



DASNY's Job Order Contracting Program  
New Construction Contract Solicitations

Pre-Bid Conference  
August 25, 2021 (Via WebEx) – 10:00 AM

# AGENDA

- DASNY Overview - Job Order Contracting Program
- Explanation of Job Order Contracting
- Current Contract Solicitations
- Understanding the Construction Task Catalog (CTC)
- Formula for Calculating the Price Proposal
- Calculating the Adjustment Factors
- Bid Considerations
- MWBE and SDVOB Participation
- Review of Key Points
- Question & Answer Session

# DASNY Overview – Job Order Contracting Program

## DASNY is New York State's Developer

DASNY is among the nation's largest issuers of low-cost, tax-exempt bonds and one of its biggest public builders.

We finance and construct facilities for:

- Colleges and Universities
- Health-Care Providers
- Government Agencies and Authorities
- Non-Profit Organizations

# DASNY Overview – Job Order Contracting Program

**Job Order Contracting or JOC** is a unit price based type of procurement designed to provide faster contracting time to **speed project delivery**.

DASNY's JOC Program is used for a **range of projects** such as:

- moderate- to medium-size renovation and repair projects
- emergency work to address hazardous conditions
- urgent projects to correct conditions that impact the use and occupancy
- completing punch list work
- probes and other exploratory work

In the past four years DASNY executed work valued at approximately **\$40 to \$60 million** annually through its JOC Program. The average annual value of work executed by DASNY through its JOC Program is **\$52 million**.

# DASNY Overview – Job Order Contracting Program

DASNY's JOC program is a competitive procurement method whereby DASNY awards term construction contracts in 10 Regions statewide for:

**General Construction, Mechanical, Plumbing, Electrical, and Asbestos/Hazmat.**

Specialty contracts such as **Roofing, Facade Repair and Restoration, or Sprinkler** may be bid as needed.

JOC contractors provide construction services statewide using a **Catalog of fixed unit prices** that are adjusted by Contractor-Specific Adjustment Factors. **The Construction Task Catalogs are updated annually in August.**

The **average value** of a project procured through DASNY's JOC Program is **approximately \$150,000**, but projects can **range in value from a few thousand dollars to over \$1 million.**

**JOC Program Thresholds:** \$500,000 Upstate / Western NY; \$1,000,000 Downstate. Pre-approval of JOC Chief required above these thresholds.

# DASNY Overview – Job Order Contracting Program

DASNY awards contracts that have a **one-year base term and three one-year renewal options**.

Prime contractors in DASNY's JOC Program **must be bondable**.

By submitting a bid, contractors are representing they have **aggregate bonding capacity at least equal to the value of the JOC contract for which the bid is submitted**.

The **successful low bidder must submit a letter from their surety** to evidence their aggregate and per project bonding limits. All bidders **do not** need to submit a letter from their surety with their bid.

# DASNY Overview – Job Order Contracting Program

Firms interested in DASNY's JOC Program **do not need to be experts in Job Order Contracting or eGordian Software**. Firms awarded JOC contracts will receive **ongoing personalized training** by Gordian, DASNY's Job Order Contracting Consultant.

Firms interested in DASNY's JOC Program must be **experts in their trade, have strong back-office infrastructure, and the capacity to manage multiple projects simultaneously**.

A Firm's **performance** determines if it will continue to receive work.

# DASNY Overview – Job Order Contracting Program

## DASNY is committed to:

- Delivering exceptional service and professional expertise to our clients
- Diversity in all our procurements. The JOC Program offers opportunities for MWBE and SDVOB firms as Prime contractors, Subcontractors, and Suppliers
- Maintaining existing business relationships with firms who are active in our JOC Program, responsive, responsible, and have good project-delivery track records
- Establishing new business relationships by attracting new experienced, qualified, responsive, and responsible new firms to our JOC program



# EXPLANATION OF JOB ORDER CONTRACTING

- **Job Order Contracting Provides:**
  - The Ability to Accomplish a Substantial Number of Individual Projects with a Single Competitively Bid Contract
  - On-Call Contractors Ready to Perform a Series of Projects at Different Locations for Competitively Bid Prices
- **Introduced In the United States in 1985**
  - DOT, USPS, NASA, HUD
- **Over 1,100 Job Order Contracts In Use**

# EXPLANATION OF JOB ORDER CONTRACTING

- **Over \$2 Billion of Construction Placed Annually**
- **Implemented By Major Cities, Counties, Public Agencies**
  - Town of Greece NY (ezIQC®)
  - State University Construction Fund
  - NYS Department of Transportation
  - NYS Department of Environmental Conservation
  - NYS Office of General Services
  - New York City Department of Education

# EXPLANATION OF JOB ORDER CONTRACTING

- **Faster**

- In JOC work can start between 75-85% faster than traditional contracting methods. Days or weeks instead of months. Since the JOC Contractor is already under contract and on-call, DASNY avoids the traditional procurement time.

- **Better Quality**

- Since the structure of JOC is a series of individual Job Orders, the JOC Contractor has an ongoing financial incentive to provide a quality project. If the JOC Contractor fails to maintain the desired level of service and quality, DASNY can elect to complete the projects using traditional contracts.

- **Less Expensive**

- JOC can save between 8-15% in total costs over traditional contracting methods. These cost savings occur from reduced design costs, lower procurement costs, lower direct cost of construction, decreased overhead costs, and reduced post award claims.

# EXPLANATION OF JOB ORDER CONTRACTING

- **Increased Contractual Control**

- Each Job Order represents only a small portion of the total volume of work that the JOC Contractor could receive. The JOC Contractor has an incentive to perform to receive additional Job Orders.

- **Improved MWBE / SDVOB Participation**

- JOC is a procurement system with the capacity to improve participation of MWBE & SDVOB firms. DASNY can elect not to give future Job Orders to a JOC Contractor that fails to make good faith efforts to meet DASNY's MWBE / SDVOB Goals.

# CURRENT SOLICITATIONS



# CURRENT SOLICITATION

DASNY is procuring **12 new trade contracts** in various regions statewide for its JOC Program including **General Construction, HVAC, Plumbing, Electrical, and Asbestos / Hazmat Abatement** contracts as well as a specialty trade contract for **Facade Repair and Restoration**.

- DASNY's PLA applies only to Region 1 (NYC) contracts (Bronx, Kings, New York, Queens and Richmond Counties).
- **8 contracts** are **Open-Market** solicitations - any experienced and qualified bidder may respond.
- **4 contracts** are solicitations under **DASNY's Small Business, Minority and Woman-Owned Enterprise Pilot Program** - only experienced and qualified NYS-certified MWBE and SDVOB bidders may respond.

