



***Proposed Fee Schedule for Labor Compliance Enforcement  
City of Cathedral City***

**Heritage Commons Park & Amphitheater Project**

Alliant Consulting proposes to provide full Prevailing Wage Labor Compliance Monitoring and Enforcement services pursuant to requirements of State and Federal prevailing wage law. Our hourly rates are inclusive of all time, materials, phone calls, equipment and data for providing such services. Our site interview rate is inclusive of all mileage, fuel, insurance and drive time to conduct site interviews throughout the duration of the project. The interview rate is also inclusive of all site interview summaries.

Alliant Consulting proposes to be compensated for services provided pursuant to the rates below:

**File Set Up / Pre-Construction / Reporting Fee (one time fee) = \$1,200**

**Payroll Review, Document Review, Correspondence, Audits = \$70.00 / hour for est. 12-15 hours per week for 32 weeks duration= \$30,240**

**Semi-Monthly Site interviews (if required) = \$190 per visit for 16 visits = \$2,660**

**Estimated Not to Exceed Total\* = \$34,100**

Only hours worked will be billed

\*This hourly fee schedule and proposal is good for one year, and is good for the above referenced project only. It is based on the scope of work provided by the City of Cathedral City with a construction cost of \$2,000,000, estimated 10 subcontractors and time duration of 7 months. Extension of project time duration, estimated construction cost, additional subcontractors or change in scope of work may influence this estimate. For extension of services due to project delays, change orders or additional services past existing State prevailing wage requirements, Alliant Consulting will honor the same hourly amount but the Not to Exceed amount (if given) will be changed to reflect the changes in Scope of Work.

Alliant Consulting's monitoring cost will cover full review of certified payroll and supporting documentation to ensure proper compliance with prevailing wage law, on-going communication to affected parties for resolution of any issues, issuance of reports to the State or Federal compliance officers for non-compliance if necessary, semi-monthly site interviews, and routine compliance reports as mandated by the City of Cathedral City and funding requirements. Note: Final labor compliance documents generally come in one to two months past the end of project construction. This has been considered in the above Estimated Not to Exceed total.

Alliant Consulting bills quarter hour. Only hours worked will be billed. A detailed time tracking spreadsheet shall accompany monthly invoices. Every effort will be made by Alliant Consulting to keep the Contractor in compliance with the laws of the Labor Codes to protect the City of Cathedral City.

**All services listed in the Method to Accomplish Work will be provided solely by Alliant Consulting, Inc.**



# PROPOSAL

## LABOR COMPLIANCE MONITORING SERVICES

**CITY OF CATHEDRAL CITY**

**Heritage Commons Park & Amphitheater Project**

SUBMITTED 2/20/18

ALLIANT CONSULTING, INC.  
2815 CAMINO DEL RIO SOUTH, SUITE 126  
SAN DIEGO, CA 92108  
PH 619-831-0704, FAX 909-747-0404

[WWW.ALLIANTCONSULTING.NET](http://WWW.ALLIANTCONSULTING.NET)



February 20, 2018

John Corella, P.E.  
Senior Engineer  
City of Cathedral City  
68700 Avenida Lalo Guerrero  
Cathedral City, CA 92234

Subject: Labor Compliance Oversight for the Heritage Commons Park & Amphitheater Project

Dear Mr. Villegas and the City of Cathedral City,

Welcome to Alliant Consulting, Inc. Labor Compliance Monitoring. We would like to present you the following company information on our Labor Compliance Consultant Services for prevailing wage oversight on your upcoming Heritage Commons Park & Amphitheater Project.

Alliant Consulting, Inc. is a California Corporation, Small Business Certified and Woman Business Certified Company. We specialize in providing Prevailing Wage, Davis-Bacon and Labor Compliance Program monitoring and enforcement services on public works projects in Southern California.

Alliant Consulting prefers quality over quantity which is evident in our performance. Our project and staff growth over the past fifteen years has been strong but steady. We are always current with new regulation changes implemented by the Department of Industrial Relations (DIR) and the Department of Labor (DOL), and we administer, monitor, and enforce labor compliance accordingly while providing agencies and contractors with the necessary documents and knowledge to meet DIR/DOL requirements. Alliant Consulting, Inc. has never in its history been terminated or replaced by another firm on any project or failed to complete a project and projects are completed on time and within budget. Our clients' repeated use of Alliant Consulting, Inc. for their public works projects is testimony to a job well done.

