



MARK PESTRELLA, Director

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

900 SOUTH FREMONT AVENUE
ALHAMBRA, CALIFORNIA 91803-1331
Telephone: (626) 458-5100
<http://dpw.lacounty.gov>

ADDRESS ALL CORRESPONDENCE TO:
P.O. BOX 1460
ALHAMBRA, CALIFORNIA 91802-1460

January 15, 2026

IN REPLY PLEASE

REFER TO FILE:

BRC-2

NOTICE TO BIDDERS "A"

JOB ORDER CONTRACT NOS. 2611GG – 2624FOS BRC0000648

This Notice to Bidders "A" provides information, clarifies certain portions of the Project Manual, and provides responses to questions received and forms a part of the Contract Documents.

PROJECT MANUAL

1. Refer to Forms of Bid. Delete forms in its entirety and replace with the attached revised Forms of Bid, which includes receipt of Notice to Bidders A for Job Order Contract Nos. 2611GG through 2624FOS (Attachment 1).
2. Refer to the Project Manual, Instruction to Bidders, Article 17, Submittal of Bids, B. Electronic Submission of Bids, A.

Revise and **Replace** with the following language:

- B. Electronic Submission of Bids
 - A. Submit electronic proposals through BidExpress. Refer to the attached BidExpress set up guide. Bid Express is a secure third-party online bidding service. BidExpress charges a service fee to use their platform. Public Works recommends registering with BidExpress as soon as possible for first time users, due to the lengthy registration process. Refer to the attached Bidexpress Set-Up Guide, which states for new customers, that a new registration page must be signed, notarized, and received by BidExpress Customer Support for processing before the due date of the job you wish to bid. The current file limitations for BidExpress is limited to 10 MB per file and up to 50 files can be uploaded for a total document submission of 500 MB. Proposers are required to plan ahead to account for the file size and submission process in order to meet the proposal due date.

Notice to Bidders "A"
January 15, 2026
Page 2

Please allow enough time for proposals to upload. ~~If the Proposer is not registered with Bid Express two weeks before the submission deadline, proceed with the mailing in the electronic proposal as indicated below.~~

PRE-BID INFORMATION

Attached are the Mandatory Pre-Bid Meeting documents.

- Mandatory Pre-Bid Presentation by BRCD (Attachment 2)
- Sign-In Sheet (Attachment 3)
- Presentation by Facility Optimization Solutions, LLC (Attachment 4)
- Presentation by The Gordian Group, Inc. (Attachment 5)

QUESTIONS AND ANSWERS

Question: On page 18 of the RFP states that if the Proposer is not registered with BidExpress two weeks before the submission deadline, proceed with the mailing in the electronic proposal. Please confirm if hand delivery of the physical bid instead of submitting through Bid Express acceptable?

Answer: Bids will only be accepted electronically through BidExpress.

Please notify your subcontractors to this effect.

If you have any questions regarding this project, please contact Mr. Mark Martinez at (626) 458-2540 or mamartinez@pw.lacounty.gov.

Very truly yours,

MARK PESTRELLA, PE
Director of Public Works



for
SOO KIM
Division Chief
Business Relations and Contracts Division

BS:mm

P:\brcdpub\General\Mark Martinez\JOC 2611GG - 2624FOS\Notice A\Notice To Bidders A.docx

Attach.

ATTACHMENT 1

FORM OF BID TO BE USED BY BIDDERS

Job Order Contract

To be Completed by Bidder - must write one JOC number bidding on above between 2611GG thru 2616GG

The undersigned proposes to furnish all materials, labor and equipment required for the Job Order Contract for the Department of Public Works in accordance the Construction Task Catalog and Specifications prepared by The Gordian Group, dated June 2025, including addenda thereto, if any, adopted by the Board of Supervisors, as follows:

- I. **Adjustment Factors.** The Contractor bids four adjustment factors that will be applied against the prices set forth in the Unit Price Book. These adjustment factors will be used to price out fixed price work orders by multiplying the adjustment factor by the unit prices and quantities. **Factor A**, shall be multiplied by .25, **Factor B** shall be multiplied by .25, **Factor C**, shall be multiplied by .25, and **Factor D** shall be multiplied by .25. These four numbers will then be added together for a composite factor. The bidder's total composite factor will then be multiplied by the total contract value (\$6,200,000), minus the County Preference Program (if applicable), to determine low bid.
- II. **Base Period** (12 months from Notice of contract execution or expenditure of the \$6,200,000 maximum value of the contract, whichever occurs first)
- III. **Unit prices for Non Pre-Priced Tasks will be priced using the Normal Working Hours or Other Than Normal Working Hours Adjustment Factor as defined per Work Order. The unit price for a Non Pre-Priced Task shall be researched and generated by the JOC Consultant, in the same manner, and using the same methodologies as a Pre-Priced Task. The unit prices generated by the JOC Consultant, for Non Pre-Priced Tasks shall be binding on Contractor and County in the same manner as for Pre-Priced Tasks.**

Specialty Projects

FACTOR A Unit work requirements to be performed on Specialty Projects during Normal Working Hours as ordered by the County in individual work orders against the contract.



Utilize two decimal places

Bid for Specialty Projects/Normal Working Hours (in words)

FACTOR B Unit work requirements to be performed on Specialty Projects during Other than Normal Working Hours as ordered by the County in individual work orders against the contract.

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Utilize two decimal places

Bid for Specialty Projects/Other than Normal Working Hours (in words)

General Construction

FACTOR C Unit work requirements to be performed on General Projects during Normal Working Hours as ordered by the County in individual work orders against the contract.

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Utilize two decimal places

Bid for General Projects/Normal Working Hours (in words)

FACTOR D Unit work requirements to be performed on General Projects during Other than Normal Working Hours as ordered by the County in individual work orders against the contract.

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Utilize two decimal places

Bid for General Projects/Other than Normal Working Hours (in words)

IV. COUNTY PROGRAM PREFERENCE:

The Local Small Business Enterprise Program Preference, is provided by the County for purposes of bid evaluation only, as specified in Instruction to Bidders. If Bidder is a qualifying Local Small Business Enterprise check "yes" in the box below. If non-qualifying, check "no" in the appropriate box.

LSBE Yes No

V. RECEIPT OF NOTICE TO BIDDERS:

I hereby certify and declare that I have received, reviewed and incorporated Notice to Bidders "A" dated January 15, 2026, into my Bid.

Executed on this day of _____ (Month and Year)

By: _____
(Authorized Signature of a Principal Owner, Officer, or Manager)

Print Name: _____

Print Title: _____

NOTE: Any alteration or addition to the Form of Bid may invalidate same. All blank spaces shall be filled out completely. Line out nonapplicable blanks. An incomplete form may invalidate bid. The County reserves the right to waive any informalities or to reject any or all bids or to accept any alternatives when called for.

I (We) certify that on _____, 2026, License No. _____, license classification(s) _____, was issued to me (us), in the name of _____, by the Contractors' State License Board, pursuant to California Statutes of 1929, as amended, and that said license has not been revoked.

Firm Ownership Information
Check where applicable:

If minority-owned, indicate the appropriate category:

- | | | | | |
|----|--------------------------|------------------------|--------------------------|--------------------------------|
| 1. | <input type="checkbox"/> | Minority-Owned | <input type="checkbox"/> | African American |
| | <input type="checkbox"/> | Woman-Owned | <input type="checkbox"/> | Hispanic or Latino |
| | <input type="checkbox"/> | Disadvantaged-Owned | <input type="checkbox"/> | Asian/Pacific Islander |
| | <input type="checkbox"/> | Disabled Veteran-Owned | <input type="checkbox"/> | Filipino |
| | <input type="checkbox"/> | Other | <input type="checkbox"/> | American Indian/Alaskan Native |

- | | | | |
|----|--------------------------|---|--|
| 2. | <input type="checkbox"/> | An individual | If a copartnership or joint venture, list names of individuals comprising same below |
| | <input type="checkbox"/> | A corporation. Name state or territory of Incorporation | |
| | <input type="checkbox"/> | _____ A copartnership | _____ |
| | <input type="checkbox"/> | _____ A joint venture | _____ |

Date signed _____, 2026

Respectfully submitted,

Place _____
City and State

Firm Name (if applicable)

Bidder's address, E-mail address, and telephone:

Number and Street

Signature and Print Name

City and State

Title and E-mail Address

Telephone

Signature and Print Name

Fax

Title and E-mail Address

FORM OF BID TO BE USED BY BIDDERS

Job Order Contract

To be Completed by Bidder - must write one JOC number bidding on above between 2617GG thru 2619GG

The undersigned proposes to furnish all materials, labor and equipment required for the Job Order Contract for the Department of Public Works in accordance with Construction Task Catalog and Specifications prepared by The Gordian Group, dated June 2025, including addenda thereto, if any, adopted by the Board of Supervisors, as follows:

- I. Adjustment Factors. The Contractor bids four adjustment factors that will be applied against the prices set forth in the Unit Price Book. These adjustment factors will be used to price out fixed price work orders by multiplying the adjustment factor by the unit prices and quantities. **Factor A**, shall be multiplied by .25, **Factor B** shall be multiplied by .25, **Factor C**, shall be multiplied by .25, and **Factor D** shall be multiplied by .25. These four numbers will then be added together for a composite factor. The bidder's total composite factor will then be multiplied by the total contract value (\$6,200,000), minus County Program Preference (if applicable), to determine low bid.
- II. Base Period (12 months from Notice of contract execution or expenditure of the \$6,200,000 maximum value of the contract, whichever occurs first)
- III. **Unit prices for Non Pre-Priced Tasks will be priced using the Normal Working Hours or Other Than Normal Working Hours Adjustment Factor as defined per Work Order. The unit price for a Non Pre-Priced Task shall be researched and generated by Job Order Contract Consultant in the same manner, and using the same methodologies as a Pre-Priced Task. The unit prices generated by the Job Order Contract Consultant for Non Pre-Priced Tasks shall be binding on Contractor and County in the same manner as for Pre-Priced Tasks.**

OSHPD Projects

FACTOR A Unit work requirements to be performed on OSHPD Projects during Normal Working Hours as ordered by the County in individual work orders against the contract.

