

**CITY OF SAN ANTONIO
INTERDEPARTMENTAL MEMORANDUM
PUBLIC WORKS DEPARTMENT**

TO: Mayor and City Council

FROM: Thomas G. Wendorf, P. E., Director of Public Works
Robert Ojeda, Fire Chief, Fire Department

THROUGH: Terry M. Brechtel, City Manager

COPIES: Melissa Byrne Vossmer, Andrew Martin, Louis A. Lendman, Milo D. Nitschke,
Carl Wedige, Emil Moncivais, David Garza, Doug Yerkes and file

SUBJECT: New Fire Station # 7

DATE: December 12, 2002

SUMMARY AND RECOMMENDATIONS

This ordinance accepts a proposal and approves a professional service contract in the amount of \$153,637.00 for architectural services payable to 3D/International, a non-MBE firm, and authorizes \$15,000.00 for miscellaneous contingency, \$4,000.00 for reimbursable and printing expenses, and \$800.00 for advertising expenses for an overall total of \$173,437.00 in connection with the new Fire Station #7, an authorized 2001 Certificates of Obligation funded project. The facility will be located on South St. Mary's Street with frontage also on South Presa and Florida Streets, in Council District 1.

BACKGROUND INFORMATION

This project includes the design of a new 11,750 square foot, two-story, three-apparatus-bay fire station with firefighter's dormitory, complete site development, utilities that will provide fire protection, and EMS services. The proposed facility will be located on an irregular shaped 53,155 sq. ft. site fronting South St. Mary's Street with street access also to South Presa and Florida Streets. This project is part of the Fire Department's Five-Year Rolling Master Plan. The amount of \$153,637.00 for architectural professional services provides the lump sum fee of \$118,637.00 for basic design services and \$35,000.00 for additional professional services, which include geo-technical and materials testing, land surveying and platting services, development of the waste management plan, traffic impact analysis, fire flow testing, and landscape and irrigation design services.

Fire Station No. 7 was delayed due to numerous challenging site acquisition efforts. Locating a large enough fire station site in a highly developed historical neighborhood which also met the emergency response time and street network requirements of the Fire Department was extremely difficult. The initial site acquisition efforts in dealing with both residential and environmental issues of an old filling station and site cost re-negotiations resulted in having to abandon the selected site and to restart the site acquisition phase again with the same difficult site requirements and encountering similar obstacles. Ultimately the site acquisition of five separate lots was successful and the project was re-evaluated, programmed and re-estimated with the proposed consultants. Final negotiations have been finalized with the selected architectural firm.

The selection of the consultant for this project was accomplished through a request for qualification process that selected a group of several consultants for four fire station projects. The Architects and Engineers Selection Committee headed by the Director of Public Works decided that it was in the best of the City to award this project to 3D/International taking into consideration both qualification ranking and the candidate's current work load. Approval of this ordinance will be a continuation of past City Council policy to implement previously approved Capital Improvements Projects.

FISCAL IMPACT

This is a one-time capital improvement expenditure. Funds in the amount of \$173,437.00 are available from the 2001 Certificates of Obligation and authorized payable as follows:

\$118,637.00	Payable to 3D/International for professional A/E services
\$ 35,000.00	Payable to 3D/International for additional professional services
\$ 15,000.00	Payable for miscellaneous design contingency
\$ 4,000.00	Payable for reimbursable expenses
<u>\$ 800.00</u>	Payable for advertising expenses
\$173,437.00	Total amount of this Ordinance

COORDINATION


This request for Ordinance approval has been coordinated with the Office of Management and Budget, the Finance Department, the Planning Department, Neighborhood Action Department, and the Economic Development Department.

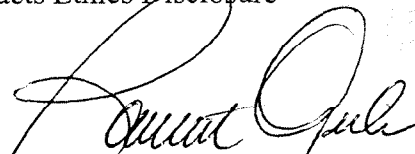
SUPPLEMENTARY COMMENTS

The Discretionary Contracts Disclosure statement required by the Ethics Ordinance is attached, (Attachment #4).

