

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

April 23, 2024

FROM

NOEL CASTILLO, Director, Department of Public Works - Transportation

SUBJECT

Contract with Fountainhead Consulting Corporation to Provide Professional Engineering Services to Create and Implement a Job Order Contracts Program for the San Bernardino County Department of Public Works.

RECOMMENDATION(S)

Approve a **Contract No. 24-330** with Fountainhead Consulting Corporation, in the amount not-to-exceed \$308,236, for the period of April 23, 2024 through October 30, 2026, to provide professional engineering services for the creation and customization of the Job Order Contracting documentation, which includes San Bernardino County specific Task Catalogs, Technical Specifications, and General Conditions.

(Presenter: Noel Castillo, Director, 387-7906)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Improve County Government Operations.

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

FINANCIAL IMPACT

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). The Department of Public Works (Department) is funded by Gas Tax revenue, fee revenue, and other local, state, and federal funding. The estimated cost for the creation and implementation of the Job Order Contract (JOC) Program of \$308,236 will be funded with Gas Tax revenue. Sufficient revenue and appropriation are included in the Department's 2023-24 Road Operations budget (6650002000 H15262) and will be included in future recommended budgets.

BACKGROUND INFORMATION

Public Contract Code Section 20128.5 authorizes counties to use JOC Services to more efficiently engage contractors to perform the repair, maintenance and other repetitive work within the existing road facilities utilizing the unit price structure and a more expeditious process. Experience with this process has shown that the JOC offers several advantages over traditional procurement methods for construction services, including the savings of time and costs related to not developing detailed bid documents, advertising a project, and obtaining individual project related construction contract approval. Fountainhead Consulting Corporation (Fountainhead) will create and structure a JOC Program for the Department, as well as support the staff with training to enable the program to then be administered by Department staff. Through the JOC Program, the Department will achieve the County and the Chief Executive Officer's goals and

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objectives to operate in a fiscally-responsible and business-like manner and improve County government operations.

PROCUREMENT

On August 22, 2023, the Department advertised a Request for Proposal (RFP) for the creation, implementation, and support for the development of the JOC Program Services (RFP PWG124-LANDD-5075) through the County Electronic Procurement Network (e-Pro). On September 26, 2023, three proposals were received and accepted for review.

Consultant	Location
Fountainhead Consulting Corporation	Fontana, CA
Gordian Group	Greenville, SC
Facilities Optimization Solutions	Buffalo, NY

The proposals were evaluated by a selection committee made up of four members from the Department's Transportation Operations, Contracts, and Planning divisions. The selection committee determined that Fountainhead is the most qualified consultant based on its understanding of the work to be done, experience with similar type of work, familiarity with state and federal procedures, demonstrated technical ability and understanding of the County's needs and immediate availability of staff.

After ranking the firms, negotiations began with the highest ranked firm in accordance with the Caltrans Local Assistance Procedures Manual and County policy 11-04. In accordance with Caltrans' and County policy, contract negotiations were conducted with the firm ranked the highest to determine a fair and reasonable cost for the scope of work. After successful negotiations, staff from the Department and Fountainhead agreed upon a contract amount of \$308,236 which includes the creation, development, and training on applicable JOC contract documents and the creation of the unit price book, as well as construction support. No appeal or protest letters were received.

Construction and contract administration support associated with the JOC program is included within the contract's scope of services and will be determined at the time projects arise.

REVIEW BY OTHERS

This item has been reviewed by County Counsel Aaron Gest, Deputy County Counsel, 387-5455) on March 11, 2024; Purchasing (Jason Cloninger, Lead Buyer, 387-8258) on March 29, 2024; Finance (Jessica Trillo, Administrative Analyst, 387-4222) on April 4, 2024; and County Finance and Administration (Paloma Hernandez-Barker, Deputy Executive Officer, 387-5423) on April 8, 2024.

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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: April 23, 2024



cc: PW/Trans - Silao w/agree
 Contractor - c/o PW/Trans w/agree
 File - w/agree
CCM 04/24/2024