# CURRENT SOLICITATION

The **Facade Repair and Restoration** contract is for **JOC Region 1 (NYC) only**. Bidders interested in this contract must be **experienced and qualified to perform LL11/FISP facade work** such as but not limited to:

- Stone and masonry repair and replacement
- Terracotta repair and replacement
- Waterproofing, repointing, and caulking
- Curtainwall repairs
- Erecting and maintaining sidewalk sheds, scaffolding and netting
- Miscellaneous Roofing repairs

# CURRENT SOLICITATION

## Downstate

Region	CR #	Description	Bid Security	Maximum Contract Value
1	525	GC	\$25,000	\$5,000,000
1	526	Facade Repair & Restoration	\$25,000	\$5,000,000
1	527	HVAC	\$25,000	\$5,000,000
1	528	Electrical	\$25,000	\$3,000,000
1	529	Hazmat Abatement	\$25,000	\$500,000
1 and 3	530	Plumbing	\$25,000	\$3,000,000
3	531	Electrical	\$25,000	\$500,000



# CURRENT SOLICITATIONS

## Upstate / Western New York

Region	CR #	Description	Bid Security	Maximum Contract Value
4	532	Electrical	\$ 25,000	\$500,000
5 and 6	533	Electrical	\$ 25,000	\$1,000,000
4	534	HVAC	\$ 25,000	\$2,000,000
9	535	HVAC	\$ 25,000	\$2,000,000
8	536	HVAC	\$25,000	\$2,000,000

# CURRENT SOLICITATIONS

- Volume I

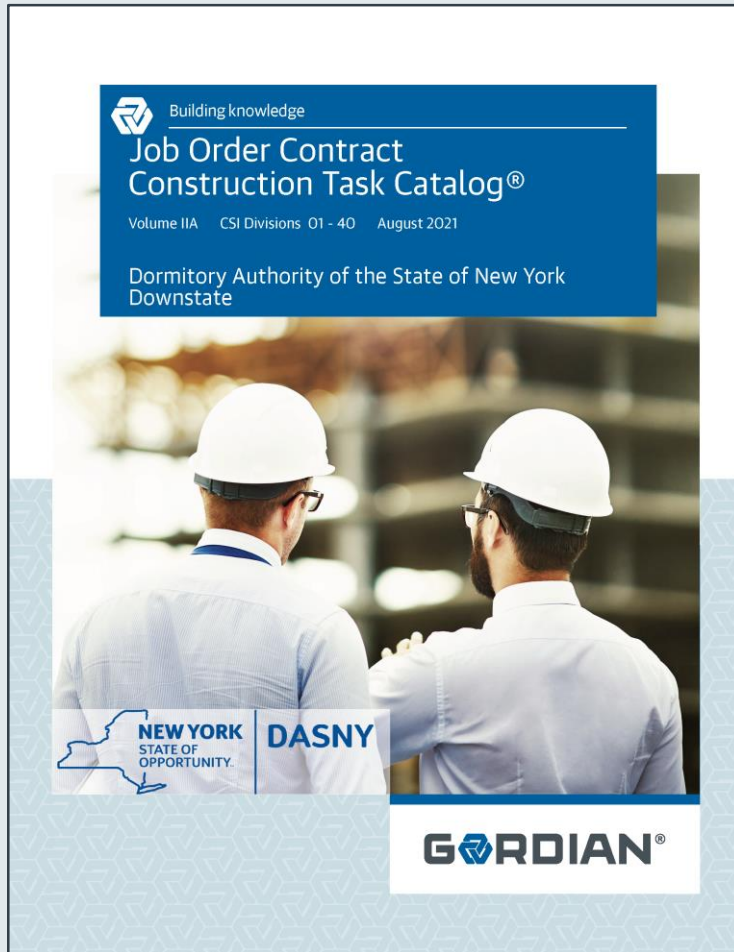
- **Terms & Conditions**

- ✓ *New & Revised*

- Information for Bidders
    - Bid & Contract Forms
    - Performance & Payment Bonds (per JO)
    - General Conditions
    - General Requirements
    - Affirmative Action Forms

Construction Front End Documents Table of Contents	
<b>DIVISION 00</b>	
<b>COVER PAGE – CONSTRUCTION BIDDING REQUIREMENTS</b>	
NOTICE TO BIDDERS	
INFORMATION FOR BIDDERS	
FORM OF BID	
2005 PROCUREMENT LOBBYING LAW - CERTIFICATION	
CODE OF BUSINESS ETHICS - CERTIFICATION	
COMPLIANCE WITH LAWS - CERTIFICATION	
W-9	
FORM BID BOND	
PROJECT LABOR AGREEMENT	
<b>COVER PAGE – CONSTRUCTION CONTRACT FORMS</b>	
UTILIZATION PLAN	
SCOPE VERIFICATION FORM	
WORKFORCE UTILIZATION SCHEDULE	
NYS VENDOR RESPONSIBILITY QUESTIONNAIRE FOR-PROFIT CONSTRUCTION	
<i>Instructions</i>	
<i>Definitions</i>	
<i>Main Form</i>	
<i>Attachment A – Completed Construction Contracts</i>	
<i>Attachment B – Uncompleted Construction Contracts</i>	
<i>Attachment C – Financial Information</i>	
DASNY VENDOR QUESTIONNAIRE	
INSURANCE FORM (draft)	
AGREEMENT (draft)	
PAYMENT BOND (draft)	
<b>COVER PAGE – CONSTRUCTION GENERAL CONDITIONS</b>	
GENERAL CONDITIONS	
SUPPLEMENTAL GENERAL CONDITIONS FOR GOSR PROJECTS ONLY	

# CURRENT SOLICITATIONS



- Volume IIA & IIB
  - Construction Task Catalogs
  - Dated: August 2021

## Catalog of Pre-Priced Construction Tasks

- Organized by CSI Master Format 2004
- Unit Prices Calculated using Local Labor, Material & Equipment Costs
- Customized for DASNY

# CURRENT SOLICITATIONS

		Exterior Improvements		32
		Bases, Ballasts, And Paving		32 10
		Unit Paving		32 14
				32
MINOR	CSI UOM DESCRIPTION	TOTAL DIRECT UNIT COST	DEMOLITION UNIT COST	
	<b>32 16 Curbs, Gutters, Sidewalks, And Driveways</b> <small>(32 10)</small>			
	<b>32 16 13 Curbs And Gutters</b> <small>(32 16)</small>			
	Note: Includes transit. Demolition Includes two saw cuts (each end) of curbs and gutters for lengths up to 100'. See CSI section 02 41 19 13-0043 for additional saw cuts within the 100'.			
	<b>32 16 13 13 Cast-In-Place Concrete Curbs And Gutters</b> <small>(32 16 13)</small>			
	Note: Includes concrete, forms, rebar, chairs (where necessary), expansion joints, finish and curing.			
	<b>32 16 13 13-0001 Concrete Curb, Cast In Place</b> <small>(32 16 13 13)</small>			
	Note: Includes delivered concrete, forms, rebar, chairs (where necessary), expansion joints, finish and curing.			
	32 16 13 13-0002 LF 6" X 12" Cast In Place Concrete Curb .....	7.18	3.23	
	For Up To 20, Add	4.03		
	For >20 To 50, Add	2.27		
	For >50 To 100, Add	0.88		
	For >500 To 1,000, Deduct	-0.88		
	For >1,000, Deduct	-1.50		
	32 16 13 13-0003 LF 6" X 12" Cast In Place Concrete Curb - Radius .....	8.18	3.72	
	For Up To 20, Add	4.63		
	For >20 To 50, Add	2.61		
	For >50 To 100, Add	1.01		
	For >500 To 1,000, Deduct	-1.01		
	For >1,000, Deduct	-1.72		

