

**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 Bender Wells Clark Design for Landscape Architect Services Associated with the Roosevelt Park Improvements Project – Phase II

**DATE:** April 17, 2003

**SUMMARY AND RECOMMENDATIONS**

This ordinance authorizes a professional services contract with Bender Wells Clark Design for professional landscape architect services associated with the Roosevelt Park Improvements Project – Phase II in City Council District 5 in an amount not to exceed \$18,000.00; appropriates \$22,200.00 from 1999 Park Bond funds; and allocates funds for consultant contingency and bid advertising/printing.

Staff recommends approval of this ordinance.

**BACKGROUND INFORMATION**

In 1994, voters approved Park Bond funds for improvements to parks within City Council District 5, including Roosevelt Park located at 331 Roosevelt. Ordinance No. 89227, passed and approved on February 4, 1999, authorized a professional services agreement with Bender Wells Clark Design for their provision of design and construction administration services for improvements to Roosevelt Park. The portion of the project funded with 1994 Park Bond funds has been successfully constructed. The 1999 Park Bond Issue approved funding for additional improvements in Roosevelt Park, including outdoor recreation facilities such as lighting, a shade structure and seating by the basketball court, and landscape and irrigation. The landscape architect will design these improvements and perform construction administration services.

In 1999, the firm of Bender Wells Clark Design was selected for design services and for the completion of improvements to parks in District 5, including Roosevelt Park, through the City's Request for Qualification (RFQ) process. As the architect of record for this project, Bender Wells Clark Design is well qualified and suitable to perform additional landscape architectural services, now that other funding for this park is available. Design work will begin in May 2003 and will be completed in September 2003. The construction of improvements is anticipated to begin in October 2003 and to be completed in December 2003.

In addition to architect fees, the ordinance will appropriate funding for architect contingency and bid advertising/printing.

### **POLICY ANALYSIS**

These actions are consistent with the approved 1999 Park Bond Issue that authorized funds for this project. The landscape architect was selected based upon demonstrated ability and qualifications and was originally selected through the City's Consultant Selection Committee. The recommendation that Bender Wells Clark Design be utilized to do the Phase II work was reviewed and approved by Public Works and Asset Management.

### **FISCAL IMPACT**


Funding of \$250,000.00 was approved in the 1999 Park Bond Issue for Roosevelt Park improvements. A total of \$22,200.00 will be appropriated for this landscape architecture project. Landscape architect fees are \$18,000.00, consultant contingency is \$2,700.00 and bid advertising/printing is \$1,500.00. The General Fund budget is not impacted.

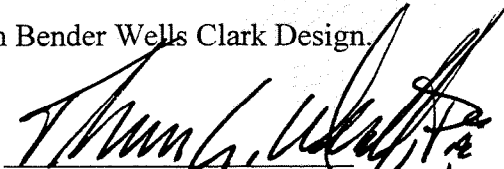
### **COORDINATION**

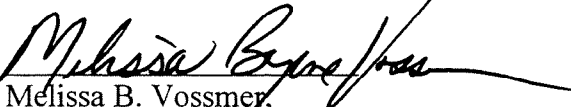
The Public Works Department, Office of Management and Budget, Finance and Asset Management have provided assistance.

### **SUPPLEMENTARY COMMENTS**

A Discretionary Contracts Disclosure Form is attached from Bender Wells Clark Design.

