

CONSENT AGENDA  
ITEM NO. 12

**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:** Southside Lions Park Pool Drain Line Relocation Project

**DATE:** February 24, 2005

**SUMMARY AND RECOMMENDATIONS**

This ordinance authorizes payment to K. M. Ng & Associates, Inc., a SBE/DBE/MBE firm, for on-call civil engineering services in connection with two drainage projects in Southside Lions Park in City Council District 3:

Item A: Southside Lions Park Pool Drain Line Relocation Project will authorize payment of \$13,703.00 to K. M. Ng & Associates, Inc. and will authorize \$3,000.00 for engineering contingency fees, \$1,000.00 for bid advertising and printing fees, and \$3,000.00 for mandatory project fees, for a total amount of \$20,703.00 from Community Development Block Grant Funds.

Item B: Southside Lions Park (West) Drainage Improvements Project will authorize payment of \$18,424.00 to K. M. Ng & Associates, Inc. and will authorize \$3,000.00 for engineering contingency fees, \$1,200.00 for bid advertising and printing fees, and \$3,000.00 for mandatory project fees, for a total amount of \$25,624.00 from Community Development Block Grant Funds.

Staff recommends approval of these ordinances.

**BACKGROUND INFORMATION**

Community Development Block Grant (CDBG) funds have been approved for two drainage improvement projects in Southside Lions Park located in City Council District 3. One project (Item A) will relocate a pool drain line at the Southside Lions Community Center pool from its current connection to a storm sewer to a new connection to an existing sanitary sewer line. The second project (Item B) will design a new swale and storm sewer line in the park on the south side of the community center. San Antonio Water System (SAWS) has agreed to participate in the project and will provide the drainage pipe for construction. Together, these projects will help to alleviate drainage issues in the park and the surrounding neighborhood.

Both of the Southside Lions Park drainage projects will be prepared by K. M. Ng & Associates, Inc. The consultant is one of three on-call professional civil engineering firms selected through Ordinance 97945 on August 7, 2003. K. M. Ng & Associates, Inc. currently has two on-call City civil engineering projects with total consultant fees of \$9,921.00. The firm has three City electrical engineering projects, all selected through a Request for Qualification process.

The design phase for both projects will begin in March 2005 and will be completed in May 2005. Construction is anticipated to occur from September 2005 through December 2005.

### **POLICY ANALYSIS**

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**

Community Development Block Grant funds were programmed for these drainage projects.

The Pool Drain Line Relocation (Item A) will allocate \$20,703.00 from 30<sup>th</sup> Year CDBG funds to complete the design phase of this project. Engineer fees are \$13,703.00, engineer contingency fees are \$3,000.00, bid advertising and printing expenses are \$1,000.00 and mandatory project fees are \$3,000.00.

The Drainage Improvements Project (Item B) will allocate \$25,624.00 from 30<sup>th</sup> Year CDBG funds to complete the design phase. Engineer fees are \$18,424.00, engineer contingency fees are \$3,000.00, bid advertising and printing expenses are \$1,200.00 and mandatory project fees are \$3,000.00.

### **COORDINATION**

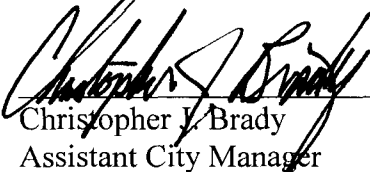
This action has been coordinated with the Housing and Community Development Department, the Public Works Department/Stormwater Engineering, the Finance Department, the Office of Management and Budget and San Antonio Water System (SAWS).

### **SUPPLEMENTARY COMMENTS**

Discretionary Contract Disclosure Form is attached from K. M. Ng & Associates, Inc.



Malcolm Matthews  
Director of Parks and Recreation

  
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:

Not Applicable

- (2) the identity of any business entity<sup>1</sup> that would be a party to the discretionary contract:

K.M. Ng & Associates, Inc.

and the name of:

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

None

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

- (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

<sup>1</sup>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

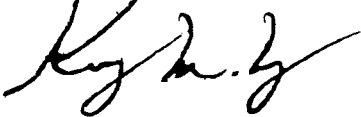
Any individual or business entity seeking a discretionary contract from the city must disclose in connection with a proposal for a discretionary contract all political contributions totaling one hundred dollars (\$100) or more within the past twenty-four (24) months made directly or indirectly to any *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:
<u>K.M. Ng &amp; Associates, Inc.</u> None		

### 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 question<sup>2</sup> 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.