CSI MASTERFORMAT

FULL DESCRIPTION OF TASK

PRICE INCLUDES LABOR, MATERIAL + EQUIPEMENT FOR YOUR LOCATION

DEMOLITION PRICE

SECTION + TASK NOTES

MODIFIERS FOR VARIATIONS OR QUANTITY DISCOUNTS

# CURRENT SOLICITATIONS

- Volume IIIA, IIIB, IIIC, IIID & IIIE
  - Technical SpecificationsSpecifies Quality of Materials and Workmanship

## Volume IV

- NYS DOL Wage Information

### IMPORTANT NOTICE

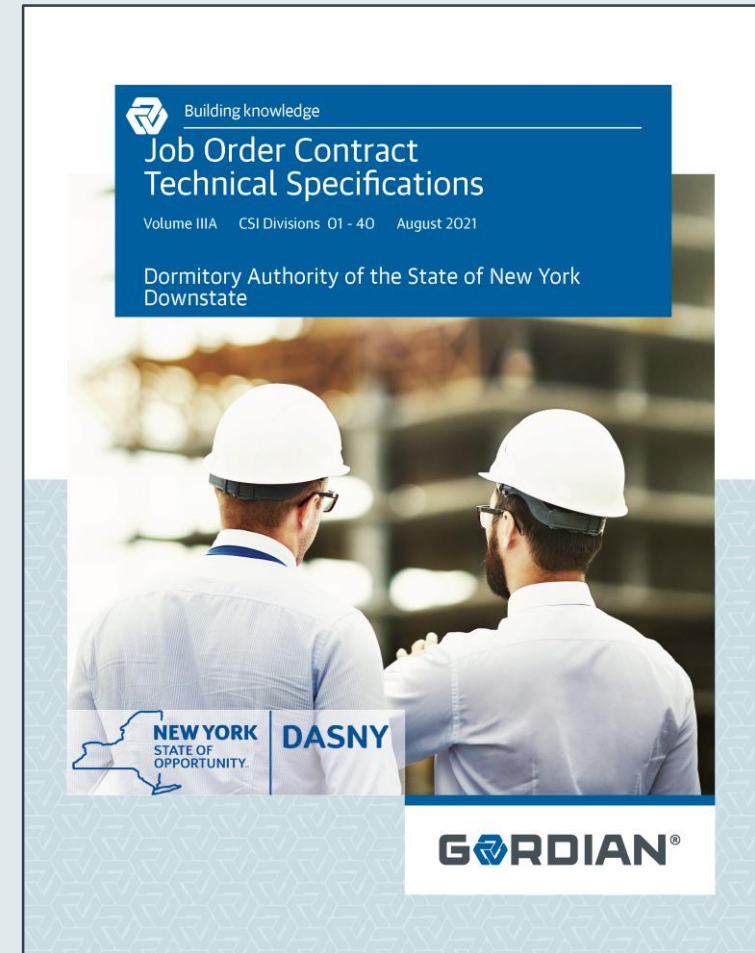
#### FOR CONTRACTORS & CONTRACTING AGENCIES

##### Social Security Numbers on Certified Payrolls

The Department of Labor is cognizant of the concerns of the potential for misuse or inadvertent disclosure of social security numbers. Identity theft is a growing problem and we are sympathetic to contractors' concerns with regard to inclusion of this information on payrolls if another identifier will suffice.

For these reasons, the substitution of the use of the last four digits of the social security number on certified payrolls submitted to contracting agencies on public work projects is now acceptable to the Department of Labor.

NOTE: This change does not affect the Department's ability to request and receive the entire social security number from employers during the course of its public work / prevailing wage investigations.



# CURRENT SOLICITATIONS

## Pre-Bid Guidance to Contractors

- **At the time of contract bidding DASNY cannot:**
  - Identify or Commit to any specific Project or Locations (other than a Region)
  - Identify or Commit to any specific Quantities, Tasks or Project Values
- **The JOC Contract has a Fixed Term with Option Periods**
  - Base Term = One Year or When Maximum Contract Value is Reached
  - Three (3) one-year Options (By Mutual Agreement and based on performance)
- **The Base Term and each Option has a Maximum Contract Value.**

# CURRENT SOLICITATIONS

## Bid Requirements

- **Competitive Bid**

- NON PLA – 3 AF's**

- ✓ Normal Working Hours
    - ✓ Other Than Normal Working Hours
    - ✓ Non Pre-Priced Work

- PLA - 5 AF's (Bronx, Kings, New York, Queens & Richmond Counties ONLY)**

- ✓ Day Shift Monday to Friday (as defined by the PLA)
    - ✓ 2<sup>nd</sup> Evening or 3<sup>rd</sup> Night Shift Monday to Friday (as defined by the PLA)
    - ✓ Day Shift Saturday or Sunday (as defined by the PLA)
    - ✓ 2<sup>nd</sup> Evening or 3<sup>rd</sup> Night Shift Saturday or Sunday (as defined by the PLA)
    - ✓ Holidays (as defined by the PLA)

- Same Adjustment Factors Apply to All Tasks in the CTC<sup>®</sup>**

- ✓ **Must Include all Indirect Costs & Profit**

- Lowest Award Criteria From an Acceptable, Responsive, Responsible Bidder Wins!**

1

WORK PERFORMED DURING NORMAL WORKING HOURS



2

WORK PERFORMED DURING OTHER THAN NORMAL WORKING HOURS



3

**\*PLA AF's & WORK HOURS AS DEFINED BY THE PLA**

# CURRENT SOLICITATIONS



- **Joint Scope Meeting**
  - Develop Detailed Scope of Work
- **Issue Request for Proposal**
- **Receive Price Proposal Package**
  - Price Proposal Summary
  - Detailed Price Proposal
  - Proposed Project Schedule
  - MWBE and SDVOB Utilization Plan
  - List of Proposed Subcontractor / Suppliers
  - Any Required Submittals, Insurances, NPP Backup, etc.
- **JOC Contractor's Price Proposal Package Reviewed and Approved**
- **Issue Lump Sum Job Order**



# CURRENT SOLICITATIONS

**Payment and Performance Bonds.** Low bidder must provide a letter from their Surety attesting to bidder's aggregate and per project Bond Limits. **By submitting a bid, bidders represent they have bonding capacity at least equal to the maximum contract value.**

**Bonding Requirements.** Bonds are required if:

- 1) the value a Job Order to be awarded is **\$100,000.00 or more**, or
- 2) the **cumulative value** of a Job Order to be awarded plus the value of all previously awarded Job Orders awarded under the Contract is **\$100,000.00 or more**.

**Bond Costs.** The **bond premium is a reimbursable cost** that is included in the price proposal with no mark-up, i.e.: an adjustment factor of 1.0000.