ATTACHMENTS

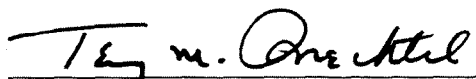
Attachment #1:	A/E Design Proposal
Attachment #2:	G.I.S. Location Map
Attachment #3:	Firm Qualification Ranking Information
Attachment #4:	Discretionary Contracts Ethics Disclosure


Thomas G. Wendorf, P. E.
Director of Public Works
10/31/02


Robert Ojeda, Fire Chief
Fire Department


Melissa Byrne Vossmer
Assistant City Manager

Approved:


Terry M. Brechtel
City Manager

219 East Houston Street, Suite 350
San Antonio, Texas 78205-1801
Telephone 210/227-2500
Fax 210/227-9704
<http://www.3di.com>

17 October 2002

Mr. Jesse Fernandez
Office of the City Architect
City of San Antonio
P.O. Box 839966
San Antonio, Texas 78283-3966

RE: Fire Station No. 7

Dear Mr. Fernandez:

This is our revised proposal for design services for Fire Station No. 7.

PROJECT SCOPE

The proposal assumes that Fire Station No. 7 is to be designed with three equipment bays, sited so that a fourth equipment bay may be added at a later date, and with the third bay designed as a deductive alternate. Each equipment bay is to be 20 feet by 80 feet. A two-story structure with a footprint of just less than 3,500 square feet, housing offices, the dormitory and related facilities, adjoins the equipment structure. The total area of the building will be about 11,750 square feet and the floor plan layouts previously developed for Fire Station No. 8 will be used for this Station.

3D/International

Site work will consist of vehicular approaches on both Presa and St. Mary's streets, parking, fencing, gates, exterior lighting, landscape and irrigation.

DESIGN TEAM

The following are proposed as principal members of the design team. If the City has any objection to any of the named firms, an acceptable alternate will be selected.

Architect:	3D/International, Inc.
Structural Engineer:	Jaster-Quintanilla San Antonio, LLP
MEP Engineer:	James T. Rodriguez Consulting Engineers
Civil Engineer:	Bain Medina Bain, Inc.
Landscape Architect:	Laffoon Associates
Geotechnical Engineer:	AMEC Earth & Environmental
Environmental Engineer:	AMEC Earth & Environmental
Materials Testing:	Drash Consulting Engineers, Inc.

BASIC AND ADDITIONAL SERVICES

Basic services will consist of all architectural design services (including interior finish selections and the design of fixed casework but excluding the selection of moveable furniture), structural engineering design, mechanical-electrical-plumbing engineering design and civil engineering design. These services will commence with programming and extend through completion of construction.

We believe there will be substantial community interest in the design of this project and, while we are supportive of the concept of community involvement, we have also been involved in projects where such

involvement has gotten out of hand in terms of our hours expended. Our basic services proposal includes six meetings with neighborhood groups dealing with general design issue and specifically excludes discussions of any specific architectural feature that would visually mitigate the required setback from St. Mary's Street. If this becomes an issue that the City chooses to discuss, we will propose an additional service fee for the related meetings and design work.

Proposed additional services consist of the following:

- Geotechnical services
- Preparation of waste management plan
- Topographic and tree survey
- Platting services
- Drainage study
- Traffic impact analysis
- Landscape and irrigation
- Fire flow test
- Texas Accessibility Standards compliance
- Materials testing services
- Printing of construction documents
- Design contingency

PROPOSED BASIC SERVICES FEE

The City's estimates of the total cost of construction are as follows:

Building: 11,750 SF at \$127.50 PSF	\$ 1,498,125
Site work: 53,155 SF at \$3.00 PSF	159,465
Landscape/irrigation allowance	100,000
Total Estimated Cost:	\$ 1,757,590

Based on the City's Schedule, the fee for this project will be 6.75% of the cost of construction. Based on the estimated cost stated above, this will be a lump sum of \$118,637. If the third bay is not constructed, we would be due a fee based on 80% of the mutually-agreed estimated cost of that bay (not the deduct alternate amount). If the City chooses to award a construction contract in excess of the estimated amount stated above, we will be compensated for the additional value of construction based on the stated fee percentage.

PROPOSED FEES FOR ADDITIONAL SERVICES

The following are proposed for additional services.

