The Right Resources. Right Now.
Wifi Device: Convention_Guest

NO PASSWORD
MEET THE CP STAFF
9:30 a.m. to 9:45 a.m.  
Welcome and Introduction

9:45 a.m. to 10:15 a.m.  
Choice Partners Cooperative  
Legal Requirements

10:15 to 11:00 a.m.  
Navigating the Website

11:00 a.m. to 11:30 a.m.  
Vendor Intro and Break

11:30 a.m. to 12:15 p.m.  
Job Order Contracting

12:15 p.m. to 12:45 p.m.  
Lunch and Vendor Visits

12:45 p.m. to 1:00 p.m.  
Door prizes awarded and evaluations

1:00 p.m.  
Closing
WIN, WIN, WIN

Diagram:
- Choice Partners
- Interlocal Agreement
- Awarded Contract
- CP Member
- P.O., Job Order and/or Contracted Services Agreement
- CP Awarded Vendor
HCDE, A GOVERNMENTAL ENTITY

HCDE is located in Harris County, Texas; it is not a County agency.

HCDE is a governmental agency serving Harris County schools since 1889.

Taxing Authority
THE 5 PILLARS WE SUPPORT

STUDENTS AND EDUCATORS SERVED

- Adult Education: 9,121
- CASE FOR KIDS: 17,441
- Head Start: 3,409
- Special Schools: 729
- Therapy Services: 13,898

CENTER FOR SAFE AND SECURE SCHOOLS: 51,655 Students and Educators

CHOICE PARTNERS: $28 Million in Support for Districts

EDUCATOR CERTIFICATION: 1,489 Educators Served

RECORDS MANAGEMENT: 42 Government Agencies

TEACHING AND LEARNING CENTER: 9,200 Educators Served
LEGAL REQUIREMENTS
Has anyone had an “easy” RFP solicitation?
Question 1 - Answer

Reasons to use Choice Partners!

• Saves staff time in purchasing - Contracts are already competitively procured
• Saves staff time in construction, purchasing and food services
• Saves on budgets while saving taxpayer dollars
• Improves procurement initiatives and efficiency
• Extends staff time through use of these contracts
### Choice Partners provides legally-procured contracts

| Local Government Code 271 - Purchasing & Contracting Authority of Municipalities, Counties, other Government |
| Education Code Ch. 44 - Procurement (All construction, with the exception of Performance Contracts, is in Code 2269) |
| Government Code 791 – Interlocal Cooperative Contracts |
| Government Code 2269 Construction Procurement for all government (except Higher Ed.) | Local Gov’t Code 252/262 Purchasing & Contracting Authority of Municipalities, Counties, other Government | 24 CFR 85.36 Housing and Urban Development |
| | EDGAR/Uniform Guidance (2 CFR 200) | HB 1295 |
| | TEC 51.9335 Higher Education |
Facilities Sources

Contract Category: Construction-JOC (JOC-IDIQ)
Contract Number: 21/039MR-05
Contract Terms:
- Initial Award Date: July 21, 2021
- Current Expiration Date: July 20, 2022
- Renewal Options Remaining: 3
CP Contract Manager:
- Michael Robles
  mrobles@hcde-texas.org
  713-316-4254

Contract Partner: Facilities Sources

Contract Partner Web Site: http://www.facilitiessources.com
Approved Market Area: TX
Texas Regional Centers:
- Region 4 Primary
- Regions 3 and 5 Secondary

Approved Product or Service:
JOC-IDIQ Construction

To Place an Order:
Contact the vendor for all your pricing needs, stating you are using CP contract and send us the confirmation only Purchase Order copy. All contracts are EDGAR compliant!

Pricing:
Is according to the contract on file with CP. Send all PO copies to ecatalog@choicepartners.org

