

CITY OF SAN ANTONIO
INTERDEPARTMENTAL CORRESPONDENCE
AVIATION DEPARTMENT

TO: Mayor and City Council

FROM: Kevin C. Dolliole, Aviation Director

THROUGH: Terry M. Brechtel, City Manager

COPIES TO: City Manager, Christopher J. Brady, Finance, Budget,
City Attorney

SUBJECT: Airport Financial Consulting Services

DATE: May 1, 2003

SUMMARY & RECOMMENDATION

The proposed ordinance approves an amendment to the professional services contract with Unison-Maximus, Inc. in an amount of \$ 59,600.00 for airport consulting services. Technical assistance is required for the development of a Passenger Facility Charge (PFC) amendment to the FAA to obtain the necessary authorization to use PFC revenues for projects included in the Airport System Capital Improvement Program (CIP). The contract amendment supports the implementation of the CIP financing plan approved by City Council on January 31, 2002.

The contract also includes the local M/WBE accounting/management consulting firm of Theresa Y. Britts, P.C. as a subcontractor for approximately 45% of the total.

Staff recommends approval of this ordinance.

BACKGROUND INFORMATION

Pursuant to the Airport Master Plan, a Capital Improvement Program (CIP) in excess of \$425 million is being implemented over a 10-year period. A significant portion of the Program will be funded through PFC revenues. The services of an airport consultant are needed to assist in the development of a PFC amendment to the FAA for the authority to utilize PFC funds for projects, which now meet eligibility requirements.

A certain portion of the cost for Concourses B and C were not included in the original PFC application because the required supporting documentation was not available at that time. Subsequently, the Terminal Programming Study has been completed and this information is available for submission to qualify for the use of PFC revenues. These PFC revenues were included in the Airport System's CIP Financing Plan approved by City Council.

An airport bond issue is planned for early 2004 to finance the next phase of the CIP. FAA approval of the PFC amendment is a prerequisite to the issuance of the PFC bonds. The FAA approval process requires approximately nine months to complete. Accordingly, the contract amendment is necessary in order to complete the prerequisite work within the available time frame. Future professional services in support of the financing plan will be accomplished through the solicitation of proposals for a new contract.

The contract with Unison-Maximus to be amended was awarded on August 24, 2000 through Ordinance 92428 in the amount of \$175,000.00. The scope of the contract is for the development of funding sources to finance the cost of the Airport System Capital Improvement Program. A key element of this work was the development of the City's PFC application and the initial work on a Letter of Intent (LOI) with the Federal Aviation Administration for grant funding.

POLICY ANALYSIS

The proposed professional service contract is consistent with the City policy of developing San Antonio International Airport to accommodate future growth.

FISCAL IMPACT

The proposed ordinance appropriates and authorizes \$59,600.00 in professional fees. Funds are available within the Airport Capital Improvement Fund for this expenditure.

COORDINATION

This item was coordinated with the City's Asset Management and Finance Departments and the City Attorney's Office.

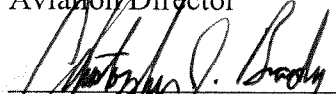
SUPPLEMENTARY COMMENTS

Completed Ethics Ordinance Disclosure forms from Unison-Maximus and Theresa Y. Britts, P.C. are attached.

SIGNATURES



Kevin C. Dolliole
Aviation Director



Christopher J. Brady
Assistant City Manager

Approved:



Terry M. Brechtel
City Manager

for

City of San Antonio

Discretionary Contracts Disclosure*

For use of this form, see City of San Antonio Ethics Code, Part D, Sections 1&2

Attach additional sheets if space provided is not sufficient.

State "Not Applicable" for questions that do not apply.