Geotechnical services	\$ 3,658
Waste management plan	\$ 2,502
Topographic and tree survey	\$ 3,706
Platting services	\$ 5,416
Drainage study	\$ 3,632
Traffic impact analysis	\$ 1,530
Landscape and irrigation	\$ 4,900
Fire flow test	\$ 300
TAS compliance	\$ 925
Materials testing services	\$ 8,470

Additionally, we request a minimum design contingency of \$2,500 and a printing and miscellaneous contingency of \$4,000.

ADDITIONAL SERVICE FEES BY HOUR AND BILLING RATE

Geotechnical services

Two 30-foot borings	60 ft	\$12/ft	720
Mobilization	LS		80
Utility location	2 hr	\$40/hr	80
Technician/logger	5 hr	\$40/hr	200
Lab testing	LS		808
Engineer	2 hr	\$110/hr	220
EIT (Field)	4 hr	\$66/hr	264
EIT (Report)	14 hr	\$66/hr	924
Draftsman	4 hr	\$44/hr	176
Clerical	2 hr	\$36/hr	72
Supplies/equipment	LS		114

Waste management plan

Project manager	4 hr	\$100/hr	400
Geologist/enviro scientist	20 hr	\$78/hr	1,560
Clerical	5 hr	\$36/hr	180
Draftsman	5 hr	\$44/hr	220
Supplies/equipment	LS		142

Topographic and tree survey

RPLS	4 hr	\$95/hr	380
CAD Tech	12 hr	\$68/hr	816
Survey Tech	6 hr	\$60/hr	360
Survey crew (3)	16 hr	\$110/hr	1,760
GPS equip	4 hr	\$25/hr	100
Admin Asst	2 hr	\$45/hr	90
Abstractor	4 hr	\$50/hr	200

Platting services

Design Engineer	4 hr	\$95/hr	380
RPLS	4 hr	\$95/hr	380
CAD Tech	12 hr	\$68/hr	816
Survey Tech	40 hr	\$60/hr	2,400
Drafting Tech	16 hr	\$40/hr	640
Survey crew (3)	4 hr	\$110/hr	440
Admin Asst	8 hr	\$45/hr	360

Drainage study

Design Engineer	4 hr	\$95/hr	380
EIT	24 hr	\$75/hr	1,800
Survey Tech	4 hr	\$60/hr	240
CAD Tech	4 hr	\$68	272
Drafting Tech	8 hr	\$40/hr	320
Survey crew (3)	4 hr	\$110/hr	440
Admin Asst	4	\$45/hr	180

Traffic impact analysis

Design Engineer	4 hr	\$95/hr	380
EIT	12 hr	\$75/hr	900
Drafting Tech	4 hr	\$40/hr	160
Admin Asst	2 hr	\$45/hr	90

Landscape and irrigation			
Landscape architect	40 hr	\$85/hr	3,400
Irrigation specialist	30 hr	\$50/hr	1,500
TAS compliance			
Plan review			500
Inspection			325
State filing fee			100
Materials testing: Earthwork/soils			
Moisture/density	3	\$150/test	450
Atterberg limits	3	\$50/test	150
Particle size analysis	1	\$50/test	50
Earthwork field testing: Site work			
Technician	20 hr	\$32/hr	640
Density tests	40	\$10/test	400
Trip charge	10	\$20/trip	200
Foundation monitoring: Drilled piers			
Monitoring	40 hr	\$35/hr	1,400
Overtime	20 hr	\$45.50/hr	910
Cylinder testing	20	\$12.50/test	250
Trip charge	6	\$20/trip	120
Concrete testing: Building and site			
Technician	50 hr	\$32/hr	1,600
Cylinder testing	40	\$12.50/test	500
Trip charge	20	\$20/trip	400
Structural steel observations			
Observation	20 hr	\$65/hr	1300
Trip charge	5	\$20/trip	100

HOURLY RATES FOR CITY PRE-APPROVED UNSCHEDULED ADDITIONAL SERVICES

The specific hourly rate within each classification listed below is based on a multiple of 2.50 times Direct Personnel Expense of each individual. The direct personnel expense is a multiple of 1.31 times the hourly pay rate. Individual billing rates will fall within the range outlined below and will be rounded off to the nearest five-dollar amount. It is acknowledged that unscheduled additional services are not contemplated and, should they be required, these services will be provided only if pre-authorized in writing by the City and will be paid for by the City in addition to the compensation for basic services.

