

**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 a Professional Services Contract with Gould Evans Associates, P.L.L.C. for Design Services Associated with the Comanche Lookout Park Improvements – Phase 2 Project

**DATE:** November 21, 2002

**SUMMARY AND RECOMMENDATIONS**

This ordinance authorizes a standard professional services contract with Gould Evans Associates, P.L.L.C. for design services associated with the Comanche Lookout Park Improvements – Phase 2 Project in City Council District 10; appropriates \$62,000.00 from 1999 Park Bond Funds; authorizes execution of an agreement in an amount not to exceed \$55,000.00; establishes a project budget and allocates funds for consultant contingency and bid advertising/printing.

Staff recommends approval of this ordinance.

**BACKGROUND INFORMATION**

The 1999 Park Bond Issue approved funding for additional improvements in Comanche Lookout Park located at 15551 Nacogdoches in City Council District 10. This follows the 1994 Park Bond Issue, in which voters approved funds for land acquisition, design and construction improvements. The portion of the project funded with 1994 Park Bond funds has been successfully constructed. In accordance with the completed Master Plan, the second phase of improvements will include trails, picnic facilities, restroom facilities, parking improvements, landscaping and other site work. The park consultant will design these improvements in coordination with the consultant work for the proposed City public library at the Judson/Nacogdoches corner of the park.

The firm of Gould Evans Associates, P.L.L.C. was selected for architect and engineering design services through the City's Request for Qualifications (RFQ) process. Their services include schematic design, design development, preparation of construction documents and construction administration. Work will begin in January 2003 and will be completed upon finalization of the

site design for the new public library, estimated to be in August 2003. Park construction is estimated to begin in October 2003.

### **POLICY ANALYSIS**

These actions are consistent with the approved 1999 Park Bond Issue and the master plan developed for Comanche Lookout Park. The design firm was selected based upon demonstrated ability and qualifications and was selected through the City's RFQ process.

### **FISCAL IMPACT**


Funding of \$762,298.00 was approved in the 1999 Park Bond Issue for Comanche Lookout Park Improvements – Phase 2. A total of \$62,000.00 will be appropriated for this portion of the project. Total for professional services fees is \$55,000.00, project contingency is \$5,500.00 and bid advertising/printing is \$1,500.00. The General Fund budget is not impacted.

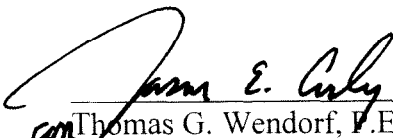
### **COORDINATION**

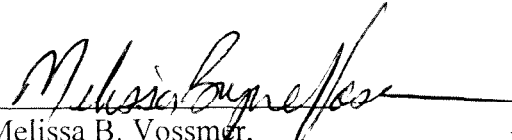
The City Attorney's Office, Public Works, Office of Management and Budget, Finance, Asset Management and Library have provided assistance.

### **SUPPLEMENTARY COMMENTS**

A Discretionary Contracts Disclosure Form is attached from Gould Evans Associates, P.L.L.C.

  
\_\_\_\_\_  
Malcolm Matthews,  
Director of Parks and Recreation

  
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Thomas G. Wendorf, P.E.  
Director of Public Works