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Utilize two decimal places

Bid for OSHPD Projects/Normal Working Hours (in words)

FACTOR B Unit work requirements to be performed on OSHPD Projects during Other than Normal Working Hours as ordered by the County in individual work orders against the contract.

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Utilize two decimal places

Bid for OSHPD Projects/Other than Normal Working Hours (in words)

General Construction

FACTOR C Unit work requirements to be performed on General Projects during Normal Working Hours as ordered by the County in individual work orders against the contract.

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Utilize two decimal places

Bid for General Projects/Normal Working Hours (in words)

FACTOR D Unit work requirements to be performed on General Projects during Other than Normal Working Hours as ordered by the County in individual work orders against the contract.

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Utilize two decimal places

Bid for General Projects/Other than Normal Working Hours (in words)

IV. COUNTY PROGRAM PREFERENCE:

The Local Small Business Enterprise Program Preference is provided by the County for purposes of bid evaluation only, as specified in Article 1.31 of Instruction to Bidders. If Bidder is a qualifying Local Small Business Enterprise, check "yes" in the box below. If non-qualifying, check "no" in the appropriate box.

LSBE Yes No

V. RECEIPT OF NOTICE TO BIDDERS:

I hereby certify and declare that I have received, reviewed and incorporated Notice to Bidders "A" dated January 15, 2026, into my Bid.

Executed on this day of _____ (Month and Year)

By: _____
(Authorized Signature of a Principal Owner, Officer, or Manager)

Print Name: _____

Print Title: _____

NOTE: Any alteration or addition to the Form of Bid may invalidate same. All blank spaces shall be filled out completely. Line out nonapplicable blanks. An incomplete form may invalidate bid. The County reserves the right to waive any informalities or to reject any or all bids or to accept any alternatives when called for.

I (We) certify that on _____, 2026, License No. _____, license classification(s) _____, was issued to me (us), in the name of _____, by the Contractors' State License Board, pursuant to California Statutes of 1929, as amended, and that said license has not been revoked.

Firm Ownership Information
Check where applicable:

If minority-owned, indicate the appropriate category:

- 1. Minority-Owned
- Woman-Owned
- Disadvantaged-Owned
- Disabled Veteran-Owned
- Other

- African American
- Hispanic or Latino
- Asian/Pacific Islander
- Filipino
- American Indian/Alaskan Native

- 2. An individual
- A corporation. Name _____
state or territory of
Incorporation _____
- A copartnership _____
- A joint venture _____

If a copartnership or joint venture, list names of individuals comprising same below

Date signed _____, 2026

Respectfully submitted,

Place _____
City and State

Firm Name (if applicable)

Bidder's address, E-mail address, and telephone:

Number and Street

Signature and Print Name

City and State

Title and E-mail Address

Telephone

Signature and Print Name

Fax

Title and E-mail Address

FORM OF BID TO BE USED BY BIDDERS

Job Order Contract 2620FOS

The undersigned proposes to furnish all materials, labor and equipment required for the Job Order Contract for the Department of Public Works in accordance with The SimpleBid Job Order Contracting Unit Price Book prepared by Facility Optimization Solutions, LLC, dated June 2025, including addenda thereto, if any, adopted by the Board of Supervisors, as follows:

- I. **Adjustment Factors**. The Contractor bids four adjustment factors that will be applied against the prices set forth in the Unit Price Book. These adjustment factors will be used to price out fixed price work orders by multiplying the adjustment factor by the unit prices and quantities. **Factor A**, shall be multiplied by .25, **Factor B** shall be multiplied by .25, **Factor C**, shall be multiplied by .25, and **Factor D** shall be multiplied by .25. These four numbers will then be added together for a composite factor. The bidder's total composite factor will then be multiplied by the total contract value (\$6,200,000), minus County Program Preference (if applicable), to determine low bid.
- II. **Base Period** (12 months from Notice of contract execution or expenditure of the \$6,200,000 maximum value of the contract, whichever occurs first)
- III. **Unit prices for Non Pre-Priced Tasks will be priced using the Normal Working Hours or Other Than Normal Working Hours Adjustment Factor as defined per Work Order. The unit price for a Non Pre-Priced Task shall be researched and generated by Job Order Contract Consultant in the same manner, and using the same methodologies as a Pre-Priced Task. The unit prices generated by the Job Order Contract Consultant for Non Pre-Priced Tasks shall be binding on Contractor and County in the same manner as for Pre-Priced Tasks.**

OSHPD Projects

FACTOR A Unit work requirements to be performed on OSHPD Projects during Normal Working Hours as ordered by the County in individual work orders against the contract.



Utilize two decimal places

Bid for OSHPD Projects/Normal Working Hours (in words)

FACTOR B Unit work requirements to be performed on OSHPD Projects during Other than Normal Working Hours as ordered by the County in individual work orders against the contract.

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Utilize two decimal places

Bid for OSHPD Projects/Other than Normal Working Hours (in words)

General Construction

FACTOR C Unit work requirements to be performed on General Projects during Normal Working Hours as ordered by the County in individual work orders against the contract.

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Utilize two decimal places

Bid for General Projects/Normal Working Hours (in words)

FACTOR D Unit work requirements to be performed on General Projects during Other than Normal Working Hours as ordered by the County in individual work orders against the contract.

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Utilize two decimal places

Bid for General Projects/Other than Normal Working Hours (in words)

IV. COUNTY PROGRAM PREFERENCE:

The Local Small Business Enterprise Program Preference is provided by the County for purposes of bid evaluation only, as specified in Article 1.31 of Instruction to Bidders. If Bidder is a qualifying Local Small Business Enterprise, check "yes" in the box below. If non-qualifying, check "no" in the appropriate box.

LSBE Yes No

V. RECEIPT OF NOTICE TO BIDDERS:

I hereby certify and declare that I have received, reviewed and incorporated Notice to Bidders "A" dated January 15, 2026, into my Bid.

Executed on this day of _____ (Month and Year)

By: _____
(Authorized Signature of a Principal Owner, Officer, or Manager)

Print Name: _____

Print Title: _____

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I (We) certify that on _____, 2026, License No. _____, license classification(s) _____, was issued to me (us), in the name of _____, by the Contractors' State License Board, pursuant to California Statutes of 1929, as amended, and that said license has not been revoked.

Firm Ownership Information
Check where applicable:

If minority-owned, indicate the appropriate category:

- 1. Minority-Owned
- Woman-Owned
- Disadvantaged-Owned
- Disabled Veteran-Owned
- Other

- African American
- Hispanic or Latino
- Asian/Pacific Islander
- Filipino
- American Indian/Alaskan Native

- 2. An individual
- A corporation. Name _____ state or territory of Incorporation
- A copartnership
- A joint venture

If a copartnership or joint venture, list names of individuals comprising same below

Date signed _____, 2026

Respectfully submitted,

Place _____
City and State

Firm Name (if applicable)

Bidder's address, E-mail address, and telephone:

Number and Street

Signature and Print Name

City and State

Title and E-mail Address

Telephone

Signature and Print Name

Fax

Title and E-mail Address

FORM OF BID TO BE USED BY BIDDERS

Job Order Contract _____

To be Completed by Bidder - must write one JOC number bidding on above between 2621FOS thru 2624FOS

The undersigned proposes to furnish all materials, labor and equipment required for the Job Order Contract for the Department of Public Works in accordance with The SimpleBid Job Order Contracting Unit Price Book prepared by Facility Optimization Solutions, LLC, dated June 2025, including addenda thereto, if any, adopted by the Board of Supervisors, as follows:

- I. **Adjustment Factors**. The Contractor bids four adjustment factors that will be applied against the prices set forth in the Unit Price Book. These adjustment factors will be used to price out fixed price work orders by multiplying the adjustment factor by the unit prices and quantities. **Factor A**, shall be multiplied by .25, **Factor B** shall be multiplied by .25, **Factor C**, shall be multiplied by .25, and **Factor D** shall be multiplied by .25. These four numbers will then be added together for a composite factor. The bidder's total composite factor will then be multiplied by the total contract value (\$6,200,000), minus the County Preference Program (if applicable), to determine low bid.
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Specialty Projects

FACTOR A Unit work requirements to be performed on Specialty Projects during Normal Working Hours as ordered by the County in individual work orders against the contract.

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Utilize two decimal places

Bid for Specialty Projects/Normal Working Hours (in words)

FACTOR B Unit work requirements to be performed on Specialty Projects during Other than Normal Working Hours as ordered by the County in individual work orders against the contract.

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Utilize two decimal places

Bid for Specialty Projects/Other than Normal Working Hours (in words)

General Construction

FACTOR C Unit work requirements to be performed on General Projects during Normal Working Hours as ordered by the County in individual work orders against the contract.

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Utilize two decimal places

Bid for General Projects/Normal Working Hours (in words)

FACTOR D Unit work requirements to be performed on General Projects during Other than Normal Working Hours as ordered by the County in individual work orders against the contract.

