Los Angeles County



Living Wage Program

Living Wage Ordinance

Los Angeles County Code Chapter 2.201 was adopted by the Los Angeles County Board of Supervisors on July 22, 1999 which enacted the Living Wage Program (LWP) and is applicable to all non-exempt Prop A and cafeteria services contracts and amendments effective October 22, 1999

Living Wage Ordinance (LWO) Program

- Requires non-exempt contractors and subcontractors to pay employees working under Living Wage contracts at least the Living Wage Rate;
- Annual adjustments to the LWO rates;
- Requires the use of Full-Time Employees;
- LWO exemption applies to collective bargaining agreements (CBAs)

Living Wage Requirements

Wages

Full-Time Contract Workers

Submittal of Living Wage Forms

Living Wage Rates – Annual Adjustments

Effective Date	Hourly Rate
March 1, 2016	\$13.25
January 1, 2017	\$14.25
January 1, 2018	\$15.00
January 1, 2019	\$15.79
January 1, 2020	\$16.31
January 1, 2021	\$16.62
January 1, 2022	\$17.14
January 1, 2023	Previous Year + CPI

The LW rate shall increase annually based on the U.S. Department of Labor, Bureau of Labor Statistics' Consumer Price Index (CPI) for the Los Angeles-Riverside-Orange County Area for the 12-month period preceding July 1 of each year.

The LWO requires all Contractors/Subcontractors to pay the LW rate to all their employees who work on LW Contracts/Subcontracts, regardless of the number of hours they have worked.

^{*} Effective January 1, 2020:

Full-Time Contract Workers

- Contractors are required to maintain full-time employees
 - 40 hours per week (County & non-County facilities)
 - 35-39 hours per week (recognized industry standards) if approved by County

Exceptions:

 Part-time staff may be approved if contractor can demonstrate necessity. Contractor must have prior County approval.

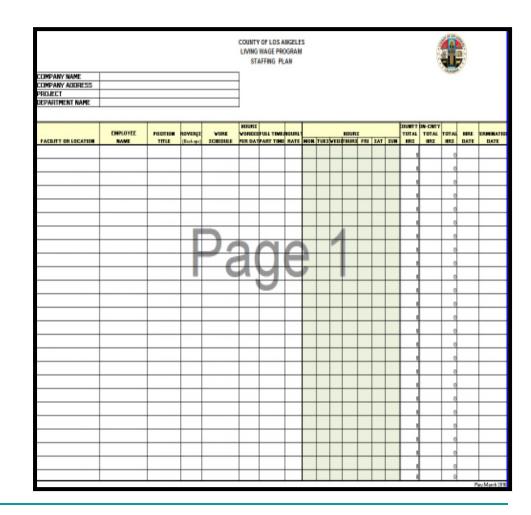
Submittal of Living Wage Forms

Once a contract is awarded and services begin, the Contractor will be required to submit monthly compliance/monitoring reports to the awarding department, such as:

- 1. Staffing Plan
- 2. Payroll Reporting Form
- 3. Payroll Statement of Compliance

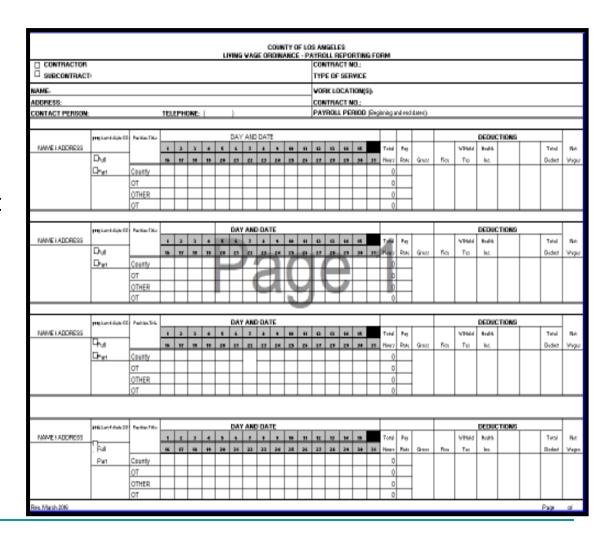
LWO Forms - Staffing Plan

- The Staffing Plan is included in solicitation document
- It indicates full-time employees
- Must be updated when there is a change in staffing
- Must submit a written request to use part-time employees



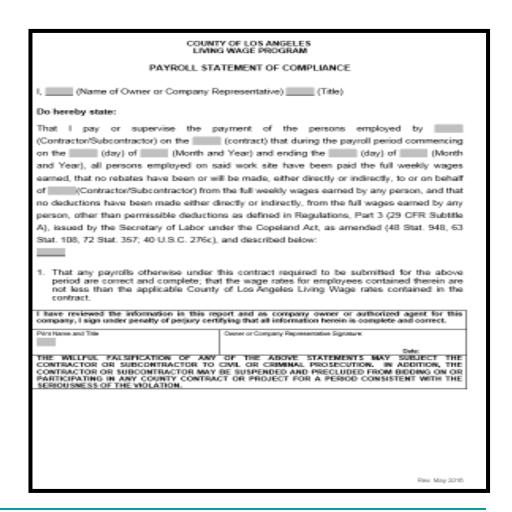
LWO Forms - Payroll Reporting Form

- Due by the 15th of the month
- Pay periods must be consecutive
- Contractor may submit alternative form, if all requested information is included
- Only includes last four digits of employee's social security number



LWO Forms - Payroll Statement of Compliance

- Signed by authorized representative
- Submitted monthly with payroll reports
- Include description of permissible deductions
- Consecutive and inclusive pay period dates
- Contractor certifies that payroll reports are accurate and correct

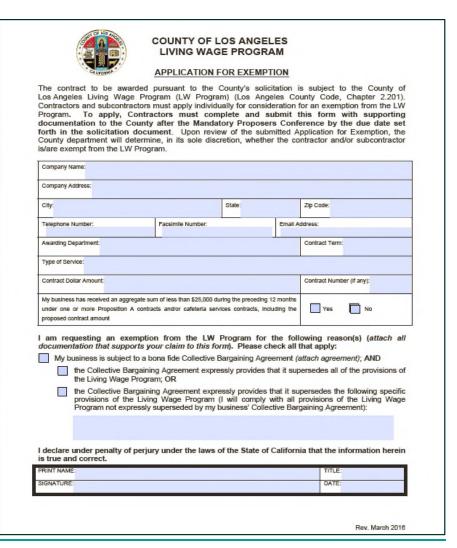


Living Wage Program Exemption

Collective Bargaining Agreements between Contractors and a labor organization or collective bargaining units that expressly supersede the ordinance

Living Wage Program Exemption

Application for Exemption and supporting documents must be submitted by the due date set forth in the solicitation.



More on Exemptions

- The County has an ongoing obligation to review LWP exemption status ("Annual Verification of Exemption Status" form)
- LWO Exempt Contractors are not required to comply with the LWP wage or reporting requirements

Living Wage Program Contractor Guide

http://file.lacounty.gov/SDSInter/isd/dbw/1068603_LW_ContractorGuide.pdf



Questions / Comments



Thank you