

**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:** Construction Bid for the Alderete Park Walking Trail Project

**DATE:** March 10, 2005

**SUMMARY AND RECOMMENDATIONS**

This ordinance accepts the low, qualified bid by Manuel Ortiz Construction LLC, a SBE/WBE firm, to perform construction work in connection with the Alderete Park Walking Trail Project in City Council District 5 for the bid amount of \$78,580.00; authorizes the execution of a standard construction contract; allocates \$10,000.00 for construction contingency, \$800.00 for Texas Department of Licensing Regulations (TDLR) fees, \$800.00 for drainage fees, and \$3,000.00 for bid advertising and printing fees, for a total amount of \$93,180.00; authorizes this appropriation from 2003-2007 Park Bond Funds; and provides for payment.

Staff recommends approval of this ordinance.

**BACKGROUND INFORMATION**

In 2003, voters approved Park Bond funds for the development of a walking trail in Alderete Park located in City Council District 5. There was neighborhood input from community representatives and City staff designed this project in-house. It will consist of a ¼ mile curbed granite gravel walking trail. There will be remaining project funds following this construction project, which will be utilized for trail and security lighting, as well as site amenities.

The construction bid was advertised two weeks in December 2004 in the Commercial Recorder, San Antonio Informer, and La Prensa De San Antonio. Seven qualified bids were received and Manuel Ortiz Construction, LLC, a SBE/MBE firm, was selected with a low bid of \$78,580.00. A standard construction contract will be executed. A summary of the bids is shown on Exhibit 1. The firm has no current City projects.

It is anticipated that the construction work will begin in April 2005 and will be completed in August 2005.

### **POLICY ANALYSIS**

This ordinance will provide for development of a walking trail, as approved by the 2003 Park Bond Issue. The construction contract was advertised and selected in accordance with established bid procedures.

### **FISCAL IMPACT**

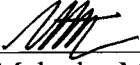
Funds of \$200,000.00 in 2003-2007 Park Bond Funds have been approved for the walking trail at Alderete Park. This ordinance will appropriate \$93,180.00 as follows: \$78,580.00 for construction fees, \$10,000.00 for construction contingency fees, \$800.00 for TDLR fees, \$800.00 for drainage fees, and \$3,000.00 for printing and bid advertising fees. There will be increased maintenance and operation costs of \$1,900.00 associated with the new trail, which can be accommodated within the current General Fund budget.

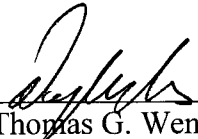
### **COORDINATION**

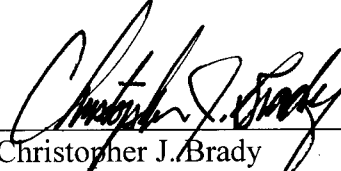
This action has been coordinated with community representatives, the Public Works Department, the Finance Department, and the Office of Management and Budget.

### **SUPPLEMENTARY COMMENTS**

A Discretionary Contract Disclosure statement is not required.

