



**COVENANT OF NON-DISCRIMINATION
WITH THE
CITY OF GRAND RAPIDS**

It is the policy of _____ to promote equal employment opportunity for all qualified employees and applicants for employment and to prohibit discrimination in employment because of race, creed, color, religion, natural origin, age, sex, height, weight, disability, gender orientation or marital status. We will work to ensure fair, just, and equitable treatment of all employees and applicants for employment in recruitment, employment, promotions, demotions, transfers, layoffs, and terminations.

We are, also, committed to equal business opportunity by using fair, just, equitable criteria for doing business. We will ensure non-discrimination in the performance and administration of contracts and acquisitions; provide fair and equal access for business participation, and make decisions that promote fair trade and inclusion.

Our staff is expected to comply with both the letter and the spirit of this covenant.

This commitment is understood by all departments, labor union(s), and recruitment sources.

Signature of EEO/Designated Officer

Date

Signature of Company Owner or Chief Executive Officer

Date



EEO 201 PERMANENT WORKFORCE DATA

(Please complete all sections of this form to ensure compliance.)

Company Name:		Federal Taxpayer ID:	
Address:			
Phone Number:	Fax Number:	Type of Service Provided:	
General Manager: Phone:		EEO Officer: Phone:	
Are You Applying for a Tax Abatement? YES or NO (Circle)		Do You have an Existing Tax Abatement? YES or NO (Circle)	

EEO JOB CATEGORY	Total	Current Permanent Workforce (All Michigan Locations)											
		WM	WF	BM	BF	HM	HF	AM	AF	NAM	NAF	M/O M	M/O F
Officials/Managers													
Professionals													
Technicians													
Sales Workers													
Administrative Support													
Craft Workers													
Operatives (Semi-Skilled)													
Laborers (Unskilled)													
Service Workers													
Total Workforce													

Workforce within Grand Rapids City Limits <i>(Required)</i>	_____	_____ %
	Number	Percentage of Total Workforce
Employees who are City of Grand Rapids Residents <i>(Required)</i>	_____	_____ %
	Number	Percentage of Total Workforce
Employees who are City of Grand Rapids Residents AND who are GTA Residents (see Map p.14)	_____	_____ %
Veteran Employees	_____	_____ %
	Number	Percentage of Total Workforce
Disabled Employees	_____	_____ %
	Number	Percentage of Total Workforce

WM = White or Caucasian Male	HM = Hispanic Male	NAM = Native American or American Indian Male
WF = White or Caucasian Female	HF = Hispanic Female	NAF = Native American or American Indian Female
BM = Black or African American Male	AM = Asian Male	M/O M = Multi Racial & Other Race Male
BF = Black or African American Female	AF = Asian Female	M/O F = Multi Racial & Other Race Female



EEO 202

**COVENANT OF NON-PARTICIPATION IN
WAGE THEFT ACTIVITIES**

_____ attest and affirm that we have not engaged in wage theft activities during the previous twenty four (24) months. Additionally, we attest and affirm that we will not engage in wage theft activities during the course of our contract with the City of Grand Rapids.

This covenant is understood by all departments, labor union(s), and recruitment sources.

