

County of San Luis Obispo Department of Public Works 2025 Job Order Contracting JOC-25

April 24, 2025



Pre-Bid Conference Agenda



- San Luis Obispo County Job Order Contract History
- JOC Overview
- JOC Contract Documents
- JOC Process
- Solicitation Details
- Understanding the Construction Task Catalog® (CTC)
- Calculating the Bid
- Bid Considerations & Review
- Contractor Adjustment Factors
- Risk of Low Adjustment Factors
- Questions

County JOC Overview



- Using Job Order Contracting for almost 25 years
- Typical uses JOC of:
 - Facility repair and renovation projects
 - Straightforward work items
 - Replacements in kind
- County Public Works has trained and dedicated staff to manage JOC projects
- Work with various departments including architectural services, roads, facilities, transportation, water quality, utilities, parks, etc.
- Tens of millions of dollars of work ordered since inception of program

JOC Overview



Definition

- Indefinite delivery/indefinite quantity process (IDIQ)
- 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 Overview: 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 Overview: Why JOC Works For Contractors



- Good work is rewarded with more work
- Profit is a function of volume
- Volume is driven by performance
- JOC provides a steady flow of work
- Win a higher percentage of proposed projects
- Easier process for project proposals
- Long-term relationship with San Luis Obispo County
- Ability to sell value, not just compete to be the lowest price

JOC Overview: Why JOC Works For Contractors



- Reduced Risk
 - Fixed prices
 - No negotiations
 - Payment for every element of work performed
 - Ability to provide input during scope development
 - Eliminates quibbling over change orders
 - Reduced chance of claims
- Build bond capacity
- Larger presence and enhanced reputation in the local community

JOC Overview: Why JOC Works For the County



- A fixed priced, fast track procurement process
- Job orders are lump sum
- The ability to accomplish a substantial number of individual projects with a single competitively bid contract
- Contractor has a continuing financial incentive to provide
 - Responsive services
 - Accurate proposals
 - Quality work on time
 - Timely close out
- Future purchase orders tied to contractor performance
 - No obligation to award specific projects
 - San Luis Obispo County can use all other methods for accomplishing projects

JOC Overview: Why JOC Works For the County



- No bonding requirement for the subcontractor, faster payment, and less red tape, thereby expanding business opportunities for small businesses
- San Luis Obispo County reviews all subcontractors prior to issuing Job Orders
- Increases Transparency
- Schedule Flexibility
 - No shelf life for prices or job orders
 - Fast procurement cycle is good for end of fiscal year projects

