



## COUNTY OF SONOMA

575 ADMINISTRATION  
DRIVE, ROOM 102A  
SANTA ROSA, CA 95403

### SUMMARY REPORT

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**Agenda Date:** 10/13/2020

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**To:** Boards of Directors, Sonoma County Water Agency, Russian River County Sanitation District, and Sonoma Valley County Sanitation District

**Department or Agency Name(s):** Sonoma County Water Agency, Russian River County Sanitation District, and Sonoma Valley County Sanitation District

**Staff Name and Phone Number:** Mollie Asay / 547-1985

**Vote Requirement:** Majority

**Supervisory District(s):** Countywide

**Title:**

Labor Compliance Administrative Services

**Recommended Action:**

Authorize Sonoma County Water Agency's General Manager, acting on behalf of Sonoma County Water Agency, Russian River County Sanitation District, and Sonoma Valley County Sanitation District, to execute an agreement with Silveira Consulting, Inc. for labor compliance administrative services through October 31, 2025, in the not-to-exceed amount of \$225,000.

**Executive Summary:**

Sonoma County Water Agency, Russian River County Sanitation District, and Sonoma Valley County Sanitation District (collectively "Sonoma Water") require assistance in administering and monitoring labor compliance for construction projects in accordance with federal and state requirements, including those related to grant funding programs, recent changes to prevailing wage determinations on public works projects, and federal prevailing wages laws related to the Davis Bacon Act. This item requests authorization to enter into an agreement with Silveira Consulting, Inc. (Consultant) for assistance with these activities. Under the Agreement, Consultant will provide, both pre-award and during construction, support to enforce and administer labor compliance monitoring services for Sonoma Water and the Districts, including assistance with bid advertisements, pre-bid conference training, post-award labor compliance workshops, and support to contractors via phone, virtually, and email.

During construction, Consultant shall review and monitor certified payroll to verify compliance, time and materials costs, maintain communication with contractors concerning possible violations and discrepancies, review and approve each pay application, and generally provide expertise in the field of California Labor Code Enforcement and Federal Labor standards.

**Discussion:**

**HISTORY OF ITEM/BACKGROUND**

Public entities undertaking public works projects are required, pursuant to the California Labor Code, to ensure compliance with applicable prevailing wage and apprenticeship laws and regulations. When public works projects are funded in whole or in part by state or federal funds additional regulations apply. Sonoma

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Water requires professional services to properly administer these complex rules to ensure overall compliance with state and federal labor regulations. Not doing so risks negative audit findings or violations that could result in fines or loss of grant funds.

Sonoma Water has seven federally funded capital projects currently under design that are anticipated to start construction between 2020 and 2022:

1. Penngrove Lift Station Flood Resiliency Project
2. Russian River Pipeline Crossing Hazard Mitigation Project
3. Mark West Creek Pipeline Crossing Hazard Mitigation Project
4. Russian River County Sanitation District Secondary Clarifier Seismic Retrofit Project
5. Ely Booster Station Hazard Mitigation Project
6. Sonoma Valley County Sanitation District Secondary Clarifier Seismic Retrofit Project
7. Santa Rosa Creek Pipeline Crossing Hazard Mitigation Project

Additionally, Sonoma Water has five capital projects without federal or state funding that are currently under design and are anticipated to start construction between 2020 and 2022:

1. Santa Rosa Vortex Tube
2. Sonoma Valley County Sanitation District Trunk Main 4C
3. Santa Rosa Russian River Cathodic Protection
4. Warm Springs Dam Hydropower Rehab
5. Mirabel Inflatable Dam Replacement

#### SELECTION PROCESS

On June 2, 2020, Sonoma Water issued a Request for Proposals (RFP) to the following two firms:

1. North Valley Labor Compliance Services, Las Vegas, NV
2. Silveira Consulting, Inc., Galt, CA

The RFP was also posted on Sonoma County Water Agency and County of Sonoma Purchasing Department websites.

The seven firms listed below submitted proposals:

1. Contractor Compliance and Monitoring, Inc., San Mateo, CA
2. GCAP Services, Inc., Costa Mesa, CA
3. InnoActive Group, San Francisco, CA
4. North Valley Labor Compliance Services, Las Vegas, NV
5. Silveira Consulting, Inc., Galt, CA
6. Willdan Engineering, Industry, CA
7. Workforce Integrity & Training Solutions, San Francisco, CA

The following criteria were used to evaluate each firm:

- 1) Professional qualifications and demonstrated ability to perform the work
- 2) Responsiveness to the work requirements
- 3) Exceptions to standard terms in the sample agreement

**4) Thoroughness of proposal**

Silveira Consulting, Inc. (Consultant) was selected to perform the work because Consultant is an S-Corp, Woman-Owned, Disadvantage Business Enterprise (DBE Firm #43320) with thorough experience developing and administering comprehensive labor compliance programs for projects throughout the State of California. Consultant has worked on several water projects for the Napa County Flood Control and Water Conservation District, Marina Coast Water District, City of Fresno, and Monterey One Water. Consultant's experience, work plan, and staffing plan align well with Sonoma Water's projects and future needs.

**SERVICES TO BE PERFORMED**

Under the proposed agreement, Consultant would provide support to enforce and administer labor compliance for Sonoma Water construction projects, including assistance with bid advertisements, pre-bid conference training, post-award labor compliance workshops, and support to contractors via phone and email.

During construction, Consultant shall review and monitor certified payroll to verify compliance, maintain communication with contractors concerning possible violations and discrepancies, review and approve each pay application, and generally provide expertise in the field of California Labor Code Enforcement and Federal Labor standards.

The cost of services will not exceed \$225,000; the term end date is October 31, 2025.

**Prior Board Actions:**

None

**FISCAL SUMMARY**

<b>Expenditures</b>	<b>FY 20-21 Adopted</b>	<b>FY21-22 Projected</b>	<b>FY 22-23 Projected</b>
Budgeted Expenses	\$64,000	\$85,000	\$76,000
Additional Appropriation Requested			
<b>Total Expenditures</b>	<b>\$64,000</b>	<b>\$85,000</b>	<b>\$76,000</b>
<b>Funding Sources</b>			
General Fund/WA GF			
State/Federal			
Fees/Other	\$64,000	\$85,000	\$76,000
Use of Fund Balance			
Contingencies			
<b>Total Sources</b>	<b>\$64,000</b>	<b>\$85,000</b>	<b>\$76,000</b>

**Narrative Explanation of Fiscal Impacts:**

Budgeted amount of \$64,000 is available from FY 2020/2021 appropriations for the Penngrove Sanitation Zone Construction Fund (\$9,000), Russian River County Sanitation District Construction Fund (\$18,000), Sonoma Valley County Sanitation District Construction Fund (\$5,000), and the Water Transmission Common Facilities

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Fund (\$32,000). No additional appropriation is required.

Future appropriations will be budgeted in those fiscal years.

Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)

**Narrative Explanation of Staffing Impacts (If Required):**

N/A

**Attachments:**

Agreement with Silveira Consulting, Inc.

**Related Items "On File" with the Clerk of the Board:**

None.