



Administrative Report

H.14., File # 26-0423

Meeting Date: 4/14/2026

To: MAYOR AND CITY COUNCIL

From: DIANE STRICKFADEN, DIRECTOR OF HUMAN RESOURCES

TITLE

ADOPT BY TITLE ONLY RESOLUTION NO. CC-2604-016, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDONDO BEACH, CALIFORNIA, DELEGATING AUTHORITY TO THE CITY MANAGER OR THEIR DESIGNEE, TO ESTABLISH ADMINISTRATIVE PROCEDURES AND PROVIDE NOTICES TO RECOGNIZED EMPLOYEE ORGANIZATIONS REGARDING CONTRACTING FOR SERVICES UNDER AB 339

EXECUTIVE SUMMARY

Assembly Bill 339 (AB 339), which was codified in Government Code Section 3504.1, became effective on January 1, 2026 and established new requirements for public agencies when preparing to contract out services that may impact represented bargaining unit employees. While, historically, the decision to contract out bargaining unit work was already subject to the meet and confer process under the Meyers Milias Brown Act (MMBA), this new legislation amended the MMBA, and mandated that the governing body of public agencies provide 45 days advance written notice to affected labor unions, before issuing either a request for proposal (RFP), request for quote, or renewing/extending certain contracts to perform services that are within the scope of work of represented job classifications. Once the notice is issued, bargaining units have the right to meet and confer regarding the decision and its impacts, before the contract is adopted.

The authors stated that the purpose of AB 339 is to ensure transparency and provide employee organizations with an opportunity to engage in meaningful discussions prior to the implementation of contracting decisions that may displace public employees. The law states that each notice must contain certain specific information, including the scope of work in the contract, the duration of the contract, the anticipated cost, the draft solicitation for the contract, and the reason the agency deems the contract necessary. Staff recommends that the City Council approve the attached Resolution which would delegate the administration of the written noticing requirements under this new law to the City Manager or their designee.

BACKGROUND

AB 339 became effective on January 1, 2026 and added Section 3504.1 to the Government Code, which amended the MMBA as noted above. Specifically, the new law requires that the governing body of a public agency provide a minimum of 45 day written notice to recognized bargaining units before issuing either an RFP, request for quote, or renewing or extending certain contracts to perform services that are within the scope of work of represented job classifications. The law also states that each notice must contain certain specific information, including the scope of work in the contract, the

duration of the contract, the anticipated cost, the draft solicitation for the contract, and the reason the agency deems the contract necessary.

The law does list certain exemptions from the noticing requirement, for certain types of contracts, as follows:

- Contracts for construction, alteration, demolition, installation, repair, or maintenance of public works prevailing wage projects
- Contracts for highly specialized data, software, or services related to the above public works projects
- Contracts for professional services (described in Government Code Sections 4525 or 4529.10) that are related to the planning, design, administration, oversight, review or delivery of public works, residential, commercial or industrial buildings, or other infrastructure projects subject to adopted uniform codes or standards

Staff is currently compiling a list of new and ongoing City contracts that may fall under this noticing requirement. To ensure compliance with AB 339 and to promote administrative efficiency, staff recommends that the City Council adopt the attached Resolution and delegate authority to the City Manager, or designee, to carry out all procedural requirements associated with the required union notifications.

COORDINATION

The Human Resources Department coordinated with the City Attorney's Office in preparing the resolution.

FISCAL IMPACT

There is no fiscal impact associated with this item. Funding to produce the report is available in the FY 2025-26 Budget for the Human Resources Department.

APPROVED BY:

Mike Witzansky, City Manager

ATTACHMENTS

- Reso - CC-2604-016 Delegating Authority to the City Manager or their Designee, to Establish Administrative Procedures and Provide Notices to Recognized Employee Organizations Regarding Contracting for Services Under AB 339