# CURRENT SOLICITATIONS

- Adjustment Factors are Good for the Life of the of the Contract  
See General Conditions, Section 1A.04, Annual Update of the Construction Task Catalogs, D. & E.
- Construction Task Catalogs **updated annually and issued in August.**  
See General Conditions, Section 1A.04, Annual Update of the Construction Task Catalogs, A.
- Liquidated Damages  
Apply on a per Job Order basis

# CURRENT SOLICITATIONS

- Contractor is not Guaranteed to Receive any Minimum Amount of work or the Maximum Contract Value
- Contractor has a Continuing Financial Incentive to Provide
  - Responsive Services
  - Quality Work
  - Lower Cost
- Future Job Orders Tied to JOC Contractor Performance
  - No Obligation To Award Projects to JOC Contractors
  - Additional JOC Contracts May Be Bid and Awarded if DASNY is Not Satisfied With JOC Contractor Performance

# CURRENT SOLICITATIONS

- Construction Task Catalog or CTC<sup>®</sup> is customized for DASNY
  - Updated annually and issued to contractors in August
  - DASNY Approved Products Specified
  - Uses Local Prevailing Wage Rates
  - Uses Local Material and Equipment Costs
- Filings and Permits
  - Many Projects Do Not Require Permits
  - JOC Contractor to Obtain Permits When Required
  - Fees Paid to Government for All Permits Reimbursed 100%

# CURRENT SOLICITATIONS

- Differing Site Conditions
  - Treated as Additional Job Order(s)
- Retainage
  - 5% (Released at Completion of Each Individual Project / Job Order)
- No Substantial Completion (except for larger, more complex projects)
  - JOC Projects are generally 100% Complete or Incomplete
- One Payment for Projects Completed Within 45 Days or Costing \$50,000 or Less -  
Monthly Progress Payments for other Job Orders

# UNDERSTANDING THE CTC<sup>®</sup>

Review Section 00, pages 1 - 6 of the CTC, Understanding the CTC. It outlines what is included in unit prices and adjustment factors, general rules, or equals, etc.

## Key Points:

- Unit Prices are for Complete and In-Place Construction
- Unit Prices Include Direct costs of Labor, Material and Equipment. **Do Not Add Labor.**
- Unit Prices Include the Cost of Delivery to Project Site, Unloading, Storage and Handling. Delivery Height is up to 2 ½ Stories

# UNDERSTANDING THE CTC<sup>®</sup>

- Unit Prices Include Testing, Calibration, Balancing, etc. for New Work
- Unit Prices Include all Fasteners, Bolts, Anchors, Adhesives, etc. for New Work
- Unit Prices Include an Allowance for Waste – e.g. carpet, drywall, VCT, ceiling tile, etc.
- Demo Price Includes Loading into Truck or Dumpster.
- If Item Demolished as Part of Different Task, It will Not Be Paid for Separately

# UNDERSTANDING THE CTC<sup>®</sup>

- Contractor paid for Installed Quantities Only, No Waste
- Assembly Pricing take precedence over Component Pricing
- 14' Working Height for all work except Masonry, which is 4'
- Over those heights, contractor paid for Scaffolding, Scissor Lifts, etc.
- Dumpsters are a Separate Item



# UNDERSTANDING THE CTC<sup>®</sup>

- Mobilization Task for Excavation Equipment, Paving Equipment, Cranes, etc.
- Minimum Set up Charges for Core Drilling, Saw Cutting, etc.
- Minimum Charge for Small Area Pavement Repairs
- Paid Separately for Removing Demolition Material and Waste Material From Site
- Modifiers for Small Quantities

# FORMULA FOR CALCULATING THE PRICE PROPOSAL

UNIT PRICE × QUANTITY × ADJUSTMENT FACTOR = TOTAL FOR TASK

UNIT PRICE × QUANTITY × ADJUSTMENT FACTOR = TOTAL FOR TASK

UNIT PRICE × QUANTITY × ADJUSTMENT FACTOR = TOTAL FOR TASK

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Total Job Order Amount

\* Non Pre-Priced (NPP) Tasks are Calculated Separately

# CALCULATING THE ADJUSTMENT FACTORS

## 1 Use Historical Project Data

- Select a Representative Completed Project
  - You Know Scope and Direct Costs
- Price Project from CTC®
- Add on Overhead and Profit
- Calculate the Adjustment Factors

## 2 Sampling Method

- Evaluate a Sampling of the Anticipated Items

## 3 Create a Representative Project

- Create a Scope of Work
- Get Sub Quotes or Estimate Cost
- Price Project from CTC®
- Add on Overhead and Profit
- Calculate the Adjustment Factors

# CALCULATING THE ADJUSTMENT FACTORS

## SAMPLE PROJECT: Work at Administrative Building and Shop

- Doors and Hardware
  - Replace 12 interior doors, hinges and hardware
  - Doors shall be 3x7, solid core wood doors, Grade 2 locksets with knobs
  - Replace 2 push bar exist devices and door closers on exit doors
- Interior Lighting
  - Replace all lay-in troffer fixtures on first and second floors. 48 in total
  - Replace 4 LED exit fixtures
  - Replace 12 industrial fixtures in shop area
- Plumbing Fixtures
  - Replace 8 bathroom sinks, 8 faucets, and 8 toilets in men's and women's bathroom in admin building and shop area
  - Replace 4 water fountains
- Replace Boiler
  - Demo existing boiler and as much piping and venting to accommodate new boiler. Install a new 1028 mbh oil-fired cast iron boiler. Weil-McLain Model 88. No access for packaged boiler. Must field assemble sections. Provide new piping as required.

# CALCULATING THE ADJUSTMENT FACTORS

Gordian | Apps | Tools | eziQC® | Videos | About | Feedback | Help | Show All Companies  | Current Company: New York State Dormitory Authority | Welcome Rene Pedrosa

Show 100 Line Items Per Page | Refresh View | Layout Custom | First Previous 1 2 Next Last

