



**Contract and Award Letter  
Purchase Resolution – Exhibit “A”**

**TO:** Board of Contracts and Awards  
**FROM:** Andy Cherullo, Director, Finance  
Patsy Best, Procurement and Payables Division Manager, Finance  
Tad Carlson, Purchasing Manager, Finance  
**COPY:** Public Utility Board, Director of Utilities, Board Clerk, City Council, City Manager,  
City Clerk, EIC Coordinator, LEAP Coordinator, and Ryan Foster, Senior Buyer,  
Finance/Procurement  
**SUBJECT:** Citywide – Job Order Contracts (JOC)  
Request for Proposals (RFP) Specification No. CT25-0217F, Contract Nos.  
CW2282006, CW2282009, CW2282012 – June 10, 2026 Public Utility Board and  
June 16, 2026 City Council  
**DATE:** May 29, 2026

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**RECOMMENDATION SUMMARY:**

The Procurement and Payables Division of the Finance Department recommends awarding a contract to three contractors, including Saybr Contractors Inc, Tacoma, WA, FORMA Construction Company, Olympia, WA, and Rognlin’s Inc, Aberdeen, WA, in the amount of \$4,000,000 each, plus applicable taxes, budgeted from various funds, for an initial contract term of July 1, 2026 – June 30, 2027, with the option to renew for two additional, one-year terms, for a projected contract amount of \$12,000,000 each, plus applicable taxes, for as needed job order contracting (JOC). The cumulative total for all three contracts is \$36,000,000, however, these contracts are as needed and actual spend will be determined by the work orders that are executed and accepted under each contract.

**STRATEGIC POLICY PRIORITY:**

- Foster a vibrant and diverse economy with good jobs for all Tacoma residents.
- Assure outstanding stewardship of the natural and built environment.
- Encourage and promote an efficient and effective government, which is fiscally sustainable and guided by engaged residents.

**BACKGROUND:**

State law requires that public works projects (construction, alteration, repair or improvement at the expense of public entities) be competed with a request for bids (RFB) with a complete and detailed scope of work which is awarded to the lowest bidder.

The legislature has only afforded cities a few alternatives to development, advertisement, and award of a full specification and JOC is one of those. The nature and specific requirements of a JOC makes them a good tool. State law requires 90 percent of the work performed under a JOC to be subcontracted which presents a prime opportunity to work with historically marginalized contractors. JOCs employ a collaborative approach to scope development where the prime contractor partners with city project managers to develop an agreed upon scope that is then priced based upon a construction task catalog with preestablished prices.

The request for proposals (RFP) issued by the City included features to further encourage subcontracting with historically marginalized contractors as well as standard requirements to



ensure local and apprentice workers were employed by contractors that fulfill work orders over the life of these contracts. The City of Tacoma Equity in Contracting team established subcontracting requirements that the proposed prime contractors must meet over the course of the contract. Additionally, 20 percent of the scoring in the qualifications phase has been reserved for evaluation of utilization plans submitted by respondents detailing how they will ensure they meet these requirements.

In summary, JOCs present the City an alternative method for procurement of smaller and less complex public works that provides increased access to city contracts for historically underutilized contractor while also saving staff time and providing experienced and well-established primed contractors to coordinate the work.

ISSUE: In general, public work projects may only be awarded to the responsible bidder with the lowest responsive bid. This results in time consuming specification development on the city side, and results in a lot of public works contracts being awarded to larger, established companies with the experience to put together a responsive bid and the size to be able to provide the most competitive bid.

ALTERNATIVES: The alternative to approving this recommendation would be to continue soliciting public work projects as the City does today and would forego the benefits both to historically underutilized suppliers and to city staff that oversee public work projects.

**COMPETITIVE SOLICITATION:**

RFP Specification No. CT25-0217F was opened March 3, 2026. Two thousand nine hundred sixty-two (2,962) companies were invited to bid in addition to normal advertising of the project. The City of Tacoma, in partnership with The Gordian Group Inc, also held informational meetings advertised to the same 2,962 companies providing detailed information on the opportunity as well as an opportunity for prime and sub-contractor candidates to understand how best to coordinate to ensure both had access to the resulting specification.

Seven submittals were received. This was a two-phase solicitation: Phase one included an evaluation of qualification of respondents which comprise 70 percent of the final scoring. In phase two, the City solicited adjustment factors from all respondents that were deemed qualified in phase one, and the scoring on those factors comprised 30 percent of the final score.

Saybr Contractors Inc, FORMA Construction Company, and Rognlin’s Inc submitted proposals that resulted in the highest evaluated submittals after consideration of EIC participation goals. The table below reflects the final score for all respondents.

<u>Respondent</u> (RFP)	<u>Location</u>	<u>Score</u>
<b>Saybr Contractors Inc</b>	<b>Tacoma, WA</b>	<b>83.5</b>
<b>FORMA Construction Company</b>	<b>Olympia, WA</b>	<b>79.8</b>
<b>Rognlin’s Inc</b>	<b>Aberdeen, WA</b>	<b>74.9</b>
Apex Mechanical LLC	Battle Ground, WA	72.5
Westmark Construction, Inc.	Tacoma, WA	68.7



Centennial Contractors Enterprises, Inc.	Joint Base Lewis-McChord, WA	58.4
Woodridge Construction LLC	Monroe, WA	14.3

Pre-bid Estimate: \$36,000,000  
The recommended award is the same as the pre-bid estimate.

**CONTRACT HISTORY: New Contracts**

**SUSTAINABILITY:** Sustainability comprised five percent of the scoring of the qualifications of the respondents and the recommended awardees average scores are given below.

Saybr Contractors Inc	4.0 out of 5
FORMA Construction Company	3.6 out of 5
Rognlin’s Inc	1.4 out of 5

**EQUITY IN CONTRACTING (EIC) COMPLIANCE:** The EIC requirements for this project are MBE 10 percent, WBE 10 percent and SBE 10 percent. Contractors are obligated to meet these goals and 20 percent of the qualifications scoring was reserved for evaluation of submitted utilization plans. The recommended awardees’ scores are listed below:

Saybr Contractors Inc	19.5 out of 20
FORMA Construction Company	18.0 out of 20
Rognlin’s Inc	16.0 out of 20

**LOCAL EMPLOYMENT AND APPRENTICESHIP TRAINING PROGRAM (LEAP) COMPLIANCE:** The LEAP requirements for this project are 15 percent of the project labor hours must be worked by Local Employees and an additional 15 percent of the labor hours must be worked by Apprentices, per TMC 1.90.040.

**FISCAL IMPACT:**

Will be dependent on Departmental usage

**EXPENDITURES:**

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Various			\$36,000,000
<b>TOTAL</b>			<b>Up to \$36,000,000</b>

**REVENUES:**

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Various			(\$36,000,000)
<b>TOTAL</b>			<b>Up to (\$36,000,000)</b>



**FISCAL IMPACT TO CURRENT BIENNIAL BUDGET:** Dependent upon department use of the contract.

**ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED?** Funds for the contract are provided by the individual departments using the contract. Funding beyond the current biennium is subject to future availability of funds. The user departments are billed directly for their purchases.

**IF EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED.** N/A