



Office of the City Manager

CONSENT CALENDAR  
December 10, 2019

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. 10396A 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 \$100,000 for a total contract amount not to exceed \$300,000, and to extend the contract term through December 31, 2022.

FISCAL IMPACTS OF RECOMMENDATION

The future annual estimate is \$30,000 expenditure which increase or decrease depending upon Department of Public Works' (Public Works) training and safety program needs. Funding is subject to appropriation in the FY 2021 through FY 2023 budgets in various Funds, and for the estimated annual amounts listed below:

Sanitary Sewer Fund 611.....	\$7,000
Zero Waste Fund 601.....	\$7,000
Facilities Maintenance Fund 673 .....	\$3,000
Street Light 142.....	\$3,000
Equipment Maintenance Fund 672 .....	\$5,000
Used Oil Payment Fund 329 .....	\$5,000
Estimated Total Annual Expenditures	\$30,000

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

CURRENT SITUATION AND ITS EFFECTS

Public Works employs over 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 Borne Pathogen, Confined Space Awareness, and Fall Protection. Du-All Safety has updated written safety programs to support the City's in-house safety program; provides ongoing site inspections; provides staff augmentation, and identifies areas for improvement.

Public Works is in the process of hiring an Occupational Health and Safety Officer who will be responsible for managing this contract and will undertake the majority of the responsibilities that Du-All Safety is currently providing.

The current contract will also be amended to include language to allow for other Departments such as Parks, Recreation and Waterfront to utilize the contract as necessary to support critical safety training needs. Additionally, Du-All Safety provides Safety Data Sheet electronic management which Public Works may pursue to support safety compliance efforts.

Authorizing this contract amendment support the City's Strategic Goal of creating a resilient, safe, connected, and prepared City.

#### BACKGROUND

The City issued a June 2016 Request for Proposals for safety training and support services, received two proposals, and selected Du-All Safety as the most responsive and qualified vendor to meet the needs of the Public Works safety program. On October 24, 2016, the City Manager entered into a contract with Du-All Safety to provide these services in an amount not to exceed \$50,000 (Contract No. 10396).

On May 30, 2017, City Council adopted Resolution No. 68,005-N.S. which authorized the amendment of the contract for an amount not to exceed \$200,000 and extend the contract term through December 31, 2020.

Du-All Safety is a Bay Area business that works with many municipalities to support and improve their safety programs, and ensure employees are trained appropriately.

Du-All Safety 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 Safety performs routine safety inspections and has provided staff Occupational Safety and Health Administration (OSHA) required training including Blood Borne Pathogen, Hot Work, and Portable Ladder Safety. Du-All Safety continues to provide ongoing support in implementation of these written programs.

#### ENVIRONMENTAL SUSTAINABILITY

Du-All Safety 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 currently have in-house capacity or expertise to provide all OSHA training required for Public Works staff. Public Works is in the process of hiring an

Occupational Health and Safety Officer who will be able to provide in-house expertise but will still need to utilize the services of Du-All Safety for the training and implementation of the many OSHA required safety programs and plans.

ALTERNATIVE ACTIONS CONSIDERED

None.

CONTACT PERSON

Phillip L. Harrington, Director, Department of Public Works (510) 981-6300  
Joy Brown, Senior Management Analyst, Public Works, (510) 981-6629

Attachment:  
1: Resolution

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

CONTRACT NO. 10396A 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. 103996 with Du-All Safety, LLC for safety training and consulting services, in an amount not to exceed \$50,000 for the period of August 5, 2016 through June 30, 2019; and

WHEREAS, on May 30, 2017, City Council adopted Resolution No. 68,005-N.S. which authorized the amendment of the contract for an amount not to exceed \$200,000 and extend the contract term through December 31, 2020; 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 \$30,000 subject to appropriation in the FY 2021 through FY 2023 budgets, and the contract amendment has been entered into the Citywide contract database as CMS No. KXDQS.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to execute an amendment to Contract No. 10396 with Du-All Safety, LLC for on-going safety training and consulting services, increasing the contract amount by \$100,000 for a total amount not to exceed \$300,000, and extending the term of the contract to December 31, 2022. A record signature copy of the contract and any amendments to be on file in the City Clerk Department.