Kind only)**

Lively is collaborating with the city and county for use of equipment and land for behind the wheel training. Additionally, future monies collected through enrollment fees will be available to help with sustainability.

**Provide any additional information or attachments to be considered for this proposal.**

According to the Bureau of Labor and Statistics:

<https://www.bls.gov/home.htm>

Quick Facts: Heavy and Tractor-trailer Truck Drivers	
<b><u>2017 Median Pay</u></b>	\$42,480 per year \$20.42 per hour
<b><u>Typical Entry-Level Education</u></b>	Postsecondary nondegree award
<b><u>Work Experience in a Related Occupation</u></b>	None
<b><u>On-the-job Training</u></b>	Short-term on-the-job training

### Quick Facts: Heavy and Tractor-trailer Truck Drivers

<b><u>Number of Jobs, 2016</u></b>	1,871,700
<b><u>Job Outlook, 2016-26</u></b>	6% (As fast as average)
<b><u>Employment Change, 2016-26</u></b>	108,400

### Quick Facts: Construction Equipment Operators

<b><u>2017 Median Pay</u></b>	\$46,080 per year \$22.15 per hour
<b><u>Typical Entry-Level Education</u></b>	High school diploma or equivalent
<b><u>Work Experience in a Related Occupation</u></b>	None
<b><u>On-the-job Training</u></b>	Moderate-term on-the-job training
<b><u>Number of Jobs, 2016</u></b>	426,600
<b><u>Job Outlook, 2016-26</u></b>	12% (Faster than average)
<b><u>Employment Change, 2016-26</u></b>	52,700

### Quick Facts: Material Moving Machine Operators

<b><u>2017 Median Pay</u></b>	\$34,830 per year \$16.75 per hour
<b><u>Typical Entry-Level Education</u></b>	<a href="#">See How to Become One</a>
<b><u>Work Experience in a Related Occupation</u></b>	<a href="#">See How to Become One</a>
<b><u>On-the-job Training</u></b>	<a href="#">See How to Become One</a>
<b><u>Number of Jobs, 2016</u></b>	682,000
<b><u>Job Outlook, 2016-26</u></b>	6% (As fast as average)
<b><u>Employment Change, 2016-26</u></b>	43,700

### 3. PROGRAM BUDGET:

**Estimated costs and sources of funding: Include all applicable workforce training costs and other funding sources available to support the proposal.**

1. Total Amount Requested: \$518,616.56  
Florida Job Growth Grant Fund
  
2. Other Workforce Training Project Funding Sources
  - City/County                                 \$100,000.00 in kind funding (use of equipment & land)
  - Private Sources
  - Other (grants, etc.)

Total other funding \$100,000.00

3. Workforce Training Project Costs:

Equipment & Training Materials	\$398,616.56
Personnel	\$85,000.00
Facilities	\$15,000.00
Tuition	\$0.00
Other	\$20,000.00
Total Project Costs	\$618,616.56 (including in kind funding)

4. Detailed Budget Narrative

**EQUIPMENT: \$398,616.56**

See attached Simformotion quote for virtual simulators

E-Learning Operator Training CDs which prepare individuals to be able to

- Identify the personal safety, machine safety, and jobsite safety requirements.
- Locate and identify the safety warning signals and labels.
- Locate and describe the safety equipment found on the machine.
- Know correct machine mounting and dismounting procedures.
- Identify the factors that make the machine safe to operate.
- Identify existing or potential problems that might affect safe operation.
- Identify existing or potential problems while performing safety and maintenance inspections.
- Identify and locate major machine components.
- Understand International Organization for Standardization (ISO) symbols.
- Identify the various machine monitoring system warning levels.
- List all gauges and operator compartment controls.
- Understand the operating principles of all machine/implement controls.
- Starting the engine in various temperature conditions.
- Moving and stopping the machine.
- Know correct parking procedure.
- Using the start-up and shutdown list.

