



**Department of General Services
Procurement Division**

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Broadcast Date: January 03, 2017

Bulletin #: P-02-17

**TO: Purchasing Authority Contacts (PACs)
Procurement and Contracting Officers (PCOs)**

RE: Unruh Civil Rights Act and the Fair Employment & Housing Act

This Broadcast Bulletin provides information on compliance with the Unruh Civil Rights Act and the Fair Employment and Housing Act (the Acts; see Public Contract Code section 2010). Effective January 1, 2017, all procurements that exceed \$100,000 must include at the bid or proposal stage, certifications documenting compliance with the Acts. PCC section 2010 is intended to preclude State agencies generally from contracting with entities that have policies or practices that violate the Acts.

For all acquisitions that exceed \$100,000, departments must require vendors to certify that they are in compliance with the Acts. This applies regardless of the procurement approach, method, or solicitation format used including, but not limited to: Formal Bids, Informal Bids, Request for Proposals, Invitation for Bids, Non-Competitive Bids, and the SB/DVBE Option.

When renewing a contract either by utilizing an option to extend or an amendment to add time or funding to an existing contract, the supplier must re-certify.

Use the sample below or a similar code-compliant document to satisfy the Act's certification requirements.

- [sample](#)

The only exception to departments obtaining this information is for contracts awarded using DGS Leveraged Procurement Agreements (LPAs). The DGS Procurement Division is in the process of obtaining this information from LPA contractors so departments do not have to obtain it at the transaction level.

The State Contracting Manual will be updated with this information shortly.

If you have any questions regarding this notification, please contact:

Office of Policies, Procedures and Legislation

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