

**COUNTY OF SAN DIEGO  
BOARD OF SUPERVISORS  
TUESDAY, APRIL 26, 2022**

**MINUTE ORDER NO. 22**

**SUBJECT: GENERAL SERVICES - ESTABLISH JOB ORDER CONTRACT CAPACITY  
AND AUTHORIZE THE DIRECTOR OF PURCHASING AND CONTRACTING  
TO ADVERTISE AND AWARD JOB ORDER CONTRACTS (DISTRICTS: ALL)**

**OVERVIEW**

The Department of General Services requests authority to establish \$150 million in Job Order Contracts (JOC) capacity that may be utilized until exhausted to execute approved capital and major maintenance repair and remodeling work. The JOC authority would be utilized for work budgeted within departments for the Major Maintenance Implementation Plan (MMIP), minor capital remodels, along with other general maintenance and repairs. Contracts are advertised periodically based on major maintenance and department forecasts of work with job orders issued under these contracts on an as-needed basis as projects are funded. The County of San Diego would continue to issue smaller, specialty job order contracts that provide greater opportunity for smaller, local contractors to participate in the program.

The Board of Supervisors (Board) previously approved authority for \$121 million in JOC capacity on May 19, 2020 (23). This authority has been exhausted and additional capacity is needed to award new JOC contracts.

Typically, 12 to 16 JOCs are awarded annually with a \$2.5 million up to \$5.4 million value each depending on the expected workload as determined by the annual approved MMIP. Project-based job orders are issued against each of these contracts depending on project scope. The average job order is approximately \$150,000 and includes trades such as roofing, heating/ventilation and air conditioning (HVAC), renovations, fire protection, paving, and electrical work for County facilities. There are typically 150 to 175 active job orders annually. The continued use of JOC will enable the County to provide greater efficiency and speed of delivery in scoping, contracting, and constructing projects.

Today's action requests the Board authorize \$150 million for JOC capacity and authorize the Director, Department of Purchasing and Contracting to advertise and award job order contracts to execute capital and major maintenance programs, including unanticipated urgent work identified by departments.

**RECOMMENDATION(S)**

**CHIEF ADMINISTRATIVE OFFICER**

1. Find that the proposed action is not subject to the California Environmental Quality Act (CEQA) under Article 5, Section 15060(c)(3) of the State CEQA Guidelines because it is not a project as defined by Section 15378.
2. Authorize the Director, Department of Purchasing and Contracting to advertise and award job order contracts and to take any action in accordance with Section 401, et seq. of the Administrative Code and Public Contract Code section 20128.5, with respect to job order contracting.
3. Designate the Director, Department of General Services as the County officer responsible for the administration of all contracts associated with job order contracting for the County of San Diego.

## **EQUITY IMPACT STATEMENT**

The approval to advertise and award Job Order Construction (JOC) contracts will enable the County to provide greater efficiency and speed of delivery in scoping, contracting, and constructing projects. JOC contractors have utilized many sub-contractors and suppliers in the San Diego area. Some of these subcontractors may not have the insurance or bonding capabilities to participate as prime contractors. Many of these projects occur on public-facing County buildings, which will have a positive impact on the culturally diverse population served.

## **FISCAL IMPACT**

There is no direct fiscal impact resulting from today's requested action. If approved, this request will result in the establishment of contracts totaling up to \$150 million in capacity. Funding for issuance of job orders under the awarded contracts is budgeted by departments for specific project requests. There will be no change in net General Fund cost and no additional staff years.

## **BUSINESS IMPACT STATEMENT**

Expenditures resulting from this action will create private sector jobs and economic opportunities in San Diego County. Contractors in the job order contracting program are largely small businesses and provide jobs for small business sub-contractors. In fact, JOC contractors have utilized more than 500 sub-contractors and suppliers in the San Diego area, many of whom may not have the insurance or bonding capabilities to participate as prime contractors on larger County projects.

## **ACTION:**

ON MOTION of Supervisor Desmond, seconded by Supervisor Vargas, the Board of Supervisors took action as recommended, on Consent.

AYES: Vargas, Anderson, Lawson-Remer, Fletcher, Desmond

State of California)  
County of San Diego) §

I hereby certify that the foregoing is a full, true and correct copy of the Original entered in the Minutes of the Board of Supervisors.

ANDREW POTTER  
Clerk of the Board of Supervisors



**Signed**  
by Andrew Potter

