

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

**TO:** Sheryl Sculley, City Manager

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

**SUBJECT:** Vidaurri Park Drainage Improvements Project

**DATE:** May 4, 2006

**SUMMARY AND RECOMMENDATIONS**

This ordinance authorizes payment in the amount of \$8,584.00 to K. M. Ng & Associates, Inc., a SBE/DBE/MBE firm, for on-call civil engineering services, passed and approved on December 15, 2005 by Ordinance No. 101829, in connection with the Vidaurri Park Drainage Improvements Project located in City Council District 5; authorizes \$964.00 for consultant contingency fees, \$3,562.00 for administrative fees, \$800.00 for mandatory project fees, and \$36,980.00 for in-house construction; appropriates \$50,890.00 in HUD 108 Loan Program funds; and provides for payment.

Staff recommends approval of this ordinance.

**BACKGROUND INFORMATION**

HUD 108 Loan Program funds were approved in the FY 2006-2011 adopted annual budget for the Vidaurri Park Drainage Improvements Project. The project will provide for grading and drainage improvements to remove standing and ponding water from portions of the park.

Design of this project and completion of a topographic survey will be prepared by K. M. Ng & Associates, Inc. The consultant is one of three on-call professional civil engineering firms selected through Ordinance No. 101829 on December 15, 2005. This is the second project assigned to K. M. Ng & Associates, Inc. under the on-call contract. No consultant fees have been paid to date to this company. The construction of this project will be completed by in-house parks crews.

It is anticipated that the design phase will begin in May 2006 and will be completed in June 2006. Construction is anticipated to be completed by August 2006.

**POLICY ANALYSIS**

The consultant was chosen in accordance with all of the City's consultant selection procedures and approved by Ordinance No. 101829 on December 15, 2005.

### **FISCAL IMPACT**

It is anticipated that the total cost to complete the design phase and construction of this project will be \$50,890.00. This amount will be allocated from the HUD 108 Loan Program funds.

### **COORDINATION**

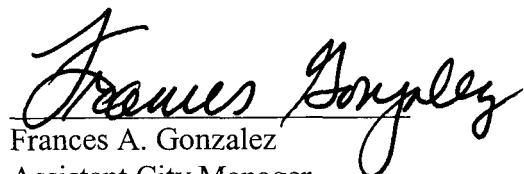
This action has been coordinated with the Consultant Selection Committee, the Housing and Community Development Department, the Public Works Department, the Finance Department, and the Office of Management and Budget.

### **SUPPLEMENTARY COMMENTS**

Discretionary Contract Disclosure Form is attached.

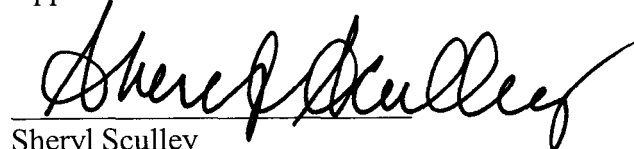


Malcolm Matthews  
Director of Parks and Recreation



Frances A. Gonzalez  
Assistant City Manager

Approved for Council Consideration:



Sheryl Sculley  
City Manager

**CITY OF SAN ANTONIO**  
**Discretionary Contracts Disclosure**

*For use of this form, see Section 2-59 through 2-61 of the City Code (Ethics Code)  
Attach additional sheets if space provided is not sufficient.  
State "Not Applicable" for questions that do not apply.*

**(1) Identify any individual or business entity<sup>1</sup> that is a *party* to the discretionary contract:**

K.M. Ng & Associates, Inc.

**(2) Identify any individual or business entity which is a *partner, parent* or *subsidiary* business entity, of any individual or business entity identified above in Box (1):**

☒ **No partner, parent or subsidiary; or**

**List partner, parent or subsidiary of each party to the contract and identify the corresponding party:**

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

☐ **No subcontractor(s); or**

**List subcontractors:** Arias & Associates, Inc.; Rialto Studio, Inc.; Kimley-Horn & Associates, Inc.; National Blue Print Company, Inc.; 24/7 Courier Service; Easy Drive (Survey Supplies)

**(4) Identify any *lobbyist* or *public relations firm* employed by any party to the discretionary contract for purposes related to seeking the discretionary contract.**

☒ **No lobbyist or public relations firm employed; or**

**List lobbyists or public relations firms:**

<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. A sole proprietor should list the name of the individual and the d/b/a, if any.

**(5) Political Contributions**

List all political contributions totaling one hundred dollars (\$100) or more within the past twenty-four (24) months made 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 Box (1), (2), (3) or (4) above, or by the officers, owners of any business entity listed in Box (1), (2) or (3):

☒ No contributions made; If contributions made, list below:

By Whom Made:	To Whom Made:	Amount:	Date of Contribution:
K.M. Ng & Associates, Inc. None			


**(6) Disclosures in Proposals**

Any individual or business entity seeking a discretionary contract with the city must disclose any known facts which, reasonably understood, raise a question<sup>2</sup> as to whether any city official or employee would violate Section 2-43 of the City Code (Ethics Code), ("conflicts of interest") by participating in official action relating to the discretionary contract.

