

**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: Ordinance Accepting Low Bid by Cato Electric Company to Perform Construction Work in Connection with the Collins Gardens Park Improvements - Phase 2 Project

DATE: August 12, 2004

SUMMARY AND RECOMMENDATIONS

This ordinance accepts the low qualified bid by Cato Electric Company in the amount of \$152,588.00 to perform construction work in connection with the Collins Gardens Park Improvements - Phase 2 Project in City Council District 5, appropriates \$167,415.00 in 1999-2004 Park Bond Funds, authorizes the execution of a standard construction contract and designates \$13,827.00 for construction contingency and \$1,000.00 for park materials.

Staff recommends approval of this ordinance.

BACKGROUND INFORMATION

Funding was approved in the 1999 Park Bond Issue for improvements to Collins Gardens Park, located at 200 North Park Ave. in City Council District 5. Staff consulted with the community in several meetings to determine the scope of the project. The project will consist of additional park lighting along the walking trail and upgraded electrical systems in the park, as well as amenities such as benches and trail signage. Staff worked with E. S. Moran, P.E., Consulting Engineer (SBE/MBE) to accomplish the design work for this project.

The construction bid for the trail lighting and electrical systems was advertised on June 8, 2004 and June 15, 2004 in the Commercial Recorder, San Antonio Informer and La Prensa De San Antonio. Four bids were received. Cato Electric Company had the lowest qualified base bid of \$152,588.00. A standard construction contract will be executed. A summary of the bids is shown on Exhibit 1. It is anticipated the construction work will begin in October 2004 and be completed in January 2005.

Following the construction contract, additional improvements will be accomplished in-house utilizing \$1,000.00 for park materials and any funds that may remain from the construction contingency. The amenities will be installed as funds allow and include, in priority order, picnic units, signage, benches and a drinking fountain. This work is estimated to occur from February 2005 through April 2005.

POLICY ANALYSIS

The construction contract was advertised and selected through the City's normal bidding process through the Public Works Department. The project has been reviewed through the Collins Garden Neighborhood Association.

FISCAL IMPACT

The amount of \$190,615.00 was approved in the 1999 Park Bond Issue for improvements to Collins Gardens Park. Funds of \$23,200.00 have previously been allocated, of which \$8,500.00 has been expended for printing expenses, mandatory project fees and design services. This ordinance will appropriate \$167,415.00 in additional 1999-2004 Park Bond Funds, for a total project budget of \$190,615.00. The construction contract is \$152,588.00, construction contingency is \$13,827.00 and park materials are \$1,000.00.

It is anticipated that additional operation and maintenance expenses of \$3,300.00 per year will occur after the improvements are completed.

COORDINATION

This action has been coordinated with the Office of Management and Budget, Finance Department, Public Works Department, Parks and Recreation Advisory Board, Historic and Design Review Commission and the Collins Garden Neighborhood Association.

SUPPLEMENTARY COMMENTS

A Discretionary Contracts Disclosure Form is not required.

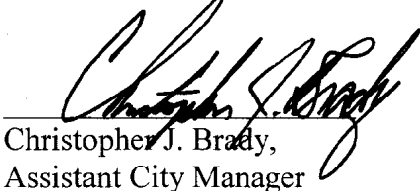


Malcolm Matthews,
Director of Parks and Recreation



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

7/29/04



Christopher J. Brady,
Assistant City Manager

Approved:



Terry M. Brechtel
City Manager

SITE MAP

Collins Garden Park

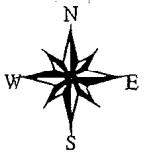


Exhibit I
Construction Bids
Collins Gardens Park Improvements - Phase 2

	<u>Bidder</u>	<u>Base Bid</u>	<u>Total</u>
1	Cato Electric	\$ 152,588.00	\$ 152,588.00
2	Central Electric	\$ 165,000.00	\$ 165,000.00
3	F&W Electrical	\$ 175,290.00	\$ 175,290.00
4	Pronto Sandblasting	\$ 216,631.00	\$ 216,631.00

Vicinity Map

Collins Garden Park



Section 00300
**BID FORM SUBMITTED TO THE
CITY OF SAN ANTONIO, TEXAS
FOR THE CONSTRUCTION OF**

Collins Gardens Park Improvements Phase 2

IN SAN ANTONIO, TEXAS

The undersigned, as Bidder, declares that the only person or parties interested in this bid as principals are those named herein; that this bid is made without collusion with any other person, firm, corporation; that Bidder has carefully examined the Project Manual and plans therein referred to, and has carefully examined the requirements of the proposed work; and agrees that the Bidder will provide all the necessary machinery, tools, apparatus, and other means of construction, and will do all the work and furnish all the materials called for in the Project Manual and plans in the manner prescribed therein and according to the requirements of the Director of Public Works as therein set forth.

