



Bid solicitation: IFB2021-03MM
Mandatory Pre-bid Conference
Job Order Contract #2021A
September 1, 2021



Pre-Bid Conference Agenda



- JOC Overview
- JOC Process
- JOC Contract Documents
- Solicitation Details
- Prequalification
- Bid Considerations & Review
- **Understanding the Construction Task Catalog® (CTC)**
- Non Pre-priced Tasks
- Calculating the Bid
- **Contractor Adjustment Factors**
- Risk of Low Adjustment Factors
- Review Bid Due Dates and Questions



Job Order Contracting



Definition

- Indefinite delivery/indefinite quantity process (IDIQ)
- Enable contractors to complete a substantial number of individual projects with a **single bid**
- Tasks based on competitively-bid, **preset prices**

Value

- Saves time and money
- Provides transparency and auditability



Umbrella Contract



Part 1 Bidding the Umbrella Job Order Contract

Owner
Advertises
Job Order
Contract



Contractors
Submit
Bids



Owner
Awards
Umbrella
Job Order
Contract

Part 2 Procuring Individual Projects From Owner

Owner
Project A

Subcontracting
Opportunities

Owner
Project B

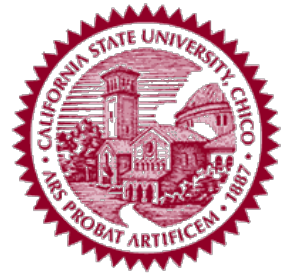
Subcontracting
Opportunities

Owner
Project C

Subcontracting
Opportunities



The Process



Why JOC Works For The University



- A Fixed Priced, Fast Track Procurement Process
- Job Orders are Lump Sum
- The Ability to Accomplish a Substantial Number of Individual Projects with a Single Competitively Bid Contract
- Contractor Has A Continuing Financial Incentive To Provide
 - Responsive Services
 - Accurate Proposals
 - Quality Work on Time
 - Timely Close Out
- Future Purchase Orders Tied to Contractor Performance
 - No Obligation To Award Specific Projects
 - CSU Chico can Use All Other Methods For Accomplishing Projects

Why JOC Works For The University



- Increases use of SBE/DVBE businesses
 - The absence of pre-established quantities inhibits trade staffing by the prime contractor.
 - Responsiveness requires the prime to use multiple local subcontractors.
 - No bonding requirement for the sub, faster payment, and less red tape, thereby expanding business opportunities for small businesses
 - CSU Chico reviews and approves all Subcontractors prior to issuing Job Orders to ensure compliance with goals
 - All CSU Chico contracts have subcontractor participation goals
- Increases Transparency
 - The CSU Chico Has the Ability to See and Review the Back-Up Pricing Details
- Schedule Flexibility
 - No Shelf Life for Prices or Job Orders
 - Fast procurement cycle is good for end of fiscal year projects



Why JOC Works For Contractors



- Good work is rewarded with more work
 - Profit is a function of volume
 - Volume is driven by performance
 - JOC provides a steady flow of work
 - Win a higher percentage of proposed projects
 - Easier process for project proposals
- Long-term relationship with CSU Chico
 - Good work is rewarded with more work
 - Develop partnership with CSU Chico
- Ability to leverage Subcontractor and Supplier relationships
- Ability to sell value, not just compete to be the lowest price

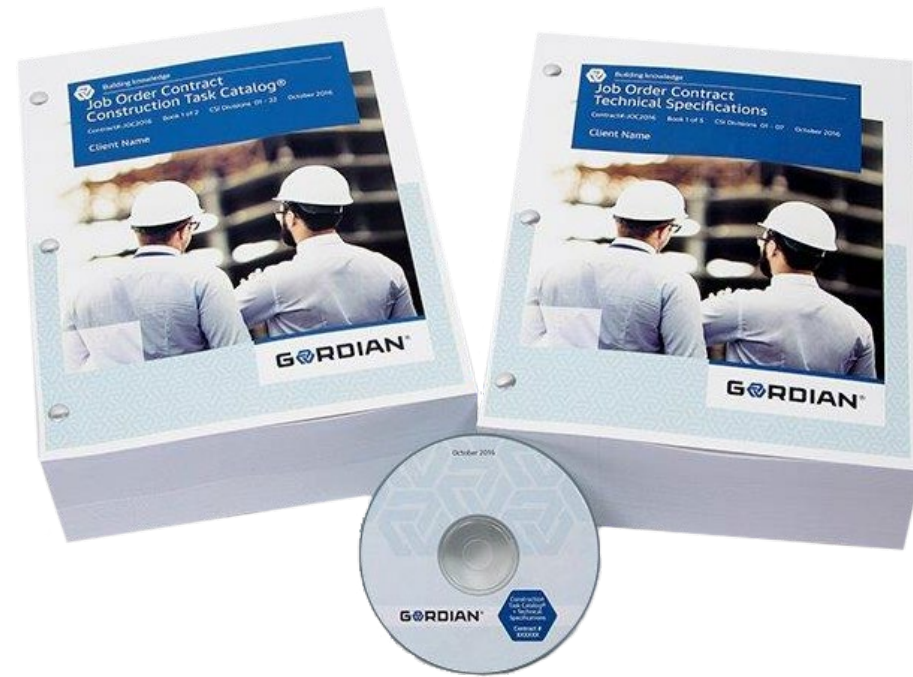


Why JOC Works For Contractors



- Reduced Risk
 - Fixed prices
 - No negotiations
 - Payment for every element of work performed
 - Ability to provide input during scope development
 - Eliminates quibbling over change orders
 - Reduced chance of claims
- Build bond capacity
- Larger presence and enhanced reputation in the local community

