



**M E M O R A N D U M**  
**DEPARTMENT OF FACILITIES MANAGEMENT**  
**CAPITAL IMPROVEMENTS DIVISION**  
County of Placer

**TO:** Board of Supervisors **DATE:** May 5, 2020

**FROM:** Steve Newsom, Director of Facilities Management  
By: Genevieve Vargas, Senior Architect

**SUBJECT:** Capital Improvements / Approve Plans and Specifications / Job Order Contracting

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**ACTION REQUESTED**

Approve Plans and Specifications for Job Order Contracting, with an estimated probable construction cost for three contracts not-to-exceed \$3,300,000, including contingency, and authorize staff to advertise for bids. The term of each of the three contracts is one year or when all Job Orders under a contract reach the maximum contract value. Funding for the projects constructed under these contracts is included as part of project budgets submitted in the FY 2020-21 Capital Projects Fund Budget.

**BACKGROUND**

On November 6, 2018, your Board awarded the bid for Job Order Contracting (JOC) to four contractors and authorized the Director of Public Works and Facilities, or designee, to execute Job Order contracts in amounts not-to-exceed \$250,000 upon review and concurrence by County Counsel and Risk Management, and delegated authority to approve any supplemental Job Orders consistent with the County Purchasing Manual and Section 20142 of the Public Contract Code. Projects exceeding \$250,000 are presented to your Board for approval. The contract terms were for 12 months from the first Notice to Proceed issued.

In the past year, JOC has been used to successfully deliver a new office door for the Agricultural Commissioner and a Literacy Office at the Rocklin Library. There are also projects in the proposal phase including the Tenant Improvement for the Facilities Department and an exterior dry rot repair and paint project on Building 210 on the DeWitt Campus.

The JOC program was initiated in 2010. The JOC Contract is an indefinite-quantity contract under which contractors will perform a variety of projects, consisting of specific construction tasks, at different locations. The scope of the JOC Contract is for general construction, repair, remodel and other repetitive related work to be performed for the Placer County Department of Facilities Management. The County will publish a Construction Task Catalog (CTC) containing a series of construction tasks with preset unit prices. The CTC was developed and customized by The Gordian Group, Inc. specifically for the County of Placer. All unit prices are based on local labor, material and equipment prices including current prevailing wages.

Similar to the process used in 2018, contractors will be required to bid four sets of two Adjustment Factors to be applied to the unit prices in the CTC. The first set of Adjustment Factors is for performing work on general facilities within Placer County, excluding the Foresthill area and areas east of Donner Summit. The second set is for performing work within remote facilities in the Lake Tahoe area east of Donner Summit and in the Foresthill area. The third set of adjustment factors is for work performed within secure facilities such as Adult Corrections and the Juvenile Detention Center. The fourth set of Adjustment Factors is for work performed within both Remote Facilities in the Lake Tahoe area east of Donner Summit and Foresthill and Secure Facilities such as the Jail, Juvenile Hall, and the Courts. Each set of Adjustment Factors will include factors for performing work during normal working hours and for performing work

during other than normal working hours. The price of an individual project will be determined by multiplying the preset unit prices and the appropriate quantities by the appropriate Adjustment Factor.

The scope of work for projects under this contract will be determined by the County as set forth in connection with an individual Job Order. The contractor will then develop a price proposal using appropriate tasks, quantities and the applicable Adjustment Factor. The County will evaluate the contractor's price proposal in detail and, if found to be reasonable and acceptable, a Job Order may be issued for the performance of the Detailed Scope of Work.

There is no minimum contract value and the estimated maximum contract value of each of the three contracts is \$1,000,000. The Term of each Job Order Contract will commence upon issuance of the Notice to Proceed date of the first Job Order and end 12 months following said commencement or once the Maximum Contract Value has been expended, whichever occurs first. In the event a Job Order has not been issued against the Contract within 18 months after the Contract Effective Date, then the Contractor shall have the right to terminate the Contract. The County reserves the right to exercise an option to increase the maximum contract values to the amount currently authorized by the California Public Contract Code, approximately \$4,900,000.

Upon your Board's approval, plans and specifications will be bid, and staff will return to your Board with a recommendation of award to the three lowest responsive and responsible bidders for building improvement JOCs.

#### **ENVIRONMENTAL IMPACT**

Because there are no specific projects related to the request to bid the JOC Contract, your Board's action is not a Project as defined in the California Environmental Quality Act (CEQA) Guidelines Section 15378(a) and therefore is not subject to CEQA. Environmental clearance will be required on a project-specific basis.

#### **FISCAL IMPACT**

Assuming all contracts are expended up to the maximum contract value, the estimated total project cost is \$3,300,000. This includes \$3,000,000 for construction and \$300,000 for Project management, force account work, and contingencies. No funding is being requested as part of this item. Individual Job Orders are budgeted as separate projects in the Capital Projects FY 2020-21 Budget with funding determined as part of each project's approval.

On file at Clerk of the Board: Plans and Specifications