

**VII. STANDING COMMITTEES****B. Finance, Audit and Facilities Committee**University of Washington Job Order Contract – Award ContractRECOMMENDED ACTION:

It is the recommendation of the administration and the Finance, Audit and Facilities Committee that the President be issued special delegated authority to award a Job Order Contract (JOC) to the most qualified contractor selected. The maximum total contract amount for the cumulative value of all work orders shall not exceed \$4 million per year for a maximum of three years and \$12 million. Each work order will be limited to a maximum of \$300,000 except that the University may issue two work orders not exceeding \$350,000 for each year of the contract.

BACKGROUND:

JOC is a legislatively-approved, public works procurement tool that the University has had in place for the past seven years. This contract shall provide indefinite delivery and indefinite quantity - up to contract monetary maximum - for construction services for minor construction, renovation, repair and alteration projects. The new contract will have a two year term with the option to renew a third year. Individual work orders are anticipated to be in the \$90,000 to \$300,000 range.

The current contract, established in 2009, expires on May 29, 2011. This contract may be renewed for a third year at the University's option. The May 29, 2010 to May 29, 2011 annual \$4 million contracting limit is being approached due to unanticipated work at University of Washington Medical Center and at Harborview Medical Center.

The JOC is a very useful tool on projects that have tight schedule requirements to meet client demands and a new contract is needed to fulfill client requests from now until May 2011. In addition, a second JOC contract is required to help assure that the University has adequate supervision during periods of high use and will, through competition, incentivize both JOCs to perform at a higher level.

The Capital Projects Office advertised for firms interested in providing JOC services in January 2011. A panel will be convened to review the qualifications and determine which firms will be selected for interviews. Following the interviews, selected firms will be invited to submit bids. The bids will consist of coefficient mark-ups for work to be performed at the University of Washington Seattle, Bothell and Tacoma campuses and associated sites.

## VII. STANDING COMMITTEES

### B. Finance, Audit and Facilities Committee

#### University of Washington Job Order Contract – Award Contract (continued p. 2)

##### CONTRACTUAL QUALIFICATION:

This JOC contract will be used to meet client requirements for up to three years. The selected JOC will be reported under special delegated authority to the Regents upon contract execution.

Funding will be provided by various sources on a project by project basis.

*Attachment*

JOC RFQ Evaluation Form



CAPITAL PROJECTS OFFICE  
UNIVERSITY of WASHINGTON  
Finance & Facilities

Master averaging all evaluators

JOC RFQ Evaluation Form Possible  
Points Are Averaged For 5 Evaluators

Evaluation Criteria

Qualifications (16 points total) Possible Points

Experience with limited design Projects 4

Experience in Hospitals, Health Care Facilities, Acute Care Facilities/Wet Labs 5

Partnering/Teamwork Client/Multiple Projects 3

Experience/Scheduling/Budget Adherence 2

Experience with Unit Price Books 2

Concept of proposal (14 points total)

Corporate Organization 2

Project Organization 5

Quality Control Procedures 2

Management of Subcontractors 3

Safety Procedures 2

Professional Personnel Ability 15

Location 3

MWBE OUTREACH AND PARTICIPATION 7

Workload/Capacity 5

Interview 20

Final Proposals 20

Total Points 100 Possible points

Compiled by:

Date

Verified by:

Date

ATTACHMENT