

**San Francisco Office of the City Administrator**

# LBEAC Director's Report

April 2, 2026

# Agenda

- 1. FY 24-25 14B Annual Report**
- 2. 14B Rules and Regulations Update**
- 3. Equal Benefits: Transformation in Form and Process**
- 4. Program Evaluation: Update**
- 5. Legislative Update**

# FY 24-25 14B Annual Report

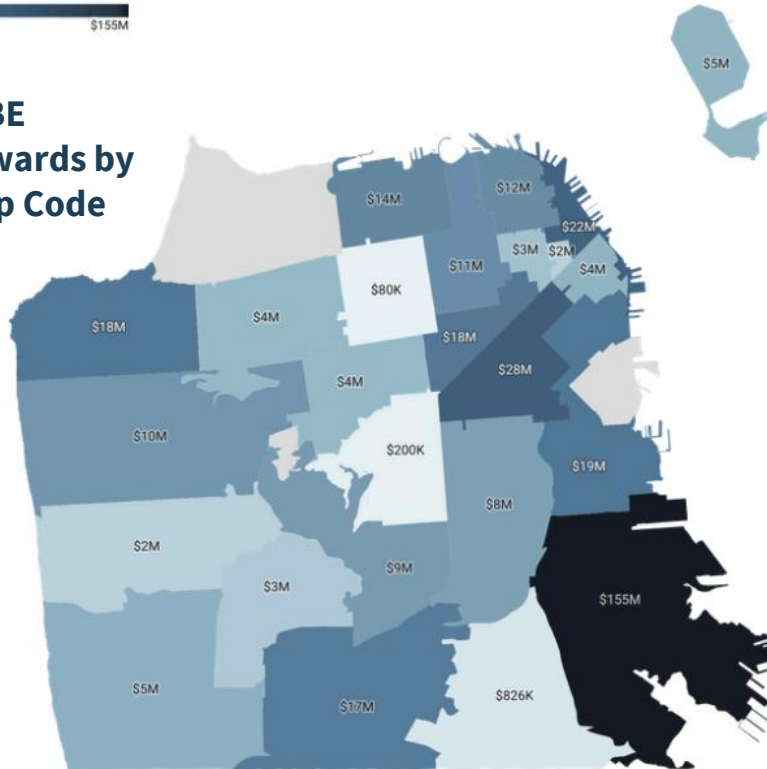
## IMPACT OF THE LBE PROGRAM

	FY 22-23	FY 23-24	FY 24-25
Awarded to LBEs as a Prime or Sub	<b>\$435.7 M</b> (24% of total)	<b>\$528.0 M</b> (30% of total)	<b>\$466.1 M</b> (20% of total)
Paid to LBEs as Prime, Joint Venture constituent or Sub	<b>\$290.3 M</b> (16% of total)	<b>\$455.8 M</b> (18% of total)	<b>\$558.1 M</b> (18% of total)
Awarded to LBEs as Primes	<b>128</b> (32% of total)	<b>96</b> (21% of total)	<b>115</b> (24% of total)
Micro-LBE Primes	<b>94</b> (23% of total)	<b>79</b> (18% of total)	<b>83</b> (17% of total)
Number of LBEs (all types) certified	<b>948</b> certified	<b>984</b> certified	<b>983</b> certified

