

**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: Christopher J. Brady; Finance; Management and Budget; Legal; File

SUBJECT: Authorizing Payment to Bain Medina Bain, Inc. for the Friesenhahn Park Improvements Project

DATE: March 4, 2004

SUMMARY AND RECOMMENDATIONS

This ordinance authorizes amending the project budget in the amount of \$22,155.00 from 1999-2004 Park Bond funds and paying the amount of \$21,874.50 to Bain Medina Bain, Inc. (SBW/WBE/DBE) for civil engineering services under an existing contract for the Friesenhahn Park Improvements Project in City Council District 10, and authorizes payment for civil engineering contingency fees.

Staff recommends approval of this ordinance.

BACKGROUND INFORMATION

The 1999 Park Bond Issue and the 2003 Park Bond Issue approved funds for improvements to Friesenhahn Park, located at 15701 O'Connor Road in City Council 10. Proposed improvements will include extension of the existing walking trail, picnic units, repairs to the pavilion and installation of a drinking water fountain. The park is located in a flood zone and these improvements are acceptable within stormwater guidelines. A civil engineering study is required to conduct a drainage study and design trail crossings over the low flow channel and tributary.

Bain Medina Bain, Inc., a SBW/WBE/DBE firm, will complete the civil engineering work for the project. This firm is one of three professional civil engineering firms selected through Ordinance 97945 on August 7, 2003. This is the first project assigned to Bain Medina Bain, Inc. under the contract, which will total approximately \$50,000.00 per year.

Following completion of the civil engineering design project in April, the plans will be completed in-house and construction documents will be developed. The final park design work will be completed by June 2004. After the project is advertised and the contract is awarded, then construction is anticipated to occur from September 2004 until January 2005.

POLICY ANALYSIS

This ordinance will enable completion of the Friesenhahn Improvements Project approved in the 1999 and 2003 Park Bond Issues. The consultant was chosen in accordance with all of the City's consultant selection procedures and was approved by Ordinance 97945 on August 7, 2003.

FISCAL IMPACT


Funds of \$138,900.00 in 1999-2004 Park Bond funds and \$100,000.00 in 2003-2007 Park Bond funds have been approved for the project. The amount of \$7,000.00 has been appropriated previously into the Friesenhahn Improvements Project for start-up costs and \$14.00 has been spent for printing expenses. This ordinance will amend the project budget by appropriating \$22,155.00 in 1999-2004 Park Bond funds. The total amount of \$21,874.50 is available for engineering fees and the amount of \$3,280.50 is available for engineering contingency.

COORDINATION

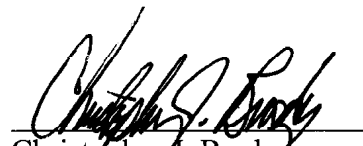
The Finance Department and Office of Management and Budget have assisted with this action.

SUPPLEMENTARY COMMENTS

A Discretionary Contracts Disclosure Form is attached from Bain Medina Bain, Inc.

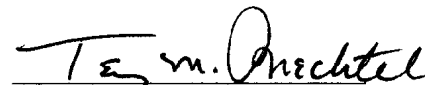


Malcolm Matthews,
Director of Parks and Recreation



Christopher J. Brady
Assistant City Manager

Approved:



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, Section 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 91), (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:

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

Bain Medina Bain, Inc.

and the name of:

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

Project dependent: Bender Well Clark Design HVJ, 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;

Not Applicable

Discretionary Contracts Disclosure

- (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.

Not Applicable


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 part twenty-four (24) months made directly or indirectly or indirectly to any *current or former member* of City Council, and *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 entity 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.