Enclosed you will find Alliant Consulting company information regarding our background, our experience, proposed scope of work and estimated fee schedule. Through this proposal we trust that you will understand how Alliant Consulting has become one of California's most trusted providers of Labor Compliance Consultant Services. Please feel free to contact us with any questions regarding our Services.

Thank you for your time and consideration. We hope to work with you and the City of Cathedral City on this project in the very near future.

Sincerely,

Christa J. Schott  
President, Alliant Consulting, Inc.  
2815 Camino Del Rio S, Suite 126, San Diego, CA 92108  
P: (619) 831-0704, E: [christa@alliantconsulting.net](mailto:christa@alliantconsulting.net), W: [www.alliantconsulting.net](http://www.alliantconsulting.net)



**Name of Firm:** Alliant Consulting, Inc.

**Principal Office Location:** 2815 Camino Del Rio South, Suite 126  
San Diego, CA 92108  
Telephone: (619) 831-0704 Fax: (909) 747-0404

**Other Office Locations:** 44300 Lowtree Ave., Suite 116  
Lancaster, CA 93534

**Website Address:** [www.alliantconsulting.net](http://www.alliantconsulting.net)

**Form of Organization:** California Corporation  
Certified California Small Business # 58006  
Certified Woman Business Enterprise # 13099065  
Certified Disadvantaged Enterprise # 41519

**Primary Contacts:** Christa Schott, President  
Joanne Madi, Director of Operations

**Organization Details:** 1 President  
1 Director  
1 Labor Compliance Manager  
6 Labor Compliance Consultants  
4 Labor Compliance Clerks  
3 Site Monitors  
2 Office Assistants

**Services:** Alliant Consulting specializes in providing State and Federal Labor Compliance monitoring and enforcement services on behalf of public agencies, construction management firms and developers in California.

**Years in Business:** Alliant Consulting has been providing Labor Compliance services for over fourteen years, since the state's DIR approval of its LCP in 2003.

**Principle Contact:** Christa Schott, President

Alliant Consulting, a privately held and financially sound, profitable firm, has grown carefully and steadily over a fifteen year period utilizing sound, conservative accounting procedures. Financial Statements, provided upon request, are prepared by Cooper and Associates of San Diego, California. Alliant Consulting, Inc. has never in its history been terminated or replaced by another firm on any project or failed to complete a project.

## ***Company Overview & Qualifications***

Alliant Consulting provides the State and Federally approved third party Labor Compliance Consultant Services to actively initiate and enforce labor compliance on behalf of the awarding agency, developer or project management firm overseeing construction projects paid for in whole or in part by public funds.

As one of the first third party labor compliance providers granted approval of our State Labor Compliance Program (LCP), the California Department of Industrial Relations (DIR) trusts Alliant Consulting to monitor and enforce prevailing wage law on projects of all size and scope within California. In addition, Alliant Consulting has significant experience with Federal Davis-Bacon and DBE oversight including HUD/HOME/HCD and CDBG compliance mandates.

Alliant Consulting encourages a team approach for the implementation and enforcement of the Labor Compliance and Certified Payroll Review (CPR) Services, working in concert with the staff of the Agency or project management team and contractor/subcontractor representatives to ensure the applicable legal requirements for both sides are met. While Alliant Consulting's primary focus is on Labor Compliance implementation and enforcement and CPR review, our staff (with bilingual capabilities) is familiar with State and Federal laws and regulations including the Labor Code, Public Contract Code, Apprenticeship Standards, California Code of Regulations and OSHA standards, all of which aid in their monitoring and enforcement duties.

Alliant Consulting has superior knowledge of the prevailing wage and apprenticeship requirements under State and Federal law. Since LCP's were introduced on April 1, 2003, Alliant Consulting has been successfully monitoring and enforcing Labor Compliance on more than \$1 billion of construction projects for Water Districts, School Districts, Housing Authorities, Counties, Cities, and Contractors within the California Region that we serve.

