



**City of Las Vegas  
Economic Development Projects**

**EMPLOYMENT PLAN REPORTING TEMPLATES**

**Designed for the Promotion and Utilization of City Residents, Minorities,  
Women, Disabled, and Veteran Business Enterprises for  
Economic Development Projects**

**Employment Plan Policy, Section 3  
Adopted: April 6, 2011**

# EMPLOYMENT PLAN STATEMENT OF COMMITMENT

**PROJECT NAME:**

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**DEVELOPER/CLIENT:**

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The mission of the city of Las Vegas is to provide business attraction and retention, urban and economic development services to businesses, developers and investors so they can operate profitably, which contributes to a sustainable, diverse Las Vegas economy.

There is a commitment to achieve a Las Vegas construction workforce which, to the maximum extent practicable, reflects the community within which we will work. The following aspirational goals demonstrate the steps to be taken in furtherance of said commitment:

**The Resident Participation** requirement is to hire a minimum of 30% of the workforce from bona-fide residents of the City of Las Vegas

**The Minority Participation** aspirational goal is to hire a minimum of 15% of the workforce from one of the following underrepresented groups in the community: Minorities, Women, Disabled, and Veteran Business Enterprises (M/W/D/VBEs).

Quarterly reporting of employment plan progress as expressed in the agreement, is **mandatory** for compliance and/or receiving full development incentives as negotiated.

The developer is responsible for designing, implementing and fulfilling the goals of the construction diversity plan and will be encouraged to model the most successful diversity hiring practices in the industry.

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**City of Las Vegas Representative**

**Date**

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**Developer/Client**

**Date**

## REQUIRED DOCUMENTS FOR SUBMITTAL

**Note:** Complete each exhibit and submit final report to the City of Las Vegas Equal Opportunity Contracting Section in the Purchasing and Contracts Division for determination of employment plan compliance.

- EXHIBIT A**  
**Employment Plan Statement of Commitment**
  
- EXHIBIT B**  
**(B1) Subcontractor Data Summary**  
**(B2) Baseline Employee Chart**
  
- EXHIBIT C**  
**(C1) Bid Advertising Summary**  
**(C2) Community Outreach Efforts**
  
- EXHIBIT D**  
**When Resident or Minority Business Enterprise Contracts Are Not Awarded**
  
- EXHIBIT E**  
**Summary and Evidence of Contract Breakdowns**







## Community Outreach Efforts

**Summary of outreach efforts for the utilization of City of Las Vegas Residents:**

**Summary of outreach efforts for utilization of minority, women, disabled, and veteran-owned business enterprises (M/W/D/VBE):**

**List all referral agencies and community organizations utilized for the hiring of a M/W/D/VBE and/or Resident of the City of Las Vegas:**

**Highlight any special outreach and/or training offered by the company:**





# SUMMARY AND EVIDENCE OF CONTRACT BREAKDOWNS

Project Name: \_\_\_\_\_

Developer/Client: \_\_\_\_\_

Percentage of Subcontracts Awarded Towards Goals Expressed in the Agreement:

Percentage of the Subcontracts Awarded to Residents of the City of Las Vegas:

Percentage of M/W/D/VBE Awarded vs Non-M/W/D/VBE Awarded:

Number of Times Solicitations Sent Out:

Number of Publications and Chambers that Received Solicitations:

Number of Responses from Qualified Subcontractors

Residents:	<input type="text"/>
M/W/D/VBE:	<input type="text"/>
Non-M/W/D/VBE:	<input type="text"/>
Total:	<input type="text"/>

Reasons for Non-Participation by Residents or M/W/D/VBE:

Additional Outreach Efforts or Workforce Development Programs: