



**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 Contract (JOC) Consultant
Request for Proposals (RFP) Specification No. CT25-0044F, Contract No.
CW2276204 – June 10, 2026 Public Utility Board and June 16, 2026 City Council
DATE: May 29, 2026

RECOMMENDATION SUMMARY:

The Procurement and Payables Division of the Finance Department requests approval to increase Contract No. CW2276204 to The Gordian Group Inc (Gordian), Greenville, SC, by \$2,160,000, plus applicable taxes, budgeted from various funds, for on-call, as needed job order contract (JOC) consulting services. This increase will bring the contract to a projected total of \$2,160,000, plus applicable taxes.

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: The City of Tacoma is establishing a JOC portfolio which provides an alternative method for procurement of public works and improvements for smaller and less complex projects. In order for the City to establish JOCs, a construction task catalog is needed: Gordian’s Construction Task Catalog is one of several well-established unit price books. Additionally, since the City is new to JOCs, during the information gathering phase, we were strongly encouraged to employ a consultant to ensure prime contractors were using the unit price book correctly.

Following an RFP, the City determined Gordian submitted the best proposal to act as a JOC consultant. Gordian provided assistance during the solicitation phase of this project including additional advertisement of the opportunity and education to potential prime and sub-contractors. Based on the existing contract, Gordian has not been compensated for their work up to this point as their submittal indicated that all compensation, they receive is via percentage markup on task authorizations under the resulting prime contractor contracts.

Once the JOCs are fully executed, Gordian will transition to a role of consulting on individual work orders. Gordian will act as a liaison between the prime contractors and city project managers, ensure work order proposals are aligned with the contract and best practice.



ISSUE: JOC is one component of a comprehensive procurement strategy for public works projects. A consultant is highly recommended when initially standing up a JOC program.

ALTERNATIVES: If the recommendation is not approved, City staff would continue soliciting public works as they have been and the additional contracting opportunities for underutilized suppliers and the staff time savings may not be realized.

COMPETITIVE SOLICITATION:

RFP Specification No. CT25-0044F was opened May 20, 2025. Seven companies were invited to bid in addition to normal advertising of the project. Three submittals were received.

The Gordian Group Inc submitted a bid that resulted in the highest score after EIC consideration.

<u>Respondent</u> (RFP)	<u>Location</u> <i>(city and state)</i>	<u>Score</u>
The Gordian Group Inc	Greenville, SC	88.25
Facility Optimized Solutions LLC	Buffalo, NY	79.75
TruVs Inc	Bellevue, WA	55.50

Pre-bid Estimate: \$720,000 - \$2,000,000

The recommended award is eight percent above the pre-bid estimate.

CONTRACT HISTORY: This contract was originally awarded to The Gordian Group Inc. as a result of RFP Specification No. CT25-0044F in June 2025. The contract was executed without an explicit contract value as that not to exceed value was dependent upon the number of JOCs the City executed. There were no renewals included in the contract.

SUSTAINABILITY: Five percent of final scoring in the RFP was reserved for Sustainability considerations.

EQUITY IN CONTRACTING (EIC) COMPLIANCE: Not applicable - Service contract - EIC Regulations are not yet established. Five percent of final scoring in the RFP was reserved for EIC considerations but the awardee did not qualify for the points.

LOCAL EMPLOYMENT AND APPRENTICESHIP TRAINING PROGRAM (LEAP) COMPLIANCE: Not Applicable

FISCAL IMPACT:



EXPENDITURES:

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Various Funds			\$2,160,000
TOTAL			Up to \$2,160,000

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Various Funds			Up to (\$2,160,000)
TOTAL			Up to (\$2,160,000)

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