



# City of San Antonio

## Agenda Memorandum

**File Number:**13-914

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**Agenda Item Number:** 11.

**Agenda Date:** 12/19/2013

**In Control:** City Council A Session

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**DEPARTMENT:** Capital Improvements Management Services

**DEPARTMENT HEAD:** Mike Frisbie

**COUNCIL DISTRICTS IMPACTED:** Council District 3

**SUBJECT:**

Contract Award: (Job-Order Contract) Highland Park Community Center Renovation

**SUMMARY:**

An ordinance authorizing the execution of a Job Order Contract in an amount not to exceed \$119,593.97, authorized payable to Sabinal Group, for Highland Park Community Center Renovation, a 2012-2017 General Obligation Bond funded project, located in Council District 3.

**BACKGROUND INFORMATION:**

Project Background

Originally completed in 1932, the once open Pavilion with an outdoor /indoor stage was an important gathering spot for the community and residents of the Highland Park subdivision. The outdoor/indoor stage, with massive stone columns supporting the roof was modified and closed off. In 1997, minor repairs were done to the historical part and a new gymnasium, offices and restrooms were completed. A dedication ceremony was held to rename the Center as the James A. Bode Community Center.

This contract will provide for the replacement of windows to the historical portion of the Community Center and renovation of the existing kitchenette. The renovations to the kitchenette consist of replacing all the existing cabinetry, flooring, plumbing, and electrical including a new stainless sink, faucets, granite surface countertop and vinyl flooring. Project construction is anticipated to begin January 2014 and estimated to be completed by May 2014.

Procurement of Services

This Project was selected to utilize the Job Order Contracting (JOC) an alternative project delivery method, in which ten contractors were approved through Ordinance 2011-01-20-0053 by City Council on January 20,

2011. The use of the JOC delivery method has provided the City with on-call construction, renovation and maintenance services for City buildings and facilities. Assignment of JOC contractors to a specific job is based on the contractor's current workload, overall capacity, familiarity with a specific facility, expertise in completing specific task(s) and/or managing a specific trade needed to carry out the requested repair or rehabilitation. Of the ten contractors, Sabinal Group was selected to submit an estimate and project schedule for this Project.

The JOC contract associated with this agreement was advertised in 2010, prior to the implementation of the revised SBEDA ordinance. Therefore, the solicitation required respondents to make a good faith effort to meet aspirational goals in utilizing small, woman and minority-owned businesses as subcontractors. The Economic Development Department has reviewed and approved the subcontracting plan submitted by Sabinal Group.

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 the execution of a Job Order Contract in an amount not to exceed \$119,593.97, authorized payable to Sabinal Group, for Highland Park Community Center Renovation, a 2012-2017 General Obligation Bond-funded project, located in Council District 3.

This contract provides for the renovation of the Community Center located at Highland Park Project. Renovations include the replacement of windows of the historical portion of the Community Center and renovation of the existing kitchenette. The renovations to the kitchenette consist of replacing all the existing cabinetry, flooring, plumbing, and electrical including a new stainless sink, faucets, granite surface countertop and vinyl flooring. Project construction is anticipated to begin January 2014 and estimated to be completed by May 2014.

Coordination with the Parks and Recreation Department and Highland Park will be made to ensure accommodations are made to keep the facility accessible to patrons and residents during construction.

The balance of the remaining project funds approved by voters was used for design services, environmental services, advertising, permitting, and project management.

This action is consistent with the City's established policy of utilizing the Job Order Contracting delivery method for renovation projects of this nature and scope. City Council approval is required for projects utilizing Job Order Contracting over \$100,000.00.

Additional improvements will be funded at a later date to possibly include resurfacing the basketball court, installation of outdoor fitness equipment and shade structures.

**ALTERNATIVES:**

As an alternative, this Project could be delivered utilizing another delivery method, such as the Invitation for Bid (IFB). However, IFB method would require additional time to solicit for bids for the Project. Considering the additional time required for another solicitation process, this would adversely affect the timely completion of the Project and funding.

**FISCAL IMPACT:**

This is a one-time capital improvement expenditure in the amount of \$119,593.97, authorized payable to Sabinal Group. Funds are available from 2012 General Obligation Bond funds and are included in the FY 2014 - 2019 Capital Improvement Program Budget.

**RECOMMENDATION:**

Staff recommends approval of this ordinance authorizing the execution of a Job Order Contract in an amount not to exceed \$119,593.97, authorized payable to Sabinal Group, for Highland Park Community Center Renovation, a 2012 - 2017 Bond funded project.