

**City of Pasadena
Department of Finance, Purchasing Division**

**Pasadena First Buy Local
Local Participation Plan Update
For the Glenarm Repowering Project (Project)**

As of September, 2014

- 1) Staff has participated in weekly meetings with the contractors and the Project Team to maintain focus on the Local Participation Plan (Plan). The Plan calls for 15% local subcontracting and procurement. As of September 17, 2014, the Project is reporting **\$440,994 or 49.7% of its subcontracting and procurement has been spent with Pasadena businesses.**
- 2) The Plan also calls for 25% of the payroll to be satisfied by Pasadena residents. Staff has been monitoring the payroll since the start of the Project, and advising the Prime and Project Team on strategies that will enable the Project to meet or exceed the local hiring goal. As of September 17, 2014, ARB and their subcontractors have **reported \$18,877 in payroll to Pasadena residents, which represents 21% of the total payroll** for the project. Staff has informed the Project team of the status and has recommended that it participate in future meetings with subcontractors prior to them starting work. This recommendation is part of an increased effort to better prepare subcontractors to meet the local hiring goal.
- 3) Staff provided a “late certified payroll” report to the Project Team, the Prime and subcontractors. The purpose of this report was to inform the team of the contractor’s certified payroll submittals that were more than 14 days late. Staff has recommended that contractors be required to be current with their payroll reports prior to processing their Pay Applications.
- 4) Staff followed up on local hiring referrals made to ARB and their subcontractors. Local Hiring referrals included Pasadena residents hired by union contractors on previous major public projects in various trades. There were over 200 Pasadena residents referred. The report included the employers/contractors names and the number of hours worked. The purpose of this report, and previous efforts, was to better enable ARB to meet or exceed 25% local hiring.
- 5) Staff facilitated a “Special Recruitment” for Pasadena residents with the Electricians, Iron Workers and Boilermakers on August 15, 2014 at 8:30AM at the Jackie Robinson Community Center (JRCC). These trades were estimated by the Project Team to be three of the top six trades for the Project. The trade unions gave detailed presentations of their local and provided their unique application processes to approximately 30 Pasadena residents. The purpose of this effort was to expand the Pasadena workforce with the unions.

The computer lab (at the JRCC) was available to potential candidates to apply online for IBEW's apprenticeship training. In addition, the Prime provided an overview of the project and its workforce needs. The outreach for this effort included direct briefing to various community stakeholders, a posting on the Project's web page (<http://cityofpasadena.net/waterandpower/gt5/>), a mailer to over 900 Pasadena residents in our database, and a posting on the City's Facebook, and Twitter accounts.

- 6) Staff has continued its outreach to the Building and Construction Trades Unions (below). The purpose of this coordination with the unions was to make each hall keenly aware of the 25% local hiring goal, and provide them with additional Pasadena residents to meet the Project's labor force needs. The ensuing phase of outreach will focus on the next top three projected trades, and potential sponsorships.

Unions

- Bricklayers/Allied Craftworkers
- Carpenters
- Cement Masons
- Electricians/Los Angeles
- Electricians/Pasadena
- Elevator Constructors
- Iron Workers
- Laborers
- Operating Engineers
- Painters
- Plasterers & Cement Masons
- Plasterers/Cement Masons & Shop Hands
- Plumbers
- Plumbers & Fitters
- Plumbers Sprinkler Fitters
- Plumbers/Air Condition/Refrigeration
- Plumbers/Steam & Pipefitters
- Resilient Floor & Decorative Covering
- Roofers & Waterproofers
- Sheet Metal Workers
- Teamsters

- 7) Staff continued its coordination with the Los Angeles Urban League. The Urban League has served as a partner providing financial assistance to Pasadena residents for union dues, tools, equipment and transportation. The Urban League received applications from 10 Pasadena residents during the aforementioned "Special Recruitment". Staff will continue working with the Urban League to facilitate referrals throughout the lifecycle of the Project.
- 8) Staff reached out to the Foothill WIB, and the Flintridge Center to provide contact information for potential Pasadena apprentices to be included in the City's local hiring database. The purpose of this effort was to ensure that Pasadena residents seeking apprenticeship and employment opportunities were included in the recruitment and referral process during the course of the Project.
- 9) Staff continued its coordination with the Prime and its subcontractors for the web-based tracking and reporting system for the Project. To date, ARB and

other subcontractors are logged into the system and have been submitting payroll data. The purpose of the system is to utilize an automated web-based tracking system to collect certified payroll and other local participation results for the Project.

- 10) Staff has added several members of the Project Team into the web-based tracking and reporting system to enable them to monitor data from the contractors, log purchases made in Pasadena, and generate necessary reports.
- 11) Staff continued its monthly meeting with community stakeholders to discuss Local Participation. The purpose of these meetings is to provide information on strategies the City uses to maximize local participation. The benefit of these meetings are information sharing, and overall communication with community members interested in the results of the City's local hiring and procurement efforts.