



## Legislation Text

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**File #:** 20-0714, **Version:** 1

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Chief Administrative Office, Facilities Division, recommending the Board consider the following pertaining to the annual Job Order Contracting Bid that allows the County to efficiently bid multiple construction jobs throughout the year based on competitively bid unit prices:

- 1) Approve and adopt the bid, specifications, and contract documents;
- 2) Approve and authorize the Chair to sign the bid documents; and
- 3) Authorize advertisement for construction bids (Bid Numbers: 20-968-050, 20-968-051 and 20-968-052).

**FUNDING:** Accumulative Capital Outlay Fund.

### **DISCUSSION / BACKGROUND**

Job Order Contracting (JOC) is a procurement process that helps government entities complete a large number of repairs, maintenance, renovation and new construction projects with a single competitively bid contract. Unlike traditional bidding, where each project is identified, designed and put out to bid, Job Order Contracting establishes competitively bid prices up front and eliminates the need to separately bid each project.

Contractors will competitively bid unit prices. The contract is then awarded to the bidder chosen as the lowest responsive, responsible bidder. Multiple contracts are awarded to allow the department the flexibility to utilize multiple vendors during peak demands. Once the contract is in place, the Facilities Division may have the contractor perform a series of individual projects as separate job orders and the prices are never negotiated. The contractor is paid the pre-set unit prices multiplied by the competitively bid adjustment factor. This greatly reduces change orders and disputes.

The Division intends to award contracts to three (3) bidders for a not-to-exceed amount of \$2,500,000 to each bidder. The department does not anticipate utilizing all \$7.5M of the contract value related to these three awards, but needs the flexibility to use up to \$2.5M annually with any one contractor or with multiple contractors depending on the timing and availability of funds. At no time will the Department exceed their annual budgeted appropriations approved by the Board of Supervisors.

Upon approval by the Board, Procurement and Contracts will set the bid schedule, advertise for bids, and return to the Board with a recommendation for award at the conclusion of the bid process. The Construction Task Catalog and Technical Specification documents are not attached to this Board item due to the size. Both are available for viewing in PDF format at the Clerk of the Board Office and Procurement and Contracts.

### **ALTERNATIVES**

The Board could decline the bids and the Division would not have a Job Order Contract program.

### **PRIOR BOARD ACTION**

On October 30, 2018 (Legistar item 18-1586), the Board approved a five year Agreement (No. 3138)

with the Gordian Group who provides services and software to implement a Job Order Contracting program.

On April 22, 2014 (Legistar item 13-0915), the Board approved Resolution 039-2014 delegating authority to the Facilities Manager (up to \$125,000) and Chief Administrative Officer (> \$125,000) to execute all documentation required to implement individual task orders under the Job Order Contracting program agreements.

## **OTHER DEPARTMENT / AGENCY INVOLVEMENT**

County Counsel

## **CAO RECOMMENDATION / COMMENTS**

Approve as recommended.

## **FINANCIAL IMPACT**

Funding is included in the FY 2020-21 CAO Facilities Maintenance and Accumulated Capital Outlay (ACO) budgets and will be included in future years. There is no change to Net County Cost. These contracts are on an as-needed basis and the dollar amount utilized will vary each year based on need. The Division has expended/committed approximately \$1.5M during this last Job Order Contract cycle.

## **CLERK OF THE BOARD FOLLOW UP ACTIONS**

Forward the signed Bid Documents to the Procurement and Contracts Division of the Chief Administrative Office for processing.

## **STRATEGIC PLAN COMPONENT**

Infrastructure

## **CONTACT**

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