

COVID-19 CONTRACTOR NOTIFICATION & CERTIFICATION

COVID-19 VACCINATIONS OF COUNTY CONTRACTOR PERSONNEL

You are receiving this notice because the County of Los Angeles (“County”) has identified you or your company/entity as performing services under a contract with the County (“Contractor”). In accordance with the urgency Ordinance adopted by the County of Los Angeles Board of Supervisors on December 7, 2021 as contained in Chapter 2.212, COVID-19 Vaccinations of County Contractor Personnel of County Code Title 2 – Administration, Division 4 (“Ordinance”), all Contractor Personnel who (1) interact in person with County employees, interns, volunteers, and commissioners, (2) work on County owned or controlled property while performing services under a County contract, and/or (3) come into contact with the public while performing services under a contract with the County, must first:

1. Provide one-time verification that they are fully vaccinated, OR
2. If the Contractor Personnel is granted a valid medical or sincerely held religious belief exemption by its employer, provide a weekly certification through the Contractor of a negative polymerase chain reaction (“PCR”) or antigen test as evidence that they are in compliance with the mandate.

“Contractor Personnel” means all employees of a Contractor, and persons working on its behalf on a Contract with the County, including but not limited to, subcontractors of any tier. As many Contractor Personnel perform services in which they come into contact with other people in the course of their work for the County and are in a position to transmit or contract COVID-19 while they are at work, it is essential that the County require effective health and safety practices.

Nothing can provide a higher level of protection against COVID-19 or do more to speed the County’s recovery than vaccines, which are safe and lifesaving. Convenient and community-based vaccination sites can be found via <http://www.publichealth.lacounty.gov/media/coronavirus/vaccine/index.htm>.

The Centers for Disease Control and Prevention (“CDC”) has stated that vaccination is an effective tool to prevent the spread of COVID-19 and benefits both vaccine recipients and those they come into contact with, including persons who for reasons of age, health, or other conditions cannot themselves be vaccinated, and the appearance in the County of the highly transmissible Delta and Omicron variants of COVID-19 has substantially increased the risk of infection for the County’s workforce and members of the public.

To ensure compliance with the Ordinance, the County must receive written confirmation (see Attached) that all Contractors covered by the Ordinance will fulfill the requirements of the Ordinance. Contractor Personnel who are not vaccinated shall not perform services alongside the County’s workforce, for the County in County owned or controlled property, or provide services to the public on behalf of the County, unless the Contractor Personnel has first been granted a valid medical or sincerely held religious belief exemption by its employer and received a negative test result from a COVID-19 PCR or antigen test within 72 hours of their work schedule starting in any applicable week (unless the contracting County department requires otherwise). This applies regardless of the amount of time during the day that Contractor Personnel are performing services for the County. Contractors will have to provide weekly certifications for any unvaccinated Contractor Personnel.

As a condition of your Contract with the County, you must comply with all applicable laws, regulations, ordinances and requirements during your performance of work for the County. While the Ordinance is effective immediately, you will have until **January 1, 2022** to comply with the Ordinance requirements.

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You must be in full compliance with the Ordinance by **January 1, 2022** by: (1) verifying proof of vaccination for your Contractor Personnel performing services for the County; and (2) for any unvaccinated Contractor Personnel that the employer has granted a valid medical or religious exemption, ensure the person does not perform work on the Contract unless they received a negative COVID-19 PCR or antigen test within the immediately preceding 72 hours of their work schedule starting in any applicable week (unless the contracting County department requires otherwise). You must ensure there is no interruption of service to the County if you, or any of your Contractor Personnel, are precluded from working due to an inability to comply with the Ordinance.

A representative of a County department that oversees your Contract may seek additional documentation from you at any time when necessary to ensure compliance with the Ordinance. Please sign, date and return the acknowledgement attached to this notice within seven (7) days to the County Contact below. If you are unable to comply with the requirements of this notice and the Ordinance, you must notify the County contact immediately. Failure to contact the County department representative or return the acknowledgement may result in your company being in default of your Contract with the County.

Subcontractors do not need to submit a certification to the County, however, prime contractors are responsible for ensuring their subcontractors are in compliance and will certify for their subcontractors as part of certifying for all Contractor Personnel.

If you have any questions, please visit <https://doingbusiness.lacounty.gov> for more information, including for a copy of the Ordinance, answers to Frequently Asked Questions, tools for businesses to assist them with establishing vaccination policies and getting their personnel vaccinated such as template policies, forms, and more; or contact your County contracting contact.

County Contact – Daniel Deniz, Chief, Contracts and Compliance
County of Los Angeles, Department of Public Health
Substance Abuse Prevention and Control
1000 S. Fremont Avenue, Building A-9 East, Third Floor
Alhambra, California 91767
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Phone: (626) 299-4532

Certification of Compliance

**Urgency Ordinance, County Code Title 2 – Administration, Division 4 – Miscellaneous – Chapter 2.212
(COVID-19 Vaccinations of County Contractor Personnel)**

I, _____, on behalf of _____, (the
“Contractor”), certify that on County Contract _____ [ENTER
CONTRACT NUMBER AND NAME]:

_____ All Contractor Personnel on this Contract are fully vaccinated as required by the
Ordinance.

_____ Most Contractor Personnel on this Contract are fully vaccinated as required by the
Ordinance. The Contractor or its employer of record, has granted a valid medical or religious exemption
to the below identified Contractor Personnel. Contractor will certify weekly that the following
unvaccinated Contractor Personnel have tested negative within 72 hours of starting their work week
under the County Contract, unless the contracting County department requires otherwise. The
Contractor Personnel who have been granted a valid medical or religious exemption are [LIST ALL
CONTRACTOR PERSONNEL]:

I have authority to bind the Contractor, and have reviewed the requirements above and further
certify that I will comply with said requirements.

Signature

Date

Title

Company/Contractor Name