



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Julia R. Bueren, Public Works Director/Chief Engineer  
Date: April 25, 2017

Subject: APPROVE and AUTHORIZE Amendment No. 1 to Consulting Services Agreement with The Gordian Group, Inc. (WW0862)

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute Amendment No. 1 to Consulting Services Agreement with The Gordian Group, Inc. d/b/a The Mellon Group ("Gordian"), effective April 25, 2017, to increase the payment limit by \$500,000, to a new payment limit of \$1,000,000, and to extend the termination date to July 28, 2020, to continue to provide Job Order Contracting Program development and implementation services for various County projects.

**FISCAL IMPACT:**

Gordian charges a 5% License and Job Order Development Fee if and when a job order is issued to a job order contractor, based on the value of the work.

**BACKGROUND:**

In order to be efficient in delivering projects, the County has needed to employ a variety of project delivery methods. One such method is Public Contract Code Section 20128.5, which

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY  
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD  
COMMITTEE

Action of Board On: **04/25/2017** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: April 25, 2017

David Twa, County Administrator and Clerk of the Board of Supervisors

Contact: Ramesh Kanzaria,  
(925) 313-2000

By: Rolanda Hartfield, Deputy

cc:

authorizes counties to award one or more individual annual contracts for repair, remodeling, or other repetitive work to be done according to unit prices. Once an annual contract is awarded, individual projects are then done through

## BACKGROUND: (CONT'D)

written job orders performed by the job order contractor at the unit prices bid for the annual contract. Such Job Order Contracting (JOC) is a project delivery tool that has been proven to reduce costs, save time, and increase productivity.

Job order contracts are typically used for well-defined, recurring or repetitive work where quick execution is essential. It is an appropriate delivery method for any type of repetitive work, especially small renovation jobs. It allows for a longer relationship with the selected contractor as various job orders issued under the contract are performed during the contract term. Because the contractor has been selected and the unit price is fixed (by the project task catalog and the contractor's adjustment factor), a job order contract allows contractor input prior to design, which can expedite the work.

On June 11, 2015, the Public Works Department published a Request for Letters of Interest, seeking letters from firms to furnish, implement, and assist in executing and managing an Indefinite Quantity Contracting/Job Order Contract automated system. One letter was received by the July 7, 2015 deadline from The Gordian Group, Inc. d/b/a The Mellon Group. County staff therefore recommended that the County procure Gordian's services through a Consulting Services Agreement. On July 28, 2015, the Board approved a Consulting Services Agreement with The Gordian Group, Inc. d/b/a The Mellon Group to provide Job Order Contracting Program development and implementation services.

Gordian's services include the development and maintenance of a job order contract catalog, also known as a unit price book that contains individual construction tasks for all aspects for general conditions, maintenance, repair and construction of facilities, driveway/parking lots, and other construction-related components used by the County. Gordian also provides training and support to Contra Costa County personnel and contractors for the implementation and success of the JOC program.

The JOC Program has been a valuable construction project delivery tool for the term of the JOC contracts. Under the JOC program, the Public Works Department has assigned 47 projects; 13 projects completed, 26 projects which are in construction, 2 projects under review and slated to be completed, and 6 potential projects. As we near the expiration date and reach maximum contract amounts for the existing job order contracts, other projects are still eligible to be accomplished under the JOC program. There is a great need to continue utilizing the JOC program.

## CONSEQUENCE OF NEGATIVE ACTION:

If Amendment No. 1 is not approved, the County will not have the resources to support the JOC program nor will it have the resource to complete deferred maintenance projects as described in the FLIP report and other County construction projects involving repair, remodeling, and other repetitive work.