Alliant Consulting Labor Compliance Consultant Services can help solve the problems that many agencies face in all aspects of the Labor Compliance process from concept to completion in their construction projects.

## ***Company Personnel***

### **Personnel**

Alliant Consulting is well staffed to cover labor compliance oversight on hundreds of projects of varying size and scope on an annual basis. Our staff work in teams to ensure full coverage of all projects at all times. We have multiple site monitors dispatched from our San Diego, Redlands and Lancaster offices to cover a wide reach of projects for on-site interviews all over Southern and Central California.

The primary contact for the Heritage Commons Park & Amphitheater Project will be the assigned Labor Compliance Manager who in conjunction with his or her other duties will function as a liaison between the Project Manager and the Alliant Consulting team. One Labor Compliance team of a Consultant, Clerk and assistant will be assigned to work on the project under the direct supervision of the Manager.

### **Management**

At the helm of Alliant Consulting is a group of management professionals who each have established careers in the construction industry. Most of these individuals began their careers in the field and have specific, first hand knowledge of the trades and field operations. This allows our management staff to provide knowledgeable leadership to the various project teams and remain proactively involved in the day to day operations of each project, assuring their timely progress and completion.

As building and maintaining long-term client relationships is a cornerstone of Alliant Consulting's success, we know that it can only be achieved by offering unparalleled service to clients and continued training to employees. Through ongoing training programs and active participation in State and Federal Davis-Bacon prevailing wage workshops, the Alliant Consulting team stays up to date on new and upcoming developments in the State and Federal funding processes and the legal requirements for modernization and new construction programs similar to the project requirements that will be enforced on the Heritage Commons Park & Amphitheater Project

## ***Proposed Project Team***



**Christa J. Schott, President / Labor Compliance Manager**

Christa J. Schott is an experienced labor compliance expert whose company focuses on monitoring and enforcing prevailing wage laws on publicly funded construction projects in the state of California. As President of Alliant Consulting, Inc., she developed and oversees the Department of Industrial Relations (DIR) approved Labor Compliance Program (LCP) to actively monitor and enforce an LCP on behalf of awarding agencies such as School Districts, Housing Authorities, Water Utility Agencies, Counties and Cities to ensure proper payment of prevailing wages and benefits, use of registered Apprentices, payment of taxes, proper licensing, proper classification and payment of overtime and holiday pay.

Ms. Schott has been involved in public works construction and in charge of certified payroll compliance for over seventeen years, owning her company for fifteen. Her extensive experience includes working with general and specialty trade contractors and State, Federal, and Local authorities within seven counties in Southern California including oversight for many school districts. Ms. Schott oversees a staff of 19 in two offices and is involved in every aspect of the Company, overseeing the compliance process from pre-bid through the hearing and wage/penalty collection phases. She is the primary contact for all clients.

In addition to attending dozens of training workshops and seminars over the past sixteen years, Christa has held presentations and led workshops regarding labor compliance enforcement for the Associated General Contractors of America, the Coalition for Adequate School Housing, the California Association of School Business Officials, the National Association of Women in Construction and for multiple contractors and public agencies.

### **Education**

Azusa Pacific University  
University of Pittsburgh

### **Professional Affiliations**

Coalition for Adequate School Housing (CASH)  
California Association of School Business Officials (CASBO)  
National Association of Women in Construction (NAWIC)  
CASH Board Working Group on Labor Compliance  
Leadership Moreno Valley  
Board of Advisors, School of HRM/Business, San Diego State University

### **Contact Information**

Address: 2815 Camino Del Rio South, Suite 126, San Diego, CA 92108  
Phone: 619-831-0704, Fax: 909-747-0404, Email: [Christa@alliantconsulting.net](mailto:Christa@alliantconsulting.net)

## ***Proposed Project Team***



**Judie Fehrenbach, Labor Compliance Consultant**

Judie Fehrenbach is an established Labor Compliance Consultant with Alliant Consulting, Inc. She has over 22 years of experience in the construction industry, working with contractors, owners, project and construction managers. Her varied experiences within the industry include the areas of Labor Compliance, responsible for overseeing prevailing wage law and Fund Control management.