Freight Terms: -

HUB Status: Yes

MWBE Status: Yes

SBE Status: No

Due Diligence: Download
# DUE DILIGENCE ZIP FILE

<table>
<thead>
<tr>
<th>DUE DILIGENCE OUTLINE</th>
<th>Document Flow</th>
</tr>
</thead>
<tbody>
<tr>
<td>01 XX-xxxxx Independent Estimate (IED)</td>
<td>IED to generate Ad &amp; Affidavit</td>
</tr>
<tr>
<td>02 XX-xxxxx Advertisements &amp; Affidavits</td>
<td>Ad and Affidavit rollout RFP</td>
</tr>
<tr>
<td>03 XX-xxxxx RFP/CSP Document</td>
<td>RFP Posted on eBid</td>
</tr>
<tr>
<td>04 XX-xxxxx RFP/CSP Addenda (if any)</td>
<td>RFP Addenda Posted on eBid</td>
</tr>
<tr>
<td>05 XX-xxxxx Evaluation Summary</td>
<td>Committee Evaluates to Award</td>
</tr>
<tr>
<td>06 XX-xxxxx Proposal (Bid)Tabulation</td>
<td>Document Generated from Evaluation</td>
</tr>
<tr>
<td>07 XX-xxxxx Participation Listing</td>
<td>Back-up Doc of respondent history</td>
</tr>
<tr>
<td>08 XX-xxxxx Vendor Response (Attributes)</td>
<td>Part of Proposal/CSP Response</td>
</tr>
<tr>
<td>09 XX-xxxxx EDGAR Certification</td>
<td>Required Document for Proposal</td>
</tr>
<tr>
<td>10 XX-xxxxx Cost Price Analysis (CPA)</td>
<td>Generated by Eval and Bid Tab</td>
</tr>
<tr>
<td>11 XX-xxxxx Current Pricing</td>
<td>Listed with CPA</td>
</tr>
<tr>
<td>12 XX-xxxxx TEC Form 1295 (ACK)</td>
<td>Required for Board Approval</td>
</tr>
<tr>
<td>13 XX-xxxxx SAM Reports</td>
<td>Proof Entity/Officers not debarred by GSA</td>
</tr>
<tr>
<td>14 XX-xxxxx Board Approval (Proof)</td>
<td>Award Approved</td>
</tr>
<tr>
<td>15 XX-xxxxx Contract Award Letter</td>
<td>Board Approval Notice</td>
</tr>
<tr>
<td>16 XX-xxxxx Contract</td>
<td>Exec of Offer and Ts and Cs</td>
</tr>
<tr>
<td>17 XX-xxxxx Contract Assignment</td>
<td>Name or other changes (buyouts/mergers, etc.)</td>
</tr>
<tr>
<td>18 XX-xxxxx Renewal Letter #1</td>
<td>R1 Signed Document</td>
</tr>
<tr>
<td>19 XX-xxxxx Renewal Letter #2</td>
<td>R2 Signed Document</td>
</tr>
<tr>
<td>20 XX-xxxxx Renewal Letter #3</td>
<td>R3 Signed Document</td>
</tr>
</tbody>
</table>
Who do I contact at CP if I would like someone to review a quote that I received from an awarded CP vendor?
Question 2 - Answer

Mary Causey
Contract Compliance Specialist
Mary@choicepartners.org

Kristi Nichols
Contract Manager
Kristi@choicepartners.org

Michael Robles
Contract Manager
Michael@choicepartners.org

Monique Joseph-Francis
Contract Manager
Monique@choicepartners.org

Steve Gibson
Contract Manager
Steve@choicepartners.org
CONTRACTS

FOOD/CAFETERIA | TECHNOLOGY | COMMODITIES | SERVICES | FACILITIES
FOOD / CAFETERIA CONTRACTS

- Bottled Drinking Water, and Coolers
- Chemical Products and Services
- Commercial Food Distributor
- Commodity Processing of USDA Foods
- Dairy Products
- Food Equipment, Parts, Repair, Installation, Maintenance, Small Wares, and Related Items

- Fresh Bread Products
- Fresh Produce
- Frozen and Chilled Beverages
- Ice Cream
- Pizza Delivery
- Snacks and Beverages
- Technical Services & Products for Food Service
Procurement
- TDA audited Coop Contracts for upcoming PR/ARs
- Website – all documents posted

2022 Nutrition & Product EXPO
- Thursday, October 13th @ Humble Civic Center

New Contracts for SY 22-23
- Commercial Food Distributor
- Chemical Products for Foodservice
- Direct Delivery of Snacks and Beverages
- Restaurant Branded Food Delivery
- Technology Products for Foodservice
Member Login

If you are already a member, select "Set Up a New Account" below and get your login so you have access to all the details of our contracts.

