



County of Los Angeles
**CHIEF EXECUTIVE OFFICE
OPERATIONS CLUSTER**

SACHI A. HAMAI
Interim Chief Executive Officer

DATE: January 15, 2015
TIME: 1:00 p.m.
LOCATION: Kenneth Hahn Hall of Administration, Room 830

AGENDA

Members of the Public may address the Operations Cluster on any agenda item by submitting a written request prior to the meeting.
Three (3) minutes are allowed for each item.

1. Call to order – Gevork Simdjian
- A) **Board Letter – DEPARTMENT OF PUBLIC WORKS: APPROVE LOCAL WORKER HIRING PROGRAM FOR VETERANS**
CEO – Santos H. Kreimann or designee
- B) **Board Letter – VERMONT CORRIDOR DEVELOPMENT PLAN AUTHORIZE SITE INVESTIGATIONS, ENVIRONMENTAL STUDIES AND FINALIZE REQUEST FOR PROPOSALS FOR DEVELOPMENT OF THE VERMONT CORRIDOR**
CEO CP – Bradford Bolger or designee
- C) **Firefighter Trainee Examination Update**
FIRE – Roxanne Benavides-Ortega or designee
- D) **Enterprise IT Initiatives Update**
CIO – Richard Sanchez or designee
- E) **NeoGov Presentation**
DHR – Lisa M. Garrett or designee
2. Public Comment
3. Adjournment

DATE

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**DEPARTMENT OF PUBLIC WORKS:
APPROVE LOCAL WORKER HIRING PROGRAM FOR VETERANS
(ALL DISTRICTS) (3 VOTES)**

SUBJECT

This action is to approve policy recommendations for a Local Worker Hiring Program for Veterans of the County of Los Angeles.

IT IS RECOMMENDED THAT THE BOARD:

1. Approve the Local Worker Hiring Program for Veterans Policy (Policy), including a target percentage of 5 percent of the California work hours to be performed by qualified veterans who are residents of the County of Los Angeles;
2. Authorize the Chief Executive Officer to implement the necessary administrative processes, procedures, and guidelines to implement the Policy; and
3. Find that this Policy furthers a legitimate public interest for the reasons stated in this letter.

PURPOSE AND JUSTIFICATION OF RECOMMENDED ACTION

Background

On May 13, 2014, your Board approved a motion (Agenda Item No. 2) establishing a Local Worker Hiring Program for Veterans (Program) of the United States Armed Forces who are residents of the County of Los Angeles. The motion directed a number of key factors governing the Policy, including that the Policy would apply to new construction projects with a value greater than \$2,500,000, and that the Policy would require contractors to demonstrate a good faith effort to have a certain percentage of the project's construction hours performed by qualified County residents who are veterans. The motion further directed that:

1. The Chief Executive Officer in consultation with the Director of Military and Veterans Affairs, and the Director of Public Works, and the County Veterans Advisory Commission provide a recommendation of the target percentage of work hours to be performed by veterans, and that this recommendation be provided to the Board for approval;
2. The County Executive Officer in consultation with the Director of Public Works and County Counsel develop additional administrative processes, procedures, rules, guidelines, and solicitation and contract language; and
3. The Chief Executive Officer in consultation with the Director of Public Works and County Counsel take all additional actions necessary to fully implement the Program for veterans, subject to Board approval.

Since that time, the Chief Executive Office, the Departments of Military and Veterans Affairs, Public Works, and County Counsel have worked together and with numerous stakeholders to develop a recommended target percentage, and a recommended Policy to act as an implementation guideline for the Chief Executive Officer's further implementation of administrative processes, procedures, rules, and solicitation and contract language. Through this process, we have met with representatives of construction contractors associations, organized labor, the State of California, America's Job Centers of California, and the Department of Community and Senior Services. We have worked to develop a program that is easily accessible for job seekers and employers, and is streamlined for simple administration. The Program links to existing programs/resources for veterans to access training and assisting them with seeking work, and, therefore, is likely to produce a positive outcome.

