



Cal Poly Humboldt JOC General Construction Contract 2026 Mandatory Pre-Bid Meeting

Bid Solicitation No: PW26-JOC

Job Order Contract #: TBD

May 12th, 2026, at 10:00AM PST

John Futch LEED AP

Account Manager, CSU North

Gordian

The Cal Poly Humboldt logo, featuring the words 'Cal Poly' in a smaller, yellow, sans-serif font above the word 'Humboldt.' in a larger, yellow, serif font, all contained within a dark green rectangular box.

Cal Poly
Humboldt.

Nothing written in this presentation supersedes what is provided in your bid package. Any deviations or changes to the bid documents will be provided in the form of an addendum.

Agenda



- **Kickoff and Introductions**
- **Qualification Submission and Details**
- **Job Order Contracting (JOC) Process**
- **Understanding the Construction Task Catalog® (CTC)**
- **Submission Reminders and Questions**



Campus Staff and Gordian Support Team



Cal Poly Humboldt Staff

Responsible for the development, oversight, and administration of the JOC program and contracts:

- **Addie Dunaway- Contracts and Procurement**
- **Scott Harris – Project Manager Facilities Management**

Gordian Program Support

Responsible for all aspects of JOC program implementation at Gordian for Cal Poly Humboldt:

- **Cynthia Orozco, Sr. Account Manager and CSU Lead**
- **Tamiko Guitierrez, Regional Director**

Gordian Operations

Responsible for the local Account Management. Primary responsibility to conduct training for both Campus and Contractor staff. Assists in the procurement of projects and management at Cal Poly Humboldt:

- **John Futch LEED AP Account Manager**

Solicitation Schedule

Prebid Meeting	Tuesday, May 12 th , 2026, 10:00am PST
Prequalification forms due (both)	Monday, May 18 th , 2026
Affidavit of Joint Venture Form due	Monday, May 18 th , 2026
Last day to ask RFP Questions	Monday, May 18 th , 2026
Issue Addenda (if any) and post answers	Thursday, May 21 st , + 2026
Bids Due	Tuesday, June 2 nd , 2026, NLT 2:00pm
Original Bid Bond Due	Thursday, June 4 th , 2026

Job Order Contracting (JOC) Overview



Job Order Contracting (JOC)

Definition

- Indefinite delivery/indefinite quantity process (IDIQ)
- Enables owners to complete a substantial number of individual projects with a **single, competitively-awarded bid**
- Construction tasks are based on **preset costs in Gordian's Unit Price Book (UPB), the Construction Task Catalog®**
- Contractors bid an Adjustment Factor to be applied to **CTC**, resulting in on-call contract.

Value

- Fundamentally different procurement relationship
- Collaborative relationship between Owner and Contractor
- Allows Owners and Contractors to expedite work
- Contractors and Owners build lasting partnerships
- Provides transparency and auditability

Most Successful JOC Project Types



New construction



Repairs



Renovations



Replacement
in-kind



Maintenance



Emergency
work



Time sensitive
projects



Alterations

How Job Order Contracting Works

Part 1 Bidding the Umbrella Job Order Contract

Owner
Advertises
Job Order
Contract



Contractors
Submit
Bids



Owner
Awards
Umbrella
Job Order
Contracting
Contract

Part 2 Procuring Individual Projects from Owner

Owner
Project A

Owner
Project B

Owner
Project C

Subcontracting
Opportunities

Subcontracting
Opportunities

Subcontracting
Opportunities

5 Step Job Order Process

Joint Scope Meeting

Gordian schedules a meeting at the site for those involved to discuss project and design details.



Detailed Scope of Work

Gordian helps the owner prepare a Detailed Scope of Work that describes the work the contractor will perform.



Price Proposal

The contractor prepares a Price Proposal by selecting the appropriate tasks from Gordian's Construction Task Catalog® (CTC).



Price Proposal Review

Gordian reviews the Price Proposal to ensure the contractor has selected the appropriate tasks and quantities.



Job Order Issued

Once the Price Proposal is approved, the owner issues a purchase order for the contractor to proceed.

