

REQUEST FOR PROPOSAL (RFP) #2025-018229

JOB ORDER CONTRACTING SERVICES FOR OREGON STATE UNIVERSITY AND OREGON STATEWIDE COOPERATIVE JOB ORDER CONTRACTING PROGRAM

Preproposal Meeting
April 8, 2025



Presenters

Brooke Davison

Contract Administrator

Oregon State University

Fred Flores

Director, Public Sector Contracting

OMNIA Partners

Matthew Peterson

Director of Cooperative Contracts

Gordian

Objectives

- Introductions and Overview
 - Oregon State University
 - OMNIA Partners
 - Gordian
- Job Order Contracting (JOC) Overview
- Solicitation Details
 - Instructions to Proposer
 - OSU General Terms and Conditions
 - JOC Ordering Procedures and Terms
 - Requirements of a Cooperative Contract
 - Construction Task Catalog[®]
 - Technical Specifications
 - Adjustment Factors
- Checklist and Proposal Forms
- Final Considerations & Schedule
- Q&A

Introductions and Overview



Oregon State
University

Oregon State University Overview



Oregon State University

- **Mission:** As a land grant institution committed to teaching, research, and outreach and engagement, Oregon State University promotes economic, social, cultural and environmental progress for the people of Oregon, the nation and the world.
- 2 campuses, 11 colleges, 12 experiment stations, and Extension programs in all 36 counties.
- Top 1.4% universities in the world
- More research funding than any public university in Oregon
- Over 36,000 total students



OMNIA[®]
P A R T N E R S

OMNIA Partners



OMNIA[®]
P A R T N E R S

Who We Are



About OMNIA Partners, Public Sector

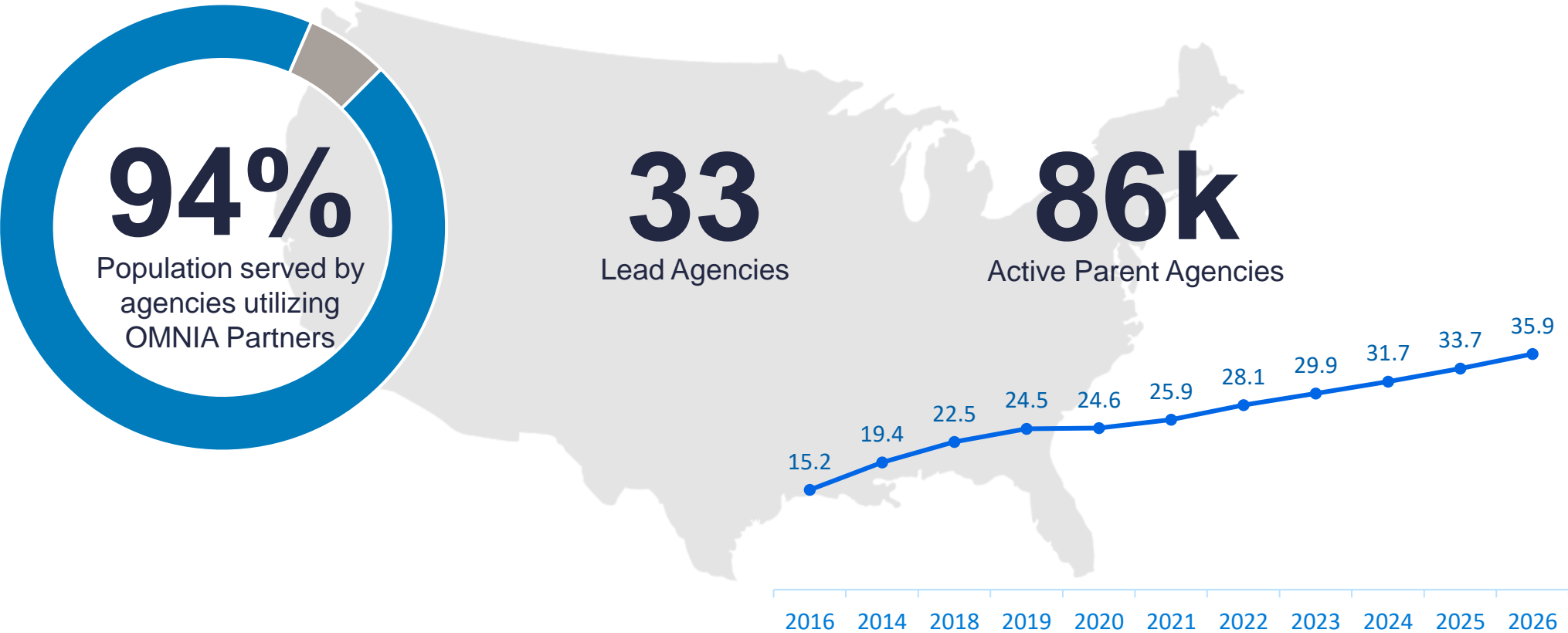
OMNIA Partners, Public Sector is the nation's largest and most experienced cooperative purchasing organization dedicated to public sector procurement. Our immense purchasing power and industry-leading suppliers have produced a comprehensive portfolio of cooperative contracts and partnerships, making OMNIA Partners the most valued and trusted resource for organizations nationwide.

Benefits of Cooperative Purchasing

- 1 Reduces agency administrative burden of time/resources
- 2 Opportunity for greater efficiency and economies of scale in acquiring goods and services
- 3 Product cost savings through regionally leveraged pricing
- 4 No cost to agencies or minimum purchase amounts
- 5 First-class purchasing procedures ensuring the most competitive contracts