Policy

Consistent with the Board's motion, the proposed Policy excludes from the calculation of the goal percentage any construction labor performed by workers residing in states other than California. In addition, the Policy would not be applicable to any project that includes federal funding, or any other source of funding, which restricts such programs. The Policy requires each County agency that administers a construction contract covered by this policy to publish veteran hiring data monthly on that agency's website.

The proposed Policy for the Program (Attachment A) includes the following key elements:

- Contractors shall demonstrate a good faith effort to ensure that a minimum goal of 5 percent of the construction labor hours be performed by qualified veterans who reside within Los Angeles County;
- Consistent with Federal criteria under the Workforce Innovation and Opportunity Act (WIOA), formerly known as the Workforce Investment Act, "veteran" is defined as an individual who have received an honorable discharge or a general discharge, or retired from any branch of armed forces as evidenced by a *Certificate of Release or Discharge from Active Duty* (DD 214);
- Program is aligned with the Workforce Innovation and Opportunity Act (WIOA), formerly known as the Workforce Investment Act to allow the provision of services by WIOA funded agencies for job intake processing.
- Consistent with Federal criteria under the WIOA, the spouse of a veteran meeting certain criteria specified in section 2(a) of the Jobs for Veterans Act (38 U.S.C.4215[a]), is also considered to be "veteran" under this Policy.
- If a given construction contract contains both the Program and any other local worker hiring requirement, first priority shall be given to satisfying the Program goal;
- For the purpose of this Policy, "new construction projects" shall be defined as:
 - 1) Only projects for which the construction contract has not been *awarded prior* to the approval of this Policy;
 - 2) Projects including new construction and/or renovation where the contract value is at least \$2.5 million, and;
 - 3) Includes design-bid-build, design-build, and construction manager at-risk contracts.
- Because there is an existing local worker hiring program specific to job order contracts, job order contracts would be excluded from this Policy.

- This would apply to County projects, including both building construction and infrastructure projects managed by any County department, special district, commission, or authority for which the Board of Supervisors is the governing body.
- The hiring goal shall be reviewed annually and changed upon the recommendation of the Chief Executive Office and approval of the Board.

On August 13, 2014, and November 12, 2014, the draft Policy was reviewed with the County Veterans Advisory Commission.

The Board's May 13, 2014, motion directed that the Program be limited to only veterans who reside within the County. This limitation is consistent with the Board's action in December 2009 designating the County as an economic recovery area. It is also consistent with the local worker hiring program adopted by the Board in October 2010 that was limited to residents of the County.

Good Faith Effort

The Chief Executive Office, Military and Veterans Affairs, Public Works, and County Counsel have developed initial guidelines for the implementation of this Policy. In order to meet the objectives of making this a Program that is easily accessible, cost-effective, and utilizes existing resources wherever practical, these guidelines will continue to be refined and developed over time to continue to create additional linkages between this Program and other programs that seek to enhance hiring opportunities for veterans. The good faith effort criteria provides multiple means by which to achieve compliance in recognition of the different hiring processes followed by union and nonunion contractors.

At a minimum, contractors working on projects subject to this Policy shall demonstrate a good faith effort, including such things as:

- Contractor shall attend any meetings scheduled by the County to inform all bidders of the Program requirements for the project.
- Contractor shall inform subcontractors of all tiers of the established goal and encourage participation in outreach.
- Contractor shall register and require subcontractors to register potential job opportunities with a minimum of one approved veteran job placement organization resource of their choosing.
- When requesting dispatch from a Veteran Community Service Provider or union hiring hall, contractors should request candidates who are veterans and meet the residency requirements, and shall provide documentation of this request.
- Contractor shall retain records of hiring decisions.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs that we provide Community Support and Responsiveness (Goal 2), including Strategic Initiative 2 (Job Creation Efforts); and Integrated Service Delivery (Goal 3) to maximize opportunities to measurably improve client and community outcomes and leverage resources through the continuous integration of services.

