



County of San Luis Obispo  
Department of Airports  
**Job Order Contracting (JOC)**  
**Pre-Bid Meeting**

SBP Airports JOC 2026

February 11, 2026 at 2:00 p.m.

**GARDIAN**<sup>®</sup>

# Agenda

- **Kickoff and Introduction** – SLO County Airport Staff
- **Qualification Submission and Details** – SLO County Airport Staff
- **Job Order Contracting (JOC) Process** – Gordian
- **Understanding the Construction Task Catalog<sup>®</sup> (CTC)** – Gordian
- **Submission Reminders** – SLO County Airport Staff
- **Questions**

# SLO County Airport Staff and Gordian Support Team



## SLO County Airport

Responsible for the development, oversight, and administration of the SLO County Airport JOC Program.

- **Patrick Simas**, Airports Project Manager
- **Tim O’Keeffe**, Deputy Director of Airport Operations
- **Oscar Cortez**, Airport Operations Supervisor

## Gordian Program Support

Responsible for all aspects of JOC program Implementation at Gordian and in support of the SLO County Airport.

- **Randy Horn**, *Customer Engagement*
- **Mary-Neil Jackson**, *Senior Manager, Contractor Engagement*
- **Mariel Taylor**, *Contractor Outreach Specialist*
- **Shonna Ybarra**, *Program Development Manager*

## Gordian Operations Team

Responsible for the local Account Management staff who will conduct training for the SLO County Airport and Contractor staff, assist in the procurement of individual projects and management of the SLO County Airport JOC Program.

- **Mike Morales**, *Construction Account Manager*
- **Mark Persico**, *Customer Relationship Manager*
- **Maria Martinez**, *Regional Director*

# Solicitation Schedule



Event	Date
In Person Mandatory Pre-Bid Conference	2/11/2026 D361 (3 <sup>rd</sup> Floor) 2:00 pm
Questions Deadline	2/20/2026
Bid Submission Deadline	2/26/2026 D120 (1 <sup>st</sup> Floor) 3:00 pm
Bid Opening	2/26/2026 Public Meeting 3:15 pm



# Job Order Contracting (JOC) Overview

# Job Order Contracting (JOC)

## Definition

- Indefinite delivery/indefinite quantity process (IDIQ)
- Enables owners to complete a substantial number of individual projects with a **single, competitively-awarded bid**
- Construction tasks are based on **preset costs in Gordian's Unit Price Book (UPB), the Construction Task Catalog®**
- Contractors bid an Adjustment Factor to be applied to **CTC**, resulting in on-call contract.

## Value

- Saves time and administrative costs on construction procurement
- Fundamentally different construction procurement relationship
  - Collaborative relationship between Owner and Contractor
  - Allows Owners and Contractors to expedite work
  - Contractors and Owners build lasting partnerships
  - Provides transparency and auditability

# How Job Order Contracting Works

## Part 1 Bidding the Umbrella Job Order Contract

Owner  
Advertises  
Job Order  
Contract



Contractors  
Submit  
Bids



Owner  
Awards  
Umbrella  
Job Order  
Contracting  
Contract

## Part 2 Procuring Individual Projects from Owner

Owner  
Project A

Subcontracting  
Opportunities

Owner  
Project B

Subcontracting  
Opportunities

Owner  
Project C

Subcontracting  
Opportunities

# Most Successful JOC Project Types



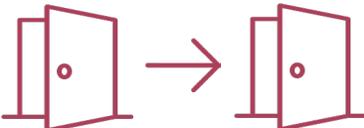
Maintenance



Repairs



Renovations



Replacement  
in-kind



Emergency  
work



Time sensitive  
projects



Alterations

# 5 Step Job Order Process

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## Joint Scope Meeting



Owner schedules a meeting at the site for those involved to discuss project and design details.

## Detailed Scope of Work



Owner prepares a Detailed Scope of Work that describes the work the contractor will perform.

## Price Proposal



The contractor prepares a Price Proposal by selecting the appropriate tasks from Gordian's Construction Task Catalog® (CTC)

## Price Proposal Review



Owner reviews the Price Proposal to ensure the contractor has selected the appropriate tasks and quantities.

