

**CITY OF SAN ANTONIO
PUBLIC WORKS DEPARTMENT
CITY COUNCIL AGENDA MEMORANDUM**

TO: Sheryl Sculley, City Manager
FROM: Thomas G. Wendorf, P.E., Director of Public Works
SUBJECT: Convention Center Administrative Offices and Convention Center Executive Assembly
DATE: June 29, 2006

SUMMARY AND RECOMMENDATIONS

An ordinance accepting the lowest responsive bid, appropriating funds, and awarding a construction contract in the amount of \$1,638,050.00 payable to C.A. Landry Partners, Ltd., authorizes \$163,805.00 for Project Contingency, \$126,129.85 for Capital Administrative Costs, \$2,000.00 for Material Testing, \$2,032.00 for Asbestos Abatement, and \$2,000.00 for Advertising Expenses, for a total ordinance construction project amount of \$1,934,016.85 in connection with the Convention Center Administrative Offices and Convention Center Executive Assembly Meeting Room projects, authorized Hotel Motel Occupancy Tax Subordinate Lien Revenue and Refunding Bond Series 2004B funded projects, located in Council District 1. This item represents a portion of an estimated project cost of \$2,012,000.00.

Staff recommends the approval of this ordinance.

BACKGROUND INFORMATION

This construction contract consists of renovations and remodeling to the Convention Center Administrative Offices and Convention Center Executive Assembly Meeting Room projects. The scope of work will include: updating the interior finishes, fixtures, and furnishings in the street level lobby and guard stations (approximately 2,260 sq. ft.), the retrofitting of existing elevator cab, and the replacement of finishes, fixtures, and furnishings in the second floor reception area, hallways, and administrative offices (approximately 12,770 sq. ft.), upgrading electric panels and wiring, and increasing capacity of air handler and air conditioning equipment on the second floor. Code improvements will include review of existing conditions, and preparation of construction documents. The Executive Assembly Meeting Room was constructed in 1987 and was not renovated during the 1999 Expansion Project. This project will provide the room with much needed updated finishes. Project construction for both the Administrative Offices and the Executive Assembly is scheduled to start in July 2006 and to be completed by March 2007.

The lowest responsive bid received is \$303,939.85 over budget; this additional cost reflects acceptance of three (3) bid alternates which include conversion of existing men's locker rooms into staff offices, conversion of existing women's locker rooms into storage space, and providing new finishes in back offices.

This project was advertised for construction bids in the Commercial Recorder, the San Antonio Informer, and La Prensa in April 2006. In addition, the bid announcement was made on TVSA, through the Small Business Economic Development Advocacy (SBEDA) Office. Plans were also available for review by potential bidders at the office of Chesney, Morales & Associates, Inc. located at 4901 Broadway, Suite 250, San Antonio Texas 78209. Bids for this project were opened on May 3, 2006 with four (4) firms responding. Of these, C.A. Landry Partners, Ltd. submitted the lowest responsive bid. C.A. Landry Partners, Ltd. currently has one active contract with the City in the amount of \$256,600.00. A matrix of the bid outcome is included herein as Attachment 2.

The Economic Development Department has reviewed and approved the Good Faith Effort Plan submitted by C.A. Landry Partners, Ltd. and the contractor has committed that 22.03% of the work to be provided under this contract will be completed by a MBE firm, 20.1% will be completed by a WBE firm and 7.75% will be completed by an AABE firm. The Memorandum from the Economic Development Department is included herein as Attachment 4.

POLICY ANALYSIS

Approval of this ordinance will be a continuation of City Council policy to complete previously approved Hotel Motel Occupancy Tax Subordinate Lien Revenue and Refunding Bond Series 2004B funded projects.

FISCAL IMPACT

This is a one-time capital improvement expenditure in the amount of \$1,934,016.85. Funds are included in the FY 06-11 Capital Improvement Program Budget and are available from the Hotel Motel Occupancy Tax Subordinate Lien Revenue and Refunding Bond Series 2004B. Budgeted funds for this project, as included in the FY06-11 Capital Improvement Program Budget, total \$1,530,077.00 from the Convention Center Administrative Offices project and \$100,000.00 from the Convention Center Executive Assembly project. Funds in the amount of \$303,939.85 are not within budget and are being funded from the Future Convention Center Expansion Project funds.

Funds are authorized to be appropriated and payable as follows:

\$1,638,050.00	payable to C.A. Landry Partners, Ltd. For construction services
\$ 163,805.00	for Project Contingency
\$ 126,129.85	for Capital Administrative Costs
\$ 2,000.00	for Advertising Expenses
\$ 2,032.00	for Asbestos Abatement
\$ 2,000.00	for Material Testing

COORDINATION

This request for ordinance has been coordinated with the Finance Department, the Office of Management and Budget and the Convention Facilities Department.