Content Areas Include:

- Articulated Trucks eLearning for Heavy Construction & Quarry/Mining
- Backhoe Loaders eLearning for General Construction
- Hydraulic Excavator eLearning for Heavy Construction
- Motor Grader eLearning for Heavy Construction
- Off-Highway Truck eLearning for Heavy Construction
- Track-Type Tractor eLearning for General Construction
- Wheel Loader eLearning for General Construction

**PERSONNEL: \$85,000.00**

Personnel costs include instructor's salary and benefit costs.

**FACILITIES: \$15,000.00**

In order to prepare for the Simulators, Lively will need to prepare a classroom space to include electrical.

Power Supplies

- Simulator requires 100 - 250V ~ 50/60Hz power supply.
- PC requires 100 - 250V ~ 50/60Hz power supply (customer supplied).
- Monitor requires 100 - 250V ~ 50/60Hz power supply (customer supplied).
- One simulator and one monitor requires 6 amps; two monitors requires 7 amps.

- Motion Platform requires 2.5 amps (120V) and 4.5 amps (220V).
- Simulator, monitor and motion platform requires 12 amps.

#### Uninterruptable Power Supply (UPS)

A 500 V.A. (volt and amp) UPS is recommended to ensure the simulator is not damaged during use because of a power surge or outage.

#### **OTHER: \$20,000.00**

Money has been allocated for fuel for outdoor training as well as insurance coverage for students using city/county equipment for training.



# Leon County

## Board of County Commissioners

301 South Monroe Street, Tallahassee, Florida 32301

(850) 606-5302 [www.leoncountyfl.gov](http://www.leoncountyfl.gov)

### Commissioners

JIMBO JACKSON  
District 2  
Chairman

BRYAN DESLOGE  
District 4  
Vice Chairman

BILL PROCTOR  
District 1

RICK MINOR  
District 3

KRISTIN DOZIER  
District 5

MARY ANN LINDLEY  
At-Large

NICK MADDOX  
At-Large

VINCENT S. LONG  
County Administrator

HERBERT W.A. THIELE  
County Attorney

September 10, 2019

Re: Florida Job Growth Grant Fund Workforce Training Grant Proposal

To Whom It May Concern:

Please accept this letter of support for Lively Technical College's Workforce Training Grant Proposal, "Building Our Community One Heathy Equipment Operator at a Time." As highlighted in the proposal, there is a growing need for trained heavy equipment operators in our region, with annual growth at .89% (2,544 jobs). This trend and the current lack of available training impacts not only private business, but also Leon County Government as we employ several heavy equipment operators in our Public Works and Parks & Recreation departments.

Lively's proposed training program would provide the County and private-sector employers with a highly-trained pool of candidates that are not currently available. The program would also offer both continuing education for the County's existing equipment operators, as well as an opportunity for entry-level maintenance technicians to receive the training necessary for advancement.

Lively Technical College continues to be a crucial partner in ensuring technical training is available to strengthen our workforce and support our regional industries. As the proposed heavy equipment operator training program will have economic benefits for not only Leon County, but the region and the state, the Leon County Board of County Commissioners have committed to supporting Lively with use of the County's existing fleet of equipment.

I look forward to the positive impacts that this program would bring and thank you for your favorable consideration of Lively Technical College's proposal.

Sincerely,

Vincent S. Long  
County Administrator



An All-America City

September 16, 2019

Ms. Shelly L. Bell  
Director of Career, Technical and Adult Education  
Lively Technical College  
Leon County Schools  
500 N. Appleyard Drive  
Tallahassee, FL 32304

Dear Ms. Bell:

The City of Tallahassee recognizes that economic segregation is one of the most serious issues facing our community today. Today's economy continues to see unemployment marching toward record low percentages; however, many have been left behind in this economy because they lack the skill sets needed to find work. The good news is that there are still many open jobs available in the skilled labor industries. Put simply, there are many opportunities for life-long careers, but too few people have the training they need to take advantage of those opportunities.

