

**CITY OF SAN ANTONIO
INTERDEPARTMENTAL MEMORANDUM
PARKS AND RECREATION DEPARTMENT**

TO: Mayor and City Council

FROM: Malcolm Matthews, Director, Parks and Recreation Department

THROUGH: Terry M. Brechtel, City Manager

COPIES: Melissa B. Vossmer; Finance; Management and Budget; Legal; File

SUBJECT: Ordinance Authorizing the Negotiation and Execution of a Professional Services Contract with Independent Design to Provide Architect Services in connection with the Presa Community Center Covered Basketball Court Project and Approves a License Agreement to Construct a Basketball Pavilion for Public Use on the Presa Community Center Property

DATE: December 12, 2002

SUMMARY AND RECOMMENDATIONS

This ordinance authorizes the negotiation and execution of a professional services contract with Independent Design in an amount not to exceed \$9,950.00 to provide architect services in connection with the Presa Community Center Covered Basketball Court Project in City Council District 3 and approves a license agreement to construct a basketball pavilion for public use on the Presa Community Center property. The ordinance appropriates \$14,385.00 in 1999 Park Bond Funds and authorizes an architect contingency of \$2,485.00, bid advertising and printing fees of \$1,200.00 and permit fees of \$750.00.

Staff recommends approval of this ordinance.

BACKGROUND INFORMATION

In 1999, voters approved Park Bond Funds for construction of an outdoor covered basketball court at the Presa Community Center, located at 3721 South Presa in City Council District 3. Presa Community Center is a non-City facility operated by a non-profit organization. This ordinance will approve the proposal submitted by Independent Design to provide professional design services related to the development of the covered basketball court. The professional services agreement with Independent Design will include site schematic design, design development, construction document production and construction administration. The work will include survey elevations, lighting design and foundation design. The project design is anticipated to start in January 2003 and be completed in May 2003. Since the new court will be built on the Center's property, the license agreement will allow the City to construct the

improvement and also stipulates that Presa Community Center will operate and maintain the new facility.

POLICY ANALYSIS

These actions are consistent with the approved 1999 Park Bond Issue.

FISCAL IMPACT


Funding of \$150,000.00 was approved in the 1999 Park Bond Issue for construction of an outdoor covered basketball court at Presa Community Center. A total of \$14,385.00 will be appropriated for this portion of the project. Architect fees are \$9,950.00, architect contingency is \$2,485.00, bid advertising and printing costs are \$1,200.00 and permit fees are \$750.00. The General Fund budget is not impacted.

COORDINATION

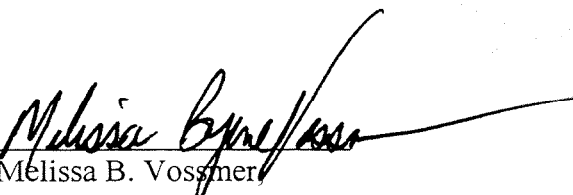
The Finance Department, Office of Management and Budget and City Attorney's Office have provided assistance.

SUPPLEMENTARY COMMENTS

A Discretionary Contracts Disclosure Form from Independent Design is attached.

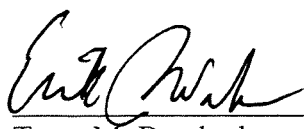


Malcolm Matthews,
Director of Parks and Recreation



Melissa B. Vossner
Assistant City Manager

Approved:

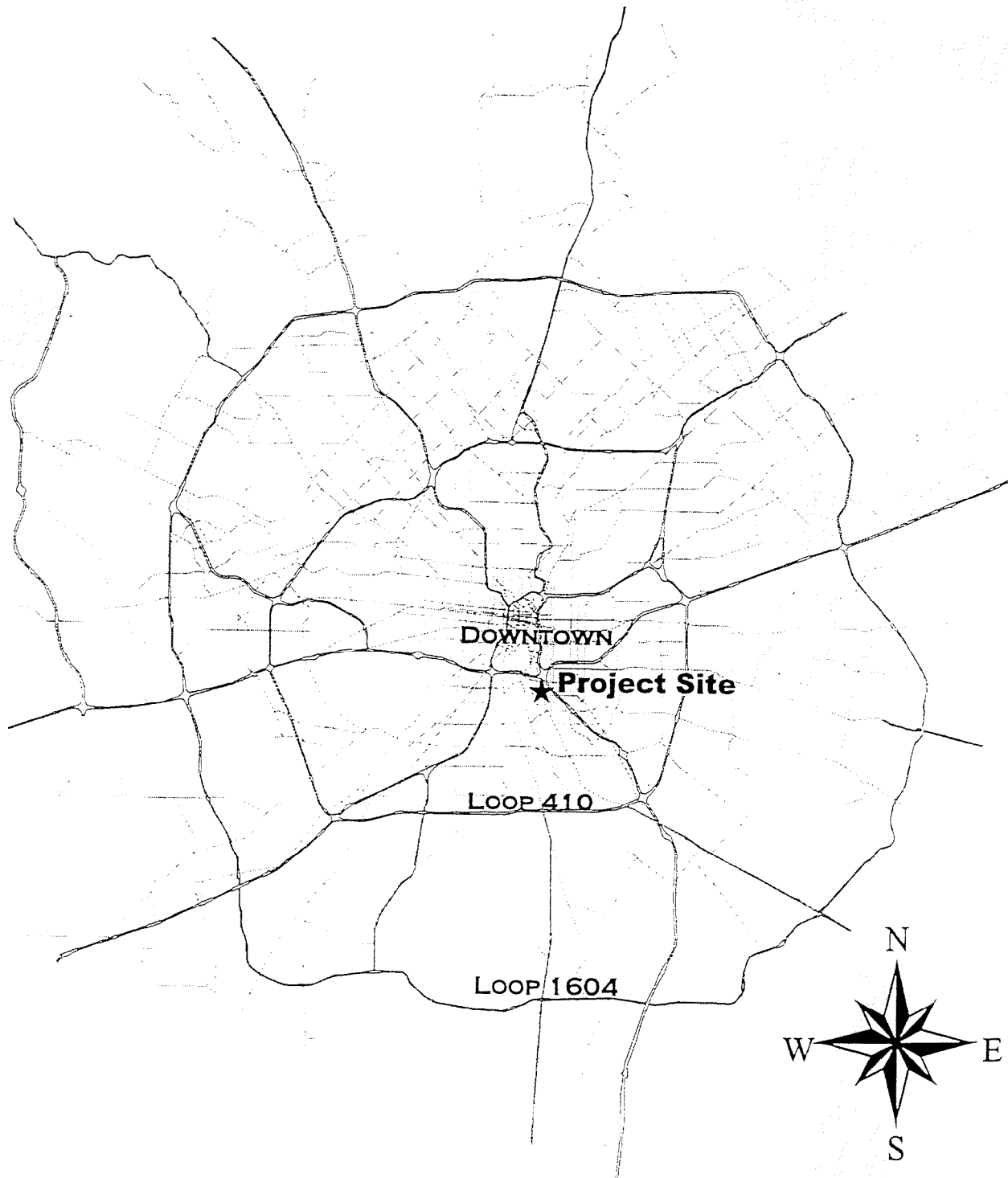


Terry M. Brechtel
City Manager

SITE MAP

Presa Community Center

3721 South Presa



City of San Antonio
Discretionary Contracts Disclosure*

*For use of this form, see City of San Antonio Ethics Code, Part D, Sections 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 supplemented 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;

Alfonso Cabrera Guarnero

- (2) the identity of any business entity¹ that would be a party to the discretionary contract:

and the name of: Independent Design

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

GGC Engineers, Inc. Civil
Emil G Swize & Associates Inc. Electrical
Alpha Consulting Engineering, Inc. Structural

- (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

¹ A *business entity* means a sole proprietorship, partnership, firm, corporation, holding company, joint-stock company, receivership, trust, unincorporated association, or any other entity recognized by law.

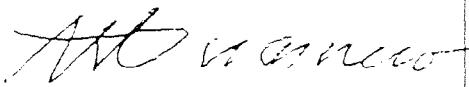
Political Contributions

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, attorneys, or registered lobbyists of the entity.

To Whom Made:	Amount:	Date of Contribution:
N/A		

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 question² 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.

Signature: 	Title: Owner / Architect Company: Independent Design	Date: August 05/2002

² 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.

Budget Worksheet

1999 General Obligation Bonds - Parks
Presa Community Center Covered Basketball Court Project
Fund 45-_____

<u>Index Code:</u>	<u>Description:</u>	<u>Budget:</u>	<u>Revisions:</u>	<u>Revised Budget:</u>
	1999 Park Bond Funds (\$150,000)	<u>\$0.00</u>	<u>\$14,385.00</u>	<u>\$14,385.00</u>
	Total:	\$0.00	\$14,385.00	\$14,385.00

EXPENDITURES:

new	Architect Contract	\$0.00	\$9,950.00	\$9,950.00
new	Project Contingency	\$0.00	\$2,485.00	\$2,485.00
new	Bid Advertising/Printing	\$0.00	\$1,200.00	\$1,200.00
new	Permit Fees	<u>\$0.00</u>	<u>\$750.00</u>	<u>\$750.00</u>
	Total:	\$0.00	\$14,385.00	\$14,385.00