

PROFESSIONAL SERVICES AGREEMENT

STATE OF TEXAS §
 §
COUNTY OF BEXAR §

This Agreement is hereby made and entered into by and between the City of San Antonio (hereinafter referred to as "CITY"), a Texas Municipal corporation, acting by and through its City Manager pursuant to Ordinance No. _____ dated **June 15, 2023**, and WALLACE ROBERTS & TODD, LLC., (hereinafter referred to as "CONSULTANT"). CITY and CONSULTANT shall collectively be referred to as the "PARTIES."

The PARTIES hereto severally and collectively agree, and by the execution hereof are bound, to the mutual obligations herein contained and to the performance and accomplishment of the tasks hereinafter described.

I. TERM

1.1 This agreement shall commence upon service delivery and terminate on September 30, 2024, or upon completion of the project, unless terminated sooner according to the terms hereof.

II. SCOPE OF SERVICES

2.1 CONSULTANT agrees to provide the services described in the attached Scope of Services, and other related services as assigned and agreed to by the Director.

2.2 All work performed by CONSULTANT hereunder shall be performed to the satisfaction of Director. The determination made by Director shall be final, binding, and conclusive on all PARTIES hereto. CITY shall be under no obligation to pay for any work performed by CONSULTANT, which is not satisfactory to the Director.

III. COMPENSATION TO CONSULTANT

3.1 In consideration of CONSULTANT's performance of all services and activities set forth in this Agreement, CITY agrees to pay all Eligible Expenses incurred hereunder. Notwithstanding any other provisions of this Agreement, the total of all payments and other obligations made or incurred by CITY shall not exceed \$289,070.00.

3.2 Upon completion of any services and activities provided pursuant to the Scope of Services by CONSULTANT, CONSULTANT shall provide CITY with an invoice. CITY invoices shall be submitted to CITY no more frequently than monthly. CONSULTANT agrees to provide the services described in the attached Scope of Services, and other related services as assigned and agreed to by the Director.

3.3 Unless CITY has questions concerning the delivery of services by CONSULTANT, CITY agrees to provide payment to CONSULTANT within thirty (30) calendar days of receipt of a request for reimbursement as defined above.

3.4 CITY shall not be obligated or liable under this Agreement to any party, other than CONSULTANT, for the payment of any monies or the provision of any goods or services.

3.5 No additional fees or expenses of CONSULTANT shall be charged by CONSULTANT nor be payable by CITY. The PARTIES hereby agree that all compensable expenses of CONSULTANT have been provided for in the total payment to CONSULTANT.

IV. OWNERSHIP OF MATERIALS AND DOCUMENTS

4.1 All work performed under this Agreement shall be work for hire. All materials produced shall be the exclusive property of the CITY. CONSULTANT has no copyright or other proprietary claim to them. As exclusive owner, CITY has the right to use all Materials and Documents as it desires, without restriction.

4.2 Any and all materials, documents, or information in whatsoever form and character produced by CONSULTANT pursuant to the provisions of this Agreement is the exclusive property of CITY; and no such materials, documents, or information shall be the subject of any copyright or proprietary claim by CONSULTANT.

V. RECORDS RETENTION

5.1 CONSULTANT and its subconsultants, if any, shall properly, accurately and completely maintain all documents, papers, and records, and other evidence pertaining to the services rendered hereunder (hereafter referred to as “documents”), and shall make such materials available to the CITY at their respective offices, at all reasonable times and as often as CITY may deem necessary during the Agreement period, including any extension or renewal hereof, and the record retention period established herein, for purposes of audit, inspection, examination, and making excerpts or copies of same by CITY and any of its authorized representatives.

5.2 CONSULTANT shall retain any and all documents produced as a result of services provided hereunder for a period of four (4) years (hereafter referred to as “retention period”) from the date of termination of the Agreement. If, at the end of the retention period, there is litigation or other questions arising from, involving, or concerning this documentation or the services provided hereunder, CONSULTANT shall retain the records until the resolution of such litigation or other such questions. CONSULTANT acknowledges and agrees that CITY shall have access to any and all such documents at any and all times, as deemed necessary by CITY, during said retention period. CITY may, at its election, require CONSULTANT to return said documents to CITY prior to or at the conclusion of said retention.

VI. TERMINATION

6.1 This Agreement may be terminated by CITY upon written notice, which notice shall be provided in accordance with Article VII. Notice.

