



## CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 9/15/2020

District B, District C, District D, District H, District I, District J, District K

Item Creation Date: 8/26/2020

25CONS447 – Appropriation for the Task Order and Job Order (TOC/JOC) Contracting Program

Agenda Item#: 32.

### **Background:**

**RECOMMENDATION:** Appropriate funds for the TOC/JOC Contracting Program.

**SPECIFIC EXPLANATION:** The General Services Department (GSD) utilizes task order and job order contracts to facilitate minor architectural and engineering design services; mechanical, electrical and plumbing services; roof consulting services; construction, repairs, rehabilitations, or alterations of facilities for its client departments. Having these contracts in place allows the City to expedite smaller facility construction projects and can help the City respond quickly to facility needs. Funds are allocated to design task order contracts or construction job order contracts as work orders are issued. Accordingly, GSD recommends that City Council appropriate a sum of \$16,994,000.00 to the TOC/JOC Contracting Program for professional and construction services for General Government, Police, Fire, Health, Library, Solid Waste Management, and Parks and Recreation Departments.

**BACKGROUND:** The TOC/JOC Program is funded through supplemental allocations from various departmental budgets or appropriations from various bond funds, up to the maximum contract amount, as departments identify projects and specific funding for each project. Fees for each TOC project is negotiated based upon the size and complexity of the tasks involved. Work orders for JOC are issued and approved in accordance with pre-described and pre-priced tasks as established by the *R.S. Means Facilities Construction Cost Data* book.

**PROJECT LOCATIONS:** Citywide

**PROJECT DESCRIPTION:** See attached list.

### **PREVIOUS HISTORY AND PROJECT SCOPE:**

**TOC CONTRACTORS:** Currently, GSD utilizes thirteen TOC contractors: (1) CSF Consulting, L.P. (CSF); (2) Jaymark Engineering Corporation (Jaymark); (3) Walter P. Moore and Associates, Inc. (WPM); (4) Infrastructure Associates, Inc. (Infrastructure); (5) Building Envelope Consultants, LLC (BEC); (6) Wiss, Janney, Elstner Associates, Inc. (WJE); (7) AT3+RDC Architects, (AT3); (8) Brown Reynolds & Watford Architects, Inc. (Brown); (9) Collaborate Architects, LLC (Collaborate); (10) English & Associates Architects (English); (11) Interiors Architects, Inc. (IA); (12) Powers Brown Architecture of Texas, LLC. (PBA); and (13) Ryden Architecture, LLC (Ryden).

On April 6, 2016, Ordinance No. 2016-0264, Council approved professional engineering services task order contracts with CSF, Jaymark, WPM, Hunt & Hunt Engineering Corporation, and Infrastructure, for a term of three-years with two one-year renewal options. Each contract has a maximum contract amount of \$1,000,000.

On May 29, 2019, Ordinance No. 2019-0391, Council approved building envelope consulting services task order contracts with BEC; WPM; and WJE, for a term of three-years with three one-year renewal options. Each contract has a maximum contract amount of \$2,500,000.

On January 29, 2020, Ordinance No. 2020-0090, Council approved professional architectural services task order contracts with English, Collaborate, PBA, Brown, IA, AT3, and Ryden, for a term of three-years with two one-year renewal options. Each contract has a maximum contract amount of \$2,000,000.

**JOC CONTRACTORS:** Currently, GSD utilizes five JOC contractors. On September 4, 2019, Ordinance No. 2019-0677, Council awarded five job order contracts to: (1) Brown & Root Industrial Services LLC (BRI); (2) E-Contractors USA LLC (ECON); (3) ERC Environmental & Construction Services Inc. (ERC); (4) Jamail & Smith Construction LP (JAM); and (5) Horizon International Group (HOR) for a term of two-years with three one-year renewal options. Each contract has a maximum contract amount of \$20,000,000.

