

**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: Parks Playground Improvement Package
DATE: February 3, 2005

SUMMARY AND RECOMMENDATIONS

This ordinance authorizes the appropriation of \$250,000.00 in Community Development Block Grant (CDBG) Funds and \$105,000.00 in 2003-2007 Park Bond Funds to the Kingsborough, Royalgate, and South San Parks Playground Improvement Package located in City Council Districts 3, 4, and 5, respectively; authorizes payment to Place Collaborative, Inc., a SBE firm in the amount of \$24,748.00 for landscape architectural services; allocates \$2,480.00 for architectural contingency fees, \$7,200.00 for mandatory project fees, \$600.00 for printing, \$192,984.00 for park materials, and \$126,988.00 for construction crew labor costs for a total of \$355,000.00; and provides for payment.

Staff recommends approval of this ordinance.

BACKGROUND INFORMATION

Community Development Block Grant (CDBG) Funds of \$250,000.00 and 2003-2007 Park Bond Funds of \$110,000.00 have been approved for development of three new park playgrounds: Kingsborough Park located at 350 Felps in City Council District 3, Royalgate Park at 5901 Windy Hill in City Council District 4, and South San Park at 2031 Quintana Road in City Council District 5. These projects have been combined in order to obtain an economy of scale and will be constructed in-house by the park construction crew. Labor and material costs are included in the funding to be encumbered.

This ordinance will hire an architectural firm for professional landscape services to design the new park playgrounds. The consultant is one of three on-call professional landscape architectural firms selected through Ordinance 98075 on August 28, 2003. This is the first project assigned to Place Collaborative, Inc.

It is anticipated that the design phase of the project will begin February 2005 and will be completed in May 2005. The project construction will be coordinated with other on-going construction crew tasks and it is anticipated that the playgrounds will be completed in January 2006.

POLICY ANALYSIS

This action is consistent with the approved 30th Year CDBG program and the 2003 Bond Issue. The consultant was chosen in accordance with all of the City's consultant selection procedures and was approved by Ordinance 98075 on August 28, 2003.

FISCAL IMPACT

Funds of \$5,000.00 were previously encumbered for South San Park. All of the remaining funding for the three playgrounds will be appropriated through this ordinance as follows:

Kingsborough Park: (\$100,000.00, 30th Year CDBG Funds)

Architectural Fees	\$6,874.00
Architectural Contingency Fees	\$690.00
Mandatory Project Fees	\$2,000.00
Printing Fees	\$200.00
Construction Crew Labor	\$36,094.00
Park Materials	<u>\$54,142.00</u>

Total	\$100,000.00
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Royalgate Park: (\$150,000.00, 30th Year CDBG Funds)

Architectural Fees	\$10,312.00
Architectural Contingency Fees	\$1,030.00
Mandatory Project Fees	\$3,000.00
Printing Fees	\$200.00
Construction Crew Labor	\$54,183.00
Park Materials	<u>\$81,275.00</u>

Total	\$150,000.00
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South San Park: (\$105,000.00, 2003-2007 Park Bond Funds)

Architectural Fees	\$7,562.00
Architectural Contingency Fees	\$760.00
Mandatory Project Fees	\$2,200.00
Printing Fees	\$200.00
Construction Crew Labor	36,711.00
Park Materials	<u>\$57,567.00</u>

Total	\$105,000.00
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Current Playground Package Appropriation	Grand Total	\$355,000.00
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COORDINATION

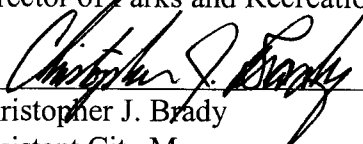
The project has been coordinated with the Housing and Community Development Department, Finance Department and the Office of Management and Budget.

SUPPLEMENTARY COMMENTS

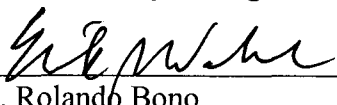
A Discretionary Contracts Disclosure Form is attached.