The Contract Documents



Understanding the Contract Documents

- Front End Documents
- The Construction Task Catalog®
- The Technical Specifications



SECTION 09 22 16 13 - NON-STRUCTURAL METAL FRAMING

1.1 GENERAL

- A. Description Of Work:
 - 1. This specification covers the furnishing and installation of materials for non-load bearing steel framing. Products shall be as follows or as directed by the Owner. Installation procedures shall be in accordance with the product manufacturer's recommendations. Demolition and removal of materials shall be as required to support the work.
- B. Summary
 - 1. This Section includes non-load-bearing steel framing members for the following applications:
 - a. Interior framing systems (e.g., supports for partition walls, framed soffits, hurring, etc.).
 - b. Interior suspension systems (e.g., supports for ceilings, suspended soffits, etc.).
- C. Submittals
 - 1. Product Data: For each type of product indicated.
 - 2. LEED Submittal:
 - a. Product Data for Credit MR 4.1 and Credit MR 4.2, **as directed**: For products having recycled content, documentation indicating percentages by weight of postconsumer and preconsumer recycled content.
 - 1) Include statement indicating costs for each product having recycled content.
- D. Quality Assurance
 - 1. Fire-Test Response Characteristics: For fire-resistance-rated assemblies that incorporate non-load-bearing steel framing, provide materials and construction identical to those tested in assembly indicated according to ASTM E 119 by an independent testing agency.
 - 2. STC-Rated Assemblies: For STC-rated assemblies, provide materials and construction identical to those tested in assembly indicated according to ASTM E 90 and classified according to ASTM E 413 by an independent testing agency.

Front End Documents

- **Section 1:** General Information and Instructions
- **Section 2:** Instructions to Contractors Submitting Qualifications
- **Section 3:** General Terms and Conditions
- **Section 4:** Project Specifications
- **Section 5:** Contractor Proposal
- **Section 6:** Evaluation and Award
- **Attachments:** A, B and C
- **Exhibit 1** – Construction Task Catalog® (CTC) Links

General Rules of the Construction Task Catalog, CTC

Unit Prices:

Are for complete and in-place construction.

Include the cost of delivery to project site, unloading, storage and handling.

Delivery height is up to two stories.

Include sealant and caulk for tasks such as windows, doors, frames, countertops, etc.

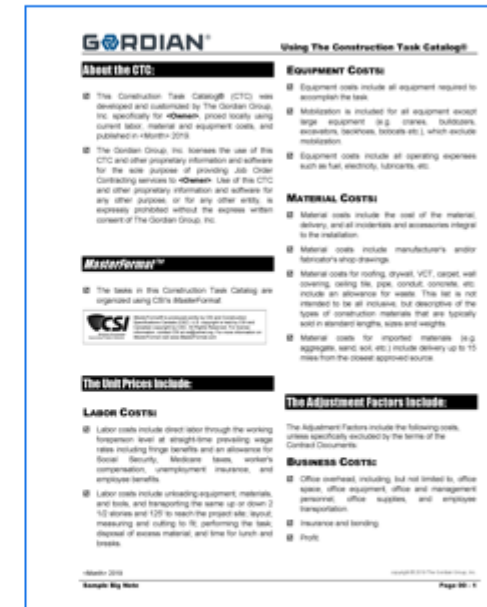
Include labor, material and equipment.

Do not add labor to repointing task.

Include testing, calibration, balancing, etc., for new work.

Include all fasteners, bolts, anchors, adhesives, etc., for new work.

Using the CTC



This Safety Director is included in the adjustment factor

This Superintendent is included in the adjustment factor

This Project Manager is included in the adjustment factor

This material is included in the unit price

This Installer is included in the unit price



General Rules of the Construction Task Catalog, CTC:

**Demo price
includes loading
into truck or
dumpster.**

**If item demolished
as part of different
task, it will not be
paid for
separately.**

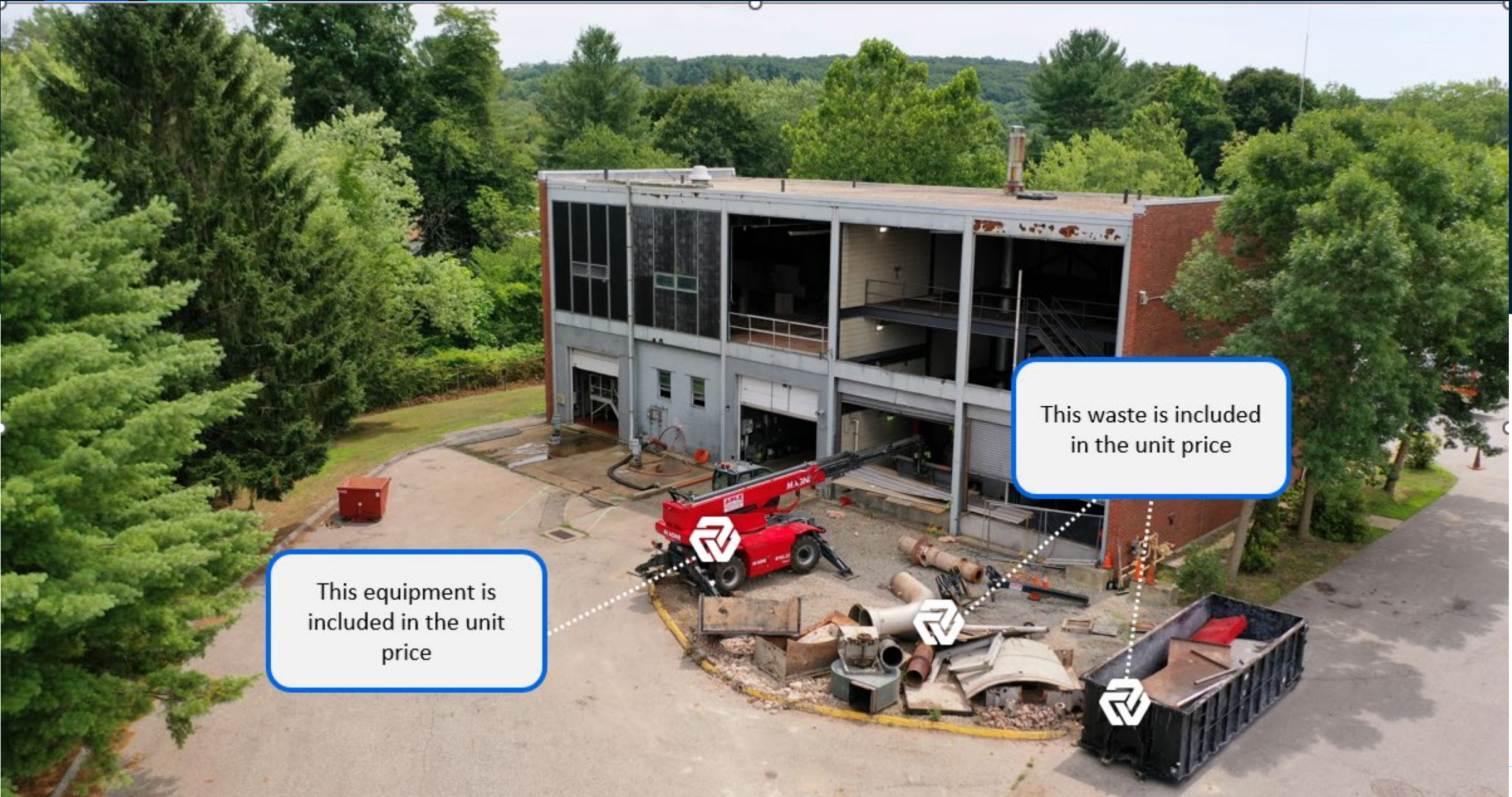
**Contractors are
paid for installed
quantities only.
Waste is included
in unit price.**

**Dumpsters are a
separate task.**

**Assembly prices
take precedence
over component
pricing**

**14' working height
for scaffolds
except masonry.**

**4' working height
for masonry.**



This equipment is included in the unit price

This waste is included in the unit price

General Rules of the Construction Task Catalog, CTC

Contractors Do Not Get Paid Separately For the Following:

**Moving and
returning furniture
occupying less than
55% of floor area.**

*Example: moving
classroom furniture to
paint*

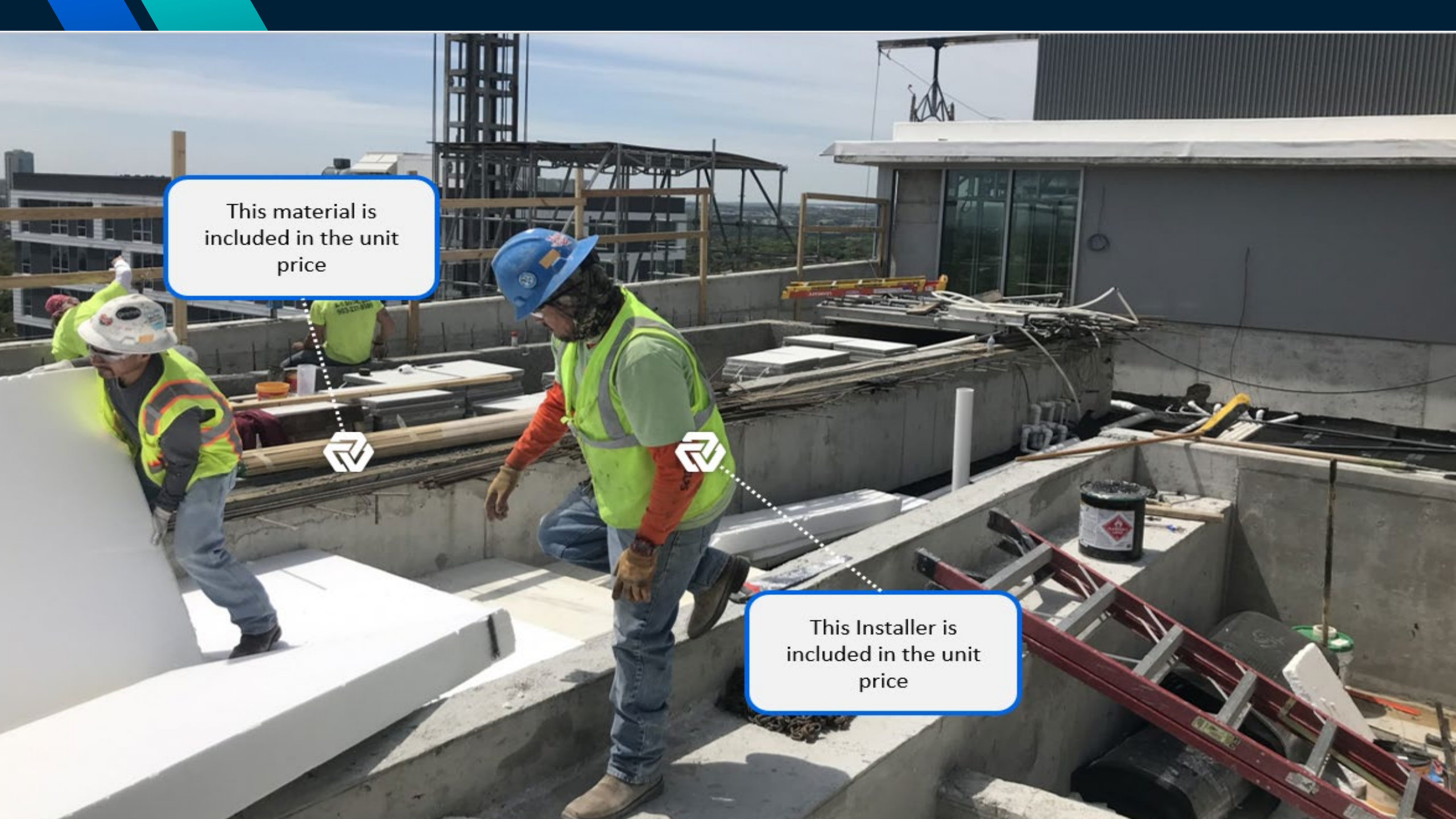
**Labor for protecting
work in place.**

*Example: a laborer to stay
after a concrete pour*

**Minor barricades
and signage.**

**Portable toilet, field
office or field office
equipment for
contractor's use.**

**Layout and site
engineering for the
work itself.**

A photograph of two construction workers on a rooftop. They are wearing hard hats and high-visibility vests. One worker is in the foreground, wearing a blue hard hat and a yellow vest, looking down at a large white rectangular panel. The other worker is in the background, wearing a white hard hat and a yellow vest, also working with a panel. The rooftop has concrete walls and various construction materials and tools scattered around. In the background, there are other buildings and a clear sky.