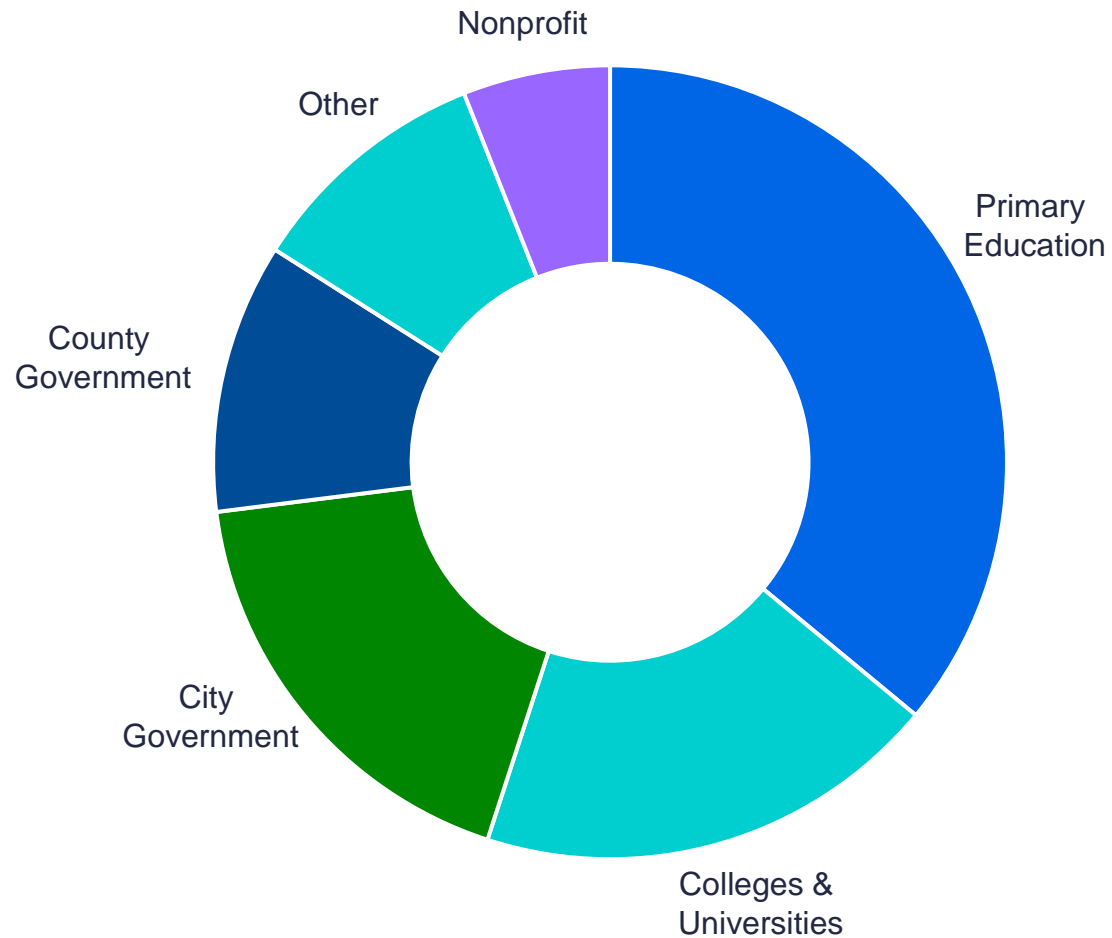
Eligible Agencies

Supporting supplier partners to connect them to members and drive their sales and profitability



Top 3,000 Agency Contract Utilization = ~28
All Other Contract Utilization = ~ 2

Participation by Segment



36% Primary Education

19% Colleges & Universities

18% City Government

11% County Government

10% Other

6% Nonprofit

Lead Agency Contracting Process



Two Key Points To Remember:

- The lead agency owns the contracting process as well as the resulting award to the suppliers.
- All solicitation and award documentation is posted on the OMNIA Partners website (www.omniapartners.com) and is available in the documentation section of each awarded agreement.

OMNIA Partners Web Site

[Your ally in the purchasing process. A better way to buy.](#)

Contract Portfolio

Better pricing, a better process, and the best solutions. Please select your industry type and then search for leading national supplier contracts by keyword, supplier name, or by category.

CURRENTLY VIEWING

CHANGE INDUSTRY 

Government **Contracts**





[Reset search](#)

DOWNLOAD ALL
CONTRACTS

Supplier 	Contract Title 	Contract Renewed Until 	Potential Final Expiration 	Lead Agency 
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Gordian

Job Order Contracting (JOC)

Our **Insights**,
Technology and
Expertise are Key
Components to
the Program.



Job Order Contracting (JOC)

Definition

- Indefinite delivery/indefinite quantity process (IDIQ)
- Enables facility owners to complete a substantial number of individual projects with a **single, competitively awarded bid**
- Construction Tasks are based on **preset costs in the Construction Task Catalog (CTC)**
- Contractors bid an Adjustment Factor to be applied to **CTC**, resulting in on-call, competitively bid and awarded contractors that are available to perform work at agreed-upon prices

Value

- Saves time and administrative costs on construction procurement
- Provides transparent and auditable procurement process that ensures diversity/inclusion
- Fundamentally different construction procurement relationship
 - Contractors are subject to different motivators and behavior
 - Non-adversarial relationship between Owner and Contractor

Traditional Solicitation Process

Office renovation



1. Prepare design
2. Develop scope
3. Create contract documents
4. Upload contract documents for distribution
5. Conduct pre-bid meeting and walk through
6. Answer RFIs via addendum
7. Conduct formal bid opening
8. Verify lowest, responsive, responsible bidder
9. Collect bonds and insurance certificates from low bidder
10. Finalize contract



Office renovation contract

LED lighting updates



1. Prepare design
2. Develop scope
3. Create contract documents
4. Upload contract documents for distribution
5. Conduct pre-bid meeting and walk through
6. Answer RFIs via addendum
7. Conduct formal bid opening
8. Verify lowest, responsive, responsible bidder
9. Collect bonds and insurance certificates from low bidder
10. Finalize contract



LED lighting update contract

Parking lot paving



1. Prepare design
2. Develop scope
3. Create contract documents
4. Upload contract documents for distribution
5. Conduct pre-bid meeting and walk through
6. Answer RFIs via addendum
7. Conduct formal bid opening
8. Verify lowest, responsive, responsible bidder
9. Collect bonds and insurance certificates from low bidder
10. Finalize contract



Parking lot paving contract

Job Order Contracting Solicitation Process

1. Create contract documents
2. Upload contract documents for distribution
3. Conduct pre-bid meeting
4. Answer RFIs via addendum
5. Conduct formal bid opening
6. Verify lowest, responsive, responsible bidder
7. Collect bonds and insurance certificates from low bidder
8. Finalize contract



**Single Job Order
Contract for multiple
projects**

Office renovations

LED lighting updates

Parking lot paving

HVAC replacements

Security system installation

Window replacements

Roof and gutter replacements

ADA compliance upgrades

***Scope & Design not included, individual projects will not be identified at the time of bid**

Typical JOC Project Types



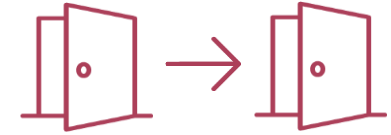
New construction



Repairs



Renovations



Replacement
in-kind



Maintenance



Emergency
work



Time sensitive
projects



Alterations

***Applicable project types may vary according to local procurement laws**

5-Step Job Order Process



Benefits for Contractors

- ✓ One bid response for contract term
- ✓ Project volume driven by performance
- ✓ Promote partnerships in the public sector
- ✓ Ability to collaborate and develop project scope
- ✓ Increase your project win rate
- ✓ Marketing and business development support

Oregon State University and Oregon Statewide JOC Program Solicitation Details

Solicitation Details

Solicitation Documents are available at the following link: <https://bid.oregonstate.edu/>

RFP Title: #2025-018229

Job Order Contracting Services for Oregon State University and Oregon State Cooperative Job Order Contracting Program

- Continue to check the site for possible addenda, if necessary final addenda issuance is: **April 17th, 2025**
- Questions must be in writing via email to constructioncontracts@oregonstate.edu by: **April 15th, 2025 at 5:00 PM PT**
- Proposal Due Date and Time is: **April 29, 2025 at 2:00 PM PT** via electronic submission to:
bids@oregonstate.edu
 - Proposals must be sized appropriately for transfer (under 10 megabytes)
 - Proposers must be registered and licensed with the Oregon Construction Contractors Board and have on file the required public works bond prior to submission

Solicitation Documents



REQUEST FOR PROPOSAL (RFP) #2025-018229

**JOB ORDER CONTRACTING SERVICES FOR OREGON STATE UNIVERSITY
AND
OREGON STATEWIDE COOPERATIVE JOB ORDER CONTRACTING PROGRAM**

ISSUE DATE: March 28, 2025

NON-MANDATORY PRE-PROPOSAL CONFERENCE:
April 8, 2025, at 10:00 AM Pacific Time (PT) via Zoom
Attendees must register by using the following Link:
[Pre-Proposal Conference Registration Link](#)

RFP DUE DATE/TIME:
April 29, 2025, at 2:00 PM Pacific Time (PT) via
electronic submission to bids@oregonstate.edu

QUESTION DEADLINE: April 15, 2025 at 5:00 PM Pacific Time (PT)

CONTRACT ADMINISTRATOR:

Brooke Davison
Construction Contracts Administration
Oregon State University
644 SW 13th Street
Corvallis, OR 97333

Email: constructioncontracts@oregonstate.edu

APPEALS:

Hanna Emerson, Chief Procurement Officer
Procurement, Contracts & Materials Management
Oregon State University
644 SW 13th Street
Corvallis, OR 97333

Email: hanna.emerson@oregonstate.edu

It is the Proposer's responsibility to continue to monitor the [OSU Business and Bid Opportunities](#) website for Addenda. Failure to acknowledge any Addenda in the Transmittal Letter may cause your Proposal to be considered non-responsive.

