

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF SAN BERNARDINO COUNTY  
AND RECORD OF ACTION**

**December 5, 2023**

**FROM**

**DON DAY, Director, Project and Facilities Management Department**

**SUBJECT**

Contract Amendment with The Gordian Group, Inc. dba The Mellon Group, for Job Order Contract Consulting Services

**RECOMMENDATION(S)**

Approve **Amendment No. 1 to Contract No. 21-01** with The Gordian Group, Inc. dba The Mellon Group, for consulting services for the County's Job Order Contracting Program, increasing the contract amount by \$2,000,000, from \$2,000,000 to a total not-to-exceed \$4,000,000, and extending the contract term two years, for a total contract term of January 12, 2021, through January 11, 2026.

(Presenter: Don Day, Director, 387-5000)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Improve County Government Operations.**

**Operate in a Fiscally-Responsible and Business-Like Manner.**

**FINANCIAL IMPACT**

The contract with The Gordian Group, Inc. dba The Mellon Group (Gordian) will not result in the use of additional Discretionary General Funding (Net County Cost). This contract is funded from projects approved by the Board of Supervisors (Board) as part of the Capital Improvement Program (CIP) or reimbursed from available funds in the budgets of the departments that initiate the projects.

**BACKGROUND INFORMATION**

Job Order Contracting (JOC) allows the County to rapidly engage contractors to perform repairs, renovations, remodels, or other repetitive work at existing public facilities utilizing a unit price structure. Experience with JOC has shown that this procurement method can offer time and cost savings to the County.

On January 5, 2021 (Item No. 36), the Board approved a three-year contract with Gordian for JOC consulting services for a not-to-exceed amount of \$2,000,000. The recommended contract amendment will extend the contract with Gordian for two additional years, for a total contract term of five years, and increase the contract amount by \$2,000,000 for a total not-to-exceed amount of \$4,000,000.

Gordian provides experienced staff that assists in the implementation of the County's JOC program. It provides current construction task catalogs specific to the County, a license agreement and technical support for eGordian information management software, document

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preparation, and training sessions for both County and contractor staff. The valuable savings of time and cost by utilizing the JOC program meets the goal of improving County government operations and operating in a fiscally responsible and business-like manner.

**PROCUREMENT**

On July 16, 2020, the County released a Request for Proposals (RFP) ANE221-ANE2C-3880 or JOC Consulting Services to interested and qualified firms for JOC consulting services through the County's Electronic Procurement Network (ePro). On July 29, 2020, an addendum was released extending the submission date, providing clarifications and responses to proposer's questions.

On August 7, 2020, three proposals were received. A selection committee composed of personnel from the Real Estate Services Department (RESA) was established to review proposals received from this solicitation following RFP selection criteria and County Policies 11-04 and 11-04SP1. A committee graded the RFPs by various criteria and selected Gordian. Purchasing continues to support this competitive procurement based on the formal solicitation above.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Julie Surber, Principal Assistant County Counsel, 387-5455) on September 29, 2023; Purchasing (Ariel Gill, Supervising Buyer, 387-2070) on October 18, 2023; Project and Facilities Management (Robert Gilliam, Chief of Project Management, 387-5000) on October 20, 2023; Finance (Yael Verduzco, Principal Administrative Analyst, 387-5285) on November 15, 2023; and County Finance and Administration (Valerie Clay, Deputy Executive Officer, 387-3076) on November 15, 2023.

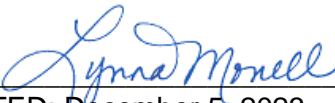
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Record of Action of the Board of Supervisors  
San Bernardino County

**APPROVED (CONSENT CALENDAR)**

Moved: Curt Hagman   Seconded: Joe Baca, Jr.  
Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: December 5, 2023



cc:     PFMD - Day w/agree  
          Contractor - c/o PFMD w/agree  
          File - w/agree  
CCM   12/11/2023