Malcolm Matthews
Director of Parks and Recreation



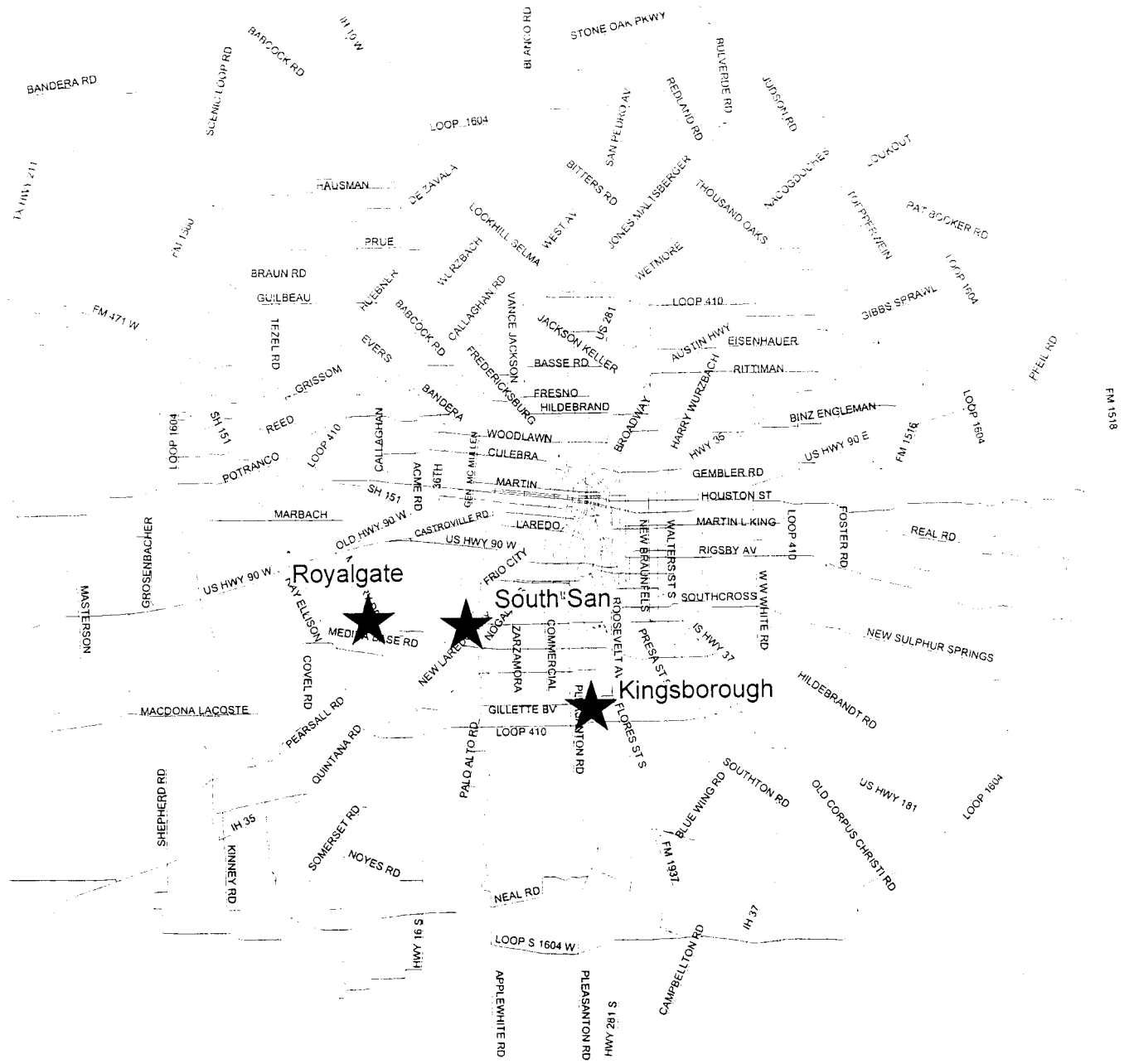
Christopher J. Brady
Assistant City Manager



