

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

**Monday, October 3, 2016  
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. Peralta Community College Presentation on Workforce Development**  
[Attachment](#)

Linda Handy, Trustee Area 3, Peralta Community College District and Melvinia Turner King, Ed.D, Interim Associate Vice Chancellor, Workforce Development and Continuing Education, Peralta Community College District presented a PowerPoint presentation on Peralta Community College's Workforce Development Program.

The Peralta Community College Workforce Development program monitors federal and state legislation to provide better access to opportunities for grants, including the Workforce Investment Opportunity Act and at the State level California Career Pathways Trust grants, Regional Pathways Technical Assistance Program and the Adult Education Block Grant.

The program works to ensure that academic pipeline programs remain current with and responsive to industry needs and trends with a focus on work-based learning, local and state policies, market demand and career entry points.

Peralta Community College has an interest in working with Alameda County in the area of workforce development.

**II. Auditor-Controller Procurement Quarterly Report**  
[Attachment](#)

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 June 30, 2016. The data presented in the report is based on payments to contractors in the following categories: Construction, Architecture & Engineering (A &E); Professional Services; and Goods & Services. Total payments on contracts up to \$500,000 total \$769.8 million.

**III. Public Works Agency Construction, Workforce and Outreach Report**  
[Attachment](#)

Bill Lepere, Deputy Director, Public Works Agency, presented a written report on the Agency's Construction and Outreach activities. The report covers the period of January through June 30, 2016.

The Public Works Agency received Board approval to award construction contracts, subject to the Construction Compliance Program (CCP) for a total of \$18,713,927.50, from the period of January 2016 through June 30, 2016. Of this total, 11.29% went to minority owned businesses and 4.32% went to women owned businesses.

The Agency did not receive Board approval for construction contracts requiring Disadvantaged Business Enterprise (DBE) compliance and DBE participation during this time period.

The Public Works Agency's upcoming activities include the Construction Contractor's Academy series of workshops.

The report also included workforce data for local residents and minorities for the period of January 1, 2016 through March 31, 2016.

**Recommendation from Procurement & Contracting Policy Committee:** The Public Works Agency will track local vendor participation.

#### **IV. General Services Agency Quarterly Report**

##### *Report on online pilot*

Willie Hopkins, Jr., Director, General Services Agency, gave a brief update on the General Services Agency's online pilot.

Informal quotations online pilot, procurement ran test pilots, worked effectively for the County and the SLEBS, concerned that a few clients were not able to run a successful procurement without assistance from County staff.

##### *Follow up discussion from findings of the General Services Agency Survey*

Approx. 270 responses from online survey – 60% employees involved in procurement functions, additional training for all employees on the procurement process. GSA is currently working on a couple of options to revamping restructuring procurement process Countywide with CAO office. Bring a proposal to the next Procurement & Contracting meeting.

##### *Update on the Project Stabilization Agreement*

[Attachment](#)  
[Attachment](#)

Ann Ludwig, Medical Facilities Development Program Manager, General Services Agency, presented a PowerPoint presentation on the Project Stabilization Agreement.

In July 2012 the Board of Supervisors adopted a Project Stabilization Community Benefit Agreement (PSCBA) with the Alameda County Building Trades Council (BTC) for the East County Hall of Justice project to employee Disadvantaged Resident Workers (DRW).

In June of 2013 the Board of Supervisors adopted a countywide PSCBA for a term of three years. In September of 2014 the General Services Agency contracted with Davillier-Sloan and A<sup>2</sup> Ventures to provide consulting services for the agreement. The PSCBA contract has been extended through June 2018.

## Key Accomplishments

1. Included PSCBA Requirements in all County Bid and Contract Documents (County Managed Projects & Leased Facilities)
2. Integrated PSCBA Communications into Project Management Processes & Procedures
3. Engaged with other County Agencies & Community Based Organizations focusing on workforce development and construction job readiness training
4. Implemented productive Joint Administrative Committee meetings
  - GSA and Building Trade Council -- Members of both ECHOJ & Countywide PSCBA
  - Hensel Phelps – Member of ECHOJ PSCBA
  - DSI/A2 Ventures – Consultant to County

Roel Villacarlos, Public Works Agency, reported on the Agency's trucking projects for the Project Stabilization Agreement. The Agency participated in 5 PSCBA's for trucking projects in Ashland, Fremont, Fairview and Hayward.

Christine Tervalon Garrett, Building Trades Commission, presented several unfavorable issues related to the PSCBA and the Public Works Agency participation, including:

- 1) Pre job process: Contractors and union leaders/members and agencies are to participate in a mandatory pre-job meeting and the Public Works Agency has been a no show to several pre-job meetings.
- 2) Public Works Agency contractors were not prepared for the jobs
- 3) Public Works Agency interpretation of contracts omits all of the trucking projects
- 4) Strained relationship due to several incidents.

Mel Go, Contract Compliance Officer, General Services Agency, presented the Agency's Enhanced Construction Outreach Quarterly Report. The report covers the period of January 2015 through September 2016.

During the period covered, there were ten (12) ECOP construction contracts awarded.

### *ECOP Commitments*

- Local Business Enterprise Contract Dollars = \$28,043,437.60
- Small Local Business Enterprise Contract Dollars = \$14,704,074.40
- Minority Owned Business Enterprise Contract Dollars = \$3,716,182.40
- Women Owned Business Enterprise Contract Dollars = \$2,642,313.15

The report included a list the Agency's bid conferences, trainings and outreach meetings. There were 118 Bid Conferences held between January 1, 2016 and August 31, 2016. Events and Outreach included "Contractors Insurance Seminar", June 2016, "Contractor & Procurement Opportunities Workshop & Trade Fair, June 2016, "How to Do Business with Alameda County: A Vendor Workshop", San Leandro Business Expo, Procurement Overview Workshops, and Alameda County "BOB Breakfast meetings.

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 June 30, 2016.

The Highland Care Pavilion is complete and open to the public as of June 12, 2013. The Acute Care Tower is complete and open to the public as of April 2016.

Phase 3A site work and interior construction are ongoing. As of June 30, 2016, 93.3 percent of the total estimated labor dollars for the project has been expended.

**Recommendation from Procurement & Contracting Policy Committee:** The Committee directed the Public Works Agency staff to convene a meeting with the Building Trades Council to resolve outstanding issues and report back to the Procurement & Contracting Policy Committee in December 2016.

- V. Update on the Marketing Analysis** – continued to a future meeting  
General Services Agency

**PUBLIC COMMENT**

None.