



# City of San Antonio

## Agenda Memorandum

**File Number:**

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**Agenda Item Number:** 8

**Agenda Date:** December 9, 2021

**In Control:** City Council A Session

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**DEPARTMENT:** Public Works Department

**DEPARTMENT HEAD:** Razi Hosseini

**COUNCIL DISTRICTS IMPACTED:** District 5

**SUBJECT:**

Job Order Contract (Task Order): Bazan Branch Library Improvements

**SUMMARY:**

An ordinance approving a task order to a Job Order Contract with Amstar, Inc. in the amount of \$356,894.11 for the Bazan Branch Library project located in Council District 5. Funding is available from Tax Notes and FY 2022 Deferred Maintenance Program included in the FY 2022 – FY 2027 Capital Improvements Program.

**BACKGROUND INFORMATION:**

**Project Background**

The Bazan Branch Library has exceeded its useful life expectancy and needs improvements. This task order will provide interior and exterior enhancements to the library building, including new flooring, painting, restroom upgrades, a new automatic front door, millwork repairs and replacement, parking lot, sidewalk and landscaping improvements as needed.

**Procurement of Services**

This task order utilizes the Job Order Contracting (JOC) approved through Ordinance 2019-02-21-0134 by City Council on February 21, 2019. 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 carry out the requested repair or rehabilitation. Of the ten contractors approved as part of the JOC, Amstar, Inc. 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 4% African American Business Enterprise subcontracting goal. Amstar, Inc. has committed to meeting the subcontractor participation and goals.

The Discretionary 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 Amstar, Inc. in the amount of \$356,894.11 for the Bazan Branch Library project located in Council District 5.

This task order will provide interior and exterior enhancements to the library building. Improvements include new flooring, painting, restroom upgrades, a new automatic front door, millwork repairs and replacement as well as parking lot, sidewalk and landscaping improvements as needed. Also included as part of this project is the installation of a new bottle-fill drinking fountain and exterior paint improvements for the metal gates, handrails, doors trim and gutters. Construction is anticipated to begin in February 2022 and is estimated to be completed by April 2022.

The Bazan Branch Library will be closed for a brief period while construction is underway but limited public interim service will be provided.

#### **ALTERNATIVES:**

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

#### **FISCAL IMPACT:**

This ordinance approves a one-time capital improvement expenditure in an amount of \$356,894.11 payable to Amstar, Inc. Funding is available from Tax Notes and FY 2022 Deferred Maintenance Program included in the FY 2022 – FY 2027 Capital Improvements Program.

**RECOMMENDATION:**

Staff recommends approval of a task order to a Job Order Contract with Amstar, Inc. in the amount of \$356,894.11 for the Bazan Branch Library project.