



COUNTY OF LOS ANGELES
Internal Services Department
1100 North Eastern Avenue
Los Angeles, California 90063



Dave Lambertson
Interim Director

To enrich lives through effective and caring service.

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October 21, 2004

Agenda Date: November 3, 2004

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**APPROVE TEN JOB ORDER CONTRACT AGREEMENTS
(ALL DISTRICTS - 3 VOTES)**

IT IS RECOMMENDED THAT YOUR BOARD:

Authorize the Interim Director of Internal Services Department (ISD) or his designee to award and execute six general and four specialty (two electrical and two mechanical) Job Order Contract (JOC) Agreements in the form previously approved by County Counsel with the contractors listed on Attachment I to provide services to County facilities for as-needed repair, deferred maintenance, and refurbishments over a one-year term effective on execution. The Agreements are for a not-to-exceed amount of \$3.0 million per Agreement. The aggregate not-to-exceed amount for the ten Agreements is \$30.0 million.

PURPOSE /JUSTIFICATION OF RECOMMENDED ACTION:

The recommended JOC Agreements will enable ISD to provide facilities repair, deferred maintenance and refurbishment services requested by County departments and accomplish projects approved by your Board in an effective and timely manner. These projects exceed the capability of ISD's in-house staff. There are insufficient in-house resources to fulfill the current and anticipated County requirements for facilities repair, deferred maintenance and refurbishment services. The ten recommended JOC Agreements are required to perform high priority facilities work, and are required to replace previously approved JOC Agreements, which are reaching their one-year term limit.

The JOC program is a responsive and cost-effective resource to augment ISD's ability to accomplish County requirements for facilities repair, deferred maintenance and refurbishment services. The combination of JOC and County staff optimizes ISD's capabilities to mobilize, stage and execute multiple projects in a compressed time frame.

Since its inception, JOC has been a proven method for ISD to meet County department service level demands beyond what ISD's in-house staff can provide. In the aggregate, the recommended JOC Agreements will provide the County with a full range of construction type services, including the following:

- General contracting services including roofing, plumbing, masonry, ceiling repairs and other renovations
- Electrical
- Mechanical (Heating/Ventilation/Air Conditioning)

The JOC program has proven to be a responsive and cost-effective resource to augment ISD's ability to satisfy County department demands for facilities repair, deferred maintenance and refurbishment services over the past several years. The ten recommended JOC Agreements will provide the additional resources required for timely and effective completion of as-needed services.

Implementation of Strategic Plan Goals:

The recommended JOC Agreements support the County's Strategic Plan Goals No. 1 and No. 4 for Service Excellence and Fiscal Responsibility. More specifically, it aligns with these strategies by effectively managing County resources and investing in the public infrastructure.

FISCAL IMPACT/FINANCING:

The recommended JOC Agreements were bid for a not-to-exceed amount of \$30.0 million to be exercised in increments on an as-needed basis. ISD's FY 2004/05 adopted budget includes \$15.0 million for JOC expenditures. ISD will incur JOC expenditures to the extent that they are offset through County department billings and within available appropriation. ISD will seek Board approval for additional appropriation if funded requests for JOC services exceed funds available in ISD's budget.

Individual JOC Agreements have a statutory limitation of \$3.0 million with a one-year term as specified in Section 20128.5 of the Public Contract Code. The County is only obligated

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to order a minimum of \$25,000 for the General, Electrical and Mechanical JOC Agreements.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

Your Board has approved JOC Agreements for ISD over the past several years. JOC Agreements are fixed fee unit price-based with indefinite quantities. The requested Agreements meet all Federal, State and County contracting requirements. The JOC Agreements are not Proposition "A" contracts, due to their intermittent, as-needed structure and, therefore, are not subject to the County's Living Wage Program. JOC Contractors are required to pay prevailing wages. The terms and conditions of the contracts have been approved as to form by County Counsel.

Under the proposed contracts, the contractors will consider Greater Avenues for Independence Program and General Relief Opportunity for Work (GAIN/GROW) participants for future employment and will comply with the Jury Service Ordinance and the Safely Surrender Baby Law.

