

## 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:	
DEVELOPER/CLIENT:	
The mission of the city of Las Vegas is to provide business attraction and reconomic development services to businesses, developers and investors profitably, which contributes to a sustainable, diverse Las Vegas economy	so they can operate
There is a committment to achieve a Las Vegas construction workforce w extent practicable, reflects the community within which we will work. The aspirational goals demonstrate the steps to be taken in furtherance of sai	ne following
<b>The Resident Participation</b> requirement is to hire a minimum of 30% of the bona-fide residents of the City of Las Vegas	he workforce from
<b>The Minority Participation</b> aspirational goal is to hire a minimum of 15% one of the following underrepresented groups in the community: Minor Disabled, and Veteran Business Enterprises (M/W/D/VBEs).	
Quarterly reporting of employment plan progress as expressed in the agrefor compliance and/or receiving full development incentives as negotiated	
The developer is responsible for designing, implementing and fulfilling the construction diversity plan and will be encouraged to model the most such iring practices in the industry.	_
City of Las Vegas Representative	Date
Developer/Client	Date

### **REQUIRED DOCUMENTS FOR SUBMITTAL**

**<u>Note</u>**: 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

## **Subcontractor Data Summary**

M/W/D/VBE Owned Enterprise	# of Subs	# of Jobs	Payroll
Minority Business Enterprise			
Woman Business Enterprise			
Disabled Business Enterprise			
Veteran Business Enterprise			
All M/W/D/VBE Subs Data			
Other Subcontractor Subs Data			

## M/W/D/VBE Subcontract Awards and Trades

M/W/D/VBE Contracts by Company	Trade	Award Amount	Award Date

## **Subcontract Baseline Employee Chart**

Classification: City Resident/ Non-Resident	Job Title	Annual Salary	Full or Part- Time	Health Benefits Y/N	Agency Referral Y/N	Project Employment Dates	Minority/ Non- Minority	Zip Code
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## **Bid Advertising Summary**

**Note**: Please illustrate where the project description and notice of available jobs ran to the public. Include and attach ALL copies of advertisements and the paid invoice at the end of the exhibit.

SOLICITATIONS: Newspapers, Trade Magazines, Radio, Television, Business Organizations, etc.				
Publication Name	Publication Days	Ad Req. Deadline	Request Sent	Dates Running
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# **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:

#### When Resident or M/W/D/VBE Contracts Are Not Awarded

<u>Note:</u> The developer/contractor will be held accountable for taking specific steps to meet the established Resident requirements or M/W/D/VBE aspirational goals. Include copies of any emails, phone logs, or letters documenting the inability to obtain a bid. Attach any response letters and reasons for non-participation.

Company	Trade	Whe De or Me	Specify: Resident or Non-Resident	Comments

### **SUMMARY AND EVIDENCE OF CONTRACT BREAKDOWNS**

Project Name:	
Developer/Client:	
Developed of Cultivariate Assessed of Toursello Cools Transport in	
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 Publications and Chambers that neceived Solicitations.	
Number of Responses from Qualified Subcontractors	
Residents:	
M/W/D/VBE:	
Non-M/W/D/VBE:	
Total:	
Reasons for Non-Participation by Residents or M/W/D/VBE:	
Additional Outroach Efforts on Worldson Davidson Droamont Programs	
Additional Outreach Efforts or Workforce Development Programs:	