



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** PUBLIC WORKS

**File #:** 18-071

Board Meeting Date: 1/23/2018

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**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors  
**From:** James C. Porter, Director of Public Works  
**Subject:** On-Call Job Order Contract Agreements and Adoption of the Job Order Contracts Task Catalog

**RECOMMENDATION:**

Adopt a resolution authorizing:

- A) Job Order Contract Agreements with SBay Construction, Inc., Olympos Painting, Inc., and Rodan Builders, Inc. for General Construction; and Kinetics Mechanical Service, Inc. and ACCO Engineered Systems for Mechanical Works for the term of January 23, 2018 through January 22, 2019, each in an amount not to exceed \$4,700,000; and
- B) The Construction Task Catalog, Specifications, and conformance with prevailing wage scale requirements for Job Order Contracts - General Construction and Mechanical Works; and
- C) The Director of Public Works, or his designee, to issue Work/Job Orders, execute change/revision orders, and make financial and administrative changes to executed Job Order Contract agreements.

**BACKGROUND:**

On November 19, 2013, your Board adopted Resolution No. 072896, which authorized a streamlined process for General Construction, Mechanical/Electrical/Plumbing, and General Engineering Job Order Contracts (JOCs) which allows for the preparation of task catalogs, specification and bid documents in conformance with prevailing wage scale requirements for JOCs, which may be adopted by your Board at the time the resulting contract is considered for award.

Public Contract Code Section 20128.5 authorizes a Board of Supervisors to award individual annual JOCs for repair, remodeling, or other repetitive work to be done according to unit prices, in an amount not to exceed \$4,700,000 (adjusted annually based on changes in the California Consumer Price Index). Contractors bid adjustment factors are to be applied to the Unit Prices for specific items of work. The cost of an individual project is determined by multiplying the preset Unit Prices by the

appropriate quantities of work and adjustment factors.

The Task Catalogs and Specifications were prepared and approved by the Director of Public Works in October 2017 for General Construction and Mechanical Works Heating Ventilation and Air Conditioning (HVAC) JOCs.

**DISCUSSION:**

The Department of Public Works (Department) provided notice inviting sealed proposals which was published two times in local newspapers in San Mateo County. Notice was also posted to a regional, on-line Plan Room for commercial general contractors.

On November 20, 2017, a mandatory pre-bid meeting was held with seven general construction and seven mechanical contractors in attendance. On Wednesday, December 13, 2017 at 2:30 p.m., sealed bids were received, accepted and subsequently referred to the Department in considerations for the five General Construction and three Mechanical Works (HVAC) JOCs. Within each of the two individual categories, eligible licensed contractors were able to bid on any or all of the JOCs. The bid documents call for up to five separate JOCs for General Construction and three for Mechanical Works, and the lowest responsible bidder on one contract will be declared ineligible for the others.

The Department received four bids for each of the five separate JOCs for General Construction and two bids for each of the three separate JOCs for Mechanical Works. The Department has examined the bids received for the subject JOCs and determined the lowest responsive and responsible bidders for each JOC. One bidder was deemed unresponsive for the General Construction JOCs. The Department recommends three agreements be awarded for General Construction and two for Mechanical Works.

The Department will issue individual Work Orders including a scope of work and a not-to-exceed amount to the contractor(s). The not-to-exceed amount for each individual Work Order will vary; however, their cumulative sum will not exceed the maximum amount of the respective Agreement(s). Any increase above the amount or term of the agreement(s) would be submitted to your Board for consideration.

County Counsel has reviewed and approved the resolution and agreements as to form.

Approval of this action contributes to the Shared Vision 2025 outcome of a Collaborative Community by reducing the cost and time required to execute major maintenance, repair, and rehabilitation projects on County infrastructure.

**FISCAL IMPACT:**

The terms of these agreements are from January 23, 2018 through January 22, 2019. The total maximum fiscal obligation for each agreement is \$4,700,000 with a total maximum fiscal obligation for all agreements combined is \$23,500,000. Total cost for the various individual Job Order Contracts is included in the Fiscal Year 2017-18 Adopted Budget.

There is no impact to the General Fund.

Attachment: Exhibit A - Bid Results