SUPPLEMENTARY COMMENTS

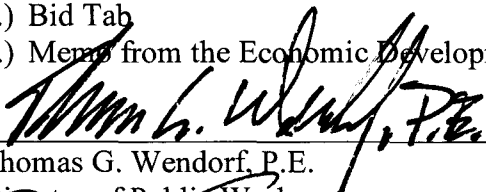
The interior administrative office renovation is part of the Phase II expansion project that was mostly completed in 2001. This project is a high priority need for the building to be presented in a professional manner consistent with the design of the expanded complex; however, just as important is the redesign of the exterior façade of the original portion of the convention center. A subsequent council action will be brought forward to authorize a professional services agreement for architectural services to design the exterior façade for a Competitive Sealed Proposal delivery method. Included in this scope will be the re-design of the highly-visible marquee and plaza area located at the corner of Market and Alamo streets. The Convention Center marquee is key and critical as an identifier for numerous events held in San Antonio. Sponsorship of the marquee has been mentioned as a part of the Municipal Marketing initiative, in that this structure would have significant value to corporations seeking advertising exposure for their businesses. Taking this into consideration, the marquee portion of the exterior renovation will be prioritized and the cost estimate listed as a separate line item to determine the market value of sponsorship. At the time that exterior construction is scheduled, the marquee and plaza area work will be set to begin in the earliest phase possible.

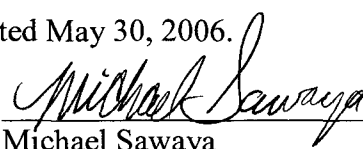
Exterior renovation is an essential element of the overall look and image of the Henry B. Gonzalez Convention Center. Although consideration of upgrading the exterior façade is crucial, funds were only recently made available through the Hotel Motel Occupancy Tax Subordinate Lien Revenue and Refunding Bond Series 2004B. The short-range plan has been to begin the project in early 2007, (due to the somewhat lighter convention calendar), and have construction completed by the end of the year when the Grand Hyatt headquarter hotel is substantially completed. In order to have minimal impact on customer satisfaction, the project will need to be done in stages and is expected to take from 9 to 12 months to complete. Following this schedule will have a significant effect on the overall presentation and customer perception of the convention center complex. It is very important to repeat convention center clients to have a significant tranquil period following the two year construction of the headquarter hotel to avoid the impression of the complex being 'perpetually under construction'.

This interior administration construction contract was developed utilizing the formal competitive bid process; therefore, a Discretionary Contracts Disclosure Form is not required.

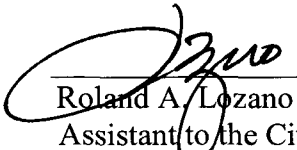
ATTACHMENTS

- 1.) Project Map
- 2.) Bid Tab
- 3.) Memo from the Economic Development Department dated May 30, 2006.

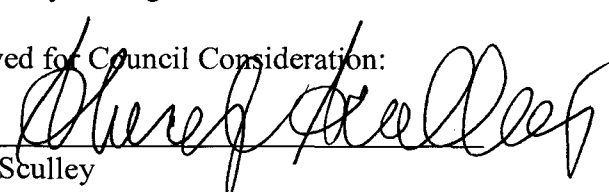

Thomas G. Wendorf, P.E.
Director of Public Works


Michael Sawaya
Convention Facilities Director


Jelynn LeBlanc Burley
Deputy City Manager


Roland A. Lozano
Assistant to the City Manager

Approved for Council Consideration:


Sheryl Sculley
City Manager



Henry B. Gonzalez Convention Center
Interior Administration Office Renovations and Code Improvements
200 E. Market St
Council District No.1

G.I.S. Location Map

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**City of San Antonio
Economic Development Department
Interdepartmental Memorandum**

TO: Tom Wendorf, Director, Public Works Department

FROM: Manuel Longoria, Jr., Assistant Director, Economic Development Department

COPIES: Kent Hickingbottom, Maria Villagomez, Yvette Ozuniga; Anita Uribe Martin; File

SUBJECT: Good Faith Effort Compliance for the Public Works Capital Improvement Project: **PHASE II HBG INTERIOR ADMINISTRATIVE OFFICE RENOVATIONS & CODE IMPROVEMENTS.**

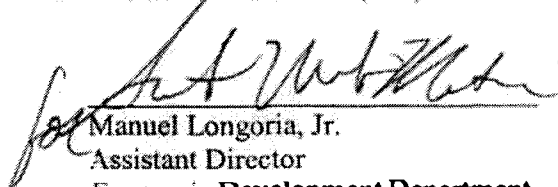
DATE: May 30, 2006

We have reviewed the Good Faith Effort Plan for the Public Works Capital Improvement Project: **PHASE II HBG INTERIOR ADMINISTRATIVE OFFICE RENOVATIONS & CODE IMPROVEMENTS.** The apparent low bidder has submitted contract amounts, which are reflected in the accurate percentages below.

<u>Total Project Cost</u>					
1,638,050.00					
FIRM	CERTIFIED	MBE	WBE	AABE	GFEP
CA Landry	NO	22.03% \$360,862.41	20.1% \$329,248.05	7.75% \$126,948.87	APPROVED

The Good Faith Effort Plan has been approved on the basis that the current distribution of contracting dollars achieves contracting goals for MBE's, WBE's and AABE's.

If there are any questions, please feel free to contact Anita Uribe Martin at (210) 207-3900.


Manuel Longoria, Jr.
Assistant Director
Economic Development Department

ML/AUM

GOOD FAITH EFFORT PLAN

NAME OF COMPANY: C.A. LANDRY PARTNERS LIMITED

1. Indicate all MBE-WBEE-AABE-SBE subcontractors proposed for this contract. (Use additional sheets as needed.)

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SBEDA Program