

BIDDER'S EMPLOYEE UTILIZATION FORM

SAMPLE:

(Note: A/E needs to obtain the proper PC-2 form from CDB PM/FEP)

All bidders shall complete the DHR Form PC-2 per 00 43 38.1 of the Standard Documents For Construction (SDC) and as identified by trade category. Failure to complete may result in rejection of the bid per 00 43 38.1 of the SDC.

(Option #1) Workforce projections are for work performed on the project being bid. Workforce projections shall include any subcontractor's workforce. The bidder, if awarded a contract, shall be responsible for ensuring the subcontractor(s) meet minority/female/veteran workforce goals.

***** OR *****

(Option #2) No minority/female/veteran workforce hiring goals have been established for this contract. CDB encourages the bidder to utilize minority/female/veteran tradespersons on "no goals" designated contracts and to include that workforce on the PC-2 form.

CDB's acceptance of the Bidder's PC-2 projection is a condition of contract award. CDB will notify the bidder if the projection is unacceptable. The bidder shall be given the opportunity to negotiate an acceptable projection with the CDB. Failure to reach an acceptable workforce projection may result in rejection of the contract award.

GOALS

The following workforce hiring goals are in effect for each trade. These goals represent a minimum of **total** workforce hours.

Air Test & Balancing	0%
Sandblast/Waterproofing/Caulkers	0%
Asbestos Workers	30%
Terrazzo	12%
Carpet	15%

Minority / Female Utilization

	Percent
Sheetmetal	25%
Equipment operators	20%
Mechanics	12%
Ironworkers/Boilermakers	20%
Carpenters	25%
Acoustical Tilers	20%
Ceramic Tile Setters	12%
Brick Masons/Tuckpointers	15%
Cement Masons	15%
Lathers (Metal/Wood)	15%
Tapers	15%
Plasters	15%
Painters	20%
Glaziers	15%
Roofers	25%
Metal Deck Roofers	15%
Pipefitters	25%
Plumbers	25%
Insulators	12%
Temperature Control	12%
Laborers	33%
Electricians	25%
Fencing, Guard Rails	15%
Landscaping	20%
Truck Drivers	20%

INSTRUCTIONS

for
 Project: Phase:
 Trade:

Under "Total Employees", project the total number of employees to be used in the performance of the contract work by your firm and your subcontractors. Include within the projections, separate numbers for Journeyman and Apprentices by the letters "J" and "A". (See next page)

Contact Person _____

Firm Name _____

Address _____

Telephone Number _____

Fax Number _____

Email Address _____

DHR # _____

DHR Expiration Date: _____

