

**CITY OF SAN ANTONIO
INTERDEPARTMENTAL MEMORANDUM
PUBLIC WORKS DEPARTMENT**

CONSENT AGENDA
ITEM NO. **13**

TO: Mayor and City Council

FROM: Thomas G. Wendorf, P.E., Director of Public Works

THROUGH: Terry M. Brechtel, City Manager

COPIES: Melissa Byrne Vossmer; Andrew Martin; Louis A. Lendman; Milo D. Nitschke;
File

SUBJECT: Bitters Road from West Avenue to Heimer

DATE: June 26, 2003

SUMMARY AND RECOMMENDATIONS

This ordinance amends a professional service contract and authorizes Certificates of Obligation funds in the amount of \$32,215.50 payable to Turner Collie & Braden, Inc., for engineering services and \$3,221.55 for engineering contingency for an overall total amount of \$35,437.05 in connection with Bitters Road from West Avenue to Heimer project, an authorized Certificates of Obligation Metropolitan Planning Organization (MPO) project, located in Council District 9.

Staff recommends approval of this ordinance.

BACKGROUND INFORMATION

This ordinance approves additional compensation to Turner Collie & Braden, Inc. for engineering services to include construction administration of the Bitters Road from West Avenue to Heimer project. This project provides for the widening of existing roadway to 7 lanes adding left and right turn lanes at US 281 to facilitate traffic thru the intersection of US 281, upgrade traffic signalization, and add 6-foot sidewalks at the curb. This project is currently under final design and is scheduled to advertise for bids in June 2003, to begin construction by August 2003, and to be completed by August 2004.

This professional service contract was originally approved by City Ordinance No. 93191 on January 11, 2001 and initially authorized \$60,000.00 for services related to this project. Subsequent City Council action authorized additional funds in the total amount of \$116,970.60 and brought the total contract value to \$176,970.60. This City Council action will increase the total, to date, authorized for this professional service contract to \$209,186.10.

POLICY ANALYSIS

Approval of this ordinance will be a continuation of City Council policy to participate in the development and construction of City selected and approved MPO projects which are approved annually by Council.

FISCAL IMPACT

This is a one-time capital improvement expenditure is within budget and included in the FY03-05 Capital Improvement Program Budget. Funds in the amount of \$35,437.05 are available from Certificates of Obligation and authorized payable to as follows:

\$32,215.50	payable to Turner Collie & Braden, Inc. for engineering services
\$ 3,221.55	payable for engineering contingency

This item represents a portion of the total estimated City project cost of \$1,910,557.00.

COORDINATION

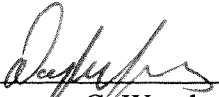
This request for ordinance has been coordinated with the Office of Management and Budget and the Finance Department.

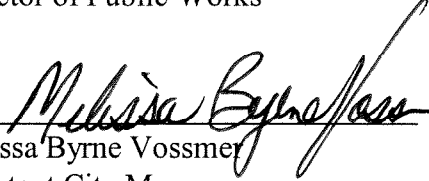
SUPPLEMENTARY COMMENTS

The Discretionary Contracts Disclosure Form required by the Ethics Ordinance is attached.