6.2 Regardless of how this Agreement is terminated, CONSULTANT shall affect an orderly transfer to CITY or to such person(s) or firm(s) as the CITY may designate, at no additional cost to CITY, all completed or partially completed documents, papers, records, charts, reports, and any other materials or information produced as a result of or pertaining to the services rendered by CONSULTANT, or provided to CONSULTANT, hereunder, regardless of storage medium, if so requested by CITY, or shall otherwise be retained by CONSULTANT in accordance with Article V. Records Retention. Any record transfer shall be completed within thirty (30) calendar days of a written request by CITY and shall be completed at CONSULTANT’s sole cost and expense. Payment of compensation due or to become due to CONSULTANT is conditioned upon delivery of all such documents, if requested.

6.3 Within forty-five (45) calendar days of the effective date of completion, or termination or expiration of this Agreement, CONSULTANT shall submit to CITY its claims, in detail, for the monies owed by CITY for services performed under this Agreement through the effective date of termination. Failure by CONSULTANT to submit its claims within said forty-five (45) calendar days shall negate any liability on the part of CITY and constitute a Waiver by CONSULTANT of any and all right or claims to collect moneys that CONSULTANT may rightfully be otherwise entitled to for services performed pursuant to this Agreement.

6.4 Upon the effective date of expiration or termination of this Agreement, CONSULTANT shall cease all operations of work being performed by CONSULTANT or any of its subconsultants pursuant to this Agreement.

6.5 Termination not sole remedy. In no event shall CITY’s action of terminating this Agreement, whether for cause or otherwise, be deemed an election of CITY’s remedies, nor shall such termination limit, in any way, at law or at equity, CITY’s right to seek damages from or otherwise pursue CONSULTANT for any default hereunder or other action.

VII. NOTICE

7.1 Except where the terms of this Agreement expressly provide otherwise, any election, notice or communication required or permitted to be given under this Agreement shall be in writing and deemed to have been duly given if and when delivered personally (with receipt acknowledged), or three (3) days after depositing same in the U.S. mail, first class, with proper postage prepaid, or upon receipt if sending the same by certified mail, return receipt requested, or upon receipt when sent by a commercial courier service (such as Federal Express or DHL Worldwide

Express) for expedited delivery to be confirmed in writing by such courier, at the addresses set forth below or to such other address as either party may from time to time designate in writing.

If intended for CITY, to:
 City of San Antonio
 Attn: Director of Parks and Recreation
 P O Box 839966
 San Antonio TX 78238-3966

If intended for CONSULTANT, to:
 Wallace Roberts & Todd, LLC
 Attn: Principal
 1700 Market Street. Suite 2800
 Philadelphia, Pennsylvania 19125

VIII. INSURANCE

8.1 Prior to the commencement of any work under this Agreement, CONSULTANT shall furnish copies of all required endorsements and completed Certificate(s) of Insurance to the City’s Parks and Recreation Department, which shall be clearly labeled “**WRT – Youth Services Master Plan**” in the Description of Operations block of the Certificate. The Certificate(s) shall be completed by an agent and signed by a person authorized by that insurer to bind coverage on its behalf. The CITY will not accept a Memorandum of Insurance or Binder as proof of insurance. The certificate(s) must be signed by the Authorized Representative of the carrier and list the agent’s signature and phone number. The certificate shall be mailed, with copies of all applicable endorsements, directly from the insurer’s authorized representative to the City. The CITY shall have no duty to pay or perform under this Agreement until such certificate and endorsements have been received and approved by the City’s Parks and Recreation Department. No officer or employee, other than the City’s Risk Manager, shall have authority to waive this requirement.

8.2 The CITY reserves the right to review the insurance requirements of this Article during the effective period of this Agreement and any extension or renewal hereof and to modify insurance coverages and their limits when deemed necessary and prudent by City’s Risk Manager based upon changes in statutory law, court decisions, or circumstances surrounding this Agreement. In no instance will CITY allow modification whereby CITY may incur increased risk.