# FY 24-25 14B Annual Report

\$80K \$155M

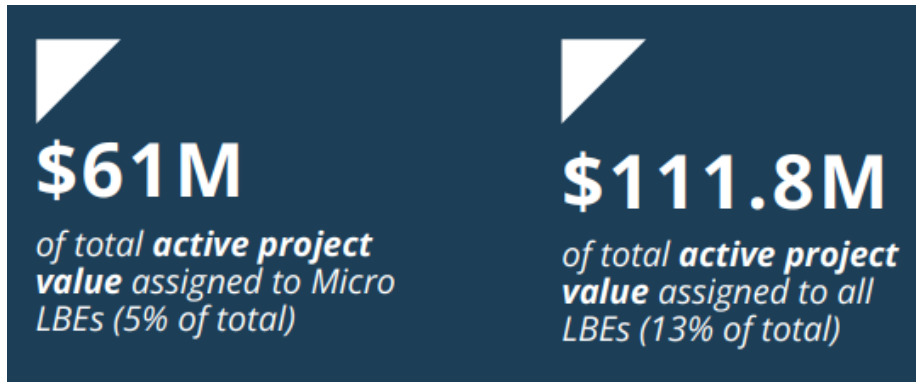
## LBE Awards by Zip Code



# FY 24-25 14B Annual Report

**New** in the FY 24-25 Report:

Section highlighting **LBE participation** across **MOHCD projects**



Scan this QR Code for the Report →



# 14B Rules and Regulations

- Notice of Proposed Rulemaking posted March 19
- The proposed edits and hearing information available on [CMD's website](#) - Hearing on April 3
- Comments may be submitted by electronic or U.S. mail to:  
[cmd.info@sfgov.org](mailto:cmd.info@sfgov.org)  
Contract Monitoring Division  
City and County of San Francisco  
1455 Market Street, Suite 16A  
San Francisco, CA 94103

# 14B Rules and Regulations

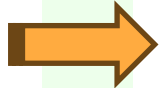
qualification process, the LBE bid discount provisions of the Ordinance shall apply to the selection of a contractor. The LBE Joint Venture bid discount/rating bonus does not apply to construction contracts.

2. Professional and General Services, and Commodities. For prequalified pools for professional services, general services, architect/engineering, and commodities Contracts, where the Contract Awarding Authority conducts a Request for Qualifications process, the following procedures shall apply:

a) Contract Awarding Authorities that wish to establish a pool of prequalified firms to provide these types of services may do so using objective criteria (e.g. Yes/No or True/False responses). If objective criteria are used and a positive response is required for each question, the LBE bid discount/rating bonus provision of Chapter 14B shall not be applied because of the nature of the criteria. However, if objective criteria are used and the respondent is not required to provide a positive response to each question (e.g. 8 out of 10 questions must be answered in the affirmative) then the LBE bid discount/rating bonus provisions of Chapter 14B shall be applied. The Contract Awarding Authority must specify in the RFQ, the method used to assign work/select the consultant from the prequalified pool (e.g., if after the pre-qualification process, the Contract Awarding Authority will rotate using the prequalified firms based on the ranking, or if the Contract Awarding Authority will conduct an evaluation process to determine which pre-qualified firm shall receive work). After the pre-qualification process, if the Contract Awarding Authority conducts an evaluation process to determine which pre-qualified contractor shall receive work, the LBE bid discount/rating bonus provisions of Chapter 14B shall apply to the selection of a consultant. In this subsection, "evaluation process" shall include the submission of proposals, submission of quotes, and/or conducting interviews. If an entity is selected from the pool with no further selection process (and such selection is allowed under provisions of the Administrative Code), the Contract Awarding Authority shall report to CMD whether or not the firm selected is an LBE. If the entity selected is not an LBE, the Contract Awarding Authority shall deliver to the CMD within five (5) business days of the selection a written explanation of the reasons for said selection.

b) Contract Awarding Authorities that wish to establish a pool of prequalified firms to provide these types of services may do so using subjective criteria (e.g., price or other open responses that are scored by the contract awarding department/selection panel). If subjective criteria are used to establish the prequalified pool, the LBE bid discount/rating bonus provisions of Chapter 14B shall be applied. The Contract Awarding Authority must specify in the RFQ, the method used to assign work/select the consultant from the prequalified pool (e.g., if after the pre-qualification process, the Contract Awarding Authority will rotate using the prequalified firms based on the ranking, or if the Contract Awarding Authority will conduct an evaluation process to determine which pre-qualified firm shall receive work). After the pre-qualification process, if the Contract Awarding Authority conducts an evaluation process to determine which pre-qualified contractor shall receive work, the LBE bid discount/rating bonus provisions of the Ordinance shall apply to the selection of the consultant. In this

8



## Section 2 - Powers and Duties of City Entities

*Related Administrative Code Sections: [14B.10 – 14B.14](#)*

As set forth in Sections [14B.10 – 14B.14](#) of the Administrative Code, the implementation of Chapter 14B requires coordination and oversight between multiple City entities, including the City Administrator's Office, the Contract Monitoring Division, Contract Awarding Authorities (i.e. Departments, Divisions, and Commissions that issue contracts), and others.

