



County of San Mateo
Engineering, Construction, Roads and Utilities
Job Order Contracting
Pre-bid Conference
February 21, 2024 at 11:00 AM

JOC-2422

JOC-2423

JOC-2424

JOC-2425





Pre-Bid Conference Agenda

Part I:

- JOC Overview
- JOC Process
- JOC Contract Documents
- Understanding the Construction Task Catalog® (CTC)
- Solicitation Details

Part II:

- Calculating the Adjustment Factors
- Bid Considerations & Review
- Contractor Adjustment Factors
- Risk of Low Adjustment Factors
- Questions



Introduction

County of San Mateo Has Advertised:

- Four (4), 'A' License, JOC Contracts for General Construction with a maximum value of \$5,000,000 each
 - JOC-2422
 - JOC-2423
 - JOC-2424
 - JOC-2425

Work Will Be Issued Under the Job Order Contracting Program

Work Will Be Administered Through The County of San Mateo's Department of Public Works

Gordian® Trains and Supports the County of San Mateo and JOC Contractors



Job Order Contracting

Definition

- Fixed Priced, Indefinite Quantity, Competitively Bid Contract
- Enable contractors to complete a substantial number of individual projects with a **single bid**
- Tasks based on competitively-bid, **preset prices**

Value

- Saves time and money
- Provides transparency and auditability



JOC is an Umbrella Contract

Part 1 Bidding the Umbrella Job Order Contract

Owner
Advertises
Job Order
Contract



Contractors
Submit
Bids



Owner
Awards
Umbrella
Job Order
Contract

Part 2 Procuring Individual Projects From Owner

Owner
Project A

Subcontracting
Opportunities

Owner
Project B

Subcontracting
Opportunities

Owner
Project C

Subcontracting
Opportunities



JOC Process





JOC Benefits

- Simplifies the procurement process
- Responsive Services
- Improves the quality of work
- Increases local subcontractor participation
- Volume is driven by performance
- Develop partnership with Owner
- Reduced Risk & increases transparency
- A Fixed Priced, Fast Track Procurement Process
 - Eliminates pricing negotiations
- No Shelf Life for Prices or Job Orders
- The JOC process allows for a higher percentage of projects to be delivered on time and within budget

GORDIAN[®]

GORDIAN[®]



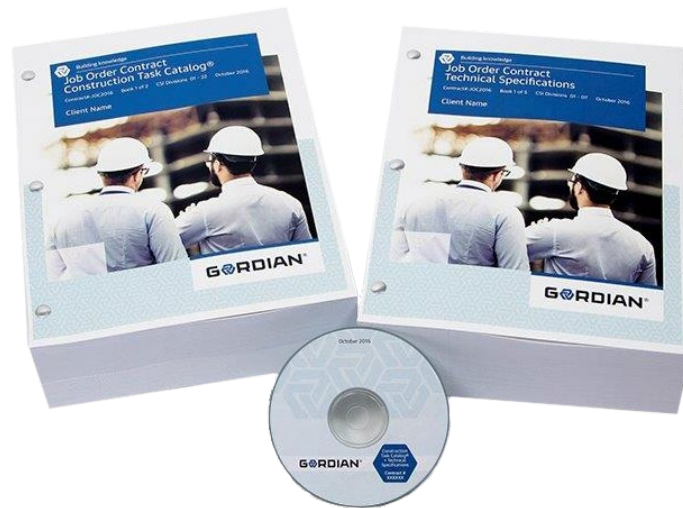
Questions?

Next: Contract Documents



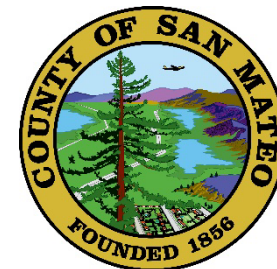
Contract Documents

- Front end documents
- Construction Task Catalog®
- Technical Specifications





Front End Documents



TitleSht.JOC-2422 to 2425

Project Manual

- Bidding Requirements
- Notice to Bidders
- Instruction to Bidders
- Bid Form
- Contract Requirements
- Agreement
- Bonds and Insurance
- General Conditions
- Supplemental Conditions
- General Requirements
- Payment Procedures
- Close-out Procedures

JOC Specific Clauses

- Overview of Contract
- Procedure for Ordering Work
- Proposal Preparation
- Issuing Work

Other Clauses to Change

- Scope of Work
- Extra Work
- Time Extensions
- Liquidated Damages
- Substantial Completion

