



## CITY OF HOUSTON - CITY COUNCIL

Meeting Date:  
District C, District D, District G, District I  
Item Creation Date: 5/4/2018

25CONS352 Additional Appropriation for the Task Order and Job Order (TOC/JOC)  
Contracting Program for FY2018

Agenda Item#:

### **Background:**

**RECOMMENDATION:** Appropriate additional funds for the TOC/JOC Contracting Program for FY2018.

**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 are allocated to design task order contracts or construction job order contracts as work orders are issued. Accordingly, GSD recommends that City Council appropriate an additional \$2,466,216.00 to the TOC/JOC Contracting Program for professional and construction services for General Government, Police, Library and Fire Departments for FY 2018.

**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. 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:** Citywide.

**PROJECT DESCRIPTION:** See attached list.

**PREVIOUS HISTORY AND PROJECT SCOPE:** On January 3, 2018, Ordinance No. 2018-0003, Council appropriated \$3,591,000.00 to the TOC/JOC Contracting Program for FY 2018 for professional and construction services for the General Government, Health, Police, Library, Fire, Solid Waste, and Parks and Recreation Departments.

**TOC CONTRACTORS:** Currently, GSD utilizes nine TOC contractors: Building Envelope Consultants, LLC (BEC); Collaborate Arch, LLC (Collaborate); English & Associates Architects, Inc. (English); Prozign, Inc. (Prozign); CSF Consulting, L.P. (CSF); Jaymark Engineering Corporation (Jaymark); Walter P. Moore and Associates, Inc. (WPM); Hunt & Hunt Engineering Corporation (Hunt&Hunt); and Infrastructure Associates, Inc. (Infrastructure).

On December 4, 2013, Ordinance No. 2013-1093, Council approved a professional roofing consultant services task order contract with BEC and ZeroSix, for a term of three years with two one-year renewal options. As per the request of ZeroSix, their contract was not renewed after the first-year term. On December 18, 2013, Ordinance No. 2013-1201, Council approved an architectural services task order contract with Collaborate, English, and Prozign, for a term of three years with two one-year renewal options. Each contract has a maximum contract amount of \$1,500,000 except for Collaborate, which is set at \$2,000,000, and was authorized by Council on September 23, 2015, by Ordinance No. 2015-0901, and BEC, which is set at \$2,000,000, and was authorized by Council on March 22, 2017, by Ordinance No. 2017-0207. On April 6, 2016, Ordinance No. 2016-0264, Council approved a professional engineering services task order contract with CSF, Jaymark, WPM, Hunt & Hunt, 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.

**JOC CONTRACTORS:** Currently, GSD utilizes four JOC contractors. On June 17, 2015, Ordinance No. 2015-0610, Council awarded a job order contract to Jamail & Smith Construction, LP (Jamail); Kellogg Brown & Root LLC (KBR); Horizon International Group (Horizon); and P^2MG, LLC (P2MG) for a term of two-years with three one-year renewal options. Each contract has a maximum contract amount of \$10,000,000 except for Horizon, which is set at \$12,500,000, and was authorized by Council on May 3, 2017, by Ordinance No. 2017-310.

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

**TOC CONTRACTORS:** A 5.0% M/WBE goal has been established for BEC. Currently, BEC has achieved 17.47% participation.

An 8.0% M/WBE goal has been established for Collaborate; English; Prozign; CSF; Jaymark; WPM; Hunt&Hunt; and Infrastructure contracts. To date, Collaborate has achieved 40.71% participation; English has achieved 23.26% participation; Prozign has achieved

8.70% participation; CSF has achieved 22.08% participation; Jaymark has achieved 27.72% participation; Hunt & Hunt has achieved 36.37% participation, WPM has achieved 5.58% participation, and Infrastructure has achieved 2.96% participation.

Infrastructure contacted the Office of Business Opportunity regarding its Good Faith efforts to fully achieve its M/WBE participation. Infrastructure has projects underway that are utilizing the services of its M/WBE firms. It is anticipated that Infrastructure will achieve the goal by the completion of the contract.

**JOC CONTRACTORS:** A 20% M/WBE/SBE goal has been established for each JOC contract. To date, Jamail has achieved 27.82% participation; KBR has achieved 43.69% participation; Horizon has achieved 27.12% participation; and P2MG has achieved 26.78% participation.

**CIP FISCAL NOTE:** There is no estimated impact to the operating and maintenance costs for these projects. Therefore, no Fiscal Note is required as stated in the Financial Policy Ordinance No. 2014-1078.

