

**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:** Levi Strauss Headquarters/Community Center Professional Services

**DATE:** January 19, 2006

**SUMMARY AND RECOMMENDATIONS**

This ordinance amends the current professional service contract with Beaty & Partners Architects, Inc. for additional work in connection with the Levi Strauss Parks and Recreation Operations Headquarters and Community Center Project located in City Council District 6 for an amount not to exceed \$535,275.00; authorizes \$53,527.00 for architect contingency, and \$1,800.00 for bid advertising and printing for a total amount of \$590,602.00; appropriates \$590,602.00 from 1999-2004 Park Bond funds; and provides for payment.

Staff recommends approval of this ordinance.

**BACKGROUND INFORMATION**

The City acquired the Levi Strauss manufacturing facility on Highway 90 in City Council District 6 and adjacent acreage in 2004 for the relocation and centralization of the Parks and Recreation Department field operations and development of a community center. There are several funding sources associated with the project that represent the different functions to be located on this site. This proposed ordinance amends a previous contract with Beaty and Partners Architects, Inc. who was selected to design an earlier concept for this project.

In the 1999 Park Bond Issue, voters approved \$1.5 million for the relocation of the City Nursery out of Brackenridge Park and the development of a new landscaped parking lot in its place to serve users of Brackenridge Park. Beaty and Partners was selected to do the architectural plans for this project, to include relocation of the nursery operation through Ordinance 93601 authorized on March 21, 2001. Shortly thereafter, the 3-story building in Brackenridge Park that served as the field headquarters for about 200 Parks and Recreation Department staff was deemed structurally unsafe. The Brackenridge site is also where most park maintenance operations, equipment, storage, and warehousing are located. In 2001, most of the office staff were moved to space rented in the Catholic Life Building on Loop 410. It was determined that the City Nursery, permanent field headquarters and maintenance yard, and other scattered offices would be combined into one relocation effort to create a central location with shared resources.

The Levi Strauss facility, prior to acquisition by the City, was inspected by Beaty & Partners Architects, Inc. The firm assisted the Department with space planning and cost estimating to determine if one building and adjacent property would fit the needs of the Parks and Recreation Department. City Council approved the purchase of the building site and the adjoining vacant property on June 6, 2004 through Ordinance 99351. The property transfer occurred on September 29, 2004. A Community Center was added to the scope of the project when City Council approved Ordinance 99726 on September 16, 2004, which authorized HUD 108 funds for a community facility that will emphasize health and exercise programs for the neighboring residential area.

The scope of work has expanded since the original professional services contract authorization, to include renovation of the existing building into a headquarters facility, development of office, warehouse, maintenance and equipment space and parking, as well as the original scope items of the nursery and tree growing operation. As stated in the City Council action which authorized the purchase of the Levi Strauss facility in 2004, this headquarters will house various divisions in the Parks and Recreation Department to include Park Maintenance, Horticultural Services, Park Police, Recreation Services, Athletics, Cultural and Special Programs, among others.

The design phase of the project, with the amendment, will be completed in July 2006. The construction phase is anticipated to start in October 2006 and to be completed in Summer 2007. There are \$5,107,115.00 in available funds for the construction phase.

### **POLICY ANALYSIS**

This action is consistent with the approved 1999 Park Bond Issue, the City's Capital Budget, and Ordinances 93601 and 99351 which authorized this project. A future construction contract will require City Council action anticipated in September, 2006.

### **FISCAL IMPACT**


The 1999 Bond Issue approved \$1 million for the City Nursery Relocation Project. Additional funding from Certificates of Obligation (\$3,810,000) and from the HUD 108 Program (\$1,065,367.00) will also be available. The project is listed in the FY06-FY11 Capital Improvement Project Budget. The amount of \$177,650.00 has previously been encumbered from the 1999 Park Bond Issue for architectural services in connection with this project. This ordinance will appropriate \$535,275.00 for architectural fees, \$53,527.00 for architectural contingency fees, and \$1,800.00 for bid advertising and printing for a total of \$590,602.00 from 1999-2004 Park Bond funds. The General Fund is not impacted.