COUNTY OF SAN MATEO

STATE OF CALIFORNIA

CONTRACT DOCUMENTS
AND
SPECIFICATIONS
FOR

JOB ORDER CONTRACT FOR
ENGINEERING, CONSTRUCTION, ROADS AND UTILITIES
PROJECT NO. JOC-2422
PROJECT NO. JOC-2423
PROJECT NO. JOC-2424
PROJECT NO. JOC-2425

WITH WORK
IN SAN MATEO COUNTY

APPROVED: _____ February 9 _____, 2024

ANN MADER STILLMAN
(R.C.E. No. 47882)
Director of Public Works



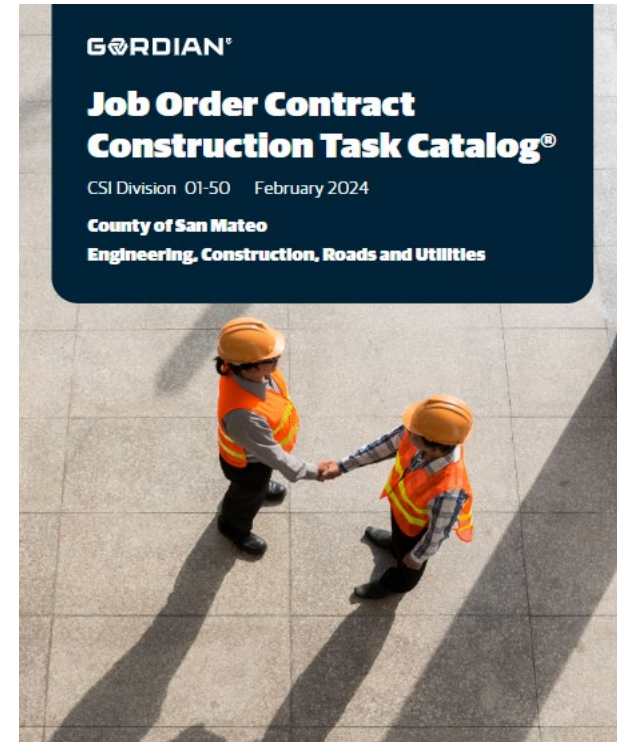
.....
Department of Public Works
County of San Mateo
555 County Center, 5th Floor
Redwood City, California 94063-1665



Construction Task Catalog®



- Catalog of Pre-Priced Construction Tasks
- Based on Local Labor, Material & Equipment Costs
- Unit prices are for Direct Cost of Construction only
- The tasks represent the “Scope of Work” for the contract
- Items that list manufacturer and model number are to specify quality and must be used as equal instead of Non-Prepriced items

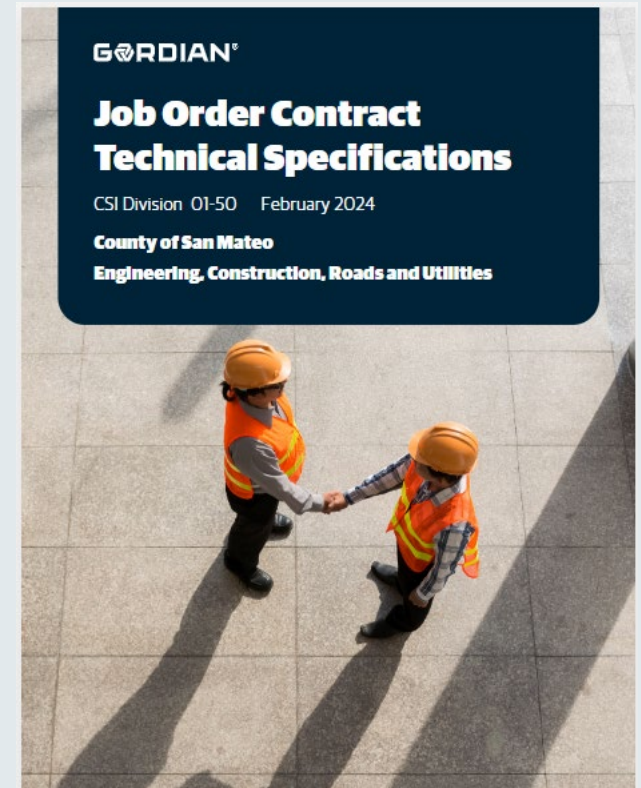


JOC Contract Documents



Technical Specifications

- Specifies Quality of Materials and Workmanship
- Corresponds with Tasks in the Construction Task Catalog[®]





Questions?