	<input type="checkbox"/>	Type	CSI Number	Description	UOM	Install Qty.	Demo Qty.	Factor	Review Note	User Note	Category 1
+	<input type="checkbox"/>	✗ ⓘ	04 21 13 00-0012	Common Brick As 4" Wall Face Brick (6.4/SF)	SF	0	0	0.9901			Allowance
+	<input type="checkbox"/>	✗ ⓘ	04 21 13 00-0012(0026)	For Colored Mortar, Add	MOD	70	0	0.9901			Allowance
+	<input type="checkbox"/>	✗ ⓘ	03 01 30 71-0005	Patch Decks Or Floors, Rapid Set Concrete Repair Material	CF	0	0	0.9901		Detail CON 01 - 80 SF x 1.5" = 10 CF, detail FL 01 - 200 SF x 2" = 34CF, Total - 44CF	Allowance
+	<input type="checkbox"/>	✗ ⓘ	02 89 00 00-0013	Clean Asbestos Surface >1000 SF	SF	500	0	0.9901			Asbest
+	<input type="checkbox"/>	✗ ⓘ	02 82 00 00-0094	110 To 1000 SF Built-up Tar And Felt Roofing, > 2" Average Thickness	SF	2590	0	0.9901			Asbest
+	<input type="checkbox"/>	✗ ⓘ	02 89 00 00-0020	Portable Waste Decontamination Unit	EA	1	0	0.9901			Asbest
+	<input type="checkbox"/>	✗ ⓘ	02 89 00 00-0012	Clean Asbestos Surface 501 To 1000 SF	SF	900	0	0.9901			Asbest
+	<input type="checkbox"/>	✗ ⓘ	02 41 19 13-0206	4" Thick Brick Wall Cutouts, > 4 SF Opening	SF	154	0	0.9901			Asbest
+	<input type="checkbox"/>	✗ ⓘ	02 89 00 00-0016	Cover Walls, Each Layer, 6 Mil Plastic Barrier	SF	8000	0	0.9901			Asbest
+	<input type="checkbox"/>	✗ ⓘ	02 81 00 00-0010	Hauling Per Mile Using A Container, Tractor Trailer Or Panel Van	MI	160	0	0.9901			Asbest
+	<input type="checkbox"/>	✗ ⓘ	02 89 00 00-0010	Clean Asbestos Surface <=100 SF	SF	320	0	0.9901			Asbest
+	<input type="checkbox"/>	✗ ⓘ	02 90 50 00-0239	Decon Chamber	EA	3	0	0.9901			Asbest
+	<input type="checkbox"/>	✗ ⓘ	02 82 00 00-0086	< 125 SF Built-up Tar And Felt Roofing, Up To 2" Average Thickness	EA	35	0	0.9901			Asbest
+	<input type="checkbox"/>	✗ ⓘ	02 89 00 00-0019	Portable Personnel Decontamination Wash Facility (3 Stage)	EA	1	0	0.9901			Asbest

# CALCULATING THE ADJUSTMENT FACTORS

- Direct Cost of Work from CTC
    - Doors and Hardware \$ 11,387.04
    - Lighting \$ 19,725.20
    - Plumbing \$ 22,935.76
    - Replace Boiler \$ 57,844.89
- TOTAL = \$111,892.89

- Direct Cost of Work from Quotes or Estimates
    - Doors and Hardware \$11,615.00
    - Lighting \$ 19,093.00
    - Plumbing \$ 22,524.00
    - Replace Boiler \$ 56,738.00
- TOTAL = \$109,970.00



Job Order Contract  
Contractor's Price Proposal Summary- Category

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Job Order Number: Prebid Estimate  
 Title: Prebid Estimate  
 Contractor: Massa Construction, Inc.  
 Proposal Value: \$111,892.89  
 Proposal Name: Prebid Estimate

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To: Project Manager From: Contractor Project Manager


Doors and Hardware:	\$11,387.04
Lighting:	\$19,725.20
Plumbing:	\$22,935.76
Replace Boiler:	\$57,844.89
<b>Work Order Proposal Total</b>	<b>\$111,892.89</b>

This work order proposal total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding of the line totals and sub-totals.

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Contractor's Price Proposal Summary- Category Page 1 of 1  
10/24/2016

The Gordian Group Official Webs      Feedback on this Report by Email



Job Order Contract  
Contractor's Price Proposal Detail- Category

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Job Order Number: Prebid Estimate  
 Title: Prebid Estimate  
 Contractor: Massa Construction, Inc.  
 Proposal Value: \$111,892.89  
 Proposal Name: Prebid Estimate

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CSI Number	Mod.	UOM	Description	Line Total
<b>Doors and Hardware</b>				
1	01 74 19 00-0011	EA	6 CY Dumpster (1 Ton) *Construction Debris*Includes delivery of dumpster, rental cost, pick-up cost, hauling, and disposal fee. Non-hazardous material.	\$404.98
		Quantity	Unit Price	Factor
		1.00	\$404.98	1.0000
		x	x	=
				Total
				\$404.98
2	08 14 16 00-0037	EA	3' x 7' x 1-3/8" Solid Core, Birch Faced Door	\$3,920.52
		Quantity	Unit Price	Factor
		12.00	\$326.71	1.0000
		x	x	=
				Total
				\$3,960.00
		Demolition	12.00	\$71.71
		x	x	=
				\$860.52
3	08 71 23 00-0004	PR	3-1/2" x 3-1/2" Standard Duty, Full Mortise, Plain Bearing, Brass/Bronze, Satin Chrome Finish Hinge	\$1,298.34
		Quantity	Unit Price	Factor
		18.00	\$72.13	1.0000
		x	x	=
				Total
				\$1,298.34
4	08 71 23 00-2086	EA	3' Push Bar Exit Device, Rim TypeAnodized finish: aluminum or dark brown. Von Dupin Series 22.	\$1,555.80
		Quantity	Unit Price	Factor
		2.00	\$643.44	1.0000
		x	x	=
				Total
				\$1,286.88
		Demolition	2.00	\$134.46
		x	x	=
				\$268.92
5	08 71 23 00-2219	EA	Surface Mounted Heavy Duty Door Closer (LCN 4040XP/4041 Series)	\$921.08
		Quantity	Unit Price	Factor
		2.00	\$425.88	1.0000
		x	x	=
				Total
				\$851.76
		Demolition	2.00	\$34.66
		x	x	=
				\$89.32
6	08 71 23 00-2219	0183	EA For Hold Open Arm, Add	\$27.60
		Quantity	Unit Price	Factor
		2.00	\$13.80	1.0000
		x	x	=
				Total
				\$27.60
7	08 71 23 00-2254	EA	Entrance/Office F82 Bored Lockset/Locked with key outside and push button inside.	\$3,354.72
		Quantity	Unit Price	Factor
		12.00	\$279.56	1.0000
		x	x	=
				Total
				\$3,354.72
8	08 71 23 00-2254	0198	EA For Grade 2, Deduct	-\$96.00
		Quantity	Unit Price	Factor
		12.00	-\$8.00	1.0000
		x	x	=
				Total
				-\$96.00
<b>Subtotal for Doors and Hardware:</b>				<b>\$11,387.04</b>
<b>Lighting</b>				
9	26 51 13 00-0060	EA	4 T8 Lamps, 2' x 4'; Prismatic Lensed, Lay-In/Troffer Fluorescent Fixture	\$15,283.68
		Quantity	Unit Price	Factor
		48.00	\$267.58	1.0000
		x	x	=
				Total
				\$12,843.84
		Demolition	48.00	\$50.83
		x	x	=
				\$2,439.84

---

Contractor's Price Proposal Detail- Category Page 1 of 4  
10/24/2016

The Gordian Group Official Webs      Feedback on this Report by Email

# CALCULATING THE ADJUSTMENT FACTORS

## Overhead Costs

### Job Order Development

- Joint Scope Meetings
- Reviewing Detailed Scopes of Work
- Building Price Proposal Packages
- Site Supervision and Management
- Safety
- Insurance
- Vehicles
- Home Office Support
- Communications

## Putting It All Together

• Cost of Work Quotes or Estimates =	\$ 109,970.00
• Overhead @ 10% =	<u>\$ 10,997.00</u>
• Subtotal =	<u>\$ 120,967.00</u>
• Profit @ 5% =	<u>\$ 6,048.35</u>
• Total =	\$ 127,015.35