JOC Overview: Why JOC Works For the County

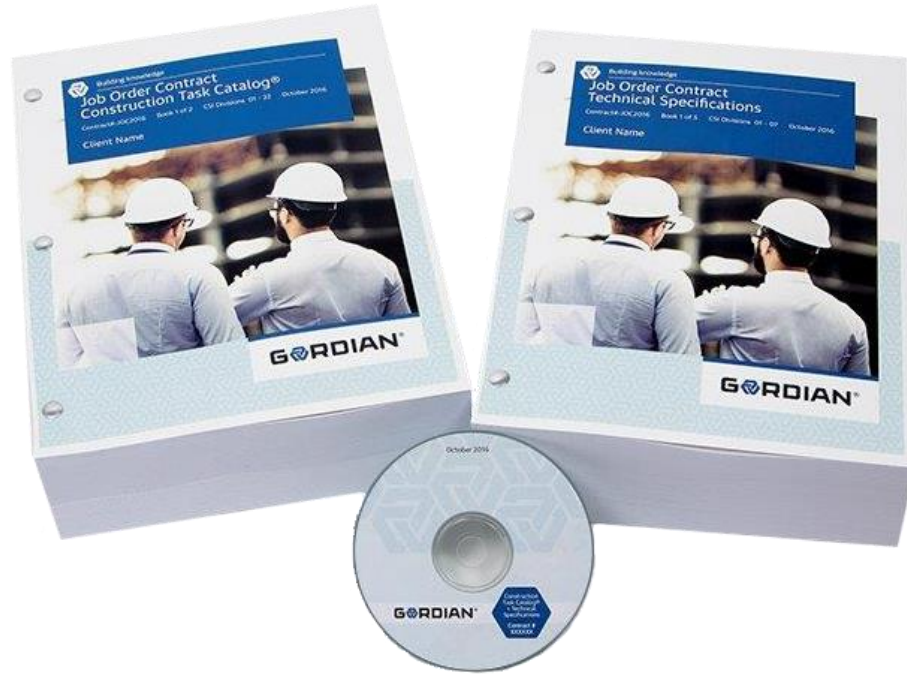


- JOC is a recognized method of procurement under the California Public Contract Code Section 20128.5 (1998).
- The JOC method of procurement allows us flexibility that sits between the \$75K threshold for direct construction purchase orders and informal/formal bid. Informal/formal bid requires full plans and specs and takes more time.
- JOC allows us to maintain, repair and remodel our existing facilities and infrastructure per the Facilities Condition Assessment (FCA) and ADA Transition Plan.

JOC Overview: The Process



The Contract Documents



Volume I:

- Part One: Instruction and Execution Documents
- Part Two: Terms and Conditions

Volume II: The Construction Task Catalog®

Volume III: The Technical Specifications

The Contract Documents: Volume I – Front End Documents



Volume I

- Notice To Contractors
- Contract Conditions
- Bid Forms

**CONTRACT DOCUMENTS
FOR
2025 JOB ORDER CONTRACT**

PROJECT: JOC 2025



March 2025

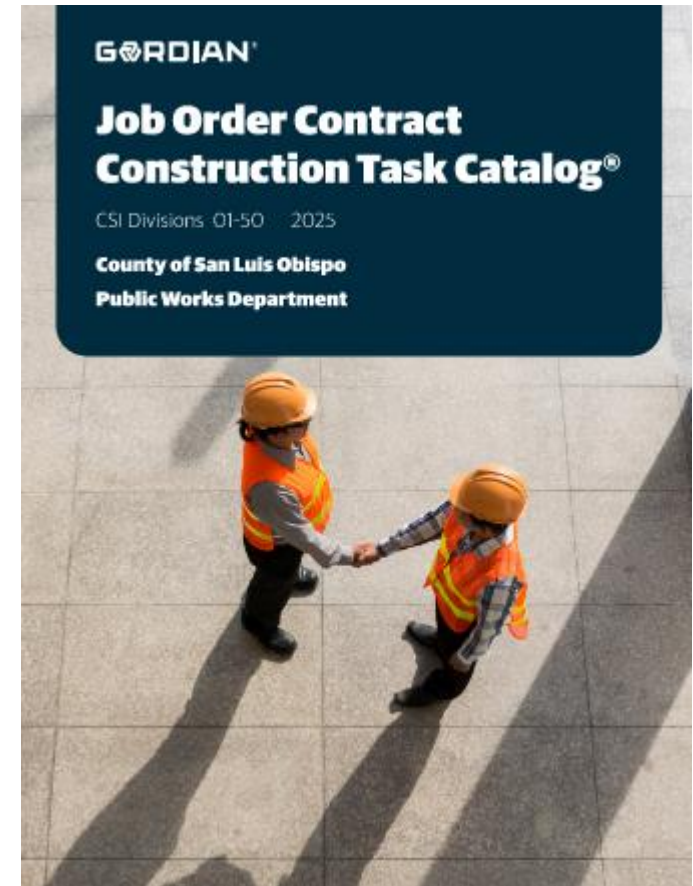
DEPARTMENT OF PUBLIC WORKS
COUNTY OF SAN LUIS OBISPO

The Contract Documents: Volume II – Construction Task Catalog®



Volume II: The Construction Task Catalog®

- Catalog of Pre-Priced Construction Tasks
- Organized by Construction Specifications Institute (CSI)
- Based on local labor, material & equipment costs
- The tasks represent the “Scope of Work” for the contract



The Contract Documents: Volume II – Construction Task Catalog®



Volume II: The Construction Task Catalog®

- Contractor must review and understand “Using the Construction Task Catalog®” aka Big Notes. Located on pages 00 – 1 to 00 – 6 of the CTC.
- These are the basic rules of the game
- Make sure you get paid for all appropriate tasks

THE GORDIAN GROUP®

Using The Construction Task Catalog®

About the CTC:

- ☑ This Construction Task Catalog® (CTC) was developed and customized by The Gordian Group, Inc. specifically for County of San Luis Obispo, Public Works Department, priced locally using current labor, material and equipment costs, and published in March 2025.
- ☑ 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 County of San Luis Obispo, Public Works Department. 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 CTC are organized using CSI's MasterFormat.