Next: Solicitation Details



Solicitation Details

Prior to Bidding, the County Will Not:

- Identify or Commit to any Specific Project or Location
- Identify or Commit to any Specific CTC Tasks or Quantities

Contract	Contract Type	Minimum Contract Value	Maximum Contract Value	Contract Term	Initial Payment & Performance Bonding (Each)	Payment & Performance Bonding Increased by (Each)
JOC (2422,2423 2424,2425)	Engineering "A" License	\$0	\$5,000,000	1 Year	\$500,000	\$500,000 increments to \$5,000,000



Solicitation Details

Differing Site Conditions or Changes in Scope

- Priced from Construction Task Catalog®
- Supplemental Job Order
- No Negotiated Change Orders

Filings and Permits

- Fees paid for all Permits and other Reimbursable Fees reimbursed 100% - **No Markup**

Liquidated Damages

- On a Job Order - by - Job Order basis
- Sliding Scale Based on Job Order Value

Bid Security: \$25,000

Required registration with the Department of Industrial Relations



JOC Software



Email address
Username

Password
Password

Remember me

[Login >](#)

[Change password](#) [Forgot password?](#)

Trouble logging in? Contact Customer Support at:
800-448-8182 or gordiansupport@gordian.com

[SMC Gov DKTA Login >](#)

[Gordian Employee Login >](#)

Welcome to Gordian

As we all work to mitigate the impact of COVID-19, Gordian remains normally – from 8 a.m. to 10 p.m. EST, and our technology platform us at 800-448-8182 or gordiansupport@gordian.com.

Gordian: Solving Complex Challenges with Innovative Solutions

Gordian's unique approach combines the right data, software and expert results.

Explore our solutions:

<p>Job Order Contracting (JOC)</p> <p>Utilize an Indefinite Delivery Indefinite Quantity (IDIQ) construction delivery method that allows many projects to be completed through a single, competitively-awarded contract.</p>	<p>eziQC®</p> <p>Leverage the efficient purchasing networks through the power of contract.</p>	<p>Sightlines Assessment & Planning</p> <p>Go beyond the traditional Facilities Condition Assessment to create an actionable investment plan that aligns project selection with your goals.</p>
	<p>Sightlines Return</p> <p>Get the data, context recommendations and effectively.</p>	

Internet Based Software Provided with Contract

- eGordian® Expedites the Job Order Process
 - Price Proposals
 - Subcontractor Lists
 - Tracking Dates
- Training provided



1% Contractor License Fee

Access to eGordian[®], Construction Task Catalog[®], other proprietary materials

- Most advanced technology and data in the marketplace.
- Paperless
- Efficient
- Tasks and prices input directly... no fishing through old files and estimating books for costs

JOC process training

eGordian[®] software training

Included in the Contractor's Adjustment Factor

- Consider with the Bid as an Overhead cost
- 1% of Job Order Price



Questions?

Next: CTC



Understanding the Construction Cost Catalog®



- Contractor must review and understand “Using the Construction Task Catalog®”
- Rules of the game
- Make sure you get paid for all appropriate tasks
- Pages 00 – 1 to 00-6 of the CTC

GORDIAN

Using The Construction Task Catalog®

About the CTC:

- ❑ This Construction Task Catalog® (CTC) was developed and customized by The Gordian Group, Inc. specifically for **Owner**, priced locally using current labor, material and equipment costs, and published in Month 2017.
- ❑ The Gordian Group, Inc. licenses the use of this CTC and other proprietary information and software for the sole purpose of providing Job Order Contracting services to **Owner**. Use of this CTC and other proprietary information and software for any other purpose, or for any other entity, is expressly prohibited without the express written consent of The Gordian Group, Inc.

MasterFormat™

- ❑ The tasks in this Construction Task Catalog are organized using CSI's MasterFormat.

CSI
MasterFormat is published jointly by CSI and Construction Specifications Institute (CSI & CSI).
Copyright © 2017. All Rights Reserved. For more information, contact CSI at www.csi.com or www.masterformat.com.

