

**ALAMEDA COUNTY
BOARD OF SUPERVISORS'
PROCUREMENT AND CONTRACTING POLICY COMMITTEE**

**Monday, June 1, 2015
3:00 p.m.**

Location: **Board of Supervisors' Chamber – Room 512 – 5th Floor**

County Administration Building
1221 Oak Street, Oakland, CA 94612

**Supervisor Nate Miley, Chair
Supervisor Keith Carson**

Staff: Steve Manning, O'Connell, Auditor-Controller
Caroline Judy Acting, Director, General Services Agency
Daniel Woldesenbet, Director, Public Works Agency
Susan S. Muranishi, County Administrator

Summary Action Minutes

I. Quarterly Auditor-Controller Procurement Contracting Report ECOP/COP/CCP Report

Steve Manning, Auditor-Controller, Auditor-Controller Agency, presented a written progress report on County Procurement. The report covers the period of July 1, 2009 through March 31, 2015. The data presented in the report is based on payments to contractors in the following categories: 1) Construction, Architecture & Engineering (A &E), Professional Services and Goods & Services. Total payments were \$582 million.

Caroline Judy, Acting Director, General Services Agency, presented a written report on the Agency's Enhanced Construction Outreach Program (ECOP). The report covers the period of January 2015 through May 2015. The report also includes information on 2014 ECOP contracts.

The report also included a list the Agency's bid conferences, trainings and outreach meetings. There were sixty-eight (68) Bid Conferences held between January 2015 and May 2015. Events and Outreach included the 2015 Contractors and Suppliers Expo, Bonding 101 Seminar, Realignment Community Corrections Partnership Informational Conference and the 2015 Fremont Chamber Procurement and Contracting Fair. Upcoming events include the Black Expo, July 2015 and the Procurement Overview Workshop, August 20, 2015.

The report also included information on the Highland Hospital Acute Tower Replacement Project workforce utilization reports. The report included demographic information on the project's workforce as of March 31, 2015.

Daniel Woldesenbet, Director, Public Works Agency, presented a written report on the Agency's Construction and Outreach activities. The report covers the period of January through March 31, 2015.

The Public Works Agency received Board approval to award three (3) construction contracts, subject to the Construction Compliance Program (CCP) for a total of \$1,469, 236.73. Of this total, 15% went to minority owned businesses and 5% went to women owned businesses.

The Agency received Board approval to award two (2) construction contracts requiring Disadvantaged Business Enterprise (DBE) compliance for \$239,000 and \$730,000, with DBE participation at 54.39% and 10.43% respectively.

The Public Works Agency's upcoming activities include: Black Expo, BOB Contractors Academy, Prevailing Wage Seminar, and I'm a SLEB Now What?.

The report also included workforce data for local residents and minorities for the period of January 1, 2015 through March 31, 2015.

II. Brief Update on Vendor Pool

Steve Manning, Auditor-Controller, Auditor-Controller reported that his staff has been working to obtain the information about vendors in the data base and will return in September with information on the following: 1) breakdown of ethnicity, gender and location of vendors; 2) what kinds of vendors are in the pool and 3) which vendors have been used or not used over a specific time period.

With the data gathered the Auditor-Controller expects to clean-up the vendor pool to remove vendors which are no longer in business and other factors.

III. Brief Update on General Services Agency Survey for Vendors and County Departments

Caroline Judy, Acting Director, General Services Agency, reported that the Agency has designed a survey for local businesses and County departments, to determine how the County can best provide training. There is a draft survey that will be piloted this June to a few departments internally and the full survey will be broadly released internally and externally in August of 2015.

The Committee will have an opportunity to review the survey before it is released.

The General Services Agency will bring back the results of the survey at the September meeting of the Procurement and Contracting Policy Committee.

IV. Brief Update on Program Concept for Workforce Development

Caroline Judy, Assistant Agency Director, General Services Agency, reported on two programs that the agency is developing regarding workforce development.

The first program is related to the Project Stabilization Community Benefits Agreement (PSCBA). The Board of Supervisors adopted the PSCBA 2 years ago and hired A2 Square Ventures to assist in the agreement. The PSCBA has been on 4 projects; East County Hall of Justice, San Lorenzo Library, and solar panels at Santa Rita Jail.

A provision of the PSCBA was the disadvantaged worker program. The program identifies clients of Alameda County who qualify as disadvantage workers and connect them with apprenticeships and then on to jobs. The agency will report more on the PSCBA in September.

The County's First Source program is in process with revisions to the existing program. County departments have met and convened a First Source Task Force. The Community Development Agency has had success in a First Source Pilot program. In addition the General Services Agency has been in discussion with the Workforce Invest Board (WIB) and the City of Oakland about using their VOSS system for a job seeker/employer matching program.

Social Services, CAO and GSA will talk about program development; challenging tasks, no one agency owns the entirety of a workforce program; How to get a framework in place, to make an effective program on the goods and services side.

V. Report on Sheltered Bidding Analysis of Contracts under \$25,000

Caroline Judy, Assistant Agency Director, General Services Agency, gave a brief report on the Sheltered Bidding Analysis for contracts under \$25,000.

The General Services Agency with the Office of the County Counsel has completed some of the analysis and will bring back a program outline at the September meeting.

Speaker

Bernida Regan, Merriwether and Williams Insurance Services, congratulated the County staff for the analysis on the Sheltered Bidding program and set asides for small business, other jurisdictions have been successful in such programs.

PUBLIC COMMENT

None.