OSU standards and policies govern this solicitation ([Procurement Thresholds and Methods, Procurement Solicitations and Contracts](#)) unless otherwise referenced or stated.

Section One Part A:

- Scope of work, Instructions to Offerors, Evaluation Process and Criteria

Section One Part B:

- OSU General Conditions for Construction Related Services

Section One Part C:

- JOC General Terms & Conditions & JOC Job Order Procedures

Section Two Part A:

- Evaluation Criteria and Scoring Proposal Forms and Proposal Forms Checklist

Section Two Part B:

- Pricing Adjustment Factors and Combined Adjustment Factor Forms

Section Two Part C:

- Sample Master Agreement

Section Three:

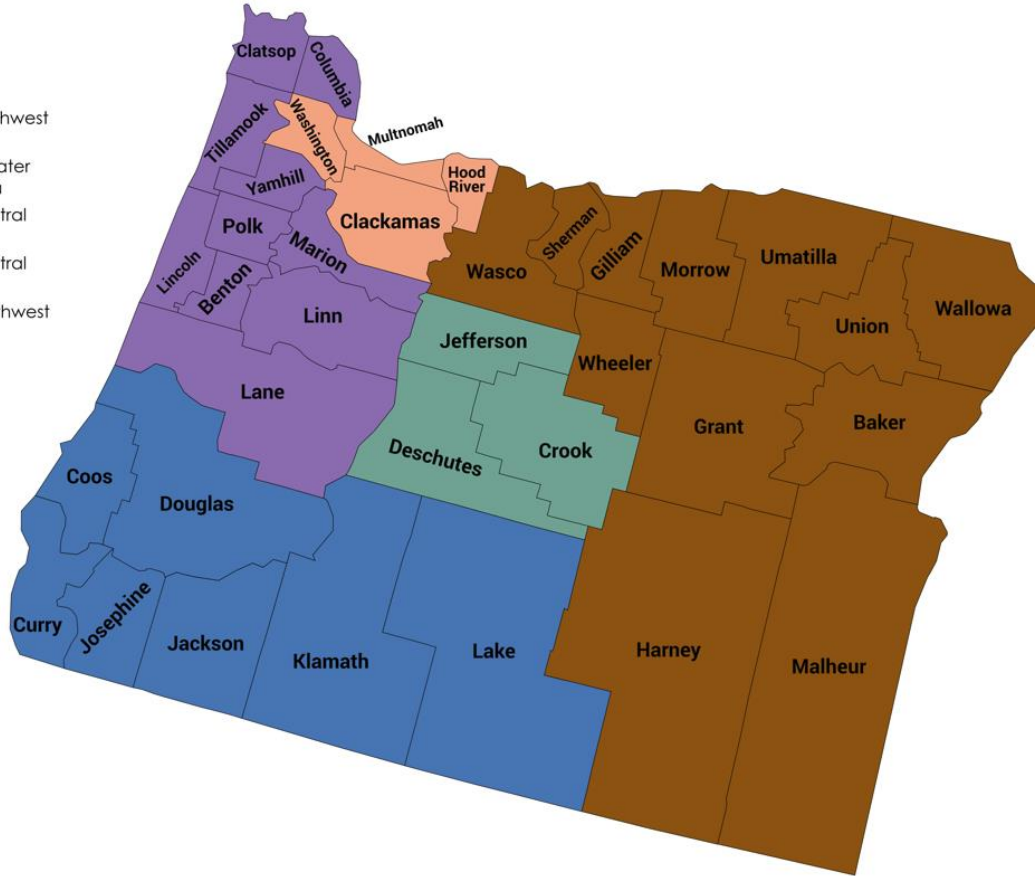
- Requirements for a Cooperative Agreement

Multiple JOC Program Opportunities

Regional Breakdown

Oregon State University JOC Regions

- Region 1 Northwest Oregon
- Region 2 Greater Portland Area
- Region 3 Central East Oregon
- Region 4 Central Oregon
- Region 5 Southwest Oregon



Oregon State University JOC Program

- Main Campus Facilities (Corvallis)
- Regional Campus Facilities

Oregon Statewide Cooperative JOC Program

- OMNIA Partners

The Goal of this RFP

Award multiple contracts in each construction category for both JOC Programs

Contract Category Break Down

Oregon State University Main Campus and Regional JOC Program Contract Categories:

- **General Construction**
 - General Contractors
 - Mitigation/Demolition Contractors
 - Crane Services
- **Mechanical, Electrical, and Plumbing (MEP)**
 - HVAC
 - ADA Doors and Security Systems
 - Fire Alarm Systems
 - Plumbing
- **Civil/Site Construction**
 - Paving
 - Landscaping
 - Concrete
- **Roofing and Weatherproofing**
 - Entire Building Envelope

Oregon Statewide Cooperative JOC Program Contract Categories:

- **General Construction**
 - General Contractors
 - Mitigation/Demolition Contractors
 - Crane Services
- **Mechanical, Electrical, and Plumbing (MEP)**
 - HVAC
 - ADA Doors and Security Systems
 - Fire Alarm Systems
 - Plumbing
- **Civil/Site Construction**
 - Paving
 - Landscaping
 - Concrete

Evaluation Criteria & Point Summary

Criteria	Point Value for Oregon State University Job Order Contracting Program	Point Value for Oregon State Cooperative Job Order Contracting Program
Experience on Similar Projects	20 Points	20 Points
Key Personnel	15 Points	15 Points
Reference Checks	10 Points	10 Points
Firm Background and Description	10 Points	10 Points
Workplan and Staff Availability	10 Points	25 Points
Workforce Diversity Plan	15 Points	0 Points – Not considered
Proposal Pricing The Combined Adjustment Factor	20 Points	20 Points

See Section One Part A for complete details and instructions for the Evaluation Criteria

