



# City of San Antonio

## Agenda Memorandum

**File Number:**

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**Agenda Item Number:** 10

**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 7

**SUBJECT:**

Job Order Contract (Task Order): Maverick Branch Library HVAC

**SUMMARY:**

An ordinance approving a task order to a Job Order Contract with Lee Construction and Maintenance Company (dba LMC Corporation) in the amount not to exceed \$750,000 for the Maverick Branch Library HVAC project, located in Council District 7. Funds are available from Certificates of Obligation included in the FY 2025 – FY 2030 Capital Improvements Program.

**BACKGROUND INFORMATION:**

The Maverick Branch Library, a vital community resource located at 8700 Mystic Park, in Council District 7, has been serving the residents since its opening in 2006. It is a 15,000 square foot facility, offering a variety of services including tables, computers, a lounge area, and quiet study areas. The existing Heating, Ventilation, and Air Conditioning (HVAC) system, which is approximately 17 years old, has exceeded its useful life, and its replacement is crucial to ensure the comfort and safety of the library users.

This proposed task order will provide for the work associated with removing and replacing the

existing HVAC system equipment, including building automation controls, commissioning, testing, and balancing. Construction is anticipated to begin in Fall 2024 and is estimated to be completed by Spring 2025.

### ***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 a specific job 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, Lee Construction and Maintenance Company has been 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. Lee Construction and Maintenance Company 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.

### **ISSUE:**

This ordinance approves a task order to a Job Order Contract with Lee Construction and Maintenance Company (dba LMC Corporation) in the amount not to exceed \$750,000 for the Maverick Branch Library HVAC project. Funds are available from Certificates of Obligation included in the FY 2025 -FY 2030 Capital Improvements Program.

This proposed task order will provide for the work associated with removing and replacing the existing Heating, Ventilation, and Air Conditioning (HVAC) system equipment with five (5) condenser units, five (5) interior air handlers, associated piping, ductwork, and electrical upgrades. The project will also include building automation controls, commissioning, testing, and balancing. Construction is anticipated to begin in Fall 2024 and is estimated to be completed by Spring 2025.

### **ALTERNATIVES:**

Alternatively, the City Council could recommend that staff deliver this project using another 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 \$750,000.00 authorized payable to Lee Construction and Maintenance Company (dba LMC Corporation) for the Maverick Branch Library HVAC project. Funds are available from the Certificates of Obligation and included in the FY 2025 – FY 2030 Capital Improvement Program.

**RECOMMENDATION:**

Staff recommends approving a task order to a Job Order Contract with Lee Construction and Maintenance Company in the amount not to exceed \$750,000.00 for the Maverick Branch Library HVAC project.