

City of Leon Valley 2012 Bond Program Oversight Committee Meeting, January 24, 2013

Vice Chairperson Olen Yarnell called the 2012 Bond Program Oversight Committee Meeting to order at 4:30 pm. Vice Chairperson Yarnell and Committee members Al Uvietta, Mike Davis Jr., Pedro Esquivel, Bob Thome and Christopher Gover were present.

Mayor Pro-Tem Kathy Hill, Councilman Jack Dean, City Manager Manuel Longoria Jr., Police Chief Wallace, and Fire Chief Irwin were also present along with Leon Valley City Staff members Rhonda Hewitt and Assistant Fire Chief Robert Lee.

A quorum was present.

Approval of Minutes

Vice Chairmen Yarnell asked for approval of the minutes from the October 11, 2012 and November 29, 2012 meetings. Committee Member Uvietta made a motion to approve the minutes and this was seconded by Pedro Esquivel.

Presentation of Status Report to Include Updates on the Selection of an Architectural Firm

Vice Chairperson Yarnell introduced the City Manager, Manuel Longoria Jr. who gave a detailed presentation on the process the City of Leon Valley is utilizing. This includes having the architects, OCO, hired and already working on facility programming.

Mr. Longoria Jr. gave the Committee an update on the Construction Manager at Risk process which included a timeline on the Request for Qualifications along with a work plan and tentative schedule to the project. Mr. Longoria Jr. briefed the Committee on the hiring of Jeff Chapman, an Attorney, to assist with both the Architects contract and the Request for Qualifications for the Construction Manager at Risk.

Mr. Longoria Jr. advised the Committee of the hiring of Melinda Smith, who will assist him with the management of this project along with other capital projects.

Update on the Construction Manager at Risk Request for Qualifications Solicitation Process

City Manager Manuel Longoria Jr. briefed the Committee on the two step process his is going to implement to hire the Construction Manager at Risk.

After the solicitations of the proposals, the first step involves narrowing the field to approximately five firms. The firms will be narrowed based purely on qualifications.

The second step will be for these firms to submit a cost/price proposal which will be evaluated and the interview process will take place.

Discussion on the Appointment of Subcommittee to Review and Evaluate the Construction Manager at Risk Proposals

The City Manager advised that the Committee will be staffed by the City Manager, Special Project Manager, Police Chief, Purchasing Agent, Fire Chief, and two members from the Bond Oversight Committee. After a discussion, Mike Davis Jr. made a motion nominating Olen Yarnell and Al Uvietta to serve on the subcommittee. This was seconded by Pedro Esquivel and was passed unanimously.

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City Manager Manuel Longoria Jr. also advised that OCO will be an advisor to the subcommittee, but would not be part of the voting for the selection.

The City Manager advised that the Subcommittee will make a recommendation which will then be reviewed by the Bond Oversight Committee who will then forward the recommendation to the City Council.

Presentation and Discussion Concerning the Conveyance of Property by Bexar County for the Fire Station

The City Manager led the discussion about the transfer of the parcels from Bexar County to Leon Valley. There are several concerns which the City Manager has been attempting to settle. This includes the definition of "substantial completion", if the former residents have any recourse to repurchase the properties, and when the properties will be turned over to Leon Valley.

The City Manager gave three options to the Committee. These were building within the footprint of the properties the City owns, buy land at another location for a Fire Department or delay the project.

Adjourn

Hearing no further business a motion was made by Mike Davis Jr. and seconded by Al Uvietta to adjourn the meeting. The meeting was adjourned at 5:50 p.m.


Abraham Diaz, Committee Chairman