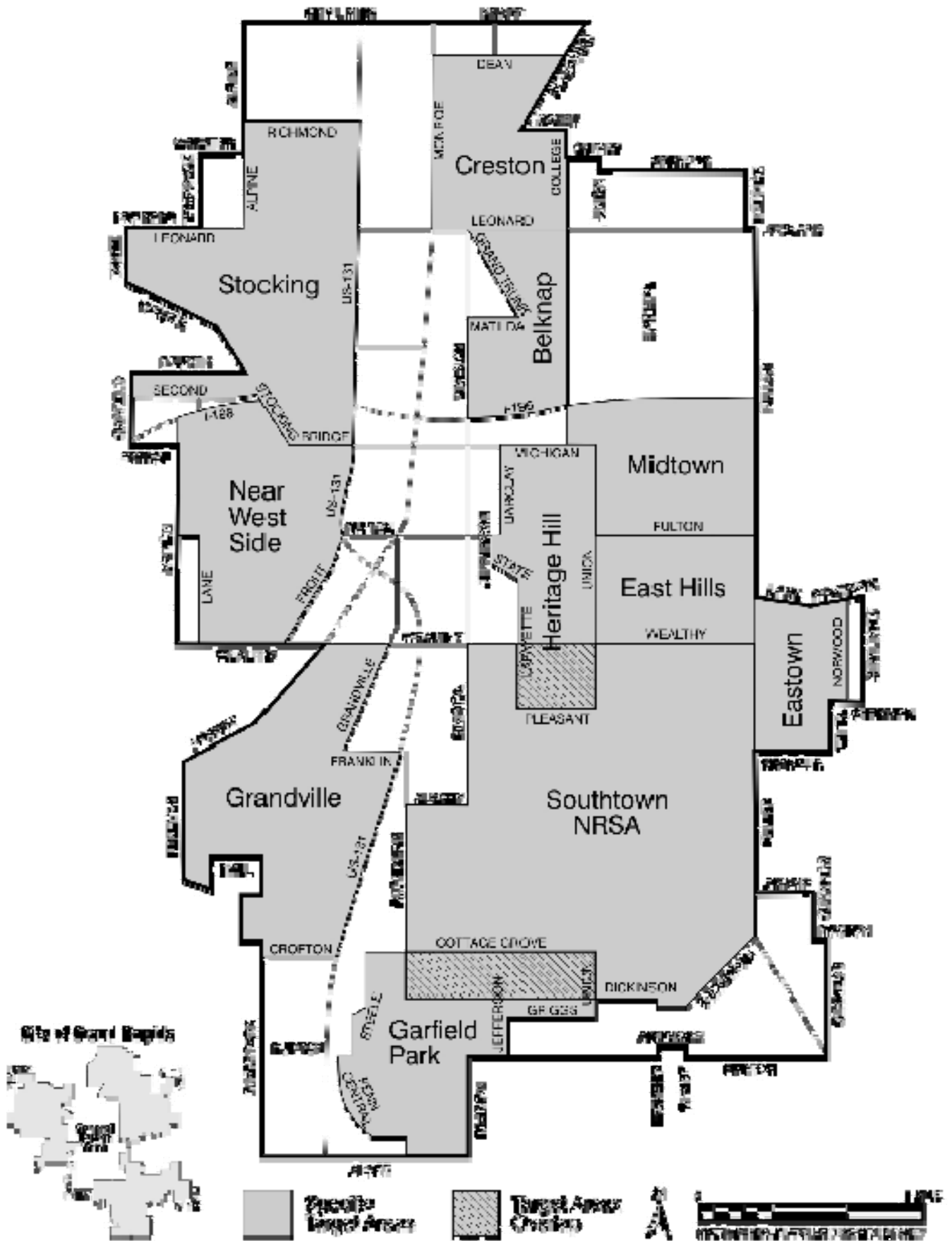
Signature of EEO/Designated Officer

Date

Signature of Company Owner or Chief Executive Officer

Date

City of Grand Rapids General Target Area





EEO 200

**COVENANT OF NON-DISCRIMINATION
 WITH THE
 CITY OF GRAND RAPIDS**

It is the policy of XYZ Distributors, Inc to promote equal employment opportunity for all qualified employees and applicants for employment and to prohibit discrimination in employment because of race, creed, color, religion, natural origin, age, sex, height, weight, disability, gender orientation or marital status. We will work to ensure fair, just, and equitable treatment of all employees and applicants for employment in recruitment, employment, promotions, demotions, transfers, layoffs, and terminations.

We are, also, committed to equal business opportunity by using fair, just, equitable criteria for doing business. We will ensure non-discrimination in the performance and administration of contracts and acquisitions; provide fair and equal access for business participation, and make decisions that promote fair trade and inclusion.

Our staff is expected to comply with both the letter and the spirit of this covenant.

This commitment is understood by all departments, labor union(s), and recruitment sources.

Mary Wilson, Human Resources Director
 Signature of EEO/Designated Officer

January 1, 2011
 Date

John C. Smith, Owner
 Signature of Company Owner or Chief Executive Officer

January 1, 2011
 Date



EEO 201

(Please complete all sections of this form to ensure compliance.)

Company Name: XYZ Distributors Inc		Federal Taxpayer ID: 00-0000000
Address: 444 Grand Blvd Grand Rapids, MI 49508		
Phone Number: (616) 444-0000	Fax Number: (616) 444-0110	Type of Service Provided: General Contractor -Construction
General Manager: John C. Smith Phone: (616) 444-0000		EEO Officer: Mary Wilson Phone: (616) 444-0000
Are You Applying for a Tax Abatement? YES or NO (Circle)		Do You have an Existing Tax Abatement? YES or NO (Circle)

EEO JOB CATEGORY	Total	Current Permanent Workforce (All Michigan Locations)											
		WM	WF	BM	BF	HM	HF	AM	AF	NAM	NAF	M/O M	M/O F
Officials/Managers	9	9											
Professionals	10	10											
Technicians	1	1											
Sales Workers	31	29		1				1					
Administrative Support	16	5	9				1						
Craft Workers	46	42		2		1						1	
Operatives (Semi-Skilled)	2	2											
Laborers (Unskilled)	12	11	1										
Service Workers	24	22			1								1
Total Workforce	T 150	131	10	3	1	1	1	1	0	0	0	1	1

Workforce within Grand Rapids City Limits
(Required)

(a) 90
Number

60% $a \div T$ (90÷150)
Percentage of Total Workforce

Employees who are City of Grand Rapids Residents
(Required)

(b) 75
Number

50% $b \div T$ (75÷150)
Percentage of Total Workforce

Employees who are City of Grand Rapids Residents
AND who are GTA Residents (see Map p.14)

(c) 45
Number

60% $c \div b$ (45÷75)
Percentage of City Residents

Veteran Employees

(d) 10
Number

6.7% $d \div T$ (10÷150)
Percentage of Total Workforce

Disabled Employees

(e) 4
Number

2.7% $e \div T$ (4÷150)
Percentage of Total Workforce

WM = White or Caucasian Male
WF = White or Caucasian Female
BM = Black or African American Male
BF = Black or African American Female

HM = Hispanic Male
HF = Hispanic Female
AM = Asian Male
AF = Asian Female

NAM = Native American or American Indian Male
NAF = Native American or American Indian Female
M/O M = Multi Racial & Other Race Male
M/O F = Multi Racial & Other Race Female



EEO 202

**COVENANT OF NON-PARTICIPATION IN
 WAGE THEFT ACTIVITIES**

XYZ Distributors, Inc attest and affirm that we have not engaged in wage theft activities during the previous twenty four (24) months. Additionally, we attest and affirm that we will not engage in wage theft activities during the course of our contract with the City of Grand Rapids.

This covenant is understood by all departments, labor union(s), and recruitment sources.

Mary Wilson, Human Resources Director January 1, 2011
 Signature of EEO/Designated Officer Date

John C. Smith, Owner January 1, 2011
 Signature of Company Owner or Chief Executive Officer Date