Ms. Fehrenbach's previous experience as an independent contractor providing transcription services to document the daily operations of major construction projects throughout California and abroad has given her valuable construction and operation knowledge which aids in her position as a Labor Compliance Consultant. Her established construction experience directly benefits her position enforcing labor law with Alliant.

For over four years as a Labor Compliance Consultant with Alliant, Judie is responsible for conducting pre-construction meetings, collecting and reviewing certified payroll, worker classifications, proof of fringe benefit payments, and proper prevailing wage rate payment to ensure compliance.

Judie is experienced in the final project audit process, including filing of public works complaints and fulfilling public records requests. Judie has successfully enforced labor compliance for multiple projects in San Diego, Orange, Riverside and Los Angeles counties including multiple projects with a formal Labor Compliance Program.

### **Education**

San Diego Mesa College  
San Diego State University

### **Professional Affiliations**

Coalition for Adequate School Housing (CASH)  
California Association of School Business Officials (CASBO)  
National Association of Women in Construction (NAWIC)

### **Contact Information**

Address: 2815 Camino Del Rio South, Suite 126, San Diego, CA 92108  
Phone: 619-831-0704, Fax: 909-747-0404, Email: [Judie@alliantconsulting.net](mailto:Judie@alliantconsulting.net)

## ***Proposed Project Team***



**Tylina Taylor, Labor Compliance Consultant**

Tylina Taylor is a Labor Compliance Consultant with Alliant Consulting, Inc. With State, Federal, HUD & CDBG prevailing wage experience, Ms. Taylor specializes in complex audits and working with difficult contractors. Tylina has experience both in the office and out in the field. Her understanding of the Labor Codes, complex auditing and cross referencing and fringe reviews has resulted in thousands of dollars in restitution paid to workers.

In addition to representing Alliant at client meetings, Tylina leads pre-construction meetings, cross references site interviews to payrolls, ensures the payment of prevailing wages, and monitors apprenticeship standards. Ms. Taylor also audits the payments of fringe benefits for those contractors wishing to take credit for payments against the prevailing wage. She is a team player and routinely sits down one-on-one with contractors to help them understand and fill out the paperwork correctly.

Tylina works on projects in San Diego, Riverside and Los Angeles counties including multiple projects with Developers. Ms. Taylor oversees projects from start to completion, where she communicates and teaches contractors about Public Works law. She reviews certified payrolls and visits job sites to gather required information for effective oversight.

Tylina conducts in house audits to ensure that correct wages have been paid, correct hours have been reported, and that training has been paid accurately. She attends various workshops put on by the DIR, DOL, CCC, and FFC for professional growth and to stay up on the ever changing laws and mandates that govern Labor Compliance.

### **Education**

Friedrich-List Oberschule, Berlin, Germany  
Foreign Language Secretary Berlin, Germany

### **Professional Affiliations**

Coalition for Adequate School Housing (CASH)

### **Contact Information**

Address: 2815 Camino Del Rio South, Suite 126, San Diego, CA 92108  
Phone: 619-831-0704, Fax: 909-747-0404, Email: [Tylina@alliantconsulting.net](mailto:Tylina@alliantconsulting.net)

## ***Proposed Scope of Work***

### **I. Education**

#### ***1. Pre-Project Activities***

Alliant Consulting shall assist City of Cathedral City in developing proper language for their subcontractor agreements to include the requirements of the State and Federal labor codes required for the project. Alliant shall contact the appropriate Project Manager to clarify the Labor Compliance requirements for the project, distribute introductory packets to all contractors and answer all contractors' questions regarding the labor compliance requirements for this project.

#### ***2. Job Start Meeting***

Alliant Consulting shall conduct and make a presentation at the job start meeting with City of Cathedral City and all subcontractors. At this meeting, the applicable State and Federal labor laws and the contractual obligations of the Labor Compliance Regulations will be discussed, and a summary of the requirements will be signed by representatives of the City of Cathedral City, all subcontractors and Alliant. A copy of the project-specific related documents, as well as applicable forms, will be prepared and distributed to all contractors with detailed instructions of how to maintain compliance on this project.

#### ***3. Outreach Activities***

In addition to presentations the job start meetings, Alliant Consulting shall provide, upon request, in-service training to City of Cathedral City personnel regarding payroll collection and review, and labor compliance oversight.