J. Rolando Bono
Interim City Manager

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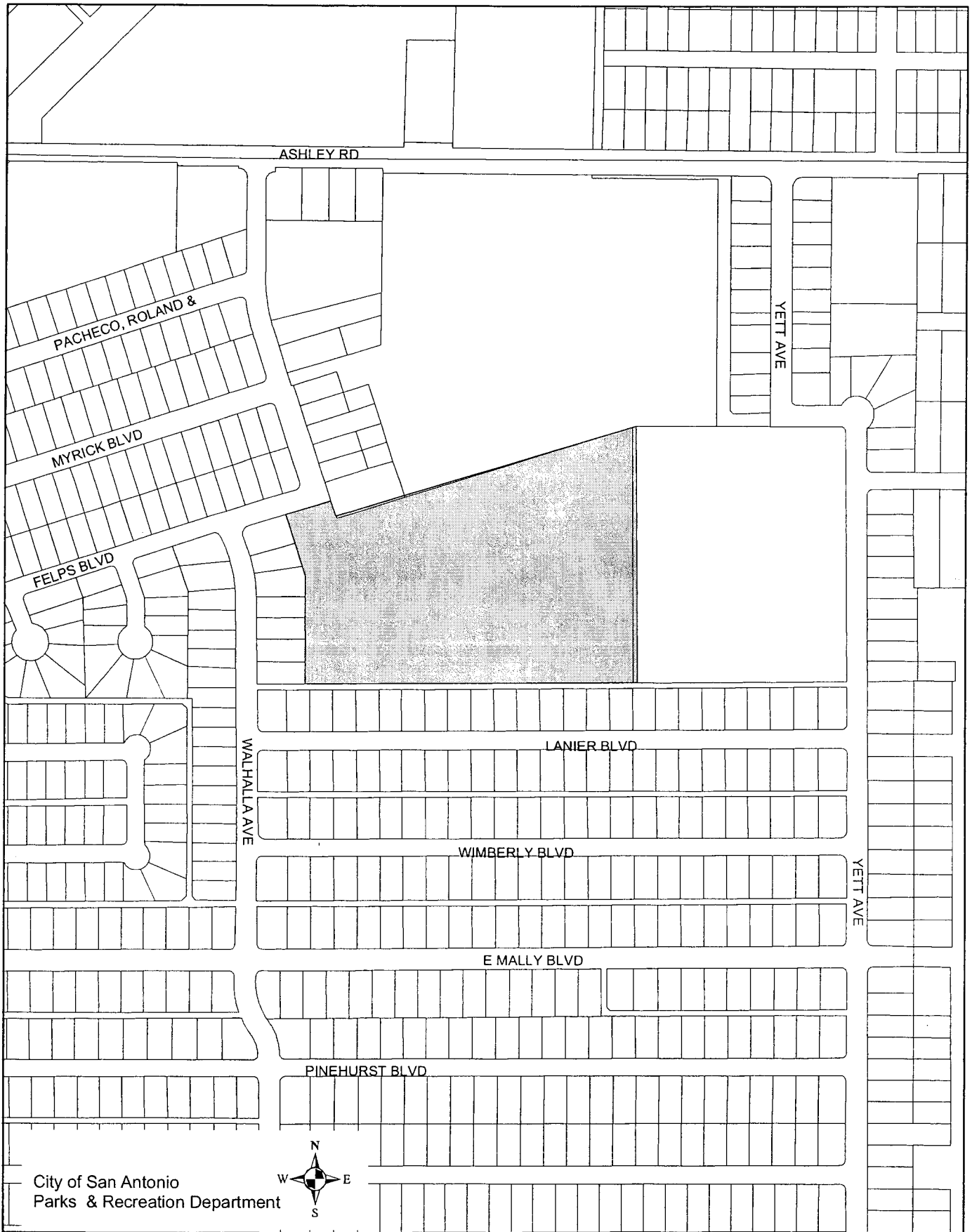
Site Map