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Bid for General Projects/Other than Normal Working Hours (in words)

IV. COUNTY PROGRAM PREFERENCE:

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LSBE Yes No

V. RECEIPT OF NOTICE TO BIDDERS:

I hereby certify and declare that I have received, reviewed and incorporated Notice to Bidders "A" dated January 15, 2026, into my Bid.

Executed on this day of _____ (Month and Year)

By: _____
(Authorized Signature of a Principal Owner, Officer, or Manager)

Print Name: _____

Print Title: _____

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I (We) certify that on _____, 2026, License No. _____, license classification(s) _____, was issued to me (us), in the name of _____, by the Contractors' State License Board, pursuant to California Statutes of 1929, as amended, and that said license has not been revoked.

Firm Ownership Information
Check where applicable:

If minority-owned, indicate the appropriate category:

- 1. Minority-Owned
- Woman-Owned
- Disadvantaged-Owned
- Disabled Veteran-Owned
- Other

- African American
- Hispanic or Latino
- Asian/Pacific Islander
- Filipino
- American Indian/Alaskan Native

- 2. An individual
- A corporation. Name state or territory of Incorporation _____
- A copartnership
- A joint venture

If a copartnership or joint venture, list names of individuals comprising same below

Date signed _____, 2026

Respectfully submitted,

Place _____
City and State

Firm Name (if applicable)

Bidder's address, E-mail address, and telephone:

Number and Street

Signature and Print Name

City and State

Title and E-mail Address

Telephone

Signature and Print Name

Fax

Title and E-mail Address

ATTACHMENT 2



Public Works

LOS ANGELES COUNTY

Job Order Contracts

2611GG to 2624FOS

(14 Low-Bid JOC Contracts)

Mandatory Pre-Bid Conference

No. BRC0000648

January 8, 2026, at 2 p.m.

via Microsoft Teams

Electronic Sign-In Sheet

This is a Mandatory Pre-Bid Conference for JOCs 2611GG – 2624FOS. It is required that the Owner or President of the bidding firm attend this meeting. Please email me your company's Articles of Incorporation or Statement of Information naming the Owner or President of your firm by close of business tomorrow, **January 9, 2026**.

Mark Martinez, Contract Administrator
mamartinez@dpw.lacounty.gov
(626) 458-2540

AGENDA

- Project Team
- Background
- Scope of Services
- Contract Information
- 2 JOC Consultants
 - Facility Optimization Solutions, LLC (SimpleBid)
 - The Gordian Group, Inc. (Gordian Cloud)

PROJECT TEAM - BUSINESS AND RELATIONS CONTRACT DIVISION (BRCD)

County Job Order Contracts (JOC) Team

Brian Soria, Contracting Unit Head

- Mark Martinez
- Ivonne Pena
- Michael Sanchez

JOC Consultants - The County will have representatives from each JOC System.

BACKGROUND

- Job Order Contract (JOC) is a competitively bid, firm-fixed-price indefinite-quantity contract where the Contractor may perform an ongoing series of individual Projects at different locations throughout the County.
- JOCs are used for the anticipated need for various projects, including repair, remodeling, refurbishment, and maintenance work for County general and special fund departments. It includes detailed repair and remodel tasks that have established unit prices.
- Each JOC can be used for various repair, remodel, refurbishment, and/or maintenance work.
- The Contractor, under the JOC contract, furnishes management, labor, materials, equipment needed to perform the work.
- The JOC contract includes a Unit Price Book (UPB) containing construction tasks with preset Unit Prices (referred to as "Prepriced Tasks").

SCOPE OF SERVICES

Job Order Contracting (JOC) is one of the Project Delivery Methods

Public Works uses JOCs to Support the following:

County Capital Improvement Program

- Repair, renovation, and/or expansion of building facilities

County Deferred Maintenance Program

- Maintenance and repair of existing building facilities

JOC CANNOT BE USED FOR NEW CONSTRUCTION!

Contract Requirements

- The bidder must have a B license for General Construction Work with the California State License Board.
- The Bidder must provide a bid bond for 10% of total contract value \$620,000.
- The Bidder must complete the Special Qualifications and Requirements Forms for Specialty Construction and/or OSHPD Construction.
- The Preference Program for Local Small Business Enterprise (LSBE) requires that a business must complete certification prior to requesting a preference in a solicitation.

CONTRACT INFORMATION

We will award 14 Low Bid Job Order Contracts using 2 Different Job Order Contract Systems:

- The Gordian Group, Inc. (Gordian Cloud System)
JOCs 2611GG through 2619GG (9 Contracts)
- Facility Optimization Solutions, LLC (The SimpleBid JOC System)
JOCs 2620FOS through 2624FOS (5 Contracts)
- The Unit Price Book and the Contractor's bid Adjustment Factors will be incorporated into the awarded contract.
- Each Contract not-to-exceed amount is \$6.2 million for a 1-Year Term
- All Unit Price Books are dated June 2025

BID CALCULATION AND ADJUSTMENT FACTORS

The Contractor bids four adjustment factors that will be applied against the prices set forth in the Unit Price Book.

These adjustment factors will be used to price out fixed price work orders by multiplying the adjustment factor by the unit prices and quantities.

Factor A, shall be multiplied by .25,

Factor B shall be multiplied by .25

Factor C, shall be multiplied by .25

Factor D shall be multiplied by .25.

These four numbers will then be added together for a composite factor. The bidder's total composite factor will then be multiplied by the total contract value (\$6,200,000), minus County Program Preference (if applicable), to determine low bid.

The bidder with the lowest composite factor is the apparent low bidder.

JOC CONSULTANT INFORMATION

- There will be an information guide from each JOC Consultant that has information on their JOC System and Unit Price Book which will be included in Notice to Bidders A that will be issued next week.
- Each Bidder is responsible for independently reviewing the information guide and reviewing the Unit Price Book associated with each JOC System prior to submitting bids.

CONTRACT INFORMATION

Contractors will be able to bid on two types of Contracts:

- Contract 1 (Specialty/General Construction) - Four Factors:
 - Specialty Construction projects to be performed during Normal Working Hours and Other Than Normal Working Hours
 - General Construction projects to be performed during Normal Working Hours and Other Than Normal Working Hours
- Contract 2 (OSHPD/General Construction) - Four Factors:
 - OSHPD Construction projects to be performed during Normal Working Hours and Other Than Normal Working Hours
 - General Construction projects to be performed during Normal Working Hours and Other Than Normal Working Hours

Refer to the Attachment in the solicitation for the breakdown of contracts.

CONTRACT INFORMATION

Contract Type Requirements:

- Contract 1 (Specialty/General Construction) – Complete Bid Submittal, Special Qualification and Requirements for Specialty Contracts
- Contract 2 (OSHPD/General Construction) -Complete Bid Submittal, Special Qualification and Requirements for OSHPD Contracts

SPECIAL QUALIFICATION AND REQUIREMENTS FORM OSHPD CONSTRUCTION

Requirements and Qualifications:

1. All bidders responding to this solicitation shall have completed within the last 10 years preceding the bid start date at least one new or renovated hospital project in the State of California, under the jurisdictional review of the Office of Statewide Health Planning and Development (OSHPD). The monetary value of the Project must have been at least \$2 million (hard construction costs);
2. Completed within the last 10 years preceding the bid start date at least one hospital project that involved the renovation or seismic retrofit in existing functioning facilities that have similar system requirements for environmental controls as those found in hospitals and knowledge of infection control procedures. Acceptable projects may include, but are not limited to, clinical and research laboratories, clean-rooms, pharmaceutical facilities, and surgery clinic projects; The monetary value of the Project must have been at least \$2 million (hard construction costs);
3. The General Contractor Firm must have been in the construction industry at least (10) years; and The General Contractor must have an experience modifier rate at or below 1.2 for the last three-years prior to the bid date.
4. Minimum of two key personnel (project manager and/or superintendents) who will be assigned to this contract and must have experience on California hospital building projects under the jurisdictional review of OSHPD within the last ten (10) years

SPECIAL QUALIFICATION AND REQUIREMENTS FORM SPECIALTY CONSTRUCTION

Requirements and Qualifications:

1. The General Contractor Firm must have been in the construction industry at least (10) years
2. The General Contractor must have an experience modifier rate at or below 1.2 for the last three-years prior to the bid date.

BID FORMS DUE AT BID OPENING

- Bid Form (Each Bid)
- Bid Bond (Each Bid)
- Request for County Program Preference Consideration
- Non-Collusion Affidavit
- GAIN/GROW Participation Affidavit
- False Claims
- Civil Litigation
- Criminal Convictions
- Debarment
- Labor Law/Payroll Violations
- Contractor Employee Jury Service Program
- Industrial Safety Record
- Injury and Illness Prevention Plan (IIPP) and Code of Safe Practices (CSP) Affidavit
- Affirmative Action Compliance
- Bidder's Qualifications and Business References
- Insurance Requirements
- Certification of Compliance with the County's Defaulted Property Tax Reduction Program
- Pre-Award Survey
- Zero Tolerance Human Trafficking Policy Certification
- Special Qualification and Requirements for OSHPD Contracts
- Special Qualification and Requirements for Specialty Contracts
- Compliance with Fair Employment Hiring Practices Certification
- Disallowed Cost Attestation
- Contract Electronic Signatures Certification
- Avoidance of Conflict of Interest
- Prospective Contractor List of Terminated Contracts
- AA. Contribution and Agent Declaration Form

ISSUING JOC WORK

- Contract is awarded
- Projects are assigned to the contract
- JOC Software Training will be provided by the JOC Consultant.
- County's Project Manager issues a Request for Proposal (RFP) for the project
- The Contractor, County's Project Manager and JOC Consultant Representative attend a joint scope meeting to review the scope of the project.
- Contractor receives the RFP and uses the JOC Consultant software to prepare a proposal for the project.
- County PM will review the proposal and request edits if needed. The County Project Manager will work with the Contractor until a proposal is approved.
- The County will issue a Notice to Proceed to the Contractor.