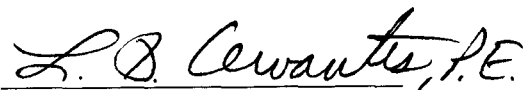
### **COORDINATION**

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

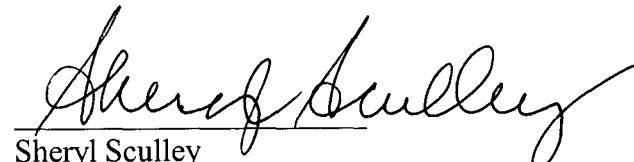
**SUPPLEMENTARY COMMENTS**

A Discretionary Contracts Disclosure Form is attached from Beaty & Partners Architects, Inc.

  
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Malcolm Matthews  
Director of Parks and Recreation

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

  
\_\_\_\_\_  
Frances A. Gonzalez  
Assistant City Manager

  
\_\_\_\_\_  
Sheryl Sculley  
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:**

N/A

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

Beaty & Partners Architects, Inc.

**and the name of:**

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

Bain Medina Bain, Inc.  
Danysh & Associates, Inc.  
James T. Rodriguez Consulting Engineers, Inc.

**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,**

N/A

<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.

- (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

#### 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:
None		

#### 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 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.

N/A

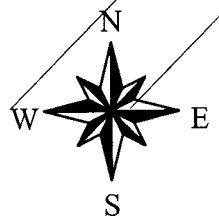
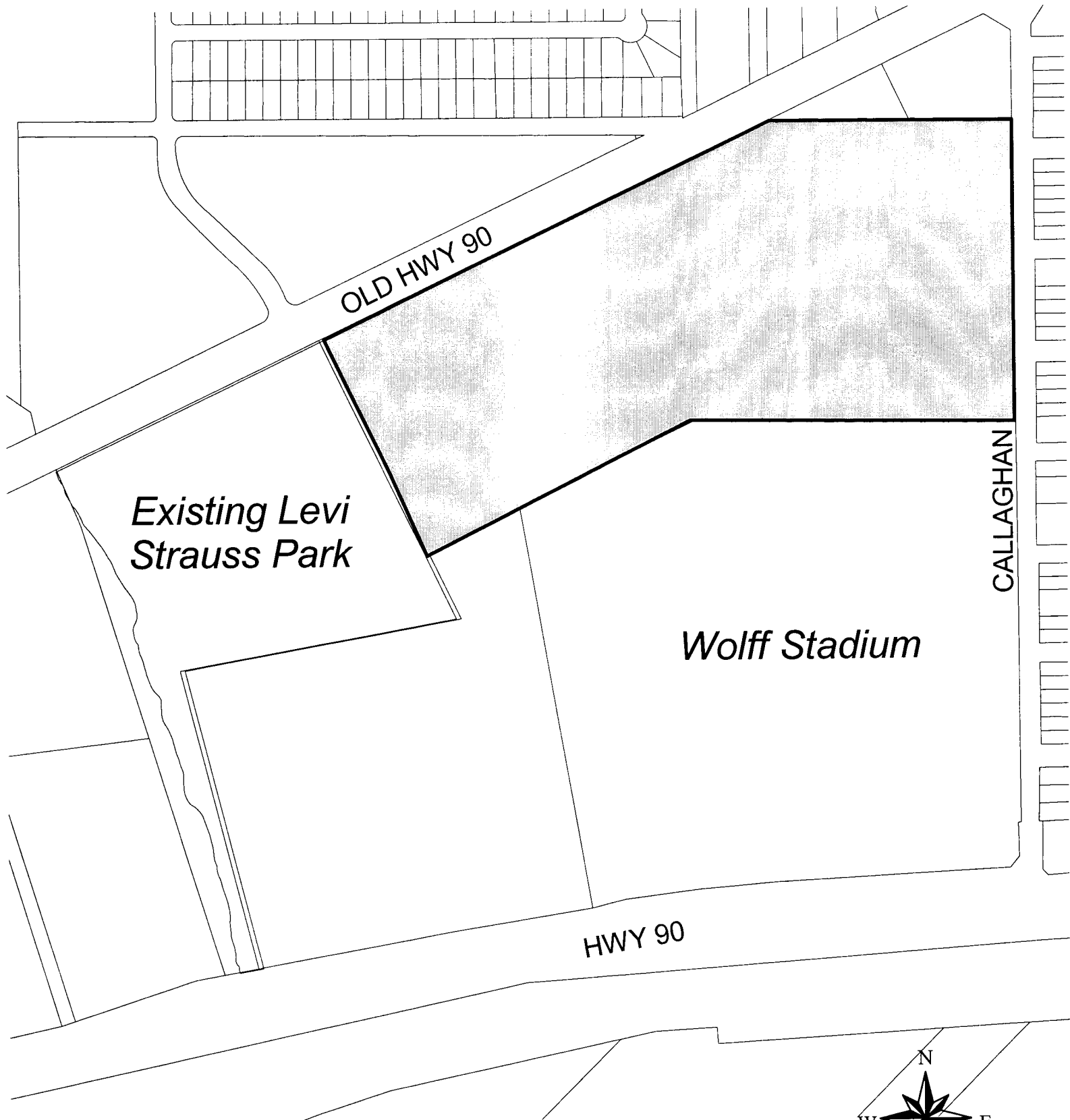
Signature: 	Title: principal  Company: Beaty & Partners Architects, Inc.	Date: 10.27.05
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<sup>2</sup> For purposes of this rule, facts are "reasonably understood" to "raise a question" about the appropriateness of official action if a disinterested person would conclude that the facts, if true, require recusal or require careful consideration of whether or not recusal is required.