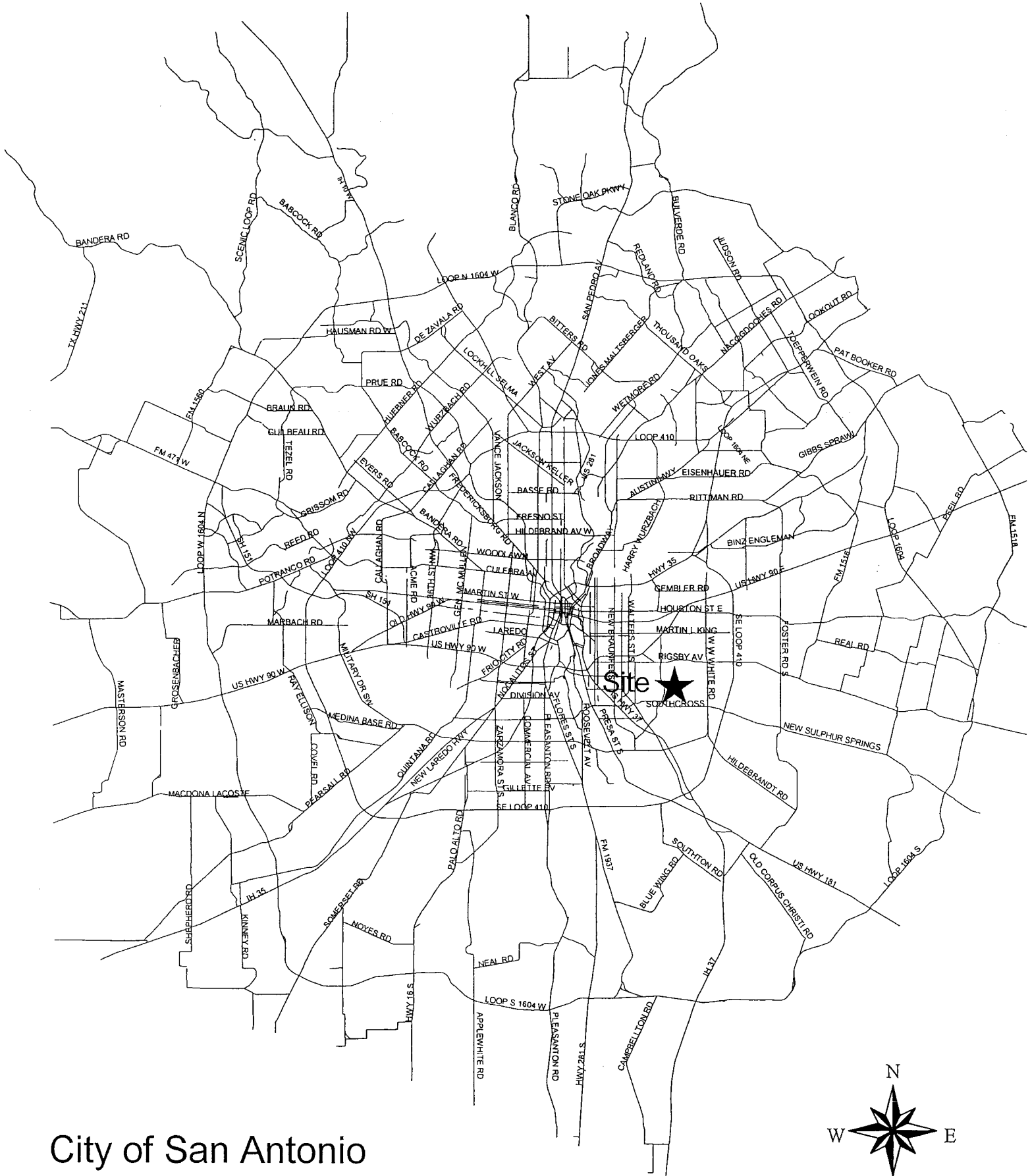
Not Applicable
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Signature:	Title: President	Date:
	Company: K.M. Ng & Associates, Inc.	February 7, 2005