** This form is required to be supplemented in the event there is any change in the information under (1), (2), or (3) below, before the discretionary contract is the subject of council action, and no later than five (5) business days after any change about which information is required to be filed.*

Disclosure of Parties, Owners, and Closely Related Persons

For the purpose of assisting the City in the enforcement of provisions contained in the City Charter and the Code of Ethics, an individual or business entity seeking a discretionary contract from the City is required to disclose in connection with a proposal for a discretionary contract:

(1) the identity of any **individual** who would be a party to the discretionary contract:

None

(2) the identity of any **business entity**¹ that would be a party to the discretionary contract:

Unison-Maximus, Inc.
409 West Huron
Suite 400
Chicago, IL 60610

and the name of:

(A) any individual or business entity that would be a **subcontractor** on the discretionary contract;

Theresa Y. Britts, P.C.
4241 Piedras Drive East, Suite 150
San Antonio, TX 78228

and the name of:

(B) any individual or business entity that is known to be a **partner**, or a **parent** or **subsidiary** business entity, of any individual or business entity who would be a party to the discretionary contract;

Parent of Unison-Maximus, Inc:
Maximus, Inc.
11419 Sunset Hills Road
Reston, VA 20190-5207

¹ A *business entity* means a sole proprietorship, partnership, firm, corporation, holding company, joint-stock company, receivership, trust, unincorporated association, or any other entity recognized by law.

- (3) the identity of any *lobbyist* or *public relations firm* employed for purposes relating to the discretionary contract being sought by any individual or business entity who would be a party to the discretionary contract.

None

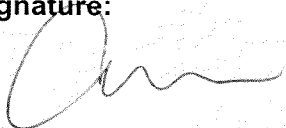
Political Contributions

Any individual or business entity seeking a discretionary contract from the city must disclose in connection with a proposal for a discretionary contract all political contributions totaling one hundred dollars (\$100) or more within the past twenty-four (24) months made directly or indirectly to any *current* or *former member* of City Council, any *candidate* for City Council, or to any *political action committee* that contributes to City Council elections, by any individual or business entity whose identity must be disclosed under (1), (2) or (3) above. Indirect contributions by an individual include, but are not limited to, contributions made by the individual's spouse, whether statutory or common-law. Indirect contributions by an entity include, but are not limited to, contributions made through the officers, owners, attorneys, or registered lobbyists of the entity.

To Whom Made:	Amount:	Date of Contribution:
None		

Disclosures in Proposals

Any individual or business entity seeking a discretionary contract with the city shall disclose any known facts which, reasonably understood, raise a question² as to whether any city official or employee would violate Section 1 of Part B, Improper Economic Benefit, by participating in official action relating to the discretionary contract.

None		
Signature: 	Title: President and CEO Company: Unison-Maximus, Inc.	Date: February 19, 2003

² For purposes of this rule, facts are "reasonably understood" to "raise a question" about the appropriateness of official action if a disinterested person would conclude that the facts, if true, require recusal or require careful consideration of whether or not recusal is required.

City of San Antonio

Discretionary Contracts Disclosure*

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(1) the identity of any **individual** who would be a party to the discretionary contract:

NOT APPLICABLE

(2) the identity of any **business entity**¹ that would be a party to the discretionary contract:

NOT APPLICABLE

and the name of:

(A) any individual or business entity that would be a **subcontractor** on the discretionary contract;

THERESA Y. BRITTS, PC
4241 PIEDRAS DRIVE # 150
SAN ANTONIO, TX 78228
210-735-9101

and the name of:

(B) any individual or business entity that is known to be a **partner**, or a **parent** or **subsidiary** business entity, of any individual or business entity who would be a party to the discretionary contract;

NOT APPLICABLE

¹ A *business entity* means a sole proprietorship, partnership, firm, corporation, holding company, joint-stock company, receivership, trust, unincorporated association, or any other entity recognized by law.

(3) the identity of any *lobbyist* or *public relations firm* employed for purposes relating to the discretionary contract being sought by any individual or business entity who would be a party to the discretionary contract.

NONE

Political Contributions

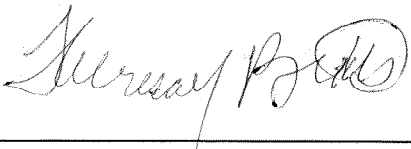
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Disclosures in Proposals

Any individual or business entity seeking a discretionary contract with the city shall disclose any known facts which, reasonably understood, raise a question² as to whether any city official or employee would violate Section 1 of Part B, Improper Economic Benefit, by participating in official action relating to the discretionary contract.

NONE

NONE		
Signature: 	Title: President Company: Theresa Y. Britts, PC	Date: February 20, 2003

² For purposes of this rule, facts are "reasonably understood" to "raise a question" about the appropriateness of official action if a disinterested person would conclude that the facts, if true, require recusal or require careful consideration of whether or not recusal is required.