

Los Angeles Unified School District Procurement Services Division

MEGAN K. REILLY
Interim Superintendent



DAVID D. HART
Chief Financial Officer

JANICE SAWYER
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JUDITH REECE
Chief Procurement Officer

August 31, 2021

To our vendor partners:

Dear Vendor,

This is to inform you that by no later than October 15, 2021, **all** vendors who visit a Los Angeles Unified School District (District) school site/office and/or provide in-person services to students **must be fully vaccinated against COVID-19**. For purposes of this notification, the term “vendors” refers to employees/hired staff, agents, contractors, partners, subcontractors, and representatives of the District’s vendors and contractors. In addition, per 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.

We remind our vendors that the District Contractor Code of Conduct requires compliance with District policies, 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 request is made pursuant to the Terms and Conditions of your Contract(s) which **require your compliance with Federal, State and Local Laws and District Policy**. Any costs incurred to comply with this mandate shall not be passed on to the District either through increases in prices, rates, hours or any other means. The District reserves all rights at its disposal to enforce the vaccination requirement, which may include, but are not limited to, suspending services or terminating the contract for breach.

We expect that our vendors will take the necessary actions to comply with the vaccination mandate in the best interest of protecting the health and safety of students and staff.

To comply with the requirement, please complete and submit the attached COVID-19 Vaccination Compliance Certification form to the District by the compliance deadline. Please refer to the Frequently Asked Questions for more information.

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

Sincerely,

A handwritten signature in blue ink, appearing to read 'Judith Reece', is written over the word 'Sincerely,'.

Judith Reece

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