See Section Two Part A and B for Proposal Forms to provide required information

The Construction Task Catalog® (CTC) and Technical Specifications

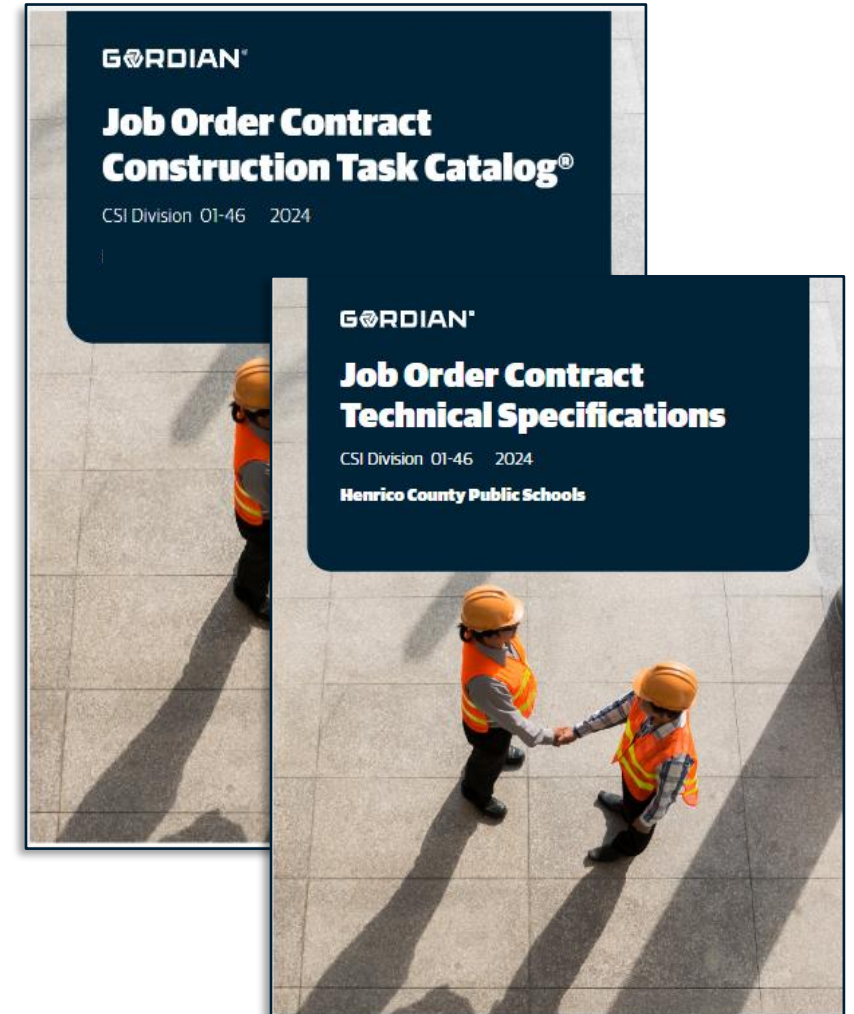
Construction Task Catalog® & Technical Specifications

The Construction Task Catalog®

- Catalog of Pre-Priced Construction Tasks
- Organized by Construction Specifications Institute (CSI)
- Based on Local Labor, Material & Equipment Costs
- The tasks represent the “Scope of Work” for the contract
- Updated annually to account for escalation and de-escalation of costs

The Technical Specifications

- Specifies Quality of Materials and Workmanship
- Corresponds with Tasks in the Construction Task Catalog®



Construction Task Catalog® & Technical Specifications

Oregon State University Main Campus JOC Program

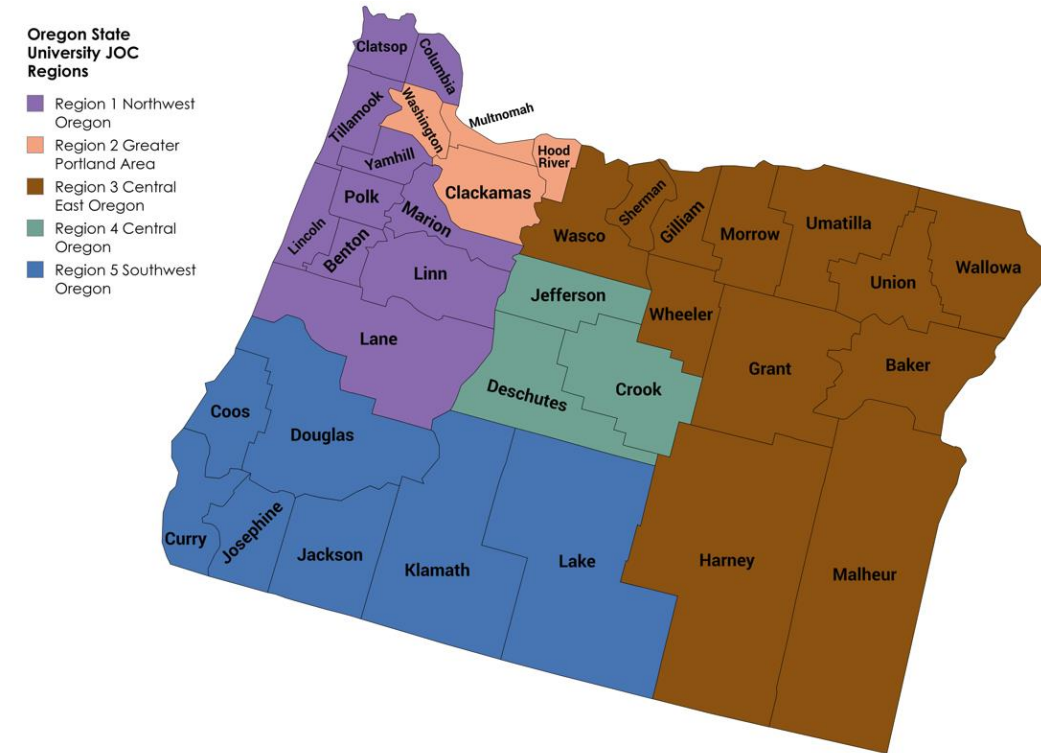
Title	Link
Oregon State University Main Campus CTC	https://fortive.box.com/s/nn1wy9zkkvq5wiax5dxxjzvbkl2vr
Oregon State University Main Campus Technical Specifications	https://fortive.box.com/s/nw6gd3y2c4rfs4d3t2wcg9phr3p3imth



Construction Task Catalog® & Technical Specifications

Oregon State University Regional JOC Program & Oregon Statewide Cooperative JOC Program

Title	Link
Region 1 Northwest Oregon CTC	https://fortive.box.com/s/vu08hqdnzzt5fkfhvgcn268mguywwg30
Region 2 Greater Portland Area CTC	https://fortive.box.com/s/s6gahub74wyquev1vx9ftmiv1rpmxoja
Region 3 Central East Oregon CTC	https://fortive.box.com/s/mfgo4vnta90iicd2tg4aeq93qdc7f8xh
Region 4 Central Oregon CTC	https://fortive.box.com/s/q9g9ard7myhz8bfx0pi1r4woaitzek44
Region 5 Southwest Oregon CTC	https://fortive.box.com/s/sukdy884rc5qls5yhxhn64au70vnw1w3
Technical Specifications	https://fortive.box.com/s/nw6gd3y2c4rfs4d3t2wcg9phr3p3imth



Construction Task Catalog®

CSI MasterFormat

Full description
of task

Cost includes labor, material and
equipment for your location

09 22 16

Non-Structural Metal Framing (09 22)

Note: Includes all necessary framing studs, bridging, fasteners necessary to attach to floors, walls, ceilings and a metal stiffener at half height. Per SF of wall area measures one side. Do not deduct for openings of less than 25 SF when calculating total wall square footage.