The Unit Prices Include:

LABOR COSTS:

- ❑ Labor costs include direct labor through the working (unpension) level at strategic-time prevailing wage rates including fringe benefits and an allowance for Social Security, Medicare taxes, worker's compensation, unemployment insurance, and employee benefits.
- ❑ Labor costs include unloading equipment, materials, and tools, and transporting the same up or down 2 1/2 stories and 25' to reach the project site, layout, measuring and cutting to fit, performing the task, disposal of excess material, and time for lunch and breaks.

Equipment Costs:

- ❑ Equipment costs include all equipment required to accomplish the task.
- ❑ Mobilization is included for all equipment except large equipment (e.g. cranes, bulldozers, excavators, backhoes, bobcats etc.), which exclude mobilization.
- ❑ Equipment costs include all operating expenses such as fuel, electricity, lubricants, etc.

MATERIAL COSTS:

- ❑ Material costs include the cost of the material, delivery, and all incidentals and accessories integral to the installation.
- ❑ Material costs include manufacturer's and/or fabricator's shop drawings.
- ❑ Material costs for roofing, drywall, VCT, carpet, wall covering, ceiling tile, pipe, conduit, concrete, etc. include an allowance for waste. This list is not intended to be all inclusive, but descriptive of the types of construction materials that are typically sold in standard lengths, sizes and weights.
- ❑ Material costs for imported materials (e.g. aggregate, sand, soil, etc.) include delivery up to 15 miles from the closest approved source.

The Adjustment Factors Include:

The Adjustment Factors include the following costs, unless specifically excluded by the terms of the Contract Documents:

BUSINESS COSTS:

- ❑ Office overhead, including but not limited to, office space, office equipment, office and management personnel, office supplies, and employee transportation.
- ❑ Insurance and bonding
- ❑ Profit.

Month 2017
Copyright © 2017 The Gordian Group, Inc.
 Owner Page 00 - 1

The Contract Documents: CalTrans Specific Tasks in the CTC



- 900+ CalTrans specific Tasks were added to the CTC.
- These Tasks are based on CalTrans standard specifications and include the CalTrans item code.
- All unit prices were calculated using local labor, material and equipment costs.
- Including CalTrans specific Tasks makes it easier to prepare and approve Price Proposals, increases administrative efficiency for both Contractors and Owners and results in more work being completed.

GORDIAN®		Custom Standards And Assemblies	50
		CALTRANS Custom Standards And Assemblies	50 89
		CALTRANS Construction Performance Requirements	50 89 80
MINOR	CSI UOM DESCRIPTION	TOTAL DIRECT UNIT COST	DEMOLITION UNIT COST
50 Custom Standards And Assemblies			
50 89 CALTRANS Custom Standards And Assemblies (50 89)			
50 89 80 CALTRANS Construction Performance Requirements (50 89)			
Note: Refer to www.dot.ca.gov for CALTRANS Standard Plans and Specifications			
50 89 81 CALTRANS DIVISION I - GENERAL PROVISIONS (50 89 81)			
50 89 81 01 PAYMENT (50 89 81)			
Note: Includes equipment mobilization, hauling over 25 miles, overtime, specialty labor, specialty equipment, reimbursables and permits per CALTRANS Standard. See CSI section 01 22 16 00-0001 for Reimbursable fees and permits, 01 22 20 00-0000 for specialty labor, 01 22 23 00-0000 for specialty equipment, 01 71 13 00-0000 for equipment mobilization, 01 74 19 00-0129 for hauling >25 miles.			
50 89 81 01-0001	EA CALTRANS 999990 MOBILIZATION.....		
Note: (One Time Per Job) See CSI section 01 71 13 00-0000 for mobilization of equipment.			
50 89 82 CALTRANS DIVISION II - GENERAL CONSTRUCTION (50 89 82)			
50 89 82 12 TEMPORARY TRAFFIC CONTROL (50 89 82)			
Note: Includes flagging, apparel, temporary traffic control devices, and equipment for flaggers, must comply with the latest California MUTCD per CALTRANS Standard.			
50 89 82 12-0001	EA CALTRANS 120110 FLASHING ARROW SIGN.....		
50 89 82 12-0002	EA CALTRANS 120116 TYPE II BARRICADE.....		
50 89 82 12-0003	EA CALTRANS 120119 TRAFFIC CONE.....		
50 89 82 12-0004	EA CALTRANS 120120 TYPE III BARRICADE.....		
50 89 82 12-0005	EA CALTRANS 120140 BARRICADE (LEFT IN PLACE).....		
50 89 82 12-0006	SF CALTRANS 120149 TEMPORARY PAVEMENT MARKING (PAINT).....		
50 89 82 12-0007	LF CALTRANS 120151 TEMPORARY TRAFFIC STRIPE (TAPE).....		
50 89 82 12-0008	SF CALTRANS 120152 TEMPORARY PAVEMENT MARKING (TAPE).....		
50 89 82 12-0009	LF CALTRANS 120159 TEMPORARY TRAFFIC STRIPE (PAINT).....		
50 89 82 12-0010	EA CALTRANS 120165 CHANNELIZER (SURFACE MOUNTED).....		




