INTRODUCTION TO JOC

*Job Order Contracting*
JOC is an Indefinite Delivery/Indefinite Quantity contract that will enable Cornell University clients the option of procuring work under the umbrella of a single, competitively bid contract.
• JOC was implemented as a result of the BAIN/FUR recommendations.

• Cornell selected Gordian to design our JOC program.

• Gordian receives compensation via a 5% fee on the first $6M in construction cost, 1.95% thereafter.
• All work executed under a JOC contract is valued utilizing a comprehensive “Construction Task Catalog” (CTC).

• JOC contractors have competitively bid the catalog by applying adjustment factors to the CTC.
• Two independent JOC contracts have been awarded to local general contractors, each having a potential value of $1M+ annually.

• The current JOC contracts are applicable for work on the Endowed campus and University owned, SUNY program occupied facilities. The JOC contracts are in place for two years.
Two additional JOC contracts will be awarded to execute work on State owned campus buildings by early 2011.
• JOC is an alternative procurement option that is best applied to repair, replacement, alteration, and minor new construction projects.

• Individual projects up to 150K can be executed utilizing JOC.
To initiate a JOC work order request:

Visit the FM PSG website at http://fm.fs.cornell.edu/psg/main.cfm

Click on the JOC link and fill out the “Request for JOC form”.

Return the request form to PSG via e-mail and you will be contacted by a PSG representative to begin the process.
The **Project Services Group** offers a broad range of services from project conception to completion on projects up to $2 million.

**Our flexible service model is designed to assist the campus community with project delivery at any stage of their project.**

- **Project Management Services** – Comprehensive project delivery services including management of the planning, design, and construction of projects from conception to completion. Project delivery and management are tailored to project requirement and size.

- **Construction Management Services** – Manage the competitive procurement and delivery of construction services for project managers in other units and departments. The procurement method employed is project dependent and includes such options as less than 50K self bid, lump sum, sole source, and GC services.
REQUEST FOR JOC PROPOSAL

Client Representative:
Name ____________________________  N ID _______________________

Financial Manager:
Name ____________________________  N ID _______________________

Funding Information:
Account No. _______________________
PAR ID (if applicable) ________________

Scope of Work:

Projected Project Cost: ____________________________

CLICK ON THE LINK BELOW TO EMAIL THIS FORM TO THE FOLLOWING:
Project Services Group
JOC work orders require a five step process that is usually accomplished within a two week timeframe.

1. Intake interview
2. Joint scope meeting
3. RFP
4. Contractor price proposal
5. PSG review and authorization to proceed
• Upon issuance of the JOC work order you have the option of self managing the work or engaging PSG to manage the work at fee.

• Work orders executed using the JOC program will be required to adhere to all University and municipal guidelines.
Potential costs/schedule impacts to client outside of JOC:

• Hazardous materials surveys
• Asbestos monitoring
• Professional design requirements
• Estimating costs – in the event a budget has not been established
Management responsibilities for JOC work orders:

• PAR preparation and submission for work >50K
• Stakeholder notification/scheduling
• Municipal and regulatory permitting
• Procurement of a hazardous materials monitoring firm
• Submittal review process
• Invoice approval
• Complete contractor evaluation form
• Close-out and archive documents
In summary:

- JOC represents one of several procurement options
- JOC is not an estimating service
- JOC is not intended to relieve the requestor of project related University, municipal, or regulatory compliance
- JOC is not a design/build service
- All pricing for JOC executed tasks is pre-determined utilizing the CTC
- JOC work orders will be assessed a 5% fee for the first $6M
- JOC work orders can be utilized on work up to $150K