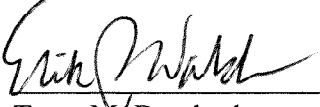
ATTACHMENTS

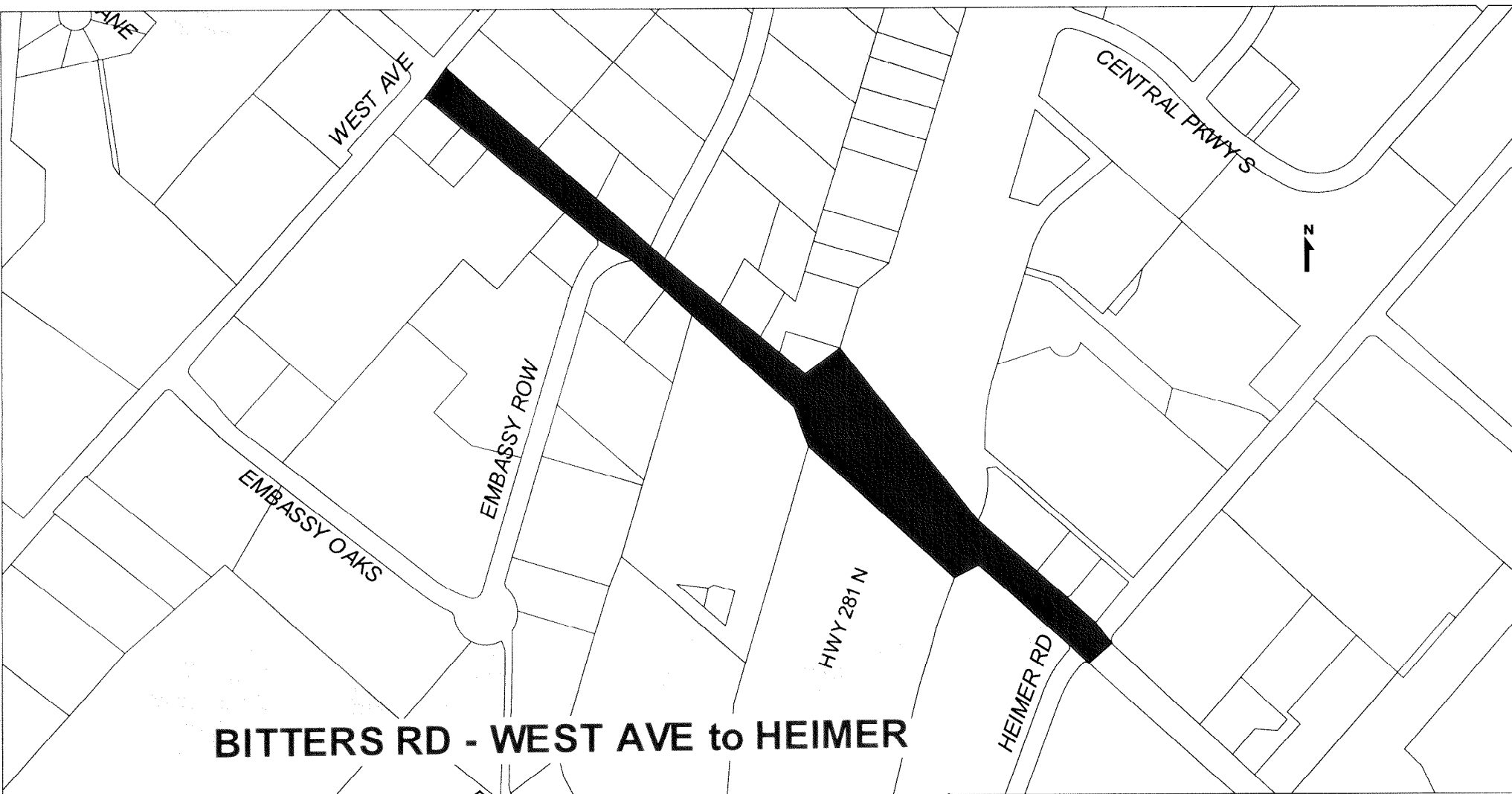
1. Project Map
2. Turner Collie & Braden, Inc Letter, dated May 12, 2003

 P.E. 6/11/03
Thomas G. Wendorf, P.E.
Director of Public Works


Melissa Byrne Vossmer
Assistant City Manager

Approved:


for Terry M. Brechtel
City Manager



BITTERS RD - WEST AVE to HEIMER

TurnerCollie & Braden Inc.
Engineers • Planners • Project Managers

6800 Park Ten Blvd., Suite 180S
San Antonio, Texas 78213
Tel: (210) 296-2000
Fax: (210) 296-2025

May 12, 2003

RECEIVED

MAY 14 2003

CITY OF SAN ANTONIO
PUBLIC WORKS, CAPITAL PROGRAMS

Mr. Jim Clements, P.E.
Project Manager
City of San Antonio
P.O. Box 839966
San Antonio, Texas 78283-3966

Re: Bitters Road – Construction Services

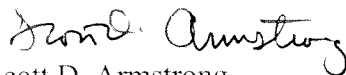
Dear Jim,

TC&B is pleased to provide the city of San Antonio with this proposal for construction services for the Bitters Road Project. It is our understanding that these services will be provided on a cost/plus basis and that the City will use this proposal to establish a not-to-exceed amount. Anticipated services and man-hour estimates for each task are listed on the attached spreadsheet. Additional assumptions are listed on a separate sheet following the man-hour estimate. Based upon the estimate of 356 man-hours, we estimate a labor cost of \$31,480.50 and \$735.00 in direct expenses. The total estimated project not-to-exceed cost would be \$32,215.50.

The estimate of services and man-hours is based upon the assumption that TxDOT will provide full time on site inspection and materials testing. TC&B will be functioning in an oversight/coordination role on behalf of the City of San Antonio.

TC&B looks forward to assisting the City during the construction of Bitters Road. Should you have any questions or comments regarding this proposal, please do not hesitate to contact our office.