FREQUENTLY ASKED QUESTIONS

1. Do the JOC Contractors receive training to use the JOC Systems?

Yes, after award of contract training will be given to JOC Contractors in the respective JOC system. Training is available anytime for any project manager on your team.

2. What if an item is needed that is not currently in the unit price book?

- County PM will coordinate and work with JOC contractor and JOC Consultant representative to include any new task items into the “Live” book using Line-Item Addition Request Form (Form is accessible in each consultant's software).
- The item will be added no later than 7 working days into “Live” book after receiving complete and acceptable Line-Item Addition Request Form.
- Price factor applicable to JOC contract will be applied to new task items added to Live book.

3. How is an adjustment factor applied to a project?

Adjustment factors will be used to price out fixed price work orders by multiplying the adjustment factor by the unit prices and quantities. Consideration of when the work is to be performed will determine the factor of normal working hours and other than nonworking hours.

BID EXPRESS

You may submit your proposal electronically through Bid Express

This is a third-party website. The County is not associated with this site.

Refer to set up guide for instructions and customer support information

First time users:

Register your company as soon as possible.

www.bidexpress.com

Create a digital ID, notarize & send to Bid Express

Allow enough time for files to upload. It is recommended to start upload at least 2 hours prior to deadline. Late or incomplete files will not be accepted.

There is a nominal service fee to use Bid Express

Bid Express Bid Submission Layout

- Folders for JOC 2611GG Through 2624FOS
- Folder for OSHPD Forms
- Folder for Specialty Forms
- Misc. Folder

Questions?

Please type in your questions or feel free to turn on your Microphone and ask.

CLOSING

Thank you for attending today's Mandatory Pre-Bid Conference

Public Works Business Opportunities

<https://dpw.lacounty.gov/contracts/Opportunities.aspx>

Send in any questions no later than 5:00 p.m. on January 15, 2026.

Mark Martinez

mamartinez@dpw.lacounty.gov

(626) 458-2540

Bids are due at 10:00 a.m. on January 22, 2026. The Bid opening will be held at 2:00 p.m. A link will be posted on the project website the day of the bid opening.

ATTACHMENT 3

JOC 2611GG - 2624FOS
Mandatory Pre-bid Conference Sign-In Sheet
January 8, 2026

ID	Start time	Completion time	Full Name	Your Title	Company Name	Email Address
1	1/8/26 13:31:05	1/8/26 13:31:25	PETER MOON	VICE PRESIDENT	MIK CONSTRUCTION, INC.	PETERMOON@MIKINC.US
2	1/8/26 13:30:50	1/8/26 13:31:46	Anthony Innabi	President	All American Building Service	Anthony@allamericanrebuild.com
3	1/8/26 13:31:46	1/8/26 13:32:38	Hac Song Lee	President	MTM Construction, Inc.	howardlee@mtminc.us
4	1/8/26 13:31:12	1/8/26 13:32:43	Marisela Nuno	CEO	International Developers and Engineering Group	mnuno@idegconstruction.com
5	1/8/26 13:31:55	1/8/26 13:32:44	Simon Jeon	President	SJD&B, Inc.	simon.j@sjdandb.com
6	1/8/26 13:33:23	1/8/26 13:34:21	Curie Jeong	Administrator/Estimator	Exbon Development, Inc.	curie.jeong@exbon.com
7	1/8/26 13:33:28	1/8/26 13:34:21	Harry Joh	President	Harry H. Joh Construction Inc.	harry@hjconst.com
8	1/8/26 13:33:28	1/8/26 13:34:31	Theodora Oyie	CEO	Mindful Integration of Construction Services	inclusion@mics.us
9	1/8/26 13:34:30	1/8/26 13:34:51	Jimmy Chung	President	New Creation Builders	jc@newcreationbuilders.com
10	1/8/26 13:34:36	1/8/26 13:35:06	Hee Yang	Vice President	Exbon Development, Inc.	hee.yang@exbon.com
11	1/8/26 13:32:57	1/8/26 13:35:34	Caleb Lee	Manager	Prime ENC, Inc.	caleblee@primeencinc.com
12	1/8/26 13:35:01	1/8/26 13:37:06	Marisela Nuno	CEO	International Developers and Engineering Group	mnuno@idegconstruction.com
13	1/8/26 13:35:27	1/8/26 13:37:16	Reginald Wortham	President	Little Potato Inc.	inspectoreg26@gmail.com
14	1/8/26 13:36:37	1/8/26 13:37:17	Ted Taehun Lee	Secretary	Prime ENC, Inc.	tedlee@primeencinc.com
15	1/8/26 13:30:15	1/8/26 13:39:24	Steve Han	Bid Coordinator	MIK Construction Inc.	stevehan@mikinc.us
16	1/8/26 13:45:55	1/8/26 13:48:36	Vincent Cortes	President	Vincor Construction, Inc.	vincent@vincorinc.com
17	1/8/26 13:49:33	1/8/26 13:50:09	Mohamad Tabrizi	President	Woodcliff Corporation	bids@woodcliff.net
18	1/8/26 13:51:47	1/8/26 13:52:34	Nathanael Yun	President	TIS, INC.	tisinc01@gmail.com
19	1/8/26 13:51:59	1/8/26 13:53:03	Tony Ponco	Vice President	New Creation Builders	tp@newcreationbuilders.com
20	1/8/26 13:53:45	1/8/26 13:54:14	Joshua Tarzjani	Marketing Director	VINCOR CONSTRUCTION INC	josh@vincorinc.com
21	1/8/26 13:56:37	1/8/26 13:56:59	Daniel Munoz	Field Engineer	Global CTI	Dmunoz@gcti.com
22	1/8/26 13:57:55	1/8/26 13:58:19	Young Kang	President	Angeles Contractor, Inc.	ywkang@angelescontractor.com
23	1/8/26 14:00:23	1/8/26 14:01:13	Brentney McGowan	Business Development Coordinator	TransCal Services	businessdevelopment@transcalservices.com
24	1/8/26 14:01:47	1/8/26 14:02:15	Michelle Funaro	Customer Success	Global CTI	mfunaro@gcti.com
25	1/8/26 14:03:09	1/8/26 14:03:27	Mia Ozair	Owner and GC	Socal Regional Build Inc	mia@srb-inc.com
26	1/8/26 14:05:31	1/8/26 14:05:54	Erick Castro	President	Kana Subsurface Engineering	info@kseconstruction.com
27	1/8/26 14:36:04	1/8/26 14:37:05	Timothy Vasquez	Chief Estimator	Desert Mechanical, Inc.	timothy.vasquez@lvdmi.com

ATTACHMENT 4



Job Order Contract Pre-Bid Conference

County of Los Angeles Department of Public Works

Low Bid JOC's 2620FOS – 2624FOS (5 Contracts)

January 2026





Job Order Contracts

2620FOS, 2621FOS, 2622FOS, 2623FOS, 2624FOS,

**Max Contract \$6.2M
(1) year contracts**

Award / NTP Pending





Agenda

1. FOS Introduction
2. Job Order Contracting Overview
3. Simplebid® Unit Price Book (UPB)
4. Demonstration Simplebid® Software
5. Review Contract, Project, Work Order Entry



JOC Team



James Matz

Director Account Operations
(Simplebid)
FOS (Software)



Dennis Downs

Regional Account Manager

949-564-1487
ddomns@foscd.com



David McDonald

Senior Account Manager

213-944-5371
dmcdonald@foscd.com



Paul Pekinas

Account Manager

805-767-8780
ppekinas@foscd.com





FOS

We connect the dots.

#1 Worldwide

-World Architecture 100 for facility related services, since 2021

+\$500 million

JOC contracts supported – in just 5 years

Offering a full suite of solutions:

Job Order Contracting

Facility Condition Assessments

Cost Estimating

Property Due Diligence

Preventative Maintenance

Energy Audits

Capital Planning

Software solutions:



Simplebid®



FOScore®

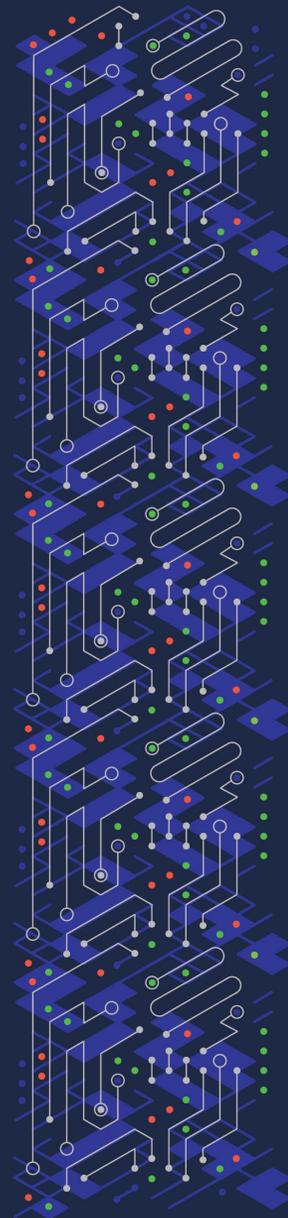
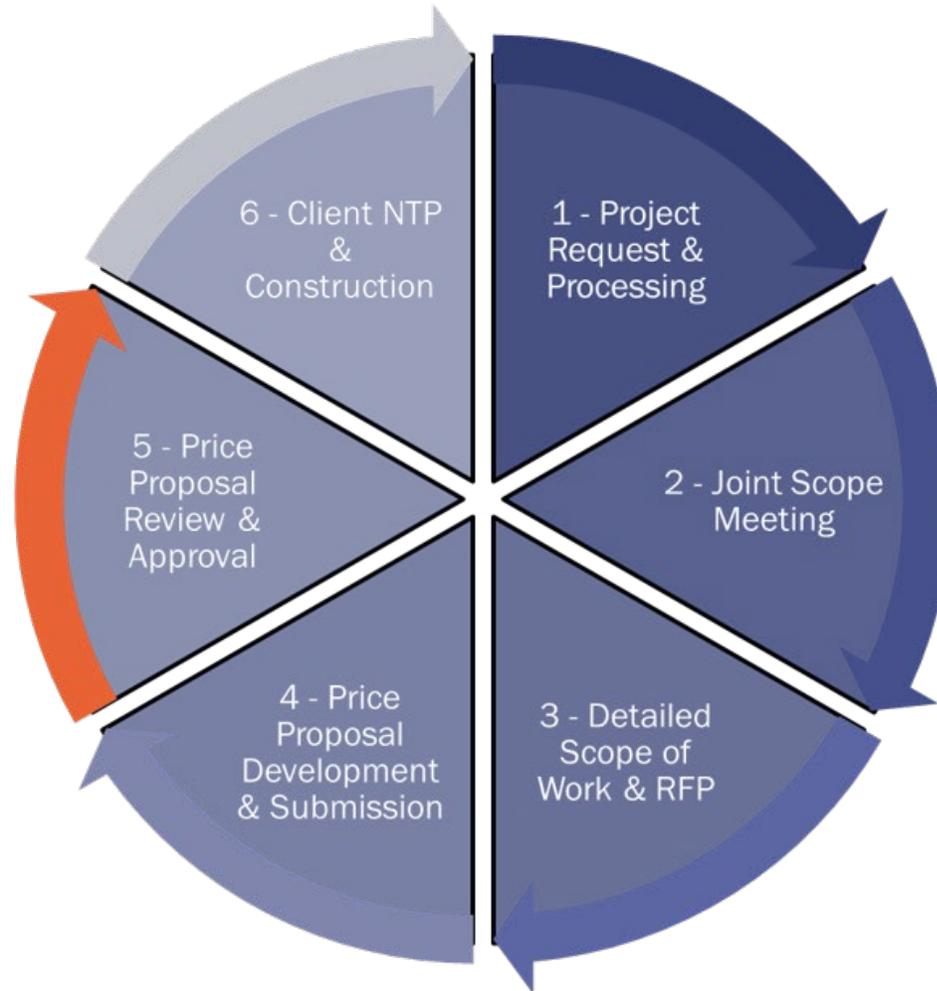
Our parent company:

CANNONDESIGN



Simplebid[®]

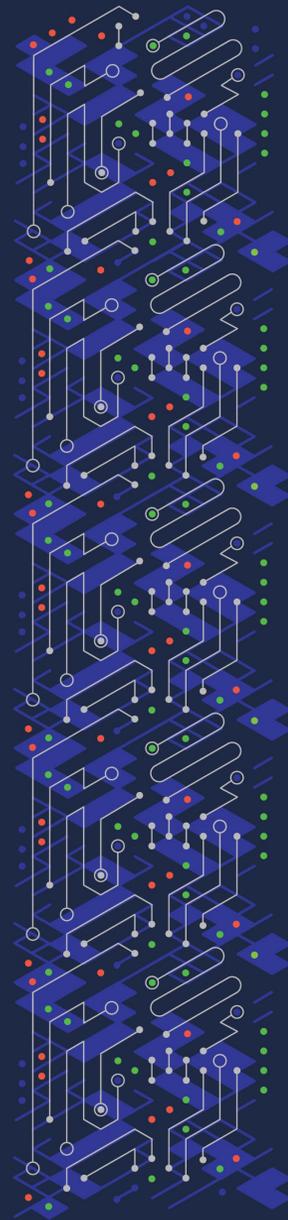
Job Order Contracting Overview





Job Order Contracting Overview

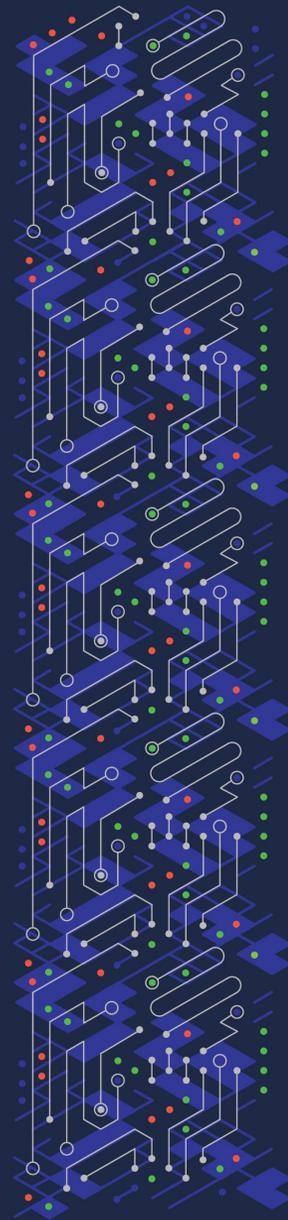
- JOC is an Indefinite-Delivery, Indefinite-Quantity (IDIQ) construction procurement method
- Job Ordering process based on a master contract and set unit prices for construction tasks
- Enables numerous projects to be awarded through a single competitive bid
- Creates a transparent & auditable procurement environment
- Supports the development of contractor/client relationships





Job Order Contracting Overview

- Tenant improvement projects, replacement, renovation
Various Projects - Maximum, not-to-exceed contract amount for each contract is \$6.2M.
- Typical Construction Projects: Repair, Maintenance, Replace for buildings, grounds, libraries, secure facilities, IT room upgrades, clinics, etc. **NOT FOR NEW CONSTRUCTION**





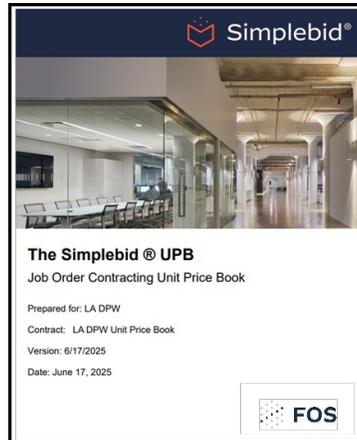
Job Order Contracting Overview

Four Key Components to the JOC Program

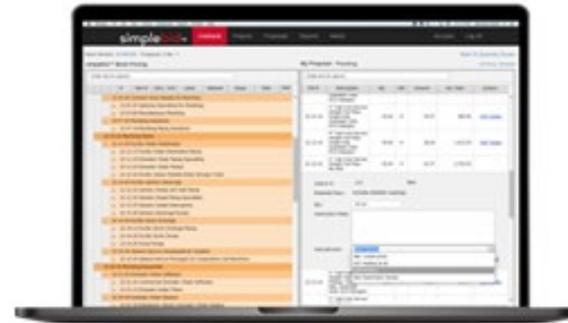
Job Order Contract



Unit Price Book (UPB)



Simplebid® Platform



Team Collaboration





Job Order Contracting Overview

Four Key Components to the JOC Program

Job Order
Contract



- The job order contract is awarded through competitive solicitation
- Contains general conditions and other contractual requirements
- Defines awarded contractor adjustment factors and performance period
- Vehicle that allows owner to issue task orders

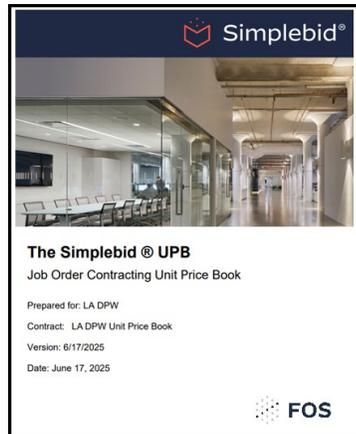




Job Order Contracting Overview

Four Key Components to the JOC Program

Unit Price Book (UPB)



- The UPB is used to determine adjustment factors during bidding
- Used to build price proposals
- Includes direct costs for measurable units of work organized by CSI MasterFormat
- Each line item includes costs for labor, materials, and equipment to accomplish the described task
- All costs are subject to the local market, including prevailing wages

