



City Council A-Session

**Item #14 – Job Order Contract: San Antonio
Municipal Archives & Records Renovation Project**

June 20, 2024

Razi Hosseini, P.E., R.P.L.S., Director/City Engineer, Public Works Department

Background

- Municipal Archives & Records Center (MARC) is approximate 60,000 square foot warehouse that houses the City's Vital & Archival Records
- MARC is open to the public and serves between 300 to 500 customers daily
- In May 2021, a Facility Condition Assessment Report recommended fire protection and electrical system upgrades

Location: District 1

Funding: 2022 Bond



Project Map

- Located at 719 South Santa Rosa



Scope of Work

- Demolition and renovation of existing space
- New HVAC and climate-controlled system
- Relocation of the library to storefront museum space
- Shared office space and new restrooms
- Accessibility and security enhancements



Schedule



Construction

- Summer 2024 – Spring 2025
- Facility will remain open while construction is underway
- Project not expected to impact City services





Recommendation

Approval of a Job Order Contract with Lee Construction and Maintenance Company in the not to exceed amount of \$2,000,000 for the San Antonio Municipal Archives & Records Center.

City Council A-Session



PUBLIC WORKS

Item #14 – Job Order Contract: City-Owned Cultural Facilities Improvements (San Antonio Municipal Archives & Records)