ENVIRONMENTAL DOCUMENTATION:

California Environmental Quality Act (CEQA) requires public agency decision makers to document and consider the environmental implications of their actions.

These JOC projects provide facilities repair, deferred maintenance and refurbishment services requested by County Departments, which are generally categorically exempt under CEQA.

Upon your Board authorizing the Interim Director to execute JOC Agreements, ISD will file all required Notices of Exemption for each categorically exempt project as required by CEQA. Your Board will be asked to make environmental determinations for any projects which are not categorically exempt.

CONTRACTING PROCESS:

On September 3, 2004, an Invitation For Bids (IFB) was released to fourteen contractors shown in Attachment II. Notice of the IFB was also posted on the County's website and in various trade publications. A pre-bid conference was held on September 14, 2004 to discuss bidding and project requirements. On September 21, 2004, forty-three bids were received for the ten JOC contracts. The lowest responsive

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and responsible contractors were selected without regard to race, creed, color or gender for each of the JOC contracts.

Contractors associated with JOC Agreements have historically subcontracted with Community Business Enterprise (CBE) firms, consistent with your Board's CBE participation goal. The Los Angeles County Community Business Enterprises program summary information on each firm is provided in Attachment III. Of the ten contracts recommended for award, six are being awarded to certified CBEs. Four of the contracts are being awarded to certified Local Small Business Enterprises (SBE). These firms received the Local SBE preference applied to their individual bids.

ISD will initiate new JOC solicitations on an as-needed basis to support the needs of the County. As current Agreements near expiration, additional solicitations will be made and returned to your Board for approval.

IMPACT ON CURRENT SERVICES (OR PROJECTS):

There is no employee impact. These Agreements are intended to augment, but not replace the County workforce and to ensure our ability to respond to emergency requirements.

CONCLUSION:

Your approval of the recommendations will provide the resources necessary to provide timely services to ISD's County customers. Please return one stamped copy of the approved Board letter to ISD.

Respectfully submitted,

Dave Lambertson
Interim Director

DL:TT:iw (BoardLtrJOC10-04)

Attachments

c: Chief Administrative Officer
Executive Officer, Board of Supervisors

PROPOSED JOC CONTRACTORS

The following proposed JOC Agreements are for \$250,000 with options to increase to a not-to-exceed \$3.0 million within the same one-year term:

JOC #:	CONTRACTOR:	SERVICE:
JOC #51	MTM Construction, Inc.	General
JOC #52	MTM Construction, Inc.	General
JOC #53	Mackone Development Inc.	General
JOC #54	Mackone Development Inc.	General
JOC #55	New Creation Builders	General
JOC #56	Athena Engineering, Inc.	General
EJOC #13	JAM Fire Protection	Electrical
EJOC #14	Comet Electric, Inc.	Electrical
MJOC #10	Harry H. Joh Construction	Mechanical
MJOC #11	Athena Engineering, Inc.	Mechanical

BIDDERS LIST

RCI Construction
P. O. Box 5719.
Glendale, CA 91221

Harry H. Joh Construction, Inc.
685 N. Lancer Dr.
Anaheim, CA 92801

Cedars Engineering Construction Inc.
3201 Carolwood Lane
Torrance, CA 90505

C. J. Tech
3850 Wilshire Blvd., # 385
Los Angeles, CA 90010

Capri Construction, Inc.
7760 Deering Ave.
Canoga Park, CA 91304

Mackone Development Inc.
2244 Beverly Blvd.
Los Angeles, CA 90057

Rawlings Mechanical Corp
11615 Pendleton Street
Sun Valley, CA 91352

Haddad Construction
7111 Rio Flora Place
Downey, CA 90241

Comet Electric, Inc.
7760 Deering Ave.
Canoga Park, CA 91304

MTM Construction Co.
15902 Halliburton Rd.
Hacienda Heights, CA 91745

Athena Engineering Inc.
446 Borrego Court
San Dimas, CA 91773

New Creation Builders
17809 Clark Avenue
Bellflower, CA 90706

Jam Fire Protection
3221 San Fernando Road
Los Angeles, CA 90065

Superior Electrical Contractor
8416 Sultana
Fontana, CA 92335

**FIRM/ORGANIZATION INFORMATION AS PROVIDED BY CONTRACTORS
 FOR EACH JOB ORDER CONTRACT**

This information was gathered for statistical purposes only. On final analysis and consideration of award, selection was made without regard to gender, race, creed or color.