FISCAL IMPACT/FINANCING

There are no new costs or financing needs associated with this recommendation. During the preparation of this Policy, industry input was solicited, and we believe that the administrative cost of implementing this Policy will be nominal.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The Program is modeled after the local worker hiring program approved by your Board on October 19, 2010. It is also similar to programs already in place with other local agencies.

The Program is not intended to discriminate or give preference to any particular group based on race, color, gender, sexual orientation, age, or disability. The definition of "veteran" as used in this Policy, as well as the inclusion of spouses meeting certain eligibility requirements, is consistent with the Federal Jobs for Veterans Act and the WIOA. Maintaining this consistency will facilitate the process of placing qualified candidates through existing America's Job Centers of California operated under the oversight of Community and Senior Services.

The Program serves a legitimate governmental purpose and public policy goal of the County aimed at enhancing opportunities for local County residents who served in the United States Armed Forces or its reserve forces to be hired as construction workers on County projects that are subject to the Program.

ENVIRONMENTAL DOCUMENTATION

The Program does not constitute a project under Section 15378(b) of the California Environmental Quality Act (CEQA) because it is an organizational or administrative activity of government and/or a government fiscal activity that will not result in direct or indirect physical changes in the environment and which does not involve any commitment to any specific project that may result in a potentially significant physical impact on the environment. Individual projects, as defined under CEQA, subject to the

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Program, will be required to include the impacts of the inclusion of the Program in applicable environmental documentation prepared for the project, which will be considered by the Board along with project approval recommendations, as appropriate, prior to project implementation.

CONTRACTING PROCESS

Following approval by the Board, the Policy will be used by the Chief Executive Officer to implement administrative processes, procedures, rules, and solicitation and contract language to be used in all applicable future contract solicitations.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

There will be no negative impact on current County services or projects. Any contract that has advertised forbids up to one month following a documented policy will be excluded.

CONCLUSION

Please return one adopted copy of this letter to the Chief Executive Office, Capital Projects Division; and the Department of Public Works, Project Management Division I.

Respectfully Submitted,

SACHI A. HAMAI
Interim Chief Executive Officer

SAH:GF
DPH:vs

Attachment

c: Executive Office, Board of Supervisors
County Counsel
Department of Community and Senior Services
Department of Military and Veterans Affairs
Department of Public Works

DATE

ATTACHMENT

**DEPARTMENT OF PUBLIC WORKS:
APPROVE LOCAL WORKER HIRING PROGRAM FOR VETERANS**

**LOCAL WORKER HIRING PROGRAM OF VETERANS POLICY
(See Attachment)**

DRAFT



ENTERPRISE INITIATIVES HIGHLIGHTS

1. **Managed Print Services:**

- ✓ 1,737 MPS printers deployed
- ✓ 2,467 MPS printers in deployment
- ✓ Projected \$5.9 million annual cost savings.
- ✓ 5 bids issued in December for 996 printers.
- ✓ 6 bids planned to be issued in January for up to 1,000 printers.

2. **Office 365 Implementation:**

- ✓ Two departments remaining to be migrated to centralized email.
- ✓ Pilot for ISD-hosted centralized email to begin pilot in January 2015.
- ✓ Sheriff and District Attorney will begin pilots in January 2015.

3. **Server Virtualization:**

- ✓ Over 95% virtualized countywide.
- ✓ Estimated 5,893 servers eliminated with a projected final server footprint of 1,490 servers resulting in \$21.3 million annual savings/cost avoidance (based on Gartner's 2015 IT Metric of \$3,600 average cost per Windows server per OS instance exclusive of staff resources).

