

City of Phoenix Heat Ordinance Update Correspondence (issued via email on February 27, 2026)

Dear Contractor/Vendor:

On February 4, 2026, the Phoenix City Council adopted Ordinance G-7483, which amends Ordinance G-7241 and revises Phoenix City Code Chapter 18, Article XI, Sections 18-413(A) and 18-415 in relation to heat safety. The amended Ordinance goes into effect on March 6, 2026 (the “Effective Date”).

As we look ahead to another summer, where temperatures are again expected to reach extremely high levels for extended periods of time, it is critical to take necessary steps to ensure the safety of all workers who are exposed to heat in the course of their jobs. The purpose of this letter is to remind you of the applicability of the Ordinance and draw your attention to new requirements.

For contracts, leases, or licenses between the City and contractors or contracts between applicable contractors and their subcontractors, sublessees, or sublicensees subject to the Ordinance that are entered into on or after the Effective Date, the following, updated clause is required to be in applicable contracts, leases, or licenses:

Any contractor whose employees and contract workers perform work in an outdoor environment under this contract must keep on file a written heat safety plan. The City may request a copy of this plan and documentation of all heat safety and mitigation efforts currently implemented to prevent heat-related illnesses and injuries in the workplace. The plan must also be posted in English and Spanish on a bulletin board in a break room where it is accessible to employees. If a contractor does not have a break room, the heat safety plan must be physically placed in a conspicuous location in the workplace where notices to employees are customarily posted. The heat safety plan must also include a contact number of the contractor that all employees and contract workers can call if they need to inquire or report any heat safety issues and contain language that the contractor will not retaliate against any employee or contract worker who reports an alleged heat safety violation or who otherwise avails themselves of the protections provided in [Chapter 18, Article XI, of the Phoenix City Code]. At a minimum, the heat safety and mitigation plan and documentation required under this provision shall include each of the following as it relates to heat safety and mitigation:

1. Availability of sanitized cool drinking water free of charge at locations that are accessible to all employees and contract workers.
2. Ability to take regular and necessary breaks as needed and additional breaks for hydration.
3. Access to shaded areas and/or air conditioning.
4. Access to air conditioning in vehicles with enclosed cabs. Beginning on April 1, 2026, all contractors shall regularly monitor vehicles to ensure all vehicles with enclosed cabs have properly functioning air conditioning per the manufacturer specifications. The heat

safety and mitigation plan shall include how the contractor shall monitor vehicle air conditioning to comply with this subsection.

5. Effective acclimatization practices to promote physiological adaptations of employees or contract workers newly assigned or reassigned to work in an outside environment.
6. Conduct training and make it available and understandable to all employees and contract workers on heat illness and injury that focuses on the environmental and personal risk factors, prevention, how to recognize and report signs and symptoms of heat illness and injury, how to administer appropriate first aid measures and how to report heat illness and injury to emergency medical personnel.

The contractor further agrees that this clause will be incorporated in all subcontracts with subcontractors, sublicensees or sublessees who may perform labor or services in connection with this contract. Additionally, the contractor agrees to require all subcontractors, sublicensees or sublessees to include this clause in all contracts with any third party who is contracted to perform labor or services in connection with this contract. It is the obligation of the contractor to ensure compliance by its subcontractors.

Contractors that fail to comply with the provisions of the Ordinance after receiving notice and an opportunity to cure shall be subject to allowable sanctions including, but not limited to, cancellation, termination, or suspension of a contract or suspension or debarment in accordance with Chapter 43, Article IX, of the Phoenix City Code. The City will hold contractors accountable for the compliance of their subcontractors to the Ordinance. To that end, the City encourages contractors to provide a copy of this correspondence to their subcontractors, sublessees, or sublicensees as applicable.

In addition to the requirement of the contract clause above, as of the Effective Date, City departments will be required to confirm the ability of contractors to comply with Chapter 18, Article XI, of the Phoenix City Code by documenting a signed submittal as part of offers to all solicitations, contractual agreements, leases, and licenses. Further, as part of the signed submittal, contractors must provide whether they have ever been sanctioned under Phoenix City Code Chapter 18, Article XI, Section 18-414 for failure to comply with the provisions of Article XI. Any contractor sanctioned under Section 18-414 shall be disqualified from being awarded or entering a City contract for a period of one year from the date of a final written administrative decision imposing the sanction.

If you have any questions regarding this correspondence, please contact the following employees in connection with the nature of your applicable contract(s):

Goods and Services – Austin Soldano, 602-495-7203

Aviation – Michael Hughes, 602-286-1271

Design & Construction – Eric Froberg, 602-262-6748