

Contractor Services QI Workforce Program



ACKNOWLEDGEMENT LETTER

Date: 09/07/2023

We appreciate the services that you are providing to the University of California (UC). Like many public employers, UC has a collective bargaining agreement ("CBA") with the American Federation of State, County and Municipal Employees (AFSCME) union. UC's CBA has certain provisions related to "**covered services**" that we want you to be aware of.

Covered Services, include, but are not limited to custodial, janitorial, or housekeeping services; food services; laundry services; grounds keeping; building maintenance (excluding skilled crafts); transportation and parking services; security services; billing and coding services; sterile processing; hospital or nursing assistant services; and medical imaging or other medical technician services.

An individual who works for a contractor and performs **Covered Services** for UC at a UC location is entitled to wage and benefit parity with UC positions. Wage and benefit parity rights are explained in the poster below. Additionally, individuals providing Covered Services at the same UC location for 1,000 hours over a rolling 12-month period or 2,192 hours (35% time) over a rolling 36-month period, will be designated as a Qualified Individual (QI) with the right to convert to career employment with UC.

Career employment is a position that the QI is qualified for, although it may not be in the same title or the same department where the QI performed the Covered Services. The UC career position must be at the same location where the individual performed the Covered Services, or within ten miles of that location as well.

The offer of career employment will depend on the completion of satisfactory background checks and/or satisfying any legal requirements necessary to work in the United States.

If you become a Qualified Individual, then you may request UC employment.

If you have any questions regarding the QI process, please feel free to contact:

ucqiworkforceprogram@agile1.com

Please provide the following information:

Work Location: UC Campus Name	UCLA
Employer/Contractor Name	The Service Companies
Employee	
First Name	Brett
Last Name	Harper
Email Address	bretteharper@gmail.com
Mobile Phone Number (Mobile)	(213) 331-3398
Street Address	7319 Kelvin Ave. Canoga Park, CA 91306

Contractors are required to provide specific additional written notice, including specific text, relating to the release of basic payroll information, to all employees who agree to perform services for the university or continue doing so.

By signing this Acknowledgement Letter, you confirm that you have received the information on how to become a Qualified Individual, that you may request UC employment when you reach Qualified Individual status, and that you have received information related to your wage and benefit parity rights. Receipt of this notice may also be established through confirmed deliver of this notice to you.

Employee's Signature

09/07/2023

Date