Contract Documents



- Front end documents
- Construction Task Catalog®
- Technical Specifications

Front End Documents



- Invitation To Bid / Notice Inviting Bids
- Instructions To Bidders
- Bid Forms
- SBE/DVBE Requirements
- Etc.

California State University, Chico



INVITATION FOR BID FOR JOB ORDER CONTRACT

BID INFORMATION

Bid Number: IFB2021-03MM
Description: Job Order Contract #2021A
Bid Opening Date: September 22, 2021
Bid Opening Time: 3:00 p.m.

CONTENTS

Exhibit A Notice to Contractors
Exhibit B Contract General Conditions
Exhibit C Supplementary General Conditions
Exhibit D Contract Special Conditions
Exhibit E Bid Proposal Package Sample Forms
Exhibit F Supplementary Prequalification Form
(Attached as separate file)

Bidding Process



- Award Based on Competitive Bid
 - Must Bid 3 Adjustment Factors:
 - Daytime Working Hours: 7:00 am to 4:00 pm Monday to Friday except Holidays
 - Nighttime Working Hours: 4:01 pm to 6:59 am Monday to Friday, and all day Saturday
 - Premium Working Hours: All working hours not designated as Daytime or Nighttime and Premium Working Hours includes Sundays and Holidays
 - Adjustment Factors Apply to All Tasks in the CTC
 - Each Adjustment Factor is Weighted to Create an Award Criteria Figure
 - Lowest Award Criteria Figure From a Responsive, Responsible Bidder Wins!

Solicitation Details



- Prior to Bidding CSU Chico Cannot:
 - Identify or Commit to any Specific Project or Location
 - Identify or Commit to any Specific CTC Tasks or Quantities

4 Contracts	Contract Type	Minimum Contract Value	Maximum Contract Value	Maximum value may be increased to	Contract Term	Bid Bond	Initial Payment & Performance Bonding (Each)
JOC #2021A	General Construction "B" License	\$0	\$1,000,000	\$3,000,000	1 Year	\$25,000	\$1,000,000
Bid will result in 4 awarded contracts: 91842, 91843, 91844, 91855							



Solicitation Details



- Differing Site Conditions or Changes in Scope
 - Priced from Construction Task Catalog[®]
 - Supplemental Job Order
 - No Negotiated Change Orders
- Filings and Permits
 - Fees paid for all Permits reimbursed 100% - **No Markup**
- Liquidated Damages
 - On a Job Order - by - Job Order basis
 - Sliding Scale Based on Job Order Value
- SBE 5% Bid Advantage (Review requirements in the General Conditions)
- DVBE Bid Incentive (Review requirements in the General Conditions)
- DVBE Participation Requirement of 3%
- Bid Security: \$25,000

Solicitation Details



Internet Based Software Provided with Contract

- eGordian® Software Expedites the Job Order Process
 - Price Proposals
 - Subcontractor Lists
 - Tracking Dates
 - Required Job Order Forms
- Training provided

The screenshot displays the eGordian software interface. The top navigation bar includes "eGordian" and "Apps Tools eziQC® Videos Help". The main content area is divided into two panels. The left panel, titled "Job Orders", shows a table with columns for Project Number, Job Order Number, Title, and Project Status. The right panel, titled "Price Proposal List (Beta)", shows a table with columns for Project Number, Job Order Number, Name, and Total \$. Both panels include search and filtering options.

Project Number	Job Order Number	Title	Project Status
9819-487-0188	9819-487-0188-00	Emergency Work - Franchise Park	WIP
9819-488-0182	9819-488-0182	Stormwater work at 801-8823 Sunway	
9819-487-0182	9819-487-0182-00	SPS - Replacement Customer Utility Meter	Closed Out
9819-487-0182	9819-487-0182-00	SPS - Replacement Customer Utility Meter	WIP
9819-487-0182	9819-487-0182-00	SPS - Replacement Customer Utility Meter	Proposed
9819-487-0182	9819-487-0182-00	SPS - Replacement Customer Utility Meter	WIP
9819-487-0182	9819-487-0182-00	SPS - Replacement Customer Utility Meter	WIP
9819-487-0182	9819-487-0182-00	SPS - Replacement Customer Utility Meter	WIP
9819-487-0182	9819-487-0182-00	SPS - Replacement Customer Utility Meter	WIP
9819-487-0182	9819-487-0182-00	SPS - Replacement Customer Utility Meter	WIP