USERNAME

PASSWORD

LOGIN TO FOOD AREA ONLY

LOGIN

Helpful Links

Set Up a New Account
Available Contracts
Forgot your password?
Food Members Dashboard

Welcome
As a Choice Partners member, you can access information that saves you valuable time and money. Click on the areas below to make your selection.

You can:
- Get quick pricing quotes for your equipment/small wares purchase
- View available Contracts and Vendors
- Download current school year pricing
- Download required Annual Review documents
- Find commodity processing information **NEW - All Vendors SEPDS for SY 21-22**
- Download required Procurement Review documents

For more information, contact our Assistant Director, Trisha Prestigiacomo, at 713-696-0742. Our goal is to support you in finding the right resources for your child nutrition or cafeteria program.

CONTACT INFO

Trisha Prestigiacomo,
RTSBA:
Choice Partners Assistant Director
Food Contracts
Phone: 713-696-0742
trisha@ChoicePartners.org

Laura Sprehe - RD LD MPH:
Contract Manager
Phone: 713-696-8213
Laura@ChoicePartners.org
Navigating the Website
Member Login

If you are already a member, select "Set Up a New Account" below and get your login so you have access to all the details of our contracts.

USERNAME

PASSWORD

LOGIN TO FOOD AREA ONLY

LOGIN

Helpful Links

Set Up a New Account
Available Contracts
Forgot your password?
MEMBER DASHBOARD

Welcome

As a Choice Partners member, you can access information that saves you valuable time and money. Click on the areas to the right to make your selection.

You can:

- Get quick pricing quotes for your projects
- View available Contracts and Vendors
- Access our Supply Catalog and other pricing catalogs
- Download nutrition labels/commodity processing info.

For more information, contact our Assistant Director, Joann Nichols, or call 877-696-2122 for immediate assistance. Our goal is to support you in finding the right resources, right now!
SUPPLY CATALOG ORDERING

- More than 1,100 line items competitively bid
- Single awards
- Catalog Discount Percentage also provided
- eCatalog system allows members to create quotes & place orders
DUE DILIGENCE / PARTNERSHIP

Construction Masters of Houston

Contract Category: Construction-OCOC-01DQ
Contract Number: 20/017MR-05
Contract Terms:
Initial Award Date: February 26, 2020
1st Renewal Start Date: February 26, 2021
2nd Renewal Start Date: February 26, 2022
Current Expiration Date: February 25, 2023
Renewal Options Remaining: 1
CP Contract Manager:
Michael McRabb
micrabb@the-dchyce-texas.org
713-316-4254

CONSTRUCTION MASTERS

approved Product Area: TX
Texas Regional Centers: Region 4 Primary

Contact Web Site:
http://www.cmhouston.com

Dashboard
Get A Quote
Current Vendors
Contract List
Food
Supply Catalog
Login

CONTACT INFO

For Sales
Justin Davis
3908 Third Street
Pearland, Texas 77581
Phone: 281-962-6491
Fax: 281-486-4702
justin@cmhouston.com

APPROVED PRODUCT OR SERVICE:
IDIQ Construction and Maintenance (Job Order Contracting)

TO PLACE AN ORDER:
Contact the vendor for all your pricing needs, stating you are using CP contract and send us the confirmation only Purchase Order copy. All contracts are EDGAR compliant.

PRICING:
Is according to the contract on file with CP. Send all PO copies to: acatalog@choicepartners.com

Freight Terms:

HUB Status: No
MWBE Status: No

SBE Status: No

DUE DILIGENCE:
Download

ABOUT THIS PARTNER:
Construction Masters of Houston, Inc is a privately owned, mid-size general contracting firm based in Pearland, Texas. Robert Campbell started the company in 1987 with the belief that honesty, integrity and reliability would be the key elements to providing the Greater Houston Area with general contracting and construction management services.

Constructing buildings is a passion of ours and we do not take the responsibility of quality and customer satisfaction lightly. We have dedicated our careers to cultivating relationships, beyond the responsibilities of constructing a building, so that an organization's mission, culture and values are encompassed.

Our ability to produce a quality product, in time and on budget is a direct reflection of the relationships we build and respect earned with our subcontractors and vendors. We treat our partners with the same honesty, integrity and reliability as we do our clients; in-turn we require their commitment to our philosophy on the job.