### Rule 2.1 - Responsibilities of the Contract Monitoring Division

*Related Administrative Code Sections: [14B.10](#)*

The Contract Monitoring Division, a division in the City Administrator's Office, acts as the primary entity responsible for developing the implementation framework for Chapter 14B and monitoring the overall efficacy of Chapter 14B's procurement and contracting requirements. In addition to the specific responsibilities articulated in Section [14B.10](#), the Contract Monitoring Division is generally responsible for:

- Maintaining the LBE Certification program
- Providing guidance to Departments on procedures for incorporating the provisions of Chapter 14B into their departmental contract administration structures and processes
- Collecting and analyzing information and data necessary to set subcontracting goals
- Publishing annual and quarterly reports
- Monitoring the administration of contracts to prevent unlawful discrimination and referring suspected cases of discrimination to the Human Rights Commission for further investigation in accordance with Section [14B.9](#)
- Enforcing program requirements and investigating violations per Section [14B.17](#)

### Rule 2.2 - Responsibilities of Contract Awarding Authorities

*Related Administrative Code Sections: [14B.13](#)*

As the entities who directly develop solicitations, award contracts, and manage the contractual obligations between the City and its contractors, Contract Awarding Authorities ("Contracting Departments") are responsible for incorporating Chapter 14B's provisions into their procurement planning and contracting operations. In addition to the specific responsibilities articulated in Section [14B.13](#), Departments are generally responsible for:

- Implementing Chapter 14B's provisions in conformance with the Ordinance, rules and regulations outlined herein, and any supplemental forms and guidance documents that the Contract Monitoring Division issues to support Departments in administering different aspects of Chapter 14B
- Ensuring that the Department's Contractors are informed of and supported in adhering to obligations related to Chapter 14B
- Actively partnering with CMD to meet the City's local procurement and contracting goals

# 14B Rules and Regulations

BEFORE	AFTER
Dense format	New look and feel to improve readability
Complex wording	Plain language
Unclear or could be misinterpreted	Clarified to reduce ambiguity
Long paragraphs	Restructured content with better organization and flow
Gaps between Rules and Code	Aligns with Code

# Equal Benefits: Moving to Faster Easier Forms

Paper form

Peoplesoft



CITY AND COUNTY OF  
SAN FRANCISCO  
HUMAN RIGHTS

**S.F. ADMINISTRATIVE CODE CHAPTERS 12B & 12C  
DECLARATION: NONDISCRIMINATION IN CONTRACTS AND BENEFITS  
(HRC 12B-101)**

**Section 1. Vendor Information**

Name of Company \_\_\_\_\_  
 Name of Company Contact Person: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Ext.: \_\_\_\_\_ Fax: \_\_\_\_\_  
 E-mail Address: \_\_\_\_\_  
 Vendor Number (if known) \_\_\_\_\_  
 Federal ID or Social Security Number: \_\_\_\_\_

DECLARATION OF NONDISCRIMINATION IN CONTRACTS AND BENEFITS  
 (HRC 12B-101)

DATE: \_\_\_\_\_  
 BY: \_\_\_\_\_  
 TITLE: \_\_\_\_\_



**Question 2. (continued)**

C. Please check all benefits that apply to your answers above and list in the "other" section any additional benefits not already specified. Note: some benefits are provided to employees because they have a spouse or domestic partner, such as bereavement leave; other benefits are provided directly to the spouse or domestic partner, such as medical insurance.

