

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

**Monday, November 17, 2025**

**5:00 p.m.**

**Supervisor Nate Miley, Chair**  
**Supervisor Elisa Márquez**

**Staff:** Melissa Wilk, Auditor-Controller  
Daniel Woldesenbet, Director, Public Works Agency  
Kimberly Gasaway, Director, General Services Agency  
Susan S. Muranishi, County Administrator

**Location:** Susan S. Muranishi County Administration Building  
Board of Supervisors' Chambers  
1221 Oak Street, 5<sup>th</sup> Floor  
Oakland, CA 94612

**Summary Action Minutes**

**I. General Services Agency**

- a. **Proposed Property Services & Long-Term Care Services Contracting Policy to Respond to 2023 Amendment of Labor Code 238.5 via Assembly Bill 520**  
[Attachment](#)

Kimberly Gasaway, Director, General Services Agency, presented the Proposed Property Services & Long-Term Care Services Contracting Policy that responds to the 2023 Amendment of Labor Code 238.5 via Assembly Bill 520.

Assembly Bill 520 extends joint and several liability for unpaid wages to public entities contracting for property services and long-term care services.

Key elements of the proposed policy include:

- Pre-award wage judgment screening of prime contractors and subcontractors via the Labor Commissioner database.
- Contractor certification under penalty of perjury regarding unsatisfied wage judgments.
- Updated contracted language requiring ongoing notice of claims or judgments for unpaid wages.
- Departmental monitoring requirements, including reporting to GSA and County Counsel within five business days.
- Alignment with the County's interest in preventing procurement from vendors with wage-theft violations.

**Speakers**

Alex Garcia, Legal Organizer, SEIU-USWW, and Zaid El-Amin commented on item I.a.

**Committee Feedback/Action**

Supervisor Miley motioned and Supervisor Márquez seconded to move this policy to the full Board of Supervisors with the extension that GSA will need to conduct more analysis on adding a collective bargaining agreement requirement and report the results of the analysis at the Spring Procurement and Contracting meeting.

Ayes: Supervisor Marquez and Supervisor Miley, Chair.

Noes: none

Abstain: none

Passed: 2

**b. Procurement and Contracting Report, July-September 2025**  
[Attachment](#)

Kimberly Gasaway, Director, General Services Agency, presented the July-September 2025 Procurement and Contract Report.

**Highlights:**

- 33 formal procurements totaling \$18M, including \$11.5M to certified SLEBs.
- 364 SLEB waivers issued, totaling \$116.5M, with \$14.1M to local businesses.
- 168 sole-source procurements totaling \$20.8M, and 33 piggyback contracts totaling \$14M.
- Construction activity included 15 informal construction contracts totaling \$1.28M, with 83% awarded to local contractors.
- Job Order Contracting activity totaled \$2.6M, with 55% local participation.
- PS/CBA workforce results remain strong, outperforming goals in several categories (e.g., 49% local labor hours vs. 40% goal).

**Speakers**

There were no speakers on this item.

**Committee Feedback/Action**

Supervisors thanked GSA for the report and asked for an update on the East Bay Interagency Alliance. This item was informational only and required no committee action.

**c. Update on Informal Construction Procurement Under Administrative Code Chapter 4.24**  
[Attachment](#)

Doug Bond, Building Maintenance Department Deputy Director, General Services Agency provided an update on Informal Construction Procurement under Administrative Code Chapter 4.24.

**Key points:**

- Current informal bidding threshold: up to \$220,000 (aligned with state Public Contract Code).
- The 2025 Qualified Contractors List includes 342 contractors, 44% local.
- Outreach methods include Chambers of Commerce, trade journals, contractor databases, and GSA's contracting opportunities website.
- Local participation trends:
  - 2022: 67% local
  - 2023: 75% local
  - 2024: 62% local
  - 2025 (through Oct): 69% local
    - Small projects (<\$75K) continue to generate the highest local participation.

**Speakers**

There were no speakers on this item.

**Committee Feedback/Action**

Supervisors expressed appreciation for the report and that the percentage of local contractors is increasing as it indicates the county dollars are staying within the county. This item was informational only and required no committee action.

**d. Contractor Bonding & Technical Assistance Program**  
[Attachment](#)

Jessica Elmore, Merriwether & Williams Insurance Services, presented an overview of the work Merriwether & Williams Insurance Services has done in collaboration with the General Services Agency through Contractor Bonding & The Technical Assistance Program. The County's Contractor Bonding and Technical Assistance Program supports small, local, and emerging contractors competing for County work.