Sincerely,


Scott D. Armstrong
Project Manager

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MAY 14 2003

CITY OF SAN ANTONIO
PUBLIC WORKS, CAPITAL PROGRAMS**FEE SCHEDULE**LABOR

Hourly Direct Rate:

	TOTAL HOURS & COST	PROJECT MGR. / SR. ENGR.	PROJECT ENGR.	E.I.T.	ENGR. TECH.	CLERICAL	SURVEY CREW
		\$44.00	\$32.00	\$24.00	\$18.50	\$14.00	\$32.25
<i>Task</i>							
1) Attend partnering/pre-construction meetings	8	4	4				
2) Attend regularly scheduled project meetings	74	10	64				
3) Job site visits	33	3	10	10	10		
4) Shop drawing review	44		8	32		4	
5) Respond to contractor's RFI	56	4	16	8	24	4	
6) Change order review	23	2	8	12		1	
7) Preparation of change order drawings	47	2	8	12	24	1	
8) Additional survey (3-man crew)	24						24
9) Utility coordination	32	4	24			4	
10) Design Enhancement coordination (if applicable)	0						
11) Final inspection	15	3	12				
TOTAL HOURS	356	32	154	74	58	14	24
DIRECT LABOR COST	\$10,155.00	\$1,408.00	\$4,928.00	\$1,776.00	\$1,073.00	\$196.00	\$774.00
LABOR BURDEN (multiplier = 2.10)	\$21,325.50	\$2,956.80	\$10,348.80	\$3,729.60	\$2,253.30	\$411.60	\$1,625.40
TOTAL LABOR COST	\$31,480.50	\$4,364.80	\$15,276.80	\$5,505.60	\$3,326.30	\$607.60	\$2,399.40

DIRECT EXPENSES

1) Reproduction	\$100.00
2) Delivery Service (\$15.00 per delivery)	\$300.00
3) Mileage (\$0.365 per mile)	\$335.00
TOTAL DIRECT EXPENSES	\$735.00
TOTAL LABOR & DIRECT EXPENSES	\$32,215.50

Comments:

1. It is anticipated that these services will be provided through a Cost/Plus contract.
2. Hours are estimations only for the purpose of establishing a Not-to-Exceed dollar amount.
3. See next sheet for assumptions.

ASSUMPTIONS

LABOR

Task

- 1) Attend one pre-construction meeting
- 2) Project Engineer: 32, 1-hour, bi-weekly meetings plus travel time.
Project Manager: 5, 1-hour project meetings plus travel time.
- 3) Approximately 15 field visits for 33 hours. Hours distributed between
Proj. Mgr., Proj. Engr., E.I.T. and Engr. Tech
- 4) Shop drawings include Traffic Signals, PR-1 Railing, Drainage
Structures
- 5)
- 6)
- 7)
- 8)
- 9) Utility Coordination is for providing general information to the utility
companies and coordination between the contractor and the utility
companies. These services do not pertain to any joint bid utilities or
other utility adjustments located in the corridor.
- 10)
- 11)

DIRECT EXPENSES

- 1) as needed
- 2) 20 deliveries
- 3) 32 bi-weekly meetings and 10 additional job site visits at 20 miles
per round trip plus approximately 5 miles on the on the project
during field visits = 915 miles

Note: Project duration is assumed to be 15 months.

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:

N/A

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

Turner Collie & Braden Inc.

and the name of:

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

N/A

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 Business Entity of Turner Collie & Braden Inc. - TCB INC.

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.

City of San Antonio Discretionary Contracts Disclosure*

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

N/A

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:
E.M. Barrera	\$ 200.00	04/06/01
David Carpenter	\$ 200.00	04/23/01
Bonnie Conner	\$ 210.00	03/08/01
Ed Garza	\$1,000.00	04/30/01
	\$ 500.00	08/16/01
	\$ 500.00	11/28/01
	\$ 240.00	08/08/02
Roland Gutierrez	\$ 200.00	05/11/01
Bobby Perez	\$ 200.00	04/06/01
Carroll Schubert	\$ 500.00	04/30/01

Disclosures in Proposals

City of San Antonio
Discretionary Contracts Disclosure*

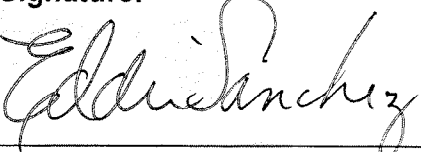
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Attach additional sheets if space provided is not sufficient.

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

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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.

Signature: 	Title: Vice President Company: Turner Collie & Braden Inc.	Date: 11-4-02

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.