BENEFIT	Yes for Employees with Spouses	Yes for Employees with Domestic Partners	No, this Benefit is Not Offered	Documentation of this Benefit is Submitted with this Form
• Health Insurance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Dental Insurance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Vision Insurance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Retirement (Pension, 401(k), etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Bereavement Leave	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Family Leave	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Parental Leave	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Employee Assistance Program	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Relocation & Travel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Company Discount, Facilities & Events	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Credit Union	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Child Care	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Dependent Life Insurance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Question 1. Nondiscrimination - Protected Classes**

A. Does your company agree it will not discriminate on the basis of race, color, sex, gender, or members of the public on the basis below? Please note a "YES" answer is a "NO" answer.

• Race  Yes  No  
 • Color  Yes  No  
 • Creed  Yes  No  
 • Religion  Yes  No  
 • National origin  Yes  No  
 • Ancestry  Yes  No  
 • Age  Yes  No  
 • Height  Yes  No

B. Does your company agree to insert a similar performance of a substantial portion of the question even if you do not intend to enter?

Yes  No

**Question 2. Nondiscrimination - Equal for Domestic Partners**

A. Does your company provide or offer a spouse or to spouses of employees?  
 Yes  No

B. Does your company provide or offer a spouse (or opposite sex) domestic partner?  
 Yes  No

Note: If you can't offer a benefit in a nondiscriminatory manner because of reasons outside your control (e.g., there are no insurance providers in your area willing to offer domestic partner coverage) you may be eligible for Reasonable Measures compliance. To comply on this basis, you must agree to pay a cash equivalent, submit a completed Reasonable Measures Application Form (HRC 12B-102) with all necessary attachments, and have your application approved by the HRC. For more information, see Rules of Procedure section II or contact the HRC.

**Section 3. Required Documentation**

**YOU MUST SUBMIT SUPPORTING DOCUMENTATION**

to verify each benefit marked in Question 2C. Without proper documentation, your company cannot be certified as complying with Chapters 12B & 12C. For example, to document medical insurance, submit a statement from your insurance provider or a copy of the eligibility section of your plan document; to document leave programs, submit a copy of your company's employee handbook. If documentation of a particular benefit does not exist, attach an explanation. For more information see the Quick Reference Guide at <http://bit.ly/2w8a18a> or contact the HRC.

Have you submitted supporting documentation for each benefit offered?  Yes  No

**Section 4. Executing the Document**

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct, and that I am authorized to bind this entity contractually.

Executed this \_\_\_\_\_ day of \_\_\_\_\_ in the year \_\_\_\_\_ at \_\_\_\_\_ (City) \_\_\_\_\_ (State)

Signature \_\_\_\_\_ Mailing Address \_\_\_\_\_  
 Name of Signatory (please print) \_\_\_\_\_ City, State, Zip Code \_\_\_\_\_  
 Title \_\_\_\_\_

Submit this form and supporting documentation to: HRC, 25 Van Ness Ave., Suite 800, San Francisco, CA 94102-6033, or to the City department that sent it to you if your department so requests.

Resource Materials and additional copies of this form may be found at: [www.sfr.ca.gov](http://www.sfr.ca.gov)  
 For assistance please contact the Human Rights Commission at 415-252-2500 (HRC 12B-101 11/05)

Equal Benefits Declaration

Declarant Name: Test User 7-9-25  
 Declaration Number: NEXT  
 Declaration Type: Supplier  
 Worksheet Status: Draft

Actions 131-132 of the San Francisco Labor and Employment Code

The Equal Benefits requirement in San Francisco contracting is set forth in Articles 131-132 of the San Francisco Labor and Employment Code. The City and County of San Francisco shall contract with entities that do not discriminate in the provision of benefits between employees with domestic partners and employees with spouses, and between the domestic partners and spouses of such employees.

Distribution is not permitted on the basis of the fact or perception of a person's membership in the following categories: race, color, religion, national origin, ancestry, age, sex, sexual orientation, gender identity (including transgender identity), domestic partner status, marital status, disability, ACD/ADP status, height, or weight.