The respect built leads to a cooperative partnership, between the design team, general contractor, subcontractors and vendors. This
• Members select a category of contract.
• Then select desired vendor(s).
• Member describes product/service to be quoted.
• Member enters date product/service is needed.
• Options available to upload photos/specifications.
• NOTE: Vendors must respond to quote request within 48 hours.
Events

SELECT AN EVENT

Disaster Procurement Flight Plan (May 10, 2022)

Disaster Procurement Flight Plan

(May 10, 2022)

Join us as we take off with procurement’s role in disaster response. Cruise through some ways to optimize federal disaster funding and land best practices for procurement disaster recovery.

Earn 3 CEUs for attending!

Tuesday, May 10, 2022
10 a.m. - 1 p.m.
Landry’s Seafood House - 2nd Floor Banquet area
1 Boardwalk
Kemah, TX 77565
Frequently Asked Questions

Q: 0. What is Harris County Department of Education?
A: Harris County Department of Education is a governmental entity. Created in 1889, HCDE provides educational services for school districts and learners of all ages. It is located in Harris County but is not part of the governmental entity of Harris County, Texas. See attorney letter [here](#). See the benefits for membership to learn more.

Q: 1. What is Choice Partners?
A: Choice Partners was created by the merger of three Harris County Department of Education procurement cooperatives, Choice Facility Partners, Gulf Coast Food Co-op and HCDE Purchasing Cooperative. Choice Partners is a national cooperative purchasing service with legally procured contracts. Using these contracts streamlines purchasing, saving time and money for governmental organizations and nonprofits. A division of [Harris County Department of Education](#), organizations in Texas that want to use these competitively bid and legally awarded contracts, sign an interlocal, government-to-government contract. Organizations outside Texas may just sign up and follow their state procurement laws.

Q: 2. Who is eligible to use Choice Partners?
A: Schools, colleges, universities, municipalities, counties, state agencies and other governmental entities, and nonprofits may join and use Choice Partners contracts. Private schools and higher education organizations that operate as nonprofit organizations may also become members.
**VENDOR CONTACT INFORMATION**

**Balfour Company**

**Contract Category:** Award Jackets, Apparel, Screen Printing, and Embroidery  
**Contract Number:** 20/046SG-04  
**Contract Terms:**  
Initial Award Date: August 19, 2020  
1st Renewal Start Date: August 19, 2021  
Current Expiration Date: August 18, 2022  
Renewal Options Remaining: 2  
**CP Contract Manager:**  
Steve Gibson  
steve@choicepartners.org  
713-681-6052

**Contract Partner:** Balfour Company

**Contract Partner Web Site:** http://www.aaljackets.com  
**Approved Market Area:** TX

**CONTACT INFO**

For **SALES**

**Matt Milks**  
8525 Westland West Blvd.  
Houston, Texas 77041  
**Phone:** 832-912-8000  
**Fax:** 832-912-8005  
mattm@balfourhouston.com