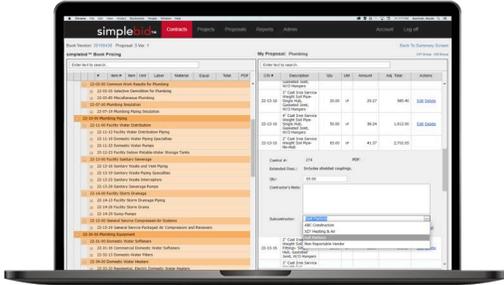




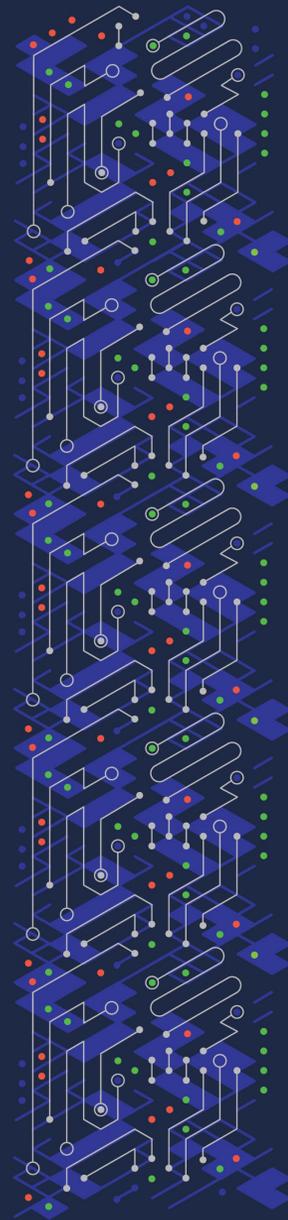
Job Order Contracting Overview

Four Key Components to the JOC Program

Simplebid®
Platform



- The Simplebid software is used by the agency and contractors to accomplish the task order procurement process
- Creates a consistent and intuitive environment for issuing projects, producing task order proposals, creating documents, and sharing information
- In-depth training will be provided to agency staff including awarded contractors





Job Order Contracting Overview

Four Key Components to the JOC Program

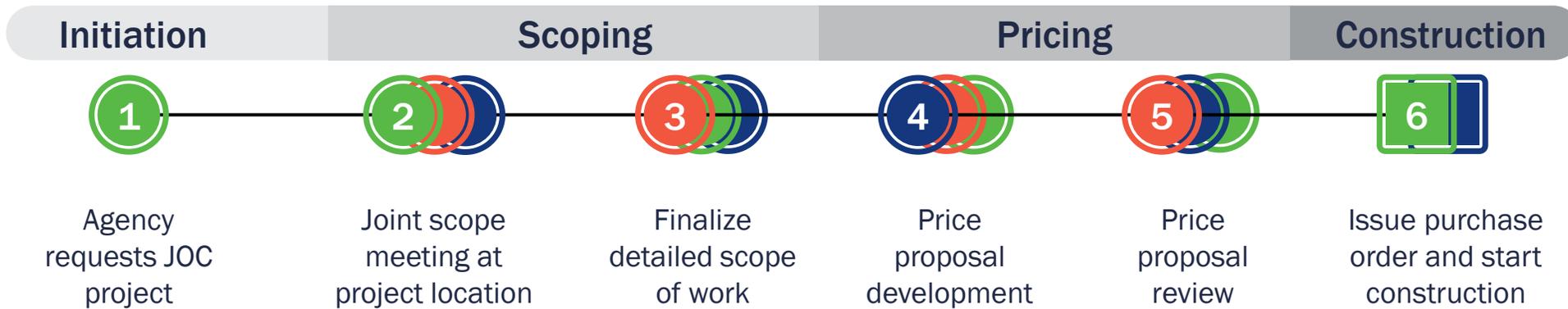
Collaboration



- A collaborative working relationship with shared goals is fundamental to the success of a JOC program
- Owner, Contractor, FOS Consultant working together to execute LADPW mission. Together we all succeed.
- Participating in the JOC program is a great way for contractors to receive consistent work and develop a strong relationship with agencies
- Responsiveness of staff and consultant keeps the program running smoothly.



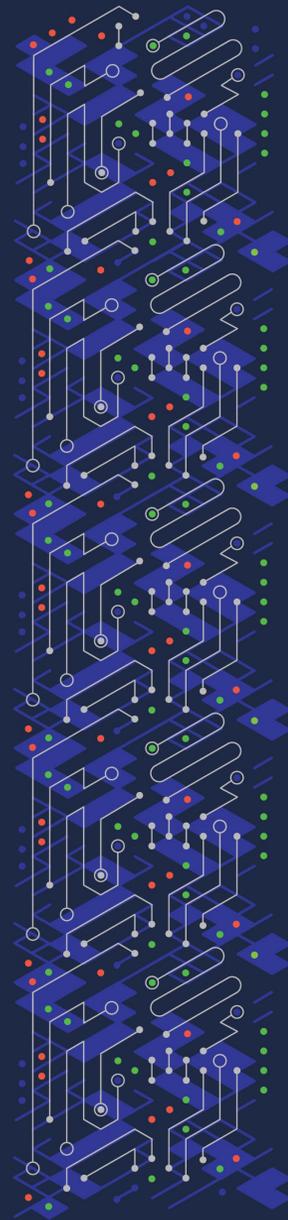
Basic Workflow of JOC Ordering Process





Simplebid® Unit Price Book (UPB)

- Consists of the “Rulebook” and the unit price line items
- Predetermined database of measurable construction unit prices
- Used to develop price proposals for issued job orders
- Each line item includes a task description and applicable supplemental information defining what is included in the unit price
- Each line item includes labor, material, and equipment costs for a defined task
 - Direct costs only
 - Current local costs of material and equipment
 - Current local prevailing wage rates for labor



New Item Request

Simplebid® Contracts Projects Work Orders Proposals Reports ⚙️ 📧

Item Request FOS Internal FOS Internal - Workflow

Request New Items - Please use the below form to request new items that are not in the cost book. Please allow up to 5 business days for your request to be reviewed, you will be notified by email when a decision has been made on your requested items. Please provide as much detail as possible so our estimating team can determine if your item is eligible for addition to the cost book. [Back To Request List](#)

Book Version:
Requestor: Milosch, Andrew
System Work Order #
Client Work Order #
Work Order Name
Project Manager
CSI Number *

Unit Of Measure *
Expected Installed Qty *
Expected Material Price *
Expected Labor Price *
Expected Equipment Price *

Item Description/Notes *

Expected Make/Model:

Contact Person: Please provide the contact information for the person most knowledgeable about the item to be installed:
Contact Name: *
Contact Phone: *
Contact Email: *

Upload Documents Please provide any necessary documents to ensure our estimating team can provide the best pricing. Example documents that would be helpful include cut sheets, specifications, vendor quotes, etc.
Select Document To Upload: No file chosen

* Required Field



Preparing Adjustment Factors (A,B,C & D)

- Unit prices multiplied by the quantity and then multiplied by the applicable adjustment factors to determine final pricing for all proposals submitted by an awarded contractor.
- Adjustment factors include general conditions, overhead, profit, taxes, insurance, and other costs of doing business.
 - Refer to the Simplebid UPB Rulebook for cost inclusions and exclusion details
- Soliciting adjustment factors for Contract Types:

Contract 1

- **Factor A** will be for Specialty Construction projects to be performed during Normal Working Hours,
- **Factor B** for Specialty Construction projects to be performed during Other Than Normal Working Hours (overtime/non-standard shifts).
- **Factor C** will be for General Construction projects to be performed during Normal Working Hours,
- **Factor D** for General Construction projects to be performed during Other Than Normal Working Hours (overtime/non-standard shifts)

Contract 2

- **Factor A** will be for OSHPD projects to be performed during Normal Working Hours,
- **Factor B** for OSHPD projects to be performed during Other Than Normal Working Hours (overtime/non-standard shifts).
- **Factor C** will be for General Construction projects to be performed during Normal Working Hours,
- **Factor D** for General Construction projects to be performed during Other Than Normal Working Hours (overtime/non-standard shifts)

Adjustment Factors shall apply to every Task in the Unit Price Book.



Preparing Adjustment Factors

ADJUSTMENT FACTOR INCLUSIONS

Overhead	Profit	Safety Meetings
Bonds	Supervision	Proposal Development
Insurance	Training	Sub-Contractor Management
Scoping	Quality Control	Entry/Exit to job site
Proposal Review	Closeout	Redline drawings
Sketches	Invoicing	Warranty work
Mobilization	Mobilization	Mobilization





Preparing Adjustment Factors

104720	LVT - Luxury Vinyl Tile							SF
09-65-19	100% vinyl, enhanced wear surface, 1/8" thick							
Quantity		Book Price		Book Total		Factor		Bid Price
350.00	x	\$8.32	=	\$2,912.00	x	1.20	=	\$3,494.40
								<i>Subcontractor 1</i>

Contractor's Note:

Replaces sheet vinyl originally spec'd

$$(Quantity \times Book Price = Book Total) \times Adjustment Factor = Bid Price$$





Simplebid®

JOC Work Order Sample Documents


COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC WORKS
"To Enrich Lives Through Effective and Caring Service"
 80 SOUTH FREDMONT AVENUE
 ALHAMBRA, CALIFORNIA 91801-1311
 Telephone: (626) 475-1300
 http://cpa.lacounty.gov

MARK FERTITELLA, Director

ADDRESS ALL CORRESPONDENCE TO: P.O. BOX 1660
 ALHAMBRA, CALIFORNIA 91801-1460
 #BIDDING PLEASE REFER TO FILE

August 11, 2021

Mr. Test Contractor
 CD Test Contractor
 123 Main Street
 Los Angeles, CA 90001

Dear Mr. Contractor:

JOB ORDER CONTRACT REQUEST FOR PROPOSAL

WORK ORDER TITLE: Tenant Improvement Project
WORK ORDER NO.: 2001CP-001-01S1; C.P. 80001; Project P90001HR
FACILITY NAME: Main Street Center
LOCATION: 100 Maple Street
 Los Angeles, CA 90002
LTWHP: Low Bid
CONTRACT REFERENCE: 2001CP/PW15000

The County of Los Angeles requests that you provide a complete work order proposal package in electronic format for the above-referenced work order. Your proposal package shall include a detailed cost proposal, subcontractor list and estimate, work schedule, and any other relevant documentation.