3D/I Principal	\$ 125
3D/I Architect	\$ 95
3D/I Staff 1	\$ 58
3D/I Staff 2	\$ 65

The Principal who will be assigned to this project is Milton Babbitt.

PROPOSED DESIGN SCHEDULE

We propose to accomplish the design of Fire Station No. 7 according to the following schedule. The durations indicated for each phase excludes City review time.

Programming and Schematic Design	56 calendar days
Design Development	60 calendar days
Construction Documents	60 calendar days

The number of days proposed assumes that the completion of the design and construction documents are not delayed due to repeated meetings with the Historic and Design Review Commission, because of design concerns or opposition by neighborhood groups or additional phase completion review time required by the City, over which we have no control.

PAYMENT SCHEDULE

Schematic Design	15% of fee
Design Development	20% of fee
Construction Documents	45% of fee
Construction Administration	20% of fee

STATEMENTS OF PROBABLE CONSTRUCTION COST

Statements of probable construction cost will be provided at the completion of each of the three design phases.

ACKNOWLEDGEMENT OF INSURANCE REQUIREMENTS

We will provide the insurance coverage and requirements as set forth in Paragraph IV of the standard Professional Services Contract.

ACKNOWLEDGEMENT OF LIQUIDATED DAMAGES POLICY

Should the work required for each of the three design phases not be completed within the time durations indicated above, it is acknowledged that liquidated damages, in the amount of \$150 per working day, may be assessed according to City policy.

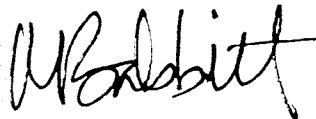
ACKNOWLEDGEMENT OF INDEMNIFICATION CLAUSE

The City's indemnification requirements, set forth in paragraph XIII of the Professional Services Contract, is acknowledged.

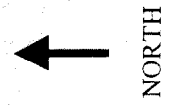
CONTRACTS DISCLOSURE

The completed required forms accompany this proposal.