For **SALES**

**Butch Milks**  
8525 Westland West Blvd.  
Houston, Texas 77041  
**Phone:** 832-912-8000  
**Fax:** 832-912-8005  
butchm@balfourhouston.com
<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Joann Nichols, RTSA</td>
<td>Assistant Director/Construction &amp; Commodity</td>
<td>877-696-2122</td>
</tr>
<tr>
<td>Trisha Prestigiacomo, RTSA</td>
<td>Assistant Director/Food</td>
<td>713-696-0742</td>
</tr>
<tr>
<td>Stephen Kendrick, RTSA</td>
<td>Sr. Mgr. Facility Planning</td>
<td>713-696-8252</td>
</tr>
<tr>
<td>Krish Nichols, RTSA</td>
<td>Contract Manager</td>
<td>713-696-1337</td>
</tr>
<tr>
<td>Michael Robles, RTSA</td>
<td>Contract Manager</td>
<td>713-316-4254</td>
</tr>
<tr>
<td>Monique Joseph-Francis, CTSG</td>
<td>Contract Manager</td>
<td>713-316-4259</td>
</tr>
<tr>
<td>Steve Gibson, CPSM</td>
<td>Contract Manager</td>
<td>713-681-6052</td>
</tr>
<tr>
<td>Kelly Durmay, CPSM</td>
<td>Contract Coordinator</td>
<td>713-696-8308</td>
</tr>
<tr>
<td>Laura Sorene, RD, LD, MPH, RTSA</td>
<td>Contract Manager/Food</td>
<td>713-696-8213</td>
</tr>
<tr>
<td>Melissa Wilder</td>
<td>Contract Coordinator/Food</td>
<td>713-696-8209</td>
</tr>
<tr>
<td>Contract Assistant/Food</td>
<td>713-696-8243</td>
<td></td>
</tr>
<tr>
<td>Janet Wachs</td>
<td>MCE Asst. Director</td>
<td>920-251-1097</td>
</tr>
<tr>
<td>Ian Arnold, CPA</td>
<td>Client Services Manager</td>
<td>713-696-0746</td>
</tr>
<tr>
<td>Mary Causey, MS, RTSA</td>
<td>Contract Compliance Specialist</td>
<td>713-696-8270</td>
</tr>
<tr>
<td>Anitra Yokes, CTSA</td>
<td>Contract Specialist</td>
<td>713-696-8241</td>
</tr>
<tr>
<td>Yvonne Johnson, CTSA</td>
<td>General Office Clerk II</td>
<td>713-696-1686</td>
</tr>
<tr>
<td>Kay Workh, CTSA</td>
<td>Contract Assistant</td>
<td>713-696-0743</td>
</tr>
<tr>
<td>Shandra Powell</td>
<td>Clerk - General Office</td>
<td>713-696-1389</td>
</tr>
<tr>
<td>Roland Salazar</td>
<td>Clerk - General Office</td>
<td>713-696-1787</td>
</tr>
<tr>
<td>Ann Marie Harbour</td>
<td>Field Representative (Houston area)</td>
<td>817-703-7901</td>
</tr>
<tr>
<td>Louise Hooper</td>
<td>Field Representative (DFW area)</td>
<td>713-305-1447</td>
</tr>
<tr>
<td>Charlie &quot;Los&quot; Hooper</td>
<td>Field Representative (DFW area)</td>
<td>281-802-5693</td>
</tr>
<tr>
<td>Jeff Drury, RTSA</td>
<td>Sr. Director</td>
<td>713-696-0786</td>
</tr>
</tbody>
</table>
Members:
Complete your survey at this time.
(YOUR FEEDBACK MATTERS!)
Job Order Contracting (JOC)
Objectives

Why JOC?

Maintenance vs. Construction

Concepts including Trade JOC & Quoting vs. Bidding

How to Legally Use a CP JOC Contract
1. That's the way we have always done it.
2. It was like that when I got here.
3. It's not right, but it's normal for us.
4. Another department is responsible for that.
Different procurement rules apply
- Contracts not properly procured can be voided or unenforceable
- Officials and officers who violate procurement statutes can be subject to criminal penalties

Public works contracts may trigger bonding and prevailing wage requirements

Legal mistakes can:
- DELAY projects
- Jeopardize budgets and result in cost-overruns
- Subject gov’t entity to financial liability to vendors & subcontractors
JOC/IDIQ – Why Job Order Contracting (JOC)

- **Time & Materials**
- **Only** method allowed to select contractors for future, undefined projects. **Texas Education Code 44.031 (a)1-8**
“A procurement method used for maintenance, repair, alteration, renovation remediation, or minor construction” of facilities “when the work is of a recurring nature, but the delivery times, types, and quantities of work required are indefinite.”

*Tex. Gov’t Code § 2269.401*
Factors to Consider

- **Like for like** – NOT new or upgraded
- Scale and complexity of project
- Physical size of object being worked on

**JOC contract**
(TGC 2269)                  Repair & Maintenance

**Maintenance Contract**
(TEC 44.031)            Construction Services

**OSHA Letter to Raymond Knobb (11.18.2003)**
Good rule of thumb:

• Procure maintenance service contracts under Tex. Gov’t Code Chapter 2269, rather than under non-2269 method (like TEC 44 for ISD’s), if
  • Maintenance and routine repair contracts could include significant replacements, repairs or installation of new structures, appurtenances, features, components or fixtures;
  • Repairs will be performed by laborers, workers or mechanics who would be required to furnish performance or payment bonds or would be entitled to a minimum prevailing wage rate under public laws; or
  • There is a potential for a repair to require the services of an architect or engineer, the securing of permits, or compliance with updated building or electrical codes.
JOC’s procured by Purchasing Cooperatives

- Gov’t Entity selects vendor without having to use its own competitive procurement process
- ONLY satisfies the *procurement* requirement, NOT the *contracting* requirement
- Statute requires a written and signed job order between the vendor and the Gov’t Entity TGC 2269.410(a)
- Only construction method that allows for use of a cooperative in lieu of self-procurement
- Only method allowed to select contractors for future, undefined projects or tasks
JOC/IDIQ – What’s an IDIQ/JOC Estimate?