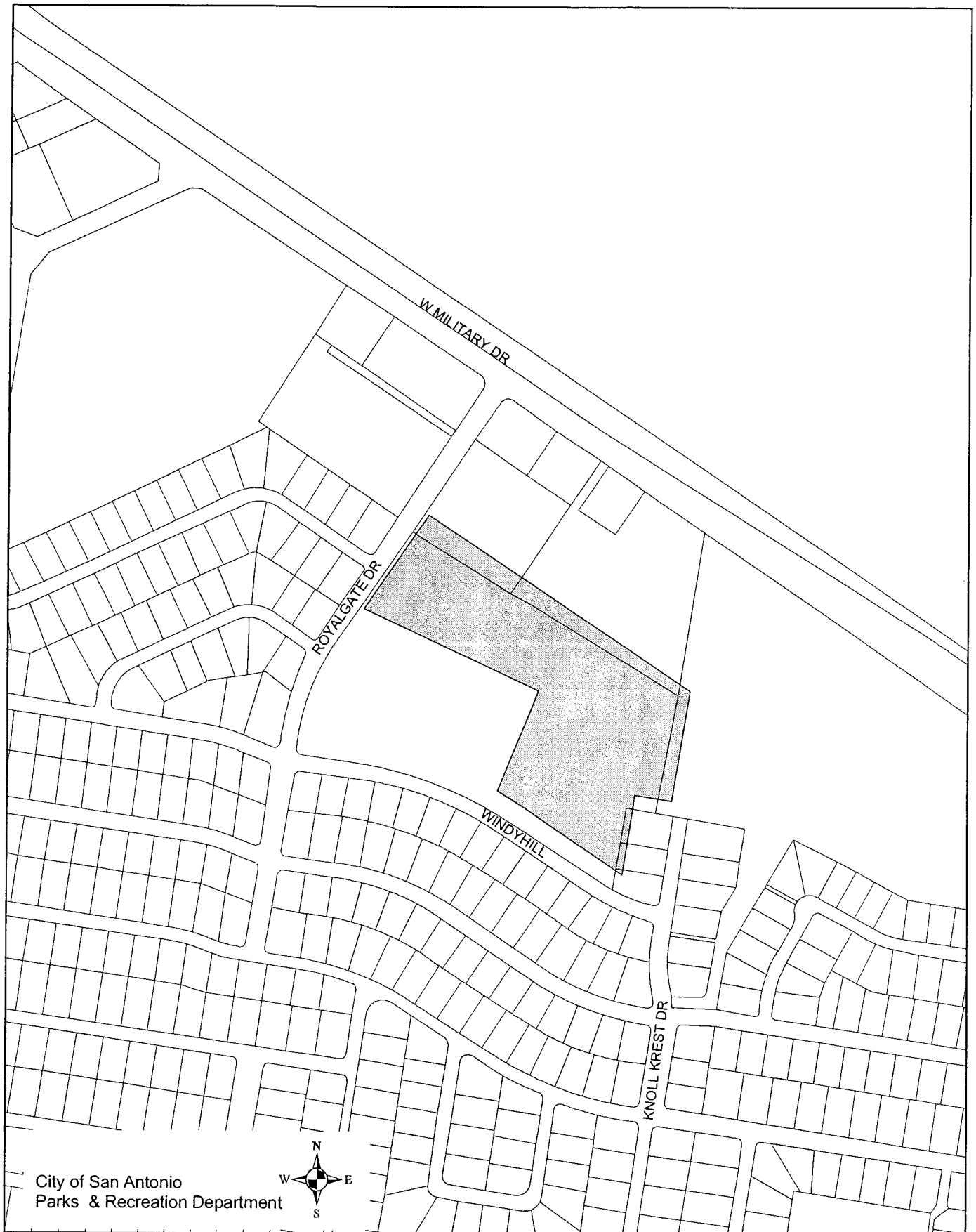
City of San Antonio
Parks and Recreation Department



