



**COMMISSION MEMORANDUM**

TO: Honorable Mayor and Members of the City Commission

FROM: Eric Carpenter, City Manager

DATE: September 11, 2024

TITLE: A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, ACCEPTING THE RECOMMENDATION OF THE CITY MANAGER PURSUANT TO REQUEST FOR QUALIFICATIONS NO. 2024-303-WG, JOB ORDER CONTRACTING ("JOC") FOR ROOFING OR ELECTRICAL CONSTRUCTION PROJECTS; AUTHORIZING THE ADMINISTRATION TO ESTABLISH A POOL OF PRE-QUALIFIED CONTRACTORS, AS SET FORTH IN ATTACHMENT A; FURTHER AUTHORIZING THE CITY MANAGER AND THE CITY CLERK TO EXECUTE AGREEMENTS WITH EACH OF THE RECOMMENDED PROPOSERS UPON CONCLUSION OF SUCCESSFUL NEGOTIATIONS; AND REQUIRING THAT ANY PROJECT TASK ORDER WITH A VALUE GREATER THAN \$2 MILLION BE SUBJECT TO THE PRIOR APPROVAL BY THE MAYOR AND CITY COMMISSION. (FACILITIES AND FLEET DEPARTMENT)

**RECOMMENDATION**

The City Administration ("Administration") recommends that the Mayor and City Commission ("City Commission") approve the Resolution.

This solicitation is under the cone of silence.

**BACKGROUND/HISTORY**

Job Order Contracting ("JOC") is a project delivery method utilized by many public organizations to expedite construction projects through competitively bid, fixed price, multi-year contracts. JOC contracts are based on a construction task catalog, which includes unit pricing for over 300,000 tasks potentially needed on a project, and an agreed-upon multiplier, which covers the contractor's overhead, insurance, and profit. JOC has been used extensively for over 40 years by federal, state, and local organizations. A white paper on the JOC process is attached hereto as Attachment B.

One of the most important considerations in a JOC process is a comprehensive and accurate construction task catalog ("CTC"). To that end, the City has partnered with The Gordian Group, the nation's leading provider of facility and construction cost data, software, and services for the JOC process and all phases of the building lifecycle. The Gordian Group prepares a CTC that is issued with the solicitation and is based on construction task pricing in the local area. The CTC may be adjusted annually based on local market pricing fluctuations.

When a project is ready for construction, a contractor and the organization work together to develop the task order for the construction phase of the project based on the CTC tasks needed for the project. The multiplier, which is preset in the contract, is applied to the sum of all CTC tasks that will be required for the project. The multiplier includes the contractor's overhead, insurance, and profit. The steps of the task order development phase are outlined below.

Step 1 – Joint Scope Meeting: City and contractor review project and design details.

Step 2 – Price Proposal: Contractor prepares a detailed price proposal by selecting the tasks in the CTC needed for the project. The contract multiplier is applied to the sum of all CTC tasks.

Step 3 – Price Proposal Review: City reviews price proposal to ensure that the correct CTC tasks, quantities, and multiplier have been applied.

Step 4 – Task Order Approval: Task orders with a value of up to \$2 million will be approved by the City Manager or designee. Task orders with a value greater than \$2 million to be subject to prior approval by the Mayor and City Commission.

Step 5 – The contractor provides the bonds (if applicable) and the work may commence.

Through JOC, projects can move from design to construction in a matter of weeks, not months as is typical when a separate procurement must be processed for each project. The ability to quickly assign competitively selected contractors to time-sensitive projects, including projects for maintenance or repairs and projects funded through general obligation bonds, is critical to expediting the City's capital program and maintenance needs.

On October 16, 2019, the Mayor and City Commission approved the City Manager's recommendation to award contracts to 18 contractors pursuant to ITB 2019-257-KB for job order contracting services—various trades. The Agreements are presently scheduled to expire in November 2024. As a result, the Administration prepared Request for Qualifications ("RFQ") 2024-303-WG for Job Order Contracting ("JOC") for roofing or electrical construction projects seeking proposals for a replacement contract.

## **ANALYSIS**

On April 3, 2024, the Mayor and City Commission approved the issuance of RFQ No. 2024-303-WG for Job Order Contracting for roofing or electrical construction projects. On April 5, 2024, the RFQ was issued. A voluntary pre-proposal meeting was held on April 18, 2024. Sixty-six (66) prospective bidders accessed the solicitation. RFQ responses were due and received on May 23, 2024. The City received proposals from the following contractors in each category:

### **Roofing**

A&J Roofing Corp.

A-1 Property Services Group, Inc.

Advanced Roofing, Inc.

### **Electrical**

AGC Electric, Inc.

Edd Helms Electric, LLC

R&D Electric, Inc.

South Florida Electrical Consultant, Inc.

On June 5, 2024, the Interim City Manager appointed the Evaluation Committee via LTC # 228-2024. The Evaluation Committee (the "Committee") convened on July 8, 2024, to consider the proposals received. The Committee was comprised of Martin Calcano, Facilities Capital Projects Coordinator, Facilities and Fleet Management Department, Elizabeth Estevez, Parks Capital Projects Manager, Parks and Recreation Department, Herman Fung, Project Manager, Office of Capital Improvement Projects, Pablo Gomez, Senior Capital Projects Coordinator, Office of Housing and Community Services and Rodney Perez, Project Manager, Miami Beach Police Department.

The Committee was provided with an overview of the project and information relative to the City's Cone of Silence Ordinance and the Government Sunshine Law. The Committee was also provided with general information on the scope of services and a copy of each proposal. The Committee was instructed to score and rank each proposal pursuant to the evaluation criteria

established in the RFQ. The evaluation process resulted in the ranking of proposers as indicated in Attachment C and below.