For that reason, the City of Tallahassee is in full support of Lively Technical College's effort to develop a heavy equipment training program. A nationally-recognized classroom curriculum coupled with the use of state-of-the-art simulators will allow participants to build a foundation for a career in the construction industry while also gaining hands-on experience with equipment in a controlled setting.

Lively's heavy equipment training program will help participants develop career-ready skills so that they can immediately enter the job market. The City looks forward to seeing this program come to fruition.

Sincerely,

Reese Goad  
City Manager

cc: Mayor and City Commissioners  
Raynetta Marshall, General Manager  
Underground Utilities & Public Infrastructure



## Florida Department of Education: Curriculum Framework

**Program Title:** Heavy Equipment Operations Technician  
**Program Type:** Career Preparatory  
**Career Cluster:** Transportation, Distribution and Logistics

Career Certificate Program – Career Preparatory	
Program Number	T440200
CIP Number	0649020201
Grade Level	30, 31
Standard Length	1200 hours
Teacher Certification	Refer to the <b>Program Structure</b> section
CTSO	SkillsUSA
SOC Codes (all applicable)	47-2073 – Operating Engineers and Other Construction Equipment Operators 53-7021 – Crane and Tower Operators
CTE Program Resources	<a href="http://www.fldoe.org/academics/career-adult-edu/career-tech-edu/program-resources.stm">http://www.fldoe.org/academics/career-adult-edu/career-tech-edu/program-resources.stm</a>
Basic Skills Level	Mathematics: 8 Language: 8 Reading: 8

**Purpose**

This program offers a sequence of courses that provides coherent and rigorous content aligned with challenging academic standards and relevant technical knowledge and skills needed to prepare for further education and careers in the Transportation, Distribution and Logistics career cluster; provides technical skill proficiency, and includes competency-based applied learning that contributes to the academic knowledge, higher-order reasoning and problem-solving skills, work attitudes, general employability skills, technical skills, and occupation-specific skills, and knowledge of all aspects of the Transportation, Distribution and Logistics career cluster.

The content includes but is not limited to, communication skills, leadership skills, human relations and employability skills, safe and efficient work practices, and skills to operate and maintain a variety of heavy equipment such as crawler tractors, motor graders, scrapers and shovels or cranes. Students training on one machine must complete all related program content.

**Additional Information** relevant to this Career and Technical Education (CTE) program is provided at the end of this document.

### Program Structure

This program is a planned sequence of instruction consisting of four occupational completion points.

This program is comprised of courses which have been assigned course numbers in the SCNS (Statewide Course Numbering System) in accordance with Section 1007.24 (1), F.S. Career and Technical credit shall be awarded to the student on a transcript in accordance with Section 1001.44(3) (b), F.S.

To teach the course(s) listed below, instructors must hold at least one of the teacher certifications indicated for that course.

The following table illustrates the postsecondary program structure:

OCP	Course Number	Course Title	Teacher Certification	Length	SOC Code
A	TRA0070	Heavy Equipment Maintenance Technician	OPER ENGR @7 7G	150 hours	47-2073
B	TRA0086	Tractor Operator		150 hours	47-2073
C	TRA0087	Off-road Equipment Operator 1		300 hours	47-2073
D	TRA0088	Off-road Equipment Operator 2		300 hours	47-2073
E	TRA0049	Crane Operator		300 hours	53-7021

## Common Career Technical Core – Career Ready Practices

Career Ready Practices describe the career-ready skills that educators should seek to develop in their students. These practices are not exclusive to a Career Pathway, program of study, discipline or level of education. Career Ready Practices should be taught and reinforced in all career exploration and preparation programs with increasingly higher levels of complexity and expectation as a student advances through a program of study.

1. Act as a responsible and contributing citizen and employee.
2. Apply appropriate academic and technical skills.
3. Attend to personal health and financial well-being.
4. Communicate clearly, effectively and with reason.
5. Consider the environmental, social and economic impacts of decisions.
6. Demonstrate creativity and innovation.
7. Employ valid and reliable research strategies.
8. Utilize critical thinking to make sense of problems and persevere in solving them.
9. Model integrity, ethical leadership and effective management.
10. Plan education and career path aligned to personal goals.
11. Use technology to enhance productivity.
12. Work productively in teams while using cultural/global competence.