8.3 CONSULTANT’s financial integrity is of interest to the CITY; therefore, subject to CONSULTANT’s right to maintain reasonable deductibles in such amounts as are approved by the CITY, CONSULTANT shall obtain and maintain in full force and effect for the duration of this Agreement, and any extension hereof, at CONSULTANT’s sole expense, insurance coverage written on an occurrence basis, unless otherwise indicated, by companies authorized to do business in the State of Texas and with an A.M Best’s rating of no less than A- (VII), in the following types and for an amount not less than the amount listed below:

<i>INSURANCE TYPE</i>	<i>LIMITS</i>
1. Workers' Compensation	Statutory
2. Employers' Liability	\$1,000,000/\$1,000,000/\$1,000,000
3. Commercial General Liability Insurance to include coverage for the following: a. Premises/Operations b. Products/Completed Operations c. Personal/Advertising Injury d. Contractual Liability e. Independent Contractors	For Bodily Injury and Property Damage \$1,000,000 per occurrence; \$2,000,000 general aggregate, or its equivalent in Umbrella or Excess Liability Coverage must be on a per project aggregate.
4. Business Automobile Liability a. Owned/leased vehicles b. Non-owned vehicles c. Hired Vehicles	Combined Single. Limit for bodily injury and Property Damage of \$1,000,000 per occurrence.
5. Professional Liability	\$1,000,000 per claim damages by reason of any act, malpractice, error, or omission in the professional service.
*6. Cyber Liability	\$1,000,000 per claim \$2,000,000 general aggregate, or its equivalent in Umbrella or Excess Liability Coverage.
*If Applicable	

8.4 As they apply to the limits required by the CITY, the CITY shall be entitled, upon request and without expense, to receive copies of the policies, declaration page, and all required endorsements. CONSULTANT shall be required to comply with any such requests and shall submit requested documents to CITY at the address provided below within 10 days. CONSULTANT shall pay any costs incurred resulting from provision of said documents.

City of San Antonio
Attn: Parks and Recreation Department
P.O. Box 839966
San Antonio, Texas 78283-3966

8.5 CONSULTANT agrees that with respect to the above required insurance, all insurance policies are to contain or be endorsed to contain the following provisions:

- Name the City, its officers, officials, employees, volunteers, and elected representatives as additional insureds by endorsement, as respects operations and activities of, or on behalf of, the named insured performed under contract with the CITY, with the exception of the workers' compensation and professional liability policies;
- Provide for an endorsement that the "other insurance" clause shall not apply to the City of San Antonio where the CITY is an additional insured shown on the policy;
- Workers' compensation, employers' liability, general liability, and automobile liability policies will provide a waiver of subrogation in favor of the CITY.
- Provide advance written notice directly to CITY of any suspension or non-renewal in coverage, and not less than ten (10) calendar days advance notice for nonpayment of premium.

8.6 Within five (5) calendar days of a suspension, cancellation or non-renewal of coverage, CONSULTANT shall provide a replacement Certificate of Insurance and applicable endorsements to CITY. CITY shall have the option to suspend CONSULTANT's performance should there be a lapse in coverage at any time during this contract. Failure to provide and to maintain the required insurance shall constitute a material breach of this Agreement.

8.7 In addition to any other remedies the CITY may have upon CONSULTANT's failure to provide and maintain any insurance or policy endorsements to the extent and within the time herein required, the CITY shall have the right to order CONSULTANT to stop work hereunder, and/or withhold any payment(s) which become due to CONSULTANT hereunder until CONSULTANT demonstrates compliance with the requirements hereof.

8.8 Nothing herein contained shall be construed as limiting in any way the extent to which CONSULTANT may be held responsible for payments of damages to persons or property resulting from CONSULTANT's or its subcontractors' performance of the work covered under this Agreement.

8.9 It is agreed that CONSULTANT's insurance shall be deemed primary and non-contributory with respect to any insurance or self-insurance carried by the City of San Antonio for liability arising out of operations under this Agreement.

8.10 It is understood and agreed that the insurance required is in addition to and separate from any other obligation contained in this Agreement and that no claim or action by or on behalf of the CITY shall be limited to insurance coverage provided.

IX. INDEMNIFICATION

9.1 CONSULTANT covenants and agrees to FULLY INDEMNIFY, DEFEND and HOLD HARMLESS, the CITY and the elected officials, employees, officers, directors, volunteers and representatives of the CITY, individually and collectively, from and against any and all costs, claims, liens, damages, losses, expenses, fees, fines, penalties, proceedings, actions, demands, causes of action, liability and suits of any kind and nature, including but not limited to, personal or bodily injury, death and property damage, made upon the CITY directly or indirectly arising out of, resulting from or related to CONSULTANT's activities under this Agreement, including any acts or omissions of CONSULTANT, any agent, officer, director, representative, employee, CONSULTANT or subcontractor of CONSULTANT, and their respective officers, agents

employees, directors and representatives while in the exercise of the rights or performance of the duties under this Agreement. The indemnity provided for in this paragraph shall not apply to any liability resulting from the negligence of CITY, its officers, or employees, in instances where such negligence causes personal injury, death, or property damage. IN THE EVENT CONSULTANT AND CITY ARE FOUND JOINTLY LIABLE BY A COURT OF COMPETENT JURISDICTION, LIABILITY SHALL BE APPORTIONED COMPARATIVELY IN ACCORDANCE WITH THE LAWS FOR THE STATE OF TEXAS, WITHOUT, HOWEVER, WAIVING ANY GOVERNMENTAL IMMUNITY AVAILABLE TO THE CITY UNDER TEXAS LAW AND WITHOUT WAIVING ANY DEFENSES OF THE PARTIES UNDER TEXAS LAW.