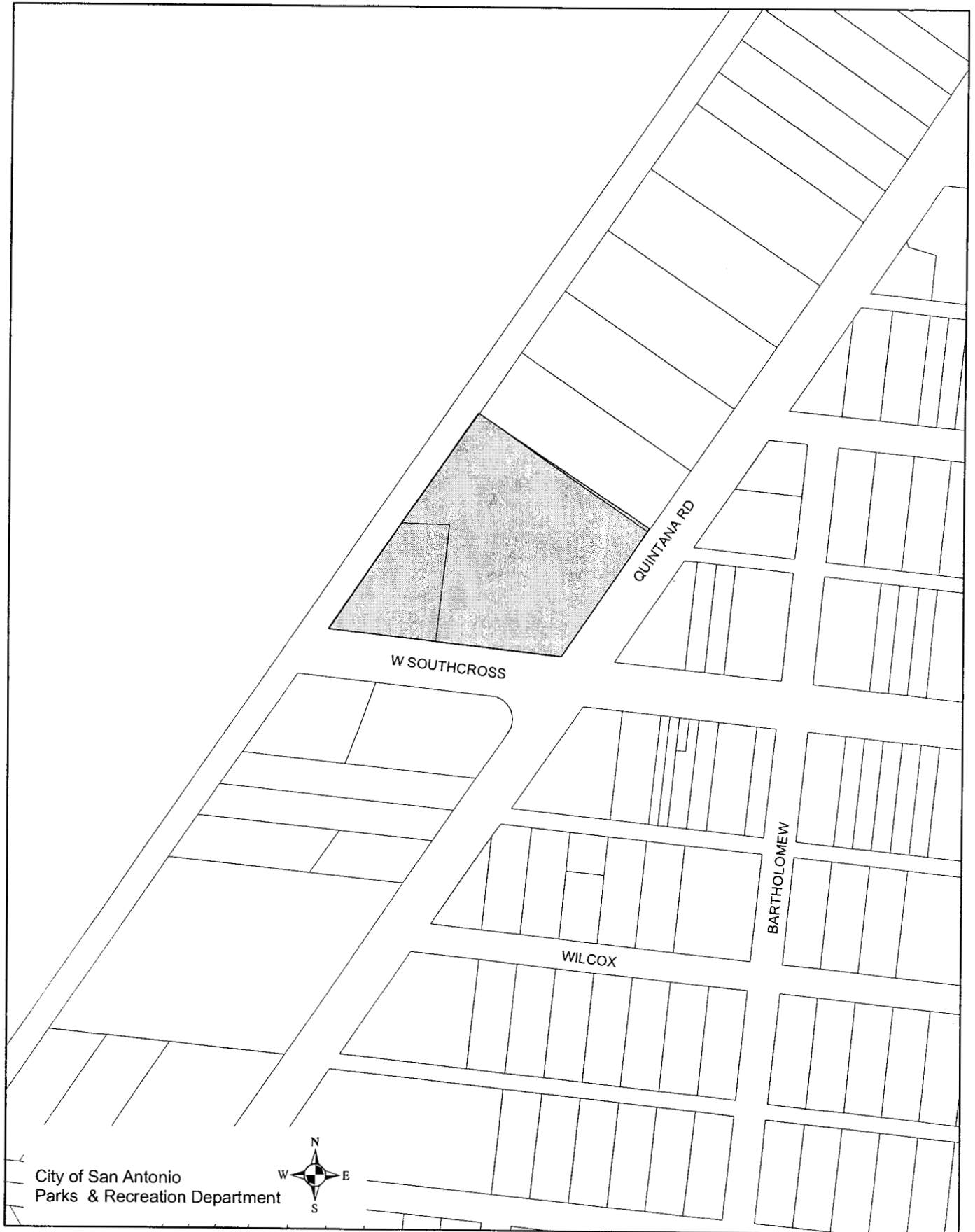
Site Map Kingsborough



Site Map Royalgate



Site Map South San





December 22, 2004

Mr. Jeff Wurzbach, Project Manager
Park Project Services Division
Parks and Recreation Department
City of San Antonio
506 Dolorosa
San Antonio, TX 78204

Re: Playground Improvements
Kingsborough Park (350 Felps)
Royalgate Park (5801 Windy Hill)
South San Park (2031 Quintana)
PCI Proposal No. 04p192p

Dear Mr. Wurzbach:

Place Collaborative, Inc. is very pleased to offer our proposal to provide professional services associated with the referenced projects.

