Contractor Workforce Commitment Form

The **apparent low bidder (ALB)** and **each subcontractor** with labor hours on the project must complete this form. Return completed form to the ALB immediately.

Company and Project Information

SP Number: _____

Your Company: _____

Company Address: _____

EEO Officer: _____
Name **E-mail** **Phone Number**

Payroll Contact: _____
Name **E-mail** **Phone Number**

Scope of Work: _____

Contract Amount: **$** _____ **with** _____
(Company Name)

Est. Start and End Date: _____ **until** _____
M/D/YY M/D/YY

Est. Number of Workers on Project: _____ **Do you anticipate hiring for this project?** ◯ Yes ◯ No

Worker Classifications: In the blank space, note how many workers you anticipate working on the project.

Laborer:		Operator:		Mechanic:		Truck Driver:	
Cement Mason:		Ironworker:		Painter:		Other:	
Carpenter:		Electrician:		Pipefitter:		*list trades:*	

Workforce Goals

People of Color:	15%		**Women:**	12%

Instructions for completing Workforce Hours table:

- Only on-site trade workers count towards the workforce goals (those job classifications subject to prevailing wage).
- The hours for office, administrative, managerial, supervisory, and professional employees (i.e. engineers) **do not count** towards meeting these goals.
- In *Your Company's Committed Total Hours* table below, record the anticipated number of labor hours for each item.
  Please be realistic with your workforce commitments. Contractors will be evaluated based on their commitments.
- The *Hours Needed for Your Company to Reach Goals* table below will automatically populate to assist you in forecasting your workforce needs to achieve the goals.

Your Company's Committed Total Hours		
	Hours	**Percent**
Total Project Hours (per prime)		
Your Company's Total Hours		
Total Women Hours		0.0%
Total People of Color Hours		0.0%

Hours Needed for Your Company to Reach Goals		
	Hours	**Percent**
Total Project Hours (per prime)	0	
Your Company's Total Hours	0	
Total Women Hours	0	0.0%
Total People of Color Hours	0	0.0%

Actions to reach workforce goals:

If there are insufficient numbers of women or people of color in your current workforce to meet the above goals, please describe specific actions your company will take within the next year to recruit, hire, train and retain these individuals. Actions may include, but are not limited to, targeted advertising, career fairs, referral programs, union collaboration, community-based organization outreach, etc. Please include any known timelines or dates of specific activities.

Clear Entire Form

An Equal Opportunity Employer