Project Number	Job Order Number	Name	Total \$
9819-487-0188	9819-487-0188-00	Emergency Work - Franchise Park	\$10,807.00
9819-488-0182	9819-488-0182	Stormwater work at 801-8823 Sunway	\$134,283.07
9819-487-0182	9819-487-0182-00	SPS - Replacement Customer Utility Meter	\$61,622.00
9819-487-0182	9819-487-0182-00	SPS - Replacement Customer Utility Meter	\$1,847.46
9819-487-0182	9819-487-0182-00	SPS - Replacement Customer Utility Meter	\$28,228.25
9819-487-0182	9819-487-0182-00	SPS - Replacement Customer Utility Meter	\$1,175.00
9819-487-0182	9819-487-0182-00	SPS - Replacement Customer Utility Meter	\$14,422.90
9819-487-0182	9819-487-0182-00	SPS - Replacement Customer Utility Meter	\$8,467.46
9819-487-0182	9819-487-0182-00	SPS - Replacement Customer Utility Meter	\$8,467.46
9819-487-0182	9819-487-0182-00	SPS - Replacement Customer Utility Meter	\$19,886.00

Prequalification



Prequalification

Each bidder offering a proposal must comply with bidding provisions of Article 2.00 et seq. in the Contract General Conditions, and should be familiar with all the provisions of the Contract General Conditions and Supplementary General Conditions, especially Article 2.02, regarding the necessity to prequalify with the Trustees ten (10) business days prior to the bid date, and to be approved (1) day before the bid date.

Financial Prequalification due by: Tuesday, September 7, 2021, by 5:00 PM

Bidders must be prequalified with the Trustees. Contractors shall register and log in to “PlanetBids” to apply for prequalification at <https://www2.calstate.edu/csu-system/doing-business-with-the-csu/capital-planning-design-construction/operations-center/Pages/contractor-prequalification.aspx>

Supplementary Prequalification due by: Tuesday, September 7, 2021, by 5:00 PM

In addition to the prequalification requirements above, the Trustees are requiring a supplementary prequalification of the general contractors bidding on this Contract. Bidders shall complete the Supplementary Prequalification Form contained in the Bid Documents or contact the Trustees’ Representative identified in the Notice to Bidders, then submit the completed form to the Trustees’ Prequalification Coordinator for review and approval at the address provided at the top of the form not later than ten business days prior to the bid opening date, and must be approved (1) day before the bid date. The Trustees’ Prequalification Coordinator will notify bidders of their status in writing, and the decision of the Trustees’ Prequalification Coordinator is final.



Bid Considerations



- Contractors Should Expect To
 - Prepare Incidental Drawings or Sketches for Some Projects
 - Justify Quantity Calculations
 - Explain Detail of Work
 - Prepare Proposals for Some Projects That Might be Canceled
 - Margins on CTC Tasks Vary
 - Some Projects are More Profitable than Others
 - Maintain a Fully Functioning Local Office
 - Hold Required Licenses

Construction Task Catalog®



- Catalog of Pre-Priced Construction Tasks
- Organized by Construction Specifications Institute (CSI)
- Based on Local Labor, Material & Equipment Costs
- The tasks represent the “Scope of Work” for the contract



