

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

Monday, July 30, 2018  
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  
Vacant**

Staff: Steve Manning, O'Connell, Auditor-Controller  
Willie A. Hopkins, Jr., Director, General Services Agency  
Daniel Woldesenbet, Director, Public Works Agency  
Susan S. Muranishi, County Administrator

## Summary Action Minutes

### **I. Measure A1 Wage, Workforce & Contracting Policies [Attachment](#)**

Michelle Starratt, Assistant Agency Director, Housing & Community Development, Community Development Agency, presented a PowerPoint presentation on the Measure A1, Wage, Workforce and Contracting Policies.

The Board of Supervisors adopted prevailing wage payments at the time the Measure A1 Housing Bond was placed on the ballot. The Board of Supervisors adopted the Measure A1 Rental Program Policies which included additional requirements for projects with commitments after that date.

Some of the Measure A1 wage, workforce and contracting policies that the Board of Supervisors approved in November 2017 includes:

- State Prevailing Wage Rates
- 30% Local Hire (as % of total construction hours)
- 5% Disadvantaged Hire (as % of total construction hours)
- 25% Local Business Contracting (as % of A1 contract amount)
- 20% Small Local Business Contracting (as % of A1 contract amount)
- Reporting on Minority-Owned Businesses and Woman-Owned Businesses utilized
- Reporting on HUD Section 3 requirements for new hire of low-income residents
- Project Labor Agreement is being negotiated

Private agreement between housing developers and Building Trades Council of Alameda County; Alameda County is not a party to the Project Labor Agreement and is not taking part in negotiations.

The Measure A1's small local business contracting component is modeled after SLEB but it is not SLEB. The Agency will accept any of the Small Business Enterprise (SBE) certifications that either the SLEB or ECOP programs accept for small businesses.

- Alameda County SLEB (Small, Local and Emerging Businesses)
- Alameda County Transportation Commission

- California Department of General Services
- City of Oakland SLBE
- Port of Oakland)

The Housing and Community Development Agency is working with the Auditor's Office and IT Department to develop customizations in the County's Elation system that will be needed for A1 contractors to fulfill reporting requirements. Customizations will include a new Outreach Module to allow HCD to track all outreach that is being done to both local/disadvantaged workers and local and small local businesses.

An RFP for Measure A1/Davis-Bacon Labor Compliance Monitor will be released August 2018 and HCD has sent the first notice out to almost 6,000 email addresses, including 3 HCD listserves, and lists exported from the SLEB database from 12 different NAICS codes, as well as other internal/external lists.

County-wide reporting on attainment of Measure A1 wage, workforce and contracting goals include:

- Working with Auditor's Office to identify the most appropriate method for County-wide reporting on A1
- Most likely HCD will provide independent quarterly reports to the Procurement and Contracting Policy Committee, similar to those provided by PWA and GSA on large construction projects

### **Speakers**

Gloria Bruce – joint recommendations for small, local business, looking forward to working with labor, developers and faith based organizations.

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## **II. General Services Agency Review & Recommendation of Disparity Study** [Attachment](#)

Willie A. Hopkins, Jr., Director, General Services Agency, presented a brief report on the General Services Agency Review & Recommendation of a Disparity Study.

At the June 26, 2018, Board of Supervisors meeting, the Board directed the General Services Agency to bring a solicitation recommendation to review the County's policies and practices, which included a race and gender disparity study. There was a suggestion to collaborate with the City of Oakland who awarded a contract to Mason Tillman & Associates for their disparity study.

The General Services Agency recommends using Calyptus Consulting Group to conduct the race & gender disparity study. In 2017, Calyptus Consulting Group was awarded a contract to facilitate an assessment of the County's procurement policies. The General Services Agency intends to increase the contract amount by \$80,000 for Calyptus to complete the disparity study. The City of Oakland contract with Mason Tillman & Associates has expired. The study will take six months to complete.

### **Speaker**

Amina Yusuf, Mason Tillman Associates, stated that their contract with the City of Oakland has been extended; asked how the Calyptus contract had been priced in the absence of the scope of work, and how would the Agency complete a comparative analysis with different methodologies used. Ms. Yusuf will submit her comments in writing to the General Services Agency.

**Recommendation from Procurement & Contracting Policy Committee:** Supervisor Miley directed staff to have the scope of work spelled out when the Calyptus contract amendment is brought before the Board of Supervisors.

### **III. Auditor-Controller Procurement Quarterly Report**

[Attachment](#)

Melissa Wilk, Assistant Chief 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, 2018. 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 totaled \$1.1 billion.

### **IV. Public Works Agency Construction, Workforce and Outreach Report**

[Attachment](#)

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 1, through June 30, 2018.

The Public Works Agency received Board approval to award construction contracts, subject to the Construction Compliance Program (CCP) for a total of \$16,324,280.00 from the period of January 2018 through June 30, 2018. Of this total, 17.34% went to minority owned businesses and 2.10% 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, including Building Opportunities for Business and specific project outreach.

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

[Attachment](#)

[Attachment](#)

Kofo Domingo, General Services Agency presented a written report on the General Services Agency's Enhanced Construction Outreach Program (ECOP). The report covers the period of April 1, 2018 through June 30, 2018.

During the period covered, there were no new construction projects awarded.  
Goods and Services Contracts:

26 contracts awarded totaling \$20,942,824.00  
13 of those were awarded to SLEBS (31.17%)  
8 of those were awarded to local firms (47.71%)  
5 of those were awarded to non-local firms (21.14%)

The General Services Agency does not have information regarding the Highland Acute Tower Replacement at this time.

**PUBLIC COMMENT**

None.

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