

REPORT TO COUNCIL

City of Sacramento

915 I Street, Sacramento, CA 95814-2604
www.CityofSacramento.org



CONSENT
March 17, 2009

**Honorable Mayor and
Members of the City Council**

**Title: Agreement: Labor Compliance Field Investigation & Administrative
Services (15001121)**

Location/Council District: Citywide

Recommendation: Adopt a **Resolution:** 1) approving the Professional Services Agreement with DCM Group, Inc for an amount not to exceed \$172,877, and 2) authorizing the City Manager to execute a contract in an amount not to exceed \$172,877 with DCM Group, Inc. for the services.

Contact: David Flores, Jr., Contracts and Compliance Specialist, 808-8277; Nicholas Theocharides, Engineering Services Manager, 808-5065.

Presenters: None

Department: Transportation

Division: Engineering Services

Organization No: 15001121

Description/Analysis

Issue: Approval of the professional services agreement is required to provide labor compliance field investigation and administrative services for City construction projects. These services are necessary to facilitate staff effort in meeting regulatory requirements of the City's approved Labor Compliance Program (8/95), State of California Labor Code Section 1771.5 and State of California Department of Transportation (Caltrans) policies and procedures relating to City construction projects.

Policy Considerations: The proposed action is consistent with the City's strategic goal to implement strategies to improve overall operational efficiency and customer service without expending additional City resources.

Environmental Considerations:

California Environmental Quality Act (CEQA): The approval of professional service agreements is not considered a project as defined by Section 15378 of the California Environmental Quality Act guidelines. The recommended action involves no physical construction and has no potential to cause significant impact to the environment.

Sustainability Considerations: None

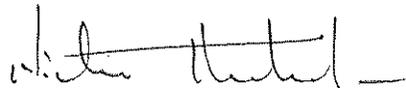
Other: None

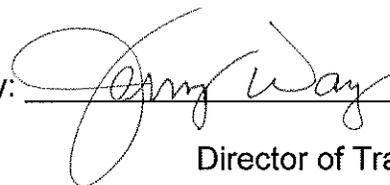
Commission/Committee Action: None

Rationale for Recommendation: A Request for Proposal (RFP) was advertised in December 2008, and DCM Group, Inc. was selected as the top-ranked consultant firm.

Financial Considerations: This effort will be initially funded through the Department of Transportation, Engineering Services Division's Operating Budget. The services performed by DCM Group, Inc. are fully reimbursable through Capital Improvement projects. There are no general funds associated with this action.

Emerging Small Business Development (ESBD): Project assignments under this Professional Services Agreement will be paid for through City and/or federal funds. As such, both Emerging and Small Business Enterprise (E/SBE) rules and federal Disadvantaged Business Enterprise (DBE) project participation requirements apply. The City assigned a 20% E/SBE participation requirement and DBE project participation is strictly voluntary in conformance with existing Federal Highway Administration (FHWA) guidelines. DCM Group, Inc. is a City-certified SBE prime consultant and is also certified by Caltrans as a DBE prime. Additionally, DCM Group, Inc. is a minority and women-owned firm. E/SBE and DBE project participation is 51.60%.

Respectfully Submitted by: 
Nicholas Theocharides
Engineering Services Manager

Approved by: 
Jerry Way
Director of Transportation

Recommendation Approved:


Ray Kerridge
City Manager

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Attachment 1

Background Information:

The City's approved Labor Compliance Program (8/95), State of California Labor Code Section 1771.5 and State of California Department of Transportation (Caltrans) policies and procedures require specific labor compliance field investigation, monitoring and administrative services for City construction projects subject to state or federal prevailing wage laws and apprenticeship standards. Activities include, but are not limited to: field interviews with employees at the project job site, review of certified payroll and apprenticeship documents, investigation of prevailing wage violation complaints, processing and reconciliation of contractor pay request applications, facilitating the project closeout process and provision of technical assistance and administrative support to staff, management and contractors related to labor compliance.

To facilitate staff effort in meeting these regulatory mandates, the Department of Transportation has procured these services under professional services agreement since its inception in April 2004. In December 2008, the Department of Transportation advertised a Request for Proposals (RFP) for professional services to conduct labor compliance field investigation and administrative services. Three firms responded and were determined fully responsive to RFP requirements. Responding firms were: DCM Group, Inc., RCJ & Associates, Inc. and Willdan. RCJ & Associates, Inc. formally withdrew its proposal prior to completion of the selection process. A diverse panel of City staff from the Department of Transportation, Engineering Services Division and Office of the Director, the Department of General Services, and the Department of Parks and Recreation reviewed and evaluated the firm's written proposals based on experience, qualifications, and proposed work plan for the project. Interviews of the two remaining firms were conducted to complete the selection process. At process end, the selection panel unanimously ranked DCM Group, Inc. as the top firm.

Consultant	E/SBE %	DBE %
Willdan	22.10 %	25.30%
DCM Group	51.60%	51.60%

RESOLUTION NO.

Adopted by the Sacramento City Council

**APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH
DCM GROUP, INC. TO PROVIDE PROFESSIONAL SERVICES
FOR LABOR COMPLIANCE FIELD INVESTIGATION & ADMINISTRATIVE
SERVICES FOR VARIOUS CITY CONSTRUCTION PROJECTS (15001121)**

BACKGROUND

- A. The City's approved Labor Compliance Program (8/95), State of California Labor Code Section 1771.5 and State of California Department of Transportation (Caltrans) policies and procedures require specific labor compliance field investigation, monitoring and administrative services for City construction projects subject to state or federal prevailing wage laws and apprenticeship standards. Activities include, but are not limited to: field interviews with employees at the project job site, review of certified payroll and apprenticeship, investigation and prevailing wage violation complaints, documents, processing and reconciliation of contractor pay request applications, facilitating the project closeout process and provision of technical assistance and administrative support to staff, management and contractors related to labor compliance.

- B. To facilitate staff effort in meeting these regulatory mandates, the Department of Transportation has procured these services under professional services agreement since its inception in April 2004. In December 2008, the Department of Transportation advertised a Request for Proposals (RFP) for professional services to conduct labor compliance field investigation and administrative services. Three firms responded and were determined fully responsive to RFP requirements. Responding firms were: DCM Group, Inc., RCJ & Associates, Inc. and Willdan. RCJ & Associates, Inc. formally withdrew its proposal prior to completion of the selection process. A diverse panel of City staff from the Department of Transportation, Engineering Services Division and the Office of the Director, the Department of General Services, and the Department of Parks and Recreation reviewed and evaluated the firm's written proposals based on experience, qualifications, and proposed work plan for the project. Interviews of the two remaining firms were conducted to complete the selection process. At process end, the selection panel unanimously ranked DCM Group, Inc. as the top firm.

**BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL
RESOLVES AS FOLLOWS:**

- Section 1. Approve and authorize the City Manager to execute a Professional Services Agreement with DCM Group, Inc. for Labor Compliance Field Investigation & Administrative Services for an amount not to exceed \$172,877.

