

ALAMEDA COUNTY BOARD OF SUPERVISORS' PROCUREMENT AND CONTRACTING POLICY COMMITTEE

Monday, March 18, 2024
2:30 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 David Haubert

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

Summary Action Minutes

I. Healthy Homes Quarterly Lead Abatement Progress Report

[Attachment](#)

Larry Brooks, Director, Healthy Homes Department, Community Development Agency, presented a PowerPoint presentation on the Healthy Homes Quarterly Lead Abatement Progress report.

As a result of a lawsuit settlement involving lead-based paint against paint companies, it resulted in a settlement that allocated funds for lead poisoning prevention.

The settlement funds were distributed between the City of Oakland and Alameda County. Oakland received twenty percent (20%) upfront but has yet to develop a plan for spending the funds. Director Brooks suggested that if Oakland does not utilize the funds, the County might consider legal action to redirect the money to services within Oakland.

Initiatives undertaken with the allocated funds for Alameda County focus on lead remediation projects, workforce development, and community education on lead poisoning prevention.

Challenges in workforce development are due to declining demand for lead remediation services and cuts to HUD's lead hazard reduction grant program. Potential solutions include redirecting remaining settlement funds to Oakland, increasing minority business contracts, and leveraging HUD grants for healthy housing initiatives.

Recommendation from the Procurement and Contracting Policy Committee: The Healthy Homes Department, to draft a letter to the City of Oakland concerning the settlement funds.

II. Public Works Agency Quarterly Construction, Workforce and Outreach Report

[Attachment](#)

Daniel Woldesenbet, Director, Public Works Agency, presented the Agency's Quarterly Construction, Workforce, and Outreach report for the period from July 1, 2023, to March 31, 2024. The report details the agency's engagement with labor hours, workforce demographics, and business outreach efforts.

Outreach and Workforce

Labor Hours: The agency engaged a total of 227,000 labor hours during this period, with 61% performed by local residents.

Workforce Demographics: The workforce breakdown by ethnic groups shows consistency over the years, with the Hispanic or Latino group comprising 52% of the workforce, followed by other groups, including Caucasian.

Business Outreach: The agency conducted outreach efforts to encourage local and diverse participation in projects valued at about \$10.5 million. Various programs and events were organized to inform and engage contractors, including a Construction Contractors' Academy.

The Public Works Agency does not provide targeted training on diversifying the workforce, it encourages diversity through various programs. Future presentations will include a comparison graph with the previous year's data to track trends and identify areas for improvement.

This item was informational only and required no Committee action.

III. Disparity Study Update

Laura Lloyd, Auditor-Controller Agency, presented a brief update on the disparity study.

The Disparity Study has undergone several iterations and extensive staff reviews, resulting in updates incorporated by Mason Tillman Associates. The study is currently in the legal review phase, with County Council reviewing chapters 1 through 7. Feedback for the remaining chapters (8 through 11) is pending completion. County Counsel expects to finish their review by the end of April. The completion of the study is eagerly anticipated, as it may reveal findings of discrimination and recommendations for addressing it, potentially providing more opportunities for minority businesses in the county.

This item was informational only and required no Committee action.

IV. Measure A1 Bi-Annual Contracting Update [Attachment](#)

Michelle Starratt, Director, Housing & Community Development Department, and John Lo, Housing & Community Development Manager, presented the Measure A-1 Bi-Annual Contracting report.

This report covers the period from January 1 – December 31, 2023. As of December 31, 2023, the County has committed funds to 55 projects under the MA1 Rental Housing Development Program. The Annual Report focuses on thirty-one (31) projects that were active during the reporting period. At the beginning of 2023, 13 projects were in predevelopment, of which three (3) began construction and one new project was added. Of the projects that started the year in construction, four (4) completed construction. A total of six (6) projects were fully leased up and transferred to HCD's Asset Management team for long-term monitoring.