It is understood and agreed that the work is to be completed in full on or before ninety
(90) calendar days.

Accompanying this Bid is a Bid Guaranty in the amount of five Percent (5%) percent of the greatest total amount of the Bid. Said Bid Guaranty, in the form of a Certified or Cashier's Check on a State or National Bank, or Bid Bond, is submitted as a guaranty of the good faith of the Bidder and that the Bidder will execute and enter into a written contract to do the work, if his bid is accepted. The Bidder by submitting this completed form hereby agrees that if he/she fails to execute the written contract and furnish satisfactory bond, within ten (10) calendar days after City Council award, the City of San Antonio shall, in any of such events, be entitled and is hereby given the right to retain said Bid Guaranty as liquidated damages. It is understood that the City of San Antonio reserves the right to reject any and all proposals whenever the City Council deems it in the interest of the City to do so, and also the right to waive any informalities in a bid.

In the event of the award of a contract to the undersigned, the undersigned will execute same on Construction Contract (General Form) and make bond for the full amount of the contract, to secure proper compliance with the terms and provisions of the contract, and to insure and guarantee the work until final completion and acceptance or the end of the guarantee period where so stipulated, and to guarantee payment of all lawful claims for labor performed and materials furnished in the fulfillment of the contract.

The work proposed to be done shall be accepted when fully completed and finished to the entire satisfaction of the Director of Public Works. The undersigned certifies all prices contained in this bid have been carefully checked and are submitted as correct and final.

The Bidder by submitting this bid acknowledges that they have received
Addenda/Addendum number(s) N/A

The Bidder is:

☐ A sole proprietorship;

☐ A partnership composed of _____

and _____

☒ A corporation chartered under the laws of the State of Texas, acting by its
officers pursuant to its by-laws or a resolution of its Board of Directors.

(Affix Corporate Seal here)

CATO Electric Co.

Official Business name

By: Guy J. Morrison, President

Type or print name/title of representative

Attest:

Jacky Fletcher

By: Guy J. Morrison

Signature

Date

7/14/04

I. BASE BID

Amount of Base Bid (Insert Amount in Words and Numbers):

One Hundred Fifty Two Thousand, Five Eighty Eight \$ 152,588.00

II. Alternates

N/A

III. Unit Prices Amount

N/A

CATO Electric Company

Official Name of Company (legal)

(210) 333-3060

Telephone No.

P.O. Box 200441

Address

San Antonio, Tx. 78220

City, State and Zip Code

(210) 333-2035

Fax No.

catoco@sbcglobal.net

E-mail Address

Certification of Non-Collusion

"The undersigned affirms that they are duly authorized to execute the proposed contract, that this company, corporation, firm, partnership or individual has not prepared this Bid in collusion with any other Bidder, and that the contents of this Bid as to prices, terms or conditions of said Bid have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this Bid.

By: Guy J. Morrison
(Print or Type Name)

President
(Print or Type Title/Position with Business)

Guy J. Morrison
(Signature)

July 14, 2004
(Date)

End of Section 00300

Attachment II

Collins Gardens Park Improvements - Phase 2 Project
45-982016

REVENUES:

<u>Description:</u>	<u>Current Budget:</u>	<u>Revisions:</u>	<u>Revised Budget:</u>
1999 Park Bond Funds (\$190,615)	<u>\$23,200.00</u>	<u>\$167,415.00</u>	<u>\$190,615.00</u>
Total:	\$23,200.00	\$167,415.00	\$190,615.00

EXPENDITURES:

<u>Index Code:</u>	<u>Description:</u>	<u>Current Budget:</u>	<u>Revisions:</u>	<u>Revised Budget:</u>
279950	Bid Advertising/Printing	\$1,000.00	\$0.00	\$1,000.00
280529	Mandatory Project Fees	\$1,500.00	\$0.00	\$1,500.00
280537	Architect/Engineering Fees	\$18,000.00	\$0.00	\$18,000.00
757435	Engineering Contingency Fees	\$2,700.00	\$0.00	\$2,700.00
new	Construction Contract	\$0.00	\$152,588.00	\$152,588.00
new	Construction Contingency	\$0.00	\$13,827.00	\$13,827.00
new	Park Materials	<u>\$0.00</u>	<u>\$1,000.00</u>	<u>\$1,000.00</u>
Total:		\$23,200.00	\$167,415.00	\$190,615.00