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Title: CONSIDER APPROVAL OF CONTRACT SERVICES AGREEMENTS TO PROVIDE ON-CALL PROFESSIONAL LABOR COMPLIANCE SERVICES FOR VARIOUS NEEDS BY PUBLIC WORKS-ENGINEERING DIVISION

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Report to Mayor and City Council

Tuesday, September 06, 2022

Consent

SUBJECT:

CONSIDER APPROVAL OF CONTRACT SERVICES AGREEMENTS TO PROVIDE ON-CALL PROFESSIONAL LABOR COMPLIANCE SERVICES FOR VARIOUS NEEDS BY PUBLIC WORKS-ENGINEERING DIVISION

I. SUMMARY

The Engineering Division of the Public Works Department is responsible for the design and construction of a number of projects including several that are grant funded. In consideration of the limited internal staff resources and the significant number of infrastructure projects currently underway, securing on-call labor compliance services is an essential in ensuring that the City complies with its Project Labor Agreement (PLA) as well as requirements of other agencies such as the Federal Highway Administration, Caltrans, and the Department of Industrial Relations (DIR).

Staff solicited Proposals through the Request for Proposals (RFP) process and has selected three firms to provide labor compliance services. The City received proposals from six firms, the proposals were reviewed and the firms were placed on a ranking list. The department would like to retain the services of the top three on-call consultants to provide labor compliance services. The top three qualified firms were determined to be:

1. PPM Group
2. CS & Associates
3. GCAP Services, Inc.

It is requested that the City Council approve three-year Contract Services Agreements with the above consulting firms to provide labor compliance services for the City's Capital Improvement Program and other miscellaneous and related projects (Exhibit Nos. 1-3).

II. RECOMMENDATION

TAKE the following actions:

1. APPROVE a Contract Services Agreement with PPM Group, Inc. to provide On-Call Professional Labor Compliance Services for the term of January 1, 2023 through December 30, 2025, in an amount not-to-exceed \$300,000.00.
2. APPROVE a Contract Services Agreement with CS & Associates, Inc. to provide On-Call Professional Labor Compliance Services for the term of January 1, 2023 through December 30, 2025, in an amount not-to-exceed \$300,000.00.
3. APPROVE a Contract Services Agreement with GCAP Services, Inc. to provide On-Call Professional Labor Compliance Services for the term of January 1, 2023 through December 30, 2025, in an amount not-to-exceed \$300,000.00.
4. AUTHORIZE the Mayor to execute the Contract Services Agreements following approval as to form by the City Attorney.

III. ALTERNATIVES

1. DO NOT APPROVE the Contract Services Agreements to the aforementioned companies.
2. TAKE another action the City Council deems appropriate consistent with the requirements of the law.

IV. BACKGROUND

The City needs to retain the services of consultants to provide professional labor compliance services to ensure compliance with the City's Project Labor Agreement (PLA) for various capital improvement projects. The selected consultants will be responsible for administering and overseeing the projects subject to PLA to ensure compliance by its contractor(s), subcontractors, and others. Proper administration of the PLA is necessary to

ensure that the City project complies with the PLA and other requirements from other agencies, with highest quality and the most professional work force; and in a timely manner, without labor disruption such as strike, lockout, or slowdowns. The selected consultants will be involved in project development to project closing, along with possible attendance of the City Commissions or City Council meetings.

The Public Works Department released a Request for Proposals (RFP) 22-020 to engage on-call labor compliance consulting firms qualified to provide professional services for various City capital projects. The RFP was advertised on Planet Bids from April 21, 2022 to May 23, 2022. Six firms submitted their proposals, the proposals were reviewed, and the firms were placed on a ranking list (Exhibit No. 4). The City would like to retain the services of the top three labor compliance on-call consultants to provide the professional services and the assistance City staff needs in managing the capital projects. The top three qualified firms were determined to be:

- 1) PPM Group, Inc was established in 1987, and during the last 17 years their focus has been on construction management services and labor compliance services. PPM Group's compliance team members have over 17 years of experience providing labor compliance services to various public agencies.

- 2) CS & Associates, Inc is a full-service PLA and Labor Compliance consulting firm located in Santa Clarita, California. CS & Associates, Inc. was founded in 2003 and has provided labor compliance services on more than 600 public works construction projects, and they have been performing labor compliance services for the City of Carson's projects.

- 3) GCAP Services, Inc was founded in 1997 and has over 24 years of labor compliance expertise. GCAP Services has performed on-call labor compliance services for County of Los Angeles Department of Public Works and City of Long Beach.

All the selected consultants' contracts will be exercised on an "on-call" basis. The three firms selected will be requested to submit a fee proposal for every service the division needs. Based on the proposals, the Engineering Services Division will select the most efficient and economical services.

V. FISCAL IMPACT

None. Funding for the On-Call Consultants was approved in the 5-year CIP budget; therefore, if the On-Call Contract Services Agreements are awarded, the funds in the amount of \$300,000.00 will be funded from the CIP/General Fund account 101-99-999-904-6004 for FY22/23.

VI. EXHIBITS

1. Contract Services Agreement for PPM Group (pgs. 4-32)

2. Contract Services Agreement for CS & Associates (pgs. 33-61)
3. Contract Services Agreement for GCAP Services, Inc. (pgs. 62-90)
4. Final Committee Ranking summary for Labor Compliance Services (RFP 22-020) (pgs. 91-112)

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