



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: General Services,
Community Services,
Public Works
Department No.: 063/057/054
For Agenda Of: July 19, 2016
Placement: Administrative
Estimated Tme:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: General Services Matthew P. Pontes, Director (560-1011)
Community Services George Chapjian, Director (568-2467)
Public Works Scott McGolpin, Director (568-3005)
Contact Info: Janette Pell, Assistant Director, General Services (568-3096)
Paddy Langlands, CSD Deputy Director, Parks Div. (568-2475)
Chris Sneddon, PW Assistant Director, Transportation (681-4966)

SUBJECT: Job Order Contracts Authorization to Bid; All Districts

County Counsel Concurrence

As to form: Yes

Other Concurrence: Community Services District

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Other Concurrence: Public Works

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Authorize the Director of General Services to advertise for General Building Construction bids for Job Order Contracts to complete countywide maintenance and major repairs;
- b) Authorize the Director of General Services to advertise for Paving and Concrete Maintenance and Repair bids for Job Order Contracts to complete countywide maintenance and major repairs;
- c) Approve and authorize the Chair to execute the First Amendment of the Professional Services Agreement with The Gordian Group to exercise the first option for a successive one (1) year renewal term; and
- d) Find that the proposed actions are administrative or other fiscal activities that do not involve commitment to any specific project, and therefore are not a "project" under the California Environmental Quality Act (CEQA) pursuant to 14 CCR § 15378(b)(4), and approve and direct staff to file of a Notice of Exemption on that basis.

Summary Text:

Today's request is for approval to advertise two concurrent JOC scopes of work, one for General Building Construction and one for Paving and Concrete Maintenance and Repair. The plan is to award up to two contracts for the General Building Construction scope and up to two contracts for the Paving and Concrete Maintenance and Repair scope. Having concurrent JOC contracts is intended to stimulate more local business participation, performance competition, and avoid overloading one contractor with simultaneous procurement actions. Awarding up to four JOC contracts also enables the County to effectively assign selected scopes of work to the contractor that can best accomplish the work based on level of expertise and proficiency. In accordance with Public Contract Code § 20128.5, bids will be returned to the Board for award to the lowest responsible bidders.

This item will also extend the Professional Services Agreement with The Gordian Group for one year.

Background:

A Job Order Contract (JOC) is a competitively bid, firm fixed price contract that the County can use to complete countywide maintenance, repair, renovation, paving and concrete projects. JOC utilizes unit pricing to reduce the level of effort for engineering, design, and contract procurement time. While the unit pricing method of the JOC contract encompasses a wide variety of renovation and repair, individual job orders are issued for a specific scope of work.

Staff has determined given the sheer volume of the County's relatively small, maintenance projects, the County will benefit from the ability to utilize JOC as an additional construction delivery method. Staff believes JOC will be an effective tool in helping the County complete deferred maintenance projects and improve responsiveness to urgent and time sensitive projects.

On September 22, 2015, the Board approved a Professional Services Agreement with The Gordian Group to provide Job Order Contracting program development, implementation, and management services. Since then, staff has worked with The Gordian Group to develop contract documents for the County's JOC program, including technical specifications and a unit price book, in this case, Gordian Group's (Gordian) Construction Task Catalog®. The unit price book is complete and ready to be competitively bid and awarded to "JOC Contractors."

Contractors will be required to bid two sets of adjustment factors to be applied to the unit prices in the CTC. The first set of adjustment factors are for performing work in the southern area of the County and the second adjustment factors are for work conducted in the northern area of the County. The map in Attachment 1 shows the line separating the northern and southern boundaries of the County typically used by General Services and Public Works when contracting for services. A JOC contractor agrees to perform work according to the prices in the Construction Task Catalog® (CTC) multiplied by the adjustment factors identified in its bid.

The plan is to award up to two contracts for the General Building Construction scope and up to two contracts for Paving and Concrete Maintenance and Repair scope. The General Building Construction scope will be open to contractors holding a General Building Contractor, or "B," license from the State of California. The Paving and Concrete Maintenance and Repair scope will be open to contractors holding an Earthwork and Paving, or "C12," license from the State of California. Each contract will have a minimum contract value of \$25,000, and each contractor will receive aggregate job orders totaling at least \$25,000 during the one year contract term. Each contract's maximum contract value is \$1,000,000. The County can award specific projects to either of the JOC Contractors for a scope of

work, can award any project to one JOC Contractor based on factors such as performance, and, once the contract minimum of \$25,000 is reached, is under no obligation to order additional work from any contractor. This provides the JOC Contractor a greater incentive to complete each job faster, and deliver high-quality construction to receive future projects through the JOC program.

Before beginning the bid period, The Gordian Group will conduct informational meetings with representatives from the Building Trades Councils, local unions, and the construction community within Santa Barbara County. These meetings will be held in both Santa Barbara and Santa Maria.

This action will also authorize the Chair to execute the First Amendment to The Gordian Group’s Agreement, which will extend that agreement for an additional year. Staff intends for the Chair to execute the First Amendment at the same time that the four JOC Contractor’s agreements are executed but in no event later than the date on which The Gordian Group’s Agreement would otherwise expire, September 22, 2016.

Performance Measure:

As outlined in Section 7 Standard of Performance in the original Agreement for Services, The Gordian Group continues to perform in the manner and according to the standards observed by a competent practitioner of the same profession. The Gordian Group has delivered products in a first class and workmanlike manner and it is expected they will continue to conform to the standards of quality already observed.

CEQA:

The proposed administrative actions do not constitute a project within the meaning of the California Environmental Quality Act (CEQA) pursuant to 14 CCR §§ 15378(b)(4) and 15352. Projects under consideration for JOC awards will be analyzed individually under CEQA.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>Annualized On-going Cost:</u>	<u>Total One-Time Project Cost</u>
General Fund	\$ 105,000.00		
State			
Federal RZEDB			
Fees			
Other: COP			
Total	\$ 105,000.00	\$ -	\$ -

Narrative:

The total cost of implementing the JOC program is a minimum of \$105,000, which includes the minimum contract amounts to the JOC contractors, as well as the 5% license and job order development fee as outlined in the September 22, 2015 Board letter. Gordian charges a 5% License and Job Order Development Fee if and when a job order is issued to a JOC contractor, based on the value of the work. Funds for these services are contained within the approved budget allocations of each individual project ordered utilizing the JOC method. As with all projects performed by General Services, depending on the Departments requesting work appropriate for inclusion in the JOC program, the costs, along with other project soft costs, may potentially be funded by sources beyond general fund.

Key Contract Risks:

Staff projects sufficient volume to meet the minimum spend amounts based on the volume of projects meeting the JOC criteria, nonetheless, the County is subject to a minimum of \$25,000 per contract.

Staffing Impacts:

None

Special Instructions:

Please send one signed copy of Amendment and a Minute Order to Janette Pell, General Services Department.

Attachments:

1. First Amendment – The Gordian Group; One (1) original; one duplicated original
2. Original Agreement for Professional Services – The Gordian Group
3. Map of Santa Barbara County North/South Boundary
4. Notice of Exemption

Authored by:

Janette Pell, Assistant Director, General Services Department