This material is
included in the unit
price

This Installer is
included in the unit
price

General Rules of the Construction Task Catalog, CTC

Contractors Do Not Get Paid Separately For the Following:

**Insurance and
bonds.**

**Cost of financing the
work.**

**Cost Preparation and
modification of
sketches, drawings,
submittals, as-built
drawings and other
project records.**

**Gang boxes and
storage containers
for contractor's
tools, equipment
and materials.**

**All taxes for which a
waiver is not
available, including
material sales tax
and equipment
rental.**

**Subcontractor's
overhead and profit.**

The contractor trailer is included in the adjustment factor

These employees are included in the unit price



Construction Task Catalog®

CSI MasterFormat

Full task description

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
		<i>For Walls > 10' High, Add</i>	0.33	
		<i>For Soffit, Columns Or Beams Up To 10' High, Add</i>	0.86	
		<i>For Soffit, Columns Or Beams > 10' High, Add</i>	1.11	
		<i>For Horizontal Installation Up To 10' High, Add</i>	0.30	
		<i>For Horizontal Installation > 10' High, Add</i>	0.38	
		<i>For Curved Wall, Add</i>	0.26	
		<i>For 12" On Center, Add</i>	0.29	
		<i>For 24" On Center, Deduct</i>	-0.29	
		<i>For Up To 200, Add</i>	0.51	
		<i>For > 200 To 500, Add</i>	0.25	

Modifiers for variations
or quantity discounts

Demolition cost
(if applicable)

Adjustment Factors

“This is how much I need to be paid for these tasks to be profitable.”

A multiplier applied to the construction task in the CTC.

	Unit Price	x	Quantity	x	Adjustment Factor	=	Total for Task
+	Unit Price	x	Quantity	x	Adjustment Factor	=	Total for Task
+	Unit Price	x	Quantity	x	Adjustment Factor	=	Total for Task
							Total Job Order Price

Adjustment Factors

Adjustment Factors for:

NORMAL
WORKING
HOURS

OTHER THAN
NORMAL
WORKING
HOURS

PREMIUM
WORKING
HOURS

Remember:

- ✓ Adjustment factors apply to all tasks in the Construction Task Catalog®.
- ✓ Awards will be based on your combined Adjustment Factor.
- ✓ The *Other Than Normal Working Hours* and *Premium Working Hours* Adjustment Factor **must be equal to or greater than** the *Normal Working Hours* Adjustment Factor.

Calculating Adjustment Factors

What You Need

- **Historical scope of work and final project proposals**
- **Construction Task Catalog (provided in the solicitation documents)**
- **Overhead costs, including project-related costs**
- **Desired profit margin**

How to Calculate

- **Calculate final cost of historical project.**
- **Add overhead and profit.**
- **Price historical project from CTC using scope of work.**
- **Divide subtotal (historical project, overhead and profit) by direct cost of work from CTC.**

Calculating Adjustment Factors Example:

Office Renovation

Partition Walls

- Demo existing walls back to the metal studs
- Install new walls with an STC rating no less than 47

Doors

- Demo existing door
- Install 3'6"x7' Door and new hardware

Ceiling

- Demo existing 2"x4" suspended ceiling
- Install new 2'x4" suspended ceiling

Flooring

- Demo existing flooring
- Install seamless flooring and rubber base

Scan the QR code
to see a sample
proposal



Calculating Adjustment Factors Example:

Direct Cost vs. CTC

Direct Cost of Work from Quotes or Estimates		Direct Cost of Work from CTC	
Doors	\$6,240.00	Doors	\$5,912.59
Partition Walls	\$26,567.00	Partition Walls	\$27,456.62
Ceiling	\$16,598.00	Ceiling	\$17,964.49
Flooring	\$16,987.00	Flooring	\$17,263.79
Total = \$66,392.00		Total = \$68,597.95	

Calculating Adjustment Factors Example:

Total Proposed Cost

A.	Direct Cost of Work From Historical Projects	\$66,392.00
B.	Overhead (10%)*	\$6,639.20
C.	Subtotal (Cost From Historical + Overhead)	\$73,031.20
D.	Profit (10%)*	\$7,303.12
E.	Subtotal (Cost From Historical + Overhead + Profit)	\$80,334.32
F.	Direct Cost of Work From CTC	\$68,597.50
Adjustment Factor (E / F)		1.1711

