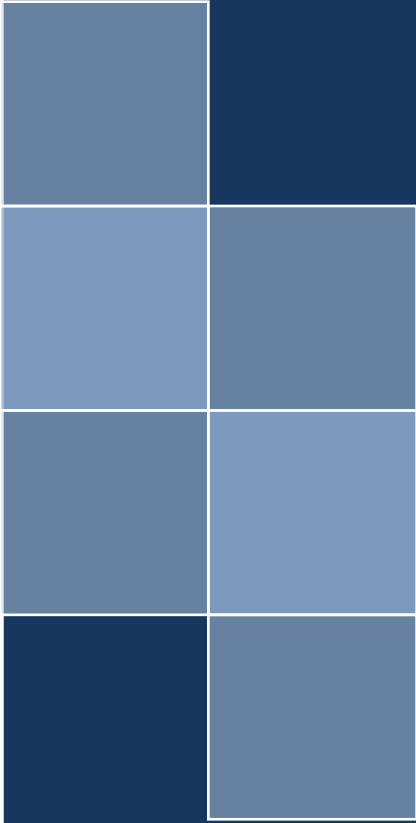




# City of Costa Mesa

## CWA Administration Services Final Report





---

**Contents**

---

**EXECUTIVE SUMMARY..... 3**

**Meetings/Milestones..... 3**

**DELINQUENT DOCUMENT LOG..... 3**

**PROJECT LOCAL WORKER SUMMARY..... 4**

---

**EXECUTIVE SUMMARY**

The Solís Group (TSG) is responsible for ensuring compliance with the Community Workforce Agreement (CWA). Each month, TSG performs document intake, reviews all labor compliance documents, and identifies any delinquencies and/or deficiencies within the regular submission of documents, as required by the contract and other applicable California state laws and regulations. TSG also monitors and enforces CWA provisions such as local hiring targets and receives, processes, and resolves grievances and disputes on CWA-covered projects.

This report highlights significant labor compliance issues on each contract. It also highlights the following monitoring and enforcement activities performed by TSG in accordance with the CWA and TSG Labor Compliance Program for the District:

- Advise contractors of their responsibilities to comply with prevailing wage laws for public works projects and with the CWA where applicable;
- Collect, review, and track required documentation from all project contractors to ensure compliance with prevailing wage laws;
- Audit certified payroll records (CPRs), fringe benefit statements, trustee reports, apprenticeship forms, and related documents;
- Monitor, track, and enforce compliance with CWA worker utilization goals for local workers;
- Serve as liaison and mediator in informing contractors and unions of CWA requirements, including resolving issues and processing grievances;
- Provide notification of delinquent documents and corrective actions through the use of a monthly Delinquent Document Report to the prime contractor (for distribution to its subcontractors);
- Conduct random interviews with project workers and cross-check interview information against the contractor's CPRs and related documents;
- Conduct investigations related to prevailing wage violations; provide notification of wages and penalties due through the use of a Prevailing Wage Audit Worksheet;
- Collect and distribute wage restitution checks to underpaid employees; and
- Conduct special investigations and other contract activities as needed.

**Meetings/Milestones**

- 4/1/2024 – Pre-construction meeting held
- 4/25/2024 – Prejob meeting held with contractor, subcontractors, and unions to discuss project and assignment of work

**DELINQUENT DOCUMENT LOG**

Delinquent Document Requests are sent monthly showing status of CWA and Labor compliance. These letters are transmitted the last week of the month and a log is kept here.



Project	Final Delinquent Document Request Date	Final Payment Recommended?
Adams Ave and Royal Palm Rehabilitation	12/30/2024	Yes – payrolls have been audited through end of September 2024 and TSG is not aware of any issues

TSG has audited the contractor’s submittals and information collected from monitoring efforts and is not aware of any current potential prevailing wage or other issues.

**PROJECT LOCAL WORKER SUMMARY**

Per CWA §3.5, the Local Hire goal is 35% of all hours performed onsite.

