



# CONTRACT MONITORING DIVISION OFFICE OF THE CITY ADMINISTRATOR



## LBEAC April 4, 2019 Meeting Minutes

### 1. Call to order

Chair Galarza called the meeting to order at 10:01 a.m.

*Committee Members Present:* Matthew Ajiake, Emylene Aspilla, Bruce Giron, Darolyn Davis, Alaric Degrafinried, Boris Delepine, Elahe Enssani, Miguel Galarza, Alan Guy, Virginia Harmon, Dwayne Jones, Wayne Perry.

*Committee Members Absent:* Juliana Choy-Sommer, Iris Martin-Lopez, Ruben Santana.

*Staff Present:* CMD: Romulus Asenloo, Regina Chan, Jason Chow, Vivian Liu, Stephanie Tang.

*Other City Personnel:* Jumoke Akin-Taylor, Public Works; Nicolas King, Public Works.

*Public Present:* Steve Boullianne, IPSOFACTO IT; Ricardo Rodriguez, Tricertus, LLC; Nihan Tiryaki, Webcor; Oscar Zavaleta, Montez Group.

### 2. Best Value Public Works Procurement and Project Evaluation

- a. Nicolas King provided an update for the Best Value Public Works Procurement and Project Evaluation:
  - i. Completed first round of technology enhancement to the website.
  - ii. In the upcoming months, the focus will be to do internal outreach. The challenges have been to expand the program and getting more people to use it.

### 3. Citywide Project Labor Agreement Ordinance

- a. The City has hired Vitus Leung as a negotiator to negotiate with the Building Trades Council.
- b. Organizations interested in the matter should meet with the negotiator or City Administrator Naomi Kelly to convey the interests of the LBE community.

### 4. Professional Services Codes

- a. Committee members met and discussed the idea of increasing the thresholds in Professional Services categories.
  - i. The threshold was last raised in 1998.
  - ii. The committee would like to propose an increase in Micro threshold from \$1.25M to \$2.5M and Small threshold from \$2.5 to \$5M.
- b. The ad hoc committee will continue to meet and further discuss the increase in Professional Services threshold and evaluate if certain services should be moved into the General Services categories.
- c. The committee members agreed there should be a standard mechanism to revisit the threshold and to look at all the categories at the same time.

- d. Wayne Perry, seconded by Elahe Enssani, moved to draft a white paper requesting Naomi Kelly's support on raising the professional services threshold and creating a mechanism to increase the threshold. The motion was carried by the following vote:
  - i. Ayes: Ajiake, Aspilla, Giron, Davis, Degrafinried, Delepine, Enssani, Galarza, Guy, Harmon, Jones, Perry.
- 5. Experience Modification Rate (EMR)
  - a. The Committee discussed whether or not City Departments should use the EMR during the bidding process. There is no formal EMR policy as of now.
  - b. EMR is currently not on anyone's radar but the LBE community needs to be proactive in order to get it to the Board of Supervisors' attention. EMR needs to be set properly otherwise it may negatively impact and discriminate against LBEs.
- 6. Approval of Meeting Minutes
  - a. Alaric Degrafinried, seconded by Bruce Giron, moved to approve the LBEAC Meeting Minutes of February 7, 2019. The motion carried by the following vote:
    - i. Ayes: Ajiake, Aspilla, Giron, Davis, Degrafinried, Delepine, Enssani, Galarza, Guy, Harmon, Jones, Perry.
- 7. Staff Report/Updates
  - a. Guest Speaker: Construction Management Association of America (CMAA) formed a new committee Creating Opportunities for Diversity and Equality (C.O.D.E.) in hopes of generating more opportunities for minority, women, and small business owners. It is important to have support of the community and not just the owners and contractor.
    - i. CODE is currently planning an event in June of 2019.
  - b. Boris Delepine and Emylene Aspilla are spearheading the planning of the LBE networking event scheduled tentatively on May 10<sup>th</sup> (during Small Business Week) from 11:30am-1:30pm. It will most likely be a picnic style event celebrating all the local businesses and an opportunity to network. Need to secure funding from all the Chapter 6 City Departments
- 8. Suggestions from Committee Members on Future Agendas/Public Comment
  - a. Elahe Enssani suggested an agenda item to discuss how LBEs can work more closely with the City Departments in the procurement process so that department processes do not adversely affect LBEs.
- 9. Adjournment

The Committee adjourned at 11:58am.