

CONSENT AGENDA
ITEM NO. 15

**CITY OF SAN ANTONIO
PARKS AND RECREATION DEPARTMENT
CITY COUNCIL AGENDA MEMORANDUM**

TO: Mayor and City Council

FROM: Malcolm Matthews, Director, Parks and Recreation Department

SUBJECT: Monticello Park Improvements

DATE: December 16, 2004

SUMMARY AND RECOMMENDATIONS

This ordinance selects Independent Design, a SBE/DBE/MBE firm, for professional services associated with the Monticello Park Improvements Project in City Council District 7; authorizes appropriations of \$11,300.00 from 2003-2007 Park Bond Funds; authorizes an architectural contract not to exceed \$8,800.00; and authorizes the encumbrance of these funds for architectural contingencies, bid advertising and printing.

Staff recommends approval of this ordinance.

BACKGROUND INFORMATION

This ordinance will hire an architect firm to design improvements to the Monticello Park, located at 400 Club Drive in City Council District 7. The scope of work will include the addition of Americans with Disabilities Act (ADA) access, lighting and electrical work, and other associated amenities. The design of a gazebo in the park will also be prepared. The park and gazebo plan will be based upon a conceptual design selected two (2) years ago through a competition, as well as upon a Master Plan previously developed for the park.

Funds of \$55,000.00 have been approved from the 2003 Park Bond Issue. These will be supplemented with \$64,654.00 in revenue collected from Unified Development Code fees earmarked for this area.

The services provided by this contract will address historic district design issues and parameters associated with this area. The firm of Independent Design, a SBE/DBE/WBE firm, was selected by the Consultant Selection Committee. This company was rated second of the two firms that submitted statements; however, the higher ranked firm has more projects that are currently active. The Evaluation/Rating Summary Sheet is included herein as Attachment 1.

During the design phase, the selected firm will provide presentations to various groups such as City staff, boards, commissions, and the Monticello neighborhood residents. It is anticipated that the design phase will start in January 2005 and be completed in May 2005. This will be followed by an anticipated construction phase starting in October 2005 and ending in January 2006.

POLICY ANALYSIS

This action is consistent with the approved 2003 Park Bond Program. The consultant was selected in accordance with the City's RFQ procedures.

FISCAL IMPACT


The proposed ordinance will allocate a total of \$11,300.00 from 2003-2007 Park Bond Funds of \$55,000.00 approved for the Monticello Park Improvements Project. This will be supplemented with \$64,654.00 in UDC revenue. The architectural fee is \$8,800.00, the architectural contingency is \$1,000.00, and bid advertising and printing is \$1,500.00. The General Fund is not impacted by this item.

COORDINATION

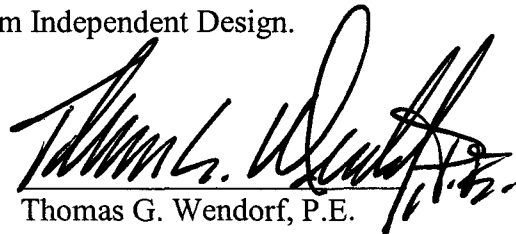
The Public Works, Economic Development, Finance, and Budget and Management Departments have assisted with this action.

SUPPLEMENTARY COMMENTS

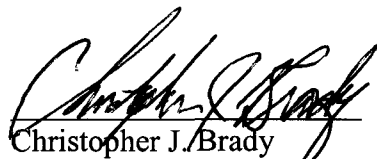
A Discretionary Contracts Disclosure Form is attached from Independent Design.



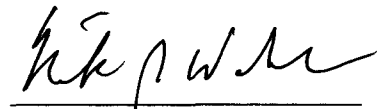
Malcolm Matthews
Director of Parks and Recreation



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



Christopher J. Brady
Assistant City Manager



J. Rolando Bono
Interim 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.

ALFONSO CABRERA GUARNERO

(2) the identity of any business entity¹ that would be a party to the discretionary contract:
Independent Design
and the name of:

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

Alpha Engineering Consultants
ESA & Associates
GGC Engineers

(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

(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

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.

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:
NA	—	—

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: <i>McCarnaro</i>	Title: <i>Owner</i> Company: <i>Independent Design</i>	Date: <i>11/04/04</i>

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.

Site Map

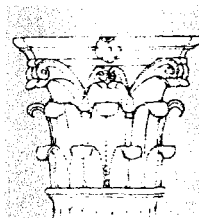
Monticello Park



City of San Antonio
Parks and Recreation Department

Site Map Monticello Park





INDEPENDENT DESIGN
Architects - Interior Planners

ARCHITECTURAL PROPOSAL

November 09, 2004

Mr. Jeff Wurzbach
PARK PROJECT SERVICES
506 Dolorosa
P.O.Box 839966
San Antonio, Texas 78283

Reference Project: Monticello Park Gazebo
Monticello Park
400 Club Drive - San Antonio, Texas

Dear Mr. Wurzbach

We are pleased to have the opportunity to submit this proposal for the above referenced project.

Based on our project meeting and site visit, it is my understanding that this project will require architectural / MEP / structural engineering design services for the above referenced project.

We have reviewed the documents submitted to us and we have visited the site to review existing conditions.

INDEPENDENT DESIGN will provide the necessary architectural design / MEP/structural engineering design services and the following as required to complete this project

- * Coordinate meetings with neighborhood group to review preliminary design and final construction documents.
- * On site verification of existing project areas as required to develop scope of project.
- * Develop documents indicating existing conditions as required for this project.
- * Develop design documents and preliminary cost.
- * Submit documents for review and comment.
- * Develop construction documents and specification as required for bidding and permit.
- * Production and distribution of plans.
- * Construction administration of project.

Our fee proposal for this project is Hundred Dollars (\$ 8,800.00)

Architectural	\$ 4,200.00
MEP	\$ 1,600.00
Structural	\$ 2,600.00 (foundation / building framing)
Reproduction Printing / Distribution	\$ 400.00
	<i>\$ 8,800.00 ✓</i>

Excluded from proposal :

Civil Engineering (site already developed)

Landscape Architectural Services : site already developed & irrigation system in place / no car parking around site

Soil testing

ADA review and inspection fees

Additional Services:

Additional architectural services shall be based on an hourly fee schedule as follows:

Architect	\$ 85.00
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Intern Architect	\$ 60.00
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Technical Level 3	\$ 50.00
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Administrative	\$ 30.00
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Very truly yours,



Alfonso Cabrera Guarnero

INDEPENDENT DESIGN