


CITY COMMISSION POLICY

GRAND RAPIDS  MICHIGAN	NUMBER: 600-10	HISTORY	
		FILE #	DATE
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SUBJECT: EQUAL OPPORTUNITY, NON-DISCRIMINATION AND PREVENTION OF WAGE THEFT IN CITY CONTRACTING

PURPOSE: The purpose of this policy is to promote equal opportunity, non-discrimination, and prevention of wage theft by firms doing business with the City of Grand Rapids.

POLICY:
 It is the policy of the City of Grand Rapids to promote equal employment opportunity, non-discrimination and prevention of wage theft in its contracting and procurement practices by requiring compliance with this policy by:

- (a) firms wishing to do business with the City of Grand Rapids on projects, purchases, or services of \$10,000 or more;
- (b) firms that have received at least \$10,000 in City business during the preceding twelve-month period without regard to whether or not a bidding process was involved;
- (c) firms applying for and receiving tax abatements (Act 198 and Act 328); and
- (d) financial institutions investing City funds.

The City Manager shall cause administrative guidelines to be promulgated detailing the components and requirements of this policy.

1. All department requests for bids on projects, purchases, or services, as well as contracts and purchase orders, the cost of which is projected to be \$10,000 or more, shall include an equal employment opportunity and non-discrimination clause in accordance with this policy as included in the Administrative Guidelines.

2. All department requests for bids on projects, purchases, or services, as well as contracts and purchase orders, the cost of which is projected to be \$10,000 or more, shall include a clause ensuring that the firm is not participating in wage theft.
3. Firms described above shall demonstrate their commitment to equal employment opportunity, non-discrimination and non-participation in wage theft activities under this policy in the manner prescribed by the Administrative Guidelines for this policy.
4. The Office of Diversity and Inclusion shall prepare and present an annual report to the City Manager and City Commission to show performance by vendors and contractors under this policy. The report shall include but not be limited to an analysis of vendors and contractors and an analysis of expenditures.
5. The City hereby reserves the right to refuse to accept a bid, to refuse to award a contract, and/or to terminate any bid or contract attempted to be secured, or secured in violation of this policy.