

	TYPE OF CONTRACT ACTIVITY	CERTIFICATE #	RISK MANAGEMENT REVIEW	CONTRACT DESCRIPTION	COMMENTS
1	Any personal or consulting service - contractor is subject to withholding	C-17	NO	Any service where contractor is subject to IRS Tax withholding by the County Auditor-Controller.	If contractor is under direct supervision of the department then most likely Contactor is deemed as an "employee contractor".
2	Ammunition and/or guns Manufacturers or Distributors	C-1B	NO	Purchase of ammunition or guns.	
3	Architectural Services	C-2	Yes, if value of completed structure over \$5,000,000	Design projects.	
4	Art Commissions: License to Commission Art Work, Contract Values Over \$5,000	C-1	NO	Licenses to commission the production of art work such as paintings, sculptures, posters or other items for public display. Associated risk exposures include valuable property, copyright and ownership concerns, occupational and public liability, and safety hazards (bodily injury or property damage to persons, use of and disposal of hazardous materials, exterior scaffolding, security and such).	

5	Broadcasting Services (Short- term Video Filming)	C-1	NO	Video filming services for County use (Non-Television Broadcasting).	
6	Chemicals	C-8	NO	Boiler, Lab, Pesticides, herbicides, water treatment, etc.	
7	Clinical Testing and Study	C-18	YES	Tests or studies new pharmaceuticals or medical devices on people.	
8	Computer Data Storage Off-site.	C-20	NO	Storage at County Computer Data at off-site locations.	
9	Computer Programmers Services	C-1	NO	Provides computer programmer services only.	
10	Computer Software Design	C-2	YES -if contract is over \$1,000,000	Designs, writes, programs and installs software programs.	
11	Construction	C-7	YES-if project is over \$5,000,000	If project is over \$5,000,000 Risk Management will prepare a certificate with insurance requirements.	
12	Construction- Design Build	C-7A	YES-if project is over \$5,000,000	If project is over \$5,000,000 Risk Management will prepare a certificate with insurance requirements.	
13	Consulting Services-General	C-1	NO	Provides general consulting services, project/program development, review and evaluation, technical writing, administrative services, employee training or other professional services where products, reports or opinions are not critical to County program planning or other operations.	

13A	Consulting Services-General	C-2	YES- if over \$1,000,000	Provides general consulting services, project/program development, review and evaluation, technical writing, administrative services, employee training or other professional services where products, reports or opinions are critical to County program planning or other operations. Essentially, the County could stand to lose money due to an error or omission on the part of the consultant wherein the County is sued by the public for bodily injury, property damage, or personal injury including monetary losses.	
14	Electrical and Mechanical Services, Significant Technical and Industrial Services	C-1	Yes, if hazardous materials are to be used, or contract value exceeds \$150,000	Activities generally present moderate to high risk exposures. Services include hauling of materials, relocation services, large food service/catered events, exterior painting, furniture and office renovation, electrical services, moderate to heavy industrial services and related operations, use of hazardous materials, or other operations considered to present moderate to high risk exposures (contractor employees on County work site, heavy or hazardous equipment use, risk of injury or loss to County employees, property, or the public).	
15	Engineering	C-2	YES -If project is over \$5,000,000	Projects where a licensed engineer is required.	
16	Equipment/vehicle build to suit	C-1	YES- if value of equipment is over \$1,000,000	Equipment/vehicle is designed or remodeled as required in County specifications.	

17	Filming (movie productions etc) on County Property	C-11	YES	All movie/documentary, etc. filming on County property must be reviewed by Risk Management.	
18	Food Services (Non-profit Organization)	C-5	NO	Provides food preparation and/or delivery.	Higher Products Liability may be Required.
19	Food Services (Private Entity)	C-1	NO	Provides food preparation and/or delivery.	Higher Products Liability may be Required.
20	Goods and Services	C-1	NO	Purchase of goods and services that require set-up or installation.	
21	Hazardous Material Transport, Disposal or Storage	C-8	NO	Handling, disposal, storage or transportation of hazardous materials, waste and/or chemicals; or installation, construction, repairs, or modifications to facilities or equipment which use or produce hazardous materials, waste or chemicals.	
22	Hazardous Material Abatement Transport, Disposal or Storage	C-9	NO	Handles disposal, storage or transportation of hazardous materials, waste and/or chemicals.	Errors and Omissions may be required.

23	Health Care Services Non-profit Organizations(CBOs)	C-4 (with EO/EDC)	NO	Children's medical services; disease control; emergency medical services; family care services; family planning; health education; HIV/AIDS program; maternal, child and adolescent health program; public health laboratory; public health nursing; behavioral health; counseling; vocational development; referrals; mentoring; training; grants funded programs with grants entrusted or advanced to Contractor before services are rendered.	
23A	Health Care Services Non-profit Organizations(CBOs)	C-2C (with EO)	NO	Children's medical services; disease control; emergency medical services; family care services; family planning; health education; HIV/AIDS program; maternal, child and adolescent health program; public health laboratory; public health nursing; behavioral health; counseling; vocational development; referrals; mentoring; training; grants funded program where services are provided prior to payment.	

