



THE CITY OF SAN DIEGO

M E M O R A N D U M

DATE: December 21, 2021
TO: Contractors & Consultants
FROM: James Nagelvoort, City Engineer, Engineering & Capital Projects Department
SUBJECT: City of San Diego Mandator COVID -19 Vaccination Policy

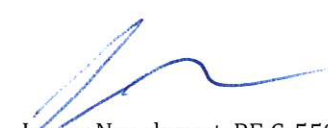
During the COVID-19 crisis, the City continues its commitment to provide the public with safe and reliable infrastructure systems. City is maintaining all essential functions during this crisis. To that end, design and construction of various projects vital to a fully functioning infrastructure system are moving forward. As Contractors and Consultants, you play a vital role in helping us deliver our program of projects.

On November 29, 2021 the City Council of the City of San Diego adopted an emergency ordinance calling for a mandatory vaccination of all City employees, consultants, contractors, and vendors. Per the City's General Terms and Provisions and the SDMC section 22.3004, contractors must comply with all applicable local, state, and federal laws, regulations, and policies, and more specifically, a contractor's employees must comply with all City rules and regulations while on City premises.

All contractors and consultants currently under contract, who interact in person with City employees while providing contracted services indoors in City facilities or while performing bargaining unit work as specified in the Policy are required to complete the attached Certification of Compliance Form. The appropriate Resident Engineer or Project Manager will be reaching out to you directly to obtain your completed and signed Certification of Compliance Form. All Certifications are due by January 3, 2022.

The City continues to support Contractors, Consultants, and vendors in their efforts to execute the design and construction of our projects as we support the economy and maintain the public's health and safety, despite the challenges during COVID-19. Again, thank you for your continued commitment to our City.

If you have questions or concerns, please contact your Resident Engineer or Project Manager. Take care of yourselves and continue to stay safe and healthy.


James Nagelvoort, PE C-55919
City Engineer

Attachment: Certification of Compliance Form

**COVID-19 VACCINATION ORDINANCE
 CERTIFICATION OF COMPLIANCE**

CONTRACTOR INFORMATION

Company Name: _____
 Company Address: _____
 Company Contact Name: _____ Contact Phone: _____

CONTRACT INFORMATION

Contract Number (if none, purchase order number): _____ Start Date: _____
 Contract Title (or description): _____ End Date: _____

TERMS OF COMPLIANCE

The Mandatory COVID-19 Vaccination Policy, outlined in San Diego Ordinance O-21398 (Nov. 29, 2021), requires **ALL** City of San Diego (City) contractors, who interact with City employees while providing contracted services indoors in City facilities or while performing bargaining unit work while indoors, to be fully vaccinated against COVID-19, effective January 3, 2022, as a condition for provision or continued provision of contracted services.

1. "City contractor" means a person who has contracted with the City of San Diego to provide public works, goods, services, franchise, or consultant services for or on behalf of the City, and includes a subcontractor, vendor, franchisee, consultant, or any of their respective officers, directors, shareholders, partners, managers, employees, or other individuals associated with the contractor, subcontractor, consultant, or vendor. "Person" means any natural person, firm, joint venture, joint stock company, partnership, association, club, company, corporation business trust or organization.
2. "Fully vaccinated" means a person has received, at least 14 days prior, either the second dose in a two-dose COVID-19 vaccine series or a single-dose COVID-19 vaccine, or otherwise meets the criteria for full vaccination against COVID-19 as stated in applicable public health guidance, orders, or law. Acceptable COVID-19 vaccines must be approved by the U.S. Food and Drug Administration (FDA) or authorized for emergency use by the FDA or the World Health Organization.
3. Contractors must fully comply with the City's Mandatory COVID-19 Vaccination Policy, which may include a reporting program that tracks employee vaccination status.
4. Contractors must certify that members of their workforce, and subcontractors regardless of tier, who work at a City facility, are fully vaccinated and that the contractor has a program to track employee compliance.
5. Contractors that have an Occupational Safety and Health Administration compliant testing program for members of their workforce, as a reasonable accommodation, may be considered for compliance.

Non-compliance with the City's Mandatory COVID-19 Vaccination Policy may result in termination of a contract for cause, pursuant to the City's General Terms and Provisions, Reference Standards, and the San Diego Municipal Code.

CONTRACTOR CERTIFICATION

By signing, I _____, who is an authorized signatory of contractor _____, certify under penalty of perjury under the laws of the State of California, compliance with the City's Mandatory COVID-19 Vaccination Policy.

 Name of Signatory Title of Signatory

 Signature Date

FOR OFFICIAL CITY USE ONLY

Date of Receipt: _____ P&C Staff: _____ Contract Number: _____
 Date of Receipt: _____ Compliance Dept. Staff: _____