CSI MasterFormat is produced solely by CSI and Construction Specifications Canada (CSCA). All rights are held by CSI and Construction Specifications Canada (CSCA). All Rights Reserved. For more information on MasterFormat visit www.MasterFormat.com

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 stories and 125' to reach the project site; layout; measuring and cutting to fit; performing the Task;

2025

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 end/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.

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County of San Luis Obispo, Public Works Department, JOC 2025

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The Contract Documents: Volume II – Construction Task Catalog®



			Exterior Improvements		32
			Bases, Ballasts, And Paving		32 10
			Unit Paving		32 14
					32
MINOR	UOM	DESCRIPTION	TOTAL DIRECT	DEMOLITION	
			UNIT COST	UNIT COST	
CSI MasterFormat Full description of task Price includes labor, material + equipment for your location Demolition price					
32 16		Curbs, Gutters, Sidewalks, And Driveways (32 10)			
32 16 13		Curbs And Gutters (32 16)			
		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 13-00-3 for additional saw cuts within the 100'.			
32 16 13 13		Cast-In-Place Concrete Curbs And Gutters (32 16 13)			
		Note: Includes concrete, forms, rebar, chairs (where necessary), expansion joints, finish and curing.			
32 16 13 13-0001		Concrete Curb, Cast In Place (32 16 13 13)			
		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		

The Contract Documents: Volume II – 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. Delivery height is up to 2 ½ stories
- Unit prices include testing, calibration, balancing, etc. for new work
- Unit prices include all fasteners, bolts, anchors, adhesives, etc. for new work
- Unit prices for tasks such as windows, doors, frames, countertops, etc. include sealant and caulk

THE
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Using The Construction Task Catalog®

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disposal of excess material; and time for lunch and breaks.

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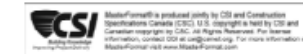
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The Unit Prices Include:

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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.

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The Contract Documents: Volum II – Construction Task Catalog®



Understanding the General Rules of the Construction Task Catalog®:

- Demo price includes loading into truck or dumpster.
- If item demolished as part of different task, it will not be paid for separately
- Contractor paid for installed quantities only. Waste is included in unit price
- Assembly prices take precedence over component pricing
- 14' working height for all work except masonry
- 4' working height for masonry
- Dumpsters are a separate task

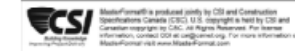


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County of San Luis Obispo, Public Works Department, JOC 2025

Using The Construction Task Catalog®

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The Contract Documents: Volume II – Construction Task Catalog®



Understanding the General Rules of the Construction Task Catalog®: Contractors never get paid separately for the following:

- Moving and returning furniture occupying less than 55% of floor area. For example, moving classroom furniture to paint
- Labor for protecting work in place. For example, a laborer to stay after a concrete pour
- Minor barricades and signage
- Portable toilet, field office, field office equipment for contractor's use
- Layout, site engineering for the work itself

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The Contract Documents: Volume II – Contains CalTrans Specific Tasks



- 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	50		
				CALTRANS Custom Standards And Assemblies		50 89			
				CALTRANS Construction Performance Requirements		50 89 80			
MINOR	CSI	UOM	DESCRIPTION	TOTAL DIRECT		DEMOLITION			
				UNIT COST		UNIT COST			
50 Custom Standards And Assemblies									
50 89 CALTRANS Custom Standards And Assemblies (50)									
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 80)									
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 80)									
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:

Volume II – Specialty Items (Non Pre-Priced Tasks)



- 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 = The number of hours for each labor classification and hourly rates

B = Equipment costs (other than small tools)

C = Three independent quotes for all materials

Total Cost for Self-Performed Work = (A+B+C) x Normal Hours Adjustment

Factor or 1.15 (whichever is less) and (only if A & B cannot be priced out of the CTC)

If the work is to be subcontracted, the Contractor must submit three (3) independent bids from Subcontractors. If three quotes or bids cannot be obtained, the Contractor will provide the reason in writing For the County's approval as to why three quotes cannot be submitted.