## Job Order Issued

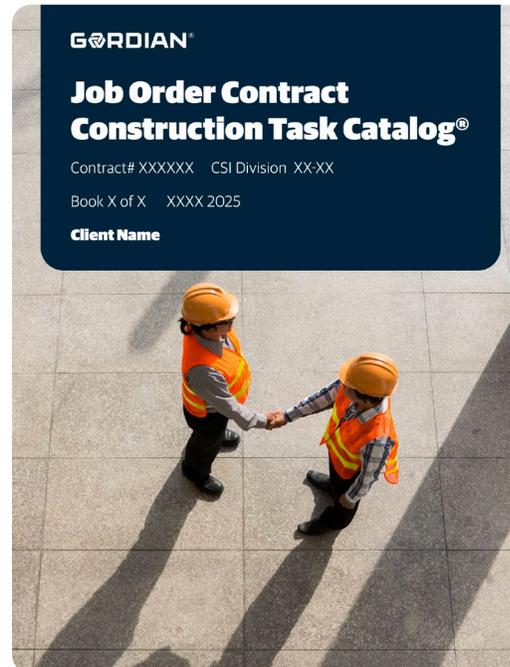
Once the Price Proposal is approved, the owner issues a purchase order for the contractor to proceed.

# The Contract Documents



# Understanding the Contract Documents

- Front End Documents
- The Construction Task Catalog®
- The Technical Specifications



## SECTION 09 22 16 13 - NON-STRUCTURAL METAL FRAMING

### 1.1 GENERAL

#### A. Description Of Work

1. This specification covers the furnishing and installation of materials for non-load bearing steel framing. Products shall be as follows or as directed by the Owner. Installation procedures shall be in accordance with the product manufacturer's recommendations. Demolition and removal of materials shall be as required to support the work.

#### B. Summary

1. This Section includes non-load-bearing steel framing members for the following applications:
  - a. Interior framing systems (e.g., supports for partition walls, framed soffits, furring, etc.).
  - b. Interior suspension systems (e.g., supports for ceilings, suspended soffits, etc.).

#### C. Submittals

1. Product Data: For each type of product indicated.
2. LEED Submittal:
  - a. Product Data for Credit MR 4.1 and Credit MR 4.2, **as directed**: For products having recycled content, documentation indicating percentages by weight of postconsumer and preconsumer recycled content.
    - 1) Include statement indicating costs for each product having recycled content.

#### D. Quality Assurance

1. Fire-Test Response Characteristics: For fire-resistance-rated assemblies that incorporate non-load-bearing steel framing, provide materials and construction identical to those tested in assembly indicated according to ASTM E 119 by an independent testing agency.
2. STC-Rated Assemblies: For STC-rated assemblies, provide materials and construction identical to those tested in assembly indicated according to ASTM E 90 and classified according to ASTM E 413 by an independent testing agency.

# Front End Documents



- **Volume 1 – Bid Package**
  - **Section 00010:** Invitation to Bidders
  - **Section 00100:** Instructions to Bidders
  - **Section 00300:** Bid Form
  - **Section 00400:** Supplements to Bid Form
  - **Section 00500:** Agreement
  - **Section 00600:** Bond Requirements, Forms and Guarantees
  - **Section 00610:** Engineer Certification Page
  - **Section 00700:** General Conditions
  - **Section 00800:** Construction Site Management and Water Pollution Control
  - **Contract Appendices:** A - K
- **Volume 2 – Construction Task Catalog<sup>®</sup> (CTC)**
- **Volume 3 – Federal Funds Addendum**

# General Rules of the Construction Task Catalog® (CTC):

## Unit Prices:

Are for complete and in-place construction.

Include the cost of delivery to project site, unloading, storage and handling.

*Delivery height is up to two stories.*

Include sealant and caulk for tasks such as windows, doors, frames, countertops, etc.

Include labor, material and equipment.

*Do not add labor to repointing task.*

Include testing, calibration, balancing, etc., for new work.

Include all fasteners, bolts, anchors, adhesives, etc., for new work.

