

**CITY OF SAN ANTONIO
INTERDEPARTMENTAL CORRESPONDENCE SHEET
PUBLIC WORKS DEPARTMENT**

CONSENT AGENDA

ITEM NO. _____

9

TO: Mayor and City Council

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

THROUGH: Terry M. Brechtel, City Manager

COPIES: Melissa Byrne Vossmer, Andrew Martin, Louis A. Lendman, Milo D. Nitschke, Doug Yerkes, Tim Palomera, Dale Lange, and file

SUBJECT: Great Northwest Branch Library Expansion

DATE: June 5, 2003

SUMMARY AND RECOMMENDATIONS

This ordinance accepts a proposal and awards a professional service contract in the amount of \$135,394.00 payable to Gould Evans Associates, P.L.L.C., a non-MBE firm, for architectural services, authorizes \$5,000.00 for reimbursable expenses, \$1,000.00 for advertising expenses, and \$13,500.00 for miscellaneous contingency expenses, for an overall total amount of \$154,894.00 in connection with the Great Northwest Branch Library Expansion Project, an authorized 1999 General Obligation Library Improvement Bond Project, located at 9050 Wellwood in Council District 6.

Staff recommends approval of this ordinance.

BACKGROUND INFORMATION

This ordinance authorizes compensation to Gould Evans Associates, P.L.L.C. for architectural services to provide space programming, design development, construction documents, and construction administration associated with the Great Northwest Branch Library Expansion located at 9050 Wellwood in Council District 6 (see attachments #1 & #2). This project will provide space planning and design services for additional library materials, seating areas, computers, quiet study room, children's services area, analysis of current space utilization, exterior traffic flow, parking expansion, ADA compliance, and exterior signage. The selection of this consultant was accomplished through the Library Board Facilities Committee, the Library Board, and the Architects and Engineers Selection Committee headed by the Director of Public Works who approved the selection on March 31, 2003 (see attachment #3). The architectural design services shall be completed by December 2003.

POLICY ANALYSIS

Approval of this ordinance will be a continuation of City Council policy to complete previously approved 1999 General Obligation Library Bond funded Capital Improvements Projects.

FISCAL IMPACT

This is a one-time capital improvement expenditure within budget and included in the FY 03-08 Capital Improvement Program Budget. Funds in the amount of \$154,894.00 are available from 1999 General Obligation Library Bond funds and authorized payable as follows:

\$135,394.00	payable to Gould Evans Associates, P.L.L.C. for architectural services
\$5,000.00	payable for reimbursable expenses
\$1,000.00	payable for advertising expenses
\$13,500.00	payable for miscellaneous contingency expenses

This item represents a portion of a total estimated City project cost of \$1,239,000.00.

COORDINATION

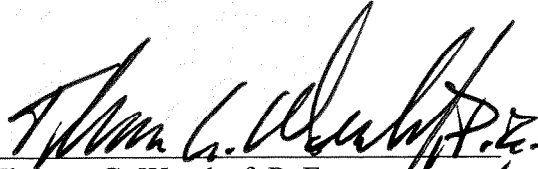
This request for ordinance has been coordinated with the Finance Department and Office of Management and Budget.

SUPPLEMENTARY COMMENTS

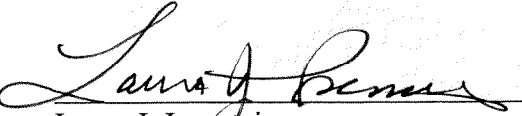
The Discretionary Contracts Disclosure Form required by the Ethics Ordinance is attached (see attachment #4).

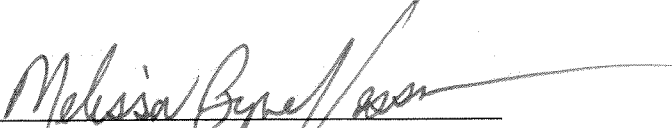
ATTACHMENTS

- 1.) Project Map
- 2.) Gould Evans Associates, P.L.L.C. Fee Proposal
- 3.) Ranking of Architectural Firms by the Selection Committee
- 4.) Discretionary Contracts Disclosure Form