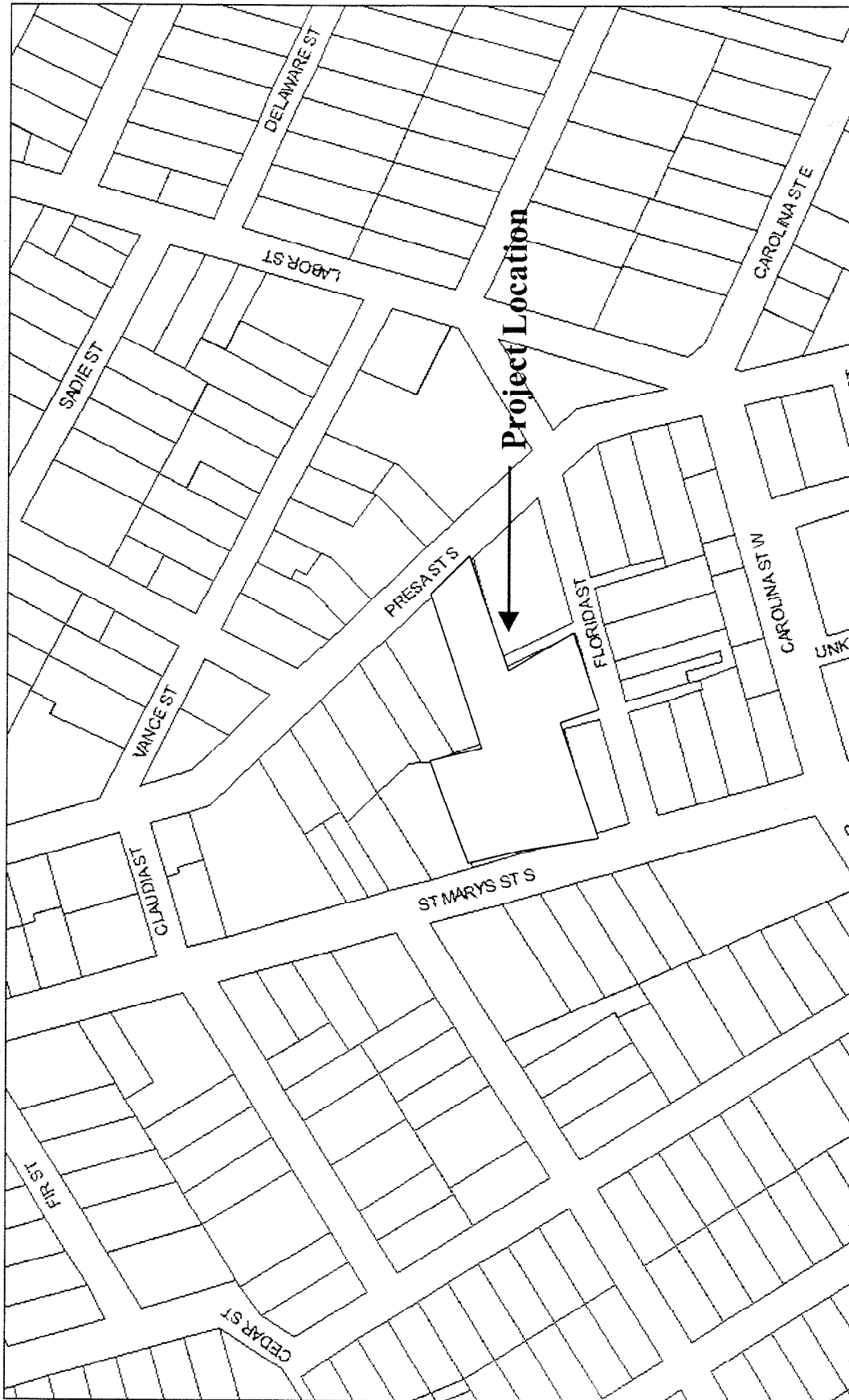
Respectfully submitted,



Milton Babbitt, AIA
Sr. Vice President



G.I.S. Location Map



Fire Station No. 7
1414 St. Mary's Street
Council District No.1



New Fire Station No. 7, 16, Westover Hills & Stone Oak
ARCHITECT/ENGINEER STATEMENT OF INTEREST REVIEW
CITY OF SAN ANTONIO

NOVEMBER 1996

No.	Architect/Engineer Candidates	Ratings			Subtotal	+10% Local San Antonio Business/ +4% Bexar County Business	DBE Firm +5%	Total Number of Points	Group Rating
		Fire Department	Public Works	Public Works					
1	Alamo Architects	459	410	458	1,327	168	17	1,512	1
2	*Beaty Saunders Arch. Inc.	447	413	448	1,308	168	28	1,504	2
3	Bender Associates	423	351	415	1,189	168	25	1,382	12
4	*Chesney-Morales & Assoc. Inc.	467	339	470	1,276	168	0	1,444	6
5	Louis Cruz Architects, Inc.	399	239	358	996	168	84	1,248	20
6	Davis, Durand-Hollis & Rupe	444	357	387	1,188	168	84	1,440	7
7	DeLara Architects/Dabney Group	359	307	384	1,050	168	84	1,302	16
8	*Fontera Assoc. International, Inc.	372	282	384	1,038	168	21	1,227	22
9	Hesson Andrews Sotomayor	462	302	460	1,224	168	0	1,392	11
10	Independent Design	373	279	351	1,003	168	84	1,255	19
11	Lloyd Walker Jary & Assoc., Inc.	453	382	448	1,283	168	0	1,451	4
12	**Jimenez & Strahan	353	278	320	951	168	84	1,203	27
13	Johnson-Dempsey & Assoc., Inc.	440	319	416	1,175	168	84	1,427	9
14	JYJ Architects	430	278	378	1,086	168	84	1,338	14
15	***Kinnison & Assoc., Architects	379	306	422	1,107	168	0	1,275	18
16	L.K. Travis & Associates	356	283	392	1,031	168	17	1,216	24
17	*Mendoza & Assoc., A.I.A.	401	301	425	1,127	168	84	1,379	13
18	David Lorenzana & Associates	331	268	376	975	168	84	1,227	23
19	Mc Call & Associates	371	275	392	1,038	168	0	1,206	25

