



# City of San Antonio

## Agenda Memorandum

**File Number:**17-6050

---

**Agenda Item Number:** 12.

**Agenda Date:** 11/30/2017

**In Control:** City Council A Session

---

**DEPARTMENT:** Building and Equipment Services

**DEPARTMENT HEAD:** Jorge A. Perez

**COUNCIL DISTRICTS IMPACTED:** Council District 6

### **SUBJECT:**

Contract Award: Animal Care Services Veterinary Clinic HVAC Upgrade

### **SUMMARY:**

An ordinance for the Animal Care Services Veterinary Clinic HVAC Upgrade project, accepting the lowest responsive bid and awarding a construction contract including an additive alternate in the total amount of \$150,407.00 to Accu-Aire Mechanical LLC, an FY2017 Deferred Maintenance Program funded project located in Council District 6.

### **BACKGROUND INFORMATION:**

#### Project Background

Animal Care Services Veterinary Clinic houses veterinary staff that performs 18,000 spay and neuter surgeries annually. In addition, ACS staff vaccinates approximately 30,000 animals annually. Medical exams are performed annually at this facility for pets in care. This project will replace the existing HVAC unit and clean existing duct systems. These upgrades will improve temperature controls and system energy efficiency.

There is an additive alternative to upgrade existing exhaust fans and provide associated duct modifications. The benefit of doing this additive alternative now is that it will relocate the exhaust system so that it is more accessible to provide routine maintenance. The Animal Care Services Veterinary Clinic HVAC Upgrade project is anticipated to begin December 2017 and estimated to be completed by March 2018.

### Procurement of Services

This contract was advertised for bids in September 2017 in the San Antonio Hart Beat, City's website, Texas Electronic State Business Daily and TVSA. Bids for this Project were opened on October 17, 2017 and five bidders responded. Of these, Accu-Aire Mechanical LLC, submitted the lowest responsive bid.

This contract will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program, which requires contracts be reviewed by a Goal Setting Committee to establish a requirement and/or incentive unique to the particular contract in an effort 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. Accu-Aire Mechanical LLC is small, minority-owned business and has committed to self-perform the contract

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

### **ISSUE:**

This ordinance for the Animal Care Services Veterinary Clinic HVAC Upgrade project accepts the lowest responsive bid and awards a construction contract including an additive alternate in the total amount of \$150,407.00 to Accu-Aire Mechanical LLC, an FY2017 Deferred Maintenance Program funded project located in Council District 6. The Animal Care Services Veterinary Clinic HVAC Upgrade project will improve temperature controls and system energy efficiency.

### **ALTERNATIVES:**

As an alternative, City Council could choose not to award this contract and require staff to re-advertise this project. However, Accu-Aire Mechanical LLC is responsive, and has been reviewed and verified by the consultant. Re-advertising this project could result in a higher bids and a potential funding shortfall. Considering the additional time required for another solicitation process, this would adversely affect the timely completion of the project.

### **FISCAL IMPACT:**

This is a one-time capital improvement expenditure in the amount of \$150,407.00 authorized payable to Accu-Aire Mechanical LLC, for the Animal Care Services Veterinary Clinic HVAC Upgrade project. Funds are available from the FY2017 Deferred Maintenance Program.

### **RECOMMENDATION:**

Staff recommends the approval of this ordinance accepting the lowest responsive bid and awarding a construction contract in the amount of \$150,407.00, authorized payable to Accu-Aire Mechanical LLC for the Animal Care Services Veterinary Clinic HVAC Upgrade project.

