

## BROWARD COUNTY

### LIVING WAGE ORDINANCE 2008-45

#### (SUMMARY OF EMPLOYEE COMPLAINT PROCEDURE)

### **SUMMARY**

The Broward County Living Wage Ordinance, as amended, requires that certain employers under contract with the County pay a living wage to its employees who work in service contracts for food preparation and/or distribution, security services, routine maintenance services, repair and refinishing services, clerical and other non-supervisory office work, passenger transportation and automobile parking services, printing and reproduction services, and landscaping, lawn, and agricultural services.

### **WHAT IS A LIVING WAGE?**

Employers awarded County service contracts that exceed \$100,000 per year and provide the covered services above must pay their employees during the term of the contract not less than the current effective living wage rates published on the Broward County Purchasing Division website. Click on the link below to access the current Living Wage rate poster:

<http://www.broward.org/purchasing/pui00502.pdf>

***(The Living Wage Ordinance does not apply to contracts awarded or in place before October 1, 2003, until time of renewal or replacement).***

### **WHAT DO I DO IF I AM NOT BEING PAID THIS AMOUNT?**

If you think you are an employee covered by the Living Wage Ordinance and you think you are not receiving the amount of pay required, you should bring your concerns to the attention of your supervisor first. If the matter is not resolved, then contact Broward County's Office of Intergovernmental Affairs and Professional Standards at telephone number (954) 357- 6500. The Professional Standards Section staff will, within a reasonable timeframe, provide you with the contact information for the Broward County Contract Administrator responsible for the contract under which you are performing services.

If you cannot resolve the matter through your supervisor or the Contract Administrator, please re-contact the Broward County Office of Intergovernmental Affairs and Professional Standards, 115 South Andrews Avenue, Room 426, Fort Lauderdale, FL 33301, telephone number (954) 357- 6500, to file a written complaint. An employee complaint form may be obtained at: <http://www.broward.org/purchasing/lwcomplaintform.pdf>