

Facilities Planning and Construction
Suzanne A. Marshall, Chief Facilities Officer (Construction)

**SUBJECT: COMMISSIONING OF THE GORDIAN GROUP, INC. TO PERFORM
JOB ORDER CONTRACTING (JOC) SYSTEM SERVICES**

Staff has completed the selection process for a consultant to develop, implement and execute a Job Order Contracting (JOC) system for a three (3) year term with a one (1) year extension at the option of the Board. The JOC system is a construction delivery method used to execute repair, renovation, remodeling and minor new construction projects (typically under \$200,000), and includes design and construction services for facilities planning, construction and maintenance projects.

Since only one (1) firm applied, the interview process was waived.

Negotiations with The Gordian Group, Inc. regarding fees, scope and other related terms have been successfully completed.

The negotiated agreement will include the following negotiated provisions:

1. The negotiated fees are 1.25% of the actual construction costs put in place of those projects undertaken under the JOC program, however the total fee shall not exceed \$150,000 per year (for both, Facilities Planning and Construction and Maintenance).
2. The basic scope of work includes, but is not limited to:
 - A. Develop customized JOC bid documents with updated Unit Price Books and contractual terms and conditions.
 - B. Provide technical support during the pre-bid and post-bid phases. The consultant shall conduct pre-bid meeting, review and analyze bids, and make award recommendations.
 - C. Provide a comprehensive computerized JOC management information and support system. This system shall provide multi-project tracking, automatic development of cost proposal, validation/comparison of contractors' cost proposals to Board's independent estimate.
 - D. Provide system training to M-DCPS staff, contractors, project managers and others as determined by the Board.

- E. Develop and assist M-DCPS in the program's execution procedures, implementation and continuous monitoring.
- 3. The agreement provides for cancellation by the Board with or without cause, upon sixty (60) days written notice to consultant. The consultant may terminate the agreement only with cause upon sixty (60) days written notice to the Board.
- 4. The agreement provides for identification and hold harmless provisions to the Board, its members, employees, agents, etc. by the consultant due to consultant's negligent acts. The consultant will maintain at least a \$300,000 Commercial /General Liability Insurance policy throughout the life of the contract.
- 5. The term shall be for three (3) years, commencing October 25, 2001 and expiring October 24, 2004, with one (1) additional year extension, at the option of the Board, under the same terms and conditions. The second and third years are also at the Board's option and must be approved and ratified by the Board prior to their commencement each year.

The Principals/Owners for The Gordian Group, Inc., are Harry H. Mellon and Robert D. Coffey.

RECOMMENDED: That The School Board of Miami-Dade County, Florida, commissions the firm of The Gordian Group, Inc. for the terms and conditions listed above, to develop, implement and execute a Job Order Contracting (JOC) system. The agreement is for a term of three (3) years, commencing October 25, 2001 and expiring October 24, 2004, with one (1) additional year extension, at the option of the Board, under the same terms and conditions. The second and third years are also at the Board's option and must be approved and ratified by the Board prior to its commencement.

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