



Attachment B-3 – DISADVANTAGED BUSINESS CORE WORKFORCE FORM

San Diego Association of Governments Community Benefits Agreement

SANDAG’S Community Benefits Agreement Article 4, Section 4.6 requires Contractors who are not directly signatory to an applicable Master Agreement to provide a list of Core Employees to the Project Labor Coordinator and applicable Union, prior to performing Covered Work. After submitting the Core Employee list prior to commencing work, Contractors shall not make any changes or substitutions to the Core Employee list for the duration of the Covered Project except in cases where a Core Employee is injured or otherwise cannot work on the Covered Project due to factors beyond the Contractor’s control. Failure to submit the Core Employee list prior to work commencing will prohibit the Contractor from using any Core Employees for 30 calendar days after the list is provided to the Project Labor Coordinator and applicable Union.

The SANDAG Community Benefits Agreement Article 4, Section 4.6 (b), permits Disadvantaged Businesses the opportunity to first employ three (3) of its core employees per craft on each Covered Project, prior to employing an employee through the appropriate Union hiring hall. The next (fourth) employee shall be hired from the appropriate Union hiring hall and thereafter, such Contractor may employ, as needed, two (2) additional Core Employees in an alternating manner with Union referrals, up to a total of five (5) Core Employees. Thereafter, all additional employees in the affected trade or craft shall be requested and referred from the appropriate Union hiring hall. These provisions are subject to the limitations listed below:

- 4.6 (1) Provisions of subsection (a) are available only to a Disadvantaged Business with an individual subcontract value of \$500,000 or less, or one-half of one percent (0.5%) of the value of the prime construction contract or individual job order for the Covered Project (or of the task order value, for Covered Work performed pursuant to a professional services agreement task order), whichever is greater; and
- 4.6 (2) The total value of all subcontracts utilizing the foregoing Core Employee hiring procedure shall not exceed twenty (20) percent of the contract award value of each Covered Contract, and each Disadvantaged Business is limited to using this procedure for one subcontract per Covered Project or individual job order per master Job Order Contract.

C O N T R A C T O R I N F O R M A T I O N			
Covered Project Name:			
Contractor/Firm Name:			
Submitted by:		Date Submitted:	
Email:		Phone:	

In accordance with the SANDAG Community Benefits Agreement, Article 4, Section 4.6 (f), a Core Employee must meet all of the following requirements:

- Be either a journeyman or Apprentice;
- Be on Contractor’s active payroll for at least sixty (60) of the last one-hundred-twenty (120) working days prior to being designated as a Core Employee; and
- Possess any license required by state or federal law for the Covered Projects to be performed.

Please see Article 4.6 of the Community Benefits Agreement for additional information regarding use of Core Employees, including limits and order of referrals.

SANDAG

CRAFT / TRADE	EMPLOYEE NAME	LAST 4 SSN	HIRE DATE	DATE LAST EMPLOYED

Please use additional sheets as necessary.