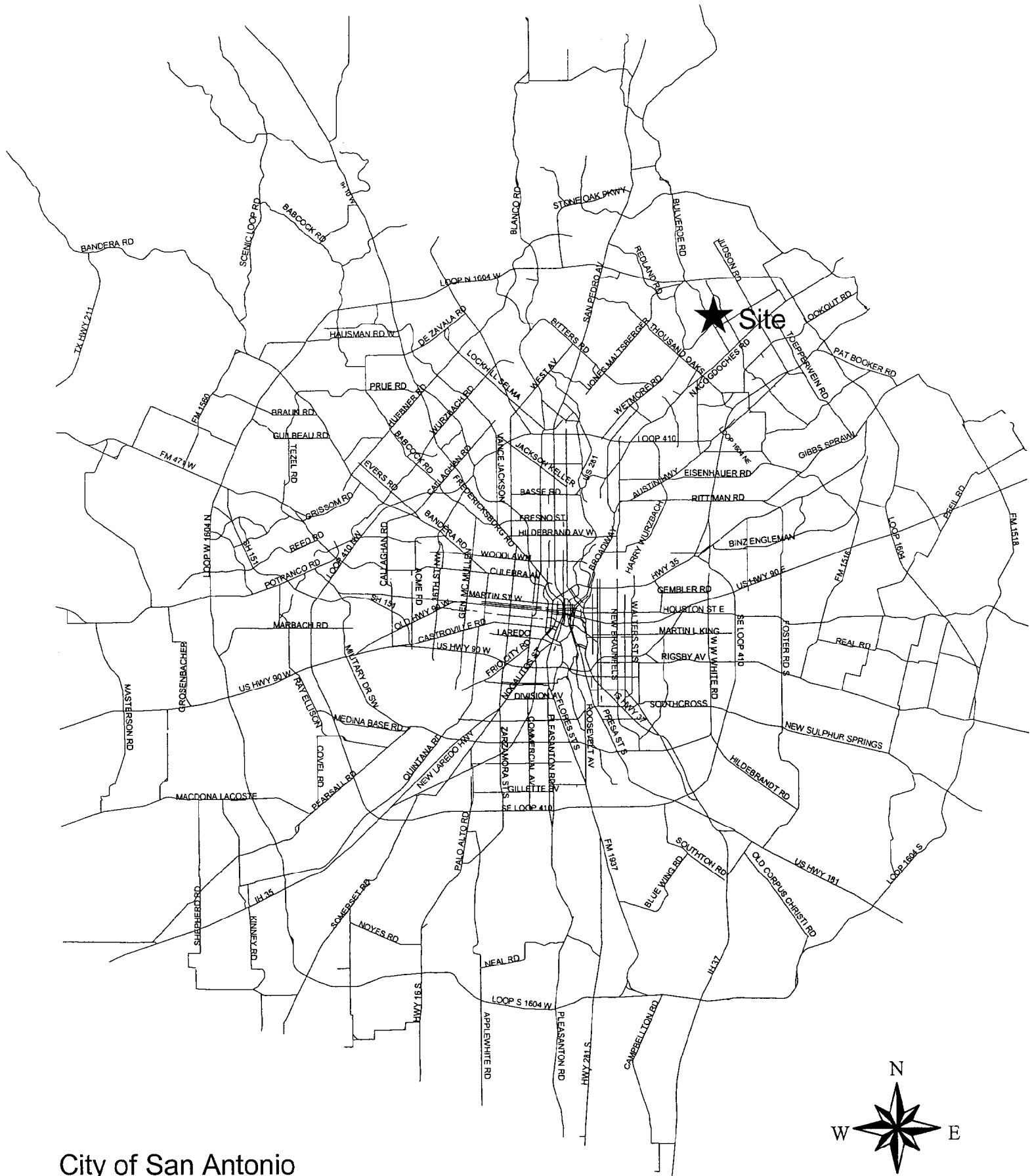
To Whom Made:	Amount:	Date of Contribution:
David Carpenter	\$140.00	April 2001
CECPAC	\$360.00	March 2001
Friends of Ed Garza and Nelson Wolff	\$150.00/each	September and October 2002
Friends of Bonnie Conner, Robert Tejeda, Carroll Schubert, Bobby Perez, Toni Moorehouse, Lyle Larson, David Carpenter, Julian Castro, Paul Elizondo and Enrique Barrera	\$50.00/each	July thru October 2002
Toni Moorehouse, Enrique Barrera and Carroll Schubert	\$70.00/each	May 2003

Disclosure 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 would violate Section 1 of Part B, Improper Economic Benefit, by participating in official action relating to the discretionary contract.

Signature: 	Title: President Company: Bain Medina Bain, Inc.	Date: January 5, 2004

Site Map Friesenhahn Park



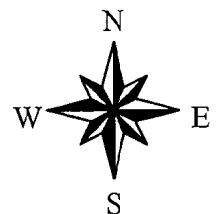
City of San Antonio
Parks & Recreation Dept.

Site Map

Friesenhahn Park



City of San Antonio
Parks & Recreation Dept.