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

  
\_\_\_\_\_  
Thomas G. Wendorf, P.E.  
Director of Public Works 4/4/03

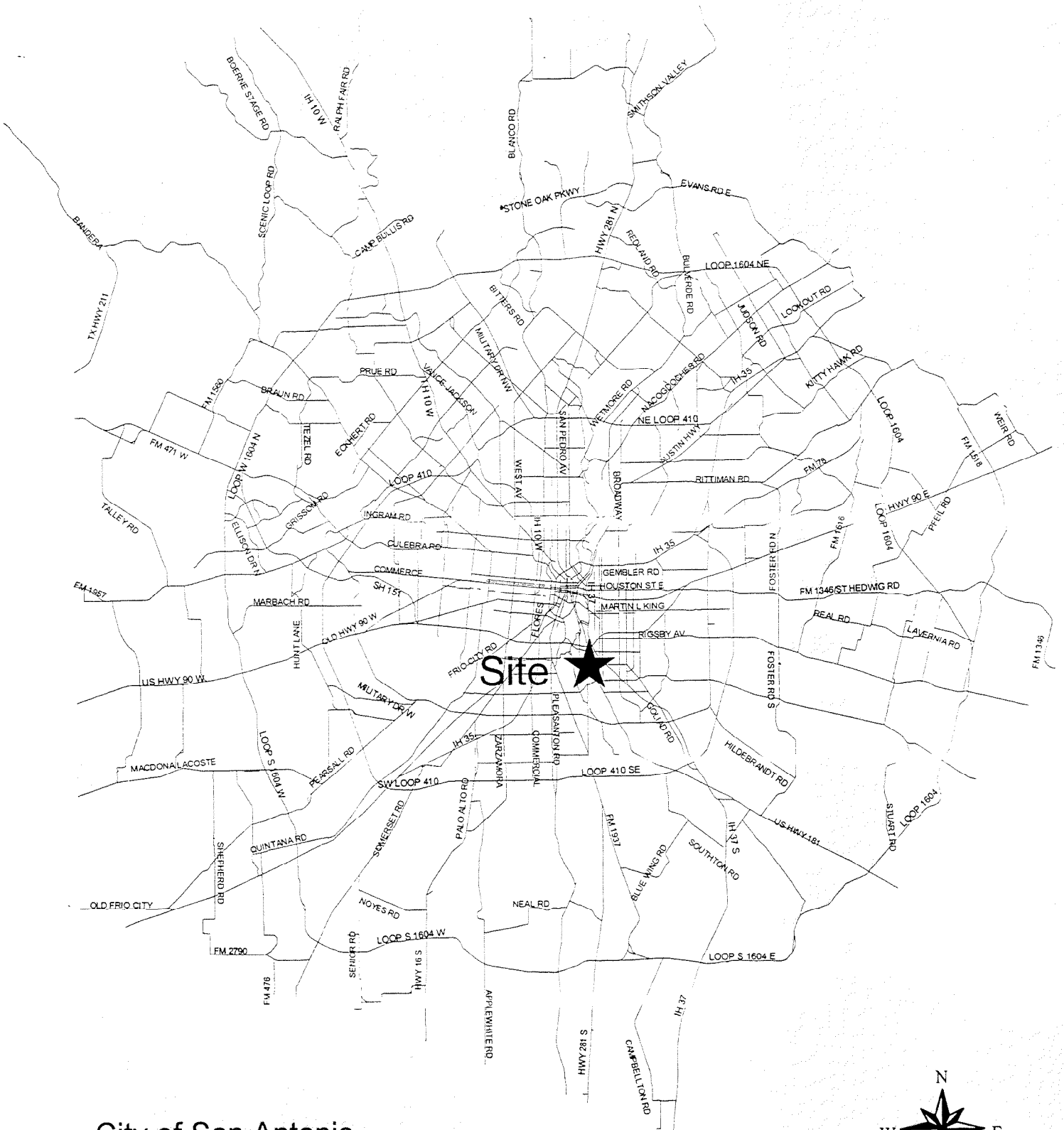
  
\_\_\_\_\_  
Melissa B. Vossmer,  
Assistant City Manager

Approved:

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

# Site Map

## Roosevelt Park



City of San Antonio  
Parks & Recreation Dept.



**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;

None

(2) the identity of any business entity that would be a party to the discretionary contract:  
\_\_\_\_\_ an  
d the name of:

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

Bender Wells Clark Design  
8600 Wurzbach, Suite 801  
San Antonio, Texas 78240

(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


### 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:
Ed Garza Campaign	\$250.00	February 14, 2001

### 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<sup>1</sup> 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		
Signature: 	Title: President Company: Bender Wells Clark Design	Date: 2/07/03

<sup>1</sup> 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.