



# City of San Antonio

## Agenda Memorandum

**File Number:**18-4146

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**Agenda Item Number:** 11.

**Agenda Date:** 8/9/2018

**In Control:** City Council A Session

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**DEPARTMENT:** Transportation & Capital Improvements

**DEPARTMENT HEAD:** Mike Frisbie, P.E.

**COUNCIL DISTRICTS IMPACTED:** Council District 1

### **SUBJECT:**

Contract Award: (Job-Order Contract) Tobin Library HVAC Upgrades

### **SUMMARY:**

An Ordinance authorizing a task order to a Job Order Contract with Con-Cor, Inc. in an amount not to exceed \$147,646.79 for the Tobin Library HVAC Upgrades, a 2018 Capital Improvements Project, located in Council District 10.

### **BACKGROUND INFORMATION:**

This project will provide for the addition of a 6-ton packaged HVAC unit which will service the meeting room, and a 3-ton VRF (Variable Refrigerant Flow) mini-split system which will service the staff work areas. These areas have been underserved by the existing HVAC equipment in the building.

This project provides for all equipment, piping, ductwork, outlets, damper and switch controls and electrical circuits to ensure a fully operational system upon completion of work. Contractor shall perform work as outlined in construction drawings and specifications provided by H2MG Consulting Mechanical Engineers dated April 20, 2018.

The project will also include installation of a concrete pad and wood fence to secure the new equipment.

Project construction is anticipated to begin August 2018 and estimated to be completed by November 2018.

The Tobin Library at Oakwell is expected to remain open during the improvements and the Library does not

expect the work to negatively affect the day-to-day operations of the Library. The meeting room will be closed temporarily for this work. TCI will coordinate with the Library Department to ensure the Library remains open and operational during construction and placement of the equipment. The Library will deploy a communication plan to inform Library patrons of the improvements.

This Project was selected to utilize the Job Order Contracting (JOC), an alternative Project delivery method which ten contractors were approved through Ordinance 2015-01-15-0013 by City Council on January 15, 2015. The use of 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, and familiarity with a specific facility, expertise in completing specific task and/or managing a specific trade needed to carry out the requested repair or rehabilitation.

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 23% Minority/Women Business Enterprise (M/WBE) subcontracting goal and a 3% African American Business Enterprise subcontracting goal. Con-Cor Inc., has committed to a 23% M/WBE and 3% AABE subcontractor participation.

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:**

An ordinance for the Tobin Library HVAC Upgrades, a 2018 Capital Improvement Project, authorizing a task order to a Job Order Contract payable to Con-Cor Inc., in an amount not to exceed \$147,646.79.

This Project will provide additional HVAC service to the meeting room and staff work areas which are currently underserved by existing equipment. Project construction is anticipated to begin August 2018 and estimated to be completed by November 2018.

#### **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 timely completion of the Project.

#### **FISCAL IMPACT:**

This is a one-time capital improvement expenditure in an amount not to exceed \$147,646.79 payable to Con-Cor Inc. Funds for this project are available from 2018 Certificates of Obligations and are included in the 2018 -2023 Capital Improvement Program Budget.

#### **RECOMMENDATION:**

Staff recommends approval of this ordinance authorizing a task order to a Job Order Contract in an amount of \$147,646.79 to Con-Cor Inc., for the Tobin Library HVAC Upgrades.