



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: 12

Agenda Date: December 19, 2024

In Control: City Council A Session

DEPARTMENT: Public Works Department

DEPARTMENT HEAD: Razi Hosseini

COUNCIL DISTRICTS IMPACTED: District 3

SUBJECT:

Job Order Contract (Task Order): Emergency Operations Center Expansion

SUMMARY:

An ordinance approving a task order to a Job Order Contract with Con-Cor, Inc., in the amount not to exceed \$2,550,000.00 for the expansion of the Emergency Operations Center (EOC), located in Council District 3, funded from the General Fund.

BACKGROUND INFORMATION:

Project Background

The City of San Antonio Emergency Operations Center (EOC) is a vital division of the San Antonio Fire Department, serving as the overall command and control facility for coordinating City and County emergency services during emergencies or disasters. The proposed expansion, located at Brooks City Base, is crucial as the City has grown over the last decade, increasing the need for additional office space with dormitories for personnel who may need to augment EOC staff during an emergency or disaster.

This proposed task order will provide for the construction of a 4,100 square-foot one-story addition to the Emergency Operations Center (EOC) located at 8130 Inner Circle Drive, Brooks City Base.

The addition will include offices, dormitories, men's and women's restrooms, storage, and a janitorial closet for additional staff use during emergency weather-related incidents and critical emergency responses. Construction is anticipated to begin in January 2025 and is estimated to be completed by fall 2025.

Procurement of Services

The task order utilizes the Job Order Contracting (JOC) approved through Ordinance 2022-02-17-0107 by the City Council on February 17, 2022. The JOC delivery method provides the City with on-call construction, renovation, and maintenance services for City buildings and facilities. The selection of Con-Cor, Inc. from the eight approved contractors is based on their current workload, overall capacity, familiarity with the specific facility, expertise in completing the task, and managing the trade needed for the requested repair or rehabilitation.

This contract will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program, which requires contracts to be reviewed by a Goal Setting Committee to establish a requirement and/or incentive unique to the particular contract to maximize the amount of small, minority, and women-owned business participation on the contract. The Goal Setting Committee set a 24% Minority/Women Business Enterprise (M/WBE) subcontracting goal and a 3% African American Business Enterprise subcontracting goal. Con-Cor, Inc., has committed to meeting the subcontractor participation and goals.

The Contracts Disclosure Form is attached, as required by the City's Ethics Ordinance, for all projects where subjective criteria are used to select the contractor or consultant rather than by low bid.

This vendor has acknowledged to comply with the Heat Illness Prevention Ordinance, approved on August 31, 2023, through Ordinance #2023-08-31-0585.

ISSUE:

This ordinance approves a task order to a Job Order Contract with Con-Cor, Inc., in the amount not to exceed \$2,550,000.00 for the expansion of the Emergency Operations Center (EOC), located in Council District 3, funded from the General Fund.

This proposed task order will provide for the construction of a 4,100 square-foot one-story addition to the Emergency Operations Center (EOC) located at 8130 Inner Circle Drive, Brooks City Base. The addition will include offices, dormitories, men's and women's restrooms, storage, and a janitorial closet for additional staff use during emergency weather-related incidents and critical emergency responses. Construction is anticipated to begin in January 2025 and is estimated to be completed by Fall 2025.

ALTERNATIVES:

Alternatively, the City Council could choose not to approve this task order and require staff to advertise and solicit this work.

FISCAL IMPACT:

This ordinance approves a task order to a Job Order Contract with Con-Cor, Inc., in the amount not to exceed \$2,550,000.00 for the expansion of the Emergency Operations Center (EOC), located in Council District 3. This contract is funded through the General Fund.

RECOMMENDATION:

Staff recommends approval.