


<b>SUBJECT:</b> Appropriate Funds for the Professional Landscape Architectural Task Order Contracting Program for FY 2015 Council District Service Budget Projects WBS No. F-000675-0003-3	<b>Page</b> 1 of 2	<b>Agenda Item</b>
---	-----------------------	--------------------

<b>FROM (Department or other point of origin):</b> General Services Department	<b>Origination Date</b>	<b>Agenda Date</b>
---	-------------------------	--------------------

<b>DIRECTOR'S SIGNATURE</b> Scott Minnix  9-22-15	<b>Council Districts affected:</b> B, C, E, G, H, I, J
---	---

<b>For additional information contact:</b> Jacquelyn L. Nisby  <b>Phone:</b> 832.393.8023	<b>Date and identification of prior authorizing Council action:</b> Ordinance No. 2014-0403; dated 04/30/2014
---	--

**RECOMMENDATION:** Appropriate funds for the Professional Landscape Architectural Task Order Contracting Program for FY 2015 Council District Service Budget Projects for the Houston Parks and Recreation Department.

<b>Amount and Source Of Funding:</b> <b>Maximum contract amount for each contract: \$3,000,000.00</b>  \$ 427,831.00 Reimbursement of Equipment/Projects Fund (1850) \$ 15,000.00 Parks Consolidated Construction Fund (4502) \$ <b>442,831.00 Total</b>	<b>Finance Budget:</b>
---	------------------------


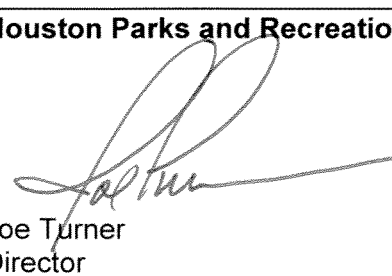
**SPECIFIC EXPLANATION:** The General Services Department recommends that City Council appropriate \$442,831.00 for the Professional Landscape Architectural Task Order Contracting Program for the FY 2015 Council District Service Budget Projects for Houston Parks and Recreation Department (HPARD). It is expected that the Reimbursement of Equipment/Projects Fund will be reimbursed by the Council District Service Budgets of the council districts listed below.

**PROJECT LOCATIONS:**

Project	Address/Key Map	District	Amount
Brock Park Plan	8201 John Ralston	B	\$100,786.00
Little Thicket Park Plan	1831 West 23 <sup>rd</sup> Street	C	\$ 44,545.00
Kingwood Community Center Marque	4102 Rustic Woods Drive	E	\$ 10,000.00
Sylvan Rodriguez Park Plan	1201 Clear Lake City Blvd	E	\$ 50,000.00
Wilson Memorial Park Pool Improvements	100 Gilpin	E	\$ 75,500.00
Waldemar Park Playground	11700 Waldemar	G	\$ 33,000.00
Guadalupe Park Interpretive Signs	2311 Runnels	H	\$ 25,000.00
Fonde Park Dog Run	5500 Carrolton/2500Hansford	I	\$ 43,000.00
Mason Park Trail Lighting	541 75 <sup>th</sup> Street/Tipps	I	\$ 23,000.00
Mason Park Plaza Viva Lighting	541 75th Street/Tipps	I	\$ 23,000.00
Forum Park Playground	9900 Block of Sugar Branch	J	\$ 15,000.00
<b>Total</b>			<b>\$442,831.00</b>

**REQUIRED AUTHORIZATION**

CUIC ID# 25PARK253

<b>General Services Department:</b>  Richard A. Vella Chief of Design & Construction Division	<b>Houston Parks and Recreation Department:</b>  Joe Turner Director
--	---

<b>Date</b>	<b>SUBJECT:</b> Appropriate Funds for the Professional Landscape Architectural Task Order Contracting Program for FY 2015 Council District Service Budget Projects WBS No. F-000675-0003-3	<b>Originator's Initials</b> LJ	<b>Page</b> 2 of 2
-------------	---	------------------------------------	-----------------------

**PREVIOUS HISTORY AND PROJECT SCOPE:** On April 30, 2014, Ordinance No. 2014-0403, City Council approved four, five-year professional landscape architectural task order contracts with Clark Condon Associates, Inc.; Lauren Griffith, Inc.; M2L Associates, Inc.; and James Patterson Associates, Inc. dba White Oak Studio, appropriated \$2,950,440.00, and delegated authority to the director to approve supplemental allocations up to the maximum contract amount for each contract of \$3,000,000.00.

