

**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 Selecting Ford, Powell & Carson Architects and Planners, Inc. to Perform Consultant Landscape Architect Services in Connection with the Olmos Basin Park Rehabilitation and Trail Development Project

DATE: August 21, 2003

SUMMARY AND RECOMMENDATIONS

This ordinance selects the firm of Ford, Powell & Carson Architects and Planners, Inc. to perform landscape architect services in connection with the Olmos Basin Park Rehabilitation and Trail Development Project in City Council Districts 1 and 9 for the amount of \$49,466.00. The ordinance amends the current project budget, appropriates \$57,471.00 from 1999 Park Bond Funds, authorizes the execution of a standard professional services contract and allocates \$7,400.00 for consultant contingency and \$605.00 for printing and advertising.

Staff recommends approval of this ordinance.

BACKGROUND INFORMATION

The Olmos Basin Park is a large, centrally located park in City Council Districts 1 and 9. Funding to improve this park in phases was approved in the 1999 Park Bond Issue. An initial construction project for a new parking area along Basse Road, with a restroom, trail, concrete walks and ramp, landscaping and drinking fountain was recently completed. The second phase of the project will rehabilitate existing park facilities and develop a trail system within the park that will connect various neighborhoods to the park.

The firm of Ford, Powell & Carson Architects and Planners, Inc. responded to the City's advertisement for Request for Qualifications. Upon review by the selection review committee, the company was determined to be the best qualified for this particular project. Specific tasks to be performed by the consultant include an inventory of various existing facilities and an assessment as to their compliance with applicable local, state and federal guidelines. Site analysis and evaluation will be accomplished, followed by a strategic plan phase that will include public input meetings. Since the scale of the park is so large and because there are many interested entities in the project, with limited funds available, final design preparation is not included in this agreement. Design development and construction documents preparation will be accomplished through another

contract, once the final scope of improvements has been determined.

It is anticipated the initial consultant work will begin in September 2003 and will be completed in November 2003.

POLICY ANALYSIS

The consultant was selected in accordance with the City's standard procedures. This action is in accordance with the approved 1999 Park Bond Project.

FISCAL IMPACT


The 1999 Park Bond Issue approved \$1,258,727.00 for the Olmos Basin Park Rehabilitation and Trail Development Project. Total of funds allocated for the construction project recently completed is \$314,247.00. This ordinance will encumber the total additional amount of \$57,471.00. The consultant fee is \$49,466.00, consultant contingency is \$7,400.00 and bid advertising/printing is \$605.00. Also, savings of \$4,500.00 will be transferred from construction contingency into engineering contingency. This project is included in the FY02/03 CIP budget.

COORDINATION

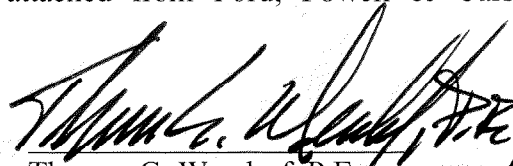
This action has been coordinated with the Office of Management and Budget, Finance Department and Public Works Department.

SUPPLEMENTARY COMMENTS

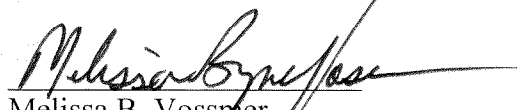
A Discretionary Contracts Disclosure Form from is attached from Ford, Powell & Carson Architects and Planners, Inc.



Malcolm Matthews,
Director of Parks and Recreation



Thomas G. Wendorf, P.E.
Director of Public Works 8/17/03



Melissa B. Vossmer,
Assistant City Manager

Approved:

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Terry M. Brechtel
City Manager

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;

Roy Lowey-Ball, AIA – Principal, Ford, Powell & Carson, Architects and Planners, Inc.
Cullen Coltrane, ASLA – Principal, CF Zavala, Inc., Landscape Architecture
- Fernandez, PE – Principal, Fernandez, Frazer, White (Civil Engineers)
Dixie Watkins III, ASLA – Owner, Dixie Watkins III & Associates (Environmental)
Ralph Martin, PE – HMG & Associates, Inc. (MEP Engineers)
Shawn Franke, PE – Lundy – Franke & Associates, Inc. (Structural Engineers)
Linda Ximenes – Owner, Ximenes & Associates
Belinda Williams – Principal, Project Cost Resources (Cost Estimating)
Alex Garza – Owner, Garza Consulting (Irrigation)

(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.

Ford, Powell & Carson, Architects and Planners, Inc. (Prime)
CF Zavala, Inc., Landscape Architecture
Fernandez, Frazer, White (Civil Engineers)
Dixie Watkins III & Associates (Environmental)
HMG & Associates, Inc. (MEP Engineers)
Lundy – Franke & Associates, Inc. (Structural Engineers)
Ximenes & Associates
Principal, Project Cost Resources (Cost Estimating)
Garza Consulting (Irrigation)

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

Not known

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.

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:
Mayor Ed Garza (Carson)	\$100.00	March, 2003
Carroll Schubert (Carson)	\$100.00	Month?, 2002
Mayor Ed Garza (Powell)	\$100.00	Month?, 2002
Tim Bannwolf (Mize)	\$100.00	March 19, 2001
Ed Garza (Mize)	\$ 75.00	March 19, 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 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.

No known facts

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.


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.

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Signature:  Roy Lowey-Ball, AIA	Title: Vice-President Company: Ford, Powell & Carson, Architects and Planners, Inc.	Date: 15 April, 2003
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