

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

CONSENT AGENDA
ITEM NO. **12**

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, and file

SUBJECT: Mayfield from IH 35 to Zarzamora

DATE: May 29, 2003

SUMMARY AND RECOMMENDATIONS

This ordinance amends a professional service contract and authorizes additional funds in the amount of \$34,017.09 from 1999 General Obligation Street Improvement Bonds, payable to Maestas & Bailey, Inc., a MBE firm, for engineering services in connection with the Mayfield from IH 35 to Zarzamora, an authorized Metropolitan Planning Organization (MPO) project, located in Council District 4.

Staff recommends approval of this ordinance.

BACKGROUND INFORMATION

This ordinance requests additional compensation to Maestas & Bailey, Inc. for professional engineering service associated with reinitiating the Mayfield from Zarzamora to IH 35 project. This project had completed 30% design and was dormant for almost one year to resolve the drainage outfall alignment. The new drainage outfall alignment is substantially shorter in length and will require starting over on the outfall design to include surveying. The consultant is asking to update his fee to current prices since the fee was negotiated in April 2000, and there have been significant delays. The traffic signals, which were not included in the original fee, will have to be modified to move them out of the sidewalk and include the installation of a Video Imaging Vehicle Detection System (VIVDS). This project is currently under design and is scheduled to advertise for construction in August 2004, begin construction in October 2004, and be completed by February 2006.

This professional services contract was originally approved by City Ordinance No. 91828 on May 25, 2000 and initially authorized \$245,200.25 for services related to this project. This City Council action will increase the total amount authorized for this professional service contract to \$279,217.34.

POLICY ANALYSIS

Approval of this ordinance will be a continuation of City Council policy to complete previously approved 1999 General Obligation Street Improvement Bond funded Metropolitan Planning Organization Capital Improvements Projects.

FISCAL IMPACT

This is a one-time capital improvement expenditure within budget and included in the Capital Improvement Program Budget. Funds in the amount of \$34,017.09 are available from 1999 General Obligation Street Improvement Bonds and authorized payable to Maestas & Bailey, Inc.

The total estimated cost of this project is \$3,716,009.00. As part of the implementation of Metropolitan Planning Organization (MPO) Surface Transportation Program projects, it is the City's responsibility to fund engineering, right of way acquisition, and twenty percent (20%) of construction cost. Of the \$3,716,009.00, the City's estimated project cost is \$1,300,009.00.

COORDINATION

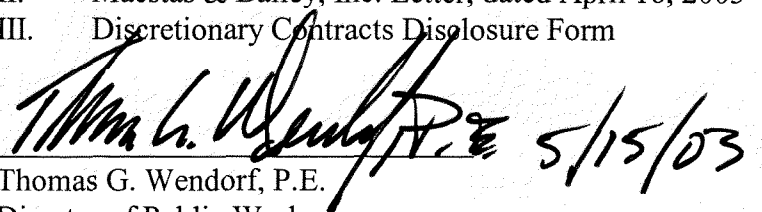
This request for ordinance has been coordinated with the Office of Management and Budget, the Finance Department, and the Texas Department of Transportation.

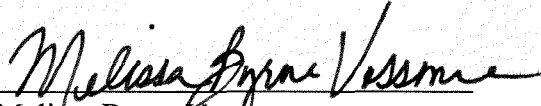
SUPPLEMENTARY COMMENTS

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

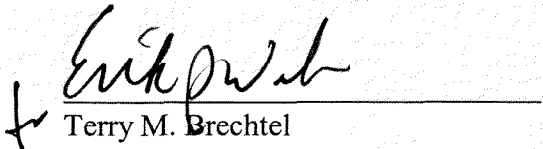
ATTACHMENT

- I. Project Map
- II. Maestas & Bailey, Inc. Letter, dated April 16, 2003
- III. Discretionary Contracts Disclosure Form