• Price Proposal from CTC® \$ 111,892.89

•  $\$127,015.35 / \$111,892.89 = \text{Adjustment Factor}$

• **Adjustment Factor = 1.1351**

# BID CONSIDERATIONS

## High Quality of Work is Required

- All Work Must Meet or Exceed DASNY Standards
- Pay Higher Prices For:
  - Better Quality
  - Timely Completion
- Cost of Supervising In-House Force, Subcontractors and Inspecting Work Before Completion
- Prepare and Complete Your Own Punch list





# BID CONSIDERATIONS

- Minimum/Maximum Value
- Number of Option Periods
- JOC Contractor Performance
  - Responsive Price Proposals
    - **Get to the Job Order Stage Quickly**
  - Demonstrated Performance
  - High Quality, Timely Completion
  - Cost Saving Price Proposals
- Adjustment Factors are Good for the Life of the Contract
  - **See General Conditions, Section 1A.04, Annual Update of the Construction Task Catalogs, D. & E.**
- What About Changes in Prices?
  - Labor
  - Equipment
  - Materials
- Construction Task Catalogs are Updated Annually
  - **See General Conditions, Section 1A.04, Annual Update of the Construction Task Catalogs, A.**

# BID CONSIDERATIONS

- Low Adjustment Factors

- May Lead to Disputes in Price Proposal Review
  - *Unsupportable Tasks*
  - *Exaggerated Quantities*
- May Lead to Delays in Job Order Development
  - *Takes Longer to Review Price Proposals*



- Creates an Adversarial Relationship

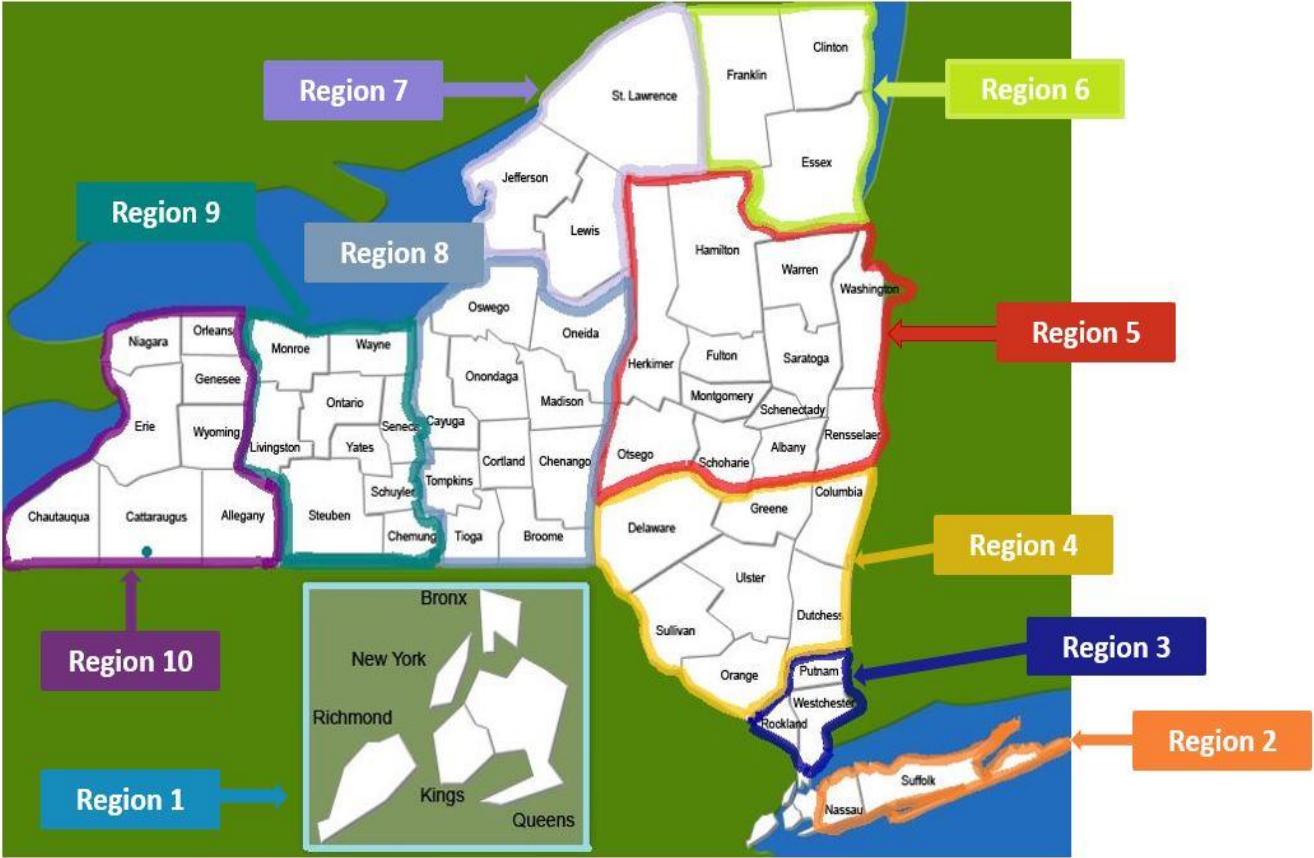
- Reduced Volume of Work
- No Option Periods
- Lost Profitability



- No Change Orders to Improve the Margin

- See General Conditions, Section 1A.04, Annual Update of the Construction Task Catalogs, A. & F.

# MWBE and SDVOB Participation



# MWBE and SDVOB Participation

## MWBE / EEO/ SDVOB Requirements

- DASNY's Opportunity Programs Group (OPG) is responsible for ensuring DASNY's compliance with all relevant sections of the Public Authorities Law, Set-Aside Legislation, and Article 15-A and Article 17-B of the Executive Law
- Article 15-A of the NYS Executive Law , requires participation by minority group members and women with respect to state contracts. This requirement includes opportunities for minority- and women-owned business enterprises (MWBEs) and equal employment opportunities for minority group members and women (EEO)
- Article 17-B of the NYS Executive Law, The Service-Disabled Veteran-Owned Business Act, signed into law by Governor Andrew M. Cuomo on May 12, 2014, provides for more meaningful participation in public procurement by Service-Disabled Veteran-Owned Businesses (SDVOBs)

# MWBE and SDVOB Participation

## MWBE / EEO/ SDVOB Requirements

### DASNY's Small Business, Minority and Woman-Owned Business Enterprise Pilot Program

- Enacted by the NYS Legislature in 2019
- Authorized DASNY to establish a four-year pilot program to contract for good and services from MWBE and Small Businesses (as defined by the Economic Development Law)
- SDVOBs counted as Small Businesses
- DASNY has sole authority to designate procurements under the program
- Procurements contracts may include construction and renovation of facilities
- Total value of contracts awarded under the Pilot Program cannot exceed \$20 million or five percent of the value of all contracts awarded in a given fiscal year

