



# Monterey County

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## Capital Improvement Committee

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Receive a Quarterly Report on Job Order Contracting from the Resource Management Agency-Public Works and Facilities for the period ending June 30, 2018.

### RECOMMENDATION:

It is recommended that the Capital Improvement Committee receive a Quarterly Report on Job Order Contracting from the Resource Management Agency-Public Works, Parks and Facilities for the period ending June 30, 2018.

### SUMMARY:

The Capital Improvement Committee (CIC) requested to receive quarterly reports on the Job Order Contracting (JOC) program managed by the Resource Management Agency (RMA). This quarterly report does not include information of JOC Programs managed by other agencies (e.g. NMC). RMA is currently managing 69 projects under 17 contracts:

- Six (6) 2015 JOC Contracts awarded on November 3, 2015 resulted in 83 projects totaling \$14,794,374. Attachment A tracks two (2) projects under construction issued through the 2015 JOC Contracts.
- Six (6) 2016 JOC Contracts awarded on November 15, 2016 resulted in 127 projects totaling \$16,307,765. Attachment B tracks thirty-seven (37) projects under construction issued through the 2016 JOC Contracts.
- Five (5) 2017 JOC Contracts awarded November 7, 2017 resulted in 38 projects totaling \$5,665,868. Attachment C tracks thirty (30) projects under construction issued during this reporting period through the 2017 JOC Contracts.

During the reporting period of April 1, 2018 through June 30, 2018 RMA accomplished the following:

- 2015 JOC Contracts. One (1) project completed, no new job orders were issued.
- 2016 JOC Contracts. Twenty (20) projects completed, no new job orders were issued.
- 2017 JOC contract. Nine (9) projects completed and eighteen (18) new projects started.

RMA has been able to implement a higher volume of projects using The Gordian Group (TGG) project management services.

Overall, project job orders completed via the JOC procurement process continue to exceed the County's Monterey Bay Area Local Employment goal. During this reporting period, the majority (97%) of the completed project job orders 29 out of 30) achieved a local employment goal of 50% or better. Cumulatively, the average local employment percentage

during this reporting period was 84% (58 out of 69).

DISCUSSION:

For all the active and completed projects this quarter, Attachments A, B and C summarize project information such as Job Order Value, Gordian Group fees, project status, project funding, and Local Employment compliance status. Attachment D summarizes applicable Gordian Group fees for JOC projects during this reporting period. Attachment E provides a summary of maximum JOC contract values for the 2015, 2016, and 2017 JOC Contracts, the total job order values to date and the remaining contract values. The Gordian services have helped expedite the amount of time it takes to get work under contract. Under the JOC 2016 and JOC 2017 contracts, procurement time has ranged from (0) days for emergency job orders to (208) days for a project that was placed on hold pending funding allocation. On average, Job Orders take two to four weeks to procure from the time a Request for Proposal is issued to the time a Notice to Proceed is issued to the JOC contractor. The traditional bidding process for works of public improvement take three months to six months and requires board approval of plans and specifications, an advertising period, and board approval to award a contract.

Attachment F provides contractor evaluations for all JOC projects completed during the quarter ending June 30, 2018. Evaluations are a decision-making tool to determine a contractor's suitability for future JOC projects. During this reporting period, the contractor performance rating ranged from 66% to 100% with an average score of as 91%. Thirty (30) contractors achieved a performance score above 60%. Twenty-nine (29) of the thirty (30) completed project job order contracts achieved the County's 50% Monterey Bay Area Local Employment goal.

The Five-Year Capital Improvement Plan (CIP) is adopted yearly and tracks allocation of resources for projects with budgets over \$100,000. Projects under \$100,000 and emergency projects are not included in the Five-Year CIP. Projects implemented through the JOC Program include projects listed in the adopted Five-Year CIP; smaller maintenance and repair projects that are not specifically listed in the CIP but funded through established Unscheduled Maintenance Project budget or funded with outside Department funding; emergency projects that have secured funding; and new projects with secured funding for which Departments have sought Board approval to implement.

OTHER AGENCY INVOLVEMENT:

RMA-Public Works coordinates the preparation of Job Orders with RMA Finance and the Auditor-Controller.

FINANCING:

Funding for JOC projects is contained either within the approved budget allocations of: Fund 401 - Facilities Maintenance Projects; Funds 402/404 - Capital Projects; Fund 002 - Road Fund; the respective funds established for individual County Service Areas or County Sanitation Districts, or the individual department authorizing the project. Funding Sources for each JOC project are listed in Attachments A, B, and C. The Gordian Group (TGG) fee is a 5% License Fee of each JOC project total value, and is payable by the County upon issuance of a Job Order to the JOC Contractor. TGG offers project management services for job orders as requested by the County for a set fee of 5.95% of the job order total value.

For all the active and completed projects during the period of April 1 to June 30, 2018, Gordian License Fee and project management fees totaled \$688,703 or an overall average of 6% of the total construction contract value of \$10,692,121 during this reporting period. This fee is lower than the industry standard of 10% for construction management fees.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The Job Order Contract (JOC) program helps with providing efficient and effective government operations by allowing improved processing for smaller and more urgent projects. The County has multiple documents to help identify and address critical infrastructure needs (Pavement Management Plan, ADA Transition Plan, Facility Asset Report, Municipal Climate Action Plan, etc.). Taking these documents into account, a 5-Year Capital Improvement Program is adopted each year to efficiently allocate resources for projects with budgets over \$100,000 to help sustain the infrastructure. The JOC program projects include improvements to health and safety facilities. Provision of adequate County facilities and infrastructure improves the quality of life for County residents and supports economic development results.

X Economic Development  
X Administration  
X Health & Human Services  
X Infrastructure  
X Public Safety

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Attachments:

Attachment A - 2015 JOC Program Active Projects Period 4-1 thru 6-30-18  
Attachment B - 2016 JOC Program Active Projects Period 4-1 thru 6-30-18  
Attachment C - 2017 JOC Program Active Projects Period 4-1 thru 6-30-18  
Attachment D - Gordian Group Fee Summary  
Attachment E - Cumulative Summary JOC Contract Values & Costs  
Attachment F - Contractor Evaluations