



# City of San Antonio

## Agenda Memorandum

**File Number:**

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**Agenda Item Number:** 11

**Agenda Date:** October 31, 2024

**In Control:** City Council A Session

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**DEPARTMENT:** Public Works Department

**DEPARTMENT HEAD:** Razi Hosseini

**COUNCIL DISTRICTS IMPACTED:** District 2

**SUBJECT:**

Job Order Contract (Task Order): Southeast Service Center Roof Project

**SUMMARY:**

An ordinance approving a task order to a Job Order Contract with Belt Built, LLC in the amount of \$833,424.69 for the Roof Replacement and Repair (Southeast Service Center) located in Council District 2. Funds are available from the General Fund and Insurance Proceeds included in the FY2025 – FY2030 Capital Improvement Program.

**BACKGROUND INFORMATION:**

***Project Background***

The Southeast Service Center is a nine-building facility located at 1318 South East Loop 410 in Council District 2. It opened in 2018 and provides services for Solid Waste Management, Building Equipment Services, and the Public Works Departments. On October 21, 2021, the Unified Building Sciences issued an assessment identifying that the existing standing seam roofs on nine buildings were damaged in a May 2021 hailstorm and need to be replaced.

The proposed task order will allow for the removal, haulaway, and replacement of the existing standing seam roof, furnishings, and mechanical installation of a new standing seam roof and

energy-efficient and sustainable membrane roofing system for the Southeast Service Center.

### ***Procurement of Services***

This 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. Assignment of JOC contractors to specific jobs is based on the contractor's current workload, overall capacity, familiarity with a specific facility, expertise in completing a specific task, and/or managing a specific trade needed to perform the requested repair or rehabilitation. Of the eight contractors approved as part of the JOC, Belt Built, LLC is the JOC selected.

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. Belt Built, LLC has committed to meeting the subcontractor participation and goals.

The Contracts Disclosure Form, 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, is attached.

### **ISSUE:**

This ordinance approves a task order to a Job Order Contract with Belt Built, LLC in the amount of \$833,424.69 for the Roof Replacement and Repair (Southeast Service Center) located in Council District 2.

This task order will allow for the removal, haulaway, and replacement of the existing standing seam roof, furnishings, and mechanical installation of a new standing seam roof and energy-efficient and sustainable membrane roofing system for the Southeast Service Center. Construction is anticipated to begin and end in Fall 2024.

The Southeast Service Center will remain open to occupants while construction is underway. The project is not expected to have a measurable impact on City services provided by staff working at the location.

### **ALTERNATIVES:**

As an alternative, this project could be delivered using another delivery method. However, considering the additional time required for the solicitation process, this would adversely affect the project's timely completion.

### **FISCAL IMPACT:**

This is a one-time capital improvement expenditure in the amount of \$833,424.69 for the Roof Replacement and Repair (Southeast Service Center) project. Funds are available from the General Fund and Insurance Proceeds included in the FY 2025 – FY 2030 Capital Improvement Program.

**RECOMMENDATION:**

Staff recommends approving a task order to a Job Order Contract with Belt Built, LLC in the amount of \$833,424.69 for the Roof Replacement and Repair (Southeast Service Center).