<sup>2</sup> For the 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

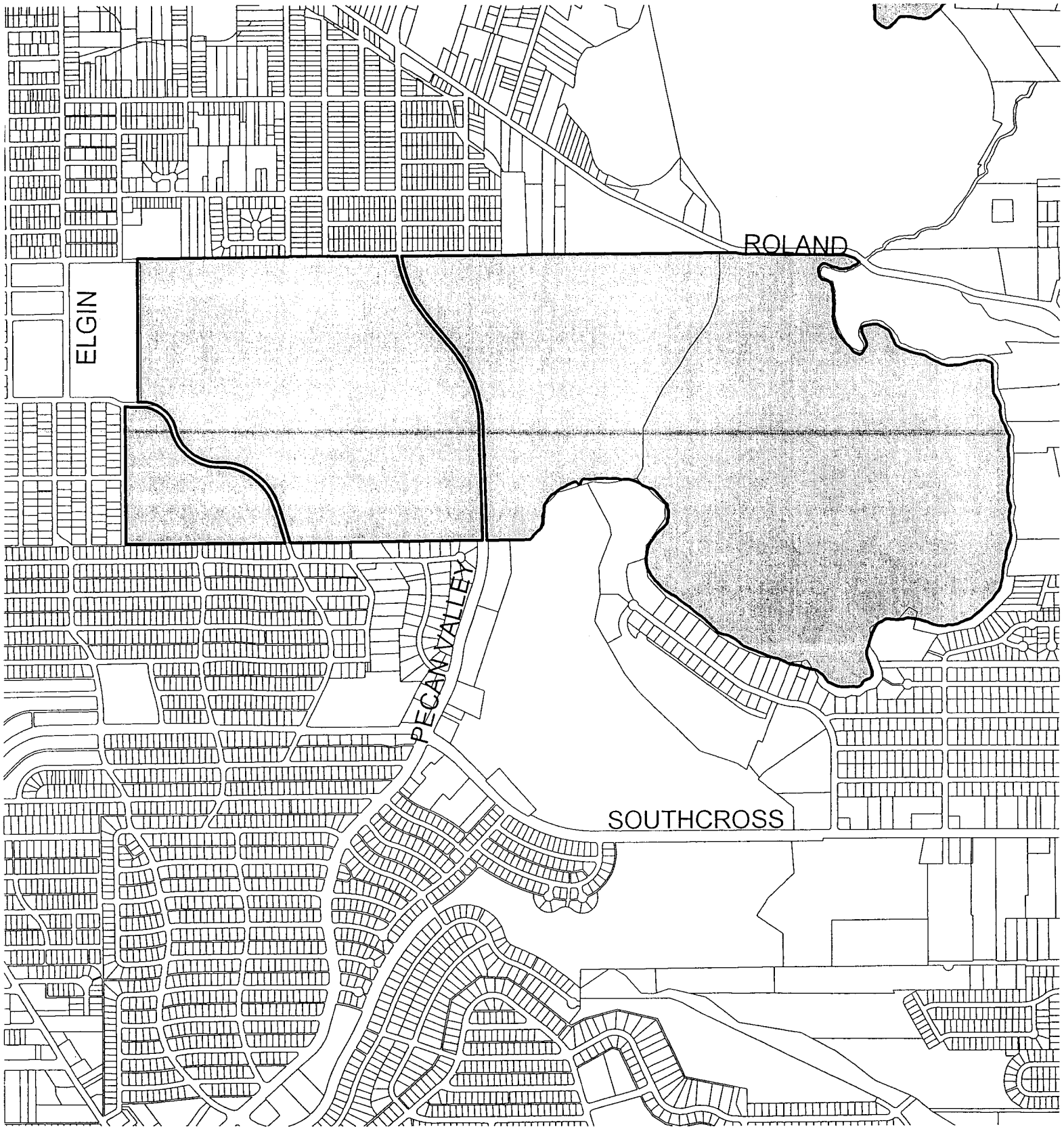
## Southside Lions Park



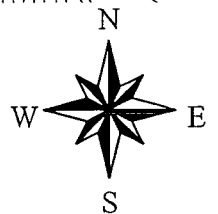
City of San Antonio  
Parks & Recreation Dept.

# Site Map

## Southside Lions Park



City of San Antonio  
Parks & Recreation Dept.