# MWBE and SDVOB Participation

## JOC MWBE / SDVOB Compliance Guidelines

- MWBE and SDVOB compliance is evaluated over the term of a JOC contract
- Contractors are encouraged to include participation on each Job Order Issued
- Contractors must maintain a record of their good faith outreach efforts for each job order issued
- Contractors are encouraged to identify and periodically update a team of MWBE and SDVOB subs and suppliers
- Contractors may request assistance from DASNY for referrals of MWBE and SDVOB firms
- Contractors may subcontract all or substantially all of work required in a Job Order to a qualified MWBE or SDVOB firm to increase participation

# MWBE and SDVOB Participation

## Contract Goal Requirements – Downstate

Description	Region(s)	CR #	MBE Goal % of Total Contract	WBE Goal % of Total Contract	EEO Goal % of Total Workforce	SDVOB Goal % Total of the Contract
GC	1	525	18 %	12 %	45	6 %
Façade Repair & Restoration	1	526	18 %	12 %	45	6 %
HVAC	1	527	18 %	12 %	45	6 %
Electrical	1	528	18%	12%	45	6%
Hazmat Abatement	1	529	18%	12%	45	6%
Plumbing	1 and 3	530	18%	12%	45 & 15	6%
Electrical	3	531	18 %	12 %	15	6 %

# MWBE and SDVOB Participation

## Contract Goal Requirements – Upstate / Western NY

Description	Region(s)	CR #	MBE Goal % of Total Contract	WBE Goal % of Total Contract	EEO Goal % of Total Workforce	SDVOB Goal % Total of the Contract
Electrical	4	532	18 %	12 %	10	6 %
Electrical	5 and 6	533	18 %	12 %	10	6 %
HVAC	4	534	18 %	12 %	10	6 %
HVAC	9	535	18 %	12 %	10	6 %
HVAC	8	536	18 %	12 %	10	6 %



# MWBE and SDVOB Participation

## Compliance Requirements

The JOC Contractor shall submit the following, as referenced in the Contract Documents, within the specified timeframes:

(Refer to the General Conditions Article 20 – Opportunity Programs, section 20.03 for submittal requirements)

- Utilization Plan Submitted via Statewide Utilization Management Plan(SUMP)
- Scope Verification Form (optional at the discretion of DASNY)
- EO 162 Workforce Utilization Report

# MWBE and SDVOB Participation

## MWBE & SDVOB Payment Reporting

Effective January 1, 2014, prime contractors holding a DASNY contract are required to use the NYS Contract System to report all subcontractor and supplier payments for contract payments received from DASNY. Go to: <https://ny.newnycontracts.com/>

**NEW YORK STATE Contract System**  
The New NY WORKS for Business

**Governor's M/WBE Program**  
→ Press Release  
→ Executive Order  
→ 2011 State of the State MWBE Clip  
→ 2012 State of the State MWBE Clip

**Empire State Development**  
→ Who We Are  
→ MWBE Division

**Businesses**  
Want to Certify?  
→ Learn About Certification  
→ Apply for Certification  
→ Recertify  
→ Update Profile

**Find NYS Contracting Opportunities**  
→ Bid & Grant Opportunities

**Welcome to the New York State Contract System!**  
New York State Works for MWBEs

New York is working harder than ever to make this state the place to do business.

This website is the gateway to attract and grow minority-owned and women-owned businesses.

The system makes the state certification process more user friendly and enables businesses to easily interact with the state agencies and authorities who are responsible for implementing the Minority- and Women-Owned Business Enterprises (MWBE) program.

**System Access Login**

Username:

Password:

Login

**Search for Certified Firms**  
→ MWBE Directory

**NYS Links**  
→ Home/Login  
→ Contact Us & Support  
→ Password Reminder  
→ Account Lookup  
→ Outreach & Program Notices  
→ FAQs

# MWBE and SDVOB Participation

A copy of the **executed subcontract agreement, purchase order, or letter of intent** for each MWBE & SDVOB firm included in the approved Plan is required.

- Submit documentation to:  
Sabrina Stanback-Weeks  
OPG Analyst ([Downstate](mailto:sstanbac@dasny.org))  
[sstanbac@dasny.org](mailto:sstanbac@dasny.org)
- Submit documentation to:  
Wendy Lossi  
Sr. OPG Analyst ([Upstate](mailto:wlossi@dasny.org))  
[wlossi@dasny.org](mailto:wlossi@dasny.org)
- Kimberly Smith  
Sr. OPG Analyst ([Western NY](mailto:ksmith@dasny.org))  
[ksmith@dasny.org](mailto:ksmith@dasny.org)

**SUBCONTRACT AGREEMENT**  
(For Use By General Contractor)

THIS AGREEMENT, made at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between \_\_\_\_\_, a Company existing under the laws of the State of \_\_\_\_\_, hereinafter called the Contractor, and \_\_\_\_\_, a Company of \_\_\_\_\_, hereinafter called Subcontractor, agree as set out below.

**A. SCOPE OF SUBCONTRACT**

1. **INCORPORATION BY REFERENCE:** Contractor has entered into a contract for construction dated \_\_\_\_\_, 20\_\_\_\_, with the County of \_\_\_\_\_, ("Owner"), for the \_\_\_\_\_ located at \_\_\_\_\_, which contract is hereinafter referred to as the Principal Contract and which provides for the furnishing of labor, materials, equipment, and services in connection with the construction of the project. A copy of the Principal contract, consisting of the agreement between Owner and Contractor and all documents forming part of the contract (collectively, the Principal Contract documents), including without limitation the invitation to bid, pre-contract bulletins, general inspection conditions, drawings, plans, specifications, and all addenda thereto are incorporated by reference herein and have been made available to Subcontractor for such review as it deems fit. Subcontractor shall be furnished copies of the documents upon request, but Contractor may charge the Subcontractor for the costs of reproduction.

2. **COSTS AND EXPENSES TO BE PAID:** The Subcontractor shall pay for all costs and expenses including, but not limited to, labor, material, fuel, oil, machinery, fuel, oil, tools, management, and instrumentalities used in connection with the performance of this Subcontract, when and as costs and expenses become due, and to furnish satisfactory evidence to the Contractor, when and if requested, that he has paid all costs connected with the performance of the Subcontract.

