



COUNTY OF LOS ANGELES
DEPARTMENT OF PARKS AND RECREATION

"Parks Make Life Better!"

Norma E. García-González, Director

Alina Bokde, Chief Deputy Director

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

December 02, 2025

38 December 2, 2025

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

EDWARD YEN
EXECUTIVE OFFICER

Dear Supervisors:

**SEVEN JOB ORDER CONTRACTS
FOR MAINTENANCE, REPAIR, REMODELING, AND REFURBISHMENT
OF COUNTY INFRASTRUCTURE AND FACILITIES
AWARD JOB ORDER CONTRACTS 2508FOS, 2509FOS, 2510FOS,
2511GG, 2512GG, 2513GG AND 2514GG
(ALL SUPERVISORIAL DISTRICTS)
(3-VOTES)**

SUBJECT

The recommended action will award seven separate Job Order Contracts (2508FOS, 2509FOS, 2510FOS, 2511GG, 2512GG, 2513GG and 2514GG) to the apparent lowest responsive and responsible bidder and authorize the Director of the Los Angeles County Department of Parks and Recreation, or her designee, to issue Job Order Contract work orders for County facilities and infrastructure.

IT IS RECOMMENDED THAT THE BOARD:

1. Find that the proposed actions are not a project under the California Environmental Quality Act for the reasons stated in this Board letter and the record.
2. Award Job Order Contracts 2508FOS and 2511GG to MTM Construction, Inc., the lowest responsive and responsible bidder, for a maximum amount of \$6.2 million each to be financed from repair and maintenance project budgets as deemed appropriate by the Director of the Los Angeles County Department of Parks and Recreation, or her designee, for a 12-month term.
3. Award Job Order Contracts 2509FOS, 2510FOS and 2512GG to New Creation Engineering & Builders, Inc., the lowest responsive and responsible bidder, for a maximum amount of \$6.2 million

each to be financed from repair and maintenance project budgets as deemed appropriate by the Director of the Los Angeles County Department of Parks and Recreation, or her designee, for a 12-month term.

4. Award Job Order Contracts 2513GG and 2514GG to Vincor Construction Company, the lowest responsive and responsible bidder, for a maximum amount of \$6.2 million each to be financed from repair and maintenance project budgets as deemed appropriate by the Director of the Los Angeles County Department of Parks and Recreation, or her designee, for a 12-month term.

5. Authorize the Director of the Los Angeles County Department of Parks and Recreation, or her designee, to execute seven separate Job Order Contracts, each in a not-to-exceed amount of \$6.2 million, in the form previously approved by County Counsel, and to establish the effective date of the contracts following the receipt of acceptable performance and payment bonds and evidence of required contractor insurance filed by MTM Construction, Inc., New Creation Builders, and Vincor Construction Company.

6. Authorize the Director of the Los Angeles County Department of Parks and Recreation, or her designee, to issue work orders for projects that are not subject to the State Public Contract Code, including maintenance work, as applicable, in an amount not to exceed \$6.2 million per work order, subject to the limitation that the aggregate amount of all work orders issued under a particular Job Order Contract does not exceed the \$6.2 million maximum contract amount of the Job Order Contract.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Job Order Contracts (JOC) are a competitively bid, flexible, and cost-effective unit price contracting method used by the Los Angeles County Department of Parks and Recreation (LA County Parks) to efficiently accomplish maintenance, repair, refurbishment, remodeling, and alteration of County infrastructure and facilities. The State Public Contract Code (PCC) provides that JOCs are contracts of a single-year duration and cannot be used for new construction. These JOCs are subject to the Board required Countywide Local and Targeted Worker Hiring Policy.

The recommended actions will allow LA County Parks to issue work orders for projects that are subject to PCC, including repair, remodeling, and refurbishment work, in an amount not to exceed the monetary limits set forth in PCC, Section 20145, in accordance with PCC, Sections 20128.5 and 20145, subject to the limitation that the aggregate amount of all work orders issued under a particular JOC does not exceed the \$6.2 million maximum contract amount of the JOC. For projects subject to PCC, LA County Parks will seek Board approval prior to issuing JOC work orders for any project that exceeds LA County Parks' delegated monetary limit.

The recommended actions will also delegate authority to LA County Parks to issue work orders, subject to a prior finding of exemption under CEQA, if determined appropriate, for projects that are not subject to PCC, including maintenance, demolition, or procurement and installation of equipment, as applicable, not to exceed \$6.2 million per work order, subject to the limitation that the aggregate amount of all work orders issued under a particular JOC does not exceed the \$6.2 million maximum contract amount of the JOC. LA County Parks will provide notification to the Board one week prior to issuance of work orders more than \$150,000 for projects not subject to PCC. In the case of emergency or critically needed deferred maintenance projects not subject to PCC, LA County Parks will provide notification to the Board no later than 24 hours after the issuance of such work orders.

In order to have adequate JOC capacity available on a continuous basis, the aggregate requested amount of JOC authority is \$43.4 million (seven JOCs) to be used for various JOC-eligible projects. This capacity is based on the anticipated need for various projects to be performed under the JOCs, including repair, remodeling, refurbishment, and maintenance work for County general and special fund departments.

Implementation of Strategic Plan Goals

These recommendations support the County Strategic Plan: North Star 3, Realize Tomorrow's Government Today, Focus Area Goal D, Streamlined and Equitable Contracting and Procurement, Strategy ii, Modernize Contracting and Procurement, and Focus Area Goal F, Flexible and Efficient Infrastructure, Strategy ii, Modernize Infrastructure, by using JOC for faster completion of projects and by remodeling and modernizing public infrastructure assets that will improve the workforce environment for County staff and the delivery of public services to Los Angeles County residents.

FISCAL IMPACT/FINANCING

The recommended contracts have a maximum limit of \$6.2 million each. Work orders will be financed through the appropriate refurbishment projects, as budgeted in the Capital Projects/Refurbishments and Extraordinary Maintenance Budget, or as funded through the Department's Operating and Special Funds Budgets.

Operating Budget Impact

LA County Parks' proposed JOC program requires technical and administrative support provided by the Department of Public Works (Public Works) for bid solicitation services. These technical and administrative support fees, based on the written agreement between Public Works and the Department, will be charged to the operating budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard contract will be used in the form previously approved by County Counsel. The standard Board-directed clauses for contract termination and hiring qualified displaced County employees will be included.

Each JOC agreement will contain terms and conditions in compliance with the Board's ordinances, policies, and programs.

Data regarding the bidders' minority participation are on file with Public Works. The contractors have been selected upon final analysis and consideration without regard to race, creed, color, or gender.

The JOCs are subject to the Board-adopted Countywide Local and Targeted Worker Hiring Policy.

ENVIRONMENTAL DOCUMENTATION

The recommended actions are not subject to the California Environmental Quality Act (CEQA) because they are activities that are excluded from the definition of a project by Section 21065 of the Public Resources Code and Section 15378(b)(4) and (5) of the State CEQA Guidelines. The proposed award of the JOCs is an administrative activity of government and would create government funding mechanisms that do not involve any commitment to a specific project that may

result in a potentially significant physical impact on the environment or direct or indirect physical changes to the environment.

JOC work orders under the recommended contracts may be issued for repair, remodeling, refurbishment, and maintenance of existing structures and facilities that are likely exempt from CEQA. The Board's award of the JOCs does not include approval of any work under the contracts. The future implementation of each work order proposed under the JOCs will be subject to prior determination and documentation by LA County Parks, that the work is exempt from CEQA.

CONTRACTING PROCESS

LA County Parks received assistance from Public Works during the bidding process for these contracts.

Advertising for bids for JOCs 2501FOS to 2510FOS and 2511GG to 2521GG was in accordance with the County's standard enclosed Instruction Sheet for Publishing Legal Advertisements.

Public Works procured a total of 21 JOCs, including 14 JOCs for Public Works and seven JOCs for LA County Parks. LA County Parks will return to the Board to award its seven JOCs.

As requested by the Board on February 3, 1998, the Invitation for Bids was listed on the County's "Doing Business with Los Angeles County" website, Public Works' "Do Business with Public Works" website; and X (formerly Twitter). The JOCs were solicited on an open-competitive basis and in accordance with applicable Federal, State, and County requirements. In addition, in order to increase opportunities for small and historically underutilized businesses, Public Works coordinated with the Department of Economic Opportunities to maximize focused outreach. Also, JOC bids included preferences to Local Small Business Enterprises, Social Enterprises, and Disabled Veteran Business Enterprises in compliance with Los Angeles County Code, Chapters 2.204, 2.205, and 2.211.

Bidders were required to submit a set of cost adjustment factors for each JOC that was applied to one of the two JOC consultant's June 2025 Unit Price Books. The June 2025 JOC Unit Price Books was made available to bidders and was on file in the Business Relations and Contracts Division of Public Works.

Bids were determined by calculating a composite factor using a predetermined advertised formula. The lowest responsive and responsible bidder for each JOC was awarded that JOC. One of the two JOC consultant's June 2025 JOC Unit Price Books and each of the lowest responsive and responsible bidder's adjustment factors were incorporated in the awarded JOCs. Contracts are in the form previously reviewed and approved as to form by County Counsel and in compliance with the Chief Executive Office's and the Board's requirements.

To ensure the JOCs are awarded to responsible contractors with a satisfactory performance history, bidders were required to report violations of the False Claims Act, their civil litigation history, and information regarding prior criminal convictions. The information reported by the lowest responsive and responsible bidders were considered before awarding the JOCs.

Contract provisions required the JOC contractors to comply with Board Policy No. 5.270, Countywide Local and Targeted Worker Hiring Policy.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The use of these JOCs will expedite the completion of repair, remodeling, refurbishment, and maintenance work throughout LA County Parks. Minor impacts may occur while repair and maintenance work is underway.

CONCLUSION

Upon approval by the Board, please return one adopted copy of this Board letter to the Los Angeles County Department of Parks and Recreation. If you have any questions, please contact Marites Lee at (626) 588-5220 or mlee2@parks.lacounty.gov or Johanna Hernandez at (626) 588-5370 or bh@parks.lacounty.gov.

Respectfully submitted,

A handwritten signature in black ink, reading "Norma E. Garcia-Gonzalez". The signature is fluid and cursive, with the first name "Norma" being the most prominent.

Norma E. Garcia-Gonzalez

Director

NEGG:AB:MR:CB:ML:ml

c: Chief Executive Officer
County Counsel
Department of Public Works