

**CITY OF SAN ANTONIO
INTERDEPARTMENTAL MEMORANDUM
DEPARTMENT OF ASSET MANAGEMENT**

TO: Mayor and City Council

FROM: Rebecca Waldman, Director, Department of Asset Management

THROUGH: Terry M. Brechtel, City Manager

COPIES: Erik J. Walsh, Assistant to the City Manager; Thomas G. Wendorf, Director, Public Works Department; File

SUBJECT: Professional Services Agreement for Engineering Services – Southwest Business and Technology Park

DATE: May 8, 2003

SUMMARY AND RECOMMENDATIONS

This Ordinance authorizes the City Manager to enter into a Professional Services Agreement with Pape-Dawson Engineers, Inc. for Engineering Services associated with various pre-development land activities at the Southwest Business and Technology Park in an amount not to exceed \$161,288.00.

Staff recommends approval of this ordinance.

BACKGROUND INFORMATION

In July 2002, the City issued a Request for Qualifications (RFQ) to engage professional engineering services in connection with various pre-development land activities at the Southwest Business and Technology Park (SWBTP). The City is developing this property in accordance with the approved parcelization plan that recommended the lease or sale of the property. As such, consistent with the direction to provide for the development of the SWBTP property, the scope of work included completion of various property surveys, including topography and utilities, platting, preparation of a traffic impact analysis, and a drainage study with detention design.

In August 2002, the City received qualification statements from fifteen firms. Staff from the departments of Asset Management, Public Works, Development Services, Economic Development, and the City's real estate brokers evaluated the submittals. Based on the evaluation of the qualification statements, the evaluation team recommended the firm of Pape-

Dawson Engineers to the Public Works A/E Selection Committee which concurs with the recommendation.

Staff has negotiated a contract with Pape-Dawson Engineers to provide the required scope of services in an amount not to exceed \$161,288.00.

POLICY ANALYSIS

Approval of this ordinance is consistent with the long-range development plans of the SWBTP and will assist in facilitating City Council direction to sell/lease property in the SWBTP.

FISCAL IMPACT

The funding for these expenditures, in an amount not to exceed \$161,288.00, is available in the fund designated for the development of the Southwest Business and Technology Park.

COORDINATION

This request has been coordinated with the City Departments of Public Works, Development Services, Economic Development, Finance, and the City Attorney's Office.

SUPPLEMENTARY COMMENTS

The required Ethics Ordinance Disclosure Statement is attached.



Rebecca Waldman, Director
Department of Asset Management



Erik J. Walsh
Assistant to the City Manager

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:

Pape-Dawson Engineers, Inc.

and the name of:

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

A C Group, LLC
Arias & Associates
Landata
Rialto Studios, Inc.

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;

None

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:
See attached listings		

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:  Wayne Brasington, CFO	Title: Chief Financial Officer Company: Pape-Dawson Engineers, Inc.	Date: April 8, 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.



April 1, 2003

**DISCRETIONARY CONTRACT ETHICS STATEMENT
PAPE-DAWSON ENGINEERS, INC.**

Political contributions of more than \$100 made during the previous twenty-four months to Council members and political action committees.

Eugene H. Dawson, Jr.

July 2001	CEC-PAC	\$580
Dec. 2001	David Garcia	\$500
Jan. 2002	David Garcia	\$500
May 2002	Antionette Moorhouse	\$500
June 2002	Enrique Barrera	\$500
Aug. 2002	Carroll Schubert	\$500
Jan. 2003	Carroll Schubert	\$500
March 2003	Antionette Moorhouse	\$500

Samuel G. Dawson

May 2002	Antionette Moorhouse	\$500
June 2002	Enrique Barrera	\$500
Aug. 2002	Carroll Schubert	\$250
Jan. 2003	Carroll Schubert	\$500
March 2003	Ed Garza	\$500

PAPE-DAWSON ENGINEERS, INC.

555 East Ramsey | San Antonio, Texas 78216 | Phone: 210.375.9000 | Fax: 210.375.9010 | info@pape-dawson.com

Ruben C. Cervantes

May 2001	Antoniette Moorhouse	\$250
Sept. 2001	Enrique Martin	\$250
June 2002	Antoniette Moorhouse	\$100

Rick Wood

May 2001	Antoniette Moorhouse	\$250
June 2002	Antoniette Moorhouse	\$150

Officers

July 2002	Consulting Engineers Council of Texas-PAC	\$2,480
Various	Candidates and Previous Council Not Holding Office	\$1,150

Pape-Dawson Engineers, Inc.



Wayne Brasington
Chief Financial Officer

Southwest Business & Technology Park ENGINEER STATEMENT OF INTEREST REVIEW CITY OF SAN ANTONIO

[illegible]