
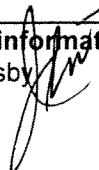


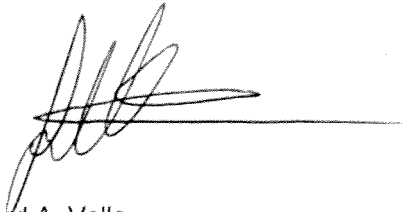
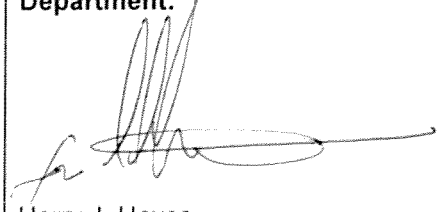


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|--|--|---|--------------------|
| <b>SUBJECT:</b> Appropriate Additional Funds for the Task Order and Job Order (TOC/JOC) Contracting Program for FY2016   |  | <b>Page</b><br>1 of 2   | <b>Agenda Item</b> |
| <b>FROM (Department or other point of origin):</b><br>General Services Department  |  | <b>Origination Date</b>   | <b>Agenda Date</b> |
| <b>DIRECTOR'S SIGNATURE:</b><br>Scott Minnix <i>5/5/16</i><br>                        |  | <b>Council District(s) affected:</b><br>ALL   |                    |
| <b>For additional information contact:</b><br>Jacquelyn L. Nisby  Phone: 832-393-8023 |  | <b>Date and identification of prior authorizing Council action:</b><br>Ordinance No. 2013-1093; December 4, 2013<br>Ordinance No. 2013-1201; December 18, 2013<br>Ordinance No. 2015-0610; June 17, 2015<br>Ordinance No. 2016-0072; January 27, 2016 |                    |

**RECOMMENDATION:** Appropriate additional funds for the TOC/JOC Contracting Program for FY2016.

|   |                        |
|---|------------------------|
| <b>Amount and Source of Funding:</b>  | <b>Finance Budget:</b> |
| <p>\$ 300,000.00 – General Government Consolidated Construction Fund (4509)</p> <p>\$ 528,000.00 – Public Health Consolidated Construction Fund (4508)</p> <p>\$ 65,000.00 – Parks Consolidated Construction Fund (4502)</p> <p>\$ 207,000.00 – Parks &amp; Recreation Dedication Fund (4035)</p> <p>\$ 65,000.00 – Equipment Acquisition Consolidated Fund (1800) – Solid Waste</p> <p><b>\$ 1,165,000.00 – Total Appropriation</b></p>  |                        |
| <b>Previous Funding for FY 2016:</b>  |                        |
| <p>\$ 163,000.00 – Equipment Acquisition Consolidated Fund (1800) - Health</p> <p>\$ 302,000.00 – General Improvement Consolidated Construction Fund (4509)</p> <p>\$ 250,000.00 – Public Health Consolidated Construction Fund (4508)</p> <p>\$ 1,525,000.00 – Public Library Consolidated Construction Fund (4507)</p> <p>\$ 380,000.00 – Police Consolidated Construction Fund (4504)</p> <p>\$ 220,000.00 – Solid Waste Consolidated Construction Fund (4503)</p> <p>\$ 710,000.00 – Parks Consolidated Construction Fund (4502)</p> <p>\$ 23,000.00 – Parks &amp; Recreation Dedication Fund (4035)</p> <p>\$ 368,724.00 – Parks Special Fund (4012)</p> <p><b>\$ 3,941,724.00 – Total Appropriation</b></p> |                        |

**REQUIRED AUTHORIZATION**

CUIC #25CONS301

|   |   |  |
|---|---|--|
| <b>General Services Department:</b><br><br>Richard A. Vella<br>Chief of Design & Construction Division | <b>Solid Waste Management Department:</b><br><br>Harry J. Hayes<br>Director | <b>Houston Health Department:</b><br><br>Stephen L. Williams, M.Ed, MPA<br>Director |
| <b>Houston Parks and Recreation Department:</b><br><br>FOR JOE TURNER<br>Joe Turner<br>Director         |   |  |

|             |  |                                    |                       |
|-------------|--|------------------------------------|-----------------------|
| <b>DATE</b> | <b>SUBJECT:</b> Appropriate Additional Funds for the Task Order and Job Order (TOC/JOC) Contracting Program for FY2016 | <b>Originator's Initials</b><br>EA | <b>Page</b><br>2 of 2 |
|-------------|--|------------------------------------|-----------------------|

