



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: 11

Agenda Date: May 18, 2023

In Control: City Council A Session

DEPARTMENT: Public Works Department

DEPARTMENT HEAD: Razi Hosseini

COUNCIL DISTRICTS IMPACTED: District 1

SUBJECT:

Job Order Contract (Task Order): Development Services Department One Stop Roof Repairs

SUMMARY:

An ordinance approving a task order to a Job Order Contract with Con-Cor, Inc. in the amount of \$536,001.67 payable to Con-Cor, Inc. for roof repairs to the DSD One Stop facility. Funding in the amount of \$344,250 is available from the Development Services Fund and funding in the amount of \$191,751 is available from insurance proceeds and are included in the FY 2023 – FY 2028 Capital Improvement Program.

BACKGROUND INFORMATION:

Project Background

The Cliff Morton Development and Business Services Center (“One Stop”) is a two-story facility located at 1901 S. Alamo in Council District 1. The One Stop facility opened in 2003 and serves as the primary location for the Development Services Department (DSD). The roof and associated equipment are original installations last serviced with limited maintenance in FY 2019. Since then, the building has experienced recent water leaks and damaged ceiling tiles in second-floor offices, meeting rooms, hallways, and open spaces. An assessment issued by Unified Building Sciences on October 21, 2021, confirmed identified damage to the existing roof resulting from a May 2021

hailstorm event. The existing roof system has exceeded its useful life expectancy and requires significant repairs. This task order will allow for the removal and replacement of the existing roof and furnishing and mechanical installation of a new Duro-Last roofing system.

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, Con-Cor, 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. Con-Cor, Inc. 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 Con-Cor, Inc. in the amount of \$536,001.67 for roof repairs to the Development Services Department (DSD) One Stop facility located in Council District 1.

This task order will allow for the removal and replacement of the existing single-ply roof including the furnishing and mechanical installation of a new Duro-Last roofing system. This work will consist of the removal and haul of the existing single-ply membrane to replace it with the new mechanical installation of a Duro-Last energy-efficient and sustainable membrane roofing system. Construction is anticipated to begin in June 2023 and be completed by September 2023.

The DSD One Stop will remain open to customers while construction is underway. The project is not expected to have a measurable impact on City services provided by DSD One-Stop staff.

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 \$536,001.67 payable to Con-Cor, Inc. for roof repairs to the DSD One Stop facility. Funding in the amount of \$344,250 is available from the Development Services Fund and funding in the amount of \$191,751 is available from insurance proceeds and are included in the FY 2023 – FY 2028 Capital Improvement Program.

RECOMMENDATION:

Staff recommends approving a task order to a Job Order Contract with Con-Cor, Inc. in the amount of \$536,001.67 for roof repairs to the DSD One Stop facility.