☒ Party not aware of facts which would raise a "conflicts-of-interest" issue under Section 2-43 of the City Code; or

Party aware of the following facts:

***This form is required to be supplemented in the event there is any change in the information 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, whichever occurs first.***

Signature: 	Title:  Company: K.M. Ng & Associates, Inc.	Date:  March 10, 2006
---	---	-----------------------------

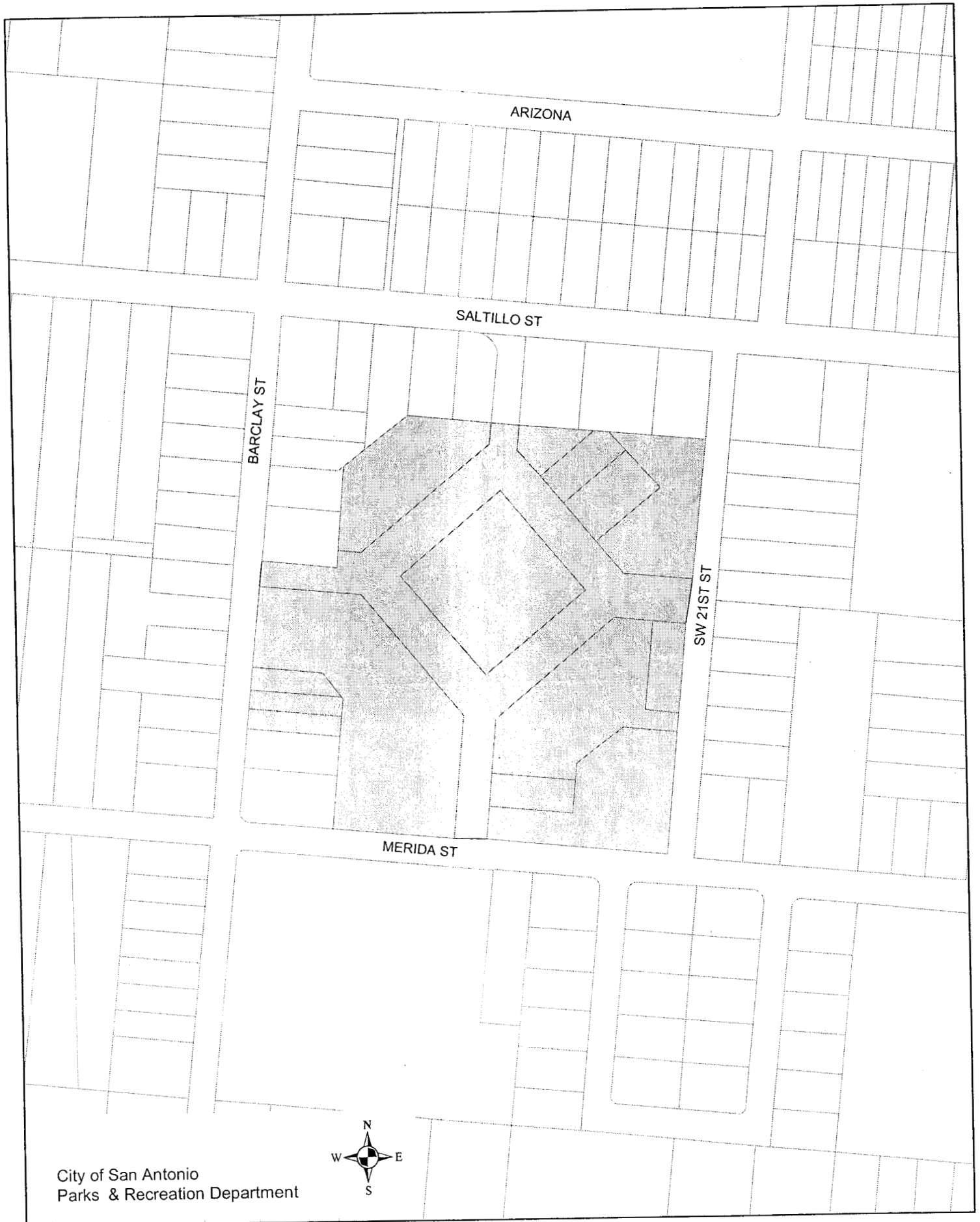
<sup>2</sup> For purposes of this rule, facts are "reasonably understood" to "raise a question" about the appropriateness of official action if a disinterested person would conclude that the facts, if true, require recusal or require careful consideration of whether or not recusal is required.

# Vidaurri



City of San Antonio  
Parks and Recreation Department

# Site Map Vidaaurri



City of San Antonio  
Parks & Recreation Department



Vidaurri Park Drainage Improvements Project  
26-00508

<u>Description:</u>	<u>Current Budget:</u>	<u>Revisions:</u>	<u>Revised Budget:</u>
<b>REVENUES:</b>			
HUD 108 CDBG Funds (\$50,890.00)	<u>\$0.00</u>	<u>\$50,890.00</u>	<u>\$50,890.00</u>
Total:	\$0.00	\$50,890.00	\$50,890.00
 <b>EXPENDITURES:</b>			
<u>Description:</u>	<u>Current Budget:</u>	<u>Revisions:</u>	<u>Revised Budget:</u>
26-00508-01-19-01 Consultant Fees	\$0.00	\$8,584.00	\$8,584.00
26-00508-01-19-02 Consultant Contingency	\$0.00	\$964.00	\$964.00
26-00508-01-19-03 Mandatory Project Fees	\$0.00	\$800.00	\$800.00
26-00508-05-08-02 Park Construction Crew	\$0.00	\$36,980.00	\$36,980.00
26-00508-06-01-01 Administrative Fees	<u>\$0.00</u>	<u>\$3,562.00</u>	<u>\$3,562.00</u>
Total:	\$0.00	\$50,890.00	\$50,890.00