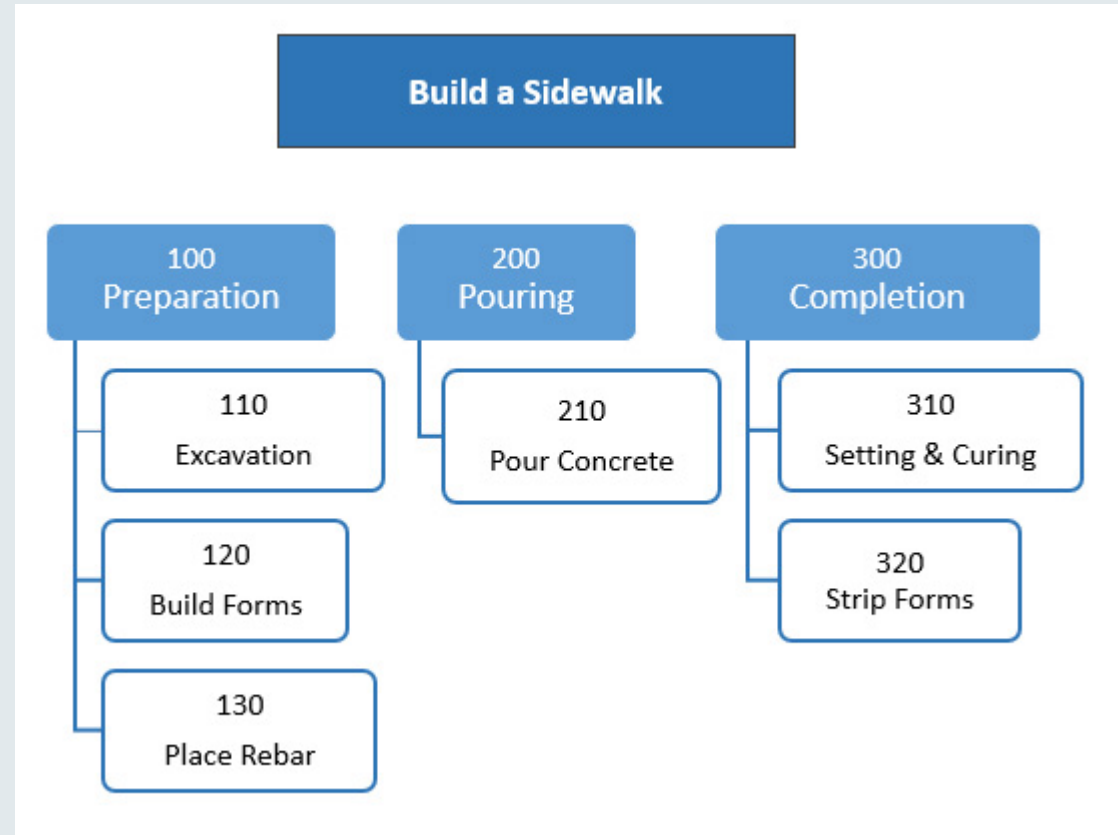
Technical Specifications



- Specifies Quality of Materials and Workmanship
- Corresponds with Tasks in the Construction Task Catalog[®]



Understanding the Construction Cost Catalog[®]



Understanding the Construction Cost Catalog®



Include All Appropriate Tasks:

32 16 23 00-0002	4" Cast In Place Concrete Sidewalk	SF	\$5.06	400	\$2,024.00	
	For Quantities 100 to 500, Add	SF	\$2.04	400	\$816.00	
32 11 16 00-0015	4" Crushed Aggregate Base	SF	\$0.63	400	\$252.00	
	For Quantities Under 1000	SF	\$0.18	400	\$72.00	
01 71 13 00-0003	Mobilize Backhoe	EA	\$402.63	1	\$402.63	
31 23 16 36-0006	Excavation by Backhoe	CY	\$3.75	11	\$41.25	
	For Quantities Under 20 CY, Add	CY	\$3.75	11	\$41.25	
31 23 16 36-0028	Loading Excess Materials	CY	\$3.42	13.75	\$47.03	
	For Quantities Under 20 CY, Add	CY	\$3.42	13.75	\$47.03	
01 74 19 00-0029	Hauling to Dump Site	CYM	\$0.51	207	\$105.57	
01 74 19 00-0021	Landfill Dump Fee	CY	\$15.14	13.75	\$208.18	\$4,056.93
						/400
						\$10.14

Compare these prices

* Sample only

Construction Task Catalog®



Exterior Improvements	32	
Bases, Ballasts, And Paving	32 10	32
Unit Paving	32 14	

MINOR CSI UOM DESCRIPTION	TOTAL DIRECT UNIT COST	DEMOLITION UNIT COST
32 16 Curbs, Gutters, Sidewalks, And Driveways <small>(32 10)</small>		
32 16 13 Curbs And Gutters <small>(32 16)</small>		
<small>Note: Includes transitions. Demolition Includes two saw cuts (each end) of curbs and gutters for lengths up to 100'. See CSI section 02 41 19 13-00-3 for additional saw cuts within the 100'.</small>		
32 16 13 13 Cast-In-Place Concrete Curbs And Gutters <small>(32 16 13)</small>		
<small>Note: Includes concrete, forms, rebar, chairs (where necessary), expansion joints, finish and curing.</small>		
32 16 13 13-0001 Concrete Curb, Cast In Place <small>(32 16 13 13)</small>		
<small>Note: Includes delivered concrete, forms, rebar, chairs (where necessary), expansion joints, finish and curing.</small>		
32 16 13 13-0002 LF 6" X 12" Cast In Place Concrete Curb	7.18	3.23
<i>For Up To 20, Add</i>	4.03	
<i>For >20 To 50, Add</i>	2.27	
<i>For >50 To 100, Add</i>	0.88	
<i>For >500 To 1,000, Deduct</i>	-0.88	
<i>For >1,000, Deduct</i>	-1.50	
32 16 13 13-0003 LF 6" X 12" Cast In Place Concrete Curb - Radius	8.18	3.72
<i>For Up To 20, Add</i>	4.63	
<i>For >20 To 50, Add</i>	2.61	
<i>For >50 To 100, Add</i>	1.01	
<i>For >500 To 1,000, Deduct</i>	-1.01	
<i>For >1,000, Deduct</i>	-1.72	

CSI MasterFormat

Full description of task

Price includes labor, material + equipment for your location

Demolition price

Section + task notes

Modifiers for variations or quantity discounts

Understanding the Construction Cost Catalog®



- Contractor must review and understand “Using the Construction Task Catalog®”
- Rules of the game
- Make sure you get paid for all appropriate tasks
- Pages 00 – 1 to 00-6 of the CTC

THE GORDIAN GROUP®

Using The Construction Task Catalog®

About the CTC:

- ☑ This Construction Task Catalog® (CTC) was developed and customized by The Gordian Group, Inc. specifically for California State University, Chico, priced locally using current labor, material and equipment costs, and published in July 2021.
- ☑ The Gordian Group, Inc. licenses the use of this CTC and other proprietary information and software for the sole purpose of providing Job Order Contracting services to California State University, Chico. Use of this CTC and other proprietary information and software for any other purpose, or for any other entity, is expressly prohibited without the express written consent of The Gordian Group, Inc.