D = Subcontractor Costs (supported by three quotes)

Total Cost of Non-Pre-Priced Task = D x Normal Hours Adjustment Factor or 1.15 (whichever is less)

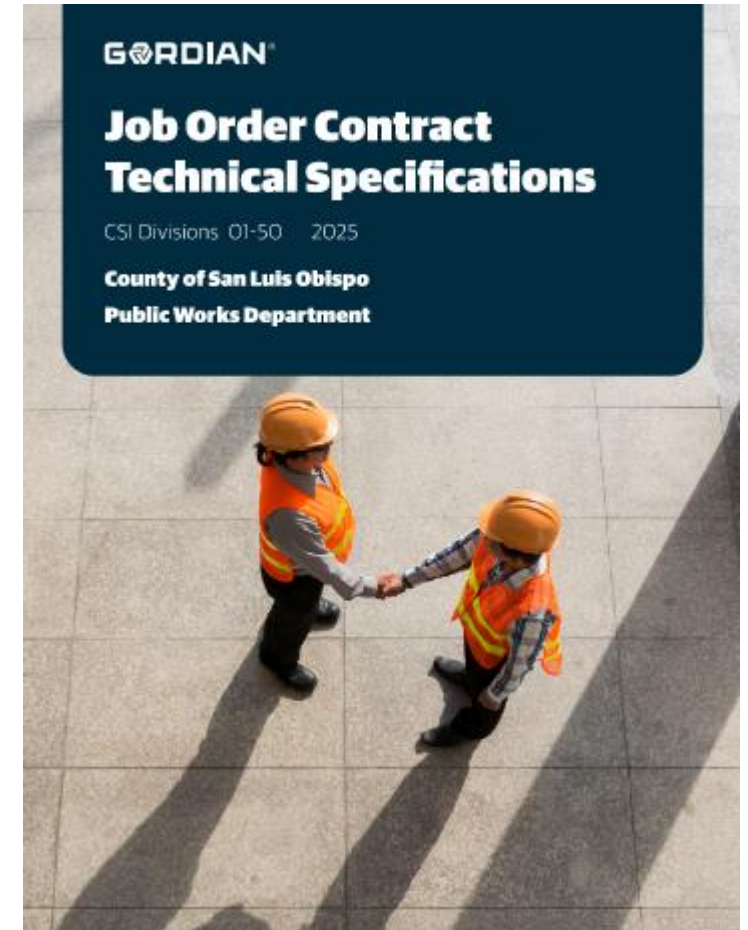
The Contract Documents

Volume III – Technical Specifications



Volume III – The Technical Specifications

- Specifies quality of materials and workmanship
- Corresponds with tasks in the Construction Task Catalog®



Solicitation Details



- Prior to Bidding the Client Cannot:
 - 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	Estimated Annual Contract Value	Maximum Total Contract Term	Maximum Value may be increased to legislative limit	Bid Bond	Initial Payment & Performance Bonding (Each)
JOC-25	A & B	\$0	\$750,000	1 Year	\$6,023,368.73	\$25,000	\$750,000

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 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
- The County intends to award at least one (2) contract but reserves the right to award additional contracts from this procurement as needed.