### **II. Monitoring and Review**

#### ***4. Collection and Review***

Alliant Consulting shall request and ensure receipt of weekly certified payroll records of all workers from the Contractors on each project. The listed wage rate for every worker will be compared to the prevailing wage rates posted by DIR/DOL for each trade and work classification. Any discrepancies, omissions, or inaccuracies in the submitted payrolls will be noted, and Alliant shall request, via certified mail, immediate clarification, or correction from the Contractor. On-going, regular communication with all parties is intended to help keep violations to a minimum.

#### ***5. Apprentices***

Alliant Consulting will uphold all apprenticeship requirements in ensuring proper standards are met by maintaining the qualifications of each contractor's Apprentice certifications, hours, and prevailing wage rates paid to all Apprentices employed on the project. Alliant will also ensure the payment of training contributions to the applicable training committees as part of prevailing wage mandates.

## ***Proposed Scope of Work***

### ***6. Site Monitoring (if requested)***

If requested, Alliant Field Investigators will conduct site inspections and conduct random work site interviews with 2-3 workers per contractor using required site interview forms, the HUD-11 form. These site visits will occur as mandated by the State or Federal guidelines to investigate possible violations or claims filed by workers. Alliant shall enter the information collected during these on-site interviews into a database for reference and for use in performing audits of the payroll records.

### **III. Audit and Investigation**

#### ***7. Certified Payrolls***

Alliant Consulting shall promptly investigate any unresolved violations or claims of inadequate payment of wages or fringe benefits made by workers. Paycheck stubs, time cards, daily logs, and any other applicable payroll records may be requested from the Contractors and subcontractors, and will be compared with the submitted certified payrolls for that project. Alliant shall conduct additional worker interviews, and maintain an open line of communication with workers on the project site in question. In addition to investigating payment of prevailing wage rates and benefits, Alliant shall audit workers' compensation insurance coverage, apprenticeship training, and trust contributions, work hour records including overtime wages, and illegal taking of wages.

### **IV. Enforcement**

#### ***8. Report to City of Cathedral City***

In the event that a violation is not remedied within 10 days of notification to the Contractor, Alliant shall prepare a report to City of Cathedral City requesting withholding of the subcontractors' payment until full compliance is met. Alliant will work with the subcontractor to maintain compliance to the fullest extent possible.

### **V. Reporting**

#### ***9. Report to City of Cathedral City***

Alliant Consulting shall submit monthly reports to City of Cathedral City describing in detail all prevailing wage oversight work performed during that month. The report shall highlight any outstanding issues of compliance and will be submitted by the 15<sup>th</sup> of the following month.

#### ***10. Report to DIR***

Alliant Consulting shall submit reports to DIR as required by the City of Cathedral City to satisfy all requirements for this project.

## ***Sample Client List / References***

Alliant Consulting prefers quality over quantity which is evident in our performance. Our project and staff growth for the past fifteen years has been strong but steady. We are honored to have worked with the clients listed below on projects similar to the Heritage Commons Park & Amphitheater Project with the City of Cathedral City.

### **Client References:**

Amy Hall-McGrade  
Parks and Library Manager  
City of Covina  
125 E. College Street  
Covina, CA 91723  
ahallmcgrade@covinaca.gov  
(626) 384-5335

Vicki Ferguson  
Utilities Construction Coordinator  
City of Escondido  
201 North Broadway  
Escondido, CA 92025  
vferguson@escondido.org  
(760) 839-6290

Julio Gonzalez  
Project Manager  
City of Carson  
701 E Carson Street  
Carson, CA 90745  
JGonzale@carson.ca.us  
(310) 952-1700 x 1822

City of San Marcos  
Lisa Fowler, Public Works Manager  
201 Mata Way  
San Marcos CA 92069  
LFowler@san-marcos.net  
(760) 752-7550

Additional references available upon request



## ***Additional Information***

For additional information regarding our company, our fees, our references or past history of work, please contact:

Christa J. Schott  
President, Alliant Consulting, Inc.  
(619) 831-0704  
[cschott@alliantconsulting.net](mailto:cschott@alliantconsulting.net)