Enclosed is the Proposed Detailed Scope of Work that was discussed at the Joint Scope Meeting held on August 2, 2021.

Additional Work Order Requirements:

Proposed Due Date On or before August 25, 2021
 Proposed Work Duration: 212 Calendar Days

NOTE: Liquidated Damages WILL Apply.

Mr. Test Contractor
 August 11, 2021
 Page 2

If you have any questions or require additional information regarding this Request for Proposal, please contact me at (555) 300-1020.

Very truly yours,

John Smith
 Director of Public Works

Jackie Jones
 Project Manager

Mr. Test Contractor
 August 11, 2021
 Page 3

ENCLOSURE

DETAILED SCOPE OF WORK

WORK ORDER TITLE: Tenant Improvement Project
WORK ORDER NO.: 2001CP 001 01S1; C.P. 80001; Project P90001HR
DETAILED SCOPE OF Proposed Final

The scope of work for the project is to accomplish all work identified and be consistent with the requirements of the plans and specifications noted below for a complete project:

Plans:
 Smith - West
 Tenant Improvement Project
 100 Maple St., Los Angeles, CA
OSHPD # S100003-19-00 & S100003-19-ABCD
Project # 12300.00.0 (Smith-West)
Dated: OSHPD approved sets dated 1/23/21 & 1/30/21

Specs:
 As noted in Plans

Basic Scope Items:
 Install/remove construction barriers and HVAC/Exhaust as required and satisfactory for all phases of the work.
 Demolish the existing floor tile and portions of existing concrete slab/trench drains/drainage piping as required.
 Prepare soil subgrade and formwork for new drain lines, concrete slab, and trench drains.
 Construct new drain lines, concrete slab, trench drains, and electrical upgrades for the new stoves.
 Prepare concrete slab and install epoxy flooring per plan.
 Install flooring, ceilings, and walls where required.
 Install and anchor equipment per plan.
 Remove existing equipment per plan and reinstall them back at the same locations to allow new flooring to be installed.
 Each phase of the work to be completed and signed off by building inspector within required construction durations.
 Prior to inspections of completed phases, area within construction barrier to be cleaned per plan/requirements.
 All the work and phases must be coordinated with daily business hours and with the facility manager prior to start of any construction activity.

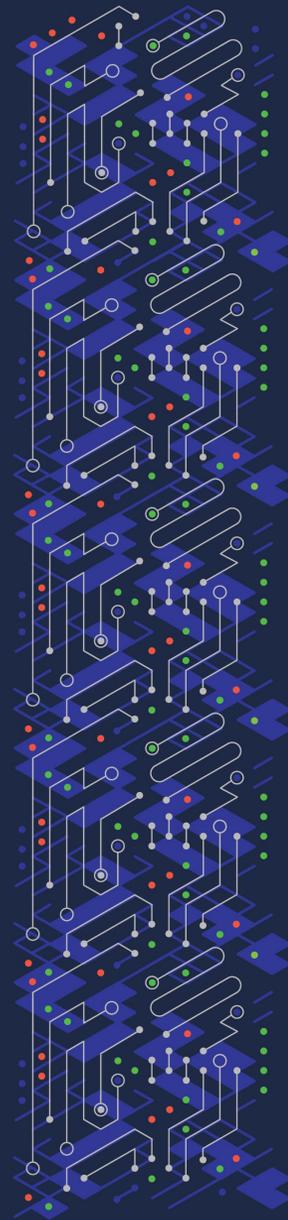
Signature:
 Jackie Jones, Project Manager Date





Preparing Adjustment Factors

- Use information from previously completed projects, verify current market conditions and costs for labor, materials, and equipment
- Examples of relevant past projects:
 - Roofing repair and replacement
 - Interior tenant improvements
 - Mechanical equipment installation
 - Lighting fixtures
 - Sidewalk repair and replacement





Preparing Adjustment Factors

❖ Add overhead & profit costs from past projects to see total compensation

Unit Price Book Costs

Item	Unit Price
Demolition	\$15,000
Install Item 1	\$40,000
Install Item 2	\$55,000
Subtotal (Direct)	\$110,000

Past Project Costs

Item	Unit Price
Sub/Trade (Direct)	\$94,000
Meetings*	\$3,000*
Project Management*	\$6,000*
Office & Support*	\$4,000*
Profit*	\$9,000*
Total Project Costs	\$116,000

Soft costs and percentages for example only





Preparing Adjustment Factors

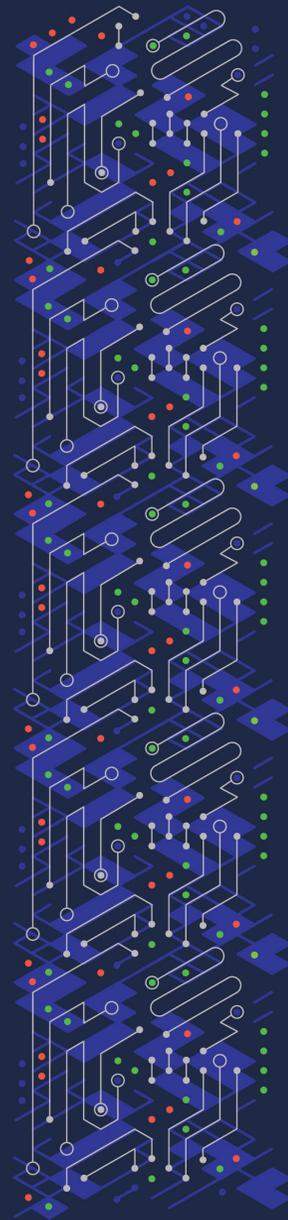
- ❖ Use the difference of the unit price book cost and past project cost to calculate adjustment factor

UPB Cost (Direct): \$110,000
Past Project Cost (Total): \$116,000

Adjustment Factor (AF) Calculation: $AF = (\text{Past Project Total Cost} \div \text{Unit Price Book Cost})$
 $AF = (\$116,000 \div \$110,000)$

Adjustment Factor: 1.0545

Check Work $\$110,000 \times 1.0545 = \$116,000$





Preparing Adjustment Factors

- Low adjustment factors can be detrimental to your relationship with LADPW
 - Attempts to artificially inflate price proposals will not be tolerated
 - Line items and quantities must only reflect the detailed scope of work
 - JOC Consultants will reject proposals that do not reflect the detailed scope of work
- Awarded contractors will be held to the submitted factors for the duration of the contract term
- JOC Contracts are relationship-based. Your performance may dictate volume of job orders, contract option years, and future ability to participate in the JOC program.





Submitting Your Bid

- Use the provided Bid Form Package in the RFB to submit your adjustment factors.

The image shows a document titled "FORM OF BID TO BE USED BY BIDDERS". It includes fields for "Name of Bidder (Print Name)" and "Vendor Identification Number". The document is titled "JOB Order Contract" and specifies it is for use between JOC 2401CP and 2402CP. It contains detailed instructions for bidders regarding pricing, adjustment factors (Factor A, B, C, D), and work requirements for OSHPD projects. At the bottom, there are two empty boxes for entering the bid amount, with the instruction "Bid for OSHPD Projects Normal Working Hours (in words)" and "US\$ to two decimal places". The footer includes "JOC 2401CP TO 2402CP" and "Form of Bid 00.03.00.1".

- Bids may be submitted electronically using Bid Express. (www.BidExpress.com)



ATTACHMENT 5

**Los Angeles County
Department of Public Works
JOB ORDER CONTRACTING (JOC)
Mandatory Pre-Bid Meeting
JOC Nos. 2611GG-2619GG
Contract Value: \$6,200,000 ea.
January, 2026**



Agenda

- **Kickoff & Introduction** – LADPW Staff
- **Job Order Contracting (JOC) Process** – Dorney Chamberlain & Mike Alvarez, Gordian
- **Understanding the Construction Task Catalog[®] (CTC)** – Dorney Chamberlain & Mike Alvarez, Gordian
- **Questions**

Los Angeles County Dept. of Public Works Staff and Gordian Support Teams

<p>LA County – Dept. of Public Works</p>	<p>Mark Martinez,(Title), Business Relations and Contracts Division Brian Soria, Administrative Services Manager III, Business Relations and Contracts Division</p>	<p>Responsible for the development, oversight, and administration of the LA County Dept. of Public Works JOC Program.</p>
<p>Gordian Program Support</p>	<p>Shonna Ybarra, Program Design & Contracts Specialist</p>	<p>Responsible for all aspects of JOC program Implementation at Gordian and in support of LA County Dept. of Public Works .</p>
<p>Gordian Operations team</p>	<p>Maria Martinez, Regional Director Dorney Chamberlain, Senior Account Manager Mike Alvarez, Account Manager Mark Persico, Customer Relationship Manager</p>	<p>Responsible for the local Account Management staff who will conduct training for LA County Dept. of Public Works and Contractor staff, assist in the procurement of individual projects and management of LA County Dept. of Public Works JOC Program.</p>

Solicitation Schedule

Event	Date
Virtual Mandatory Prebid Conference	January 8, 2026 at 2 p.m.
Questions Deadline	Three days prior to Bid Opening
Bid Submission Deadline	January 22, 2026 at 10 a.m.
Webcast Bid Opening	January 22, 2026 at 2 p.m.



