



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 3/22/2016

Agenda Placement: 6Z

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Lawrance Florin - Director  
Housing and Intergovernmental Affairs  
**REPORT BY:** Nelson Cortez, Staff Assistant-BOS - 7072991478  
**SUBJECT:** Amendment No. 1 to Agreement with Craft Consulting Group

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### **RECOMMENDATION**

Director of Housing and Intergovernmental Affairs requests Amendment No 1 to an agreement (formerly No. AUD 7134) with Craft Consulting, increasing the amount by \$32,970 for a new maximum of \$82,970, extending the term through June 30, 2016 and amending the scope of work to include a Labor Market Analysis of the Napa County construction industry and evaluation of the labor needs of County capital projects and contracts.

### **EXECUTIVE SUMMARY**

At the December 15, 2015 regular meeting, the Board of Supervisors directed staff to go into a Professional Services Agreement (PSA) with a consultant to conduct a Labor Market Analysis of the construction industry to be used to consider the viability of establishing a local hire ordinance in Napa County. Due to the short time frame to conduct the study and provide a report to the Board, staff recommends the Board amend a current PSA with Craft Consulting Group to include the scope of work to complete the labor market analysis. The amendment will extend the contract term to June 30, 2016 and increase the maximum payments under the new agreement to a total of \$82,970 for services and expenses.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	General Fund
Is it Mandatory or Discretionary?	Discretionary

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Discretionary Justification:	The Labor Market Analysis study was requested by the Board of Supervisors as part of the analysis whether to develop a local hiring policy and/or enter into Project Labor Agreements for County construction projects.
Is the general fund affected?	Yes
Future fiscal impact:	None.
Consequences if not approved:	If this item is not approved, the County will not begin the Labor Market Analysis as directed by the Board of Supervisors. An alternative plan would need to be identified, causing a delay in the completion of this analysis.
Additional Information:	

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

### **BACKGROUND AND DISCUSSION**

On October 29th, 2015 the Napa County (County) and Craft Consulting Group (Contractor) signed a Professional Services Agreement (AUD 7134) for the County to obtain specialized services in order to: 1) identify businesses in Napa County at risk of failure and/or layoffs, 2) obtain specific tools, procedures, and resources for an ongoing business assistance program, and 3) obtain staff support to engage key business service providers/agencies to develop and implement actions for responding to identified at-risk businesses. Because the aggregate compensation by County to Contractor through this and any prior agreements did not exceed \$63,000, County's Purchasing Agent was authorized by Napa County Code section 2.36.040(G) to execute this Agreement on behalf of the County. This agreement is set to expire on March 31, 2016.

At the September 15, 2015 meeting, Supervisor Luce requested that Project Labor Agreements for upcoming capital projects, including the Staff Secure Re-Entry Facility and the new jail be considered. On October 20, 2015 the Board of Supervisors directed staff to return with a report on the components of a Project Labor Agreement (PLA) for the Staff Secure Re-Entry facility. The Board stated that it wanted to see if a PLA could assist in increasing the number of local employees who could work on upcoming County Public Works projects. On December 15, 2015 staff gave an initial report after researching PLA's in general and the potential impact on the upcoming Staff Secure Re-Entry Facility. In addition staff researched local hiring policies and contract provisions that have either been adopted by local jurisdictions or incorporated into public works contracts throughout the state. Following the staff report and discussion, the Board directed staff to move forward with studying the local labor market to assess whether a local hiring ordinance is feasible and to come back with a report and actionable recommendations regarding the adoption of a local hire ordinance.

Due to the short time frame for the local labor market study, staff recommends the Board amend the current contract with Craft Consulting Group to also include the scope of work to conduct the study and provide a detailed labor market analysis report to the Board. The amendment will extend the contract term to June 30, 2016 and increase the maximum payments under the new agreement to a total of \$82,970 for services and expenses. The Scope of Work will be expanded to include the following:

1. **Conduct Labor Market Analysis of the Napa County Construction Industry**-Provide a comprehensive

overview of the construction industry in Napa County including the current and projected level of employment by subsector and local construction workforce training opportunities. Develop a profile of construction employment supply and demand in the county with a spotlight on subsectors such as public works projects. Analyze construction workforce characteristics including residence, demographics, income, level of education, and retirement projections.

2. **Evaluate Labor Needs of County Capital Projects and Contracts**-Analyze the County's projected capital projects and contract and identify County's labor needs based on anticipated construction.
3. **Develop Actionable Recommendations Regarding Adoption of a Local Hire Ordinance**- Examine local hire policies to determine whether Project Labor Agreements and/or local hire ordinances with the goal of increasing employment opportunities for local residents and to encourage developers to hire locally are successful. Provide recommendations on whether the local construction labor market can accommodate a Local Hire Ordinance. Determine the implications of doing a tiered local hire requirement and make recommendations on what the local hire threshold can be.
4. **Prepare Final Report**-Prepare a final report with findings, analysis, recommendations, executive summary, and appendices.

### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Molly Rattigan