



# City of San Antonio

## Agenda Memorandum

**File Number:** 18-4423

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**Agenda Item Number:** 11.

**Agenda Date:** 8/16/2018

**In Control:** City Council A Session

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**DEPARTMENT:** Building and Equipment Services

**DEPARTMENT HEAD:** Jorge A. Perez

**COUNCIL DISTRICTS IMPACTED:** Council District 1

### **SUBJECT:**

Contract Award: Municipal Records Storage Facility HVAC Upgrade

### **SUMMARY:**

This ordinance accepts the lowest responsive bid and awards a construction contract, including additive alternates, to Consolidated Installation Support, LLC for the Municipal Records Storage Facility HVAC Upgrade project, located in Council District 1, in the amount of \$149,100.00 funded through the FY 2018 Deferred Maintenance Program.

### **BACKGROUND INFORMATION:**

#### Project Background

This project will replace 8 roof top and 2 split system HVAC units at the Municipal Records Storage Facility. New roof top units will be energy efficient with a higher energy rating and will include hot gas reheat capability for humidity control. In addition, the rooftop units will have economizers to comply with International Energy Conservation Code (IECC) 2015 requirements. This project is anticipated to begin September 2018 and estimated to be completed by March 2019.

#### Procurement of Services

This contract was advertised for bids March 28, 2018 in the San Antonio Hart Beat, City's website, Texas Electronic State Business Daily and TVSA. Bids for this Project were opened on May 1, 2018 and three bidders responded. Of these, Consolidated Installation Support, LLC submitted the lowest responsive bid.

This contract will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program. Consolidated Installation Support LLC is a small minority-owned business and has committed to self-perform the 24% Minority and/ or Women-Owned Business Enterprise (M/WBE) subcontracting goal.

This construction contract was developed utilizing the low bid process; therefore, a Discretionary Contracts Disclosure Form is not required.

#### **ISSUE:**

This ordinance for the Municipal Records Storage Facility HVAC Upgrade project accepts the lowest responsive bid and awards a construction contract, including additive alternates, in the amount of \$149,100.00 to Consolidated Installation Support, LLC. The purpose of the Municipal Records Storage Facility HVAC Upgrade project is to replace outdated roof top units with more energy efficient units that do not use an ozone-depleting substance. The project is located in Council District 1.

#### **ALTERNATIVES:**

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

#### **FISCAL IMPACT:**

This ordinance accepts the lowest responsive bid and awards a construction contract, including additive alternates, to Consolidated Installation Support, LLC for the Municipal Records Storage Facility HVAC Upgrade project, located in Council District 1, in the amount of \$149,100.00 funded through the FY 2018 Deferred Maintenance Program.

#### **RECOMMENDATION:**

Staff recommends the approval of this ordinance accepting the lowest responsive bid and awarding a construction contract including additive alternates in the amount of \$149,100.00, authorized payable to Consolidated Installation Support, LLC for the Municipal Records Storage Facility HVAC Upgrade project.