# Site Map Levi Strauss Parks Facility



Site Map  
**Levi Strauss  
Parks Facility**



Levi Strauss Park Facility Headquarters and Community Center  
26-00296

<u>Description:</u>	<u>Current Budget:</u>	<u>Revisions:</u>	<u>Revised Budget:</u>
<b>REVENUES:</b>			
1999 Park Bond Program (\$1,500,000)	\$177,650.00	\$590,602.00	\$768,252.00
2002 Certificates of Obligation (\$310,000)	\$0.00	\$0.00	\$0.00
2005 Certificates of Obligation (\$3,500,000)	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Total:	\$177,650.00	\$590,602.00	\$768,252.00
<b>EXPENDITURES:</b>			
26-00296-01-19-01 Architect Fees	\$156,180.30	\$535,275.00	\$691,455.30
26-00296-01-19-02 Architect Contingency	\$19.70	\$53,527.00	\$53,546.70
26-00296-01-18-05 Environmental Survey Fees	\$20,250.00	\$0.00	\$20,250.00
26-00296-01-10 Bid Advertising/Printing	<u>\$1,200.00</u>	<u>\$1,800.00</u>	<u>\$3,000.00</u>
Total:	\$177,650.00	\$590,602.00	\$768,252.00



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

**TO:** Mayor and City Council

**FROM:** Malcolm Matthews, Director of Parks and Recreation

**SUBJECT:** Supplemental Information Memo – Levi Strauss Headquarters/Community Center Professional Services

**DATE:** January 19, 2006

**SUMMARY**

This memo provides supplemental information for the request for ordinance amending the current professional services contract with Beaty & Partners Architects, Inc. for additional work in connection with the Levi Strauss Parks and Recreation Operations Headquarters and Community Center Project located in District 6.

**SUPPLEMENTAL INFORMATION**

The project to be designed by the architect is the result of a larger project than originally envisioned. The scope of the project has changed because of additional needs that surfaced after the original professional services contract was awarded. The following is a sequence of events that has led to the action being recommended.

