

April 24, 2012

Board of Supervisors  
County of Ventura  
800 South Victoria Avenue  
Ventura, California 93009

Watershed Protection District  
**Norma Camacho**, Director

Transportation Department  
**David Fleisch**, Director

Engineering Services Department  
**Phil Nelson**, Director

Water & Sanitation Department  
**R. Reddy Pakala**, Director

Central Services Department  
**Janice Turner**, Director

**Subject:** Approval of, and Authorization for, the Director of Public Works Agency to Execute a Consulting Services Contract With The Gordian Group for Job Order Contracting Program Management Services in the Amount of \$220,000; Contract No. AE No. 12-103; Project No. 50492; All Supervisorial Districts

**Recommendation(s):**

1. Approve a consulting services contract with The Gordian Group of Mauldin, South Carolina for the Job Order Contracting Program Management Services in the amount of \$220,000 for which funds are available in Organization 6150, Object 2194.
2. Authorize the Director of Public Works Agency to execute subject contract if approved.

**Fiscal Mandates/Impact:**

Mandatory: No ☒ Yes ☐ Cite Authority:  
Source of Funding: Road Fund  
Funding Match Required: No  
Impact on Other Department(s): None

Summary of Revenue and Total Costs	FY 2011-12	FY 2012-13
Revenue:	0	0
Costs:		
Direct	220,000	0
Indirect – Dept.	0	0
Indirect - CAP	0	0
Total Costs	220,000	0
Net Road Fund Costs Including Indirects	220,000	0
Recovered Indirect Cost (Dept. and County CAP)	0	0



<b>Current FY 2011-12 Budget Projection for Road Fund</b>				
	Adopted Budget	Adjusted Budget	Projected Budget	Estimated Savings
Appropriations	44,377,500	51,952,086	42,110,300	9,841,786
Revenue	23,495,500	24,345,500	23,329,000	(1,016,500)
Net Cost	20,882,000	27,606,586	18,781,300	8,825,286

Appropriations are included in the FY 2011-12 Road Fund budget.

**Discussion:**

A Contract has been negotiated with The Gordian Group (Gordian), of Mauldin, South Carolina, in accordance with the policy adopted by your Board on November 3, 1998. The contract is for Gordian to assist the Transportation Department (the "Department") with management services for a Job Order Contracting program. Job Order Contracting has been used successfully by the County's General Services Agency (GSA) for over 15 years, and Gordian is presently assisting GSA with their JOC program. GSA presently has five annual JOCs in place with various contractors.

A JOC is an annual, competitively-bid contract used to accomplish routine repair and maintenance work (such as pavement overlays). The JOC contractor is selected on a competitive basis and must be able to provide a wide variety of skills and capabilities. This JOC has a fixed term of one year with a minimum amount of \$50,000 of work and a maximum potential value of \$4,000,000. Through the JOC process, the Department will be able to accomplish routine maintenance work in less time and at a lower cost than the traditional design/bid/build method, while still maintaining a high level of quality. The Department will create individual Job Orders (manageable groups of tasks) for the contractor to complete during the year.

There are a limited number of consultants who can provide the services needed to assist the County in the development and implementation of a JOC Program. On March 24, 2011, the Department requested Statement of Qualifications (SOQs) from Gordian of Mauldin, South Carolina and R.S. Means of Kingston, Massachusetts. After reviewing the SOQs and performing interviews, the Department determined that Gordian was the most qualified to perform the requested services. A three-year Consultant Agreement in the amount of \$220,000 has been negotiated with Gordian to assist in the development of a customized JOC Program that will meet the needs of the County. Gordian's services will include: (a) preparation of a Construction Task Catalogue with unit prices of tasks, (b) preparation of technical specifications, (c) assisting the Department staff with preparation of contract terms and conditions, bid documents and (d) providing procurement support, technical support and use of Gordian's PROGEN software.

The cost for Gordian's services is 5% of the value the road maintenance work that the Department chooses to order through the JOC Program. The maximum value of work that may be ordered under this JOC is \$4,000,000, so Gordian's fee may be up to \$200,000. The Department also desires a contingency of \$20,000 for additional services should they become necessary. If approved, Gordian will be paid when the individual Job Orders are executed with the construction contractor.

Your Board is being asked to award a JOC to a construction contractor by a separate action on this same date. That contract has a one-year duration, while this consultant contract with Gordian has a three-year duration. Gordian has agreed that after \$4,000,000 has been expended in construction, their rate will drop from 5% to 1.95% of the cost of all future Job Order work. This is reflected in Exhibit C to the contract with Gordian, attached.

In accordance with paragraph A.7.d in your Board's Resolution, "Establishing Policy On Contracting for Professional Consulting Services" adopted on November 3, 1998, the Director of the Public Works Agency will execute subject contract if approved by your Board. A copy of the executed contract will be provided to the Clerk of the Board.

This letter has been reviewed by the County Executive Office, the Auditor-Controller's Office, and County Counsel.

If you have questions, please call the undersigned at (805) 654-2077.

DAVID FLEISCH  
Director  
Transportation Department

Exhibit 1 - Contract – The Gordian Group