

CITY OF SAN DIEGO, CITIZENS EQUAL OPPORTUNITY COMMISSION

Contracting and Bidding Processes Improvement Subcommittee

MEETING MINUTES

MEETING DATE: 2.19.15 / 8 AM

SUBMITTED REPORT TO STAFF: 2.23.15

IN ATTENDANCE: Laura Warner, Kristin Custodio, Lan Jefferson

OLD BUSINESS:

1. Request for DPW and P& C Staff Presentations to CEOC – DPW presented Jan 15 to CEOC meeting.

Request that DPW and P& C add timelines to contract process diagrams. Requested 2014.

Huron Efficiency Analysis should be conducted for DPW as it was for P & C and need Huron report presentation from P & C. Requested 1.6.15

2. Requested copy of P & C quarterly report to Budget and Efficiency Committee. Requested 1.6.15

3. Request for Quarterly E/SLBE status report from City Staff to CEOC, Budget and Efficiency Council Committee, and City Council - (see sub committee Meeting Minutes and Recommendations Report dated 1.6.15 for requested organization for quarterly reports)

4. Request from Staff information from DPW about specific prime contractor issues related to E/SLBE that they reported in CEOC staff report in December 2014. Requested 1.6.15.

5. Request made to Staff to prepare letter from Commissioner Custodio's letter draft for CEOC approval regarding adding women and disabled vets as class covered by the CEOC in the Municipal code. Request made 1.23.15. Staff completed draft and presented at February 15 Commission Meeting.

6. Recommend preparing a letter of immediate changes that should be made to improve the monitoring of the E/SLBE program and the bidding and contracting process. Copy and bullet list was developed by this subcommittee and Staff is going to add this request to Mayors' letter for review by Commission at March 15 Commission meeting.

7. Committee members reviewing committee goals and objectives to add more accountability

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recommendations and to add a goal for increased participation of E/SLBEs. Will address at March subcommittee meeting.

8. Commissioner Warner to prepare an issues list for both DPW and P&C.

NEW BUSINESS:

1. Commissioner Custodio to follow-up with Chair Stamp and CEOC staff Henry Foster to incorporate this subcommittee's additions to Mayor's letter.
2. Commissioner Custodio to request a Commission presentation and/or meeting with DPW to review DPW's complaints about SLBE prime contractors and the implementation of more stringent qualifications for participation on City contracts.
3. Commissioner Jefferson to request that the City Employee's Union provide and present the current policy for them to review bids and contracts and the related timelines for this review process.
4. Discussed what works or doesn't work with the current As-needed Consultant list. The subcommittee will discuss this further at the next meeting.
5. Agreed to move the meeting to the 2nd Thursday of the month.