### **M/WBE/SBE PARTICIPATION:**

**TOC CONTRACTORS:** An 8.0% M/WBE goal has been established for the professional engineering task order contracts with CSF; Jaymark; WPM; and Infrastructure. To date, CSF has achieved 25.2% participation; Jaymark has achieved 8.8% participation; WPM

has achieved 5.9% participation; and Infrastructure has achieved 13.5% participation. WPM has made a good faith effort to meet the M/WBE goal and has projects underway that are utilizing the services of its M/WBE firms. With this plan, it is anticipated that WPM will achieve the goal by the completion of the contract.

A 5.0% M/WBE goal has been established for the building envelope consulting services task order contracts with BEC, WPM, and WJE. To date, BEC has achieved 9.1% participation. There is no utilization to report for WPM and WJE because many of the assigned projects have not commenced. However, it is anticipated that WPM and WJE will achieve the goal by the completion of their respective contracts.

A 13.35% M/WBE goal has been established for the professional architectural services task order contracts with AT3; Brown; Collaborate; English; IA; PBA; and Ryden. To date, English has achieved 46.2% participation and Ryden has achieved 30.4% participation. There is no utilization to report for AT3, Brown, Collaborate, IA and PBA because many of the assigned projects have not commenced. However, it is anticipated that the consultants will achieve the goal by the completion of their respective contracts.

**JOC CONTRACTORS:** A 16% MBE goal and 4% WBE goal have been established for each contract. To date, BRI has achieved 17.3% MBE participation and 2.8% WBE participation; HOR has achieved 1.7% MBE participation and 0.8% WBE participation; and JAM has achieved 8.3% MBE participation and 1.3% WBE participation. BRI, HOR, and JAM have made a good faith effort to meet the M/WBE goals and have projects underway that are utilizing the services of its M/WBE firms. With this plan, it is anticipated that they will achieve the goals by the completion of the contract. There is no utilization to report for ECON and ERC because many of the assigned projects have not commenced. However, it is anticipated that the contractors will achieve the goals by the completion of their respective contracts.

**CIP FISCAL NOTE:** No significant Fiscal Operating impact is anticipated as a result of these projects.

**Capital Project Information:** See each attached Form A for a breakdown of capital costs.

**WBS Nos:** D-000224, D-000209, D-000223, G-000153, G-000162, G-000184, G-000150, G-000204, G-000128, G-000176, C-000220, C-000174, C-000214, C-000213, C-000217, H-000080, H-000124, H-000128, H-000121, E-000242, L-000086, L-000105, L-000104, L-000048, F-000708, F-000878, F-000880, F-000710, F-000846, F-000876

**DIRECTOR'S SIGNATURE/DATE:**

DocuSigned by:  
*C. J. Messiah, Jr* 9/3/2020  
1574497D5841F...  
C. J. Messiah, Jr.  
General Services Department

DocuSigned by:  
*Harry Hayes* 9/4/2020  
3CCAT37848274C6...  
Harry Hayes  
Solid Waste Management Department

DocuSigned by:  
*[Signature]* 9/4/2020  
9331FA00F53BA453...  
Steve Wright  
Houston Parks and Recreation Department

DocuSigned by:  
*Samuel Peña* 9/4/2020  
93296AD08AC8496...  
Samuel Peña, Fire Chief  
Houston Fire Department

**DIRECTOR'S SIGNATURE/DATE:**

DocuSigned by:  
*Stephen L. Williams* 9/4/2020  
E15932C1B99C48C...  
Stephen L. Williams, M.Ed., MPA  
Houston Health Department

DocuSigned by:  
*[Signature]* 9/5/2020  
78AA46065E4424AD...  
Art Acevedo, Chief of Police  
Houston Police Department

Rhea Brown Lawson, Ph.D.  
Houston Public Library


**Prior Council Action:**

- Ordinance No. 2016-0264; April 6, 2016
- Ordinance No. 2019-0391; May 29, 2019
- Ordinance No. 2019-0677, September 4, 2019
- Ordinance No. 2020-0090, January 29, 2020

