

Los Angeles Unified School District

Procurement Services Division

MEGAN K. REILLY
Interim Superintendent



DAVID D. HART
Chief Financial Officer

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Business Manager

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Chief Procurement Officer

Dear Vendor,

You may have previously received a letter regarding the Los Angeles Unified School District's ("District") COVID-19 vaccination requirements. The vaccination requirements for vendors have **not** changed; however, there has been an update in the process by which vendors are to certify their compliance with the vaccination requirement. In an effort to provide a centralized system where District schools and offices can easily identify the vendors that have certified their vaccination compliance, the Procurement Services Division ("PSD") has worked with the IT Division to implement a system update and allow vendors to certify via their Supplier Portal log-in.

The "COVID-19 Vaccination Compliance Certification form" will no longer be used, and instead vendors are now required to complete the vendor vaccination certification through the [Supplier Portal](#). This online certification feature will be available starting October 11, 2021.

Please refer to the [Frequently Asked Questions](#) for more information.

To reiterate important information previously provided, all vendors providing services on District property, or directly to District students, will be mandated to be fully vaccinated against COVID-19 no later than **November 15, 2021**, as a condition of continued employment/service. In addition, consistent with the State Public Health Officer Order of August 5, 2021, all vendors under contract with the District to provide healthcare services must have their first dose of a one-dose regimen or their second dose of a two-dose regimen by September 30, 2021. Examples of such vendors are nurse staffing agencies and companies providing vaccinations and COVID testing.

Any vendors that will provide future services on District property, or directly to District students, must be fully vaccinated prior to accessing District property or providing such services. Additionally, the vendor must certify its compliance with the vaccination requirement through the Supplier Portal prior to accessing District property or providing services.

We remind our vendors that the District Contractor Code of Conduct mandates compliance with the District's safety and health policies / practices, including an express obligation to "provide a safe and healthy work environment and fully comply with all applicable safety and health laws, regulations, and practices." Therefore, a contract amendment is not necessary and will not be issued.

This requirement is made pursuant to, among other things, the terms and conditions of your contract(s), which require compliance with federal, state and local laws and District policies / practices. Any costs incurred by a vendor to comply with this vaccine mandate shall not be passed on to the District either through increases in prices, rates, hours or any other means. The District reserves all available rights and remedies at law to enforce the vaccination requirement, which may include, but are not limited to, suspending services and/or terminating the contract for breach or default.

We expect that our vendors will take the necessary actions to fully comply in the best interests of protecting the health and safety of our students, staff and communities.

Thank you for your anticipated continued cooperation as we all put forth our best efforts to support safe and healthy schools.

Sincerely,

Judith Reece