The Contract Documents: Construction Task Catalog®



Understanding the General Rules of the Construction Task Catalog®:

- Unit Prices are for Complete and In-Place Construction
- Unit Prices Include Labor, Material and Equipment. Do Not Add Labor to Repointing Task.
- Unit Prices Include the Cost of Delivery to Project Site, Unloading, Storage and Handling.
- Demo Price Includes Loading into Truck or Dumpster.
- If Item Demolished as Part of Different Task, It will Not be Paid for Separately


Using The Construction Task Catalog®

About the CTC:

- ❑ This Construction Task Catalog® (CTC) was developed and customized by The Gordian Group, Inc. specifically for «Owners», priced locally using current labor, material and equipment costs and published in «Month» 2019.
- ❑ The Gordian Group, Inc. reserves the use of this CTC and other proprietary information and software for the sole purpose of providing Job Order Contracting services to «Owners». Use of the CTC and other proprietary information and software for any other purpose, or for any other entity, is expressly prohibited without the express written consent of The Gordian Group, Inc.

MasterForm™

- ❑ The tasks in this Construction Task Catalog are organized using CSI's MasterFormat.

The Unit Prices Include:

LABOR COSTS:

- ❑ Labor costs include direct labor through the working foreperson level at straight-time prevailing wage rates including fringe benefits and an allowance for Social Security, Medicare, taxes, workers' compensation, unemployment, insurance, and employee benefits.
- ❑ Labor costs include unloading equipment, materials, and tools, and transporting the same up or down 7 1/2 stories and 125' to reach the project site; layout, measuring and cutting to fit, performing the task, disposal of excess material, and time for punch and breaks.

EQUIPMENT COSTS:

- ❑ Equipment costs include all equipment required to accomplish the task.
- ❑ Mobilization is included for all equipment except large equipment (e.g. cranes, bulldozers, excavators, backhoes, bobcats, etc.), which exclude mobilization.
- ❑ Equipment costs include all operating expenses such as fuel, electricity, lubricants, etc.

MATERIAL COSTS:

- ❑ Material costs include the cost of the material, delivery, and all incidentals and accessories integral to the installation.
- ❑ Material costs include manufacturer's and/or fabricator's shop drawings.
- ❑ Material costs for roofing, drywall, VCI, carpet, wall covering, ceiling, tile, pipe, conduit, concrete, etc. include an allowance for waste. This list is not intended to be all-inclusive, but descriptive of the types of construction materials that are typically sold in standard lengths, sizes and weights.
- ❑ Material costs for imported materials (e.g. aggregate, sand, etc.) include no allowance up to 15 miles from the closest approved source.

The Adjustment Factors Include:

The Adjustment Factors include the following costs, unless specifically excluded by the terms of the Contract Documents.

BUSINESS COSTS:

- ❑ Office overhead, including but not limited to, office space, office equipment, office and management personnel, office supplies, and employee transportation.
- ❑ Insurance and bonding
- ❑ Profit