**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 emergency situations. Funds will be allocated to design task order contracts or construction job order contracts as work orders are issued. Therefore, GSD recommends that City Council appropriate an additional \$1,165,000.00 to the TOC/JOC Program for professional and construction services for the General Government, Solid Waste Management, Parks and Recreation, and Health Departments for FY 2016.

**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 are negotiated based upon the size and complexity of the tasks involved. JOC work orders 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:** See Attachment

**PROJECT DESCRIPTION:** See Attachment

**PREVIOUS HISTORY AND PROJECT SCOPE:** On January 27, 2016, Ordinance No. 2016-0072, Council appropriated \$3,941,724 to the TOC/JOC Contracting Program for FY 2016 for professional and construction services for the General Government, Health, Library, Police, Solid Waste Management, and Parks and Recreation Departments.

**TOC CONTRACTORS:** Currently, GSD utilizes five TOC contractors: Building Envelope Consultants, LLC (BEC); Zero/Six Consulting, LLC (ZSC); Collaborate Arch, LLC (Collaborate); English & Associates Architects, Inc., and Prozign, Inc. Each contract term is three-years with a maximum contract amount of \$1,500,000 with the exception of Collaborate, which is set at \$2,000,000.

On December 4, 2013, Ordinance No. 2013-1093, Council approved a three-year architectural and engineering services task order contract with BEC and ZSC. On December 18, 2013, Ordinance No. 2013-1201, Council approved a three-year architectural and engineering services task order contract with Collaborate; English & Associates Architects, Inc.; and Prozign, Inc. On September 23, 2015, Ordinance No. 2015-901, Council approved an Ordinance increasing the maximum contract amount from \$1,500,000 to \$2,000,000 for the task order contract with Collaborate.

**JOC CONTRACTORS:** Currently, GSD utilizes four JOC contractors. On June 17, 2015, Ordinance No. 2015-0610, Council awarded four job order contracts to: Jamail & Smith Construction, LP (Jamail); Kellogg Brown & Root LLC (KBR); Horizon International Group (Horizon); and P^2MG, LLC (P^2MG). Each contract provides for a two-year term with three, one-year extension options with a maximum contract amount of \$10,000,000.

**M/WBE/SBE PARTICIPATION:**

**TOC CONTRACTORS:** An 8.0% M/WBE goal has been established for Collaborate; English and Associates; and Prozign. To date, Collaborate has achieved 38.75% M/WBE participation; English and Associates have achieved 22.15% M/WBE participation; and Prozign has achieved 8.49% M/WBE participation.

A 5.0% M/WBE goal has been established for BEC and ZSC. Currently, BEC has achieved 23.05% M/WBE participation, and ZSC has achieved 9.20% M/WBE participation.

**JOC CONTRACTORS:** A 20% M/W/SBE goal has been established for each contract. To date, Horizon has achieved 27.45% M/W/SBE participation; Jamail has achieved 14.31% M/W/SBE participation; KBR has achieved 37.84% M/W/SBE participation; and P^2MG has achieved 43.43% M/W/SBE participation.



SM:RAV:JLN:JR:EA:ms

c. Marta Crinejo, Jacquelyn L. Nisby, Melissa Dubowski, Veronica Lizama, Twyla Carriere, Mike Isermann, Luci Correa, Lisa Johnson, Benjamin Hernandez, Claudette Manning, Steve Francis, Charlie Lee, Morris Scott, Calvin Curtis, James Reddington, Tiko Amador, Martha Leyva, File.