**Amount of Funding:**

- \$ 660,000.00 – General Improvement Consolidated Construction Fund (4509)
- \$ 400,000.00 – Equipment Acquisition Consolidated Fund (1800) – General Services
- \$ 592,000.00 – Misc. Capital Projects/Acquisitions CP Series E (4039) – General Services
- \$ 3,610,000.00 – Police Consolidated Construction Fund (4504)
- \$ 152,000.00 – Contributed Capital Project Fund (4515) – Police
- \$ 371,000.00 – Misc. Capital Projects/Acquisitions CP Series E (4039) – Police
- \$ 833,000.00 – Equipment Acquisition Consolidated Fund (1800) – Police

\$ 3,757,000.00 – Fire Consolidated Construction Fund (4500)  
 \$ 550,000.00 – Equipment Acquisition Consolidated Fund (1800) – Fire  
 \$ 1,176,000.00 – Public Health Consolidated Construction Fund (4508)  
 \$ 308,000.00 – Equipment Acquisition Consolidated Fund (1800) – Health  
 \$ 500,000.00 – Public Library Consolidated Construction Fund (4507)  
 \$ 57,000.00 – Misc. Capital Projects/Acquisitions CP Series E (4039) – Library  
 \$ 972,000.00 – Solid Waste Consolidated Construction Fund (4503)  
 \$ 590,000.00 – Parks & Recreation Dedication Fund (4035)  
 \$ 2,466,000.00 – Parks Consolidated Construction Fund (4502)  
**\$16,994,000.00 – Total Appropriation**

**Contact Information:** <sup>DS</sup>  
 Jacquelyn L. Nisby   
 Council Liaison  
**Phone:** 832.393.8023

**ATTACHMENTS:**

<b>Description</b>	<b>Type</b>
Prior Council Actions/Ordinances	Ordinance/Resolution/Motion
CIP Form A	Backup Material
Project Locations_Descriptions	Backup Material