©2019-2020
ESTABLISHED WITH THE COUNTY OF SAN MATEO

Sample Bid Note
Page 00 - 1



JOC CTC Example

Exterior Improvements	32	32
Bases, Ballasts, And Paving	32 10	
Unit Paving	32 14	

MINOR CSI UOM DESCRIPTION	TOTAL DIRECT UNIT COST	DEMOLITION UNIT COST
32 16 Curbs, Gutters, Sidewalks, And Driveways <small>(32 10)</small>		
32 16 13 Curbs And Gutters <small>(32 16)</small>		
Note: Includes transitions. Demolition Includes two saw cuts (each end) of curbs and gutters for lengths up to 100'. See CSI section 02 41 19 13-0043 for additional saw cuts within the 100'.		
32 16 13 13 Cast-In-Place Concrete Curbs And Gutters <small>(32 16 13)</small>		
Note: Includes concrete, forms, rebar, chairs (where necessary), expansion joints.		
32 16 13 13-0001 Concrete Curb, Cast In Place <small>(32 16 13 13)</small>		
Note: Includes delivered concrete, forms, rebar, chairs (where necessary), expansion joints, finish and curing.		
32 16 13 13-0002 LF 6" X 12" Cast In Place Concrete Curb	7.18	3.23
For Up To 20, Add	4.03	
For >20 To 50, Add	2.27	
For >50 To 100, Add	0.88	
For >500 To 1,000, Deduct	-0.88	
For >1,000, Deduct	-1.50	
32 16 13 13-0003 LF 6" X 12" Cast In Place Concrete Curb - Radius	8.18	3.72
For Up To 20, Add	4.63	
For >20 To 50, Add	2.61	
For >50 To 100, Add	1.01	
For >500 To 1,000, Deduct	-1.01	
For >1,000, Deduct	-1.72	





Understanding the Construction Task Catalog®



Include All Appropriate Tasks:

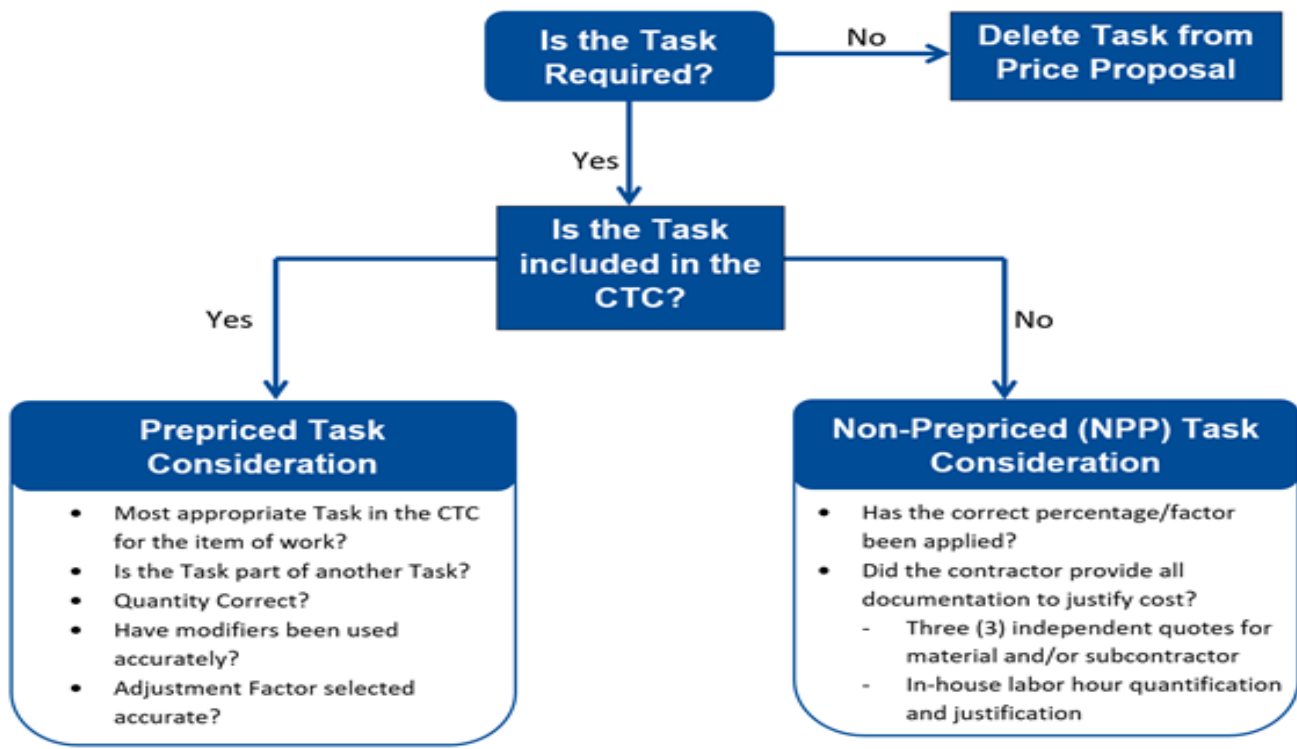
32 16 23 00-0002	4" Cast In Place Concrete Sidewalk	SF	\$ 9.13	400	\$3,652.00	
	Modifiers For >100 To 500, Add	SF	\$ 1.12	400	\$448.00	
32 11 23 16-0004	4" Crushed Aggregate Base Course For Sidewalks	SF	\$ 1.10	400	\$440.00	
	Modifiers For Up To 1,000, Add	SF	\$ 0.31	400	\$124.00	
01 71 13 00-0003	Equipment Delivery, Pickup, Mobilization And Demobilization Using A Tractor Trailer With Up To 53' Bed	EA	\$1,510.16	1	\$1,510.16	
31 23 16 36-0006	Excavation by Backhoe	CY	\$ 7.05	48	338.4	
	Modifiers For >20 To 50, Add	CY	\$ 5.29	48	253.92	
31 23 16 36-0028	Load Excess Materials	CY	\$ 6.20	48	297.6	
	Modifiers For >20 To 50, Add	CY	\$ 4.65	48	223.2	
01 74 19 00-0040	Hauling to dump site	CYM	\$ 0.96	720	691.2	
01 74 19 00-0028	Drop-Off Concrete At Recycling Center	CY	\$ 31.03	48	1489.44	
						\$9,467.92
						/400
						\$23.67
	Overall cost in per SF					\$23.67

