

# Department of Civil Rights Affirmative Action Division

## 2012 At-A-Glance Program Report

### Prevailing Wage\* Monitoring

This program applies professional and technical work in administering the City's Prevailing Wage requirements. This work involves monitoring contractors' prevailing wage compliance; performing on-site interviews; maintaining and overseeing the maintenance of related records; providing technical assistance; performing outreach and information dissemination; preparing audit and activity reports and recommendations; and providing input and recommendations relative to overall operations. This program area also:

- Analyzes documentation from contractors concerning payroll and payment requests
- Provides prevailing wage monitoring and enforcement for public works and federally-funded City projects.

### 2012 Prevailing Wage Violations & Recoveries

Contract Type	Number of Violations	Dollar Value of Violations	Year-to-Date Wages Recovered
Façade Grant	2	\$1,165.26	\$1,165.26
Public Works	23	\$1,392.29	\$505.81
<b>Totals</b>	25	<b><u>\$2,557.55</u></b>	<b><u>\$1,671.07</u></b>

This year, staff conducted 92 on-site prevailing wage interviews.

\*The term "prevailing wage rate" means the hourly basic rate of pay, plus the hourly contribution for benefits (i.e., health insurance, vacation, pension and any other bona fide economic benefit), paid directly or indirectly for a majority of the hours worked in a trade or occupation on projects in an area or contiguous county, city, village, town or state in which a proposed project is located.

### Targeted Business Programs

It is the official policy of the City of Madison that as an overall goal, ten percent (10%) of the City's public works funds be expended with certified small business enterprises (SBE). This policy is designed to stimulate economic growth, promote the establishment of new businesses and provide employment opportunities. In addition, when the City expends funds provided to it by federal agencies, the City requires that contractors comply with applicable federal regulations governing the participation of Section 3 business enterprises, minority business enterprises (MBE), women business enterprises (WBE) and disadvantaged business enterprises (DBE). Applicant flow data for all targeted business programs is reported below:

<b>2012 Targeted Business Applications</b>		
	Number of Applications	Percentage
<b>Received</b>	79	100%
<b>Certified (new)</b>	18	23%
<b>Recertified</b>	25	32%
<b>Denied/Expired</b>	4	5%
<b>Decertified</b>	0	--
<b>Reviews &amp; Updates</b>	25	32%
<b>Processing/Moved to 2013</b>	7	8%

Furthermore, it is the City's policy that all businesses, including those owned by minorities and women, be afforded the maximum feasible opportunity to do business with the City. For public works goal-eligible contracts, targeted business achievement as of December 31, 2012 is reported below:

<b>Total Contracts</b>	<b>SBE</b>	<b>MBE</b>	<b>WBE</b>	<b>DBE</b>
\$52,851,053.49	\$2,956,852.65	\$630,210.31	\$357,060.97	\$631,677.55
	5.59%	1.19%	0.68%	1.20%

### **Affirmative Action Plan Review**

The City of Madison has adopted an affirmative action plan and requires similar efforts from vendors, contractors and other firms with which it does business. The City has determined that it is not in the public interest to purchase goods and services from vendors and contractors unless they demonstrate that they have taken affirmative action to ensure equal employment and subcontracting opportunities for racial/ethnic (R/E) minorities, women and individuals with a disability. 2012 protected class employment data:

#### Public Works Contractors (Goals: 6% racial/ethnic, 7% women)

Firms with a Public Works contract with the City of Madison or firms otherwise providing construction services to a City agency.

<b>10.22%</b>	<b>9.64%</b>	<b>0.34%</b>
<b>Overall R/E</b>	<b>Overall Female</b>	<b>Overall Disability</b>

Community-Based Organizations (Goals: 7.44% racial/ethnic, 41.52% women)

Community-based or non-profit organizations which have a contract with or receive funds from Community Services, CDBG or another City agency.

<b>13.64%</b>	<b>77.84%</b>	<b>5.74%</b>
<b>Overall R/E</b>	<b>Overall Female</b>	<b>Overall Disability</b>

Vendors and Suppliers (Goals: 7.44% racial/ethnic, 41.52% women)

Firms providing goods or services to a City agency (e.g., Purchasing, IT, Police, etc.).

<b>6.58%</b>	<b>50.62%</b>	<b>0.91%</b>
<b>Overall R/E</b>	<b>Overall Female</b>	<b>Overall Disability</b>

**Red Flag Procedure**

“Red Flag” refers to a City of Madison Affirmative Action procedure that is triggered when a vacancy occurs within a job family where under-representation for women or racial/ethnic minorities is present and an opportunity exists to affirmatively hire from the targeted group. In 2012, Affirmative Action applicants were selected in 31 out of the 48 “Red Flagged” recruitments (65%).

**Applicant Flow 1/1/2012 – 12/31/2012 (Race/Ethnicity & Gender)**

Total Applicants

TOTAL	A	A%	B	B%	H	H%	AI	AI%	O	O%	W	W%	F	F%	M	M%
11,620	345	2.96%	1,478	12.72%	463	3.98%	43	0.37%	326	2.80%	8,672	74.63%	4,620	39.75%	6811	58.61%

A=Asian B=Black H=Hispanic AI=American Indian O=Other W=White F=Female M= Male

New Hires

TOTAL	A	A%	B	B%	H	H%	AI	AI%	O	O%	W	W%	F	F%	M	M%
360	5	1.38%	40	11.11%	16	4.44%	0	0.00%	15	4.16%	284	78.88%	129	35.83%	231	64.17%

A=Asian B=Black H=Hispanic AI=American Indian O=Other W=White F=Female M=Male