No.	Architect/Engineer Candidates	Ratings							
		Fire Department	Public Works	Public Works	Subtotal	+10% Local San Antonio Business/ +4% Bexar County Business	DBE Firm +5%	Total Number of Points	Group Rating
20	Nored Shearer Architects	365	259	328	952	168	84	1,204	26
21	*O'Neill Conrad Oppelt Arch., Inc.	394	396	448	1,238	168	27	1,433	8
22	*Overland Partners	380	389	387	1,156	168	0	1,324	15
23	Andrew Perez Assoc., Architects	383	384	431	1,198	168	84	1,450	5
24	Reyna McChesney Assoc., Architects	407	368	415	1,190	168	43	1,401	10
25	Richard Sanchez Architects, Inc.	399	275	400	1,074	168	0	1,242	21
26	*Tejas Architects, Inc.	354	283	380	1,017	0	84	1,101	29
27	Jerry Theis Associates, Inc.	354	283	374	1,011	168	0	1,179	28
28	W3 Architects, Inc.	414	285	399	1,098	168	20	1,286	17
29	*3D/International	454	390	442	1,286	168	0	1,454	3

* Firms which submitted only for Fire Station Nos. 7, 16 Stone Oak and Westover Hills.

** Jimenez & Strahan submitted only for Stone Oak and Westover Hills.

*** Kinnison & Associates, Architects submitted only for New Fire Station No. 7

City of San Antonio Discretionary Contracts Disclosure*

For use of this form, see City of San Antonio Ethics Code, Part D, Section 1&2

Attach additional sheets if space provided is not sufficient.

State "Not Applicable" for questions that do not apply.

*This form is required to be supplemental in the event there is any change in the information under (1), (2), or (3) below, before the discretionary contract is the subject of council action, and no later than five (5) business days after any change about which information is required to be filed.

Disclosure of Parties, Owners, and Closely Related Persons

For the purpose of assisting the city in the enforcement of provisions contained in the City Charter and the code of ethics, an individual or business entity seeking a discretionary contract from the city is required to disclose in connection with a proposal for a discretionary contract:

(1) the identity of any individual who would be a party to the discretionary contract;

None.

(2) the identity of any business entity that would be a party to the discretionary contract and the name of:

(A) any individual or business entity that would be a *subcontractor* on the discretionary contract;

3D/International, Inc.

(B) any individual or business entity that is known to be a *partner*, or a *parent* or *subsidiary* business entity, of any individual or business entity who would be a party to the discretionary contract;

None.

(3) the identity of any *lobbyist* or *public relations firm* employed for purposes relating to the discretionary contract being sought by any individual or business entity who would be a party to the discretionary contract.

None.

City of San Antonio

Discretionary Contracts Disclosure*

*For use of this form, see City of San Antonio Ethics Code, Part D, Section 1&2
Attach additional sheets if space provided is not sufficient.
State "Not Applicable" for questions that do not apply.*

*This form is required to be supplemental in the event there is any change in the information under (1), (2), or (3) below, before the discretionary contract is the subject of council action, and no later than five (5) business days after any change about which information is required to be filed.

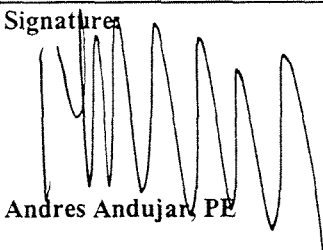
Political Contributions

Any individual or business entity seeking a discretionary contract from the city must disclose in connection with a proposal for a discretionary contract all political contributions totaling one hundred dollars (\$100) or more within the past twenty-four (24) months made directly or indirectly to any *current or former member* of City Council, any *candidate* for City Council, or to any *political action committee* that contributes to City Council elections, by any individual or business entity whose identity must be disclosed under (1), (2) or (3) above. Indirect contributions by an individual include, but are not limited to, contributions made by the individual's spouse, whether statutory or common-law. Indirect contributions by an entity include, but are not limited to, contributions made through the officers, owners, or registered lobbyists of the entity.

To Whom Made: See attached sheet.	Amount:	Date of Contribution:
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Disclosures in Proposals

Any individual or business entity seeking a discretionary contract with the city shall disclose any known facts which, reasonably understood, raise a question¹ as to whether any city official or employee would violate Section 1 of Part B, Improper Economic Benefit, by participating in official action relating to the discretionary contract.

Signatures  Andres Andujar, PE	Title: Group President Company: 3D/International	Date: July 24, 2002

¹ For purposes of this rule, facts are "reasonably understood" to "raise a question" about the appropriateness of official action if a disinterested person would conclude that the facts, if true, require recusal or require careful consideration of whether or not recusal is required.