4. **Workstation Encryption:**

- ✓ On May 27, 2014 the Board adopted a motion by Supervisor Ridley-Thomas to:
 - Direct the CIO, in collaboration with the CIO Council and Information Security Steering Committee (ISSC), to prepare a Technology Directive and implement a plan to encrypt County workstation hard drives to protect personally identifiable information and protected health information, and
 - Direct the Chief Executive Officer (CEO), in coordination with County Counsel and the Chief Information Officer (CIO), to propose a plan to require all County-contracted agencies that exchange personally identifiable information and protected health information data with the County, to encrypt this sensitive information on their portable and workstation devices as a condition of their County contracts.
- ✓ As directed, a Technology Directive to encrypt county workstation hard drives have been drafted and vetted with the CIO Council and CIO Leadership Committee, and is scheduled to be presented to the 1/8/15 Operations Cluster as part of the CIO's monthly IT briefing.
- ✓ Departments are using one of the following encryption solutions:
 - Symantec @ 18.06 /year (75% discount)
 - McAfee @ \$9.88 / year (90% discount)
 - WinMagic @ \$18.75 / year (65% discount)
 - Microsoft Bitlocker at no additional cost for departments that have Windows Enterprise Agreement
- ✓ Overall progress:
 - District Attorney – completed
 - Sheriff ~ 90% complete.
 - DPSS ~ 80% complete.
 - Remaining departments – completing procurement or in deployment.

* Denotes updates from prior reporting period

ENTERPRISE IT INITIATIVES DASHBOARD BY DEPARTMENT

Department	Server Virtualization (Target completion - June 30, 2014)	Managed Print Services (Target completion - Dec 2016)	Office 365 Implementation (Target completion – June 2015)
Ag. Commissioner	Completed Eliminated 10 servers w/ 9 servers remaining Est. savings - \$36k/year	Printer deployment in progress (91 -> 39 printers) Est. savings – 40% @\$48k/year Dept. PM: Scott Hunter	Service enablement completed* Dept PM: ISD
Alternate Public Defender	Completed* Eliminated 28 servers w/ 1 server retained and using eCloud Est. savings - \$101k/year	Design on hold (134 -> 128 printers) Est. savings – 5% @ \$5k/year Dept. PM: Jordan Yerian	Service enablement completed* Dept PM: ISD
Animal Care & Control	Completed Eliminated 1 server and using eCloud Est. savings - \$3,600/year	Design in progress* (101 -> 43 printers) Est. savings – 65% @ 185k/year Dept PM: Roberto Ignacio	Service enablement completed* Dept PM: ISD
Assessor	Completed Eliminated 342 servers w/ 34 server retained and using eCloud Est. savings - \$1.2M/year	Design in progress* Est. 847 printers Dept PM: Jet Krantz	Service enablement completed* Dept PM: ISD
Auditor-Controller	Completed Eliminated 29 servers w/ 1 server retained and using eCloud Est. savings - \$105k/year	Completed (150 -> 85 printers) 44% savings @ \$90k/year Dept. PM: Jon Neill	Service enablement completed* Dept PM: ISD
Beaches & Harbors	Completed Eliminated 16 servers w/ 6 servers remaining Est. savings - \$58k/year	Completed (85 -> 61 printers) 26% savings@ \$77k/year Dept. PM: Kevin Fountain	Service enablement completed* Dept PM: ISD
Chief Executive Office	Completed* Eliminated 74 servers w/ 9 servers retained and using eCloud Est. savings - \$269k/year	Completed (212 -> 129 printers) 42% savings @ \$118k/year Dept. PM: Dean Aardema	Service enablement completed* Dept PM: ISD
Chief Information Office	N/A – no dedicated servers	Completed (8 -> 3 printers) 69% savings @ \$19k/year Dept. PM: John Arnstein	Service enablement completed* Dept PM: ISD
Child Support Services	Completed Eliminated 30 servers w/ 16 servers remaining Est. savings - \$109k/year	Design in progress Est. 1,084 printers Dept. PM: Brian Bowden	Service enablement completed* Dept. PM: ISD