Job Order Contracting (JOC) Overview

Job Order Contracting (JOC) Overview

Definition

- Indefinite delivery/indefinite quantity process (IDIQ)
- Enables facility owners to complete a substantial number of individual projects with a **single, competitively-awarded bid**
- Tasks are based on **preset costs in the Construction Task Catalog® (CTC)**.
- Contractors bid an Adjustment Factor to be applied to **CTC** pricing, 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

Construction Procurement Process with JOC

1. Create contract documents
2. Upload contract documents for distribution via solicitation
3. Conduct pre-bid meeting
4. Answer questions via addendum
5. Conduct Phase 1 – Prequalification of Contractors
6. Release Phase 2 to Prequalified Contractors
7. Conduct formal bid opening
8. Verify lowest, responsive, responsible bidders per Job Class
9. Collect bonds and insurance certificates from low bidder(s)
10. Finalize contract



One contract for many projects



Painting

Office lighting & ceiling replacement/repairs

Parking lot paving/repairs

HVAC repairs/replacement

Security system installation/repairs

Roofing Repairs

ADA compliance upgrade

Landscaping

Playground improvements

Other repairs as needed

Most Successful JOC Project Types



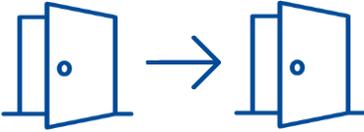
Remodels



Repairs



Renovations



Replacement
in-kind



Maintenance



Emergency
work



Time sensitive
projects



Alterations

5 Step Job Order Process



Benefits for Contractors

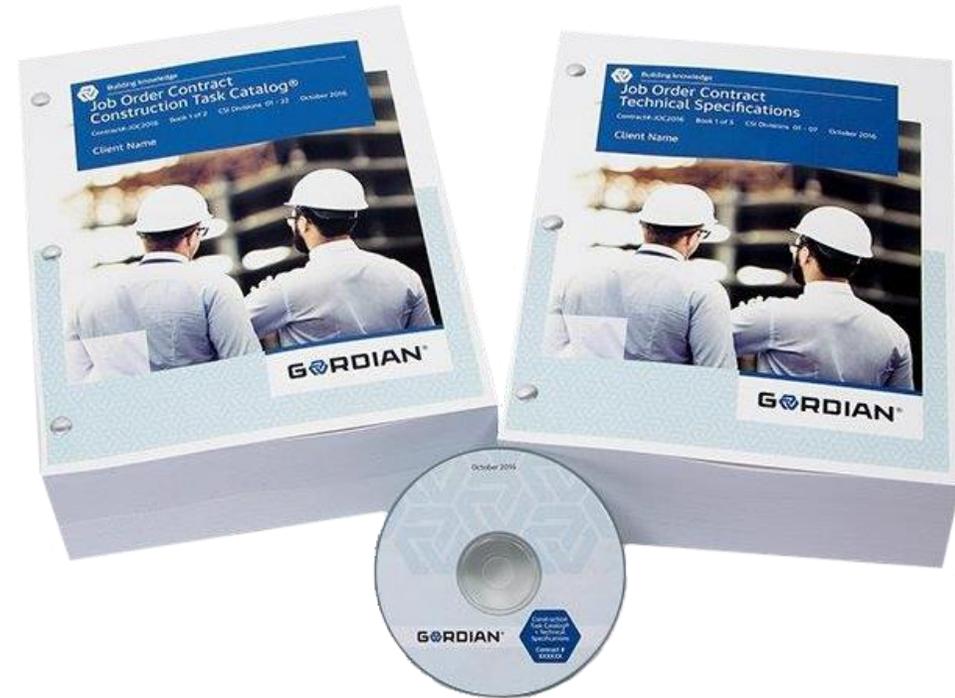
- ✔ One bid response
- ✔ Transparent process
- ✔ Project volume driven by performance
- ✔ Paid a unit price for every task performed
- ✔ Ability to value engineer and collaborate

The Contract Documents



The Contract Documents

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



The Contract Documents: Front End Documents

Section 1: General Information and Instructions

Section 2: Instructions to Contractors Submitting Qualifications

Section 3: General Terms and Conditions

Section 4: Project Specifications

Section 5: Contractor Proposal

Section 6: Evaluation and Award

Attachments: A, B, and C.

Exhibit 1 – Construction Task Catalog[®] (CTC) Links

Exhibit 2 – Federal Funds Addendum



Understanding the Construction Task Catalog® (CTC)

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 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

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™

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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.

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Sample Bid Note Page 00 - 1

Understanding the Construction Task Catalog® (CTC)

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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- ☑ Profit.

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Sample Bid Note Page 00 - 1

Understanding the Construction Task Catalog® (CTC)

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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Understanding the Construction Task Catalog® (CTC)

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- Insurance and bonds
- Cost of Financing the work
- 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

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Understanding the Construction Task Catalog[®] (CTC)

MINOR		TOTAL DIRECT		DEMOLITION
CSI	UOM DESCRIPTION	UNIT COST	UNIT COST	UNIT COST
		Exterior Improvements		32
		Bases, Ballasts, And Paving		32 10
		Unit Paving		32 14
				32
32 16	Curbs, Gutters, Sidewalks, And Driveways <small>(32 10)</small>			
32 16 13	Curbs And Gutters <small>(32 16)</small>			
	<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 13-00-3 for additional saw cuts within the 100'.</small>			
32 16 13 13	Cast-In-Place Concrete Curbs And Gutters <small>(32 16 13)</small>			
	<small>Note: Includes concrete, forms, rebar, chairs (where necessary), expansion joints, finish and curing.</small>			
32 16 13 13-0001	Concrete Curb, Cast In Place <small>(32 16 13 13)</small>			
	<small>Note: Includes delivered concrete, forms, rebar, chairs (where necessary), expansion joints, finish and curing.</small>			
32 16 13 13-0002	LF 6" X 12" Cast In Place Concrete Curb	7.18		3.23
	<i>For Up To 20, Add</i>	4.03		
	<i>For >20 To 50, Add</i>	2.27		
	<i>For >50 To 100, Add</i>	0.88		
	<i>For >500 To 1,000, Deduct</i>	-0.88		
	<i>For >1,000, Deduct</i>	-1.50		
32 16 13 13-0003	LF 6" X 12" Cast In Place Concrete Curb - Radius	8.18		3.72
	<i>For Up To 20, Add</i>	4.63		
	<i>For >20 To 50, Add</i>	2.61		
	<i>For >50 To 100, Add</i>	1.01		
	<i>For >500 To 1,000, Deduct</i>	-1.01		
	<i>For >1,000, Deduct</i>	-1.72		

CSI MasterFormat

Full description of task

Price includes labor, material + equipment for your location

Demolition price

Section + task notes

Modifiers for variations or quantity discounts

Adjustment Factors

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

	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:

**NORMAL
WORKING
HOURS**

**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.
- ✓ The Other than Normal Working Hours Adjustment Factor must be equal to or greater than the Normal Working Hours Adjustment Factor.

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 Reno

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" x 7' 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

SEE HANDOUT FOR MORE DETAILS

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
Adjustment Factor (E / F)		1.1711

*Sample Only – Contractors to Determine Appropriate Overhead & Profit

Tip: Consider the CTC as the starting point at 1.000

Recommendation: Prepare this calculation for more than one sample project

Prevailing Wage Requirements

The services provided in the resultant Contract constitute "public works" as defined in California Labor Code 1720, and are therefore subject to payment of prevailing wages, compliance monitoring and enforcement by the Department of Industrial Relations (DIR).

- ✓ [Register as a public works contractor](#) with DIR and maintain registration.
- ✓ Ensure all subcontractors have an active DIR registration.
- ✓ Pay appropriate [prevailing wages](#)
 - ✓ *Shift differential pay, if applicable*
 - ✓ *Incorporate all Pre-determined increases*
 - ✓ *Alternative workweek schedules in which employees may work more than 8 hours per day without overtime pay DO NOT apply.*
 - ✓ *Select appropriate classification of workers required to perform the work*
- ✓ Maintain and submit [certified payroll records](#) to DIR using DIR's electronic certified payroll reporting system.
- ✓ Prime Contractor is responsible to post prevailing wage determination on job site and other Posters (if applicable) where it is visible and accessible to employees.

Additional Labor Code requirements

The Contractor must comply with the provisions of Section 1775 of the California Labor Code relating to the payment of prevailing wages, the utilization of apprentices in accordance to LC 1777.5, and the assessment of penalties determined by the California Labor Commissioner.

You must follow the [apprenticeship requirements](#):

- ✓ Submit contract award information for each craft required on the project using the DIR's [DAS 140 form](#). The form must be submitted to the applicable committee(s) within 10 days of the date of the prime or subcontract but in no event later than the first day the contractor has workers employed on the public works project.
- ✓ Make [training fund contributions](#) in the amount established in the prevailing wage rate – either to the applicable apprenticeship committee, or the [California Apprenticeship Council \(CAC\)](#).
- ✓ Contact the applicable apprenticeship committee to request apprentices for each craft or trade on your project. You may use [DAS 142 form](#) to request dispatch of an apprentice. Requests for dispatch must be in writing and submitted at least three business days before apprentices are required.
- ✓ Employ apprentices in the correct ratio. See [Division of Apprenticeship Standards - Minimum Ratios \(ca.gov\)](#)
- ✓ Apprentice needs to be properly registered with Division of Apprenticeship Standards. [DIR - The Division of Apprenticeship Standards apprentice certification](#)

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 via **Bid Express**: January 22, 2026 at 10 a.m.
- Submissions due : January 22, 2026 at 10 a.m.
- Bid Opening via webcast: January 22, 2026 at 2 p.m.
- Additional Information

Questions?



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Building knowledge

