

City of Leon Valley 2012 Bond Program Oversight Committee Meeting, February 28, 2013

Chairperson Abraham Diaz called the 2012 Bond Program Oversight Committee Meeting to order at 6:30 pm. Chairperson Diaz and Committee members Al Uvietta, Mike Davis Jr., Pedro Esquivel, and Olen Yarnell were present. Bob Tome and Christopher Gover were absent.

Mayor Pro-Tem Kathy Hill, Councilman Jack Dean, City Manager Manuel Longoria Jr., Police Chief Wallace, Special Projects Manager Smith and Interim Fire Chief Valdez were also present along with Leon Valley City Staff member Rhonda Hewitt.

A quorum was present.

Approval of Minutes

Chairman Diaz asked for approval of the minutes from the January 24, 2013 meeting. Committee Member Esquivel made a motion to approve the minutes and this was seconded by Member Uvietta. This motion passed unanimously.

Presentation of Status Report

Chairman Diaz introduced the City Manager, Manuel Longoria Jr. who gave a detailed presentation on the process the City of Leon Valley is utilizing.

Mr. Longoria Jr. briefed the committee on the work being completed by OCO Architects. This included the facility programming and the fact that a preliminary draft was given by the firm to City staff. Mr. Longoria Jr. further advised that staff met with OCO personnel and that the preliminary draft of the facility programming document was addressed and the project was brought in under the amount of the bond. Mr. Longoria Jr. stressed that this was preliminary and no design schematics have been done.

Mr. Longoria Jr. gave the Committee an update on the Construction Manager at Risk process which included a timeline on the Request for Qualifications (RFQ) along with a work plan and tentative schedule to the project. A copy of the RFQ was placed into the committee members packets.

Mr. Longoria Jr. briefed the committee on the work being completed by the City Attorney, Charlie Zech, in order to facilitate the conveyance of the property on El Verde Road. The committee members were advised that the County is planning on transferring the property, maybe as early as summer, but this all needed to be worked out in an inter-local agreement.

Pedro Esquivel questioned the City Manager about the need for an ethics disclosure form to be used if any of the committee members had any type of relationships with the Construction Manager at Risk candidates. After a discussion, the City Manager advised he would contact the City Attorney and have the address the committee, in the future, about this issue.

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 being used to evaluate and select the Construction Manager at Risk contractor.

After the solicitations of the proposals, the first step involves narrowing the field to no more than five firms. The firms will be narrowed based purely on qualifications.

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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.

The City Manager stated that the deadline for the initial RFQ was March 1st and that 42 inquires were made by firms.

The deadline for the firms who make the shortlist to submit cost/price proposals will be March 26th.

Mr. Longoria Jr. stated that instead of having two presentations, one to the CMR Selection Review Committee and one to the entire Bond Oversight Committee, the firms will give one presentation to both committees. The members of the Bond Oversight Committee shall then make comments to the Selection Review Committee who will make the recommendation to the City Council.

Adjourn

Hearing no further business a motion was made by Pedro Esquivel and seconded by Al Uvietta to adjourn the meeting. The meeting was adjourned at 7:31 p.m.


Abraham Diaz, Committee Chairman