Solicitation Details



- Award Based on Competitive Bid
 - Must Bid 4 Adjustment Factors:
 1. Normal Working Hours, General Facilities: 7:00 am to 5:00 pm Monday to Friday
 2. Other Than Normal Working Hours, General Facilities: 5:00 pm to 7:00 am Monday to Friday, and all-day Saturday, Sunday and County Holidays
 3. Normal Working Hours, Secure Facilities : 7:00 am to 5:00 pm Monday to Friday
 4. Other Than Normal Working Hours, Secure Facilities : 5:00 pm to 7:00 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 is Determined to be the Lowest Price

Solicitation Details



Internet Based Software Provided with Contract

- Gordian Cloud[®] Software
Expedites the Job Order Process
 - Price Proposals
 - Subcontractor Lists
 - Tracking Dates
 - Required Job Order Forms
- Training provided by Gordian

A screenshot of the "JOC Account Manager Portal" for the County of San Luis Obispo - Airports. The interface shows a "2022 (test) - Test" job order with a "Job Order List" tab. The "Details" section is active, displaying job order information, location, and other details. The "Job Order Information" section includes fields for Status (On Hold), Project, Job Order Number (2022 (test)), Job Order Code, Delivery Order Number, Job Order Name (Test), Job Order Value (\$2,534.40), Job Order Total (With Supplementals) (\$2,534.40), and Work Type. The "Location" section includes Test Location, Address (1234 SLO County Dr, San Luis Obispo, CA 93401), and Catalog (Construction Task Catalog: June 2022 - County of San Luis Obispo Airports B License). The "Other" section includes Contract Name (Airports JOC 22-02), Contractor (JG Contracting, jg@jgcontracting.biz, (805) 264-5576), Percent Complete (0%), Liquidated Damages Apply (Yes), Liquidated Damages Amount (Not defined in the contract), Wage Determination (Prevailing Wages), and Job Order Sent Date (10/27/2022 9:03 AM PST). The "Additional Info" and "Supplementals" sections are also visible at the bottom.

1% Contractor License Fee



- Access to Gordian Cloud®, 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
- Gordian Cloud® software training
- Software support
- Included in the Contractor's Adjustment Factor
 - Consider with the Bid as an Overhead cost
 - 1% of Job Order Price

Calculating the Adjustment Factors: Method to Calculate



- **Use 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

Calculating the Adjustment Factors: Sample Project – Detailed Scope of Work



- Interior Renovation

- Doors and Hardware
 - Replace 12 interior doors, hinges and hardware
 - Doors shall be 3x7, solid core wood doors
 - Grade 2 locksets with knobs
 - Replace 2 push bar exist devices and door closers on exit doors
- Interior Lighting
 - Replace all lay-in troffer fixtures on first and second floors. 48 in total
 - Replace 4 exit fixtures
 - Replace 12 industrial fixtures in shop area
- Plumbing Fixtures
 - Replace 8 bathroom sinks, 8 faucets, and 8 toilets in men's and women's bathroom in admin building and shop area
 - Replace 4 water fountains
- Replace Boiler
 - Demo existing boiler and as much piping and venting to accommodate new boiler. Install a new 1028 mbh oil fired cast iron boiler. No access for packaged boiler. Must field assemble sections. Provide new piping as required.
- Normal Working Hours Apply

COUNTY
of SAN LUIS
OBISPO

Work Order #:	000001 Florida 2014
Title:	Florida Sample Renovation
Contractor:	The Gordian Group
Proposal Value:	\$66,344.12
Proposal Name:	Florida Sample Renovation
Boiler:	\$33,055.73
Doors and Hardware:	\$8,282.09
Lighting:	\$13,119.77
Plumbing:	\$11,886.53
Work Order Proposal Total	\$66,344.12

Contractor's Price Proposal Detail - Category						
Date:	February 03, 2012					
Contract Number:	PM-12-04					
Work Order Number:	M052224-C-PMBID					
Work Order Title:	M052224-1 Pre-Bid Project					
Contractor:	The SVP&P Group					
Proposed Value:	\$78,764.76					
Proposed Name:	ATruck Formation					
Item	Seq.	Item	Unit	Description	Line Total	
Category: Other						
1	05	29	20	20-11-07	0A SP Overlay w/ 7" Long Range Vector Expansion Soil	\$78,764.76
				Quantity: 1.00000	Unit Price: \$78,764.76	Total: 1.00000
				Amount: 6.000	\$78,764.76	+ \$78,764.76
2	22	07	10	20-02-01	12 IF Overlay Flow, 3-1/2" Thick Gravel Inclusion	\$1,389.36
				Quantity: 1.00000	Unit Price: \$1,389.36	Total: 1.00000
				Amount: 1.000	\$1,389.36	+ \$1,389.36