**K. M. Ng & Associates, Inc.**  
Consulting Engineers

February 3, 2005

Mr. Mark Wittlinger, R.L.A.  
City of San Antonio  
Parks & Recreation Department  
P.O. Box 839966  
San Antonio, TX 78283-3966

Re: South Lions Park  
Swimming Pool Drain

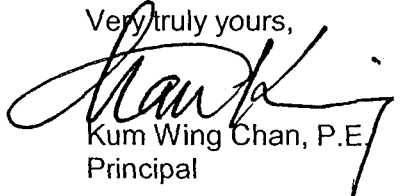
Dear Mr. Wittlinger:

This fee proposal responds to your request for professional services to provide civil design services for an underground pipe system to drain the existing swimming pool to an existing sanitary sewer located near the intersection of Stringfell Avenue and an unnamed alley along the south boundary line of the park.

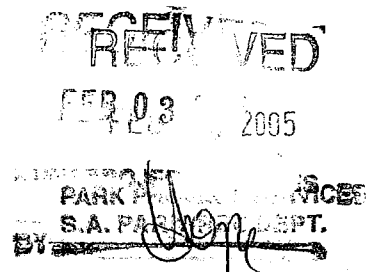
We propose to complete these services in 60 working days for the lump sum amount of Thirteen Thousand, Seven Hundred Three Dollars (\$13,703.00).

Thank you for this opportunity to be of service to you and the Parks Department.

Very truly yours,

  
Kum Wing Chan, P.E.  
Principal

KWC:so



Southside Lions Park Pool Drain Line Relocation Project

**REVENUES:**

<u>Description:</u>	<u>Current Budget:</u>	<u>Revisions:</u>	<u>Revised Budget:</u>
30th Year CDBG Funds for Drainage Improvements (\$133,000.00)	\$0.00	\$20,703.00	\$20,703.00
	\$0.00	\$20,703.00	\$20,703.00

**EXPENDITURES:**

<u>Description:</u>	<u>Current Budget:</u>	<u>Revisions:</u>	<u>Revised Budget:</u>
Engineering Fee	\$0.00	\$13,703.00	\$13,703.00
Engineering Contingency Fee	\$0.00	\$3,000.00	\$3,000.00
Bid Advertising & Printing Fees	\$0.00	\$1,000.00	\$1,000.00
Mandatory Project Fees	\$0.00	\$3,000.00	\$3,000.00
Total:	\$0.00	\$20,703.00	\$20,703.00





**K. M. Ng & Associates, Inc.**  
Consulting Engineers

February 2, 2005

Mr. Mark Wittlinger, R.L.A.  
City of San Antonio  
Parks & Recreation Department  
P.O. Box 839966  
San Antonio, TX 78283-3966

Re: South Lions Park  
Storm Drain

Dear Mr. Wittlinger:

This fee proposal responds to your request for professional services to provide civil design services for the following:

- (1) Hydraulic impact analysis and drainage study of the existing and proposed development (\$1,090).
- (2) Drainage system design which includes, but is not limited to, a concrete channel, CMP culvert, inlet structures, underground drain pipes, and headwalls (\$17,334).

This proposal does not include any geotechnical study at the site, tree survey, or acquiring a Tree Ordinance Permit.

We propose to complete these services in 60 working days for the lump sum amount of Eighteen Thousand, Four Hundred Twenty-four Dollars (\$18,424.00).

Thank you for this opportunity to be of service to you and the Parks Department.

Very truly yours,

  
Kum Wing Chan, P.E.  
Principal

KWC:so

RECEIVED

FEB 03 2005

# Southside Lions Park (West) Drainage Improvements Project

## REVENUES:

<u>Description:</u>	<u>Current Budget:</u>	<u>Revisions:</u>	<u>Revised Budget:</u>
30th Year CDBG Funds for Drainage Improvements (\$120,000.00)	<u>\$0.00</u>	<u>\$25,624.00</u>	<u>\$25,624.00</u>
	\$0.00	\$25,624.00	\$25,624.00

## EXPENDITURES:

<u>Description:</u>	<u>Current Budget:</u>	<u>Revisions:</u>	<u>Revised Budget:</u>
Consultant Fee	\$0.00	\$18,424.00	\$18,424.00
Consultant Contingency	\$0.00	\$3,000.00	\$3,000.00
Bid Advertising & Printing Fees	\$0.00	\$1,200.00	\$1,200.00
Mandatory Project Fees	<u>\$0.00</u>	<u>\$3,000.00</u>	<u>\$3,000.00</u>
Total:	\$0.00	\$25,624.00	\$25,624.00