Parks and Recreation Department

Name of On-Call Professional Services Contractor	Specialty	SBEDA	Approximate Contract Total	Authorized YTD	Balance	Ordinance # and Date
Vickery and Associates, Inc.	Civil Engineering	SBE	\$ 50,000.00	\$ 5,900.00	\$ 44,100.00	Ord. 97945 on 08/07/03
K. M. Ng & Associates, Inc.	Civil Engineering	SBE, DBE, MBE	\$ 50,000.00	\$ 9,921.00	\$ 40,079.00	Ord. 97945 on 08/07/03
Bain Medina Bain, Inc.	Civil Engineering	SBE, WBE, DBE	\$ 50,000.00	-	\$ 50,000.00	Ord. 97945 on 08/07/03
Nored Shearer Architects	Architectural Services	WBE, SBE	\$ 50,000.00	\$ 19,200.00	\$ 30,800.00	Ord. 97944 on 08/07/03
Debra J. Dockery Architects, P.C.,	Architectural Services	SBE, WBE	\$ 50,000.00	\$ 4,800.00	\$ 45,200.00	Ord. 97944 on 08/07/03
Beaty & Partners Architects, Inc.	Architectural Services	SBE	\$ 50,000.00	-	\$ 50,000.00	Ord. 97944 on 08/07/03
K. M. Ng & Associates, Inc.	Electrical Engineering	SBE, DBE, MBE	\$ 50,000.00	\$ 7,208.00	\$ 42,792.00	Ord. 97943 on 08/07/03
E. S. Moran Consulting Engineer, Inc	Electrical Engineering	SBE, MBE	\$ 50,000.00	\$ 12,000.00	\$ 38,000.00	Ord. 97943 on 08/07/03
Alderson & Associates, Inc.	Electrical Engineering	n/a	\$ 50,000.00	\$ 7,450.00	\$ 42,550.00	Ord. 97943 on 08/07/03
Vickery & Associates, Inc.	Land Surveying	SBE, WBE, DBE	\$ 50,000.00	-	\$ 50,000.00	Ord. 98306 on 10/16/03
Bain Medina Bain, Inc.	Land Surveying	SBE, WBE, DBE	\$ 50,000.00	-	\$ 50,000.00	Ord. 98306 on 10/16/03
Sunland Engineering Company	Land Surveying	SBE, MBE, DBE	\$ 50,000.00	-	\$ 50,000.00	Ord. 98306 on 10/16/03
Place Collaborative, Inc.	Landscape Architecture	SBE	\$ 50,000.00	-	\$ 50,000.00	Ord. 98075 on 10/28/03
Gould Evans Associates	Landscape Architecture	n/a	\$ 50,000.00	\$ 15,000.00	\$ 35,000.00	Ord. 98075 on 10/28/03
C.F. Zavala Group	Landscape Architecture	SBE, MBE, WBE	\$ 50,000.00	-	\$ 50,000.00	Ord. 98075 on 10/28/03

Notes

MBE - Minority owned business, SBE - Small business enterprise, DBE - Disadvantaged business enterprise, WBE - Woman owned business enterprise



BAIN MEDINA BAIN
ENGINEERS & SURVEYORS

7073 SAN PEDRO
SAN ANTONIO, TEXAS 78216
210-494-7223
FAX 210-490-5120
WWW.BMBI.COM

October 9, 2003
Revised: November 17, 2003
Revised: January 19, 2004
Revised: January 22, 2004

Mr. J. Mark Wittlinger
Landscape Architect
City of San Antonio
Parks and Recreation Department
P. O. Box 839966
San Antonio, Texas 78283

Re: Friesenhahn Park - Trail Improvements
BMB Project No. P-0680

Dear Mr. Wittlinger:

Bain Medina Bain, Inc.(BMB) is pleased to submit this revised proposal to provide professional and engineering services for the above referenced project. Attached is a breakdown by task, man hours and dollars for each phase.

BMB is to review the existing drainage study, input the existing study into the HEC-RAS program, analyze the existing, proposed and ultimate conditions, and analyze the proposed improvements based on existing, proposed and ultimate conditions. BMB will prepare a drainage participation form. BMB will design two walking path crossings on the main creek so as not to increase the floodplain upstream of O'Connor Road. BMB will also design a walking path crossing on the tributary to the east. BMB will assist in preparing construction documents.

BMB is ready to begin as soon as we receive a Notice to Proceed. Please feel free to call if you have any questions or need further information.

