

CITY OF SANTA BARBARA

Living Wage Compliance Declaration

July 1, 2024 through June 30, 2025

TO BE COMPLETED BY ALL CONTRACTORS PROVIDING SERVICES TO THE
CITY OF SANTA BARBARA

Official notification to:

_____	_____
Name of Company	Bid/PO/Contract No.

Mailing Address	

City, State & Zip	

The contemplated work is subject to the City of Santa Barbara Living Wage Ordinance, SBMC Chapter 9.128 (hereinafter referred to as “the Ordinance”).

Living wage rates are adjusted annually, effective the 1st of every July to reflect the increase during the preceding year in the Consumer Price Index for all urban wage earners and clerical workers for Los Angeles-Riverside-Orange County California as published by the U.S. Department of Labor, Bureau of Labor Statistics. **The new rates would apply to all contract renewal options exercised in subsequent fiscal years.**

The Living Wage Ordinance applies to individuals and companies which enter into one or more purchase orders/contracts with an aggregate value of \$23,929 or more in a fiscal year and requires you to notify your employees that the City of Santa Barbara Living Wage Ordinance applies to them. **Living Wage requirements also apply to subcontractors.** **You are required to notify affected employees that:**

Effective from July 1, 2024, through June 30, 2025, the current rate for minimum compensation to employees is \$22.33 per hour.

The ordinance as well as additional information can be found on the City’s website under Purchasing’s page. If you have any questions on the Living Wage Ordinance, contact the Purchasing Office at 805-564-5349.

Audits: The City may request payrolls records, time cards, and other associated documentation to demonstrate compliance. Any such request will be made to your firm in writing and the records must be provided within 14 calendar days unless an extension is granted in writing by the City.

The City may also conduct on-site audits to verify compliance. These audits may include, but are not limited to, employee interviews, and records examinations.

A Living Wage Benefit Statement, see attached, shall be provide to the Purchasing Office within 45 days from completion or termination of work.

INSTRUCTIONS: COMPLETE SECTIONS I-EXEMPT OR II-NOT EXEMPT AND SECTION III

SECTION I – EXEMPT

THIS CONTRACT IS NOT SUBJECT TO THE LIVING WAGE ORDINANCE

Below are the exemptions to the Ordinance. Please check the qualifying exemption(s).

- Exemption for Handicapped Individuals and Apprentices.** For the purposes of this form, an employee shall not include a “handicapped employee” employed pursuant to a special license issued under Sections 1191 and 1191.5 of the state Labor Code or an “apprentice” or “learner” employed pursuant to a special license issued under Section 1192 of the state Labor Code.
- Exemption for Student Interns.** For the purposes of this form, an employee shall also not include a student intern which shall be defined as a person receiving educational or school credit at a duly licensed and accredited school or educational institution as part of or in connection with his or her employment or service with the City Service Contractor.
- Public Entity.**
- Non-profit exemption.**
- Workers are part of a bona fide collective bargaining agreement.**
- Persons employed are defined as executive or professional as used in the federal Fair Labors Standards Act of 1938 (29 USC Section 201 et. seq.).**
- Including this agreement, the amount awarded by the City to your firm through one or more agreements is less than \$23,929.00 when calculated on a City fiscal year basis (July to June).**
- Employees do not directly provide services to the City and their hours cannot be tracked.**
- Services are incidental to the purchase such as installation services for a copier. Explain:**

SECTION II – NOT EXEMPT

THIS CONTRACT IS SUBJECT TO THE LIVING WAGE ORDINANCE

Employees receive a **minimum** pay rate that meets or exceeds the City of Santa Barbara Living Wage requirement of **\$22.33** per hour.

SECTION III – DECLARATION

In order to be considered for award, you must declare under the penalty of perjury under the laws of the State of California certify that your company and subcontractors will comply with the City of Santa Barbara’s Living Wage Ordinance, if applicable, AND the forgoing information is true and correct.

Signature: _____

Print Name & Title: _____

Company Name: _____

Date: _____