Program highlights:

- 32,600+ hours of technical assistance and training delivered.
- 500+ contractors reached weekly through outreach.
- Strong outcomes in contractor bonding, business development, and first-time County contract awards.
- Expanded partnerships with primes, chambers, workforce agencies, and community organizations.

### **Speakers**

There were no speakers on this item.

### **Committee Feedback/Action**

Supervisors requested Merriwether & Williams Insurance Services to create a flier that promotes the Contractor Bonding & Technical Assistance Program for the Supervisors to post on their newsletters and social media. Supervisors expressed their appreciation for the program's measurable impact on creating equitable opportunities and congratulates Merriwether & Williams Insurance Services on their recognition awards. This item was informational only and required no committee action.

## **II. Auditor/Controller Quarterly Procurement Report (April – June 2025) Attachment**

Melissa Wilk, Auditor-Controller, presented the Quarterly Procurement Report.

The information presented in this report is based on payments made to contractors.

Key highlights for all payments up to \$500,000 for the period July 1, 2009, through June 30, 2025, (as shown on Page A1 of the report):

- \$2.36 billion in total payments up to \$500K
  - \$1.38 billion of the total went to local contracts
  - \$1.15 billion of the total went to minority women business enterprises and small local emerging business (MWBE/SLEB) contractors
    - Payments to MWBE/SLEB contractors by category were:
      - Construction: \$115.6 million
      - Architecture & Engineering: \$35.3 million
      - Professional Services: \$461 million
      - Goods & Services: \$538.9 million

Key highlights of all payments of above \$500,000 for the period of July 1, 2009, through June 30, 2025, (as shown on page A2 of the report):

- \$5.3 billion in total payments above \$500K
  - \$2.8 billion of total payments went to local contractors
  - \$1.9 billion went to MWBE/SLEB contractors
    - Payments to MWBE/SLEB contractors by category were:
      - Construction: \$303.2 million
      - Architecture & Engineering: \$51.3 million
      - Professional Services: \$640.5 million
      - Goods & Services: \$884.1 million

Ms. Wilk also provided an update to the Supervisors regarding their previous request on item I.b. The East Bay Interagency Alliance meetings were held infrequently during COVID, but since 2024 has picked back

up on activity. The EBIA had two meetings in the summer, one at the airport and one at AC Transit. Another outreach event will be held soon. The EBIA uses these meetings as opportunities to certify businesses right then and there. The EBIA is also working with GSA to streamline the certification process.

#### **Speakers**

There were no speakers on this item.

#### **Committee Feedback/Action**

Supervisors requested that the Auditor-Controller Office provide a report for a smaller time frame such as the last five years at a later committee meeting. This item was informational only and required no committee action.

### **III. Disparity Study Update**

Andrea Weddle, Chief Assistant Conty Counsel, Office of County Counsel provided an update on the Disparity Study Update.

County Counsel provided an update on the status of the County's Disparity Study (also known as a Croson), originally initiated in 2020 and based on a 2017–2020 data period. The study was contracted to Mason Tillman & Associates (MTA), who delivered draft chapters early in the process. Due to several attorney transitions within the Office of the County Counsel, the legal review progressed slowly; three different attorneys have handled the matter over the years before the project was reassigned to the current Chief Assistant County Counsel.

County Counsel explained that MTA's scope of work requires a legal analysis of relevant case law embedded throughout the study—not only in the legal analysis chapter but across nearly all 11 chapters. County Counsel has completed detailed legal review of Chapters 1–8, providing approximately 15–20 pages of comments. MTA responded roughly five months after receiving those comments; while they agreed to make certain revisions, they did not concur with others, and in several areas the level of agreement remains unclear.

Chapters 9–12, which include statistical findings and recommendations, are in the final stages of internal review, and County Counsel will be bringing these findings and recommendations to the full Board of Supervisors in closed session soon. MTA has indicated they prefer to wait to incorporate all remaining comments at once before producing a new full draft. County Counsel also noted that, despite some progress, fundamental disagreements remain regarding specific factual statements, legal interpretations, and the application of recent U.S. Supreme Court rulings to the County's procurement practices.

#### **Speakers**

There were no speakers on this item.

#### **Committee Feedback/Action**

Supervisors expressed concern with the timeline, the age of the underlying data, and the risk that outdated findings could affect the County's ability to lawfully implement any recommended remedies. This item was informational only and required no committee action.

#### **Public Comment**

None.