* Sample only

Compare these prices



Non Pre-Priced Tasks





Non Pre-priced Tasks (NPP)

Contractor must have permission from the County to use a Non Pre-priced Task prior to submission

Three (3) Quotes on vendors' or subcontractors' letterhead

Justification for less than three (3) Quotes

Contractor is paid the amount in the following formula:

- A=direct labor cost and fringe benefits per prevailing wage rates
- B=direct material costs (supported by quotes)
- C=direct equipment costs (supported by official posted state rental rates)
- D=allowable overhead costs = $A \times 25\%$ (i.e. workers compensation insurance)
- E=allowable profit = $(A + B + C) \times 10\%$

The final price submitted for Non Pre-priced Tasks which are performed by a subcontractor is according to the following formula:

- F=subcontractor costs (supported by quotes)
- G=Contractor allowance for subcontractor costs = **F x 15%**
- Total cost of Non Pre-priced Task = $A + B + C + D + E + F + G$



Questions?

Next: Adjustment Factors



Method to Calculate



Historical Project Data

- Select a Completed Project You Know Scope and Direct Costs
- Price Project From CTC
- Add on Overhead and Profit
- Calculate the Adjustment Factor



Proposal Building Example Project

Select multiple projects that you are familiar with based on your trade

- Doors and Hardware
- Interior Lighting
- Plumbing Fixtures
- Replace Boiler
- Include any exclusions
- **Normal Working Hours Apply**





Sample Project – CTC Price vs. Quotes

Direct Cost of Work from CTC

- Replace Boiler \$ 48,911.43
- Doors/Hardware \$ 9,748.46
- Lighting \$ 15,845.00
- Plumbing \$ 14,986.76

TOTAL = \$ 89,491.65

Direct Cost of Work from Quotes or Estimates

- Replace Boiler \$ 47,500.00
- Doors/Hardware \$ 9,250.00
- Lighting \$ 16,750.00
- Plumbing \$ 12,500.00

TOTAL = \$ 89,000.00



Sample Project – Putting It All Together



A.	Direct Cost of Work from Quotes	\$89,000.00
B.	Overhead 10%*	<u>\$ 8,900.00</u>
C.	Subtotal (Cost & O/H)	\$97,900.00
D.	Profit 10%*	<u>\$ 9,790.00</u>
E.	Subtotal (Cost & O/H & Profit)	\$107,690.00
F.	Price From CTC	\$89,491.65

Adjustment Factor (= E / F) = 1.2034

*Sample Only. Contractor to determine O/H & Profit.
Prepare this calculation for more than one sample project.



Questions?

Next: Bid Form



JOC Process – How is JOC Bid?

Award Based on Competitive Bid

- Must Bid 2 Adjustment Factors:
 - **Normal Working Hours**: 8:00 am to 5:00 pm Monday to Friday
 - **Other Than Normal Working Hours**: 5:01 pm to 7:59 am Monday to Friday, and all day Saturday, Sunday and County Holidays
- Adjustment Factors Apply to All Tasks in the CTC
- Each Adjustment Factor is Weighted to Create an Award Criteria Figure
- Lowest Award Criteria Figure From a Responsive, Responsible Bidder Wins!