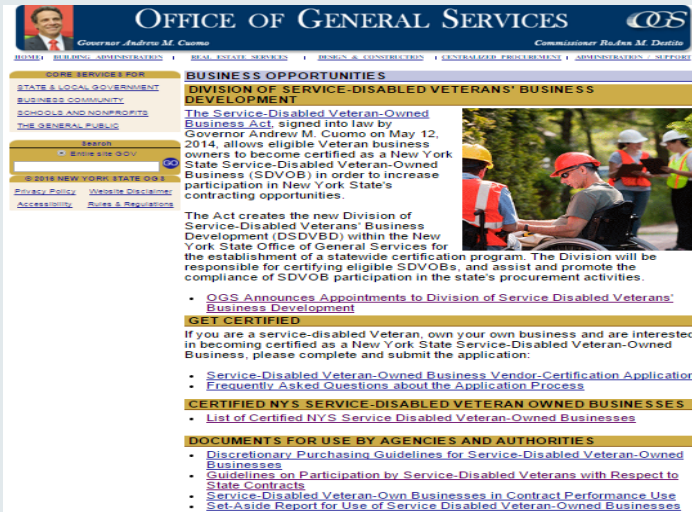
**MUTUAL RIGHTS AND RESPONSIBILITIES:** The Subcontractor is bound to the Contractor by the terms and conditions of all documents forming part of the Principal Contract, and he assumes toward the Contractor all the obligations and liabilities that the Contractor assumes in and by the Principal Contract. The terms of this Agreement shall govern together with the conditions of the Principal Contract, and should there be any inconsistency between the terms herein and the terms of the Principal Contract, the terms of this Agreement shall govern together with the terms of the Principal Contract which have not been altered or changed. In the event of any changes or

Sample

# MWBE and SDVOB Participation

## Finding NYS Certified SDVOBs

Explore the online Directory of NYS Certified SDVOB firms at:  
[www.ogs.ny.gov/Core/SDVOBA.asp](http://www.ogs.ny.gov/Core/SDVOBA.asp)



The screenshot shows the 'OFFICE OF GENERAL SERVICES' website. The main heading is 'BUSINESS OPPORTUNITIES' with a sub-heading 'DIVISION OF SERVICE-DISABLED VETERANS' BUSINESS DEVELOPMENT'. The text describes the 'Service-Disabled Veteran-Owned Business Act' signed by Governor Andrew M. Cuomo on May 12, 2014, which allows eligible Veteran business owners to become certified as a New York State Service-Disabled Veteran-Owned Business (SDVOB) to increase participation in NYS contracting opportunities. It also mentions the creation of a new Division of Service-Disabled Veterans' Business Development (OSDVB) within the OGS. A 'GET CERTIFIED' section provides instructions for service-disabled veterans and lists links for 'Service-Disabled Veteran-Owned Business Vendor-Certification Application' and 'Frequently Asked Questions about the Application Process'. There is also a section for 'CERTIFIED NYS SERVICE-DISABLED VETERAN OWNED BUSINESSES' with a link to a list of certified businesses. The page includes a navigation menu on the left and a small image of workers in safety gear.

## Finding NYS Certified MWBEs

Explore the online Directory of NYS Certified MWBE firms at:  
<https://ny.newnycontracts.com>



The screenshot shows the 'NEW YORK STATE Contract System' website. The header features the state seal and the slogan 'The NY WORKS for Business'. Below the header is a row of images representing various industries. The main content area is divided into three columns. The left column, 'Governor's M/WBE Program', lists links for Press Release, Executive Order, 2011 State of the State M/WBE Clip, 2012 State of the State M/WBE Clip, Empire State Development, Who We Are, and M/WBE Division. The middle column, 'NYS M/WBE Directory', provides instructions for searching the directory and lists search criteria: Business Name or DBA, Business Description, and Commodity Code. The right column, 'Search for Certified Firms', lists links for the M/WBE Directory, NYSCS Links (Home/Login, Contact Us & Support, Password Reminder, Account Lookup, Outreach & Program Notices, FAQs), and a 'Find NYS Contracting Opportunities' link with a sub-link for Bids & Grant Opportunities.

# MWBE and SDVOB Participation

## What if my firm does not meet the goals by the end of the contract term?

- Firm may submit a waiver request to DASNY OPG Upstate or Downstate Analyst
- Waiver requests must provide a justification of any participation shortfall
- Waiver requests must be supported by copies of good faith outreach efforts for all job orders issued
- Refer to General Conditions Article 20 – Section 20.04 for Good Faith Efforts submittal requirements
- DASNY OPG Analyst will review waiver request and coordinate with DASNY OPG Management concerning approval or denial
- Failure to satisfy goals, absent acceptable good faith efforts, will result in a finding of non-compliance, the imposition of liquidated damages and potential exclusion from future DASNY contracts

**DO NOT wait until the end of the contract term to discuss goal compliance issues!**

# MWBE and SDVOB Participation

## DASNY's Capital Management Services Program

DASNY's **new Capital Management Services program** enhances the ability of MWBEs and SDVOBs to be successful primes on DASNY projects by providing:

- access to affordable capital
- surety bonds or increased bonding capacity
- access to suppliers with competitive pricing for DASNY projects

The Capital Management Services program also helps MWBE and SDVOB firms to strengthen their back-office operations and financial management practices.

# DASNY Contacts

## Opportunity Programs Group

Michael M. Clay, Senior Director

Thomas Christian, Assistant Director – Upstate / Western NY

Leticia Negron, Assistant Director - Downstate

## Job Order Contracting Program

J. Matthew Moore, Director

Wayne A. Benjamin, AIA, Chief

Christopher Enzien, Senior Project Manager

# REVIEW of KEY POINTS

- Understand How to Price Projects From CTC<sup>®</sup>
- **Know the Value of CTC<sup>®</sup>**
- Evaluate Risk of an Unrealistically Low Bid
- JOC is a Long Term Relationship
- Volume Driven by the JOC Contractor
  - Put the Right Staff in Place
  - Good Price Proposals
  - High Quality Construction
  - Timely Completion
  - Meeting DASNY's Expectations
  - Solve Problems, Do Not Create Them





# REVIEW of KEY POINTS

## HOW TO OBTAIN CONTRACT DOCUMENTS

- Available at **no cost** to bidders following Pre-Bid Conferences:
- Regional Documents Contain:
  - Bid Forms for Region 1
  - Bid Forms for Region 3
  - Bid Forms for Region 4
  - Bid Forms for Region 5 & 6
  - Bid Forms for Region 8
  - Bid Forms for Region 9
- Please see DASNY website for Documents at:
  - <https://www.dasny.org/opportunities>

Attachments	
<b>Documents</b>	
 Volume I - Regions 1, 3, 4, 8 and 9	22.51 MB
 Volume II - General Requirements	852.44 KB
 Prevailing Wage Rates - INFORMATION - Statewide	6.44 MB
 DASNY Technical Specifications - Downstate - August 2021	24.43 MB
 DASNY Technical Specifications - Upstate - August 2021	24.42 MB
 DASNY Construction Task Catalog Downstate - August 2021	19.15 MB
 DASNY Construction Task Catalog Upstate - August 2021	19.11 MB

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<b>Documents</b>	
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 DASNY Construction Task Catalog Downstate - August 2021	19.15 MB
 DASNY Construction Task Catalog Upstate - August 2021	19.11 MB

# REVIEW of KEY POINTS

## QUESTIONS REGARDING BID DOCUMENTS

- After today's Pre-Bid Meeting **all questions must be submitted in writing** to an Authorized Contact:
  - Chris Enzien, Senior Project Manager [cenzien@dasny.org](mailto:cenzien@dasny.org)
  - Construction Contracts at [ccontracts@dasny.org](mailto:ccontracts@dasny.org)
- Bid Results:
  - Bid results can be viewed at the DASNY website: <http://www.dasny.org>, **48 hours after the Bid Opening**



QUESTIONS & ANSWER SESSION