## Standards

After successfully completing this program, the student will be able to perform the following:

- 01.0 Demonstrate understanding of safety procedures.
- 02.0 Demonstrate understanding of operation and maintenance of mechanical systems and engines.
- 03.0 Operate pneumatic and crawler -type tractor with attachments.
- 04.0 Operate a back hoe.
- 05.0 Operate a motor grader.
- 06.0 Utilize utility construction equipment as applicable.
- 07.0 Operate crane or alternative equipment (operating engineer).

Florida Department of Education  
 Student Performance Standards

Program Title: Heavy Equipment Operations Technician  
 Career Certificate Program Number: T440200

Course Number: TRA0070  
 Occupational Completion Point: A  
 Heavy Equipment Maintenance Technician – 150 Hours – SOC Code 47-2073

**Course Description:**

The Heavy Equipment Maintenance Technician course prepares students for entry into the Heavy Equipment Operations industry. Content emphasizes beginning skills and concepts as a recommended requisite. Students study shop safety, mechanical systems, and engines.

CTE Standards and Benchmarks	
01.0	Demonstrate understanding of safety procedures.-The student will be able to:
01.01	Apply safety practices during operation of heavy equipment.
01.02	Discuss function of each piece of heavy equipment as appropriate.
01.03	Turn and back-up equipment safely.
01.04	Operate equipment on roadway safely.
02.0	Demonstrate understanding of operation and maintenance of mechanical systems and engines.-The student will be able to:
02.01	Perform preventive maintenance on equipment including greasing, changing oil, and replacing filters.
02.02	Perform additional maintenance based on specific equipment needs.
02.03	Safety check equipment prior to operation.

Florida Department of Education  
Student Performance Standards

**Course Number: TRA0086**  
**Occupational Completion Point: B**  
**Tractor Operator – 150 Hours – SOC Code 47-2073**

**Course Description:**

The Tractor Operator course is designed to build on the skills and knowledge students learned in the Heavy Equipment Maintenance Technician course for entry into the Heavy Equipment Operations industry. Content emphasizes beginning skills and concepts as a recommended requisite. Students' study pneumatic, and crawler-type tractor operations.

**CTE Standards and Benchmarks**

03.0 Operate pneumatic and crawler-type tractor with attachments.-The student will be able to:

03.01 Move, level, and spread top soil.

03.02 Remove stumps.

03.03 Pile debris for burning.

03.04 Remove and replace dozer blade.

03.05 Remove and replace bucket.

03.06 Attach cutting teeth as needed.

03.07 Safely load dump trucks.

## Florida Department of Education Student Performance Standards

**Course Number: TRA0087**

**Occupational Completion Point: C**

**Off-road Equipment Operator 1 – 300 Hours – SOC Code 47-2073**

### **Course Description:**

The Off-road Equipment Operator 1 course is designed to build on the skills and knowledge students learned in the Tractor Operator course for entry into the Heavy Equipment Operations industry. Content emphasizes beginning skills and concepts as a recommended requisite. Students study back hoe, and motor grader operations.

#### **CTE Standards and Benchmarks**

**04.0** Operate a back hoe.-The student will be able to:

04.01 Dig pit to specified grade.

04.02 Observe for cables, pipes, and underground utilities.

04.03 Dig ditches for drainage and pipes.

04.04 Install bucket teeth to back hoe

**05.0** Operate a motor grader.-The student will be able to:

05.01 Grade to specific levels.

05.02 Apply use of grading stakes when operating motor grade.

05.03 Build a road-bed.

05.04 Perform blue-top grade (finish).

05.05 Change blade and scarifier teeth on motor grader.

**Course Number: TRA0088**  
**Occupational Completion Point: D**  
**Off-road Equipment Operator 2 – 300 Hours – SOC Code 47-2073**

**Course Description:**

The Off-road Equipment Operator 2 course is designed to build on the skills and knowledge students learned in the Off-road Equipment Operator 1 course for entry into the Heavy Equipment Operations industry. Content emphasizes beginning skills and concepts as a recommended requisite. Students study utility construction equipment operation.