- MUST contain:
  - CP Contract Number
  - Line item assessment based on Unit Price Book (UPB)
  - Localized by applying City Cost Index (CCI)
  - Legally bid coefficient

- Subcontractor pricing must be estimated using the UPB for ALL scope of work
<table>
<thead>
<tr>
<th>Quantity</th>
<th>LineNumber</th>
<th>Description</th>
<th>Unit</th>
<th>O&amp;P</th>
<th>Ext. Total O&amp;P</th>
<th>Labor Type</th>
<th>Data Release</th>
<th>CCI Location</th>
<th>Notes</th>
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<tr>
<td>10</td>
<td>236585100490</td>
<td>Central station air handler, up thru 15 ton, selective demolition</td>
<td>Ea.</td>
<td>579.25$</td>
<td>5,792.50$</td>
<td>RR</td>
<td>Year 2019 Quarter 2</td>
<td>TEXAS / HOUSTON (770-772)</td>
<td>Insert any notes to describe where work is being done, what is being provided in this line item, etc.</td>
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<td>1</td>
<td>237433101700</td>
<td>Rooftop air conditioner, single zone, electric cool, gas heat, 10 ton cooling, 200 MBH heating, includes, standard controls, curb and economizer</td>
<td>Ea.</td>
<td>4,359.00$</td>
<td>4,359.00$</td>
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<td>TEXAS / HOUSTON (770-772)</td>
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<tr>
<td>3</td>
<td>237433101150</td>
<td>Rooftop air conditioner, single zone, electric cool, gas heat, 7.5 ton cooling, 170 MBH heating, includes, standard controls, curb and economizer</td>
<td>Ea.</td>
<td>8,213.65$</td>
<td>24,640.95$</td>
<td>RR</td>
<td>Year 2019 Quarter 2</td>
<td>TEXAS / HOUSTON (770-772)</td>
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<td>2</td>
<td>237433101156</td>
<td>Rooftop air conditioner, single zone, electric cool, gas heat, 8.5 ton cooling, 170 MBH heating, includes, standard controls, curb and economizer</td>
<td>Ea.</td>
<td>9,733.10$</td>
<td>9,733.10$</td>
<td>RR</td>
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<td>TEXAS / HOUSTON (770-772)</td>
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<td>2</td>
<td>237433101160</td>
<td>Rooftop air conditioner, single zone, electric cool, gas heat, 10 ton cooling, 200 MBH heating, includes, standard controls, curb and economizer</td>
<td>Ea.</td>
<td>12,186.50$</td>
<td>24,373.00$</td>
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<td>TEXAS / HOUSTON (770-772)</td>
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<tr>
<td>1</td>
<td>237433101170</td>
<td>Rooftop air conditioner, single zone, electric cool, gas heat, 12.5 ton cooling, 230 MBH heating, includes, standard controls, curb and economizer</td>
<td>Ea.</td>
<td>7,571.00$</td>
<td>15,142.00$</td>
<td>RR</td>
<td>Year 2019 Quarter 2</td>
<td>TEXAS / HOUSTON (770-772)</td>
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<td>Rooftop air conditioner, single zone, electric cool, gas heat, 15 ton cooling, 270 MBH heating, includes, standard controls, curb and economizer</td>
<td>Ea.</td>
<td>8,213.65$</td>
<td>8,213.65$</td>
<td>RR</td>
<td>Year 2019 Quarter 2</td>
<td>TEXAS / HOUSTON (770-772)</td>
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<tr>
<td>400</td>
<td>238100109850</td>
<td>Curbs/pads prefabricated, pad, condenser, fiberglass reinforced concrete with polystyrene foam core, 3&quot; block, 20&quot; x 36&quot;</td>
<td>Ea.</td>
<td>94.70$</td>
<td>94,700.00$</td>
<td>RR</td>
<td>Year 2019 Quarter 2</td>
<td>TEXAS / HOUSTON (770-772)</td>
<td></td>
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<tr>
<td>1</td>
<td>015433602720</td>
<td>Rent crane truck mounted, hydraulic, 100 ton capacity, incl. Hourly Oper. Cost</td>
<td>Week</td>
<td>9,886.76$</td>
<td>9,886.76$</td>
<td>RR</td>
<td>Year 2019 Quarter 2</td>
<td>TEXAS / HOUSTON (770-772)</td>
<td></td>
</tr>
</tbody>
</table>

