



CONTRACT MONITORING DIVISION OFFICE OF THE CITY ADMINISTRATOR



Edwin M. Lee, Mayor
Naomi M. Kelly, City Administrator

Romulus Asenloo, Acting Director

LBEAC February 2, 2017 Meeting Minutes

1. Call to Order

Chair Galarza called the meeting to order at 10:05 a.m.

Committee Members present: Matthew Ajiake, Emylene Aspilla, Clifton Burch, Stacey Camillo, Juliana Choy-Sommer, Boris Delepine, Elahe Enssani, Miguel Galarza, Alan Guy, Virginia Harmon, Robert Lo, Iris Martin-Lopez, Wayne Perry

Committee Members Absent: Darolyn Davis, Ruben Santana

Staff Present: CMD: Romulus Asenloo, Lupe Arreola, Ivy Hankins, Mindy Lee, Stephanie Tang, Nichole Truax, La'uton Wells, Ryan Young

Other City Personnel: Julie Ansell, CON; Nicolas King, Dana Lang, SFO; DPW; Veronica Ng, SFPU

Public Present: Rafael Parra, SGI Construction Management; Joe Hill, Joe Hill Consulting Engineers

2. Update and Discussion on Best Value

Nicholas King of Public Works

- a. The goal is to evaluate/track Chapter 6 Construction projects—deter poor performance
- b. The law is in effect for projects advertised after March 31, 2017
- c. The first evaluation may take place at the beginning of summer
- d. The RFP to build the database is currently out to bid and the designer should be on board this year
- e. This will be a basic metric system that will collect basic information including project size, dollar size, etc. in order to answer questions regarding what happened on the job

f. Provided 3 page DRAFT Performance Evaluation at the end of the meeting

Comments/Questions/Concerns Raised

- a. What is the specific formula that will be used
- b. Concerns regarding possible punitive damage and how the data will be used to affect whether a contractor will/will not obtain a job
- c. Has United Contractors Association (UCON) been updated and if so what were the concerns raised
- d. There is currently no tie to F\$P
- e. Is there a clear definition on exceptional performance

3. Update and Discussion on the Financial System Project (F\$P)

Power Point Presentation by Julie Ansell of the Controller's Office

- a. F\$P will go live on July 3, 2017

- b. The new system (F\$P) will replace 90 outdated systems into one system for contracting, invoicing etc.
 - c. The supplier portal is a one stop shop for all bidders
 - d. Bidders and suppliers can register, view sourcing events, and check their compliance/certification status
 - e. Supplier information will be transparent to internal and external users
 - f. Supplier Outreach and Onboard Timeline
 - February-initial Outreach
 - February and March-Information Sessions
 - May-Testing
 - June-Training
 - July-Supplier Registration Go-Live
4. Update, Presentation and Discussion on the Mentor-Protégé Program Team:
- Mentor: Rafael Parra, SGI Construction Management
Protégé: Joe Hill, Joe Hill Consulting Engineers
- a. Rafael Parra discussed the benefits of the program including helping to educate the protégé and being part of a community
 - b. Joe Hill spoke of the parallel interests of having a mentor: gaining experience; learning; and networking opportunities
 - c. LBEAC discussed the possibility of giving more benefits to mentors (e.g., offering bonus points for medium size firms)—certain benefits may require a legislative change
5. Presentation and Discussion on How to Increase Participation on City Contracts
- Boris Delepine presented a PowerPoint on the Port of SF Commission’s directive to increase diversity of LBE participation, increase funds to LBEs, and develop creative outreach plans to encourage greater LBE participation. The item will be further discussed at the next LBEAC Meeting.
6. Approval of Meeting Minutes
- The LBEAC Meeting minutes of December 1, 2016 were unanimously approved
7. Staff Reports/Updates
- LBEAC Member Virginia Harmon of SFMTA announced that the FTA granted its 49 CFR Part 26 DBE Program Waiver on January 19, 2017. The program waiver allows the SFMTA to utilize race- and gender- conscious contracting goals to address identified discrimination against African-American DBEs in Construction and women-owned DBEs on all contracts. As part of the overall DBE goal setting process, SFMTA needs to solicit input from the DBE community on its proposed 15% overall DBE goal, including a 6% race-conscious and 9% race-neutral breakdown. SFMTA will hold a public hearing on Tuesday, February 28th, 2016 in the Atrium Conference Room at SFMTA, 1 South Van Ness, 2nd Floor, San Francisco, CA 94103.
8. Suggestions from Committee Members on Future Agendas
- Discussion regarding the definition of “Specialty Construction Contractors” under 14B
9. Adjournment
- The meeting adjourned at 12:03 p.m.