24	Health Care Services - Private-for profit)	C-2C (with EO)	NO	Children's medical services; disease control; emergency medical services; family care services; family planning; health education; HIV/AIDS program; maternal, child and adolescent health program; public health laboratory; public health nursing; behavioral health; counseling; vocational development; referrals; mentoring; training.	
25	Health Care Services- Without Professional Exposures	C-1	NO (see additional Comments)	Transportation; hazardous material; industrial hygiene; training; grant funded programs that do not provide Social Services, medical or dental.	Contact Risk Management if transporting or handling hazardous materials is involved. Pollution Liability may be required.
26	Health Care Services- Non-profit Organizations (CBOs) Without professional Exposures	C-5C (with EDC)	NO (see additional Comments)	Transportation; hazardous material; industrial hygiene; training; grant funded programs by CBOs that do not provide Social Services, medical or dental; grants funded programs with grants entrusted or advanced to Contractor before services are rendered.	Contact Risk Management if transporting or handling hazardous materials are involved. Pollution Liability may be required.
26B	Health Care Services- Non-profit Organizations (CBOs) Without professional Exposures.	C-1	NO (see additional Comments)	Transportation; hazardous material; industrial hygiene; training; grant funded programs by CBOs that do not provide Social Services, medical or dental; grant funded program where services are provided prior to payment.	Contact Risk Management if transporting or handling hazardous materials is involved. Pollution Liability may be required.
27	Janitorial Services	C-12	NO	Janitorial Services.	
28	Licensing Agreements:	C-11	NO	Use of County Property including; Real property, equipment, land, etc.	

29	Maintenance Agreements	C-1	NO	Maintenance agreements for equipment, elevators, vehicles, buildings, etc.	
30	Medical Services Providers (Private-for profit)	C-13A (with EO)	NO	Includes Medical, Psychiatric, Nursing, Dentistry and other medical/health professions. Vendors provide any one or a combination of services, such as: medical; disease control; emergency medical services; family care services; family planning; health education; HIV/AIDS program; substance abuse programs, maternal, child and adolescent health program; public health laboratory; public health nursing; behavioral health, etc.	
31	Medical Services Providers (Non-Profit)	C-4 (with EO/EDC)	NO	Includes Medical, Psychiatric, Nursing, Dentistry and other medical/health professions. Vendors provide any one or a combination of services, such as: medical; disease control; emergency medical services; family care services; family planning; health education; HIV/AIDS program; substance abuse programs, maternal, child and adolescent health program; public health laboratory; public health nursing; behavioral health, etc.; grants funded programs with grants entrusted to Contractor.	

32	Personnel Services: Temporary Employees	TBD	YES	Personnel Services: Temporary Employees.	Contact Risk Management.
33	Pharmaceuticals	C-1B	NO	Purchase of large quantities of pharmaceutical from either a pharmacy or pharmaceutical manufacturer.	
34	Property Transactions: Lease, Rental or Loan of Equipment or Property to County (excluding real property).	NA	YES-To Request Certificate of Insurance	May require County proof of property and/or other insurance, and issuance of certificate of insurance for lease, rental or loan of equipment, personal property, fine arts or such to County, and property of others in the care, custody and control of the County.	
35	Property Transactions: Lease, Rental or Loan of Equipment, Personal or Real Property by County to Others	C-21	NO	Use of County property by others; County property in the care, custody and control of others.	
36	Public Educational and Training Services (Non- profit Organization)	C-5	NO	Provides education or other training services to the public.	
37	Public Educational and Training Services (Private Entity)	C-1	NO	Provides education or other training services to the public.	
38	Record Retention Services	C-21	NO	Storage of documents off County premises.	
39	Residential/Inpatient Treatment Facilities(non-profit)	C-4	NO	Provides multi-functional residential treatment services (board and care). Services and risk exposures may be similar as shown for "Social Services", "Medical Services", and "Food Services".	

40	Residential/Inpatient Treatment Facilities (for-profit)	C-2	NO	Provides multi-functional residential treatment services (board and care). Services and risk exposures may be similar as shown for "Social Services", "Medical Services", and "Food Services".	
41	Security Services(Guards)	C-12A	YES-if Parking Lot or Garage	Provides building security services. For parking lot security services see Risk Management.	
42	Social Services (Non-profit) with professional services	C-4d	NO	Provides any one or a combination of social services: family care services; family planning; health education; HIV/AIDS program; substance abuse programs, maternal, child and adolescent program; behavioral health, etc.	
43	Social Services (Non-profit) without professional services	C-5d	NO	Provides any one or a combination of social services: family care services; family planning; health education; HIV/AIDS program; substance abuse programs, maternal, child and adolescent program; behavioral health, etc.	
44	Social Services (For-profit)	C-2	NO	Provides any one or a combination of social services: family care services; family planning; health education; HIV/AIDS program; substance abuse programs, maternal, child and adolescent program; behavioral health, etc.	

45	Space Rental/Special Events /Use of County Property	C-11	NO	Use of County facilities/ roads/other property by contractors, groups or individuals for special events.	
46	Space Rental/Special Events /Use of County Property - to be used by certified/licensed professionals	C-11A	NO	Use of County facilities/ roads/other property by certified/licensed professional contractors, groups or individuals for special events.	
47	Training/Trainers/ Facilitators	C-1	NO	Provides training classes, seminars, facilitates meetings, group sessions, etc.	
48	Translation Services(For profit)	C-2	NO	Provides language translation and/or interpretive or services for physically impaired persons.	
49	Translation Services(non-profit)	C-4	NO	Provides language translation and/or interpretive or services for physically impaired persons.	
50	Waste Disposal Services(non-hazardous materials)	C-1	NO	Pick-up and hauling away of non-hazardous materials to a dump site.	