MasterFormat™

- ☑ The Tasks in this CTC are organized using CSI's MasterFormat.

CSI MasterFormat is a registered trademark of the Construction Specifications Institute (CSI). For more information, visit www.csi.org.

The Unit Prices Include:

LABOR COSTS:

- ☑ Labor costs include direct labor through the working foreperson level at straight-time prevailing wage rates including fringe benefits and an allowance for Social Security, Medicare taxes, worker's compensation, unemployment insurance, and employee benefits.
- ☑ Labor costs include unloading equipment, materials, and tools, and transporting the same up or down 2 stories and 125' to reach the project site; layout; measuring and cutting to fit; performing the Task;

Using The Construction Task Catalog®

disposal of excess material; and time for lunch and breaks.

EQUIPMENT COSTS:

- ☑ Equipment costs include all equipment required to accomplish the Task.
- ☑ Mobilization is included for all equipment except large equipment (e.g. cranes, bulldozers, excavators, backhoes, bobcats etc.), which exclude mobilization.
- ☑ Equipment costs include all operating expenses such as fuel, electricity, lubricants, etc.

MATERIAL COSTS:

- ☑ Material costs include the cost of the material, delivery, and all incidentals and accessories integral to the installation.
- ☑ Material costs include manufacturer's and/or fabricator's shop drawings.
- ☑ Material costs for roofing, drywall, VCT, carpet, wall covering, ceiling tile, pipe, conduit, concrete, etc. include an allowance for waste. This list is not intended to be all inclusive, but descriptive of the types of construction materials that are typically sold in standard lengths, sizes and weights.
- ☑ Material costs for imported materials (e.g. aggregate, sand, soil, etc.) include delivery up to 15 miles from the closest approved source.

The Adjustment Factors Include:

The Adjustment Factors include the following costs, unless specifically excluded by the terms of the Contract Documents:

BUSINESS COSTS:

- ☑ Office overhead, including, but not limited to, office space, office equipment, office and management personnel, office supplies, and employee transportation.

2021
California State University, Chico
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Understanding the Construction Cost Catalog®



General Rules:

- Unit Prices are for Complete and In-Place Construction
- Unit Prices Include Labor, Material and Equipment. Do Not Add Labor to Repointing Task.
- Unit Prices Include the Cost of Delivery to Project Site, Unloading, Storage and Handling. Delivery Height is up to 2 ½ Stories
- Unit Prices Include Testing, Calibration, Balancing Etc. for New Work
- Unit Prices Include all Fasteners, Bolts, Anchors, Adhesives Etc. For New Work
- Unit Prices for Tasks Such as Windows, Doors, Frames, Countertops Etc. Include Sealant and Caulk

Understanding the Construction Cost Catalog®



- Demo Price Includes Loading into Truck or Dumpster.
- If Item Demolished as Part of Different Task, It will Not be Paid for Separately
- Contractor Paid for Installed Quantities Only. Waste is Included in Unit Price
- Assembly Prices take Precedence over Component Pricing
- 14' Working Height for All Work Except Masonry
- 4' Working Height for Masonry
- Dumpsters are a Separate Task and include hauling and disposal fees

Understanding the Construction Cost Catalog®



Contractors Never Get Paid Separately For:

- Moving and Returning Furniture Occupying Less than 55% of Floor Area. For Example, Moving Classroom Furniture to Paint
- Labor for Protecting Work in Place. For Example, a Laborer to Stay After a Concrete Pour
- Minor Barricades and Signage
- **Portable Toilet, Field Office, Field Office Equipment for Contractor's Use**
- Layout, Site Engineering for the Work Itself



Non Pre-Priced Tasks

The final price submitted for non pre-priced tasks shall be according to the following formulas:

Non Pre-Priced Adjustment Factor.

The Trustees will base the calculation of the non pre-priced adjustment factor on the Normal Working Hours Adjustment Factor, as bid by the Contractor, in one of two ways.

- (1) When the Normal Working Hours Adjustment Factor as bid is 1.0000 or less.**
In this case, the formula to determine the Non Pre-priced Adjustment Factor is:
the cost of the non-pre-priced item multiplied by the Normal Working Hours Adjustment Factor, multiplied by 1.15.
For example: if the Normal Working Hours Adjustment Factor is .8500; and the cost of the non pre-priced item is \$10,000, the mark-up formula is: $(\$10,000 * .8500) * 1.15 = \$9,775$.
- (2) When the Normal Working Hours Adjustment Factor as bid is 1.0001 or more.**
In this case, the University-allowed mark-up on non pre-priced items shall not exceed 15% total, and the formula is:
the cost of the non pre-priced item multiplied by 1.15. For example: if the Normal Working Hours Adjustment Factor is 1.2000, and the cost of the non pre-priced item is \$10,000, the mark-up formula is: $\$10,000 * 1.15 = \$11,500$.