SCOPE OF THE PROJECT

The project consists of rehabilitation and improvements concerning park playground facilities for the referenced sites. Our understanding of the scope of work is as follows:

1. Kingsborough Park: Age Group 2-12 yrs. Existing play equipment has been removed. Locate new play area adjacent to new picnic units. Address accessibility.
2. Royalgate Park: Age Group 2-12 yrs. Remove existing outdated play equipment (including swings). Address accessibility.
3. South San Park: Age Group 2-12 yr. New play facility. Locate to take advantage of existing trees. Address accessibility.
4. Similar equipment can be specified for each site. Use color package and site design to differentiate between parks.
5. Include site amenities such as drinking fountain, lighting and site furniture as to be deemed appropriate for each site.
6. Indicate placement of new trees which would be installed by others.
7. Design services are to be provided through schematic and design development phases.

1123 BABCOCK RD. • SUITE C • SAN ANTONIO, TEXAS 78201
(210) 736-1881 • FAX (210) 736-1665 • email: pcisat@flash.net

8. Provide statements of probable construction cost of the work. The statement of probable construction cost of the Project represents our best judgement of the probable construction costs as a design professional. It is recognized, however, that we do not have control over the cost of labor, materials, equipment or accessories, over a contractor's methods of determining bid prices, or over competitive bidding, market or negotiating conditions. Accordingly, we cannot and do not warrant or represent that bids or negotiated prices will not vary from any Project budget which may have been proposed, established or approved by the San Antonio Parks and Recreation Department or other cost estimate or evaluation prepared by our firm.
9. Installation to be completed by Park Operations.
10. Landscape Architects services during construction would be limited to participation in substantial completion reviews of each site (anticipating 2-visits per site).

ADDITIONAL SERVICES

Services not included in our basic services as presented would qualify as Additional Services. These services would be brought to the attention of the representative of the City prior to the commencement of any work. Additional Services would include, but not be limited to:

1. Revisions to previously approved drawings, specifications or other documents to accomplish changes initiated by others than PCI.
2. Completion of record documents indicating as-built conditions of site improvements as supplied by the City.
3. Conducting site visits beyond those identified as part of Basic Services.
4. Drainage studies (Drainage Participation Study Forms).
5. Traffic input analysis.
6. Submittal to City of San Antonio Development Services, Historical Commission, Texas Department of Licensing and Regulation and Parks Advisory Board.
7. Any services not specifically identified as basic services.

PROPOSED FEE

Our proposal of services is to include incorporating elements as identified within the Scope of the Project. We propose compensation for our basic services, inclusive of all consultants, to be at the lump sum of \$24,748.00 plus Supplemental Services of \$7,200.00. The fee includes direct expenses not included as reimbursable per the City of San Antonio Architectural Services Contract. The

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Project Manager
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Supplemental Services include a field survey of each play area. The allocation of the fee proposed is as follows:

Basic Services:

Schematic Design	\$9,430.00
Design Development Phase	\$12,513.00
Construction Documents/Bidding Phase	Not Included
Construction Phase (2 visits per site)	<u>\$ 2,805.00</u>
Subtotal	\$24,748.00

Supplemental Services:

Survey of Playground Area at each Park	<u>\$7,200.00</u>
Subtotal	\$7,200.00

The contract to be issued by the City has a number of items to be included which require information from the consultant. This includes number of calendar days per project design phase and the billing rates when additional services are warranted. We offer the following:

1. Calendar Days

Schematic Design Phase ⁽¹⁾	60 days
Design Development Phase	60 days

⁽¹⁾ Includes 30 days to complete a site survey.


2. Hourly Billing Rates:

Landscape Architect	
Principal	\$ 75.00
Landscape Architect	\$ 60.00
Landscape Designer	\$ 50.00
Technical/Drafting	\$ 40.00
Clerical	\$ 35.00

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We appreciate the opportunity to provide our proposal to assist with the play area improvements at Kingsborough, Royalgate and South San Parks. We look forward to the continuation of our association with the Parks and Recreation Department. Please let us know if there are any questions or concerns to be discussed.