Specific Highlights:

- \$248 million of Measure A1 Investment on all projects active during the 2023 calendar year, up from \$100M during 2022

- 1,596 units in 31 projects completed construction, were completed, and leased, or were in construction during 2023.
- 50% of total MA1 investment on projects during 2023 went to Alameda County-based businesses, double the 25% Goal set by the Board.
- The Measure A1 projects which were completed in 2023 leveraged \$46.9 million of MA1 funds into a total of \$195.7 million in investment in affordable housing construction in Alameda County.
- On Measure A1-funded projects, over \$124 million went to local Alameda County-based businesses from all funding sources (not just Measure A1). This represents over 55% of all payments made this year on these projects.
- 36% of construction labor hours were performed by Alameda County residents, surpassing the 30% Goal set by the Board.
- Over 4,900 construction jobs on MA1-funded projects in 2023.
- Over 30% of all Journey Person hours and over 50% of all Apprentice hours performed were worked by Alameda County residents.

This item was informational only and required no Committee action.

V. General Services Agency Quarterly Contracting and Outreach Report [Attachment](#)

Kimberly Gasaway, General Services Agency, presented the Agency's Quarterly Contracting and Outreach Report for the period covering procurement and contracting activities from October to December 2023.

- Purchasing administered 18 Formal Procurements for goods and services totaling \$10,401,539:
- Purchasing approved 95 Sole Sources and 18 Piggybacks for a total value of \$20,829,384:
- Office of Acquisition Policy approved Small Local and Emerging Business policy waivers for 120 new and 44 amendments (164 total) to contracts totaling \$25,964,186:
- Building Maintenance Department procured 4 informal construction contracts totaling \$656,333:

Capital Programs: One formal contract for \$14.45 million was awarded for the Santa Rita jail network infrastructure project, another contract for asbestos abatement went to a local Hayward contractor.

Job Order Contracts (JOC): 7 task orders were assigned to JOC contracts, with 3 local contractors involved. 5 new JOC contracts were awarded, some of which meet Federal requirements for ARPA funding.

Project Stabilization and Community Benefits Agreement: Progress was tracked on various projects, with some goals slightly behind target.

Bid Conferences and Outreach: Several bid conferences and vendor outreach events were held to engage with contractors, with participation in various industry events and memberships in organizations to promote county projects.

This item was informational only and required no Committee action.

VI. Proposed Informal Contracting Ordinance Update

[Attachment](#)

Kimberly Gasaway, Director, General Services Agency, presented a PowerPoint presentation on the proposed Informal Contracting Ordinance update.

The proposed informal contracting ordinance update will align the Alameda County Administrative Code with State public contract code regarding bidding procedures for public projects and maintenance work. The update includes amendments to authorize the purchasing agent or designate to award informal bid contracts and negotiated contracts up to specified limits without seeking further approval.

This change simplifies project administration and allows for quicker awarding of contracts, thereby facilitating the engagement of more local contractors. The update is scheduled for consideration by the full Board of Supervisors on March 26, 2024.

Recommendation from the Procurement and Contracting Policy Committee: Support. Move to the full Board of Supervisors.

VII. Social Services Agency Annual Procurement and Contracting Report

[Attachment](#)

Robert Wooley, Financial Services Director, Social Services Agency, presented a PowerPoint presentation on the Agency's Annual Procurement and Contracting Report.

Report highlights

- The Social Services Agency is transitioning from one-year contracts to three-year Standard Service Agreements.
- There are currently twenty-one (21) Request for Proposals (RFPs) for contracts starting in fiscal year 2025
- Conduct extensive outreach, post opportunities on the General Services Agency website
- Encourage vendors to sign up for notifications
- Majority of contracts are with vendors qualified under the SLEB/DBE programs

The Procurement and Contracting Policy Committee requested the Social Services Agency to provide more detailed data on the number and dollar amount of contracts, local hiring impact, and efforts to streamline funding processes for contractors in the next report.

This item was informational only and required no Committee action.