9.2 The provisions of this Indemnity are solely for the benefit of the PARTIES hereto and not intended to create or grant any rights, contractual or otherwise, to any other person or entity. CONSULTANT shall advise the CITY in writing within 24 hours of any claim or demand against the CITY or CONSULTANT known to CONSULTANT related to or arising out of CONSULTANT's activities under this Agreement and shall see to the investigation and defense of such claim or demand at CONSULTANT's cost. The CITY shall have the right, at its option and at its own expense, to participate in such defense without relieving CONSULTANT of any of its obligations under this paragraph.

X. ASSIGNMENT AND SUBCONTRACTING

10.1 All work performed under this contract shall be performed by CONSULTANT.

10.2 Any attempt to transfer, pledge or otherwise assign this Agreement without said written approval, shall be void ab initio and shall confer no rights upon any third person. Should CONSULTANT assign, transfer, convey, delegate, or otherwise dispose of any part of all or any part of its right, title or interest in this Agreement, CITY may, at its option, cancel this Agreement and all rights, titles and interest of CONSULTANT shall thereupon cease and terminate, in accordance with Article VI. Termination, notwithstanding any other remedy available to CITY under this Agreement. The violation of this provision by CONSULTANT shall in no event release CONSULTANT from any obligation under the terms of this Agreement, nor shall it relieve or release CONSULTANT from the payment of any damages to CITY, which CITY sustains as a result of such violation.

XI. INDEPENDENT CONTRACTOR

11.1 CONSULTANT covenants and agrees that it is an independent contractor and not an officer, agent, servant or employee of CITY; that CONSULTANT shall have exclusive control of and exclusive right to control the details of the work performed hereunder and all persons performing same, and shall be responsible for the acts and omissions of its officers, agents, employees, contractors, subcontractors and consultants; that the doctrine of respondent superior shall not apply as between CITY and CONSULTANT, its officers, agents, employees, contractors, subcontractors and consultants, and nothing herein shall be construed as creating the relationship of employer-employee, principal-agent, partners or joint venturers between CITY and CONSULTANT. The PARTIES hereto understand and agree that the CITY shall not be liable for any claims which may be asserted by any third party occurring in connection with the services to be performed by the CONSULTANT under this Agreement and that the CONSULTANT has no authority to bind the CITY.

XII. NON-DISCRIMINATION

12.1 As a party to this contract, CONSULTANT understands and agrees to comply with the *Non-Discrimination Policy* of the City of San Antonio contained in Chapter 2, Article X of the City Code and further, shall not discriminate on the basis of race, color, religion, national origin, sex, sexual orientation, gender identity, veteran status, age, or disability, unless exempted by state or federal law, or as otherwise established herein.

XIII. CONFLICT OF INTEREST

13.1 The Charter of the City of San Antonio and the City of San Antonio Code of Ethics prohibit a CITY officer or employee, as those terms are defined in section 2-52 of the Code of Ethics, from having a direct or indirect financial interest in any contract with the CITY. An officer or employee has a "prohibited financial interest" in a contract with the CITY or sale to the CITY of land, materials, supplies or service, if any of the following individual(s) or entities is a party to the contract or sale:

- A CITY officer or employee; his or her spouse, sibling, parent, child or other family member within the first degree of consanguinity or affinity;
- An entity in which the officer or employee, or his or her parent, child or spouse directly or indirectly owns (i) 10 percent or more of the voting stock or shares of the entity, or (ii) 10 percent or more of the fair market value of the entity; or
- An entity in which any individual or entity listed above is (i) a subcontractor on a CITY contract, (ii) a partner or (iii) a parent or subsidiary entity.

13.2 Pursuant to the subsection above, CONSULTANT warrants and certifies, and this Agreement is made in reliance thereon, that by contracting with the CITY, CONSULTANT does not cause a CITY employee or officer to have a prohibited financial interest in the Contract. CONSULTANT further warrants and certifies that it has tendered to the CITY a Contracts Disclosure Statement in compliance with the City's Ethics Code.