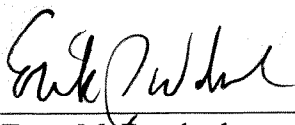

Thomas G. Wendorf, P. E.
Director of Public Works

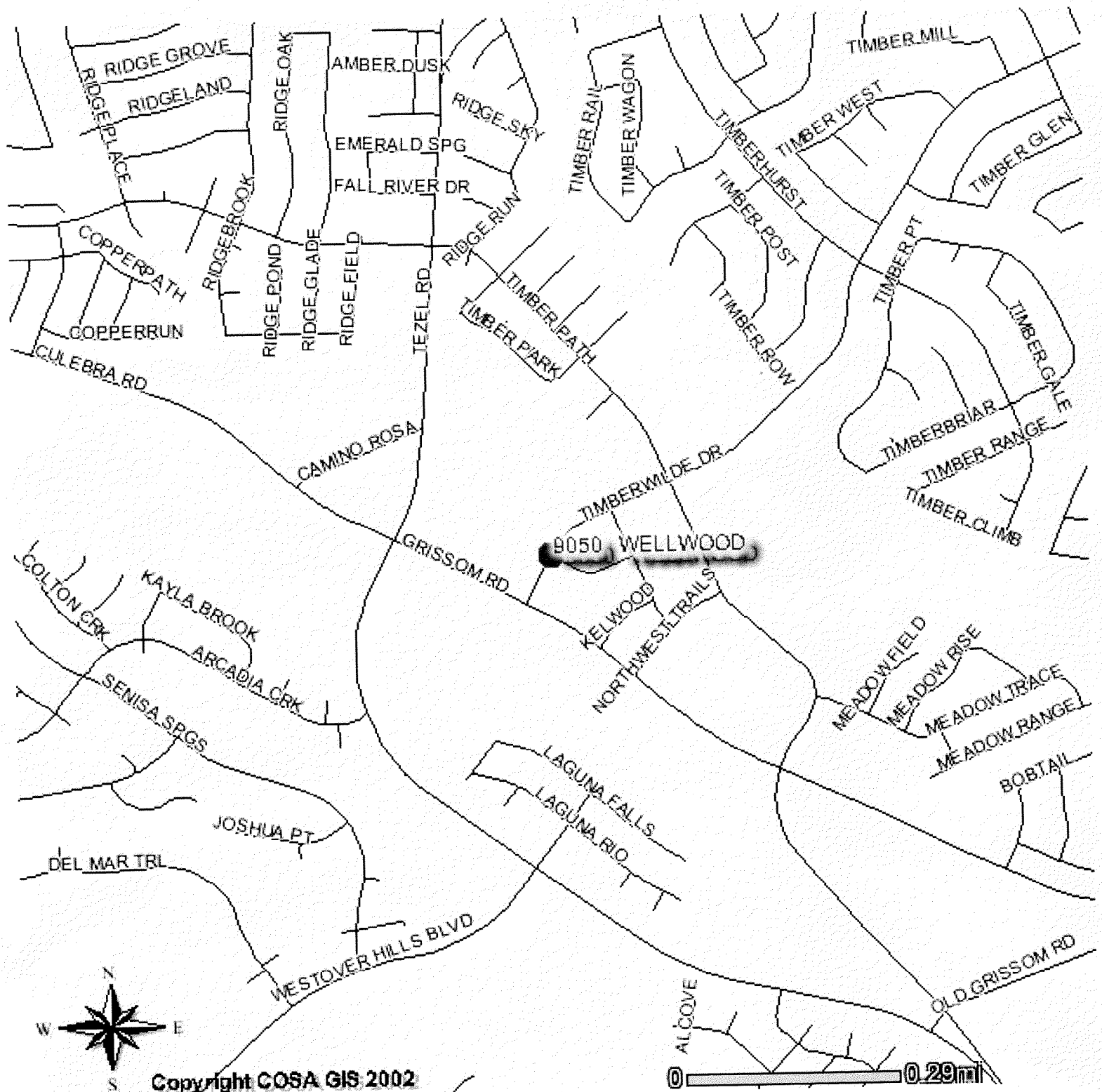
5/22/03


Laura J. Isenstein
Library Department Director


Melissa Byrne Vossmer
Assistant City Manager

Approved:


Terry M. Brechtel
City Manager



Attachment #2

Gould Evans Associates, P.L.L.C

Fee Proposal

GOULD EVANS ASSOCIATES GREAT NORTHWEST BRANCH LIBRARY	
Summary	Fees
Basic Architectural Services	\$120,225
Additional Services:	
A: Topographic Survey	\$5,606
B: Acoustical Survey	\$2,415
C: Environmental Testing	\$1,150
D. ADA	\$1,254
E. Geotechnical	\$4,744
Additional Services Total	\$15,169
Total	\$135,394

Attachment #3
Ranking of Architectural Firms
by the Selection Committee

Great Northwest Branch Library Expansion
ARCHITECT/ENGINEER INTERVIEW REVIEW
CITY OF SAN ANTONIO

[illegible]

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:

Walter Heard

(2) the identity of any **business entity**¹ that would be a party to the discretionary contract:

GouldEvans Associates

and the name of:

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

Sunland Engineers, Inc.
Joshua Engineering Group
Mainstreet Architects, Inc.

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;

N/A

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.

- (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.

N/A


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 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: Principal Company: GouldEvans Associates	Date: April 18, 2003

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.