



**AGENDA MEMORANDUM**  
Action Item for the City Council Meeting of February 18, 2020

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**DATE:** January 29, 2020

**TO:** Peter Zaroni, City Manager

**THRU:** Michael Rodriguez, Chief of Staff  
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<b>Professional Services Contract</b> <b>City of CC Fire Headquarters Emergency Operations Center (EOC) MEP Upgrades</b> <b>(Bond 2018, Proposition E Funds)</b>
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**CAPTION:**

Motion to award a contract to Bath Engineering for engineering design services for mechanical, electrical, and plumbing (MEP) upgrades at the Frost Bank building in the amount of \$63,180 for the Fire Headquarters and Emergency Operations Center project, located in Council District 1, work beginning upon issuance of notice to proceed, and funding is available from Bond 2018 Public Safety Improvement funds.

**SUMMARY:**

This contract will provide survey of existing equipment, engineering drawings, specifications, bidding assistance, opinion of probable construction costs (OPCC), and construction documents for the MEP upgrade project at the Fire Headquarters & Emergency Operations Center (Frost Bank Building) located at 2406 Leopard Street.

**BACKGROUND AND SCOPE:**

The Frost Building is a city acquired lease to own facility. The City will own the facility in 2021. The existing equipment is beyond 20-year design and economical service life expectancy. Mechanical equipment and components are obsolete leaving equipment marginally serviceable. Proposed

improvements address renovations necessary to modernize equipment. Upgrades will comply with International Building, Mechanical, Electrical, and Plumbing Codes. Planned improvements include replacement of the following.

- Mechanical Boiler Hot Water System and Controls for Electrical Boiler Hot Water system (not integrated into building automation system).
- Roof mounted exhaust fans.
- Domestic hot water system including hot water heater and recirculation system.

#### **PROJECT TIMELINE:**

<b>2020</b>					<b>TO BE DETERMINED</b>					
<b>F</b>	<b>M</b>	<b>A</b>	<b>M</b>	<b>J</b>						
<b>Design</b>					<b>Bid/Construction</b>					

If approved by City Council in the February timeframe, a notice to proceed will be issued and the design will be complete June 2020. Duration of engineering efforts will be contingent on final field investigation of existing equipment and condition assessment.

#### **COMPETITIVE SOLICITATION PROCESS:**

Bath Engineering was selected for the FY 2020 Capital Improvement Project, Fire Headquarters Emergency Operations Center project October 2019 under RFQ No. 2018-10.

Bath Engineering was selected from 25 applicants for this project. The selection committee was comprised with representatives from Contracts & Procurements, Utilities, and Engineering Services. The final evaluation ranked Bath Engineering the highest, and recommended the firm as the most qualified based on five factors: 1) Experience of the firm, 2) Experience of the key personnel with specific experience in MEP upgrades, fire protection, emergency power, elevators and other miscellaneous interior renovations, 3) Project approach and management plan, 4) Capacity to meet the project requirements and timelines, and 5) Past performance.

#### **ALTERNATIVES:**

An alternative is to not award the contract to Bath Engineering. Not awarding the professional services contract for the project would delay needed improvements and could result in increased costs, which could further delay the project.

#### **FINANCIAL IMPACT:**

This item proposes to award a professional services contract to Bath Engineering to provide design, bid and construction phase services for the Fire Headquarters Emergency Operations Center in the amount of \$63,180. The contract will begin upon the notice to proceed, the project is located in District 1, and funds are available from Bond 2018 Proposition E – Public Safety Improvement funds.

#### **FUNDING DETAIL:**

Fund: Fire 2019 Bond 2018 (Fund #3192)  
Mission Element: Manage Emergency Operations & EOC (ME #095)

Project No.: Fire Headquarters & Emergency Operations Center MEP Upgrades  
(Project #18177C)  
Account: Outside Consultants (Acct #550950)  
Activity: 18177-C-3192-EXP  
Amount: \$63,180

**RECOMMENDATION:**

City staff recommends award of a professional services contract to Bath Engineering of Corpus Christi, Texas in the amount of \$63,180.

**LIST OF SUPPORTING DOCUMENTS:**

Location Maps  
Contract