## Using 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» 2019.
- ☐ 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**

**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, 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 125' 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» 2019  
Sample Bid Note  
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This Safety Director is included in the adjustment factor

This Superintendent is included in the adjustment factor

This Project Manager is included in the adjustment factor

This material is included in the unit price

This Installer is included in the unit price



# General Rules of the Construction Task Catalog® (CTC):

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**Demo price includes loading into truck or dumpster.**

**If item demolished as part of different task, it will not be paid for separately.**

**Contractors are paid for installed quantities only. Waste is included in unit price.**

**Dumpsters are a separate task.**

**Assembly prices take precedence over component pricing**

**14' working height for all work except masonry.**

**4' working height for masonry.**



This equipment is included in the unit price

This waste is included in the unit price



# General Rules of the Construction Task Catalog® (CTC):

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*Contractors Do Not Get Paid Separately For the Following:*

**Moving and returning furniture occupying less than 55% of floor area.**

*Example: moving classroom furniture to paint*

**Labor for protecting work in place.**

*Example: a laborer to stay after a concrete pour*

**Minor barricades and signage.**

**Portable toilet, field office or field office equipment for contractor's use.**

**Layout and site engineering for the work itself.**

A photograph of a construction site on a rooftop. Two workers in high-visibility vests and hard hats are working with large white panels. The background shows a city skyline and a building under construction with scaffolding. Two callout boxes with blue borders and white text are overlaid on the image. Each callout box is connected to a white geometric icon by a dotted line. The icon on the left points to the white panels, and the icon on the right points to the worker in the center.

This material is included in the unit price

This Installer is included in the unit price

# General Rules of the Construction Task Catalog® (CTC):

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*Contractors Do Not Get Paid Separately For the Following:*

**Insurance and  
bonds.**

**Cost of financing the  
work.**

**Cost Preparation and  
modification of  
sketches, drawings,  
submittals, as-built  
drawings and other  
project records.**

**Gang boxes and  
storage containers  
for contractor's  
tools, equipment  
and materials.**

**All taxes for which a  
waiver is not  
available, including  
material sales tax  
and equipment  
rental.**

**Subcontractor's  
overhead and profit.**

The contractor trailer is included in the adjustment factor

These employees are included in the unit price



# Construction Task Catalog®

CSI MasterFormat

Full task description

Cost includes labor, material and equipment for your location

09 22 16	<b>Non-Structural Metal Framing</b> <small>(09 22)</small> Note: Includes all necessary framing studs, bridging, fasteners necessary to attach to floors, walls, ceilings and a metal stiffener at half height. Per SF of wall area measures one side. Do not deduct for openings of less than 25 SF when calculating total wall square footage.		
09 22 16 00-0004	SF 3-5/8" Width, 25 Gauge, Non Load Bearing, Non Structural Metal Framing Stud With Tracks And Runners, 16" On Center.....	1.67	0.34
	<i>For Walls &gt; 10' High, Add</i>	0.33	
	<i>For Soffit, Columns Or Beams Up To 10' High, Add</i>	0.86	
	<i>For Soffit, Columns Or Beams &gt; 10' High, Add</i>	1.11	
	<i>For Horizontal Installation Up To 10' High, Add</i>	0.30	
	<i>For Horizontal Installation &gt; 10' High, Add</i>	0.38	
	<i>For Curved Wall, Add</i>	0.26	
	<i>For 12" On Center, Add</i>	0.29	
	<i>For 24" On Center, Deduct</i>	-0.29	
	<i>For Up To 200, Add</i>	0.51	
	<i>For &gt; 200 To 500, Add</i>	0.25	

Modifiers for variations or quantity discounts

Demolition cost (if applicable)

# Adjustment Factors

“This is how much I need to be paid for these tasks to be profitable.”

A multiplier applied to the construction task in the CTC.

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
							<hr/>	
							Total Job Order Price	

# Adjustment Factors

## Adjustment Factors for:

**General  
Facilities -  
NORMAL  
WORKING  
HOURS**

**General  
Facilities -  
OTHER THAN  
NORMAL  
WORKING  
HOURS**

**Secure Areas -  
NORMAL  
WORKING  
HOURS**

**Secure Areas -  
OTHER THAN  
NORMAL  
WORKING  
HOURS**

## Remember:

- ✓ Adjustment factors apply to all tasks in the Construction Task Catalog®.
- ✓ Awards will be based on your combined Adjustment Factor using the Award Criteria Figure Formula.
- ✓ No Adjustment Factor may be less than the first Adjustment Factor for Projects in General Facilities to be performed during Normal Working Hours.