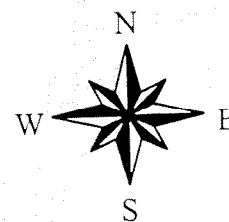
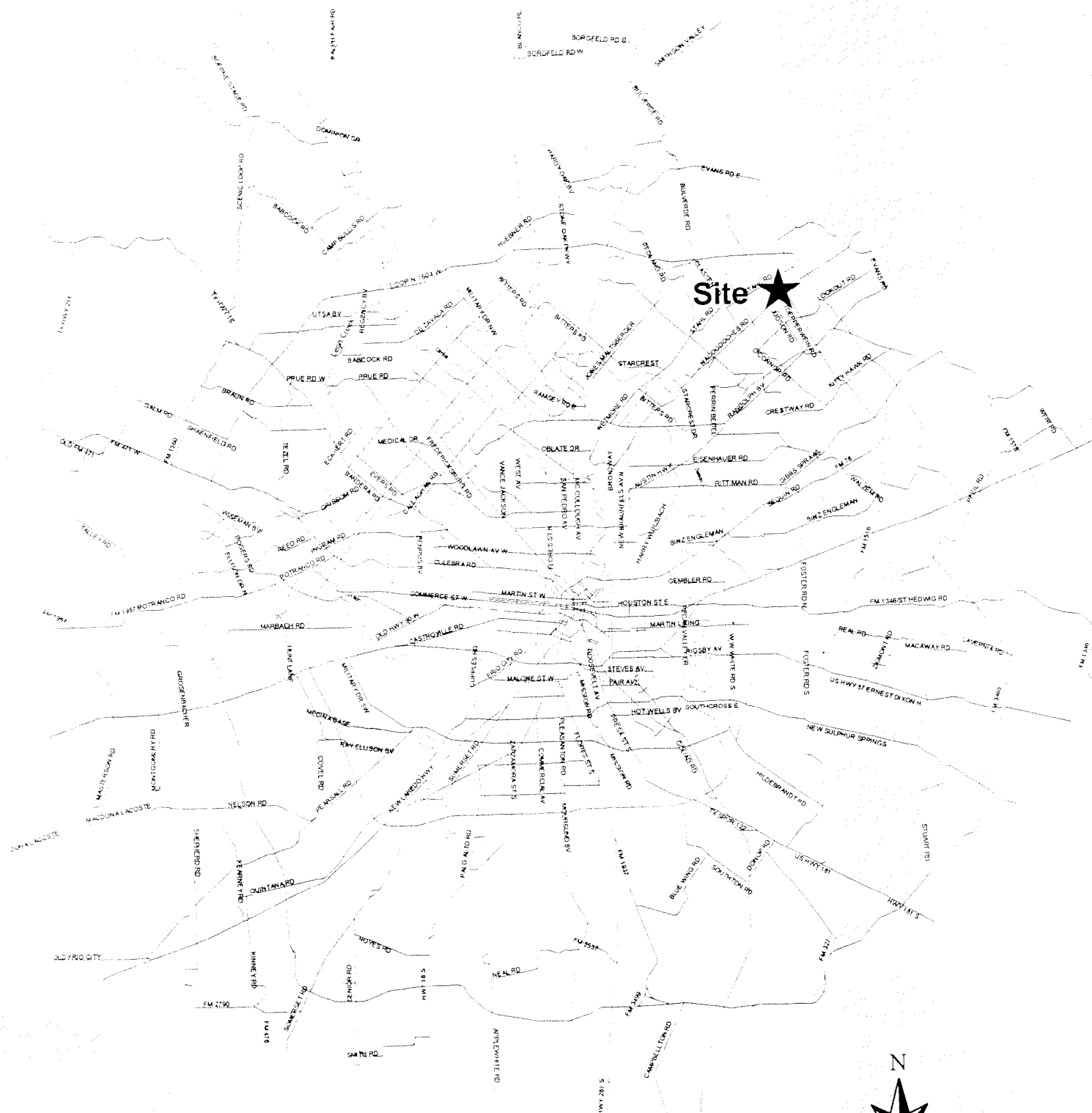
  
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Melissa B. Vossmer,  
Assistant City Manager

Approved:

  
\_\_\_\_\_  
fr Terry M. Brechtel  
City Manager

# Site Map

## Comanche Lookout Park



City of San Antonio  
Parks & Recreation

## 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:

N/A

2. the identity of any **business entity** that would be a party to the discretionary contract:

GOULD EVANS ASSOCIATES

and the name of:

- A. any individual or business entity that would be a **subcontractor** on the discretionary contract:

MAINSTREET ARCHITECTS  
PAPE DAWSON ENGINEERS  
J.C. ENGINEERING  
GARZA CONSULTING

and the name of:

- 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;

WALTER HEARD

1. 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

### 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:
NONE		

#### 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 question 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.

NONE
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Signature: 	Title: SR. LANDSCAPE ARCHITECT Company: GOULD EVANS ASSOCIATES	Date: 10.29.02
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Attachment I  
 Commanche Lookout Park Improvements - Phase 2  
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<u>Index Code:</u>	<u>Description:</u>	<u>Current Budget:</u>	<u>Revisions:</u>	<u>Revised Budget:</u>
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REVENUES:

1999 Park Bond Funds (762,298.00)		\$0.00	\$ 62,000.00	\$ 62,000.00
	Total:	\$0.00	\$ 62,000.00	\$ 62,000.00

EXPENDITURES:

new	Consultant Fees	\$0.00	\$55,000.00	\$55,000.00
new	Project Contingency	\$0.00	\$5,500.00	\$5,500.00
new	Bid Advertising/Printing	\$0.00	\$1,500.00	\$1,500.00
	Total:	\$0.00	\$62,000.00	\$62,000.00