



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: 11

Agenda Date: December 16, 2021

In Control: City Council A Session

DEPARTMENT: Public Works Department

DEPARTMENT HEAD: Razi Hosseini

COUNCIL DISTRICTS IMPACTED: District 9

SUBJECT:

Job Order Contract (Task Order): Brook Hollow Branch Library HVAC Improvements

SUMMARY:

An ordinance approving a task order to a Job Order Contract with Con-Cor, Inc. in the amount of \$318,907.78 for HVAC improvements to the Brook Hollow Branch Library located in Council District 9; and, approving the appropriation and amending of the FY 2022 – FY 2027 Capital Improvement Program with funds in the amount of \$41,500.00 from the Library General Fund to the Brook Hollow Branch Library HVAC Replacement project. Funding in the amount of \$277,407.78 is available from 2016 Certificates of Obligation and is included in the FY 2022 – FY 2027 Capital Improvements Program.

BACKGROUND INFORMATION:

Project Background

The Brook Hollow Branch Library's existing HVAC units are over 15 years old and have exceeded their useful life expectancy requiring replacement. This task order will improve the Brook Hollow Branch Library's HVAC system, including the demolition, renovation and replacement of the existing HVAC unit air handlers, condensers, wiring, insulation and connections of the new sets. Construction is anticipated to begin in March 2022 and is estimated to be completed by May 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 approves a task order to a Job Order Contract with Con-Cor, Inc. in the amount of \$318,907.78 for HVAC improvements to the Brook Hollow Branch Library located in Council District 9.

This task order will provide for improvements to the Brook Hollow Branch Library's HVAC system. Work will include the replacement of new air handlers in mechanical rooms and condensers for both HVAC units, the addition of one rooftop package unit on a new curb with welded reinforcement including paint finishing, the installation of new refrigeration copper lines with insulation, new copper drain lines with fiberglass insulation, new thermostats with associated control wires, new unit duct smoke detectors and new duct transitions including connections. Construction is anticipated to begin in March 2022 and is estimated to be completed by May 2022.

Brook Hollow Branch Library will be temporarily closed to patrons and the public for a brief period to be determined while project 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 timely completion of the project.

FISCAL IMPACT:

This ordinance approves a one-time capital improvement expenditure in an amount of \$318,907.78 payable to Con-Cor, Inc. Funding in the amount of \$277,407.78 is available from 2016 Certificates of Obligation and is included in the FY 2022 – FY 2027 Capital Improvements Program. This ordinance also approves the appropriation and amending of the FY 2022 – FY 2027 Capital Improvements Program with funds in the amount of \$41,500.00 from the FY 2022 Library General Fund to the Brook Hollow Branch Library HVAC Replacement project.

RECOMMENDATION:

Staff recommends approval of a task order to a Job Order Contract with Con-Cor, Inc. in the amount of \$318,907.78 for HVAC improvements to the Brook Hollow Branch Library.