FIRM INFORMATION		MTM Construction, Inc. JOC #51	MTM Construction, Inc. JOC #52	Mackone Development, Inc. JOC #53	Mackone Development, Inc. JOC #54	New Creation Builders JOC# 55
OWNERS/PARTNERS	Cultural/Ethnic Composition	% of Ownership	% of Ownership	% of Ownership	% of Ownership	% of Ownership
	Black/African American	0	0	0	0	0
	Hispanic/Latin American	0	0	0	0	0
	Asian American	100	100	100	100	100
	American Indian/Alaskan	0	0	0	0	0
	All others	0	0	0	0	0
	Women (included above)	0	0	30	30	0
	Number	Number	Number	Number	Number	Number
MANAGER	Black/African American	0	0	0	0	0
	Hispanic/Latin American	0	0	0	0	0
	Asian American	6	6	2	2	5
	American Indian/Alaskan	0	0	0	0	0
	All others	1	1	1	1	0
	Women (included above)	1	1	0	0	1
STAFF	Black/African American	0	0	0	0	0
	Hispanic/Latin American	3	3	4	4	4
	Asian American	7	7	22	22	1
	American Indian/Alaskan	0	0	0	0	0
	All others	1	1	3	3	0
	Women (included above)	2	2	6	6	0
TOTAL # OF EMPLOYEES		18	18	32	32	10
BUSINESS STRUCTURE		Corporation	Corporation	Corporation	Corporation	Corporation
Certified as Minority, Women, Disadvantaged or Disabled Veteran Business Enterprise?		- SDB, CBE	- SDB, CBE	CBE	CBE	SDB
CERTIFYING AGENCY		SBA; LA County	SBA; LA County	LA County	LA County	SBA

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This information was gathered for statistical purposes only. On final analysis and consideration of award, selection was made without regard to gender, race, creed or color.

FIRM INFORMATION		Athena Engineering, Inc. JOC #56	JAM Fire Protection EJOC #13	Comet Electric, Inc. EJOC #14	Harry H. Joh Construction Inc. MJOC #10	Athena Engineering, Inc. MJOC #11
Cultural/Ethnic Composition		% of Ownership	% of Ownership	% of Ownership	% of Ownership	% of Ownership
OWNERS/PARTNERS	Black/African American	0	0	0	0	0
	Hispanic/Latin American	100	0	0	0	100
	Asian American	0	0	0	100	0
	American Indian/Alaskan	0	0	0	0	0
	All others	0	100	100	0	0
	Women (included above)	100	0	0	0	100
	Number	Number	Number	Number	Number	Number
MANAGER	Black/African American	0	0	0	0	0
	Hispanic/Latin American	1	5	0	0	1
	Asian American	0	0	0	1	0
	American Indian/Alaskan	0	0	0	0	0
	All others	3	7	2	0	3
	Women (included above)	0	0	0	0	0
STAFF	Black/African American	1	0	3	0	1
	Hispanic/Latin American	4	18	45	0	4
	Asian American	2	0	3	3	2
	American Indian/Alaskan	0	0	0	0	0
	All others	11	13	60	0	11
	Women (included above)	4	4	2	3	4
TOTAL # OF EMPLOYEES		22	43	113	4	22
BUSINESS STRUCTURE		Corporation	Corporation	Corporation	Corporation	Corporation
Certified as Minority, Women, Disadvantaged or Disabled Veteran Business Enterprise?		- SDB, CBE	NO	- NO	- NO	- SDB, CBE
CERTIFYING AGENCY		SBA; LA County				SBA; LA County