

Department of Civil Rights Affirmative Action Division

2010 At-A-Glance Program Report

Prevailing Wage* Monitoring

This program applies professional and technical work in administering the City's Prevailing Wage ordinances. This work involves monitoring contractors' prevailing wage requirements; performing on-site compliance reviews; maintaining and overseeing the maintenance of necessary 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 City-financed projects covered by Madison General Ordinances 4.23 and 23.01.

2010 Prevailing Wage Violations & Recoveries

Contract Type	Number of Violations	Dollar Value of Violations	Year-to-Date Wages Recovered
CDA	2	\$551.56	\$551.56
Façade	1	\$687.86	\$687.86
Public Works	19	\$20,034.40	\$12,978.43
Totals	22	\$21,273.82	\$14,217.85

This year, staff conducted 177 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 minority business enterprises (MBE), women business enterprises (WBE) and disadvantaged business enterprises (DBE). Applicant flow data for all targeted business programs is reported below:

2010 Targeted Business Applications		
	Number of Applications	Percentage
Received	44	100%
Certified	16	36%
Recertified	11	25%
Referred	5	11%
Denied/Withdrawn	11/1	25%/2%

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, 2010 is reported below:

Total Contracts	SBE	MBE	WBE	DBE
\$45,719,249.35	\$2,441,919.34	\$311,476.56	\$648,851.85	\$278,060.17
	5.34%	0.68%	1.42%	0.61%

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. 2010 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.

10.62%	9.94%	0.27%
Overall R/E	Overall Female	Overall Disability

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.

21.16%	70.97%	3.64%
Overall R/E	Overall Female	Overall Disability

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.).

12.59%	26.99%	0.88%
Overall R/E	Overall Female	Overall Disability

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 2009, Affirmative Action applicants were selected in 12 out of the 14 “Red Flagged” recruitments (86%).

Applicant Flow 1/1/2010 – 12/31/2010 (Race/Ethnicity & Gender)

Total Applicants

TOTAL	A	A%	B	B%	H	H%	AI	AI%	O	O%	W	W%	F	F%	M	M%
11,838	307	2.59%	1234	10.42%	383	3.24%	76	.64%	244	2.06%	9309	78.64%	4822	41%	7016	59%

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%
387	2	.52%	36	9.3%	20	5.17%	1	.26%	10	2.58%	317	81.91%	131	34%	256	66%

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

2010 AASPIRE Program

The City of Madison's Affirmative Action Division, in concert with City Managers, sponsors internships to attract members of Affirmative Action target groups who are engaged in college level studies compatible with a Public Administration career track. Individuals that are selected are hired as City employees in the hourly classification of Management Intern 1.

The purposes of this program are to:

1. Provide a beneficial mentoring experience to managers who are selected to supervise AASPIRE interns.
2. Provide a City-wide project that encourages interdepartmental cooperation toward the accomplishment of an optional Affirmative Action Initiative.
3. Provide Affirmative Action target group individuals who are selected for AASPIRE internships with a meaningful exposure to Public Administration careers.
4. Provide the City with a future professional applicant pool of highly qualified Affirmative Action Target Group members.

2010 AASPIRE Applicant Breakdown

TOTAL	A	A %	B	B %	H	H %	AI	AI %	O	O %	W	W %	F	F %	M	M %
215	13	6.04%	39	18.13%	10	4.65%	0	0	0	0	151	70.23%	124	57.67%	91	42.32%

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

2010 AASPIRE Interns

TOTAL	A	A %	B	B %	H	H %	AI	AI %	O	O %	W	W %	F	F %	M	M %
10	2	20%	3	30%	0	0%	0	0%	0	0%	5	50%	3	30%	7	70%

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

Recruitment Funds - Diversity

Department	Recruitment	Date	Cost
City Attorney's Office	Deputy City Attorney	2/2010	\$245.00
Civil Rights	AASPIRE Intern	6/2010	\$4,358.40
Comm. Development	Grants Administrator	1/2010	\$156.00
Comm. Development	Grants Administrator	5/2010	\$137.50
Comm. Development	AASPIRE Intern	6/2010	\$8,716.80
Engineering	AASPIRE Intern	6/2010	\$4,358.40
Fire	Firefighter	12/2010	\$231.50
Mayor's Office	MLK Recruitment	1/2010	\$420.00
Mayor's Office	Program Assistant	3/2010	\$262.00
Mayor's Office	AASPIRE Intern	6/2010	4,358.40
Planning	Director of Com & Econ Development	4/2010	\$681.00
Planning	CDA Executive	5/2010	\$540.00
Planning	AASPIRE Intern	6/2010	\$8,716.80
Planning	Director of Com & Econ Development	8/2010	\$272.50
Senior Center	AASPIRE Intern	6/2010	\$4,358.40
		TOTAL:	\$37,812.70