



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: 10

Agenda Date: December 2, 2021

In Control: City Council A Session

DEPARTMENT: Public Works Department

DEPARTMENT HEAD: Razi Hosseini

COUNCIL DISTRICTS IMPACTED: District 10

SUBJECT:

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

SUMMARY:

An ordinance authorizing a task order to a Job Order Contract with Con-Cor, Inc. in the amount of \$108,492.48 for the Tobin Branch Library Improvements Project located in Council District 10. Funds are available from previously issued Tax Notes and Operating funds included in the FY 2022 – FY 2027 Capital Improvement Program.

BACKGROUND INFORMATION:

Project Background

Improvements to the Tobin Branch Library's HVAC system were last completed in 2018. Due to pricing exceeding the established budget at that time not all HVAC units were replaced at the facility. Additional funding was allocated as part of the adopted FY 2021 Budget to replace the remaining HVAC unit, which has exceeded its life expectancy. The task order will also include improvements to associated ductwork which is supplying the main floor of the Tobin Branch Library. Construction is anticipated to begin in January 2022 and is estimated to be completed by April 2022.

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, Con-Cor, Inc. was 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. Con-Cor, 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 authorizes a task order to a Job Order Contract with Con-Cor, Inc. in the amount of \$108,492.48 for the Tobin Branch Library Improvements Project located in Council District 10.

The task order will replace the remaining HVAC unit and complete improvements to associated ductwork which is supplying the main floor of the Tobin Branch Library. Construction is anticipated to begin in January 2022 and is estimated to be completed by April 2022.

The Tobin Branch Library will remain open during construction and take all necessary precautions for the safety of staff and patrons.

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 the amount of \$108,492.48 payable to Con-Cor, Inc. Funds are available from previously issued Tax Notes and Operating Funds included in the FY 2022 – FY 2027 Capital Improvement Program.

RECOMMENDATION:

Staff recommends approval of a task order to a Job Order Contract with Con-Cor, Inc. in the amount of \$108,492.48 for the Tobin Branch Library Improvements Project.