Filling Out the Proposal Form



JOB ORDER CONTRACT

The Bidder shall set forth Adjustment Factors in legible figures in the respective space provided. Failure to submit all Adjustment Factors will result in the Bid being deemed non-responsive. The Contractor shall perform the Tasks required by each individual Job Order using the following Adjustment Factors:

Normal Working Hours: Work performed during Normal Working Hours in the quantities specified in individual Job Orders for the Unit Price sum specified in the Construction Task Catalog® multiplied by the Adjustment Factor of:

1 . 2 0 3 4

Other Than Normal Working Hours*: Work performed during Other Than Normal Working Hours in the quantities specified in individual Job Orders for the Unit Price sum specified in the Construction Task Catalog® multiplied by the Adjustment Factor of:

1 . 2 6 5 0

* Bids will be rejected as non-responsive if the 'Other Than Normal Working Hours' Adjustment Factor is not equal to or greater than the 'Normal Working Hours' Adjustment Factor.

* Sample only

Filling Out the Proposal Form



Price Criteria Figure Formula

Line 1	Normal Working Hours Adjustment Factor	1.	1.2034
Line 2	Multiply Line 1 by 80%	2	0.9627
Line 3	Other than Normal Working Hours Adjustment Factor	3	1.2650
Line 4	Multiply Line 3 by 20%	4	0.2530
Line 5	Add Lines 2 and 4 (This is the Price Criteria Figure)		PCF = 1.2157



Contractor Adjustment Factors

Importance of Adjustment Factors

- Determines winning bidder AND
- Used to price individual Job Orders
- Price proposal total becomes the lump sum Job Order amount

	Unit Price	x	Quantity	x	Adjustment Factor	=	Total for Task
+	Unit Price	x	Quantity	x	Adjustment Factor	=	Total for Task
+	Unit Price	x	Quantity	x	Adjustment Factor	=	Total for Task
							Total Job Order Price



Risks of Low Adjustment Factor

Leads to Arguments in Proposal Review

- Unsupportable Tasks
- Exaggerated Quantities

Leads to Delays in Job Order Development

- Takes Longer to Review Proposals

Creates an Adversarial Relationship

- Reduced Volume of Work
- Will Shorten Contract
- Lost Profitability

No Second Chance to Improve Margin

Using Construction Task Catalog



- Task Orders shall use appropriate task line items for each work scope.
- County will request contractor to adjust task orders if inappropriate task line items or quantities are used.



Questions?

Next: Review of Key Points and Bid Submission Details



Bid Considerations

Contractors Should Expect To

- Prepare incidental drawings or sketches for some projects
 - Justify Quantity Calculations
 - Explain Detail of Work
- Prepare proposals for some projects that may be canceled
- Margins on CTC tasks vary
- Some projects are more profitable than others
- Maintain a fully functioning office
- Maintain a fully functioning staff
- Hold required licenses
- 1% of each Job Order is a Contractor License Fee for eGordian® software access



Review / Key Points

Focus on Total Potential Value of Contract

- \$5,000,000

Evaluate Construction Task Catalog[®]

- Analyze Unit Prices
- Know the General Guidelines for Using the CTC

Contractor Performance Drives Volume

- Responsive Service
- Accurate Proposals
- Safe and Clean Project Sites
- High Quality Construction
- On-Time Completion
- On-Time Close Out

Bids



SEALED BIDS DUE: February 28th, 2024 at 2:00 pm

**County Executive Officer/ Clerk of the Board of Supervisors
Hall of Justice and Records
400 County Center
Redwood City, CA**

Contract Documents including the Construction Task Catalog[®], Technical Specifications, and forms of Proposal and Contract may be seen and obtained at the office of the Director of Public Works, 555 County Center, 5th Floor, Redwood City, California, 94063-1665. Contract Documents may be obtained per instructions at <https://www.smcgov.org/publicworks/job-order-contracts-engineering-construction-roads-and-utilities-joc-2422-thru-joc-2425>

Sealed Bids: ONE (1) fully executed paper bid document. The bid number and company name must be included on the outside of your sealed package and failure to do so may result in the inadvertent opening of the package and may cause your bid to be rejected.



Additional Information

Make Sure you Sign the Pre-bid Sign-In Sheet or enter contact information in the Chat

All questions concerning this solicitation must be received via email no later than:

- **February 23, 2024 by 5:00 PM**

Submit questions via email to:

Sina Oshaghi, Associate Engineer, at aoshaghi@smcgov.org AND

Wency Ng, Senior Civil Engineer, at wng@smcgov.org