



ITEM ID: 2024-279-0

TRANSMITTAL DATE: September 6, 2024

MEETING DATE: September 13, 2024

TO: Board of Directors

FROM: Arnold Hackett, Chief Financial Officer

SUBJECT: Contract No. QM161R-20 - External Disadvantaged Business Enterprise and Labor Compliance Services Request to Increase Contract Authority - GCAP Services, Inc., Padilla & Associates Inc., and The Solis Group

Issue

The Authority requires a bench of consultants to administer its Disadvantaged Business Enterprise (DBE) and Labor Compliance (LC) programs and perform ongoing enforcement to ensure that Authority's contractors comply with all applicable state and federal laws and regulations.

Recommendation

It is recommended that the Board increase the contract authority for Contract No. QM161R-20, by \$750,000 for a total not-to-exceed amount of \$7,950,000.

Strategic Commitment

This report aligns with the Strategic Business Plan commitment of:

- **Connecting and Leveraging Partnerships:** We will forge new and enhanced relationships with our public and private partners to integrate and coordinate connecting services, providing residents throughout Southern California with better, seamless, sustainable alternatives to driving.

Background

On January 24, 2020, the Board authorized the Chief Executive Officer (CEO) to award bench Contract No. QM161R-20 for External DBE and LC Services to the following firms:

- GCAP Services, Inc.
- Padilla & Associates Inc.
- TSG Enterprises, Inc., dba The Solis Group

The contract term was for five years with a single one-year extension option. The not-to-exceed amount for the base period of the contract was \$6,000,000, plus \$1,200,000 for the option year for a total contract funding authorization of \$7,200,000.

Discussion

Over the course of the five-year base contract, activities outpaced the forecasted funds needed to support the Agency's DBE and Labor Compliance requirements.

Staff is therefore requesting an increase to the Contract Authority of \$750,000 for a new not-to-exceed total of \$7,950,000.

Budget Impact

Funds will be transferred to cover amounts needed for expenses in FY25.

Prepared by: Christine J. Wilson, Assistant Director, Finance

Approved by: Arnold Hackett, Chief Financial Officer