

DOCUMENTATION OF BEST AND GOOD FAITH EFFORTS  
WORKFORCE DIVERSITY GOALS

OFFICE OF LABOR STANDARDS

BID TITLE	NAME OF SELLER	BID SUBMISSION DATE

1) Identify the labor organizations (if any) with which you have a collective bargaining agreement.

2) Did you contact the labor organizations applicable to the scope of work of this contract *in writing* to request a diverse workforce? If so, please provide a copy of that request.

3) Please identify any on-the-job training or apprenticeship programs that you operate or provide funding for. Please note if any of these programs are Commonwealth-approved apprenticeship programs that specifically encourage the training and employment of minority, women and/or disabled persons.

4) Please provide the number of trainees and breakout of minority, female and/or disabled participants for each program you operate or fund.

5) Did you seek assistance from the Urban Affairs Coalition, Careerlink Philadelphia, Opportunity Industrial Center, Philadelphia Works, Finishing Trades Institute, JEVS Orleans Technical Institute, the Philadelphia Housing Authority ,or any other labor or community organizations applicable to the scope of work for this contract to perform employee outreach? Provide a list of the recruitment agencies or other community based organizations that your firm uses for employment placement.

6) As identified in the Rebuild Ordinance (Bill No. 170206), the current employment hourly goals for Journeypersons are 45% minority [27% African American, 15% Hispanic and 3% Asian] and 5% female. For Apprentices the hourly goals are 50% minority and 5% female. In the space below please provide an estimate of your weekly employment utilization for each category of minority worker and female workers, and how that will allow you to meet the overall employment goals by the completion of the contract.

	Total Hours	Journeymen				Apprentices	
		% African American	% Hispanic	% Asian	% female	% minority	% female
Week 1							
Week 2							
Week 3							
Week 4							
Week 5							
Week 6							
[insert additional rows as needed]							

7) Attach your company's Equal Employment Opportunity Statement and any published nondiscrimination policies.