

34TH DBE WORKSHOP & SECRETARY'S GOLDEN SHOVEL

AWARDS

Diversifying
Contracts in
Design and
Construction



Contract
Compliance

City of Madison, WI

#GSA2020

PURSUE

WIN

EXECUTE

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CITY OF MADISON, WI CONTRACT COMPLIANCE REQUIREMENTS & COMMON THEMES



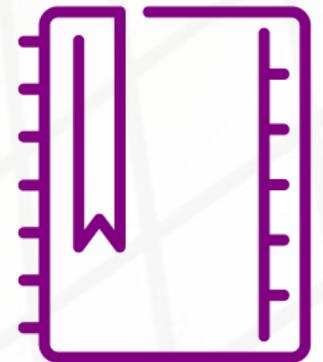
Affirmative Action
Plan



Monthly
Reporting



RaISE Job Postings



Other
Considerations

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Affirmative Action Plan

Requirements

- \$50,000 or more per calendar year
- Subcontractors also required

Exemptions

- Under \$50,000
- 14 or Fewer Employees

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Monthly
Reporting

Monthly Employment Utilization Report

- Demographics of Employees

Committed Cost Status Report

- Subcontractor Payments & Targeted Business Utilization

Certified Payroll (weekly – if applicable)

- Prevailing Wage

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RaISE Job Postings

RaISE Acronym

- Referrals and Interviews for Sustainable Employment Program

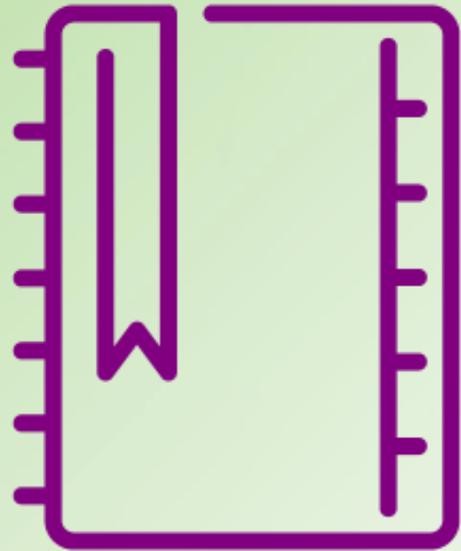
Posting Jobs

- Contractors must post jobs for 12 months

Guaranteed Interviews

- If our partners know of someone that meets minimum qualifications, they must be interviewed if referred

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Other
Considerations

On Site Visits

- Contract Compliance Specialists will visit at least once

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Other Considerations

Good Faith Efforts - Workforce

- If Affirmative Action or Workforce goals are not met, we need documentation that you tried your best
- Pick three (3)

Targeted Outreach

Diversity-Focused Job Fair

Diversity-Focused Apprenticeships or Internships

Diversifying Hiring Process

Overall Increase in Workforce Diversity

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Other Considerations

Good Faith Efforts – Targeted Businesses

- If Targeted Business goals are not met, we need documentation that you tried your best

Attend Pre-Bid Meeting	Refer TBEs to us	Divide projects into smaller amounts; use creative delivery schedules	Strong communication & solicitation with TBEs
	Use bid if 5% above lowest bidder	Complete TBE Contact Report Documentation	

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**Don't forget to fill out the
evaluation for this session.
These evaluations help shape
future events,
Thank You.**

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