09 22 16 00-0004	SF	3-5/8" Width, 25 Gauge, Non Load Bearing, Non Structural Metal Framing Stud With Tracks And Runners, 16" On Center.....	1.67	0.34
		For Walls > 10' High, Add	0.33	
		For Soffit, Columns Or Beams Up To 10' High, Add	0.86	
		For Soffit, Columns Or Beams > 10' High, Add	1.11	
		For Horizontal Installation Up To 10' High, Add	0.30	
		For Horizontal Installation > 10' High, Add	0.38	
		For Curved Wall, Add	0.26	
		For 12" On Center, Add	0.29	
		For 24" On Center, Deduct	-0.29	
		For Up To 200, Add	0.51	
		For > 200 To 500, Add	0.25	

Modifiers for variations
or quantity discounts

Demolition cost,
if applicable

Adjustment Factors

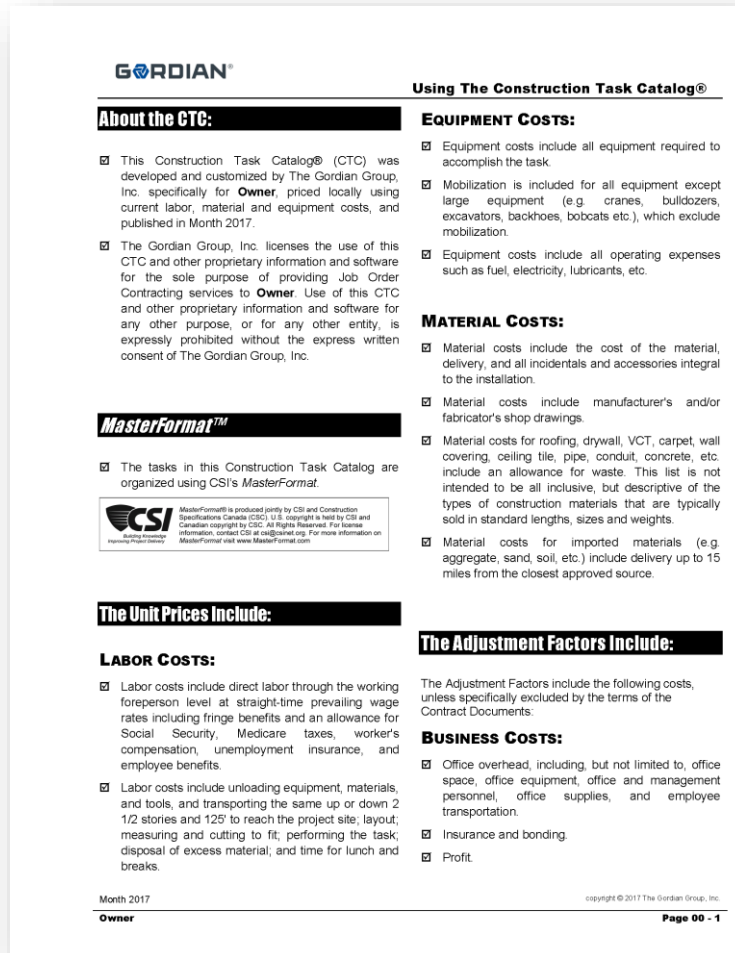
Adjustment Factor (Pricing Component)

- A multiplier applied to the construction task in the CTC.

Unit Price \times Quantity \times Adjustment Factor = Total for Task

- Individual bid opportunities may **request various Adjustment Factors** based on a Client's typical project list. For example, Normal Working Hours, Other Than Normal Working Hours, etc.
- Should include a company's **overhead, profit and operating costs** to determine what is needed to be successful under a JOC program.
- **Major Factor in Determining Winning Bidders** and used to price individual job orders

Understanding the Construction Task Catalog®



- Contractor must review and understand “Using the Construction Task Catalog®”
- Rules of the game
- Make sure you get paid for all appropriate tasks
- Pages 00 – 1 to 00-6

Developing Adjustment Factors

GORDIAN®

Using The Construction Task Catalog®

About the CTC:

- ❑ This Construction Task Catalog® (CTC) was developed and customized by The Gordian Group, Inc. specifically for **Owner**, priced locally using current labor, material and equipment costs, and published in Month 2017.
- ❑ The Gordian Group, Inc. licenses the use of this CTC and other proprietary information and software for the sole purpose of providing Job Order Contracting services to **Owner**. Use of this CTC and other proprietary information and software for any other purpose, or for any other entity, is expressly prohibited without the express written consent of The Gordian Group, Inc.

MasterFormat™

- ❑ The tasks in this Construction Task Catalog are organized using CSI's MasterFormat.



The Unit Prices Include:

LABOR COSTS:

- ❑ Labor costs include direct labor through the working foreperson level at straight-time prevailing wage rates including fringe benefits and an allowance for Social Security, Medicare taxes, worker's compensation, unemployment insurance, and employee benefits.
- ❑ Labor costs include unloading equipment, materials, and tools, and transporting the same up or down 2 1/2 stories and 125' to reach the project site; layout; measuring and cutting to fit; performing the task; disposal of excess material; and time for lunch and breaks.

Month 2017

Owner

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EQUIPMENT COSTS:

- ❑ Equipment costs include all equipment required to accomplish the task.
- ❑ Mobilization is included for all equipment except large equipment (e.g. cranes, bulldozers, excavators, backhoes, bobcats etc.), which exclude mobilization.
- ❑ Equipment costs include all operating expenses such as fuel, electricity, lubricants, etc.

MATERIAL COSTS:

- ❑ Material costs include the cost of the material, delivery, and all incidentals and accessories integral to the installation.
- ❑ Material costs include manufacturer's and/or fabricator's shop drawings.
- ❑ Material costs for roofing, drywall, VCT, carpet, wall covering, ceiling tile, pipe, conduit, concrete, etc. include an allowance for waste. This list is not intended to be all inclusive, but descriptive of the types of construction materials that are typically sold in standard lengths, sizes and weights.
- ❑ Material costs for imported materials (e.g. aggregate, sand, soil, etc.) include delivery up to 15 miles from the closest approved source.

The Adjustment Factors Include:

The Adjustment Factors include the following costs, unless specifically excluded by the terms of the Contract Documents:

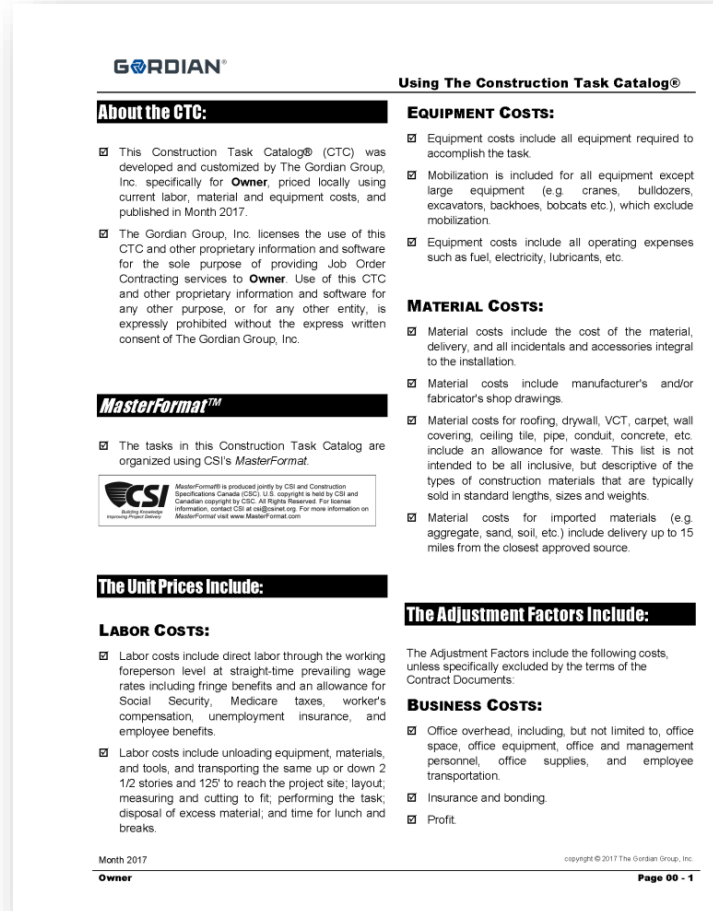
BUSINESS COSTS:

- ❑ Office overhead, including, but not limited to, office space, office equipment, office and management personnel, office supplies, and employee transportation.
- ❑ Insurance and bonding.
- ❑ Profit.