***Sample Only – Contractors to Determine Appropriate Overhead and Profit**

Tip: Consider the CTC as the starting point at 1.0000

Recommendation: Prepare this calculation for more than one sample project

JOC Program Benefit for Contractors

- ✓ One bid response
- ✓ Transparent process
- ✓ Project volume driven by performance
- ✓ Paid a unit price for every task performed
- ✓ Ability to value engineer and collaborate
- ✓ Increased bond capacity

Submission Reminders



Proposals



- Each Bidder Offering a proposal must comply with all provisions of the contract, especially:
- Article 02.02 of the Contract General Conditions for Job Order Contracts, regarding the necessity to prequalify with the Trustees and associated prequalification requirements
- Article 02.05-III of the Contract General Conditions for Job Order Contracts, regarding the necessity to provide Bid Security in the amount of \$25,000 in the payment forms specified, and the requirement to provide Performance and Payment Bonds equal to 100% of the maximum contract amount.
- Article 04.02 of the Contract General Conditions for Job Order Contracts regarding the payment of prevailing wage rates.
- Financial and supplemental prequalification is due no later than Tuesday June 2nd at 2:00 PM PST at which time the bids will be publicly opened and read. To apply for prequalification bidders must register and log into planet bids.
- Detailed prequalification instructions are available at [http://www.calstate.edu/contractor – prequalification](http://www.calstate.edu/contractor-prequalification).



- Bidders must be prequalified with the Trustees. Bidders shall register and log in to PlanetBids (<https://home.planetbids.com/>) to apply for financial prequalification and JOC supplemental prequalification at <https://pbsystem.planetbids.com/portal/15331/portal-home>.
 - Both prequalification applications are due no less than 10 business days prior to the bid due date.
- A project specific approval letter is required to obtain the required approval to bid for JOC, Bid Solicitation No. PW26-JOC.
- Contractors shall email the Notice to Contractors to the Prequalification Administrator at cocm.prequal@calstate.edu.
 - Approval is issued upon confirmation the contractor satisfies all solicitation requirements and their systemwide prequalification financial aggregate rating is sufficient to propose.
- It is the bidder's responsibility to obtain a bid proposal package in sufficient time to fulfill requirements therein.
- Bid proposal packages are limited to prequalified contractors with a CSLB B – General Building Contractor license and registered with the DIR to bid public works projects.

Bid Submission Reminder



Please ensure your attendance at today's meeting is documented. Put your name, company name and email address in the chat to receive credit for attending.



All questions concerning this solicitation must be received via email or per direction in the bid documents not later than 5:00pm on Monday, May 18th, 2026.



Submissions are due on Tuesday June 2nd, 2026 not later than 2:00pm, at which times the bids received will be publicly opened and read. Proof your documents before sending to ensure they are complete and have been signed where required.



Questions should only be sent to: procure@humboldt.edu

Basis of Contract Award

The award formula that follows is an integral part of this proposal, and to be responsive, the bidder shall quote for the total works above, and also shall complete the award formula below.

		Award Formula	
Line 1.	Normal working hours Adjustment Factor	1. <u>1.1200</u>	
Line 2.	Multiply Line 1 by (80) %		2. <u>0.8960</u>
Line 3.	Other Than Normal working hours Adjustment Factor	3. <u>1.1300</u>	
Line 4.	Multiply Line 3 by (15) %		4. <u>0.1695</u>
Line 5	Premium working hours Adjustment Factor	5. <u>1.1500</u>	
Line 6	Multiply Line 5 by (5) %		6. <u>0.0575</u>
Line 7	Add Lines 2 and 4 and 6 (This is the weighted, composite score, as bid for this contract.)		7. <u>1.1230</u>

The Trustees of the California State University will receive sealed bid proposals via email only to:

procure@humboldt.edu, for furnishing all labor and materials for a single JOC, Bid Solicitation No. PW26-JOC at Cal Poly Humboldt.

Proposals will only be accepted by delivery to procure@humboldt.edu until 2:00pm on June 2nd, 2026, in accordance with the contract documents, at which time the proposals will publicly opened and read. Please ensure that the subject line of your message reflects the following: Message contains a Proposal, for PW26-JOC, Don't open until 2:00pm or you risk invalidating your bid, should your proposal be inadvertently opened without such warning statement in the subject line.

Questions?





Thank you for attending today's meeting, and thank you for your interest in Job Order Contracting with the California State University.

