



City of San Antonio

Agenda Memorandum

File Number:19-5350

Agenda Item Number: 4.

Agenda Date: 8/6/2019

In Control: Early Childhood Education Municipal Development Corporation Board of Directors

DEPARTMENT: Pre-K 4 SA

DEPARTMENT HEAD: Sarah Baray Ph.D.

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Ratification of HVAC Contract for Emergency HVAC Repairs at the Pre-K 4 SA East Education Center

SUMMARY:

An ordinance authorizing the ratification of contract with Service Mechanical Group (SMG) in the total amount of \$52,136.93 to address unforeseen and systemic failures in all HVAC systems within the facility.

BACKGROUND INFORMATION:

Pre-K 4 SA staff acquired emergency HVAC (heating, ventilation, and air conditioning) services from Service Mechanical Group (SMG) in the total amount of \$52,136.93 to address unforeseen and systemic failures in all HVAC systems within the facility. The East Education Center has four central HVAC units that provide cooling and heating for the 50,000 square foot building. The four HVAC units were installed in July 2014 and were maintained by City of San Antonio until fall 2017 when Pre-K 4 SA assumed responsibility for maintenance and repairs.

ISSUE:

Pre-K 4 SA East Education Center experienced multiple HVAC failures in facility climate control functions negatively impacting the welfare and safety of children and staff. In early February, air handling unit (AHU) 4 shutdown and required immediate repairs to temporarily bring the system online at 50% power. After further investigation, SMG uncovered a litany of repairs required to prevent a total system failure. Pre-K 4 SA authorized the complete repairs to AHU4 and a thorough investigation and repairs for the other three AHUs as a preventative measure to guard against another system failure. SMG identified three AHUs to be in similar conditions to AHU4. During this period from February to May 2019, SMG investigated, ordered essential parts, and completed critical repairs to all four AHUs to ensure the systems' viability.

ALTERNATIVES:

As an alternative, Pre-K 4 SA could have initiated a competitive bidding process for HVAC repair, however would have needed to relocate the children in several classrooms during this process.

FISCAL IMPACT:

Funding for this contract is available within the FY 2019 Pre-K 4 SA Operating Fund. Although SMG will not be paid until the item is approved by the Board of Directors, the services were received in FY 2019 making this contract FY 2019 expenditure.

RECOMMENDATION:

Staff recommends approval of action to ratify the contract with Service Mechanical Group in the amount of \$52,136.93 for emergency HVAC repairs at the East Education Center.