Sincerely,

Carl Bain, P.E.
Vice President

**FRIESENHAHN PARK
BAIN MEDINA BAIN INC.**

	PROJECT MANAGER	DESIGN ENGINEER	SURVEYOR (RPLS)	ENGINEER- IN-TRAINING	GADD TECHNICIAN	SURVEY TECHNICIAN	DRAFTING TECHNICIAN	THREE MAN SURVEY CREW	ADMIN. ASST.	TOTAL HOURS
	\$110.00	\$90.00	\$100.00	\$75.00	\$68.00	\$60.00	\$40.00	\$110.00	\$45.00	
PRELIMINARY										
Agency Scoping	2									2
Initial Investigation	2		2			2				6
Subtotal Hours	4	0	2	0	0	2	0	0	0	8
Subtotal Dollars	\$440.00	\$0.00	\$200.00	\$0.00	\$0.00	\$120.00	\$0.00	\$0.00	\$0.00	\$760.00
DRAINAGE STUDY										
Research Existing Drainage Information		4		8		8				20
Determine Hydrology (Existing and Ultimate)		6		14	8					28
Analyze Existing Channel Hydraulics Using HEC-RAS (Existing/Ulimate)		6		32	12					50
Analyze Channel Based on Proposed Improvements Using HEC RAS		4		16	8					28
Prepare Preliminary Drainage Report	2	3		12	6		2		8	31
Subtotal Hours	2	23	0	82	34	8	2	0	8	157
Subtotal Dollars	\$220.00	\$2,070.00	\$0.00	\$8,160.00	\$2,312.00	\$480.00	\$80.00	\$0.00	\$270.00	\$11,582.00
DESIGN DEVELOPMENT										
Site Plan for Crossing		2		6	6					14
Site Details		2		3	5					10
Assist In Preparing Cost Estimate for BMB Portion		1		3	3				0.5	7.5
Quality Assurance/Quality Control		1		1	2					4
Submittal to Parks Department				1	1		2		1	5
Design Review Meeting	2									0
Revise and Resubmit per Comments		0.5		1	2				0.5	4
Subtotal Hours	2	6.5	0	15	19	0	2	0	2	46.5
Subtotal Dollars	\$220.00	\$585.00	\$0.00	\$1,125.00	\$1,292.00	\$0.00	\$80.00	\$0.00	\$90.00	\$3,392.00
CONSTRUCTION DOCUMENTS										
Site Plan for Crossing		2		4	6					12
Site Details				2	3		3			8
Finalize Drainage Report		6		12	12				4	34
Assist In Preparing Cost Estimate for BMB Portion		1		2					0.5	3.5
Prepare Specifications for BMB Portion		1		2					0.5	3.5
Quality Assurance/Quality Control		1		1	2					4
Submit to Parks Department		0.5		0.5	1		1		0.5	3.5
Design Review Meeting	2									2
Revise and Resubmit per Comments		0.5		1	2				0.5	4

**FRIESENHAHN PARK
BAIN MEDINA BAIN INC.**

	PROJECT MANAGER \$110.00	DESIGN ENGINEER \$90.00	SURVEYOR (RPLS) \$100.00	ENGINEER- IN-TRAINING \$75.00	CADD TECHNICIAN \$68.00	SURVEY TECHNICIAN \$60.00	DRAFTING TECHNICIAN \$40.00	THREE MAN SURVEY CREW \$110.00	ADMIN. ASST. \$45.00	TOTAL HOURS
Assist In Bidding	2	2		2					1	7
Subtotal Hours	4	14	0	26.5	26	0	4	0	7	81.5
Subtotal Dollars	\$440.00	\$1,260.00	\$0.00	\$1,987.50	\$1,768.00	\$0.00	\$160.00	\$0.00	\$315.00	\$5,930.50
TOTAL HOURS	12	43.6	2	123.6	78	10	8	0	16	293
TOTAL DOLLARS	\$1,320.00	\$3,816.00	\$200.00	\$9,262.60	\$5,372.00	\$600.00	\$320.00	\$0.00	\$676.00	\$21,664.60

ADDITIONAL SERVICES

Printing and Survey Supplies	=	\$150.00
Deliveries	=	\$60.00
Subtotal Additional Services		\$210.00

TOTAL **\$21,874.50**

Attachment I

Friesenhahn Park Improvements Project
Fund 45-982018

REVENUES:

<u>Description:</u>	<u>Current Budget:</u>	<u>Revisions:</u>	<u>Revised Budget:</u>
1999 Park Bond Funds (\$138,900)	\$7,000.00	\$22,155.00	\$29,155.00
2003 Park Bond Funds (\$100,000)	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Total:	\$7,000.00	\$22,155.00	\$29,155.00

EXPENDITURES:

<u>Index Code:</u>	<u>Description:</u>	<u>Current Budget:</u>	<u>Revisions:</u>	<u>Revised Budget:</u>
281337	Bid Advertising/Printing	\$1,000.00	\$0.00	\$1,000.00
281352	Mandatory Project Fees	\$3,000.00	\$0.00	\$3,000.00
281360	Architect/Engineering Fees	\$3,000.00	\$18,874.50	\$21,874.50
new	Architect/Engineering Contingency	<u>\$0.00</u>	<u>\$3,280.50</u>	<u>\$3,280.50</u>
	Total:	\$7,000.00	\$22,155.00	\$29,155.00