



# City of San Antonio

## Agenda Memorandum

**File Number:**

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**Agenda Item Number:** 9

**Agenda Date:** December 12, 2023

**In Control:** City Council A Session

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**DEPARTMENT:** Finance Department

**DEPARTMENT HEAD:** Troy Elliott

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Office Remodel for Olmos Dam Gate House

**SUMMARY:**

This ordinance authorizes a contract with Rojo Consulting and Construction Management to provide labor, materials, equipment, and services necessary for the improvements to the Olmos Dam Gate House for the Public Works Department for a total amount of \$52,338.00. Funding is available from Storm Water Regional Facilities funds.

**BACKGROUND INFORMATION:**

Submitted for City Council consideration and action is a proposal submitted by Rojo Consulting and Construction Management to provide remodeling services work for the Olmos Dam Gate House located at 1000 E. Olmos Drive. The Olmos Dam Gate House is located on Olmos Dam where Public Works operates and manages the Dam. The Olmos Dam Gate House improvements includes electrical, plumbing and HVAC services. The Olmos Dam Gate House contains rust on the roll up door, house door entrance, support and ladder structure of the office beams and steps, including the rusted pipes leading into the mop sink and the degradation of the same sink and water bubbler. The interior of the office is outdated and has laminate walls which can hide mold. The wall mounted air conditioning unit needs an upgrade to keep the interior of the office habitable

and energy efficient. The valves and gauges including ladders in the area need to be re-painted with the proper paint following proper building codes, including all safety yellow markings on the ground.

The City issued a Formal Invitation for Bid for the Olmos Dam Gate House, for the Public Works Department. (IFB 6100017128) on August 18, 2023, with a submission deadline of September 15, 2023. The Formal IFB was advertised in the HartBeat, TVSA channel, the City's Bidding & Contracting Opportunities website, the San Antonio e-Procurement System and an email notification was released to a list of potential respondents. Three bid responses were received. Rojo Consulting and Construction Management is recommended for contract award based on the published specifications.

This contract will begin upon the effective date of the ordinance awarding the contract, and will terminate upon completion of all work described herein or delivery of all goods ordered, as applicable.

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 contract will provide the Public Works Department with the services and materials necessary to provide improvements to the Olmos Dam Gate House and ensure that the facilities are safe, energy efficient and in habitable condition for City employees.

This contract is within the scope of the Small Business Economic Development Advocacy (SBEDA) Program. However, due to lack of available firms and/or subcontracting opportunities, the Goal Setting Committee was unable to apply a SBEDA tool to this contract.

The recommended award is to the lowest responsive bidder, who is also a local business. Therefore, application of the Local Preference Program was not required.

The Veteran-Owned Small Business Preference Program does not apply to non-professional service contracts, so no preference was applied to this contract.

#### **ALTERNATIVES:**

Should this contract not be approved, the Public Works Department will be required to continue operating and managing Olmos Dam from the Olmos Dam Gate House facility that has the potential to become unsafe, and that is not currently energy efficient.

#### **FISCAL IMPACT:**

This ordinance authorizes a contract with Rojo Consulting and Construction Management to provide labor, materials, equipment, and services necessary for improvements to the Olmos Dam Gate House for the Public Works Department for a total amount of \$52,338.00 from Storm Water Regional Facilities funds.

**RECOMMENDATION:**

This ordinance authorizes a contract with Rojo Consulting and Construction Management to provide labor, materials, equipment, and services necessary for improvements to the Olmos Dam Gate House for the Public Works Department for a total amount of \$52,338.00. Funding is available from Storm Water Regional Facilities funds.

This contract was procured on the basis of a low bid and a Contracts Disclosure Form is not required.