The Professional Landscape Architectural Task Order Contracting Program is primarily used for HPARD capital improvement projects. Under the terms of each contract, the consultant will perform design and construction phase services on an as-needed basis for capital improvement projects. The funds will be allocated to the landscape architectural contracts as work orders are issued. Fees for each task order have been negotiated based upon the size and complexity of the project. Periodically, as departments identify projects and specific funding for each project, Council may be requested to appropriate additional funds for the Program.

**M/WBE PARTICIPATION:** A 24% M/WBE goal has been established for each contract. Each consultant will utilize the following sub-consultants to achieve the goal. There is limited utilization to report at this time because all consultants are in the early stages of their task order contracts. However, it is anticipated that the consultants will achieve their goals by the completion of their respective contract. To date, each consultant has achieved the following M/WBE participation:

No.	Contractor	M/WBE Subcontractor(s)	Amount Authorized to Date	M/WBE Participation
1	Clark Condon Associates, Inc.	Brave/Architecture Inc. Hunt & Hunt Engineering Corporation HVJ Associates, Inc. Kuo & Associates, Inc. Matrix Structural Engineers, Inc. Marek-Hill Design	\$0 \$9,610 \$12,246 \$35,260 \$0 \$0	0.00% 1.55% 1.98% 5.70% 0.00% <u>0.00%</u> <b>9.23%</b>
2	Lauren Griffith, Inc.	Infrastructure Associates, Inc. Kuo & Associates, Inc. Henderson + Rogers, Inc. Kerry Goelzer Associates, Inc. Hunt & Hunt Engineering Corporation	\$31,665 \$20,504 \$8,500 \$0 \$1,500	4.39% 2.84% 1.18% 0.00% <u>0.21%</u> <b>8.62%</b>
3	M2L Associates, Inc.	Hunt & Hunt Engineering Corporation Omega Engineers, Inc. ASA Dally, Inc. Archi*Technics/3, Inc. Jones Engineers, L.P.	\$0 \$14,035 \$3,000 \$0 \$112,388	0.00% 1.47% 0.32% 0.00% <u>11.81%</u> <b>13.60%</b>
4	James Patterson Associates, Inc. dba White Oak Studio	Infrastructure Associates, Inc. Kuo & Associates, Inc. Henderson + Rogers, Inc. Jones Engineers, L.P.	\$0 \$47,034 \$7,695 \$5,130	0.00% 6.36% 1.04% <u>0.69%</u> <b>8.09%</b>

SM:RAV:JLN:LJ:de

c: Marta Crinejo, Jacquelyn L. Nisby, Morris Scott, Mark Ross, Luci Correa, Lisa Johnson, Veronica Lizama, Felicia Williams, File Vernita Jones, Felicia Williams, File



# CITY OF HOUSTON

General Services Department

## Interoffice

Correspondence

To: James Koski  
Deputy Chief of Staff

From: Scott Minnix   
Director

Attn: Mayor's Office  
Department Directors  
City Controller  
GSD Executive Staff

Date: September 18, 2015

Subject: **Delegation of Authority**

I will be out of the office on City Business September 21 – 25, 2015. During my absence, Assistant Director, Humberto Bautista, will be in charge and authorized to function as Acting Director. Mr. Bautista will have full signature authority in matters relating to the operation of GSD. Alternatively, in Mr. Bautista's absence, Chief of Staff, Jacquelyn Nisby, will have signature authority.

Please contact Mr. Bautista at 832-393-8027 (office) or 713-540-4333 (cell) and Ms. Nisby at 832-393-8023 or 713-408-9916 should any questions or concerns arise during my absence.

While out of the office I will have limited access to email and cell phone.