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# Ordinances and Their Requirements for Contractors

Equal Employment Opportunity Enforcement  
Bureau of Contract Administration

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# Ordinances

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The following are ordinances that will be applicable to contracts:

- Non-Discrimination/Affirmative Action/Equal Employment Opportunity Program
- City Contractors' Use of Criminal History for Consideration of Employment Applications Ordinance
- Equal Benefits Ordinance
- First Source Hiring Ordinance
- Slavery Disclosure Ordinance
- Disclosure of Border Wall Contracting Ordinance
- Living Wage Ordinance
- Worker Retention Ordinance
- Contractor Responsibility Ordinance
- Contractor Performance Evaluation Ordinance



# No Additional Documents Required

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## **Non-Discrimination/Affirmative Action/Equal Employment Opportunity Program**

- In no event may a contractor discriminate against any person on account of race, color, religion, national origin, ancestry, sex, sexual orientation, age, disability, marital status, domestic partner status, or medical condition. ([Link to Website](#))

## **City Contractors' Use of Criminal History for Consideration of Employment Applications Ordinance (aka Fair Chance or Ban The Box)**



- This ordinance requires that City Contractors and Employers do not include any inquiries into a job applicant's criminal history on job applications or postings. Contractors cannot inquire about an applicant's criminal history until after a conditional offer of employment has been made. If an Offer of Employment is withdrawn as a result of a criminal history, the applicant must be given the opportunity for the fair chance process. ([Link to Website](#))

# Two Affidavits on RAMP

1. Equal Benefits Ordinance/First Source Hiring Ordinance Affidavit
2. Disclosure Ordinances Affidavit



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- Company Details
- User Management
- Compliance Documents**
- Certification
- NAICS Codes and Licenses
- Bookmarks
- BIP Management
- Related Opportunities
- RAMP Support

### Compliance Documents

The uploaded forms will be verified by the Bureau of Contract Administration (BCA) only if your company is the successful Proposer/Bidder selected for contract award. Upon BCA verification, the Awarding Authority shall award the contract. If in the process of verifying the uploaded forms, BCA finds that the form(s) are incomplete, the awarding department shall be notified and your company will be required to re-upload the form(s). Currently, all other forms pertaining to the Living Wage Ordinance and the Contractor Responsibility Ordinance shall be submitted with each bid/proposal.

#### View Expired Compliance Documents

Company Compliance Documents	Status	Upload/Submit By	Upload/Submit Date	Expires	Menu Options
 Disclosure Ordinance**New**	Submitted	TestAccount BCA_BAVN	2022-05-20	Indefinite	<a href="#">Disclaimer</a> <a href="#">Edit</a> <a href="#">Remove</a>
 Equal Benefits / First Source Hiring Ordinance**New**	Not Completed	<a href="#">Disclaimer</a> <a href="#">Click here to complete and submit this form</a>			

# Two Affidavits on RAMP

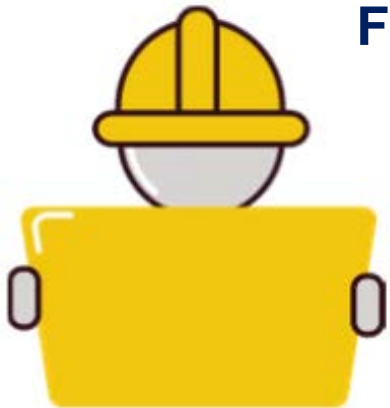
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## 1. Equal Benefits Ordinance/First Source Hiring Ordinance Affidavit

### Equal Benefits Ordinance (EBO)

- The EBO requires City Contractors to provide equal benefits to their employees with spouses and employees with domestic partners (same and opposite sex). ([Link to Website](#))



### First Source Hiring Ordinance (FSHO)

- The FSHO requires City Contractors to estimate the anticipated employment opportunities they will need to fill in order to perform the service(s) in their City contract. During the term of their contracts, any employment opportunities that may become available will need to follow the FSHO procedures. ([Link to Website](#))

# Two Affidavits on RAMP

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## 2. Disclosure Ordinances Affidavit (DO)

### Disclosure of Border Wall Contracting Ordinance (DBWCO)

- The DBWCO requires that City Contractors disclose all contracts, bids or proposals to provide goods or services for the design, construction, operation or maintenance of a federally funded wall, fence or other barrier along the border between the United States and Mexico. ([Link to Website](#))

### Slavery Disclosure Ordinance (SDO)

- The SDO requires that City Contractors disclose whether their company had any participation, investments, or profits derived from slavery during the Slavery Era (prior to 1865). ([Link to Website](#))

# The Other Ordinances

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## Living Wage Ordinance (LWO) for July 1, 2024

	Wage Rate	Health Benefits	Without Health Benefits
<b>LAWA</b>	\$19.28	\$5.95	\$25.23
<b>All other depts.</b>	\$17.28	\$1.25	\$18.53
<b>Increases every July 1</b>			

- 96 hours of Compensated Time Off
- 80 hours of Uncompensated Time Off
- Exemptions include Non-Profit Organizations, students, etc. All exemptions require the submission of documentation.
- [Link to Website](#)

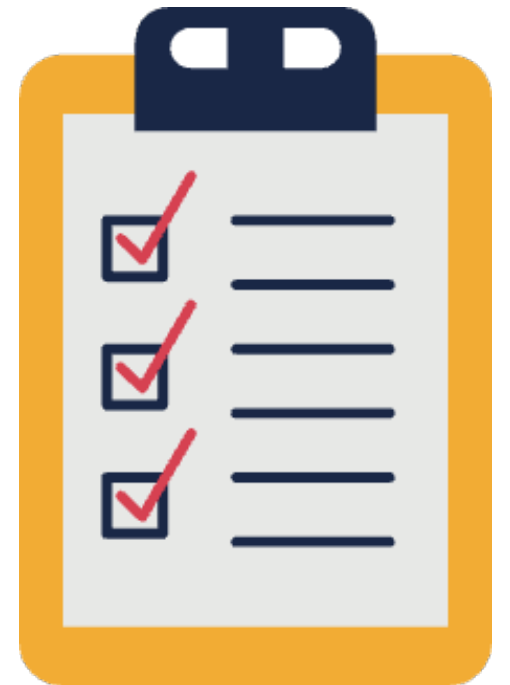


# The Other Ordinances

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## Contractor Responsibility Ordinance (CRO)

- The City is ensuring that a prospective contractor has the necessary quality, fitness, and capacity to perform the work set forth in a contract. The contractor is required to complete a CRO Questionnaire and Pledge of Compliance. ([Link to Website](#))
- Example:
  - In the past five years, has your firm or any of its owners, partners or officers, ever been investigated, cited, assessed any penalties, or been found to have violated any laws, rules, or regulations enforced or administered, by any of the governmental entities?





# The Other Ordinances

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## **Worker Retention Ordinance (WRO)**

The WRO requires that when a City contract has been terminated and will be replaced by a new contractor for the same services, the outgoing contractor must provide the successor contractor with a list of employees who meet certain requirements. The successor contractor must retain these employees for a 90-day transition period. ([Link to Website](#))



## **Contractor Performance Evaluation Ordinance (CPEO)**

At the end of contract, the City will conduct an evaluation of the Contractor's performance. The City may also conduct evaluations of the Contractor's performance during the term of the contract.

# Questions?

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For more information, please visit our website:

<https://bca.lacity.org/equal-employment-opportunity-enforcement>

General email:

[bca.eeoe@lacity.org](mailto:bca.eeoe@lacity.org)