**25CONS447 RCA CIP FY21 Appropriation**  
**TASK ORDER & JOB ORDER (TOC/JOC) CONTRACTING PROGRAM - PROJECT LIST**

PROJECT	DISTRICT	FUND	CIP	TOC	JOC	AMOUNT
<b>GENERAL GOVERNMENT</b>						
Roof Replacements	H	4039	D-000224	\$ -	\$ 592,000	\$ 592,000
<b>TOTAL FUND 4039</b>				<b>\$ -</b>	<b>\$ 592,000</b>	<b>\$ 592,000</b>
City Hall to Annex Tunnel Excavation	I	4509	D-000209	\$ -	\$ 660,000	\$ 660,000
<b>TOTAL FUND 4509</b>				<b>\$ -</b>	<b>\$ 660,000</b>	<b>\$ 660,000</b>
HVAC Replacements	Various	1800	D-000223	\$ -	\$ 400,000	\$ 400,000
<b>TOTAL FUND 1800</b>				<b>\$ -</b>	<b>\$ 400,000</b>	<b>\$ 400,000</b>
<b>TOTAL GENERAL GOVERNMENT</b>				<b>\$ -</b>	<b>\$ 1,652,000</b>	<b>\$ 1,652,000</b>
<b>HOUSTON POLICE DEPARTMENT</b>						
Facility Paving Improvements	Various	4504	G-000153	\$ -	\$ 100,000	\$ 100,000
Mounted Patrol Site Improvements	B	4504	G-000162	\$ -	\$ 350,000	\$ 350,000
Office Renovations	Various	4504	G-000184	\$ -	\$ 210,000	\$ 210,000
Police Academy Improvements	B	4504	G-000150	\$ -	\$ 500,000	\$ 500,000
Roof Replacement-Various HPD Facilities	Various	4504	G-000128	\$ -	\$ 2,000,000	\$ 2,000,000
Police Academy Lead & Equipment	B	4504	G-000196	\$ -	\$ 450,000	\$ 450,000
<b>TOTAL FUND 4504</b>				<b>\$ -</b>	<b>\$ 3,610,000</b>	<b>\$ 3,610,000</b>
Houston Forensic Science Center-Vehicle Exam Bldg Improvements	H	4515	G-000204	\$ -	\$ 152,000	\$ 152,000
<b>TOTAL FUND 4515</b>				<b>\$ -</b>	<b>\$ 152,000</b>	<b>\$ 152,000</b>
Roof Replacement-Various HPD Facilities	Various	4039	G-000128	\$ -	\$ 371,000	\$ 371,000
<b>TOTAL FUND 4039</b>				<b>\$ -</b>	<b>\$ 371,000</b>	<b>\$ 371,000</b>
HVAC Replacements	Various	1800	G-000176	\$ -	\$ 833,000	\$ 833,000
<b>TOTAL FUND 1800</b>				<b>\$ -</b>	<b>\$ 833,000</b>	<b>\$ 833,000</b>
<b>TOTAL HOUSTON POLICE DEPARTMENT</b>				<b>\$ -</b>	<b>\$ 4,966,000</b>	<b>\$ 4,966,000</b>
<b>HOUSTON FIRE DEPARTMENT</b>						
Fire Facilities Roof Replacements	Various	4500	C-000220	\$ -	\$ 1,000,000	\$ 1,000,000
Fire Station 22 Parking Expansion	I	4500	C-000174	\$ 37,000	\$ 345,000	\$ 382,000
Training Academy Road Paving	D	4500	C-000214	\$ 102,000	\$ 1,611,000	\$ 1,713,000
Training Academy Gear and Cadet Lockers	D	4500	C-000213	\$ 38,000	\$ 624,000	\$ 662,000
<b>TOTAL FUND 4500</b>				<b>\$ 177,000</b>	<b>\$ 3,580,000</b>	<b>\$ 3,757,000</b>
HVAC Replacements	Various	1800	C-000217	\$ -	\$ 550,000	\$ 550,000
<b>TOTAL FUND 1800</b>				<b>\$ -</b>	<b>\$ 550,000</b>	<b>\$ 550,000</b>
<b>TOTAL HOUSTON FIRE DEPARTMENT</b>				<b>\$ 177,000</b>	<b>\$ 4,130,000</b>	<b>\$ 4,307,000</b>
<b>HOUSTON HEALTH DEPARTMENT</b>						
Southwest MSC - Renovation	J	4508	H-000080	\$ 171,000	\$ -	\$ 171,000
Vital Statistics Redesign	K	4508	H-000124	\$ -	\$ 565,000	\$ 565,000
N. Stadium Domestic/Fire Water Tank	K	4508	H-000128	\$ -	\$ 440,000	\$ 440,000
<b>TOTAL FUND 4508</b>				<b>\$ 171,000</b>	<b>\$ 1,005,000</b>	<b>\$ 1,176,000</b>
Commerce Warehouse - Generator	H	1800	H-000121	\$ 40,000	\$ 268,000	\$ 308,000
<b>TOTAL FUND 1800</b>				<b>\$ 40,000</b>	<b>\$ 268,000</b>	<b>\$ 308,000</b>
