



Office of the City Manager

CONSENT CALENDAR  
May 30, 2017

To: Honorable Mayor and Members of the City Council  
From: Dee Williams-Ridley, City Manager  
Submitted by: Phillip L. Harrington, Director, Department of Public Works  
Subject: Contract No. 10396 Amendment: Du-All Safety, LLC for Safety Consulting and Training Services

RECOMMENDATION

Adopt a Resolution authorizing the City Manager to execute an amendment to Contract No. 10396 with Du-All Safety, LLC for continued safety training and consulting services up to \$150,000 for a total contract amount not to exceed \$200,000, and to extend the contract term through December 31, 2020.

FISCAL IMPACTS OF RECOMMENDATION

Du-All Safety, LLC's (Du-All) \$50,000 contract was authorized for a three year term that expires June 30, 2019. In an effort to conserve resources and manage the training program responsibly, the contract's initial emphasis was on consulting services to complete a needs assessment to ascertain department safety requirements over the next three to five years. The annual estimated \$50,000 expenditure for this amendment may increase or decrease depending upon Department of Public Works' (Public Works) training needs. Funding is subject to appropriation in the FY 2018 through FY 2021 budgets in various Funds, and for the estimated annual amounts listed below:

Sanitary Sewer Fund 830-5403-432-30.38.....	\$3,060
Sanitary Sewer Fund 830-5201-410-30.38.....	\$3,503
Sanitary Sewer Fund 830-5503-432-30.38.....	\$11,870
Zero Waste Fund 820-5403-432-30.38.....	\$1,306
Zero Waste Fund 820-5607-432-30.38.....	\$13,331
Gas Tax Fund 369-5505-431-30.38.....	\$1,307
Building Maintenance Fund 866 5402-410.30-38.....	\$4,331
Equipment Maintenance Fund 865-5702-410-30.38 .....	\$5,000
Used Oil Payment Fund 181-5403-432.30.38 .....	\$4,292
Parking Meter Fund 840-5507-431-30.38 .....	\$2,000
Estimated Total Annual Expenditures	\$50,000

The contract amendment has been entered into the Contract Management System as CMS No. YXU71.

### CURRENT SITUATION AND ITS EFFECTS

Public Works employs nearly 300 staff in the following divisions: Zero Waste, Engineering, Transportation, Administration and Finance, Equipment Maintenance, Facilities, Streets and Utilities. Many of these divisions require job-specific safety training to comply with certain OSHA regulations including Blood Bourne Pathogen, Confined Space Awareness, and Fall Protection.

Du-All completed a Health and Safety Compliance Assessment that identified critical programs needed to support operations safety including Confined Space Entry Program, Site Specific Emergency Action Plan, Fall Protection Program, Heat Illness Prevention Program, and a Hot Work Program. In addition, Du-All performs routine safety inspections and has provided staff Occupational Safety and Health Administration (OSHA) required training including Blood Bourne Pathogen, Hot Work, and Portable Ladder Safety. Further, Du-All is presently updating written safety programs to support the City's in-house safety program, completing site inspections, and identifying areas for improvement.

### BACKGROUND

The City received two proposals in response to its June 2016 Request for Proposals for safety training and support services, and selected Du-All as the most responsive and qualified vendor to meet the needs of Public Works' safety program. On October 24, 2016, the City Manager entered into Contract No. 10396 with Du-All to provide these services. Du-All is a Bay Area business that works with many municipalities to support and improve their safety programs, and ensure employees are trained appropriately.

### ENVIRONMENTAL SUSTAINABILITY

Du-All provides training to City staff in hazardous materials handling, spill response, and asbestos management. When staff are properly prepared for these occurrences, City employees and citizens are protected, and the environment is safeguarded from the further release of toxic substances.

### RATIONALE FOR RECOMMENDATION

City staff do not have in-house capacity or expertise to provide all OSHA training required for Public Works staff. The scope of services in this contract is needed to support the City's Occupational Health Safety Officer and for implementation of the Injury and Illness Prevention Plan.

### ALTERNATIVE ACTIONS CONSIDERED

None

### CONTACT PERSON

Phillip L. Harrington, Director, Department of Public Works (510) 981-6303  
Joy Brown, Environmental Compliance Specialist (510) 981-6629

Attachments:

1: Resolution

Contract No. 10396 Amendment: Du-All Safety  
for Safety Consulting and Training Services

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RESOLUTION NO. ##,###-N.S.

CONTRACT NO. 10396 AMENDMENT: DU-ALL SAFETY, LLC FOR SAFETY  
CONSULTING AND TRAINING SERVICES

WHEREAS, Du-All Safety, LLC has provided excellent safety training and written safety program improvements during the contract term and requires additional funding to provide required trainings; and

WHEREAS, in 2016 the Department of Public Works requested proposals for safety training and consulting services and Du-All Safety, LLC was selected as the most qualified firm to provide these services; and

WHEREAS, on October 24, 2016, the City Manager authorized Contract No. 10396 with Du-All Safety, LLC for safety training and consulting services, in an amount not to exceed \$50,000 for the period August 5, 2016 through June 30, 2019; and

WHEREAS, City staff do not have the capacity to perform the services provided by Du-All Safety, LLC; and

WHEREAS, funds have been identified from each participating division to support an estimated annual expenditure of \$50,000 subject to appropriation in the FY 2018 through FY 2021 budgets, and increasing the contract amount by \$150,000.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to execute an amendment to the contract with Du-All Safety, LLC for on-going safety training and consulting services for a total contract amount not to exceed \$200,000, and extending the contract term to December 31, 2020 (CMS No. YXU71). A record signature copy of the contract and any amendments to be on file in the City Clerk Department.