**FY16 2nd Appropriation RCA  
TASK ORDER & JOB ORDER (TOC/JOC) CONTRACTING PROGRAM - PROJECT LIST**

| DEPARTMENT/PROJECT                             | DISTRICT | FUND | CIP      | TOC               | JOC               | AMOUNT              |
|--|----------|------|----------|-------------------|-------------------|---------------------|
| <b>GENERAL GOVERNMENT</b>                      |          |      |          |                   |                   |                     |
| Project Management                             | ALL      | 4509 | D-000208 | \$ 300,000        |                   | 300,000             |
| <b>TOTAL GENERAL GOVERNMENT</b>                |          |      |          | <b>\$ 300,000</b> | <b>\$ -</b>       | <b>\$ 300,000</b>   |
| <b>HOUSTON HEALTH DEPARTMENT</b>               |          |      |          |                   |                   |                     |
| Ardmore Administration Build-out Space         | D        | 4508 | H-000013 | 78,000            | 450,000           | 528,000             |
| <b>TOTAL FUND 4508</b>                         |          |      |          | <b>78,000</b>     | <b>450,000</b>    | <b>528,000</b>      |
| <b>TOTAL HEALTH &amp; HUMAN SERVICES</b>       |          |      |          | <b>\$ 78,000</b>  | <b>\$ 450,000</b> | <b>\$528,000.00</b> |
| <b>HOUSTON PUBLIC LIBRARY</b>                  |          |      |          |                   |                   |                     |
| <b>TOTAL PUBLIC LIBRARY</b>                    |          |      |          | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>         |
| <b>HOUSTON POLICE DEPARTMENT</b>               |          |      |          |                   |                   |                     |
| <b>TOTAL POLICE</b>                            |          |      |          | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>         |
| <b>SOLID WASTE DEPARTMENT</b>                  |          |      |          |                   |                   |                     |
| Judiway Command Center Backup Generator        | C        | 1800 | L-000101 |                   | 65,000            | 65,000              |
| <b>TOTAL SOLID WASTE</b>                       |          |      |          | <b>\$ -</b>       | <b>\$ 65,000</b>  | <b>\$ 65,000</b>    |
| <b>PARKS &amp; RECREATION DEPARTMENT</b>       |          |      |          |                   |                   |                     |
| Shady Lane Park Detention Drainage Renovation  | B        | 4502 | F-002005 |                   | 65,000            | 65,000              |
| <b>TOTAL FUND 4502</b>                         |          |      |          | <b>-</b>          | <b>65,000</b>     | <b>65,000</b>       |
| Lansdale Park Picnic Shelter                   | E        | 4502 | F-000839 |                   | 207,000           | 207,000             |
| <b>TOTAL FUND 4035</b>                         |          |      |          | <b>-</b>          | <b>-</b>          | <b>207,000</b>      |
| <b>TOTAL FUND 4012</b>                         |          |      |          | <b>-</b>          | <b>-</b>          | <b>-</b>            |
| <b>TOTAL PARKS &amp; RECREATION DEPARTMENT</b> |          |      |          | <b>\$ -</b>       | <b>\$ 65,000</b>  | <b>\$ 272,000</b>   |
| <b>TOTAL APPROPRIATION</b>                     |          |      |          | <b>\$ 378,000</b> | <b>\$ 580,000</b> | <b>\$ 1,165,000</b> |

|   |                        |
|---|------------------------|
| General Improvement Consolidated Construction Fund (4509) | \$ 300,000.00          |
| Public Health Consolidated Construction Fund (4508)       | \$ 528,000.00          |
| Equipment Acquisition Consolidated Fund (1800)            | \$ -                   |
| Public Library Consolidated Construction Fund (4507)      | \$ -                   |
| Police Consolidated Construction Fund (4504)              | \$ -                   |
| Solid Wastes Consolidated Construction Fund (4503)        | \$ 65,000.00           |
| Parks Consolidated Construction Fund (4502)               | \$ 65,000.00           |
| Parks & Recreation Dedication Fund (4035)                 | \$ 207,000.00          |
| Parks Special Fund (4012)                                 | \$ -                   |
| <b>Total Appropriation</b>                                | <b>\$ 1,165,000.00</b> |