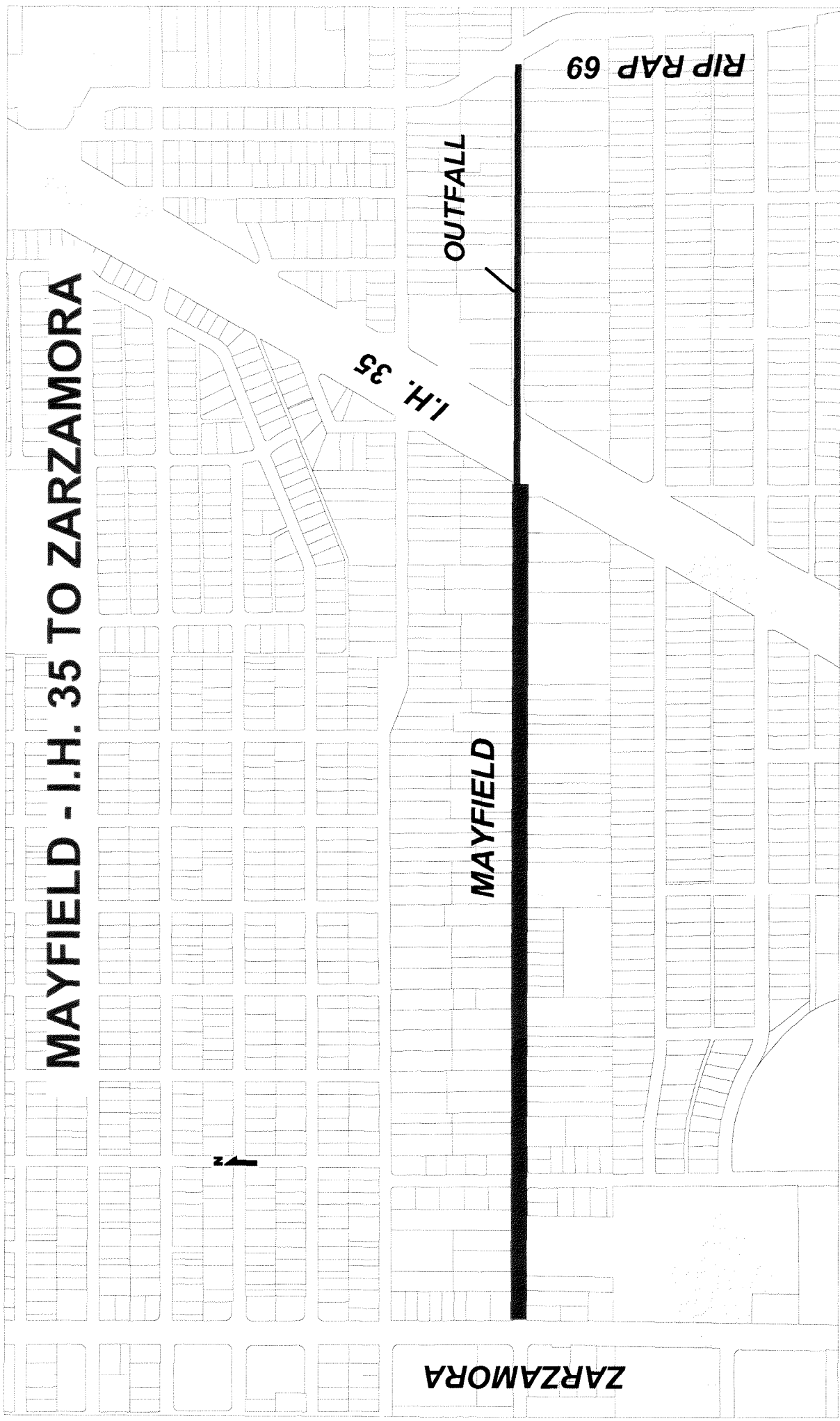

Thomas G. Wendorf, P.E.
Director of Public Works


Melissa Byrne Vossmer
Assistant City Manager

Approved:


Terry M. Brechtel
City Manager

MAYFIELD - I.H. 35 TO ZARZAMORA



ZARZAMORA

MAYFIELD

I.H. 35

OUTFALL

RIP RAP 69

12

MAESTAS & BAILEY, INC.