Non Pre-Priced Tasks



Contractor Performed Duties

A = The unit price appearing in the Construction Task Catalog for each trade classification required multiplied by the quantity and multiplied by the appropriate Adjustment Factor identified and submitted in the Job Order Price Proposal as a pre-priced task.

B = The unit price appearing in the Construction Task Catalog for each piece of equipment required multiplied by the quantity and multiplied by the appropriate Adjustment Factor identified and submitted in the proposal as a pre-priced task.

C = The lowest of three independent quotes for all materials multiplied by the quantity and multiplied by the non pre-priced Adjustment Factor identified and submitted in the Job Order Price Proposal as a non pre-priced task.

Total cost for non pre-priced tasks performed with Contractor's own forces = A + B + C.



Non Pre-Priced Tasks



Subcontractor Performed Duties

If the Work is to be subcontracted, the Contractor must submit three independent quotes for the Work from Subcontractors. The Contractor shall not submit a quote or bid from any supplier or subcontractor that the Contractor is not prepared to use. The University may require additional quotes and bids if the suppliers or subcontractors are not acceptable or if the prices are not reasonable. If three quotes or bids cannot be obtained, the Contractor will provide the reason in writing for the University's approval as to why three quotes cannot be submitted.

D = Subcontractor Costs (supported by three quotes)

Total Cost for non pre-priced tasks performed by subcontractor = D multiplied by the Non Pre-Priced Adjustment Factor.



Method to Calculate



- **Use Historical Project Data**
 - Select a Completed Project
 - You Know Scope and Direct Costs
 - Price Project From CTC
 - Add on Overhead and Profit
 - Calculate the Adjustment Factor

Sample Project: Detailed Scope of Work



- Interior Renovation

- Doors and Hardware
 - Replace 12 interior doors, hinges and hardware
 - Doors shall be 3x7, solid core wood doors
 - Grade 2 locksets with knobs
 - Replace 2 push bar exist devices and door closers on exit doors
- Interior Lighting
 - Replace all lay-in troffer fixtures on first and second floors. 48 in total
 - Replace 4 exit fixtures
 - Replace 12 industrial fixtures in shop area
- Plumbing Fixtures
 - Replace 8-bathroom sinks, 8 faucets, and 8 toilets in men's and women's bathroom in admin building and shop area
 - Replace 4 water fountains
- Replace Boiler
 - Demo existing boiler and as much piping and venting to accommodate new boiler. Install a new 1028 mbh oil-fired cast-iron boiler. No access for packaged boiler. Must field assemble sections. Provide new piping as required.
- Daytime / Normal Working Hours Apply

Sample Project: Price Proposal



Contractor's Price Proposal Detail - Category

Date: February 05, 2012
 Contract Number: 000001
 Work Order Title: 000001 Florida 2014
 Contractor: The Gordian Group
 Proposal Value: \$74,754.78
 Proposal Name: Florida Sample Renovation

Code	Desc	Unit	QTY	Description	Unit Price	Factor	Total
1	08 00 00 000001	EA	1	001 Connector x 7 Long Hinge Anchor Expansion Bolt	\$74.78		\$74.78

Contractor's Price Proposal Summary - Category

Work Order #:	000001 Florida 2014
Title:	Florida Sample Renovation
Contractor:	The Gordian Group
Proposal Value:	\$66,344.12
Proposal Name:	Florida Sample Renovation
Boiler:	\$33,055.73
Doors and Hardware:	\$8,282.09
Lighting:	\$13,119.77
Plumbing:	\$11,886.53
Work Order Proposal Total	\$66,344.12

Subtotal for Category - Lighting

Code	Desc	Unit	QTY	Description	Unit Price	Factor	Total
1	08 00 00 000001	EA	1	001 Connector x 7 Long Hinge Anchor Expansion Bolt	\$74.78		\$74.78

Category - Plumbing

Code	Desc	Unit	QTY	Description	Unit Price	Factor	Total
1	08 00 00 000001	EA	1	001 Connector x 7 Long Hinge Anchor Expansion Bolt	\$74.78		\$74.78

Code	Desc	Unit	QTY	Description	Unit Price	Factor	Total
1	08 00 00 000001	EA	1	001 Connector x 7 Long Hinge Anchor Expansion Bolt	\$74.78		\$74.78

Subtotal for Category - Plumbing

Code	Desc	Unit	QTY	Description	Unit Price	Factor	Total
1	08 00 00 000001	EA	1	001 Connector x 7 Long Hinge Anchor Expansion Bolt	\$74.78		\$74.78

Contractor's Price Proposal Detail - Category

Date: February 05, 2012



Sample Price: CTC vs. Quote



Direct Cost of Work from CTC

- Replace Boiler \$ 31,555.73
- Doors/Hardware \$ 8,782.09
- Lighting \$ 12,119.77
- Plumbing \$ 11,542.41