  
\_\_\_\_\_  
Malcolm Matthews  
Director of Parks and Recreation

 PE  
\_\_\_\_\_  
Thomas G. Wendorf, P.E.  
Director of Public Works

  
\_\_\_\_\_  
Christopher J. Brady  
Assistant City Manager

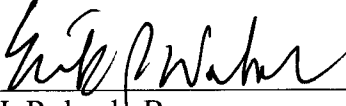
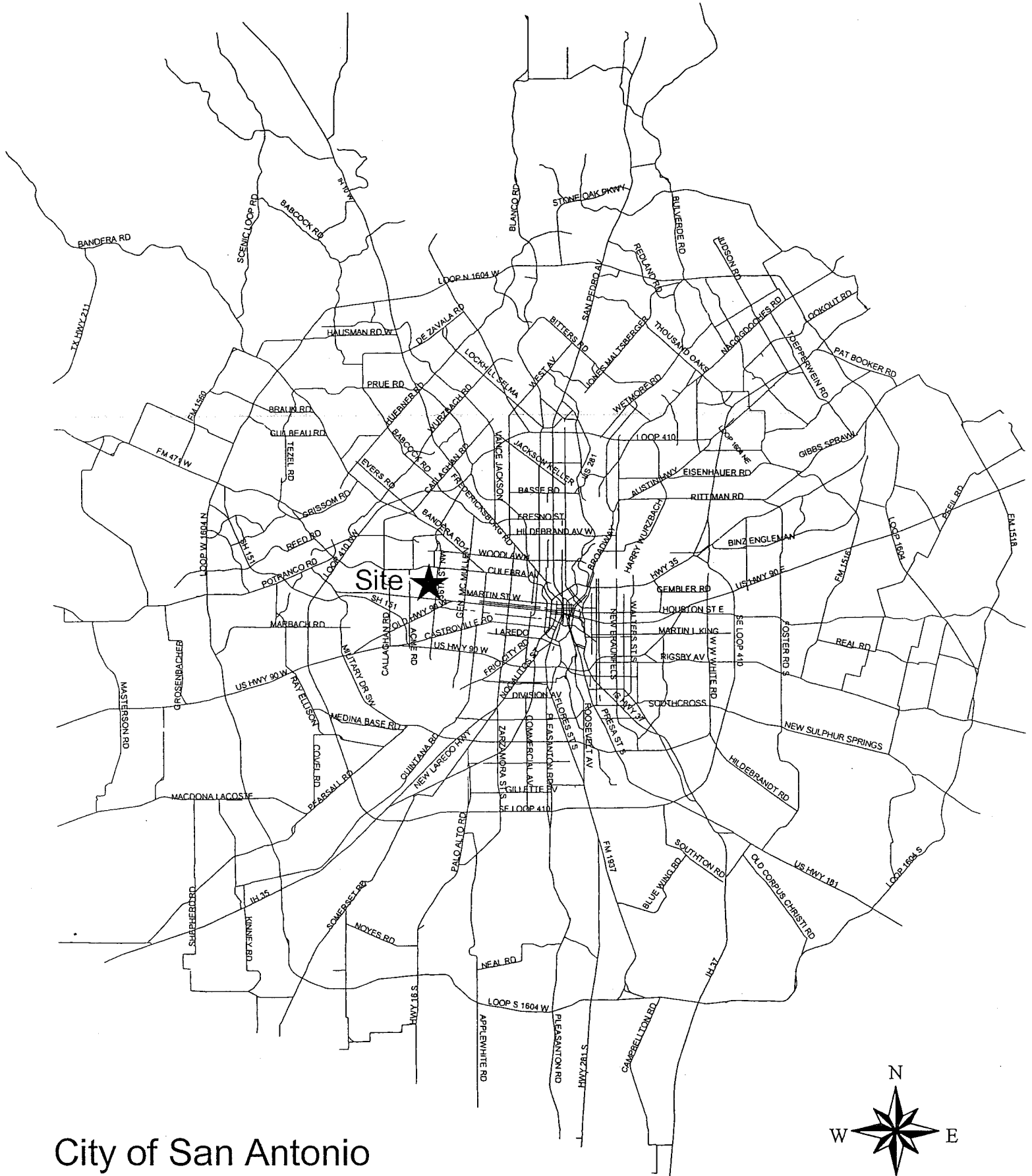
  
\_\_\_\_\_  
J. Rolando Bono  
Interim City Manager

Exhibit I  
Construction Bids  
Alderete Park Walking Trail

	<u>Bidder</u>	<u>Bid</u>	<u>Total</u>
7	Ortiz Construction & Design	\$ 78,580.00	\$ 78,580.00
6	United Enterprises	\$ 85,700.00	\$ 85,700.00
5	Greco Construction, Inc.	\$ 95,900.00	\$ 95,900.00
4	ASEZ, Inc.	\$ 99,544.00	\$ 99,544.00
3	Frontier	\$ 111,324.00	\$ 111,324.00
2	DonSan Construction, LLC	\$ 111,975.00	\$ 111,975.00
1	VW Brooks	\$ 129,500.00	\$ 129,500.00

# Site Map Alderete Park



City of San Antonio  
Parks & Recreation Dept.

# Site Map Alderete Park



City of San Antonio  
Parks & Recreation Dept.



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

ALDERETE PARK WALKING TRAIL

**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 ONE HUNDRED AND TEN ( 110 ) 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.

06/04/04

00300 - 1

Bid Form

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

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)

MANUEL ORTIZ CONSTRUCTION, LLC

Official Business name

By: MANUEL ORTIZ

Type or print name/title of representative

Attest:

B. Ortiz

By: Manuel Ortiz 01/19/05

Signature

Date

**I. BASE BID**

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

SEVENTY EIGHT THOUSAND FIVE HUNDRED EIGHTY <sup>00</sup>/<sub>100</sub> \$ 78,580.00

**II. Alternates ( NONE )**

Amount of each Alternates (if applicable) insert in Numbers:

1 \_\_\_\_\_

2 \_\_\_\_\_

3 \_\_\_\_\_

MANUEL ORTIZ CONSTRUCTION, LLC

Official Name of Company (legal)

210 679 7385

Telephone No.

12211 POINCIANA

Address

SAN ANTONIO, TX. 78245

City, State and Zip Code

210 679 7619

Fax No.

bortiz@satx.m.com

E-mail Address

## Proposal Form Attachment

### 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: MANUEL ORTIZ

(Print or Type Name)

OWNER

(Print or Type Title/Position with Business)

Manuel Ortiz

(Signature)

01/19/05

(Date )

End of Section 00300



# LIST OF SUBCONTRACTORS/SUPPLIERS

(FOR CONTRACTS LESS THAN \$200,000)

The Bidder/Proposer, MANUEL ORTIZ CONST. LLC, as part of the procedure for the submission of bid/proposals on a project known as ADDERTE POOL, submits the following list of subcontractors or proposed subcontracting areas (use additional sheets if necessary) to be used in the performance of work to be done on said project.