CTE Standards and Benchmarks	
06.0	Utilize utility construction equipment as applicable.-The student will be able to:
06.01	Operate scraper.
06.02	Operate trencher.
06.03	Operate tar kettle.
06.04	Operate rollers.
06.05	Operate concrete mixer.

Florida Department of Education  
Student Performance Standards

**Course Number: TRA0049**  
**Occupational Completion Point: E**  
**Crane Operator – 300 Hours – SOC Code 53-7021**

**Course Description:**

The Crane Operator course is designed to build on the skills and knowledge students learned in the Off-road Equipment Operator 1 & 2 courses for entry into the Heavy Equipment Operations industry. Content emphasizes beginning skills and concepts as a recommended requisite. Students study crane or alternative equipment operation.

**CTE Standards and Benchmarks**

07.0 Operate a crane or alternative equipment (operating engineer).-The student will be able to:

07.01 Apply safety procedures.

07.02 Review "Construction Industry Manufactures Association" safety manuals.

07.03 Operate crane with drag bucket, clamshell, and hook. (Optional)

07.04 Load dump truck with crane. (Optional)

07.05 Operate alternative equipment



## Additional Information

### Laboratory Activities

Laboratory investigations that include scientific inquiry, research, measurement, problem solving, emerging technologies, tools and equipment, as well as, experimental, quality, and safety procedures are an integral part of this career and technical program/course. Laboratory investigations benefit all students by developing an understanding of the complexity and ambiguity of empirical work, as well as the skills required to manage, operate, calibrate and troubleshoot equipment/tools used to make observations. Students understand measurement error; and have the skills to aggregate, interpret, and present the resulting data. Equipment and supplies should be provided to enhance hands-on experiences for students.

### Special Notes

The purpose of this program is to prepare students for initial employment with occupational titles as operating engineers (SOC 47-2073). **Schools may elect to train on heavy equipment unique to their Local employment area in OCP C, D, and E as an instructional option.**

This program focuses on broad, transferable skills and stresses understanding and demonstration of the following elements of the Heavy Equipment industry; planning, management, finance, technical and product skills, underlying principles of technology, labor issues, community issues and health, safety, and environmental issues.

Many areas of the state do not have the need to train crane operators. To assist business and industry and provide solutions for students needing training on alternative pieces of equipment; requiring the same number of hours (300), alternative equipment to meet the requirements of Occupational Completion Point E may be used.

MyCareerShines is an interactive resource to assist students in identifying their ideal career and to enhance preparation for employment. Teachers are encouraged to integrate this resource into the program curriculum to meet the employability goals for each student. Access MyCareerShines by visiting: [www.mycareershines.org](http://www.mycareershines.org).

### Career and Technical Student Organization (CTSO)

SkillsUSA is the intercurricular career and technical student organization(s) providing leadership training and reinforcing specific career and technical skills. Career and Technical Student Organizations provide activities for students as an integral part of the instruction offered. The activities of such organizations are defined as part of the curriculum in accordance with Rule 6A-6.065, F.A.C.

### Cooperative Training – OJT

On-the-job training is appropriate but not required for this program. Whenever offered, the rules, guidelines, and requirements specified in the OJT framework apply.

### **Basic Skills**

In a Career Certificate Program offered for 450 hours or more, in accordance with Rule 6A-10.040, F.A.C., the minimum basic skills grade levels required for postsecondary adult career and technical students to complete this program are: Mathematics 8.0, Language 8.0, and Reading 8.0. These grade level numbers correspond to a grade equivalent score obtained on a state designated basic skills examination.

