



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: 7

Agenda Date: September 1, 2022

In Control: City Council A Session

DEPARTMENT: Public Works Department

DEPARTMENT HEAD: Razi Hosseini

COUNCIL DISTRICTS IMPACTED: District 4

SUBJECT:

Job Order Contract (Task Order): Cortez Branch Library HVAC Improvements

SUMMARY:

An ordinance approving a task order to a Job Order Contract with Amstar, Inc. in the amount of \$346,177.24 for the Cortez Branch Library HVAC Improvements, a FY 2022 Deferred Maintenance funded project, located in Council District 4. Funding is available from FY 2022 Tax Notes and included in the FY 2022 - FY 2027 Capital Improvements Program.

BACKGROUND INFORMATION:

Project Background

The existing Heating, Ventilation and Air Conditioning (HVAC) units and associated equipment at the Cortez Branch Library located at 2803 Hunter Boulevard were installed in 2007. These 15-year-old units and equipment have exceeded their useful life expectancy and require replacement. The proposed task order will replace the two existing roof-top HVAC units and one Air Handling Unit (AHU). Also included as part of this task order is associated work with structural improvements to the roof, electrical upgrades and replacement of existing gas and plumbing lines.

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. 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 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 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 \$346,177.24 for the Cortez Branch Library HVAC Improvements project located in Council District 4.

The proposed task order will replace the two existing roof-top HVAC units and one AHU. Also included as part of this task order is associated work with structural improvements to the roof, electrical upgrades and replacement of existing gas and plumbing lines. Construction is anticipated to begin in September 2022 and is estimated to be completed by October 2022.

The Cortez Branch Library will be briefly closed while construction is underway, but limited public interim service will be provided at an off-site location.

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 \$346,177.24 payable to Amstar, Inc. Funding is available from FY 2022 Tax Notes and included in the FY 2022 - FY 2027 Capital Improvements Program.

RECOMMENDATION:

Staff recommends approving a task order to a Job Order Contract with Amstar, Inc. in the amount of \$346,177.24 for the Cortez Branch Library HVAC Improvements project.