May 1999	Parks Bond issue allocated \$1.5 million for the relocation of the Horticultural Services Facility/Nursery in Brackenridge Park and construction of parking. This relocation was recommended in order to find a better use of the park property and because the Nursery building was uninhabitable.
March 2001	Beaty & Partners selected to complete project, Ordinance 93601.
June 2001	Brackenridge Park Office Building upper floors were deemed structurally unsafe and City began lease of 2 floors (16,500 sq. ft.) in Catholic Life Insurance Building, Ordinance 94131, resulting in space for approximately 130 staff at an annual cost of \$202,400.
December 2001	Design halted with Beaty to redefine scope of work based upon leased space, facility conditions and other detached office/maintenance facilities. Staff and real estate consultants began search for consolidated site for all Parks and Recreation operations.
May 2002	Catholic Life lease extended for one year, Ordinance 95725, at an annual cost of \$221,976.

May - October 2002	The City determined long range plans and budget impacts for an eventual site consolidation of Parks and Recreation operations; FY03 Budget included funds for Catholic Life rental.
April 2003	Catholic Life lease extended for two years with two one-year options, Ordinance 97509, at an annual cost of \$217,800.
May 2003	Levi Strauss Building identified as a potential consolidation site.
November 2003 - April 2004	Levi Strauss Building/Site evaluation period. Master Plan services for Beaty & Partners began, to include building assessment of and cost estimates for 2 structures being considered by City Public Works and Parks and Recreation Departments for purchase.
June 2004	City Council authorized purchase of Levi Strauss property, which included 1 building on 35.9 acres, with an option to purchase a second building on 23 acres (this option was not exercised). The building and acreage purchased was for the development of a Parks and Recreation Operations Headquarters, consolidating multiple reporting sites into one, including staff at Catholic Life, Brackenridge Park, City Nursery and HemisFair Park; Ordinance 99351.
June 2004	Staff through City Council concurrence submitted HUD 108 proposal for City Council approval. Project included using a portion of the Levi Strauss Building for a Community Center with emphasis on health and fitness programs. Beaty & Partners were given scope change to assess feasibility/costs.
September 2004	City Council approved HUD 108 Projects, Ordinance 99726, which included Levi Strauss Community Center.
October 2004	Staff requested opinion of City Attorney's Office on extension of existing Beaty & Partners contract for Levi Strauss Facility/Community Center. Opinion was rendered that no legal issues would prohibit expansion of existing professional services contract.
January 2006	Staff was notified that HUD 108 contracts were approved. Staff submitted request to amend Beaty & Partners professional services contract to complete design and construction documents for project.

The justification for this action is to proceed with the architect that has been involved with the project since its inception, to complete the project in the most efficient and time-saving method possible, and to maximize information gathered to date. Beaty's working knowledge of the building, site and operational needs associated with this property is extremely valuable to the City. No as-built construction plans for the Levi Strauss Building exist and this firm has investigated the site conditions needed to identify the best renovation methods. They have interviewed and evaluated staff and equipment needs in order to preliminarily design the offices, warehouses, maintenance facilities and community center elements.

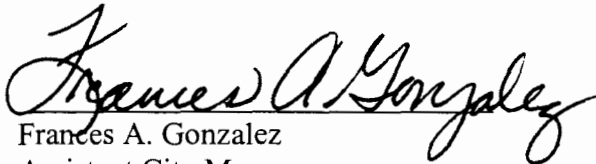
If the Council chooses to initiate a new Request for Qualifications for this project, the process to present a professional services contract to Council will take approximately 3 months. Rental payments at Catholic Life during this time will be \$54,450. The City will be expected to pay for the new consultant to gather information and get acquainted with the project, services that have already been completed under the existing Beaty contract.

**RECOMMENDATION**

Staff recommends approval of the amendment to the Beaty & Partners architectural services contract for the Levi Strauss Parks and Recreation Operations Headquarters and Community Center Project in District 6.



Malcolm Matthews  
Director of Parks and Recreation



Frances A. Gonzalez  
Assistant City Manager



Sheryl Sculley  
City Manager