LIVING WAGE ORDINANCE CERTIFICATION OF COMPLIANCE

Send form to:

CITY OF SAN DIEGO
LIVING WAGE PROGRAM
202 C Street, MS 8A, San Diego, CA 92101
Phone (619) 236-6172 Fax (619) 533-3240

COMPANY INFORMATION

Company Name:

Company Address:

Company Contact Name: Contact Phone:

CONTRACT INFORMATION

Contract Number (if no number, state location): Start Date:

Contract Amount: End Date:

Purpose/Service Provided:

TERMS OF COMPLIANCE

A contractor or subcontractor working on or under the authority of an agreement subject to the Living Wage Ordinance (LWO) must comply with all applicable provisions of the LWO unless specifically approved for an exemption. The basic requirements of the LWO obligate contractors and subcontractors to:

(a) Pay covered employees the current fiscal year's hourly wage rate of $12.02 and health benefits rate of $2.41 (adjusted annually on July 1).

(b) If any lesser amount is applied toward the health benefits rate, to add this difference to the hourly wage rate as cash payment.

(c) Provide a minimum of 10 compensated leave days per year for vacation, sick leave, or other personal need at the employee's request and permit 10 additional uncompensated leave days for personal or family illness when accrued compensated leave days have been used.

(d) Annually distribute a notice with the first paycheck after July 1 to inform all covered employees of requirements of the LWO, their possible right to Federal Earned Income Tax Credit, and the possible availability of health insurance coverage under the Affordable Care Act.

(e) Prohibit retaliation against any covered employee who alleges noncompliance with the requirements of the LWO.

(f) Permit access for authorized City representatives to work sites and relevant records to review compliance with the LWO.

(g) Maintain wage and benefit records for covered employees for 3 years after final payment.

(h) Perform at least fifty percent (50%) of the work with its own employees.

(i) File a Living Wage Ordinance Certification of Compliance with the City within 30 days of becoming a covered employer.

If a subcontractor fails to submit this completed form, the prime contractor may be found in violation of the LWO for failure to ensure its subcontractor's compliance. This may result in a withhold of payments or termination of the agreement.

CONTRACTOR CERTIFICATION

By signing, the contractor certifies under penalty of perjury under laws of the State of California to comply with the requirements of the Living Wage Ordinance.

Name of Signatory | Title of Signatory

Signature | Date

FOR OFFICIAL CITY USE ONLY

Date of Receipt: LWO Analyst: Contract Number: