COUNTY OF LOS ANGELES
DEPARTMENT OF PARKS AND RECREATION
*"Parks Make Life Better!"*
Norma E. García-González, Director Alina Bokde, Chief Deputy Director

November 10, 2026

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

Dear Supervisors:

**FOUR JOB ORDER CONTRACTS
FOR MAINTENANCE, REPAIR, REMODELING, AND REFURBISHMENT
OF COUNTY INFRASTRUCTURE AND FACILITIES
AWARD JOB ORDER CONTRACTS 2611GG, 2612GG,
2621FOS, AND 2622FOS
(ALL SUPERVISORIAL DISTRICTS)
(3-VOTES)**

## SUBJECT

The recommended action will award four separate Job Order Contracts (2611GG, 2612GG, 2621FOS, and 2622FOS) to the apparent lowest responsive and responsible bidder and authorize the Director of the County of Los Angeles 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 Contract 2611GG to SJD&B, Inc., the lowest responsive and responsible bidder, for a maximum amount of $6.2 million 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 2612GG, 2621FOS, and 2622FOS 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 County of Los Angeles Department of Parks and Recreation, or her designee, for a 12-month term.

4. Authorize the Director of the County of Los Angeles Department of Parks and Recreation, or her designee, to execute four 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 SJD&B, Inc., and New Creation Engineering & Builders, Inc..

5. Authorize the Director of the County of Los Angeles 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 County of Los Angeles 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 $24.8 million (four 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 2611GG, 2612GG, 2621FOS, and 2622FOS was in accordance with the County's standard enclosed Instruction Sheet for Publishing Legal Advertisements.

Public Works procured a total of 14 JOCs, including 10 JOCs for Public Works and four JOCs for LA County Parks. LA County Parks will return to the Board to award its four JOCs.

On December 18, 2025, 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); and advertised in Los Angeles Daily Journal, La Opinion, Los Angeles Sentinel, San Gabriel Valley Tribune, The Daily Breeze, The Signal (Santa Clarita), World Journal (Chinese Dail News), Press telegram, and Santa Monica Daily Press. Also, Public Works informed 1,786 Local Small Business Enterprises, 214 Disabled Veteran Business Enterprises and 143 Social Enterprises.

On January 8, 2026, Public Works held a mandatory prebid conference for JOCs 2611GG through 2624FOS to explain the JOC concept, discuss JOC from the contractors' perspective, and answer questions.

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) 602-8785 or mlee2@parks.lacounty.gov or Johanna Hernandez at (626) 596-8365 or bll@parks.lacounty.gov.

Respectfully submitted,



Norma E. Garcia-Gonzalez

Director

NEGG:AB:MR:CB:ML:ml

c: Chief Executive Officer
County Counsel
Department of Public Works