**DOMESTIC PARTNERS**

- Domestic Partners are same-sex and opposite-sex couples registered with any state or local government domestic partner registry authorized to perform such registration.
- Domestic partnerships and marriages may only be verified to the same extent and in the same manner. For example, writing periods to qualify for benefits must be the same for domestic partners and spouses. If proof of relationship is required, it must be the same for both partners and spouses. **Clarifies: Affidavits**

Important note: This memorandum is not a substitute for fully completed incorporation of domestic partner language throughout all benefit policies. This memorandum is intended to support existing benefit documentation by highlighting equality in benefit administration as it pertains to domestic partner policies.

- If a memorandum is not submitted, individual policies must be submitted for all benefits offered that demonstrate complete incorporation of domestic partner language wherever spouses and their family members are referenced.
- For assistance completing this form, call the Contract Monitoring Division Equal Benefits Unit at (415) 554-9030.

**SECTION 1: COMPANY INFORMATION**

Employer ID Categories:  Taxpayer Identification Number: 837154789  
 Total Number of Employees in the U.S.: 999  
 (Enter appropriate number; business owners should not report themselves as employees.)  
 Attach legal verification of total employee count (required for all businesses) [Add Attachment](#) [update\\_on\\_website.docx](#)

Are any of your employees covered by a collective bargaining agreement or union trust fund?  Yes  No

(Insert Name(s)) \_\_\_\_\_  
 Equal Benefits Web Site: \_\_\_\_\_

**Address Information**

Description	Address 1	Address 2	City	State	Country	ZIP
<input type="checkbox"/> Address 1	1515 SF Street		San Francisco	CA	USA	

**Contact Information**

Description	Name	Phone	Email
<input type="checkbox"/> Contact 1	test user JE User JE		je@je.com@je.com

**SECTION 2: COMPLIANCE QUESTIONS**

Question 1: Nondiscrimination - Protected Classes

A. Does your firm agree it will not discriminate against its employees, applicants for employment, employees of the City, or members of the public on the basis of the fact or perception of a person's membership in the following categories?  
 Race, Color, Creed, Religion, National Origin, Ancestry, Age, Sex, Sexual Orientation, Gender Identity (Transgender Status), Domestic Partner Status, Marital Status, Disability, ACD/ADP Status, Height, Weight.

Yes  No

Please note: a YES answer is required for compliance.

B. Does your firm agree to insert a similar nondiscrimination provision in any subcontracted you enter into for the performance of a substantial portion of the

2001-2018

2018 - 3.2026

# NEW Equal Benefits Declaration

🌐 English ▾

## Equal Benefits and Nondiscrimination Declaration

### Section 1: Company Information

Firm Name \*

Supplier ID \*

Do you have a Federal Employer Identification Number (FEIN)? \*

Yes  No

Number of Employees in US \*

Enter approximate number; business owners should not count themselves as employees.

← Back

Next →

🌐 English ▾

## Equal Benefits and Nondiscrimination Declaration

### Section 4: Equal Benefits Compliance

Are all of the benefits that are available to the spouses of employees also available to the domestic partners of employees? \*

Yes  No

Will you tell your employees and job applicants that your company offers equal benefits to everyone? \*

Yes  No

← Back

Next →

Effective April 1, 2026

# NEW Equal Benefits Declaration

BEFORE	AFTER
Lengthy directions	Concise instructions
Continuous Form	Conditional Logic
Legalese	Plain language
English Only	Automated translations
Peoplesoft Application	Fillout + Airtable

# Program Evaluation

The LBE Program Evaluation consultant is drafting the report.  
Final Report and meeting expected in **June 2026**.



# Legislative Update

## **Potrero Yard Housing**

**File [260284](#)**

Resolution urging MOHCD and SFMTA to prioritize the remaining 100 Affordable Housing units at the Potrero Yard Modernization Project and formally commit to producing an additional 365 units of affordable housing to mitigate the loss of units at the Potrero Yard Modernization Project.

## **Prevailing Wages for Street Cleaning**

**File [260084](#)**

Add a prevailing wages requirement to street cleaning services. First instance of the City Administrator's Office reviewing procurement related legislation.