[illegible][illegible]

	Line Total
Inventory	\$105.57
+	\$245.22
	\$350.82
+	\$2,798.12
	\$307.20
+	\$110.58
	\$2.00
+	\$170.98
	\$3,839.20
+	\$3,929.20
Costs	\$116.72
+	
	\$2.00
+	\$198.72
Labels	\$1,337.44
+	\$1,337.44
Labels	\$2,722.60
+	\$2,418.88
	\$289.72
	\$12,468.17
	\$74,754.78

Subtotal for Category - Lighting:		\$13,611.00
Category - Plumbing		
Cost Proposal Detail - Category		Page 3/8

Cost Proposal Detail - Category Page 1 of 4
SNO0012

Calculating the Adjustment Factors: Sample Price: CTC vs. Quote



Direct Cost of Work from CTC

- Replace Boiler \$ 33,055.73
- Doors/Hardware \$ 8,282.09
- Lighting \$ 13,119.77
- Plumbing \$ 11,886.53

TOTAL = \$ 66,344.12

Direct Cost of Work from Quotes or Estimates

- Replace Boiler \$ 34,500.00
- Doors/Hardware \$ 7,250.00
- Lighting \$ 12,750.00
- Plumbing \$ 10,500.00

TOTAL = \$ 65,000.00

Calculating the Adjustment Factors: Sample Price – Putting it all together



• A.	Direct Cost of Work from Quotes	\$65,000.00
• B.	Overhead 10%*	<u>\$ 6,500.00</u>
• C.	Subtotal (Cost & O/H)	\$71,500.00
• D.	Profit 10%*	<u>\$ 7,150.00</u>
• E.	Subtotal (Cost & O/H & Profit)	\$78,650.00
• F.	Price From CTC	\$66,344.12
•	Adjustment Factor (= E / F) = 1.1855	(Factor 1)

*Sample Only. Contractor to determine O/H & Profit.

Prepare this calculation for more than one sample project.

Filling Out the Bid Form



1. **Normal Working Hours:** Undersigned shall perform any or all functions called for during Normal Working Hours on Projects in General Facilities for the Unit Prices specified in the Construction Task Catalog® (CTC) multiplied by the Adjustment Factor of:

1 . 1 8 5 5

(Specify to four (4) decimal places)

One point one eight five five

(Specify in words)

Note that no Adjustment Factor may be less than factor 2.a.1. for Projects in General Facilities to be performed during Normal Working Hours.

2. **Other Than Normal Working Hours:** Undersigned shall perform any or all functions called for during Other Than Normal Working Hours on Projects in General Facilities for the Unit Prices specified in the Construction Task Catalog® (CTC) multiplied by the Adjustment Factor of:

1 . 2 0 3 4

(Specify to four (4) decimal places)

One point two zero three four

(Specify in words)

Note that no Adjustment Factor may be less than factor 2.a.1. for Projects in General Facilities to be performed during Normal Working Hours.

* Sample only

Filling Out the Bid Form



b. Projects in Secure Facilities

1. **Normal Working Hours:** Undersigned shall perform any or all functions called for during Normal Working Hours on Projects in Secure Facilities for the Unit Prices specified in the Construction Task Catalog® (CTC) multiplied by the Adjustment Factor of :

1 . 2 5 0 0

(Specify to four (4) decimal places)

One point two five zero zero

(Specify in words)

Note that no Adjustment Factor may be less than factor 2.a.1. for Projects in General Facilities to be performed during Normal Working Hours.

2. **Other Than Normal Working Hours:** Undersigned shall perform any or all functions called for during Other Than Normal Working Hours on Projects in Secure Facilities for the Unit Prices specified in the Construction Task Catalog® (CTC) multiplied by the Adjustment Factor of:

1 . 2 9 0 0

(Specify to four (4) decimal places)

One point two nine zero zero

(Specify in words)

Note that no Adjustment Factor may be less than factor 2.a.1. for Projects in General Facilities to be performed during Normal Working Hours.

