San Francisco Water Power Sewer
Operator of the Hetch Hetchy Regional Water System

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San Francisco Public Utilities Commission
Water System Improvement Program
Small Firm Advisory Committee
June 22, 2011
10:30 a.m. – 12:30 p.m.
City of San Carlos
Peninsula Builders Exchange
735 Industrial Road
San Carlos, CA 94070

Members

Marie McKenzie **(Chair)**
Moses de los Reyes
Estela Tarano
Tom McGinley **(Vice-Chair)**
Lisa Vigil

Minutes

Staff Liaison: Iris Martin Lopez

1. Call to order – 10:55 a.m.

2. Roll Call – all members present

3. Public Comment - members of the public may address the Committee on matters that are within the committee's jurisdiction but not on today's agenda – none at this time.

   - **Michael Quan, Bureau Manager, Program Controls and Support Development** announced his retirement to the committee.
     - The committee complimented **Mr. Quan** on all of the great efforts he provided to them.

4. March 16, 2011 meeting minutes were approved by all members present.

5. Discussion on the promotion of hiring Local Apprentices and Journeypersons outside San Francisco County on Water System Improvement Program projects was provided by **Chris Iglesias, Interim Director of Regional Workforce Initiatives.**

Edwin M. Lee
Mayor
Francesca Vietor
President
Anson Moran
Vice President
Ann Moller Caen
Commissioner
Art Torres
Commissioner
Vince Courtney
Commissioner
Ed Harrington
General Manager

Mr. Iglesias reported the following:

- The SFPUC will be providing regional community based organizations (CBO) with two year grants.
- The CBOs receiving these fund are Project Build (San Mateo County), Cypress Mandela (Alameda County and Youth Build (San Joaquin County)
- Each CBO will receive $150,000
- The grants will be presented to the CBOs by the Commission on Tuesday, June 28, 2001 at the Southeast Community Facility
- The regional CBOs exertion is similar to San Francisco County's City Build Program
- To date approximately 4,400 workers have worked on the WSIP. 600 of these workers are apprentices. 80% of the workers placed on WSIP projects represent San Francisco and the region
- **Mr. Iglesias** will provide a Commission meeting update to the committee on August 25, 2011
- Adding further Mr. Iglesias elaborated about two committees under the SFPUC that meet regularly to discuss workforce initiatives. The committees are:

    - **Regional Job Training and Opportunities Program (JTOP)**, a committee administered under the WSIP Project Labor Agreement (PLA). The JTOP meets quarterly. The next JTOP meeting will be held on Wednesday, August 24, 2011
    - **WSIP PLA Joints Administrative Committee (JAC)** meetings are held monthly. The next JAC meeting will be on Wednesday, July 20, 2011

The second half of Mr. Iglesias presentation was provided by **Bill Irwin, Senior Administrative Analyst, WSIP Project Labor Agreement. Mr. Irwin** summarized the number of workers and their hours performed on WSIP projects as of March 31, 2011:

- 2,234 workers were located outside of Hetch Hetchy water service area earning a total of $30, 538,168
- 478 workers were from San Francisco County earning a total of $6,428,836
- 1,983 workers represented the region earning a total of $25,123,827

Mr. Iglesias concluded the discussion by informing the committee that SFPUC in collaboration with the trade unions are providing training courses for the three construction trades on SFPUC projects. These trades are Laborers, Operator Engineers and Carpenters.

- Currently, two high tech training courses were provided to the Laborers union. The second training had an attendance of 14 students (four San Francisco, five San Mateo and five from Alameda). SFPUC is looking into creating training courses for operator engineers and carpenters.

The committee was very please with **Mr. Iglesias'** update.

6. Update on expansion of the SFPUC Local Business Enterprise Program on non-WSIP projects. The update was provided by **Veronica Ng, Manager, San Francisco Human Rights Commission. Ms. Ng.** Ideas for the SFPUC LBE expansion includes the following:

    - Utilize regional businesses with shared cost projects

        1. Revisions include increase small business participation on construction projects in these regional areas
        2. The revision will assist with SFPUC LBE participation on non-WSIP projects located 70 miles outside of the City and County of San Francisco

    The legislation is presently going through a formal review process which includes:

    - Revisions was adopted by HRC LBE Advisory Committee in April 2011
    - They were approved and adopted by the full body HRC on May 22, 2011
    - Next steps are:

        - Sponsorship of the language by member of the SF Board of Supervisors
        - Once approved and sponsored by a Supervisor it will then be calendared and presented to full Board

7. Discussion and update on the WSIP Small Firm Advisory Committee term limits was provided by **Ms. Martin Lopez.** On June 13, 2011 SFPUC General Manger Ed Harrington notified current members of his 2011- 2013 term appointments. Within in the letter General Manager Harrington thanked the members for their years of service on the Committee. It was requested for members who wish to continue to serve to submit a cover letter and updated resume by July 1, 2011.

8. Update on the WSIP Habitat Restoration Program (HRP). Ms. Martin Lopez discussed the following:

    - The HRP was developed to improve the wetlands of various SFPUC WSIP Peninsula and Alameda regional projects
    - Three HRP projects have been advertised for bid. The projects are WD-2640 Goldfish Pond (Santa Clara County), WD-2641 Homestead Pond (San Mateo County), and WD-2651 Peninsula 2011 Watershed Compensation SASS and Upper San Mateo Creek Project (San Mateo County)
    - Homestead Pond was advertised in March 2011
    - Goldfish Pond was advertised in May 2011
    - Peninsula Watershed Compensation will be advertised in June 2011

9. Update on SFPUC Local Business Enterprise Program

    - 213 small construction firms are certified under the SFPUC-LBE Program

    - As of June 2011, 179 LBEs (PUC and SF) were awarded as subcontractors on regional WSIP construction contracts

    - $104 Million was awarded to LBEs on 63 WSIP regional construction projects

10. Comments, suggestions and requests for future agenda items by members of the
    Small Firm Advisory Committee and members of the public

    Upcoming Small Firm Advisory Committee Meeting Dates
    - August 25, 2011
    - October 19, 201

    Future Agenda Items
    - 2011 Committee Elections
    - Update on the SFPUC-LBE Program expansion
    - Discussion and planning of the next Small Firm Advisory Committee Workshop
    - Update on the HRP

11. Adjournment – 1:03 p.m.