Adult students with disabilities, as defined in Section 1004.02(7), Florida Statutes, may be exempted from meeting the Basic Skills requirements (Rule 6A-10.040). Students served in exceptional student education (except gifted) as defined in s. 1003.01(3)(a), F.S., may also be exempted from meeting the Basic Skills requirement. Each school district and Florida College must adopt a policy addressing procedures for exempting eligible students with disabilities from the Basic Skills requirement as permitted in Section 1004.91(3), F.S.

Students who possess a college degree at the Associate of Applied Science level or higher; who have completed or are exempt from the college entry-level examination; or who have passed a state, national, or industry licensure exam are exempt from meeting the Basic Skills requirement (Rule 6A-10.040, F.A.C.) Exemptions from state, national or industry licensure are limited to the certifications listed on the Basic Skills and Licensure Exemption List which may be accessed from the CTE Program Resources page.

### **Accommodations**

Federal and state legislation requires the provision of accommodations for students with disabilities to meet individual needs and ensure equal access. Postsecondary students with disabilities must self-identify, present documentation, request accommodations if needed, and develop a plan with their counselor and/or instructors. Accommodations received in postsecondary education may differ from those received in secondary education. Accommodations change the way the student is instructed. Students with disabilities may need accommodations in such areas as instructional methods and materials, assignments and assessments, time demands and schedules, learning environment, assistive technology and special communication systems. Documentation of the accommodations requested and provided should be maintained in a confidential file. **Note: postsecondary curriculum and regulated secondary programs cannot be modified.**

### **Additional Resources**

For additional information regarding articulation agreements, Bright Futures Scholarships, Fine Arts/Practical Arts Credit and Equivalent Mathematics and Equally Rigorous Science Courses please refer to:

<http://www.fldoe.org/academics/career-adult-edu/career-tech-edu/program-resources.shtml>



Simformotion™ LLC is the licensee for Cat® Simulators for Caterpillar Inc.

316 SW Washington Street, Suite 300 Peoria, IL 61602 USA

T + (309) 670-7595 F 309-263-0127 Tax ID 36-4643456 www.simformotion.com

CUSTOMER		SHIP TO	
Leon County School Board 2757 W Pensacola St Tallahassee, FL 32304 850-487-7100		Leon County School Board 2757 W Pensacola St Tallahassee, FL 32304 850-487-7100	
<b>Quote Date</b>	8/19/2019	<b>Currency</b>	USD
<b>Account Manager</b>	Nate Hurn	<b>Payment Term</b>	Credit Card
		<b>Shipping Method</b>	Real Time Shipping Method

Item Name	Qty	UM	Item Description	Sales Price	Disc	Net Price	Ext Price
G4-TTT-CMM4	2	EACH	G4 - Track Type Tractor - Simulator System w/ 4 Screens on 120v Motion	\$ 75,249.21	7.50%	\$ 69,605.52	\$ 139,211.04
G4-AD-BNDL	2	EACH	G4 - Advanced Dozer Bundle	\$ 13,471.23	7.50%	\$ 12,460.89	\$ 24,921.78
G4-VR-AD	2	EACH	Advanced Dozer VR Edition	\$ 5,999.00	7.50%	\$ 5,549.08	\$ 11,098.16
SPPT12	2	EACH	12 Months Technical Support & Maintenance Updates	\$ 0.00	.00%	\$ 0.00	\$ 0.00
SPPT24R	2	EACH	24 Months Technical Support & Maintenance Renewal TTT/AD	\$ 0.00	.00%	\$ 0.00	\$ 0.00
G4-HEX-CMM3	2	EACH	G4 - Hydraulic Excavator - Simulator System w/ 3 Screens on 120v Motion	\$ 66,932.13	7.50%	\$ 61,912.22	\$ 123,824.44
G4-ACE-BNDL	2	EACH	G4 -Advanced Excavator Bundle	\$ 10,568.62	7.50%	\$ 9,775.97	\$ 19,551.94
G4-VR-ACE	2	EACH	Advanced Construction Excavator VR Edition	\$ 5,999.00	7.50%	\$ 5,549.08	\$ 11,098.16
SPPT12	2	EACH	12 Months Technical Support & Maintenance Updates	\$ 0.00	.00%	\$ 0.00	\$ 0.00
SPPT24R	2	EACH	24 Months Technical Support & Maintenance Renewal	\$ 0.00	.00%	\$ 0.00	\$ 0.00
G4-SWL2-CONV	2	EACH	G4 - Small Wheel Loader - Conversion Kit	\$ 27,279.82	7.50%	\$ 25,233.83	\$ 50,467.66
SPPT12	2	EACH	12 Months Technical Support & Maintenance Updates	\$ 0.00	.00%	\$ 0.00	\$ 0.00
G4-MBL-KIT-M-2	6	EACH	Simulator Mobility Kit- On Motion W/ Rear TV	\$ 1,438.57	7.50%	\$ 1,330.68	\$ 7,984.08
SPPT24R	2	EACH	24 Months Technical Support & Maintenance Renewal SWL	\$ 0.00	.00%	\$ 0.00	\$ 0.00
LBR0014	1	EACH	Installation & Training - Onsite installation of simulators and train-the-trainer service - Travel Expenses included - Three (3) days on site	\$ 6,132.20	.00%	\$ 6,132.20	\$ 6,132.20