<b>TOTAL HOUSTON HEALTH DEPARTMENT</b>				<b>\$ 211,000</b>	<b>\$ 1,273,000</b>	<b>\$ 1,484,000</b>
<b>HOUSTON PUBLIC LIBRARY</b>						
Roof Replacements & Envelope	Various	4507	E-000242	\$ -	\$ 500,000	\$ 500,000
<b>TOTAL FUND 4507</b>				<b>\$ -</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>
Roof Replacements & Envelope	Various	4039	E-000242	\$ -	\$ 57,000	\$ 57,000
<b>TOTAL FUND 4039</b>				<b>\$ -</b>	<b>\$ 57,000</b>	<b>\$ 57,000</b>
<b>TOTAL HOUSTON PUBLIC LIBRARY</b>				<b>\$ -</b>	<b>\$ 557,000</b>	<b>\$ 557,000</b>
<b>SOLID WASTE MANAGEMENT DEPARTMENT</b>						
Concrete & Pavement Repairs	Various	4503	L-000086	\$ -	\$ 63,000	\$ 63,000
Locker Room Upgrades - Svc Centers	Various	4503	L-000105	\$ -	\$ 212,000	\$ 212,000
Occupancy Code Compliance	Various	4503	L-000104	\$ -	\$ 330,000	\$ 330,000
Roof Replacements	C,H,K	4503	L-000048	\$ -	\$ 367,000	\$ 367,000
<b>TOTAL FUND 4503</b>				<b>\$ -</b>	<b>\$ 972,000</b>	<b>\$ 972,000</b>
<b>TOTAL SOLID WASTE DEPARTMENT</b>				<b>\$ -</b>	<b>\$ 972,000</b>	<b>\$ 972,000</b>
<b>PARKS &amp; RECREATION DEPARTMENT</b>						
Playground Replacements	Various	4035	F-000708	\$ -	\$ 590,000	\$ 590,000
<b>TOTAL FUND 4035</b>				<b>\$ -</b>	<b>\$ 590,000</b>	<b>\$ 590,000</b>
Independence Heights Roof Replacement	H	4502	F-000878	\$ -	\$ 300,000	\$ 300,000
Mason Park Roof Replacement	I	4502	F-000880	\$ -	\$ 409,000	\$ 409,000
Parks Facilities Roof Replacements	Various	4502	F-000710	\$ 140,000	\$ 1,267,000	\$ 1,407,000
Ballfield Lighting Upgrades	Various	4502	F-000846	\$ -	\$ 300,000	\$ 300,000
Brock Park Clubhouse Force Main	B	4502	F-000876	\$ 50,000	\$ -	\$ 50,000
<b>TOTAL FUND 4502</b>				<b>\$ 190,000</b>	<b>\$ 2,276,000</b>	<b>\$ 2,466,000</b>
<b>TOTAL PARKS &amp; RECREATION DEPARTMENT</b>				<b>\$ 190,000</b>	<b>\$ 2,866,000</b>	<b>\$ 3,056,000</b>
<b>TOTAL APPROPRIATION</b>				<b>\$ 578,000</b>	<b>\$ 16,416,000</b>	<b>\$ 16,994,000</b>
General Improvement Consolidated Construction Fund (4509)		660,000				
Equipment Acquisition Consolidated Fund (1800) General Services		400,000				
Misc Cap. Projects/Acquisitions CP Ser E (4039) General Services		592,000				
Police Consolidated Construction Fund (4504)		3,610,000				
Contributed Capital Project Fund (4515) Police		152,000				
Misc Cap. Projects/Acquisitions CP Ser E (4039) Police		371,000				
Equipment Acquisition Consolidated Fund (1800) Police		833,000				
Fire Consolidated Construction Fund (4500)		3,757,000				
Equipment Acquisition Consolidated Fund (1800) Fire		550,000				
Public Health Consolidated Construction Fund (4508)		1,176,000				
Equipment Acquisition Consolidated Fund (1800) Health		308,000				
Public Library Consolidated Construction Fund (4507)		500,000				
Misc Cap. Projects/Acquisitions CP Ser E (4039) Library		57,000				
Solid Waste Management Consolidated Construction Fund (4503)		972,000				
Parks & Recreation Dedication Fund (4035)		590,000				
Parks Consolidated Construction Fund (4502)		2,466,000				
<b>Total Appropriation</b>	<b>\$</b>	<b>16,994,000</b>				