



# City of San Antonio

## Agenda Memorandum

**File Number:** 18-5962

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**Agenda Item Number:** 12.

**Agenda Date:** 12/6/2018

**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 5

**SUBJECT:** Contract Award: (Construction) San Antonio Head Start Administration Building HVAC Upgrades and Perimeter Fence Replacement Project

### **SUMMARY:**

An ordinance accepting the lowest responsive bid and awarding a construction contract to FRS Trenchcore, Inc. in the amount of \$204,737.76, to include the base bid and three (3) additive alternates, for the San Antonio Head Start Administrative Building HVAC Upgrades and Perimeter Fence Replacement Project in Council District 5. Funding for this project is available from previously authorized funds from the Head Start Federal Grant Program.

### **BACKGROUND INFORMATION:**

#### Project Background

The San Antonio Head Start Administration Building facility located at 1227 Brady Boulevard is a one-story building constructed in 1984 with approximately 30,100 square feet of office space. The building is air conditioned by sixteen (16) large roof top units (RTU's) and two (2) split units. In February 2018, a Mechanical Systems Equipment Conditions Assessment was completed. As a result, it was determined that eight (8) of the sixteen (16) RTU's were in poor condition and have exceeded their life expectancy of fifteen (15) years. The age of the units range from 15 to 21 years old and will require replacement.

Project construction is anticipated to begin in December 2018 with an estimated completion date of March 2019. The facility will remain operational during construction activities.

#### Procurement of Services

This project was advertised for construction bids in the San Antonio Hart Beat, on the City's website, on the Texas Electronic State Business Daily, on TVSA and through the TCI Small Business Office. Bids were opened on October 23, 2018 and three (3) bids were received. Of these, FRS Trenchcore, Inc. submitted the lowest responsive bid. A matrix of the bid outcome is included herein.

This project is being funded by Federal Funds through the Head Start Program. Therefore, the Small Business Economic Development Advocacy Program does not apply.

#### **ISSUE:**

This ordinance accepts the lowest responsive bid and awards a construction contract to FRS Trenchcore, Inc. in the amount of \$204,737.76 for the San Antonio Head Start Administration Building HVAC Upgrades and Perimeter Fence Replacement Project in Council District 5. Funding for this project is available from previously authorized funds from the Head Start Federal Grant Program

As a result of February 2018 Mechanical Systems Equipment Conditions Assessment it was determined that eight (8) of the sixteen (16) roof top units including the accompanying exhaust fans were in poor condition and have exceeded their life expectancy of fifteen (15) years. Given the age and condition of these units and fans staff recommends replacement.

The base bid for the San Antonio Head Start Administration Building HVAC Upgrades and Perimeter Fence Replacement Project provides for the replacement of eight roof top HVAC units including associated roof repairs and the replacement of the facility's existing 4 foot chain link perimeter fencing and gate with new 6-foot tall chain link fencing and gate along Brady Boulevard for improved security. The three additive alternates included as part of this project are as follows: purchase and installation of eight exhaust fans, the replacement of the existing chain link fencing on the east and west perimeter sides of the property and replacement of the existing motorized chain link gate.

Project construction is anticipated to begin in December 2018 with an estimated completion date of March 2019. The facility will remain operational during construction activities.

#### **ALTERNATIVES:**

City Council could choose not to award this contract and request staff to re-advertise this project; however, time required for another solicitation process would adversely affect the timely completion of the project.

#### **FISCAL IMPACT:**

This is one-time capital improvements expenditure in the total amount of \$204,737.76 payable to FRS Trenchcore, Inc. Funding for this project is available from previously authorized funds from the Head Start Federal Grant Program

#### **RECOMMENDATION:**

Staff recommends approval of this ordinance accepting the lowest responsive bid and awarding a construction contract in the amount of \$204,737.76 to FRS Trenchcore, Inc. for the construction of the San Antonio Head Start HVAC Upgrades and Perimeter Fence Replacement Project.