#### Roofing

1st ranked - A&J Roofing Corp.  
2nd ranked - Advanced Roofing, Inc.  
3rd ranked - A-1 Property Services Group, Inc.

#### Electrical

1st ranked - South Florida Electrical Consultant, Inc.  
2nd ranked - AGC Electric, Inc.  
3rd ranked - R&D Electric, Inc.  
4th ranked - Edd Helms Electric, LLC

The current agreement for JOC services has multiple contractors awarded for each category of work. During the term of the current agreement, the task orders have been issued for approximately 24 projects, with an average project cost of approximately \$309,000, totaling approximately \$7.4 million. Accordingly, based on prior usage of the services and the projected volume of work for which the JOC services would be required, staff recommends awarding to the following top-ranked contractors in each category. A summary of each firm is available upon request.

#### Roofing

1st ranked - AJ Roofing Corp  
2nd ranked - Advanced Roofing, Inc.  
3rd ranked - A-1 Property Services Group, Inc.

#### Electrical

1st ranked - South Florida Electrical Consultant, Inc.  
2nd ranked - AGC Electric, Inc.  
3rd ranked - R&D Electric, Inc.  
4th ranked - Edd Helms Electric, LLC

The Administration will typically select a contractor for a project on a rotational basis to maintain equity among the awarded contractors. For unique projects requiring a specific competency, the requesting department may review contractor qualifications and recommend a specific contractor based on unique skills or experience.

The JOC program will continue to provide a resource to expedite smaller, critical needs and General Obligation ("GO") Bond projects through competitively selected contractors that can be quickly deployed. After considering the submissions, the Evaluation Committee process, the lists of capital projects and GO Bond projects for which the JOC program is appropriate, it is recommended that the Administration be authorized to negotiate with following contractors in each category of work in order to establish a pool of prequalified JOC contractors for expediting future work.

#### Roofing

A&J Roofing Corp.  
Advanced Roofing, Inc.  
A-1 Property Services Group, Inc.

#### Electrical

South Florida Electrical Consultant, Inc.  
AGC Electric, Inc.  
R&D Electric, Inc.

Edd Helms Electric, LLC

Upon approval of this item, staff will negotiate with the recommended firms to establish the terms and conditions and the multiplier (i.e., overhead, insurance, and profit) that will be applied to the sum of all CTC tasks as a percent.

As has been stated, the JOC program provides a competitively awarded process for expediting many projects as the contractors are preselected and can be quickly assigned a project without the need to issue a competitive solicitation every time a project is identified.

For the contract that may result from this RFQ, the Administration anticipates that many of the capital renewal and replacement or priority projects will continue to be expedited through the JOC program. JOC was also helpful in completing a number of quick-win projects from the 2018 GO Bond. In addition, JOC is anticipated to be utilized on smaller projects (less than \$2 million) that will need to be expedited as part of the GO Bond for Arts and Culture, including portions or repair/replacement projects at the Bass Museum, Miami City Ballet, The Colony Theater, the Miami Beach Botanical Garden, Art Deco Welcome Center, the North Beach Oceanfront Center (UNIDAD), and others. Any project with a value greater than \$2 million will require approval of the Mayor and City Commission.

### **FISCAL IMPACT STATEMENT**

The Administration will enter into negotiations with the selected contractors to include but not be limited to applicable contract provisions and the adjustment factors that will be applicable to each category of work. The City may equalize the adjustment factor amongst all contractors for similar categories. Notwithstanding the preceding, the City is in no way obligated to enter into a contract with the selected Proposer(s) in the event the parties are unable to negotiate a contract.

During the term of the current agreement, the City has project task orders totaling approximately \$7.4 million dollars, with an average project size of \$309,000. However, the City anticipates that the volume of work pursuant to the JOC program will increase due to recent bond programs approved and as more projects require expediting, including resiliency projects.

It is anticipated that the majority of projects issued under this RFQ will be valued below \$2 million. Projects above \$2 million will require prior approval by the Mayor and City Commission. Any task order for a project with a value of up to \$2 million will continue to be included in the Procurement Report LTC issued monthly.

### **Does this Ordinance require a Business Impact Estimate?**

(FOR ORDINANCES ONLY)

If applicable, the Business Impact Estimate (BIE) was published on:

See BIE at: <https://www.miamibeachfl.gov/city-hall/city-clerk/meeting-notice/>

### **FINANCIAL INFORMATION**

### **CONCLUSION**

For the reasons stated herein, it is recommended that the Mayor and City Commission approve the Resolution authorizing the Administration to establish a pool of prequalified contractors, as set forth in Attachment A for the categories of roofing, and electrical construction; and further authorizing the City Manager and City Clerk to execute agreements with each of the foregoing proposers upon conclusion of successful negotiations providing that any task order for a specific project which is greater than \$2 million be subject to prior approval by the Mayor and City Commission. Any task order for a project with a value of up to \$2 million will continue to be reported to the City Commission monthly.

**Applicable Area**

Citywide

**Is this a "Residents Right to Know" item, pursuant to City Code Section 2-17?**

No

**Is this item related to a G.O. Bond Project?**

No

**Was this Agenda Item initially requested by a lobbyist which, as defined in Code Sec. 2-481, includes a principal engaged in lobbying?** No

If so, specify the name of lobbyist(s) and principal(s):

**Department**

Procurement

**Sponsor(s)**

**Co-sponsor(s)**

**Condensed Title**

Award RFQ 2024-303-WG, Job Order Contracting (JOC) for Roofing/Electrical Construction Projects. FF/PR