Adjustment Factors Must Include:

- All overhead including home office overhead, job site office overhead, supervision, and project management
- Profit
- Subcontractors' overhead and profit
- Project trailer, portable toilets, storage containers for Contractor's use
- Basic safety and warning signage
- As-built drawings in the same media provided by owner
- Daily clean-up and Final professional clean-up

Developing Adjustment Factors



General Rules:

- It is important to understand the rules for using the CTC, so you will be able to build accurate and auditable cost proposals.
- Unit Prices are for complete and in place construction and include all labor, equipment and material required to complete a Task.
- Unit Prices include all fasteners, sealant, caulking, testing, calibrating, balancing and start up services.
- Task quantities are calculated on a per project basis.
- Typical working height for work other than masonry is up to 14' and the rule is 4' for masonry.
- Contractor shall select the most practical and economical Tasks available.

Other things to consider...

The Proposer's Adjustment Factors shall include all the Proposers Direct and Indirect Costs Including, but not limited to:

- Obtaining Payment and Performance Bonds – If required by an owner, the payment and performance bonds will be reimbursed as specified within the contract documents. Provide documentation to Owner.
- Filings and Permits – If required by an Owner, Contractors will be reimbursed for permit fees as specified within the contract documents.
- Proposal development
- Mobilization – mobilization of working crew shall be considered in adjustment factors, however large equipment such as bulldozers, boom lifts, etc. will be compensated through use of the appropriate mobilization task.
- Refer to Pages 00-1 through 00-6 of the CTC “Using the Construction Task Catalog”

Contract Documents | Construction Task Catalog®

Include All Appropriate Tasks:

32 16 23 00-0002	4" Cast in Place Concrete Sidewalk	SF	\$ 6.37	400	\$2,548.00	
	For Quantities 100 to 500, Add	SF	\$ 2.59	400	\$1,000.00	
32 11 23 16-0004	4" Crushed Aggregate Base for Sidewalks	SF	\$ 1.11	400	\$ 444.00	
	For Quantities Under 100	SF	\$ 0.30	400	\$ 120.00	
01 71 13 00-0003	Mobilize Backhoe	EA	\$ 402.63	1	\$ 402.63	
31 23 16 36-0006	Excavation by Backhoe	CY	\$ 4.67	11	\$ 51.37	
	For Quantities under 20 CY, Add	CY	\$ 4.67	11	\$ 51.37	
31 23 16 36-0028	Loading Excess Materials	CY	\$ 4.14	13.75	\$ 56.93	
	For Quantities Under 20 CY, Add	CY	\$ 4.14	13.75	\$ 56.93	
01 74 19 00-0029	Hauling to Dump Site	CYM	\$ 0.99	207	\$ 204.93	
01 74 19 00-0025	Landfill Dump Fee	CY	\$ 29.83	13.75	\$ 410.16	\$5,346.31
						400 SF
						\$ 13.37

Compare these prices

Sample | Calculating An Adjustment Factor

Recommended Items You Will Need

- ☐ 3-5 Historical scopes of work and recent final project proposals.
- ☐ Construction Task Catalog (provided in the solicitation documents)
- ☐ Overhead costs, including project-related operational costs
- ☐ Desired profit margin

Sample Scope of Work

Administration Building & Shop Renovation

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 exits and door closers on exit doors

Lighting

- Replace all lay-in troffer fixtures on first and second floors, 48 in total
- Replace 4 exit fixtures
- Replace 12 industrial fixtures in shop area

Plumbing

- Replace 8-bathroom sinks, 8 faucets, and 8 toilets in men's and women's bathrooms in admin building and shop area
- Replace 4 water fountains

HVAC

- Replace Central HVAC
- Demo and replace existing roof top 4-ton cooling and heating unit

Sample | Historical Project vs. CTC Pricing

Direct Cost of Work from Historical Projects

HVAC	\$34,645.00
Doors and Hardware	\$22,867.00
Lighting	\$20,865.00
Plumbing	\$21,850.00

Total = \$100,227.00

Direct Cost of Work from CTC

HVAC	\$36,530.45
Doors and Hardware	\$21,465.65
Lighting	\$20,925.50
Plumbing	\$24,705.75

Total = \$103,627.35

Example | Calculating An Adjustment Factor

A. Direct Cost of Work From Historical Projects	\$100,227.00
B. Overhead (10%*)	<u>\$10,022.70</u>
C. Subtotal (Cost From Historical + Overhead)	\$110,249.70
D. Profit (10%*)	<u>\$11,024.97</u>
E. Subtotal (Subtotal from Line C + Profit)	\$121,274.67
F. Direct Cost of Work From CTC	\$103,627.35
Adjustment Factor (E / F)	1.1702

***Sample Only – Contractors to Determine Appropriate Overhead & Profit**
Consider the CTC as the starting point at 1.0000
Prepare this calculation for more than 1 sample project

Adjustment Factors and Weights

Oregon State University Main Campus JOC Program

Oregon State University Main Campus Adjustment Factors		Weight
1	Oregon State University, Main Campus, Normal Working Hours Prevailing Wage	70%
2	Oregon State University, Main Campus, Other Than Normal Working Hours Prevailing Wage	20%
3	Oregon State University, Main Campus, Non Pre-priced Adjustment Factor	10%

Combined Adjustment Factor Calculation

Oregon State University Main Campus JOC Program

Adjustment Factors and Weights:

Adjustment Factor 1 X .70 = weighted average

Adjustment Factor 2 X .20 = weighted average

Adjustment Factor 3 X .10 = weighted average

Combined Adjustment Factor = Sum of the weighted average

- **The Other Than Normal Working Hours Adjustment Factors must be equal to or higher than the Normal Working Hours Adjustment Factors.**
- **The Non Pre-priced Task Adjustment Factor must be greater than or equal to 1.0000.**

Adjustment Factors and Weights

Oregon State University Regional JOC Program

Oregon State University Regional JOC Program Adjustment Factors		Weight
1	Oregon State University, Regional JOC Program, Normal Working Hours Prevailing Wage	70%
2	Oregon State University, Regional JOC Program, Other Than Normal Working Hours Prevailing Wage	20%
3	Oregon State University, Regional JOC Program, Non Pre-priced Adjustment Factor	10%

Combined Adjustment Factor Calculation

Oregon State University Regional JOC Program Adjustment Factors and Weights:
Adjustment Factor 1 X .70 = weighted average
Adjustment Factor 2 X .20 = weighted average
Adjustment Factor 3 X .10 = weighted average
Combined Adjustment Factor = Sum of the weighted average

