



# City of San Antonio

## Agenda Memorandum

**File Number:**14-279

---

**Agenda Item Number:** 8.

**Agenda Date:** 3/20/2014

**In Control:** City Council A Session

---

**DEPARTMENT:** Transportation and Capital Improvements

**DEPARTMENT HEAD:** Mike Frisbie

**COUNCIL DISTRICTS IMPACTED:** Council District 2

**SUBJECT:**

Contract Award: (Job-Order Contract) Claude Black Community Center Renovations

**SUMMARY:**

An ordinance authorizing the execution of a Job Order Contract payable to Alpha Building Corporation, for renovations to the Claude Black Community Center located in Council District 2, and utilizing \$400,000 from FY 2014 Budgeted tax notes to fund renovations and other project costs.

**BACKGROUND INFORMATION:**

Project Background

Located at 2805 E. Commerce Street, the Claude Black Community Center facility provides an array of services to the local community, including providing comprehensive nutrition services to seniors and emergency housing assistance services. In addition to these services, members of the public also may reserve space for community meetings and other activities.

This Project will provide for the renovation of the City owned Claude Black Community Center to provide an updated space in order to relocate the Metropolitan Health District Sanitarians from the Las Palmas facility. The Claude Black was once a childcare facility and upon completion of the renovations will accommodate approximately 40 staff members.

The Project will include demolition of the old interior finishes. The new interior space will include new floor finishes, interior painting, five remodeled offices, a conference room, 40 workstations, a breakroom and storage facilities. Project construction is anticipated to begin April 2014 and estimated to be completed by June 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, Alpha Building Corporation was selected to submit an estimate and 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 Alpha Building Corporation.

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.

This ordinance allocates \$400,000 for renovations to the Claude Black Community Center. Funds are available from 2014 Tax Notes authorized in the FY 2014 Budget for deferred maintenance.

#### **ISSUE:**

This ordinance authorizes the execution of a Job Order Contract in an amount not to exceed \$350,000.00, authorized payable to Alpha Building Corporation, for the Claude Black Community Center Renovations located in Council District 2. The remaining \$50,000 of funds will pay for other projects costs.

This renovation Project will relocate the Metropolitan Health District sanitarians into the Claude Black Community Center. The former Child Care offices will be renovated to accommodate approximately 40 staff members. The Project will include demolition work to remove existing floor finishes, interior walls/cabinetry and the removal of existing plumbing fixtures and related equipment to receive new construction work. The new interior space will include new floor finishes, painting the interior, addition of five new offices, a conference room, 40 workstations, uniform storage, utility storage, drinking fountains, a breakroom with a sink and cabinetry, upgrading the interior lighting and window glazing systems to be energy efficient and installations of new information technology related equipment and components. In addition, the project will reconfigure the existing restroom facilities, to accommodate the new staff members for compliance with current building code and Americans with Disabilities Act (ADA)/Texas Accessibility Standards (TAS) Standards. Project construction is anticipated to begin April 2014 and estimated to be completed by June 2014. Furniture and fixture costs are expected to be about \$50,000.

Coordination with the Claude Black Community Center will be made, to ensure accommodations are made to keep the facility accessible to patrons and residents during construction.

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.

#### **ALTERNATIVES:**

As an alternative, City Council could choose not to award this contract and require staff to advertise this Project. Considering the additional time required for another solicitation process, this would adversely affect the timely completion of the project.

#### **FISCAL IMPACT:**

This ordinance allocates \$400,000 for renovations to the Claude Black Community Center. Funds are available from 2014 Tax Notes previously authorized in the FY 2014 Adopted Capital Budget for deferred maintenance.

Various projects are no longer necessary to be done this year allowing funds to be redirected to the Claude Black project. The scheduled work on these projects will be done at a later date or is deemed to be no longer necessary to be done. An account of each project is found below:

- \$141,000 from the repair of City Hall's exterior exit ladder; the scheduled repair will not be needed as determined by a structural engineer. Minor repairs, including painting will be accomplished under the building's scheduled maintenance.
- \$26,000 from the repair of Health Administrative Department's roof access ladder; replacement of the roof access ladder will not be needed as Building and Equipment Services Department has determined it is safer to close roof access altogether. \$191,000 from the upgrade to Municipal Plaza Building's water pumps. Upgrading the HVAC water pumps is best performed in the fall/winter and as such will be moved to the FY 2015 deferred maintenance plan.
- \$42,000 from the sprinkler system upgrade at the Police Academy; it has since been determined that the project was included as part of a CIP project, therefore the funds associated with this Deferred Maintenance project can be reallocated.

The allocation of \$400,000 will pay for a one-time capital improvement expenditure in the amount not to exceed \$350,000.00, authorized payable to Alpha Building Corporation and other project costs associated with furniture and fixture.

**RECOMMENDATION:**

Staff recommends approval of this ordinance authorizing the execution of a Job Order Contract in the amount of \$350,000 payable to Alpha Building Corporation, for renovations to the Claude Black Community Center located in Council District 2, and allocating \$400,000 from prior approved tax notes to fund renovations and other project cost.