**RS Means Unit Cost Total**

$75,519.46 | $135,561.41

**Additional Discount of XX% good for current project only**

$122,005.27

**Total Project Quote**

$124,445.37
Review the JOC Quote

• CCI location
• Coefficient
• O & P Pricing
• Data release (most recent)

• Non pre-priced items
• Attempts to pass-through co-op fee
• Division 1
• Adjustment Factors
WIN, WIN, WIN
Use A Master Job Order Contract

• Contains Gov’t Entity’s project specific Scope of Work
• Includes Job Order & Prevailing Wage Rate as Attachments
• Liquidated Damages
• Retainage
• Terms & Conditions Specific to Gov’t Entity
• Signed by Gov’t Entity & Vendor

“An order for a job or project under a job order contract must be signed by the government entity’s representative and the contractor.”

TEX. GOV’T CODE § 2269.410
JOC / IDIQ – The JOB Order

- Owner/Gov’t Entity - issued
- Signed by both parties
- States scope of work and price of assigned tasks
- Provides Owner’s Adopted Prevailing Wage Rates
Public Works Bonds

- Performance bond required if contract is in excess of $100,000
  - Protects the Gov’t Entity from financial losses arising from default, material breach, termination or abandonment

- Payment bond required if a contract is in excess of:
  - $25,000 & the Gov’t Entity is not a municipality or a joint board
  - $50,000 and the Gov’t Entity is a municipality or a joint board
  - Protects the Gov’t Entity from claims for nonpayment of suppliers, subcontractors, and sub-subcontractors

*TEX. GOV’T CODE § 2253.021*
JOCs and Using an Architect or Engineer

- Gov’t Entity must independently hire A/E if services required
  
  \textit{TEX. GOVT CODE § 791.011(j)}
  
- Architect required for:
  - A new building having construction costs exceeding $100,000
  - An alteration or addition having construction costs exceeding $50,000
  
  \textit{TEX. OCC CODE § 1051.703}
  
- Exceptions to Engineering Services:
  - An engineer is \textbf{NOT} required for a public work project if:
    - A project involving electrical or mechanical engineering will cost $8,000 or less
    - A project not involving electrical or mechanical engineering will cost $20,000 or less (i.e., structural or civil)
  
  \textit{TEX. OCC CODE § 1001.053}
What Must Go to the Board?

• **Determination of construction services project delivery method (if other than Competitive Sealed Bids or other method in local policy).**

• Approval of competitive procurement results, where procurement is required

• Approval of all Interlocal Contracts for cooperatives

• Approval of the contract with any vendor

• Approval of all contract amendments or change orders

• All contract renewals and contract terminations

• Governing Body may act to delegate all of the above powers (CH or CV Local for ISD’s)

• **Job Orders (including cooperative purchases) in excess of $500,000**
Trade JOC VS. JOC

• **Trade JOC**
  - Allows the use of one trade or division
  - Reduces overhead expenses when multiple trades are not needed to complete project

• **JOC**
  - Allows for the use of all divisions and is typically a general contractor

• **BID or PROPOSAL**
  vendor’s *formal, written, sealed response* that satisfies the state’s procurement requirements for a governmental entity.

• **QUOTE**
  vendor’s *job-specific price in writing* based on their previously bid and awarded contract coefficient and contract specified UPB.
• Establish procurement method with your vendor prior to them quoting the job
• Include contract number on quote and PO
• Verify pricing by requesting the vendor’s line item estimate with legally bid coefficient.
• If utilizing a coop, send a confirming copy of each JOC PO issued to Coop
• Not all coefficients are created equal
• Not all Co-ops are created equal, are in State, or are 2 CFR Part 200 (EDGAR) compliant
• Governing Body Approval
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