TOTAL = \$ 64,000.00

Direct Cost of Work from Quotes or Estimates

- Replace Boiler \$ 34,500.00
- Doors/Hardware \$ 7,250.00
- Lighting \$ 12,750.00
- Plumbing \$ 10,500.00

TOTAL = \$ 65,000.00

Sample Price: Putting it all together



• A.	Direct Cost of Work from Quotes	\$65,000.00
• B.	Overhead 10%*	<u>\$ 6,500.00</u>
• C.	Subtotal (Cost & O/H)	\$71,500.00
• D.	Profit 10%*	<u>\$ 7,150.00</u>
• E.	Subtotal (Cost & O/H & Profit)	\$78,650.00
• F.	Price From CTC	\$ 64,000.00
•	Adjustment Factor (= E / F) = 1.2289	

*Sample Only. Contractor to determine O/H & Profit.

Prepare this calculation for more than one sample project.

Sample Price: Putting it all together

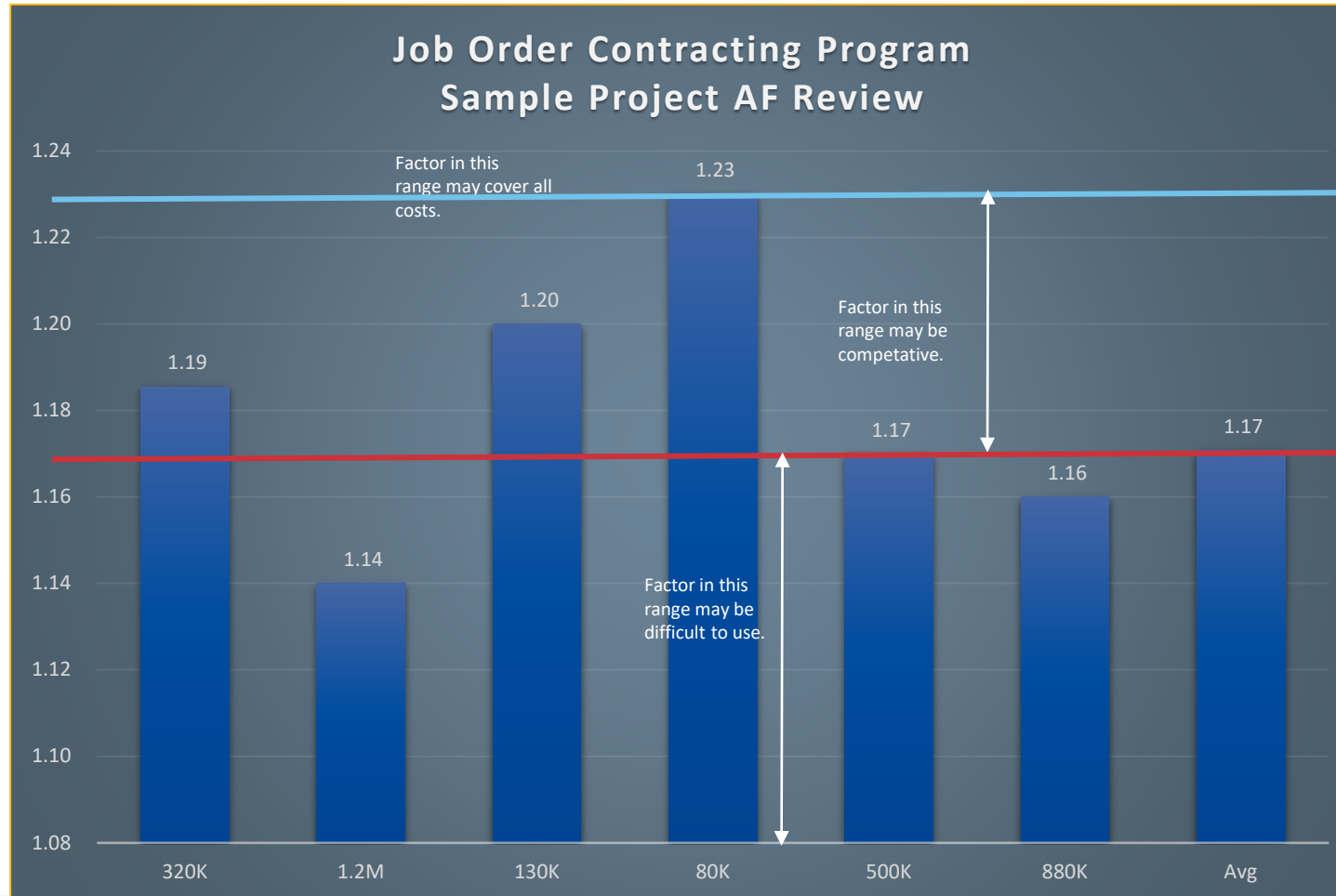


CTC	\$64,000.00	\$64,000.00
Adjustment Factor	1.2289	0.9040
Project Value OH/P	78,650.95	57,856.00
Sub Cost	(65,000.00)	(65,000.00)
P&OH Direct Cost	13,649.60	(7,144.00)

*Sample Only. Contractor to determine adjustment factor.