Filling Out the Bid Form

AWARD CRITERIA FIGURE FORMULA

		Enter Factor carried out Four (4) decimal places					
		1	.	0	8	5	0
Line 1	Enter Normal Working Hours for Projects in General Facilities Adjustment Factor from prior page in column to right →	1	.	1	8	5	5
Line 2	Multiply Line 1 Adjustment Factor by 55% = (0.55 x Line 1) and enter in column to the right →	0	.	6	5	2	0
Line 3	Enter Other than Normal Working Hours for Projects in General Facilities Adjustment Factor from prior page in column to right →	1	.	2	0	3	4
Line 4	Multiply Line 3 by 25% = (0.25 x Line 3) and enter in column to right →	0	.	3	0	0	9
Line 5	Enter Normal Working Hours for Projects in Secure Facilities from prior page in column to right →	1	.	2	5	0	0
Line 6	Multiply Line 5 by 10% = (0.10 x Line 5) and enter in column to right →	0	.	1	2	5	0
Line 7	Enter Other Than Normal Working Hours for Projects in Secure Facilities Adjustment Factor from prior page to column to right →	1	.	2	9	0	0
Line 8	Multiply Line 7 by 10% = (0.10 x Line 7) and enter in column to right →	0	.	1	2	9	0
		ACF					
Line 9	Award Criteria Figure (ACF) equals the sum of Lines 2, 4, 6, and 8. Add together: (Line 2 + Line 4 + Line 6 + Line 8) and enter total (sum) in column to right →	1	.	2	0	6	9

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 Might be Canceled
 - Margins on CTC Tasks Vary
 - Some Projects are More Profitable than Others
 - Maintain a Fully Functioning Local Office
 - Hold Required A & B Licenses
 - **Contractor to Pay 1% of each Job Order as a Contractor License Fee for Gordian CLOUD[®] software access**

Bid Considerations: Contractor Adjustment Factor



Importance of Adjustment Factors

- Determines Lowest Bidder AND
- Used to Price Individual Work 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

Bid Considerations: Risks of Low Adjustment Factor



- Leads to Arguments in Proposal Review
 - Unsupportable Tasks
 - Exaggerated Quantities
- Leads to Delays in Work 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 your Margin

Review of Key Points



- Focus on Total Potential Value of Contract
 - \$750,000
- Evaluate Construction Task Catalog[®]
 - Analyze Unit Prices
 - Know the General Guidelines for Using the CTC
- Contractor Performance Drives Volume
 - Ability to Market Program and Services
 - Responsive Service
 - Accurate Proposals
 - Safe and Clean Project Sites
 - High Quality Construction
 - On-Time Completion
 - On Time Close Out

Bid Submission



Complete and submit the following as your Bid:

1. Bid Form
2. Designation of Insurance Company and Insurance Agent/Broker
3. Designation of Surety
4. Bidder's Non-Collusion Declaration (State Form)
5. Iran Contracting Act Certification
6. Bidder's Bond

Bid Submission



- All bids must be addressed to County of San Luis Obispo, and delivered to:
County Clerk
County Government Center
1055 Monterey Street, Suite D120 (1st. Floor)
San Luis Obispo, CA 93408
- Sealed Bids should bear the Project Title, Project Number and Name of the Bidder.

Bid Submission: Questions



- Make Sure you Signed the Pre-bid Sign-In Sheet
- All questions concerning this solicitation must be made in writing through the Purchasing website only no less than five (5) business days prior to the bid opening. This Friday, April 25, 2025.
- Bids due : Thursday, May 1, 2025, by 3:00 PM
 - Contract Documents are available for download free of charge at:
[http://www.slocounty.ca.gov/GS/Purchasing/Current Formal Bids and Proposals.htm](http://www.slocounty.ca.gov/GS/Purchasing/Current%20Formal%20Bids%20and%20Proposals.htm)

Questions & Answers:



Thank you for your time & consideration