XIV. AMENDMENTS

14.1 Except where the terms of this Agreement expressly provide otherwise, any alterations, additions, or deletions to the terms hereof, shall be effected by amendment, in writing, executed by both CITY and CONSULTANT.

XV. SEVERABILITY

15.1 If any clause or provision of this Agreement is held invalid, illegal or unenforceable under present or future federal, state or local laws, including but not limited to the City Charter, City Code, or ordinances of the City of San Antonio, Texas, then and in that event it is the intention of the PARTIES hereto that such invalidity, illegality or unenforceability shall not affect any other clause or provision hereof and that the remainder of this Agreement shall be construed as if such invalid, illegal or unenforceable clause or provision was never contained herein; it is also the intention of the PARTIES hereto that in lieu of each clause or provision of this Agreement that is invalid, illegal, or unenforceable, there be added as a part of the Agreement a clause or provision as similar in terms to such invalid, illegal or unenforceable clause or provision as may be possible, legal, valid and enforceable.

XVI. LICENSES/CERTIFICATIONS

16.1 CONSULTANT warrants and certifies that CONSULTANT and any other person designated to provide services hereunder has the requisite training, license and/or certification to provide said services, and meets all competence standards promulgated by all other authoritative bodies, as applicable to the services provided herein.

XVII. COMPLIANCE

17.1 CONSULTANT shall provide and perform all services required under this Agreement in compliance with all applicable federal, state, and local laws, rules, and regulations.

XVIII. NON-WAIVER OF PERFORMANCE

18.1 Unless otherwise specifically provided for in this Agreement, a waiver by either Party of a breach of any of the terms, conditions, covenants, or guarantees of this Agreement shall not be construed or held to be a waiver of any succeeding or preceding breach of the same or any other term, condition, covenant or guarantee herein contained. Further, any failure of either Party to insist in any one or more cases upon the strict performance of any of the covenants of this Agreement, or to exercise any option herein contained, shall in no event be construed as a waiver or relinquishment for the future of such covenant or option. In fact, no waiver, change, modification, or discharge by either party hereto of any provision of this Agreement shall be deemed to have been made or shall be effective unless expressed in writing and signed by the party to be charged. In case of CITY, such changes must be approved by the City Council, as described in Article XIV. Amendments. No act or omission by a Party shall in any manner impair or prejudice any right, power, privilege, or remedy available to that Party hereunder or by law or in equity, such rights, powers, privileges, or remedies to be always specifically preserved hereby.

XIX. LAW APPLICABLE

19.1 THIS AGREEMENT SHALL BE CONSTRUED UNDER AND IN ACCORDANCE WITH THE LAWS OF THE STATE OF TEXAS AND ALL OBLIGATIONS OF THE PARTIES CREATED HEREUNDER ARE PERFORMABLE IN BEXAR COUNTY, TEXAS.

19.2 Any legal action or proceeding brought or maintained, directly or indirectly, as a result of this Agreement shall be heard and determined in the City of San Antonio, Bexar County, Texas.

XX. LEGAL AUTHORITY

20.1 The signer of this Agreement for CONSULTANT represents, warrants, assures, and guarantees that signer has full legal authority to execute this Agreement on behalf of CONSULTANT and to bind CONSULTANT to all of the terms, conditions, provisions and obligations herein contained.

XXI. PARTIES BOUND

21.1 This Agreement shall be binding on and inure to the benefit of the PARTIES hereto and their respective heirs, executors, administrators, legal representatives, and successors and assigns, except as otherwise expressly provided for herein.

XXII. CAPTIONS

22.1 The captions contained in this Agreement are for convenience of reference only, and in no way limit or enlarge the terms and/or conditions of this Agreement.

XXIII. INCORPORATION OF EXHIBITS AND ATTACHMENTS

23.1 Each of the Exhibits and Attachments is an essential part of the Agreement, which governs the rights and duties of the PARTIES, and shall be interpreted in the order of priority as it appears.

XXIV. ENTIRE AGREEMENT

24.1 This Agreement, together with its authorizing ordinance and its exhibits, if any, constitute the final and entire agreement between the PARTIES hereto and contain all of the terms and conditions agreed upon. No other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind the PARTIES hereto, unless same be in writing, dated subsequent to the date hereto, and duly executed by the PARTIES, in accordance with Article XIV. Amendments.

