



SUMMARY REPORT

Agenda Date: 10/5/2021

To: Sonoma County Board of Supervisors
Department or Agency Name(s): General Services
Staff Name and Phone Number: Mark DeBacker 707-565-3915
Vote Requirement: Majority
Supervisorial District(s): All

Title:
Award of Annual Job Order Contracts

Recommended Action:

A) Authorize the Chair to execute Job Order Contracts with the following contractors for the minimum and maximum amounts indicated for as-needed capital repair, remodeling, repetitive, and other types of construction work at County facilities:

- i) JOC-2021-01 to Buhler Commercial: Minimum Annual Contract Amount, \$25,000, Maximum Contract Amount, \$3,000,000.
- ii) JOC-2021-02 to Mark Scott Construction, Inc.: Minimum Annual Contract Amount, \$25,000, Maximum Contract Amount, \$2,500,000.
- iii) JOC-2021-03 to Yerba Buena Engineering & Construction, Inc.: Minimum Annual Contract Amount, \$25,000, Maximum Contract Amount, \$2,500,000.
- iv) JOC-2021-04 to MIK Construction, Inc.: Minimum Annual Contract Amount, \$25,000, Maximum Contract Amount, \$2,500,000.
- v) JOC-2021-05 to Danco Builders: Minimum Annual Contract Amount, \$25,000, Maximum Contract Amount, \$1,500,000

B) Adopt a resolution delegating the authority to issue and execute individual Job Orders under the above Job Order Contracts for qualified projects as follows:

- i) Deputy Director of Facilities Development and Management or Capital Projects Manager, not to exceed \$200,000.
- ii) General Services Director, not to exceed \$400,000; and
- iii) County Administrator, up to the contractor's remaining Maximum Contract Amount.

Executive Summary:

The Job Order Contract program was established by the Board of Supervisors on July 13, 2010, pursuant to authority under Public Contract Code section 20128.5. The program enables the County to expedite the

delivery of new capital remodeling, major repair, and other construction-type projects. Projects typically are previously approved by your Board in the Annual Capital budget process and as identified in the Five Year Capital Improvement Plan. Some projects are initiated as necessary on an emergency basis. Job Order Contracts are fixed unit price contracts and result in cost and time savings. The Board of Supervisors awards the annual contracts following a competitive process as part of the Job Order Contract program.

The Public Contracting Code requires that Job Order Contracts are bid and awarded annually.

Discussion:

Approximately twenty six years ago, the Department of Defense decided it needed a pool of on-call contractors to address repetitive construction projects without the expense and delay of going out to bid each time. The Job Order Contracting procurement process addressed this need by providing contractors who have agreed to a fixed pricing model, and to be mobilized to address needs on relatively short notice. Since then, this contracting model has been applied successfully by a variety of Federal, state and local jurisdictions as well as the US Postal Service, schools, universities, transportation agencies and others. This delivery model also allows for project scope definition in the field, with input from users, the design team, the contractor and a county project manager to further expedite the effort. The scope of work for each project is documented and then the contractor develops a proposal, based on pre-established costs.

A Job Order Contract is an annual, competitively bid, firm fixed unit price, non-specific scope contract used for the performance of repair, remodeling, and other repetitive construction-type work, including renovation, alteration, painting, and repair to more expediently perform capital work. The Job Order Contracting process eliminates or reduces the level of front end work relative to plan development, bidding, and resource contracting, resulting in a reduction in the time required to develop and deliver qualified work.

Job Order contracting does not eliminate competitive bidding. It does however allow a public entity to solicit competitive bids for qualified work efforts in one annual solicitation and allows the entity to award contracts to multiple contractors for services to be provided as needed. The work to be performed under a Job Order Contract is authorized through individual job orders that reflect the specified work scope and the fixed unit cost prices that apply, adjusted by an adjustment factor. The adjustment factor is the competitive determinant in deciding which contractors are selected to receive annual contracts. The use of a Job Order Contract for qualified work is managed and monitored to balance the desire to expedite and streamline project delivery with safeguarding optimum project costing.

Having a Job Order Contract program in place does not preclude a public entity from bidding a specific project individually or from using in-house resources for capital work within the limitations allowed by the Public Contract Code. In short, Job Order Contracting provides the means of having an "on-call" contractor(s) on hand.

To date, General Services' Job Order Contract program has delivered 408 projects valued at \$46,269,582 over the last eleven years. Significant recent projects delivered through our Job Order Contracting program include

Agenda Date: 10/5/2021

emergency generator site preparation at the Sonoma, Santa Rosa and Petaluma Veteran’s Halls (\$287,504); the removal of the derelict Meredith Cannery structure from the pier at Bodega Bay (\$193,220); adding ADA signalization to another series of intersections for Transportation and Public Works (\$206,439) and many others. The program is currently working to deliver very large new generators at the Sonoma County Airport, the Sheriff’s Office and a medium-sized unit for ISD. Perhaps the best example last year was the urgently-needed Los Guilicos Village housing solution accomplished in response to the unsustainable homeless situation at Joe Rodota Trail. This involved the installation of the 60 pallet housing units at the Village, including laundry facilities, shower, toilets, 3 generators for power, two dog runs, a warming tent and two modular buildings for medical and job assistance, all in less than two weeks (\$1,124,123). This included permit variance coordination, factory fabrication, delivery and field customization and would not have been possible via any other delivery method.

Prior Board Actions:

2021: Extended Gordian Group consultant agreement.

2020: Increased General Services authorization limits.

2019: Increased General Services authorization limits.

2018: Authorized Chair to execute consultant agreement with the Gordian Group (expires 2021 with two annual renewals permitted).

2013: Authorized Chair to execute consultant agreement with the Gordian Group (expired 2016 with two annual renewals permitted).

2010: Board approval authorizing Job Order Contract Program be made permanent. 2009:

Board approval for extending Job Order Contract Pilot Program.

2008: Resolution authorizing Notice Inviting Bids for Job Order Contract.

2007: Board approval of Job Order Contract Pilot Program

FISCAL SUMMARY

Expenditures	FY 21-22 Adopted	FY 22-23 Projected	FY 23-24 Projected
Budgeted Expenses			
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other			

Agenda Date: 10/5/2021

Use of Fund Balance			
Contingencies			
Total Sources			

Narrative Explanation of Fiscal Impacts:

There is no separate funding required for the Job Order Contracting program. The program and the associated contract values, including the \$25,000 guaranteed minimum contract payments, are funded by individual capital projects and budgets approved by the Board through the annual Capital Budget process. While specific projects are not yet identified, facility needs over the term of these Contracts are anticipated (based on historic trends and known conditions) to require Job Order work exceeding the minimum amounts guaranteed on each Contract.

Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

None

Attachments:

Attachment 1: Resolution

Related Items "On File" with the Clerk of the Board:

Notices of Intent to Award