

**OFFICE OF CONTRACT COMPLIANCE (OCC)**

	CERTIFICATION, OUTREACH, REGULATIONS & ENFORCEMENT (CORE) SECTION													LABOR COMPLIANCE
	PSC -26 EEO/Affirmative Action	PSC – 28 Living Wage	PSC-29 Worker Retention	PSC – 26 Equal Benefits	PSC – 33 Slavery Disclosure	PSC -34 First Source Hiring	PSC – 38 Contractors’ Use of Criminal History	PSC -36 Iran Contracting Act 2010	Disclosure of Border Wall Contracting Ordinance	Local Business Preference Program (LBE/LSB/LTE certifications)	PSC- 32 MBE/WBE/SBE/ EBE/DVBE/OBE (BIP)	PSC – 31 Contractor Responsibility	City Contractor Evaluations	Prevailing Wage
<b>Effective date of Ordinances and Amendments</b>	Prop. 209 – Effective 1996 Amend. 1 effective 10/5/16	Effective 5/5/1997 Amend. 1 eff. 1/14/99 Amend. 2 eff. 2/24/01 Amend. 3 eff. 1/19/10 Amend. 4 operative 10/5/16 Amend.5 operative 3/20/18	Effective 1/13/1996 Amend. 1 eff. 5/18/96 Amend. 2 eff. 1/14/99 Amend. 3 eff. 10/5/16 Amend 4 eff. 1/26/18	Effective 1/1/2000 Amend. 1 eff. 4/1/03 Amend. 2 eff. 5/1/03 Amend. 3 eff. 6/27/16	Effective 8/16/2003 Applicable to contracts 10/15/03	Eff. 1/1/2011 Amend. 1 eff. 10/5/16	Effective 1/23/2017	2010	Effective 7/18/18	Effective 11/2011 Amend. 1 eff. 8/7/2021	Issued 1/12/11	Eff 1/14/2001 Amend. 1 eff. 9/22/04 Amend. 2 eff. 12/25/04 Amend. 3 eff. 1/1/05 Amend 4 eff. 7/19/15	Eff. 12/22/1999 Amend. 1 eff. 9/22/2004	Federal Davis-Bacon Act - Enacted 1931 California Labor Code - Enacted 1937 California Code of Regulations Title 8
<b>Legal References</b>	LAAC 10.8.2, 10.8.3 and 10.8.4	LAAC 10.37	LAAC 10.36	LAAC 10.8.2.1	LAAC 10.41	LAAC 10.44	LAAC 10.48	Iran Contracting Act	LAAC 10.50	LAAC 10.25	Executive Directive (Villaraigosa) #14	LAAC 10.40	LAAC 10.39	Charter Article III Sec. 377 and LAAC 10.7.1
<b>Applicable to which Departments ?</b>	Council-controlled Depts. & Adopted by Proprietary Depts.	Council-controlled Depts. & Proprietary Depts.	Council-controlled Depts. & adopted by Proprietary Depts.	Council-controlled Depts. & adopted by Proprietary Depts.	Council-controlled Depts. Only	Council-controlled Depts. Only	Council-controlled Depts., with a few exceptions	Council-controlled Depts. & Proprietary Depts.	Council-controlled Depts. Only	Council-controlled Depts. and Proprietaries adopting their own version	Council-controlled Depts.	Council-controlled Depts. & adopted by Proprietary Depts.	Council-controlled Depts. & adopted by Proprietary Depts.	Council-controlled Depts. & Proprietary Depts.
<b>Types of contract where ordinances applies (DAA=BCA)</b>	<b>EEO:</b> • Non-construction (>\$1K) • Leases (All) • Construction (>\$1K) <b>AA:</b> • Non-construction (>\$25K) • Leases (All) • Construction (>\$25K)	• Service (>\$25K and >3 months) • Leases (City as Lessor) or licenses • City Financial Assistance Recipient (>\$100K or ≥\$1 million per 12 months)	• Service (>\$25K and >3 months) • All leases or licenses • City Financial Assistance Recipient (>\$100K per 12 months)	• Service (>\$25K) • Leases (All) • Purchases (>\$25K) • Construction (>\$25K)	All Agreements	• Service (>\$25K and >3 months) • Loans or Grants (>\$25K and >3 months) primarily for the furnishing of services	All Agreements	• All goods and service contracts of \$1,000,000 or more	All Agreements	• LBE: contracts with a value in excess of \$150K • LSB and LTE: contracts with a value of up to \$150K • Awarding Dept. may find in the City’s best interest to not apply LBPP any time prior to award.	• All contracts where subcontracting or subconsulting opportunities are available. • Applies to any contract that requires advertisement unless a waiver is obtained from the Mayor’s Office	• Service and Purchases (>\$25K and > 3 months) • Construction (All) • Leases (All) • City Financial Assistance Recipient (>\$100K)	All Agreements	Construction, alteration, demolition, maintenance or repair (>\$25,000)
<b>General Provisions</b>	<b>EEO:</b> • Adhere to Nondiscrimination Clause • Adhere to City’s EEO provisions <b>AA:</b> • All of the above • Adhere to City’s Affirmative	Contractors required to: • Pay employees the City’s Living Wage which includes: a cash wage rate and an employer’s health benefits contribution.	At the time a contract is terminated or expires and will be replaced by a new contract for the same services, the outgoing contractor must	Contractors required to provide equal benefits to their employees with spouses and employees with domestic partners (same & opposite sex).	Disclosure of company’s participation or profits derived from slavery during the Slavery Era (prior to 1865).	Contractors are required to estimate the anticipated employment opportunities they will need to fill in order to perform the service.	Contractors required to: • Not include any inquiries into Applicants’ criminal history on job applications/postings	All bidders or proposers shall certify that they are not identified on the State of CA Dept. of General Services list of ineligible businesses or persons and that	Disclosure of company’s Border Wall Bids and Border Wall Contracts.	Preference awarded prior to award of contract based on Prime/Sub local participation.	Contractors are required to perform subcontractor / subconsultant outreach to all available MBE/WBE/SBE/EBE/DVBE/OBE firms which could perform a portion of the	Prior to contract award, City makes the determination that a prospective contractor has the necessary quality, fitness, and capacity to perform the work set forth in the contract.	Awarding Dept. is required to: • Notify bidders that they will be evaluated on their performance at the end of the contract.	Contractors required to: • Pay workers the state or federal prevailing wage rate - whichever is higher. • Submit Certified Payrolls (CPRs) and