EXECUTED and AGREED to this the _____ day of _____, 20____.

CITY OF SAN ANTONIO

WALLACE ROBERTS & TODD, LLC

Homer Garcia, III
Director, Parks and Recreation Department

John R. Gibbs, ASLA, LEED AP

Date: _____

Date: _____

ATTACHMENTS:

Attachment A: Scope of Services

Attachment A: Scope of Services
Scope of Services – WRT with Partners (PROS & ABLE)

Category	Timeline	Cost
1. Project Scoping & Kick-Off Meeting - includes Prep/Research; Project Meeting Time & Follow-Up (Virtual) Deliverables: a. Data Needs Inventory b. Final Project Scope	Jun 2023	\$6,750
2. Current Youth Program Understanding - Data Collection & Understanding; Operational Assessment of Current Service Levels; Community Center & Service Area Mapping; Existing Community Center and Program Opportunities Deliverables: a. Summary and Assessment of Current Program Offerings b. Identification of Gaps and Areas of Growth and Need c. Consultant Team (WRT/PROS/ABLE) Visit #1 d. Community Center and Programs Analysis/Existing Conditions and Opportunities	Jun 2023 – Sep 2023	\$41,600
3. Focused Engagement & Community Conversations - Community Engagement Strategy; Key Staff Leadership Interviews; Focus Groups Meetings with Youth/Special Topics; Online Survey; Pop-Up Engagement Strategy; Branding & Marketing/Outreach Materials for Print & Digital Media; Interim Presentation and Workshop with Department Staff (In-Person) Community-Wide Open House/DRAFT Recommendations (In-Person) & Virtual Option Deliverables: a. Engagement Strategy and Approach b. Social Media and Communications Outreach Plan c. Key Staff Leadership Interviews Summary & Themes d. Focus Group Summary & Themes e. Online / Pop-Up Survey Design a. Collection at Summer Youth Program/Other Youth Programs b. Online/SA SpeakUp Coordination f. Pop-Up Engagement Strategy with 10-12 Pop-Up Events to Include 1-2 Staff Members (ABLE) for Facilitation Per Pop-Up; Meeting Boards Creation and Report g. Interim Workshop with Key Staff - Consultant Team (WRT/PROS) Visit #2 h. Community Wide Open House (2 Sessions) – Consultant Team (WRT/PROS) Visit #3 i. Community Engagement Summary Report	Jun 2023 – Mar 2024	\$109,500
4. Trends, Cost Analysis, and Best Practices - Local Trends & National Best Practices; Program Cost Analysis Deliverables: a. Local Trends & National Best Practices Summary Memo b. Program Cost Analysis Summary Memo	Nov 2023 – Jan 2024	\$17,900
5. Youth Services Master Plan Recommendations - Develop Draft and Final Master Plan Document w/ Executive Summary, Investment Prioritization, Engagement Summary & Needs Assessment, Recommendations for Short- and Long-Term Improvements Deliverables: a. Draft Youth Services Master Plan b. Final Youth Services Master Plan	Jan 2024 – Mar 2024	\$52,800
6. Project Management & Coordination - Ongoing Coordination, Meetings, Agendas, Meeting Minutes, etc.	Ongoing	\$17,320
7. Reimbursable Expenses - Travel Expenses for 3 In-Person Visits and Other Miscellaneous Expenses	Designated	\$8,500
	Base Bid Total	\$254,370

Optional Add-On

Category	Timeline	Cost
1. Statistically Valid Survey Conducted by ETC – Developed Recommended Survey Plan (e.g. Sample Size, etc.) and Associated Cost Estimate for Survey Implementation	Jul 2023 – Oct 2023	\$25,000
2. Youth Services Master Plan Presentation		
Deliverables		
a. Travel Expenses, Prep, Slide Deck Development & Presentation to San Antonio City Council or City Council Committee (In-Person)	TBD	\$9,700
b. Prep, Slide Deck Development & Presentation to Parks and Recreation Board (Virtual)		
c. Prep, Slide Deck Development & Presentation to Group TBD, if needed (Virtual)		
	Add-Ons Total	\$ 34,700
	GRAND TOTAL	\$ 289,070

CITY will provide:

- Available Date to Include, But Not Limited To: Community Center Maps, Equity Maps, Trust for Public Land Information, ArcGIS Data to Include Schools, Center Locations, and Transportation Access
- Graphic Design in English and Spanish
- In-House Printing, As Needed
- Prioritized List of Stakeholders/Partners
- San Antonio Logistical Support to Include Access to Works