NAME OF SUBCONTRACTOR	MBE-WBE-AABE CERTIFICATION NUMBER	HUE (Y/N)	PERCENT AND DOLLAR AMOUNT OF SUBCONTRACT
N/A			

The following section is to be completed if the contract (Project) is for less than \$200,000. Please list subcontracting solicitations to all MBE-WBE-AABE contractors for participation on project. If none, explain (exclude successful bidders listed above). Use additional sheets if necessary. **The contractor is expected to solicit participation on subcontracts from available MBE-WBE-AABE-SBEs under this contract.**

NAME OF COMPANY PERFORMING WORK	MBE-WBE-AABE CERTIFICATION NUMBER	HUE (Y/N)	REASON FOR REJECTION
N/A			

Only companies certified as MBE, WBE, AABE or SBE by the City of San Antonio or its certifying organization can be applied towards the contracting goals. All MBE-WBE-AABE-SBE subcontractors must submit a copy of certification certificate through the Prime Contractor. Proof of certification must be attached to this form. If a subcontractor is not certified, please call the Small Business Outreach Division at (210) 207-3900 for information and details and how subcontractors can obtain certification.

It is understood and agreed that, if awarded a contract by the City of San Antonio, the Contractor will not make additions, deletions, or substitutions to this certified list without consent of the Director of Economic Development and Director of the appropriate contracting department (through the submittal of the Request for Approval of Change to Affirmed List of Subcontractors form).

## AFFIRMATION

*I HEREBY AFFIRM THAT THE ABOVE INFORMATION IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND BELIEF. I FURTHER UNDERSTAND AND AGREE THAT, IF AWARDED THE CONTRACT, THIS DOCUMENT SHALL BE ATTACHED THERETO AND BECOME A BINDING PART OF THE CONTRACT*

NAME AND TITLE OF AUTHORIZED OFFICIAL: MANUEL ORTIZ, OWNER

SIGNATURE: Manuel Ortiz DATE: 01/19/05

## LITIGATION DISCLOSURE

Failure to fully and truthfully disclose the information required by this Litigation Disclosure form may result in the disqualification of your bid from consideration or termination of the contract, once awarded.

1. Have you or any member of your Firm or Team to be assigned to this engagement ever been indicted or convicted of a felony or misdemeanor greater than a Class C in the last five (5) years?

Circle One

YES

NO

2. Have you or any member of your Firm or Team been terminated (for cause or otherwise) from any work being performed for the City of San Antonio or any other Federal, State or Local Government, or Private Entity?

Circle One

YES

NO

3. Have you or any member of your Firm or Team been involved in any claim or litigation with the City of San Antonio or any other Federal, State or Local Government, or Private Entity during the last ten (10) years?

Circle One

YES

NO

If you have answered "Yes" to any of the above questions, please indicate the name(s) of the person(s), the nature, and the status and/or outcome of the information, indictment, conviction, termination, claim or litigation, as applicable. Any such information should be provided on a separate page, attached to this form and submitted with your bid.

TO THE BEST OF MY KNOWLEDGE, THE ABOVE INFORMATION IS TRUE AND CORRECT.

Company Name: MANUEL ORTIZ CONST. LLC

Manuel Ortiz  
Signature of Principal:

MANUEL ORTIZ  
Printed Name of Principal:

OWNER  
Title of Principal

Attachment I

Alderete Park Walking Trail  
Project 26-00120

**REVENUES:**

<u>Description:</u>	<u>Current Budget:</u>	<u>Revisions:</u>	<u>Revised Budget:</u>
2003 Park Bond Funds (\$200,000.00)	<u>\$918.37</u>	<u>\$93,180.00</u>	<u>\$94,098.37</u>
	\$918.37	\$93,180.00	\$94,098.37

**EXPENDITURES:**

<u>Description:</u>	<u>Current Budget:</u>	<u>Revisions:</u>	<u>Revised Budget:</u>
26-00120-05-08 Transfer to Park Specifications Project	\$918.37	\$0.00	\$918.37
26-00120-05-08 Construction Contract	\$0.00	\$78,580.00	\$78,580.00
26-00120-05-07 Construction Contingency	\$0.00	\$10,000.00	\$10,000.00
26-00120-01-08 TDLR Fees	\$0.00	\$800.00	\$800.00
26-00120-01-18-03-01 Drainage Fees	\$0.00	\$800.00	\$800.00
26-00120-01-10 Printing/Bid Advertisement Fees	<u>\$0.00</u>	<u>\$3,000.00</u>	<u>\$3,000.00</u>
Total:	\$918.37	\$93,180.00	\$94,098.37