* Denotes updates from prior reporting period

Department	Server Virtualization (Target completion - June 30, 2014)	Managed Print Services (Target completion - Dec 2016)	Office 365 Implementation (Target completion – June 2015)
Children & Family Svcs	Completed Eliminated 34 servers and using eCloud Est. savings - \$123k/year	Wateridge printer deployment in progress Design in progress* Est. 1,295 printers Dept. PM: Nadeem Ahmad	Service enablement completed* Dept PM: ISD
Community & Senior Svcs	Completed Eliminated 10 servers and using eCloud Est. savings - \$36k/year	Inventory in progress Est. 452 printers Dept. PM: Mike Agostinelli	Service enablement completed* Dept PM: ISD
Consumer Affairs	N/A – no dedicated servers	Printer deployment in progress 39 -> 24 printers 41% savings @ \$20k/year Dept. PM: Kirk Shelton	Service enablement completed* Dept PM: ISD
Executive Office of the Board of Supervisors	Completed Eliminated 116 servers w/ 68 servers remaining Est. savings - \$261k/year	N/A	N/A
Medical Examiner - Coroner	Completed Eliminated 4 servers and using eCloud Est. savings - \$36k/year	Design in progress* Est. 64 printers Dept PM: Brian Cosgrove	Service enablement completed* Dept PM: ISD
County Counsel	Completed* Eliminated 72 servers w/ 13 servers remaining Est. savings - \$261k/year	Kick-off completed Est. 480 printers Dept PM: Larry Hafetz*	Pending completion of migration to CES Dept. PM: ISD
District Attorney	Completed* Eliminated 46 servers w/ 20 servers remaining Est. savings - \$167k/year	Phase 1 printer deployment in progress (71 printers) (1,741 -> 788 printers) Est. savings – 38% @\$591k/year Dept. PM: Todd Pelkey	Service enablement completed* Pilot in January 2015 Dept PM: Todd Pelkey
Fire	Completed Eliminated 188 servers w/ 36 servers remaining Est. savings - \$683k/year	Design in progress Est. 1,257 printers Dept. PM: Vic Mesrobian	Pending completion of migration to CES Dept. PM: Rob Sawyer

* Denotes updates from prior reporting period

Department	Server Virtualization (Target completion - June 30, 2014)	Managed Print Services (Target completion - Dec 2016)	Office 365 Implementation (Target completion – June 2015)
Health Services	<p>94% completed Eliminated 1,290 servers w/ 558 servers remaining Est. savings - \$4.7M/year</p>	<p><u>High Desert</u> printer deployment in progress* (523 -> 109 printers) Est. savings – 37% @ \$90k/year</p> <p><u>MLK</u> printer deployment in progress* (759 -> 281 printers) Est. savings – 53% @ \$425K/year</p> <p><u>Harbor UCLA</u> Phase 1 printer deployment completed, Phase 2 in progress , Phase 3 design upcoming*</p> <p><u>HSA</u> design in progress* Est. 700 printers</p> <p><u>Rancho Los Amigos</u> Phase 1 printer deployment in progress* Phase 2 design in progress 980 existing printers</p> <p><u>Olive View</u> design in progress* Est. 1,000 existing printers</p> <p><u>LAC+USC</u> inventory in progress* Est. 3,000 existing printers Dept. PM: Kevin Lynch</p>	<p>Service enablement completed* Dept PM: ISD</p>
Human Resources	<p>Completed* Eliminated 30 servers w/ 1 server retained and using eCloud Est. savings - \$36k/year</p>	<p>Printer deployment in progress (124 -> 82 printers) Est. savings - 25% @ \$82k/year Dept. PM: Sylvia Contreras</p>	<p>Service enablement completed* Dept PM: ISD</p>
Internal Services	<p>Completed Eliminated 1,423 servers w/ 195 servers remaining Est. savings - \$5.2M/year</p>	<p>Printer deployment in progress* (Est. 645 -> 176 printers) Est. savings – 18% @ \$739k/year Dept. PM: Gerry Plummer</p>	<p>Service enablement completed* Dept PM: ISD</p>
Mental Health	<p>Completed Eliminated 397 servers w/ 40 servers remaining and using eCloud Est. savings - \$1.4M/year</p>	<p>Printer deployment in progress (1,631 -> 777 printers) Est. savings - 35% @ \$561k/year Dept. PM: Karen Van Sant</p>	<p>Service enablement completed* Dept PM: Karen Van Sant</p>
Military & Veterans Affrs	<p>N/A – no dedicated servers</p>	<p>Printer deployment in progress* (24 -> 12 printers) Est. savings – 9% @ \$4k/year Dept PM: K. Gutierrez</p>	<p>Service enablement completed* Dept PM: ISD</p>

