



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: 10

Agenda Date: February 16, 2023

In Control: City Council A Session

DEPARTMENT: Public Works Department

DEPARTMENT HEAD: Razi Hosseini

COUNCIL DISTRICTS IMPACTED: District 3

SUBJECT:

Job Order Contract (Task Order): Pan American Branch Library HVAC Improvements

SUMMARY:

An ordinance approving a task order to a Job Order Contract with Amstar, Inc. in the amount of \$435,439.45 for the Pan American Branch Library HVAC Improvements project located in Council District 3. Funding is available from Certificates of Obligation and Tax Notes included in the FY 2023 – FY 2028 Capital Improvement Program.

BACKGROUND INFORMATION:

Project Background

The Pan American Branch Library is located at 1122 Pyron Avenue in Council District 3. The library's existing 16-year-old HVAC equipment is no longer running efficiently and has exceeded its useful life expectancy.

This task order will provide HVAC improvements to the Pan American Branch Library's HVAC system. Improvements will include demolishing the existing and installing new air handlers and condensing units to the existing HVAC system. HVAC control programming will also be included as part of this project.

Procurement of Services

This task order utilizes the Job Order Contracting (JOC) approved through Ordinance 2022-02-17-0107 by City Council on February 17, 2022. Using 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, Amstar, Inc. is the JOC that 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. 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 \$435,439.45 for the Pan American Branch Library HVAC Improvements project located in Council District 3.

This task order will provide HVAC improvements to the Pan American Branch Library's HVAC system. The work will include demolishing the existing and installing new air handlers and condensing units to the existing HVAC system. HVAC control programming will also be included as part of this project. Construction is anticipated to begin in Spring 2023 and is estimated to be completed by Summer 2023.

The Pan American Branch Library will close briefly however limited public interim service will be provided at an off-site location while construction is underway.

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 project's timely completion.

FISCAL IMPACT:

This ordinance approves a one-time capital improvement expenditure in the amount of \$435,439.45 payable to Amstar, Inc. Funding is available from Certificates of Obligation and Tax Notes included in the FY 2023 - FY 2028 Capital Improvement Program.

RECOMMENDATION:

Staff recommends approving a task order to a Job Order Contract with Amstar, Inc. in the amount of \$435,439.45 for the Pan American Branch Library HVAC Improvements project.