Please see Notes for additional information and Terms and Conditions

Simformotion : Confidential Yellow



Simformotion™ LLC is the licensee for Cat® Simulators for Caterpillar Inc.

316 SW Washington Street, Suite 300 Peoria, IL 61602 USA  
 T + (309) 670-7595 F 309-263-0127 Tax ID 36-4643456 www.simformotion.com

CUSTOMER		SHIP TO	
Leon County School Board 2757 W Pensacola St Tallahassee, FL 32304 850-487-7100		Leon County School Board 2757 W Pensacola St Tallahassee, FL 32304 850-487-7100	
<b>Quote Date</b>	8/19/2019	<b>Currency</b>	USD
<b>Account Manager</b>	Nate Hurn	<b>Payment Term</b>	Credit Card
		<b>Shipping Method</b>	Real Time Shipping Method

Item Name	Qty	UM	Item Description	Sales Price	Disc	Net Price	Ext Price
-----------	-----	----	------------------	-------------	------	-----------	-----------

	<b>Sub Total</b>	\$ 394,289.46
	<b>Freight</b>	\$ 4,327.10
	<b>Other Name</b>	\$ 0.00
	<b>Sales Tax</b>	\$ 0.00
	<b>Due Total</b>	\$ 398,616.56
	<b>Credit</b>	\$ 0.00
	<b>Payments</b>	\$ 0.00
<b>Balance</b>	\$ 398,616.56	

**NOTES**

Note: On-site installation and training schedule is based on trainer availability and global travel alerts/warnings (where applicable). Discuss any questions about installation and training with your Account Manager.

These items are controlled by the U.S. government and authorized for export only to the country of ultimate destination for use by the ultimate consignee or end-user(s) herein identified. They may not be resold transferred, or otherwise disposed of, to any other country or to any person other than the authorized ultimate consignee or end-user(s), either in their original form or after being incorporated into other items, without first obtaining approval from the U.S. government or as otherwise authorized by U.S. law and regulations.

Simformotion LLC's Terms & Conditions of sale apply. Prices listed here are good for 30 days from date. International Terms of Sale: CIP ( All overseas taxes and import fees are the responsibility of the purchaser.)

**Acceptance of Quote or Sales Order is subject to our standard terms & conditions of sale located:**  
<http://catsimulators.com/customer-service/>

Simformotion : Confidential Yellow

I, the undersigned, do hereby certify that I have express authority to sign this proposal on behalf of the above-described entity and to the best of my knowledge, that all data and information submitted in proposal is truthful and accurate and no material fact has been omitted.

Name of Entity: Leon County School Board

Name and Title of Authorized Representative: Rocky Hanna, Superintendent

Representative Signature: Rocky Hanna

Signature Date: 9/15/19