



## Legislation Text

---

**File #:** 23-265, **Version:** 1

---

Report regarding a resolution approving the Second Amendment to the service agreement with Du-All Safety for safety program consultant services for an additional \$75,000 for a total contract amount not to exceed \$250,000. (*Leah Lockhart, HR Director*)

### **RECOMMENDATION**

It is recommended that the City Council adopt a resolution approving the Second Amendment to the existing service agreement with Du-All Safety for ongoing safety program consulting services for an additional \$75,000, for a total contract amount not to exceed \$250,000.

### **BACKGROUND/DISCUSSION**

The City of South San Francisco maintains a robust, proactive employee safety program administered by the Human Resources Department with support and participation by the Citywide Safety Committee. Since 2016, the City has contracted with Du-All Safety to provide consulting, training, and safety program management services to all City departments. A new contract was entered into July, 2021, and extended as of July, 2022 for an additional year of service.

In recent years, due to the COVID-19 pandemic, safety consulting services were reduced due to the reduction in demand for in-person training and services. In-person training was limited to that which was necessary for Occupational Safety and Health Administration (OSHA) compliance purposes, and additional training was offered online. Within the past year, there has been an increase in demand for in-person training, as well as identification of further training needs and safety program updates, requiring additional hours of consulting services to meet the City's needs. Major projects and updates planned for the remainder of the fiscal year include significant revisions to the City's Injury and Illness Prevention Plan and Covid-19 Prevention Program due to recent regulatory changes; training on Safety Responsibilities for Managers and Supervisors; and additional courses for injury prevention. Du-All continues to work with Departments to update and maintain compliant written safety programs, conduct periodic facility inspections and assessments; on-site hearing tests and respiratory protection fit testing; and evaluation of accident reports, trends and benchmarks. Additionally, online webinars continue to be made available for in-demand safety topics.

In order to ensure successful continuation of safety monitoring, inspection, and education and accommodate an increase in training demand, staff is requesting to increase the service contract amount with Du-All Safety by an additional \$75,000 for the July 1, 2022 through August 1, 2023. Staff will conduct a new request for proposals prior to August 1, 2023, to ensure the City continues to receive the highest value for consulting services for its safety program.

### **FISCAL IMPACT**

There will be no fiscal impact to the General Fund budget in FY 2022-23. The Human Resources budget includes up to \$80,000 for Safety Consulting Services for the fiscal year 2023-2023. There is enough budget in

the Human Resources Department FY 2022-23 existing budget to cover the additional \$75,000.

#### RELATIONSHIP TO STRATEGIC PLAN

The safety program supports the City Council's strategic priorities of Workforce Development by demonstrating a commitment to facilitating a safe and healthy work environment for employees and in turn creating and maintaining a culture of safety citywide, and fiscal sustainability, by reducing costs associated with workplace injuries and illnesses while increasing systemic efficiencies and productivity.

#### CONCLUSION

Staff recommends that City Council approve a resolution to the Second Amendment to the existing service agreement with Du-All Safety for an additional \$75,000, for a total contract amount not to exceed \$250,000, in order to provide for additional training and services through August 1, 2023.