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

**WBS Nos:** D-160003-0001-4-01; G-000186-0001-4-01; G-000185-0001-4-01; G-000163-0001-4-01; E-000173-0001-4-01; C-000216-0001-4-01; C-000223-0001-4-01

**Prior Council Action:**

Ordinance No. 2013-1093; December 4, 2013  
Ordinance No. 2013-1201; December 18, 2013  
Ordinance No. 2015-0610; June 17, 2015  
Ordinance No. 2016-0264; April 6, 2016  
Ordinance No. 2018-0003; January 3, 2018

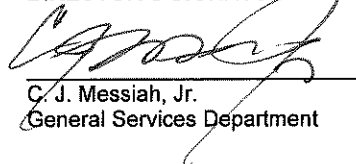
**Amount of Funding:**

\$ 490,000.00 – General Improvement Consolidated Construction Fund (4509)  
\$ 544,666.00 – Police Consolidated Construction Fund (4504)  
\$ 198,000.00 – Equipment Acquisition Consolidated Fund (1800) – Police  
\$ 427,000.00 – Public Library Consolidated Construction Fund (4507)  
\$ 786,550.00 – Fire Consolidated Construction Fund (4500)  
**\$ 2,446,216.00 – Total Appropriation**

**Previous Funding for FY 2018:**

\$ 680,000.00 – General Improvement Consolidated Construction Fund (4509)  
\$ 658,000.00 – Public Health Consolidated Construction Fund (4508)  
\$ 785,000.00 – Police Consolidated Construction Fund (4504)  
\$ 759,000.00 – Public Library Consolidated Construction Fund (4507)  
\$ 335,000.00 – Fire Consolidated Construction Fund (4500)  
\$ 304,000.00 – Solid Waste Consolidated Construction Fund (4503)  
\$ 70,000.00 – Parks Consolidated Construction Fund (4502)  
**\$ 3,591,000.00 – Total Appropriation**

**DIRECTOR'S SIGNATURE/DATE:**

 5-15-18  
C. J. Messiah, Jr.  
General Services Department

Client Department

**Contact Information:**

Jacquelyn L. Nisby  
Council Liaison  
Phone: 832.393.8023

**ATTACHMENTS:**

Description	Type
<u>25CONS352 Prior Council Action</u>	Backup Material
<u>25CONS352 Tax Delinquency Reports</u>	Backup Material
<u>25CONS352 Project Locations &amp; Description</u>	Backup Material
<u>25CONS352 CIP Form As</u>	Backup Material

**CIP FY18 2nd Appropriation RCA - 25CONS352  
TASK ORDER & JOB ORDER (TOC/JOC) CONTRACTING PROGRAM - PROJECT LIST**

PROJECT	DISTRICT	FUND	CIP	TOC	JOC	AMOUNT
<b>GENERAL GOVERNMENT</b>						
Municipal Courts Renovation (Elevators)	I	4509	D-160003	\$40,000.00	\$450,000.00	\$490,000.00
<b>TOTAL FUND 4509</b>				<b>\$40,000.00</b>	<b>\$450,000.00</b>	<b>\$490,000.00</b>
<b>TOTAL GENERAL GOVERNMENT</b>				<b>\$40,000.00</b>	<b>\$450,000.00</b>	<b>\$490,000.00</b>
<b>HOUSTON POLICE DEPARTMENT</b>						
McNair South Central Station Roof Replacement	D	4504	G-000186	\$44,666.00		\$44,666.00
Northeast Police Station HVAC, Generator & Roof Replacement	D	4504	G-000185	\$150,000.00	\$350,000.00	\$500,000.00
<b>TOTAL FUND 4504</b>				<b>\$194,666.00</b>	<b>\$350,000.00</b>	<b>\$544,666.00</b>
Indoor Pistol Range Bullet Trap Replacement	B	1800	G-000163		\$198,000.00	\$198,000.00
<b>TOTAL FUND 1800</b>					<b>\$198,000.00</b>	<b>\$198,000.00</b>
<b>TOTAL POLICE</b>				<b>\$194,666.00</b>	<b>\$548,000.00</b>	<b>\$742,666.00</b>

<b>HOUSTON PUBLIC LIBRARY</b>						
Mancuso Library Roof & Exterior Rehabilitation	I	4507	E-000173	\$91,000.00	\$336,000.00	\$427,000.00
<b>TOTAL FUND 4507</b>				<b>\$91,000.00</b>	<b>\$336,000.00</b>	<b>\$427,000.00</b>
<b>TOTAL LIBRARY</b>				<b>\$91,000.00</b>	<b>\$336,000.00</b>	<b>\$427,000.00</b>

<b>HOUSTON FIRE DEPARTMENT</b>						
Training Academy Shipboard Simulator	D	4500	C-000216		\$500,000.00	\$500,000.00
Fire Station #57 Roof & HVAC Replacement	G	4500	C-000223	\$19,500.00	\$267,050.00	\$286,550.00
<b>TOTAL FUND 4500</b>				<b>\$19,500.00</b>	<b>\$267,050.00</b>	<b>\$786,550.00</b>
<b>TOTAL FIRE</b>				<b>\$19,500.00</b>	<b>\$767,050.00</b>	<b>\$786,550.00</b>
<b>TOTAL APPROPRIATION</b>				<b>\$345,166.00</b>	<b>\$2,101,050.00</b>	<b>\$2,446,216.00</b>

<b>General Improvement Consolidated Construction Fund (4509)</b>	<b>\$490,000.00</b>
<b>Police Consolidated Construction Fund (4504)</b>	<b>\$544,666.00</b>
<b>Public Library Consolidated Construction Fund (4507)</b>	<b>\$427,000.00</b>
<b>Fire Consolidated Construction Fund (4500)</b>	<b>\$786,550.00</b>
<b>Equipment Acquisition Consolidated Fund (1800) Police</b>	<b>\$198,000.00</b>
<b>TOTAL APPROPRIATION</b>	<b>\$2,446,216.00</b>