	Action Plan to recruit and employ in a non-discriminatory manner.	<ul style="list-style-type: none"> <li>Provide employees with at least 96 hours of compensated time off per year for sick leave, vacation, or personal necessity at the employee's request, and at least 80 hours additional uncompensated hours for family or personal illness.</li> </ul>	provide a list of employees who meet certain requirements to the successor contractor. The successor contractor must retain these employees for a 90-day.	Applies to contractor's operations located within City limits and operations outside City limits if the property is owned by the City or the work performed at the location is being performed for the City.		During the term of the contract, employment opportunities need to follow first source hiring procedures.	<ul style="list-style-type: none"> <li>Not inquire about an Applicants' criminal history until after a conditional Offer of Employment has been made</li> <li>Hold a position open for at least 5 business days after an Applicant is notified of an Adverse Action.</li> </ul>	they are not engaged in investment activities in Iran.			scope of work required in the RFB, RFP, or RFQ.	Contractor required to complete CRO Questionnaire and Pledge of Compliance.	<ul style="list-style-type: none"> <li>Check the status of contractor on the Contractor Evaluation Database (CEDB) prior to contract award.</li> </ul>	related documentation to verify payment of Prevailing Wages. <ul style="list-style-type: none"> <li>Employ apprentices (or prove that they requested apprentices but were not able to obtain them.).</li> </ul>
<b>Bidders/Proposers' RAMP submission</b>	Nothing required	Nothing required	Nothing required	EBO/FSHO Compliance Affidavit on RAMP	Disclosure Ordinances Affidavit on RAMP	EBO/FSHO Compliance Affidavit on RAMP	Nothing required	Nothing required	Disclosure Ordinances Affidavit on RAMP	Must be certified LBE/LSB/LTE or have an uploaded application on RAMP prior to bid due date.	Business Inclusion Program documentation submitted to Awarding Dept. through RAMP.	CRO Questionnaire and Pledge of Compliance	Nothing Required	Nothing Required
<b>Submittal During contract</b>		Contractor submits EIF & SIF forms to the OCC.				Contractor submits FSHO-3A FSHO-3B to EWDD.				Must maintain LBE/LSB/LTE status and participation		Required to update Questionnaire if necessary.	Nothing Required	Contractor to submit CPRs weekly and related documentation as specified.
<b>Are Subs covered?</b>	Yes, sub-contractor's compliance is Prime contractor's responsibility	Yes, submit Declaration of Compliance to Prime	No	No	No	Yes	Yes	No	No	Yes	Yes	Yes, submit Pledge of Compliance to the Prime	No	Yes