Added in Labor, and exaggerated quantities in line tasks will NOT BE ACCEPTED!

Sample Price: Putting it all together



Filling Out the Bid Form



Bid Forms

Schedule of Prices: The undersigned agrees to perform all work required, necessary, proper for, or incidental to completing the work called for in each individual Delivery order issued under this Delivery Order Contract using the Construction Task Catalog (CTC) and Technical Specifications incorporated herein with the following adjustment factors:

Daytime Working Hours Undersigned shall perform any or all functions called for during normal working hours in the quantities specified in individual delivery orders against this contract for the unit price sum specified in the construction Task Catalog (CTC) multiplied by the adjustment factor of:

1 . 2 2 8 9

(Specify to four (4) decimal places)

Nighttime Working Hours Undersigned shall perform any or all functions called for during other than normal working hours in the quantities specified in individual delivery orders against this contract for the unit price sum specified in the Construction Task Catalog (CTC) multiplied by the adjustment factor of:

1 . 2 7 5 5

(Specify to four (4) decimal places)

Premium Working Hours Undersigned shall perform any or all functions called for during premium working hours in the quantities specified in individual delivery orders against this contract for the unit price sum specified in the construction Task Catalog (CTC) multiplied by the adjustment factor of:

1 . 3 1 5 5

(Specify to four (4) decimal places)

* Sample only



Filling Out the Bid Form



BASIS OF CONTRACT AWARD: The award formula below is an integral part of this proposal, and to be responsive, the bidder shall quote for the total works above, and also shall complete the award formula below.

AWARD FORMULA

Line 1.	Normal working hours Adjustment Factor	1. <u>1.2289</u>
Line 2.	Multiply Line 1 by (80) %	2. <u>0.9831</u>
Line 3.	Other than normal working hours Adjustment Factor	3. <u>1.2755</u>
Line 4.	Multiply Line 3 by (15) %	4. <u>0.1913</u>
Line 5.	Premium working hours Adjustment Factor	5. <u>1.3155</u>
Line 6.	Multiply Line 5 by (5) %	6. <u>0.0658</u>
Line 7.	Add Lines 2 and 4 and 6	
	(This is the weighted, composite bid for this contract.)	7. <u>1.2402</u>



Contractor Adjustment Factor



Importance of Adjustment Factors

- Determines Lowest Bidder AND
- Used to Price Individual Work Orders
- Price Proposal Total Becomes the Lump Sum Job Order Amount

Unit Price	x	Quantity	x	Adjustment Factor	=	Total for Task		
+		Unit Price	x	Quantity	x	Adjustment Factor	=	Total for Task
+		Unit Price	x	Quantity	x	Adjustment Factor	=	Total for Task

							Total Job Order Price	



Risks of Low Adjustment Factor



- Leads to Arguments in Proposal Review
 - Unsupportable Tasks
 - Exaggerated Quantities
- Leads to Delays in Work Order Development
 - Takes Longer to Review Proposals
- Creates an Adversarial Relationship
 - Reduced Volume of Work
 - Will Shorten Contract
 - Lost Profitability
- No Second Chance to Improve your Margin



Review of Key Points



- Focus on Total Potential Value of Contract
- Evaluate Construction Task Catalog[®]
 - Analyze Unit Prices
 - Know the General Guidelines for Using the CTC
- Contractor Performance Drives Volume
 - Ability to Market Program and Services
 - Responsive Service
 - Accurate Proposals
 - Safe and Clean Project Sites
 - High Quality Construction
 - On-Time Completion
 - On Time Close Out

Bids



- Complete and submit the following as your Bid:
 1. Bid Proposal Form
 2. Bid Proposal Signature Page
 3. Certification (Bid)
 4. Bidders Bond
 5. Non-Collusion Affidavit
 6. Certification of Appropriate License and California Company
 7. Small Business Preference and Certification Request (if applicable)



Questions and Prequalification



- Make Sure you confirmed your attendance at the pre-bid conference
- All questions concerning this solicitation must be received via email no later than: 9/13/2021
 - (10) Calendar days before the bid and all directed to Michael McNairn.
- Submit questions to:
 - Michael McNairn
 - mjmcnairn@csuchico.edu
- Prequalification due: 9/7/2021
 - (10) Business Days prior to the date set for opening bids and approved not less than one (1) Business Day prior to the date set for opening bids.



Bid Submissions



- Bids Due: September 22, 2021, at 3:00PM
- Bids can be received by mail:
Procurement & Contract Services
400 West 1st Street
Chico, CA 95929-0255
- Or in person inside Kendall Hall, Room 206 (Procurement & Contract Services Office)
- Public Bid Opening will be done over an online meeting format. Link will be posted on the CSU Chico website: <https://www.csuchico.edu/purc/supplier-vendor-info/current-bids.shtml>