* Denotes updates from prior reporting period

Department	Server Virtualization (Target completion - June 30, 2014)	Managed Print Services (Target completion - Dec 2016)	Office 365 Implementation (Target completion – June 2015)
Parks & Recreation	Completed* Eliminated 41 servers w/ 1 server retained and using eCloud Est. savings - \$36k/year	Inventory in progress* Est. 559 printers Dept. PM: Melissa Brown	Service enablement completed* Dept PM: ISD
Probation	Completed* Eliminated 159 servers w/ 16 servers retained and using eCloud Est. savings - \$577k/year	Phase 1 printer deployment in progress (1,604 -> 258 printers) Est. savings - 39% @ \$282k/year Dept. PM: Benny Chacko	Service enablement completed* Dept PM: ISD
Public Defender	Completed Eliminated 44 servers w/ 9 servers remaining Est. savings - \$160k/year	Design in review 386 -> 178 printers Est. savings – 58% @ \$420k/year Dept. PM: Noble Kennamer	Service enablement completed* Dept PM: ISD
Public Health	Completed* Eliminated 339 servers w/ 53 servers remaining Est. savings - \$1.2M/year	Printer deployment in progress (2,264 -> 927 printers) Est. savings - 50% @ \$1.29m/yr Dept. PM: Ernesto Hidalgo	Service enablement completed* Dept PM: ISD
Public Library	Completed Eliminated 146 servers w/ 123 servers remaining Est. savings - \$530k/year	Inventory in progress* Est. 941 printers Dept. PM: Binh Le	Service enablement completed* Dept PM: ISD
Public Social Services	Completed Eliminated 340 servers w/ 94 servers remaining Est. savings - \$1.2M/year	Phase 1 inventory in progress Est. 5,961 printers Dept. PM: Padmaja Choday	Service enablement completed* Dept PM: Christina Nguyen
Public Works	Completed* Eliminated 277 servers w/ 37 servers remaining Est. savings - \$1M/year	Phase 1 design in progress* Est. 1,719 printers Dept. PM: David Carney	Migration to CES completed* Dept. PM: ISD
Regional Planning	Completed Eliminated 60 servers w/ 5 servers remaining and using eCloud Est. savings - \$218k/year	Completed (106 -> 59 printers) Est. savings - 53% @ \$100k/year Dept. PM: John Calas	Service enablement completed* Dept PM: ISD
Registrar-Recorder	82% completed Eliminated 102 servers w/ 36 servers remaining Est. savings - \$389k/year	Design in progress Est. 420 printers Dept PM: Kai Ponte	Service enablement completed* Dept PM: ISD

* Denotes updates from prior reporting period

Department	Server Virtualization (Target completion - June 30, 2014)	Managed Print Services (Target completion - Dec 2016)	Office 365 Implementation (Target completion – June 2015)
Sheriff	Completed* Eliminated 217 servers w/ 87 servers remaining Est. savings - \$787k/year	HOJ printer deployment in progress Designs for patrol stations completed* Est. Patrol savings – 61% @1M/year Est. 6,120 printers Dept. PM: Lt. Tony Leon	Service enablement completed* Pilot planned for Jan/Feb 2015 Dept PM: Capt. Paul Drake
Treasurer & Tax Collector	Completed Eliminated 75 servers w/ 22 servers remaining Est. savings - \$272k/year	Printer deployment in progress (321 -> 161 printers) 28% savings @ \$74k/year Dept. PM: Lena Adran	Service enablement completed* Dept. PM: ISD

* Denotes updates from prior reporting period