# Calculating Adjustment Factors

## What You Need

- **Historical scope of work and final project proposals**
- **Construction Task Catalog (provided in the solicitation documents)**
- **Overhead costs, including project-related costs**
- **Desired profit margin**

## How to Calculate

- **Calculate final cost of historical project.**
- **Add overhead and profit.**
- **Price historical project from CTC using scope of work.**
- **Divide subtotal (historical project, overhead and profit) by direct cost of work from CTC.**

# Calculating Adjustment Factors Example: **Office Renovation**

## Partition Walls

- Demo existing walls back to the metal studs
- Install new walls with an STC rating no less than 47

## Doors

- Demo existing door
- Install 3'6"x7' Door and new hardware

## Ceiling

- Demo existing 2"x4" suspended ceiling
- Install new 2'x4" suspended ceiling

## Flooring

- Demo existing flooring
- Install seamless flooring and rubber base

Scan the QR code  
to see a sample  
proposal



# Calculating Adjustment Factors Example:

## Direct Cost vs. CTC

### Direct Cost of Work from Quotes or Estimates

Doors	\$6,240.00
Partition Walls	\$26,567.00
Ceiling	\$16,598.00
Flooring	\$16,987.00

**Total = \$66,392.00**

### Direct Cost of Work from CTC

Doors	\$5,912.59
Partition Walls	\$27,456.62
Ceiling	\$17,964.49
Flooring	\$17,263.79

**Total = \$68,597.95**

# Calculating Adjustment Factors Example:

## Total Proposed Cost

A.	Direct Cost of Work From Historical Projects	\$66,392.00
B.	Overhead (10%)*	\$6,639.20
C.	Subtotal (Cost From Historical + Overhead)	<hr/> \$73,031.20
D.	Profit (10%)*	\$7,303.12
E.	Subtotal (Cost From Historical + Overhead + Profit)	<hr/> \$80,334.32
F.	Direct Cost of Work From CTC	\$68,597.50
<b>Adjustment Factor (E / F)</b>		<b>1.1711</b>

**\*Sample Only – Contractors to Determine Appropriate Overhead and Profit**

**Tip: Consider the CTC as the starting point at 1.000**

**Recommendation: Prepare this calculation for more than one sample project**

# JOC Program Benefits for Contractors



One bid response



Transparent process



Project volume driven by performance



Paid a unit price for every task performed



Ability to value engineer and collaborate



Increased bond capacity

# JOC System Service Fee Information

**Each awarded Contractor is required to pay a 1% JOC System License Fee on each Job Order.**

- Consider as an Overhead cost
- Not itemized separately on Price Proposals
- 1% of the Job Order Price

**This fee provides awarded Contractor with ongoing support from the Gordian team, including:**

- ✓ Access to JOC Information Management System (JOC IMS), Construction Task Catalog<sup>®</sup> and other proprietary materials.
  - Most advanced cloud-based JOC technology and database in the marketplace
  - Project milestone price proposal tracking
  - Instant access to Tasks and prices; No need to search through old files and estimating books for costs
- ✓ JOC best practices and process training
- ✓ JOC IMS Software training
- ✓ Technical software support
- ✓ Enablement, training and marketing materials

# Submission Reminders



# Bid Submission Reminder

- ✓ Please ensure your attendance of today's meeting is documented.
- ✓ All questions concerning this solicitation must be received via email or per direction in the bidding documents.
- ✓ Submit Bid Submission in person D120 (1<sup>st</sup> Floor)
- ✓ **Submissions due: 2/26/2026, at 3:00 pm**
- ✓ **Bid Opening Public Meeting: 2/26/26, at 3:15 pm**
- ✓ Direct questions to **Public Purchase:**  
Questions are due on or before 2/20 at 3pm

**GARDIAN<sup>®</sup>**

**Thank you!  
Questions?**