Very truly yours,


Larry A. Hicks, ASLA
President

Accepted by: _____ Date: _____
Authorized Representative of San Antonio Parks and Recreation Department

The Texas Board of Architectural Examiners, 8213 Shoal Creek Boulevard, Suite 107, Austin, Texas, 78758, telephone (512)458-4126, has jurisdiction over individuals licensed under the LANDSCAPE ARCHITECT'S Registration Law, Article 249c, Vernon's Texas Civil Statutes.

Irrigation in Texas is regulated by the Texas Commission On Environmental Quality, P. O. Box 13087, Austin, Texas 78711-3087.

Attachment I

Park Playground Improvement Package
Various Project Funds**REVENUES:**

<u>Description:</u>	<u>Current Budget:</u>	<u>Revisions:</u>	<u>Revised Budget:</u>
<u>Kingsborough Park</u>			
30th Year CDBG Funds (\$100,000)	<u>\$0.00</u>	<u>\$100,000.00</u>	<u>\$100,000.00</u>
	\$0.00	\$100,000.00	\$100,000.00
<u>Royalgate Park</u>			
30th Year CDBG Funds (\$150,000)	<u>\$0.00</u>	<u>\$150,000.00</u>	<u>\$150,000.00</u>
	\$0.00	\$150,000.00	\$150,000.00
<u>South San Park</u>			
2003 Park Bond Funds (\$105,000)	<u>\$5,000.00</u>	<u>\$105,000.00</u>	<u>\$110,000.00</u>
	\$5,000.00	\$105,000.00	\$110,000.00
Grand Total:	\$5,000.00	\$355,000.00	\$360,000.00

EXPENDITURES:

<u>Description:</u>	<u>Current Budget:</u>	<u>Revisions:</u>	<u>Revised Budget:</u>
<u>WBS 26-00397 - Kingsborough Park Improvements</u>			
01-04 Kingsborough Park - Architectural Fees	\$0.00	\$6,874.00	\$6,874.00
01-03 Kingsborough Park - Architectural Contingency Fees	\$0.00	\$690.00	\$690.00
01-02-01 Kingsborough Park - Mandatory Project Fees	\$0.00	\$2,000.00	\$2,000.00
05-01-01 Kingsborough Park - Printing Fees	\$0.00	\$200.00	\$200.00
05-02-02 Kingsborough Park - Park Materials (labor costs included)	<u>\$0.00</u>	<u>\$90,236.00</u>	<u>\$90,236.00</u>
Total:	\$0.00	\$100,000.00	\$100,000.00
<u>WBS 26-00426 - Royalgate Park Improvements</u>			
01-04 Royalgate Park - Architectural Fees	\$0.00	\$10,312.00	\$10,312.00
01-03 Royalgate Park - Architectural Contingency Fees	\$0.00	\$1,030.00	\$1,030.00
01-02-01 Royalgate Park - Mandatory Project Fees	\$0.00	\$3,000.00	\$3,000.00
05-01-01 Royalgate Park - Printing Fees	\$0.00	\$200.00	\$200.00
05-02-02 Royalgate Park - Park Materials (labor costs included)	<u>\$0.00</u>	<u>\$135,458.00</u>	<u>\$135,458.00</u>
Total:	\$0.00	\$150,000.00	\$150,000.00
<u>WBS 26-00254 - South San Park Improvements</u>			
South San Park - Park Project Equipment	\$5,000.00	\$0.00	\$5,000.00
01-20 South San Park - Architectural Fees	\$0.00	\$7,562.00	\$7,562.00
01-20-01 South San Park - Architectural Contingency Fees	\$0.00	\$760.00	\$760.00
01-19-01 South San Park - Mandatory Project Fees	\$0.00	\$2,200.00	\$2,200.00
01-10 South San Park - Printing Fees	\$0.00	\$200.00	\$200.00
05-08-01 South San Park - Park Materials (labor costs included)	<u>\$0.00</u>	<u>\$94,278.00</u>	<u>\$94,278.00</u>
Total:	\$5,000.00	\$105,000.00	\$110,000.00
Grand Total:	\$5,000.00	\$355,000.00	\$360,000.00