- **The Other Than Normal Working Hours Adjustment Factors must be equal to or higher than the Normal Working Hours Adjustment Factors.**
- **The Non Pre-priced Task Adjustment Factor must be greater than or equal to 1.0000.**

Adjustment Factors and Weights

Oregon Statewide Cooperative JOC Program

	Statewide Cooperative Adjustment Factors	Weight
1	Oregon Statewide Cooperative JOC Program, Normal Working Hours - Prevailing Wage Rate Projects	60%
2	Oregon Statewide Cooperative JOC Program, Other Than Normal Working Hours – Prevailing Wage Rate Projects	10%
3	Oregon Statewide Cooperative JOC Program Normal Working Hours Non-Prevailing Wage Rate Projects	20%
4	Oregon Statewide Cooperative JOC Program, Other Than Normal Working Hours – Non Prevailing Wage Rate Projects	5%
5	Oregon Statewide Cooperative JOC Program, NON-PRE-PRICED	5%

Combined Adjustment Factor Calculation

Oregon Statewide Cooperative JOC Program

Adjustment Factor 1 X .60 = weighted average

Adjustment Factor 2 X .10 = weighted average

Adjustment Factor 3 X .20 = weighted average

Adjustment Factor 4 X .05 = weighted average

Adjustment Factor 5 X .05 = weighted average

Combined Adjustment Factor = Sum of the weighted average

- The Other Than Normal Working Hours Adjustment Factors must be equal to or higher than the Normal Working Hours Adjustment Factors.
- The Non Pre-priced Task Adjustment Factor must be greater than or equal to 1.0000.

Non Prepriced Tasks

- Materials or services not included in the CTC (Rarely Used)
- Contractor must have permission from the OSU or the Participating Entity to use a Non-Pre-priced Task prior to submitting a Price Proposal
- Three (3) Quotes on a vendors' or subcontractors' letterhead
 - Justification for less than three (3) Quotes
- Contractor is paid the NPP Lowest Quote x Quantity x NPP Adjustment Factor
- The Non-Pre-priced Adjustment Factor remains the same for the duration of the Contract (all Terms)

JOC System License Fee

Oregon State University Main Campus and Regional JOC Programs

IMPORTANT: A 1% JOC SYSTEM LICENSE FEE MUST BE INCLUDED WITH YOUR RESPONDING ADJUSTMENT FACTORS!!!!

Oregon State University Main Campus Adjustment Factors		Weight
1	Oregon State University, Main Campus, Normal Working Hours Prevailing Wage	70%
2	Oregon State University, Main Campus, Other Than Normal Working Hours Prevailing Wage	20%
3	Oregon State University, Main Campus, Non Pre-priced Adjustment Factor	10%

Oregon State University Regional JOC Program Adjustment Factors		Weight
1	Oregon State University, Regional JOC Program, Normal Working Hours Prevailing Wage	70%
2	Oregon State University, Regional JOC Program, Other Than Normal Working Hours Prevailing Wage	20%
3	Oregon State University, Regional JOC Program, Non Pre-priced Adjustment Factor	10%

**Contractors will be invoiced for the 1.00%
JOC System License Fee and must remit payment to Gordian**

Administrative Fee

Oregon Statewide Cooperative JOC Program

IMPORTANT: A 7.5% ADMINISTRATIVE FEE MUST BE INCLUDED WITH YOUR RESPONDING ADJUSTMENT FACTORS!!!!

	Statewide Cooperative Adjustment Factors	Weight
1	Oregon Statewide Cooperative JOC Program, Normal Working Hours - Prevailing Wage Rate Projects	60%
2	Oregon Statewide Cooperative JOC Program, Other Than Normal Working Hours – Prevailing Wage Rate Projects	10%
3	Oregon Statewide Cooperative JOC Program Normal Working Hours Non-Prevailing Wage Rate Projects	20%
4	Oregon Statewide Cooperative JOC Program, Other Than Normal Working Hours – Non Prevailing Wage Rate Projects	5%
5	Oregon Statewide Cooperative JOC Program, NON-PRE-PRICED	5%

Contractors will be invoiced for the 7.5% Administrative Fee and must remit payment to Gordian

Check List and Proposal Forms

Section Two Part A - Check Lists and Proposal Forms

Experience on Similar Projects (20 Points)

- **Proposal Form 1: Comparable Construction Experience General Construction Projects:**
Provide maximum of 5 previously completed projects. Complete a separate Proposal Form 1 for each comparable project.

Key Personnel (15 Points)

- **Proposal Form 2: Key Personnel Project Manager**
- **Proposal Form 3: Key Personnel Superintendent**
- **Proposal Form 4: Key Personnel Safety Manager**

References (10 Points)

- OSU may check the references provided or references associated with past work of your firm

Firm Background and Description (10 Points)

- **Proposal Form 5: Company Profile Questionnaire**
- **Proposal Form 6: Key Personnel**
- **Proposal Form 7: Bonding Capacity Statement**
- **Proposal Form 8: Required License and Certifications**

Section Two Check Lists and Proposal Forms

Workplan and Staff Availability (10 Points for OSU JOC Programs and 25 Points for Statewide Cooperative JOC Program)

- Proposal Form 9: Proposed Work Plan and Staffing Availability

Workforce Diversity Plan (15 points for OSU JOC Programs)

- Proposal Form 10: Diversity Vendor Certification Participation
- Proposal Form 11: Historical Information
- Proposal Form 12: Narrative Description of Workforce Diversity Program/Plan

Additional Required Proposal Forms (No evaluation points applied to this information)

- Proposal Form 13: Agreement to work in all Areas of the State
- Proposal Form 14: OMNIA Partners Questionnaire
- Proposal Form 15: Federal Funds Certification Form
- Proposal Form 16: FEMA Special Conditions
- Proposal Form 17: Signature Form
- Proposal Form 18: Acknowledgement of Addenda

Section Two Part B - Cost Proposal Forms

Oregon State University Main Campus JOC Program (20 Points)

- Cost Proposal Form 1: The Adjustment Factors for Oregon State University Main Campus JOC Program
- Cost Proposal Form 2: Calculation of the Combined Adjustment Factor for Oregon State University Main Campus JOC Program

Oregon State University Regional JOC Program (20 Points)

- Cost Proposal Form 3: The Adjustment Factors for Oregon State University Regional JOC Program
- Cost Proposal Form 4: Calculation of the Combined Adjustment Factor for Oregon State University Regional JOC Program

Oregon Statewide Cooperative JOC Program (20 Points)

- Cost Proposal Form 5: The Adjustment Factors for Oregon Statewide Cooperative JOC Program
- Cost Proposal Form 6: Calculation of the Combined Adjustment Factor for Oregon Statewide Cooperative JOC Program

Section Two Part B - Cost Proposal Forms - Adjustment Factor

COST PROPOSAL FORM 1: THE ADJUSTMENT FACTORS FOR OREGON STATE UNIVERSTIY MAIN CAMPUS JOC PROGRAM

CONTRACTOR NAME: _____

CONTRACT CATEGORY: (Place A Check Mark Next to the Category of Services Being Offered)

☐General Construction ☐Mechanical ☐Electrical

☐Plumbing ☐Civil/Site Construction ☐Roofing and Weatherproofing

GEOGRAPHICAL REGION: Main Campus

The Contractor shall perform the Tasks and pay all Administrative Fees required by each individual Purchase Order issued pursuant to this using the following Adjustment Factors:

1. Normal Working Hours Prevailing Wage: 7:00am to 4:00pm Monday to Friday, except holidays. Contractor shall perform Tasks during Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

1.A Adjustment Factor with License Fee

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(Specify to four decimal places)

2. Other Than Normal Working Hours Prevailing Wage: 4:01pm to 6:59am Monday to Friday, and any time Saturday, Sunday and Holidays. Contractor shall perform Tasks during Other Than Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

2.A Adjustment Factor with License Fee

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(Specify to four decimal places)

Remember to include the following

- Your company name, Contract Category, and the Geographical Region or Regions in which you are responding
- Follow the instructions and include your responding adjustment factors in the spaces provided
- The JOC System License Fee for the OSU Main campus and Regional opportunities or the Administrative Fee for the Oregon Statewide Cooperative Opportunity to each responding Adjustment Factor
- Complete a separate Adjustment Factor Cost Proposal Form if responding to multiple contract categories or regions

Section Two Part B - Cost Proposal Forms – Combined Adjustment Factor

COST PROPOSAL FORM 2: CALCULATION OF THE COMBINED ADJUSTMENT FACTOR FOR OREGON STATE UNIVERSITY MAIN CAMPUS JOC PROGRAM

CONTRACTOR NAME: _____

CONTRACT CATEGORY: (Place A Check Mark Next to the Category of Services Being Offered)

☐ General Construction ☐ Mechanical ☐ Electrical

☐ Plumbing ☐ Civil/Site Construction ☐ Roofing and Weatherproofing

GEOGRAPHICAL REGION: Main Campus

The following formula has been developed for the sole purpose of evaluating proposals and awarding.

Each Proposer must complete the following calculation.

Line 1. Normal Working Hours Prevailing Wage (1.A) _____

Line 2. Multiply Line 1 by .70 _____

Line 3. Other Than Normal Working Hours Prevailing Wage (2.A) _____

Line 4. Multiply Line 3 by .20 _____

Line 5. Adjustment Factor for Non Pre-priced Tasks (3.A) _____

Line 6. Multiply Line 5 by .10 _____

Line 7: Summation of lines 2, 4, and 6 (Combined Adjustment Factor) _____

Transfer the number on line 7 to the space provided in line 4 for the Combined Adjustment Factor on Cost Proposal Form 1.

Instructions To Proposer: Specify lines 1 through 7 to four (4) decimal places. Use conventional rounding methodology (i.e., if the number in the 5th decimal place is 0-4, the number in the 4th decimal remains unchanged; if the number in the 5th decimal place is 5-9, the number in the 4th decimal is rounded upward).

Note To Proposer: The weights in lines 2, 4, and 6 above are for the purpose of calculating a Combined Adjustment Factor only. No assurances are made by The Oregon State University that Work will be ordered under the Agreement in a distribution consistent with the weighted percentages above. The Combined Adjustment

Remember to include the following

- Your company name, Contract Category, and the Geographical Region or Regions in which you are responding. This should match the responding Adjustment Factor Cost Proposal Form
- Follow the instructions and double check your math. Note we will verify calculations of the Combined Adjustment Factor
- Transfer the Combined Adjustment Factor to the corresponding line in the Adjustment Factor Cost Proposal Form
- Complete a separate Combined Adjustment Factor Cost Proposal Form if responding to multiple contract categories or regions

Final Considerations and Schedule

Solicitation Details

Prior to Proposal We Cannot:

- Identify or commit to any specific project, location or Member
- Identify or commit to any specific CTC tasks or quantities

Defined Geographic Regions:

- May work for any OMNIA Partners Participating Agency within the awarded region
- May work outside awarded region if desired and with Participating Agency approval.

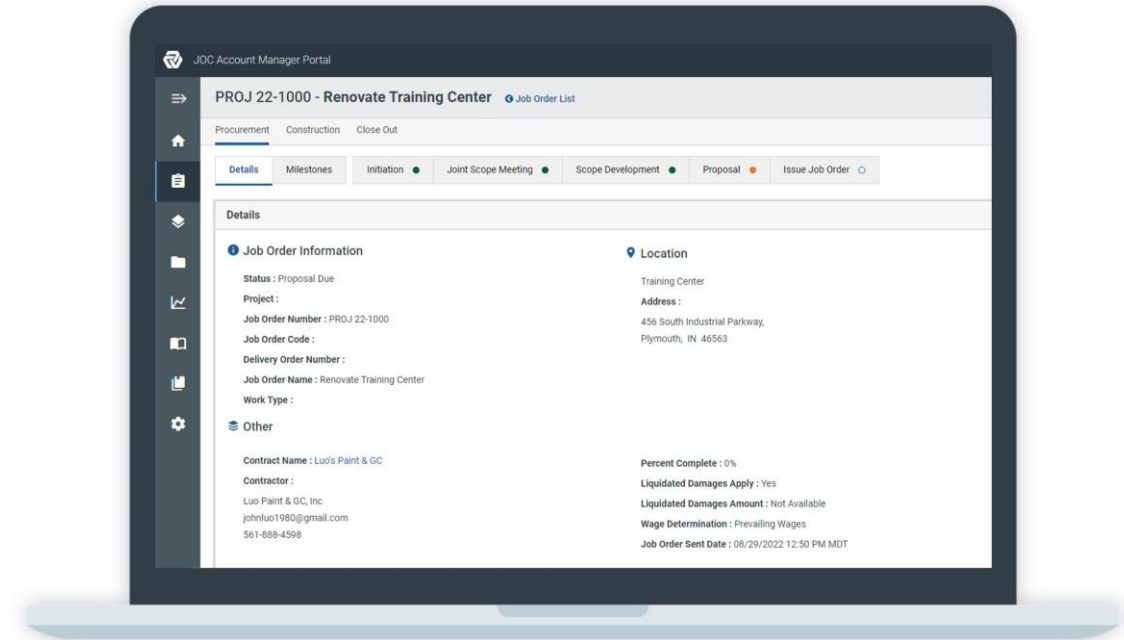
Contract has a 3-year base term with two 1-year options – Potential for 5-year contract

Job Order Contracting has no guaranteed value

Gordian Software

Gordian JOC solutions include access to our secure, cloud-based software programs

- Instant, digital access to CTC
- Version histories of every Price Proposal
- Collaboration tools to communicate around line-item revisions and project milestones



Solicitation Schedule

Issue Date	March 28, 2025
Pre-Proposal Conference	APRIL 8, 2025 @ 10:00 AM PT
Question Deadline	APRIL 15, 2025 @ 5:00 PM PT
<ul style="list-style-type: none">• Questions must be in writing via email to constructioncontracts@oregonstate.edu	
Final Addendum Issuance (if necessary)	April 17, 2025
Proposal Due Date/Time	April 29th, 2025 @ 2:00 PM PT
<ul style="list-style-type: none">• Via electronic submission to: bids@oregonstate.edu• Proposals must be sized appropriately for transfer (under 10 megabytes)• Proposers must be registered and licensed with the Oregon Construction Contractors Board and have on file the required public works bond prior to submission	

The following dates are tentative and subject to change without notice:

Notice of Intent to Award	May 27, 2025
Estimated Contract execution and notice to proceed	June 16, 2025

Questions

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Building knowledge