The Local Area is divided into multiple tiers. Priority is first given to residents of Costa Mesa; second to veterans of the US Armed Forces, regardless of residency; third to graduates of high schools within the City of Costa Mesa, regardless of residency, fourth graduates of the Building Trades Multi-Craft Core Curriculum Pre-Apprenticeship (MC3) Program, regardless of residency; and fifth residents of the remainder of Orange County.

There is also a 10% Transitional Worker Goal. Transitional Workers are individuals, who, prior to starting work, face one of the following barriers to employment: (1) being homeless, (2) being a custodial single parent, (3) receiving public assistance, (4) lacking a GED or high school diploma, (5) having experience with the criminal justice system, (6) suffering from chronic unemployment, and (7) emancipated from the foster care system.

The charts below show local worker utilization for all active projects under the CWA. Worker data is collected from the hours and zip codes reported on contractor certified payroll as well as Transitional Worker Certifications which identify if workers meet any of the transitional worker information.

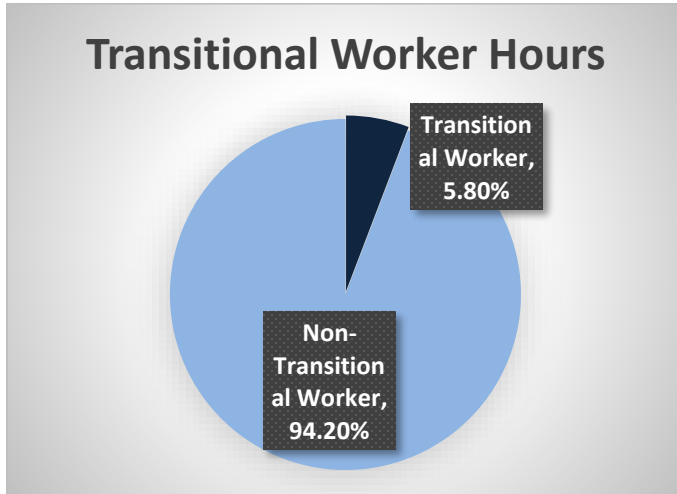
Local Hire Performance by Tier (35% Goal)		
	Project Cumulative	%
<b>Project Total</b>	<b>4,189.15</b>	<b>-</b>
Local Workforce Hours	1,142.00	27.26%
Non-Local Hours	3,047.15	72.74%
Costa Mesa Hours (1st)	0.00	0.00%
Veteran Hours (2nd)	0.00	0.00%
Local HS Hours (3rd)	0.00	0.00%
MC3 Grad Hours (4th)	243.00	5.80%
OC Hours (5th)	899.00	21.46%
Transitional Worker	243.00	5.80%
Apprentice Hours	430.15	10.27%

Local Hire Performance by Headcount		
	Project Cumulative	%
<b>Project Total Workers</b>	<b>98.00</b>	<b>-</b>
Local Workforce	15.00	15.31%
Non-Local Workers	83.00	84.69%
Costa Mesa Workers (1st)	0.00	0.00%
Veteran Workers (2nd)	0.00	0.00%
Local HS Workers (3rd)	0.00	0.00%
MC3 Grad Workers (4th)	2.00	2.04%
OC Workers (5th)	12.00	12.24%
Transitional Workers	2.00	2.04%
Apprentice Workers	9.00	9.18%

Contractor Summary (35% Local Hire Hours Goal)					
Contractor	Total Project Hours	Total Local Hours	%	% To Project Total	
All American Asphalt	3465.5	1120	32.32%	26.74%	
Interstate Striping	499.15	22	4.41%	0.53%	
Ramsey Oil	128.5	0	0.00%	0.00%	
Smithson Electric	96	0	0.00%	0.00%	
<b>TOTAL</b>	<b>4,189.15</b>	<b>1,142.00</b>			



Contractor Summary (10% Transitional Hours Goal)				
Contractor	Total Project Hours	Total Local Hours	%	% To Project Total
All American Asphalt	3465.5	243	7.01%	5.80%
Interstate Striping	499.15	0	0.00%	0.00%
Ramsey Oil	128.5	0	0.00%	0.00%
Smithson Electric	96	0	0.00%	0.00%
<b>TOTAL</b>	<b>4,189.15</b>	<b>243.00</b>		



-End Report-