Consulting Engineers

Civil • Drainage • Construction Management

April 16, 2003

Mr. Samuel Hutchins, P.E.
Capital Projects, Project Manager
City of San Antonio
Department of Public Works
P.O. Box 839966
San Antonio, TX 78283-3966

RE: Mayfield – Zarzamora to IH 35

Dear Mr. Hutchins:

This letter is our proposal for additional services and cost associated with reinitiating the Mayfield project. A summary of the additional cost and fees is presented below. A written justification for each of the items listed below is attached along with a break down of the cost.

Project Reinitiation Costs	\$ 14,862.09
Adjustment to Engineering Fee	\$ 6,010.00
Additional Services for Traffic Signals	\$ 5,500.00
Additional Surveying on Mayfield	\$ 7,645.00

Total Project Fee \$ 34,017.09

Maestas & Bailey, Inc. is grateful for the opportunity to be of service to the City of San Antonio for this project. If you have any questions please call us.

Sincerely,
Maestas & Bailey, Inc.



Ernest T. Maestas, P.E.

attachments

MAYFEILD: ZARZAMORA to IH 35

Project Reinitiation Tasks

Justification: Due to the length of time the project was on hold and the change in the drainage outfall alignment option, additional cost will be incurred. Some of these additional cost are associated with new utility coordination, revisiting project site to insure that ground conditions have not changed and locating areas that have changed and will require modifications to existing plans, drainage areas maps, Geopak drainage model, and recalculation of stormwater flows.

TASK DESCRIPTION	Prin	Proj. Mgr.	Proj. Engr.	Cadd Tech1	Cadd Tech2	Cadd Tech3	Clerical	Total Hours	Cost
Project Reinitiation Tasks									
Site visits			3			3		6	\$ 465.57
Coordinate with City of San Antonio		1	2					3	\$ 306.96
Revise drainage area maps			1		2			3	\$ 178.52
Recalculate stormwater flows			2					2	\$ 204.64
Modify and revise Geopak drainage model		2	16			24		42	\$ 3,110.64
Revise Digital Terrain Model			4			12		16	\$ 1,043.72
Revise Plan/Profile Sheets for Mayfield (changed conditions)		1	2		12			15	\$ 764.16
Redevelop Plan/Profile Sheets for drainage outfall		1	5		40			46	\$ 2,137.92
Utility coordination mtg		2	2					4	\$ 409.28
Utility data file development		1	6		8			15	\$ 1,021.04
Utility mapping development		1	4		16		2	23	\$ 1,183.40
Finalize utility mapping file			4		8			12	\$ 714.08
Coordination with SBC on duct banks		4	4		8			16	\$ 1,123.36
Assemble list of possible conflicts for utility companies			2		4			6	\$ 357.04
Project Management for Subconsultants		2	16					18	\$ 1,841.76
Total Hours	0	15	73	0	98	39	2	227	
Hourly Rate	\$102.32	\$102.32	\$102.32	\$27.99	\$38.10	\$52.87	\$31.10		
Total Engineering Fee									\$ 14,862.09

Mayfield: Zarzamora to IH 35
Proposed Adjustment to Engineering Fee

Justification: Current fee was originally negotiated in April 2000 and accepted by the City of San Antonio in August of 2000. Original fee was based on completing the project in a timely manner without major delays. Our costs have changed over the past three (3) years and the engineering fee needs to be adjusted to reflect current company hourly rates. The attached fee reflects only an increase due to changes in our hourly rates. No changes have been made to the previously negotiated hours.

TASK DESCRIPTION	Prin	Proj. Mgr.	Proj. Engr.	Cadd Tech1	Cadd Tech2	Cadd Tech3	Clerical	Total Hours
Intermediate Phase (60% Submittal)								
Coordinate with TxDOT		1	2					3
Design Enhancements		10	40				40	90
Develop Roadway Plan/Profile Sheets		4	20	80	60	40		204
Intersecting street Grading Plans		6	16	12	12	8		54
Develop Miscellaneous Roadway Details		4	8	12				24
Project Layout Sheet		1	8	24		4		37
Removal Item Plan		2	4	16				22
Formulate & Prepare Traffic Control Plans		16	40	80	30	10		176
Driveway Grading and Penetrations			16	16	16			48
Develop Roadway Cross Sections		2	12	8	16	40		78
Place utility information on profiles & x-sections			4		2	4		10
Title Sheet	1	2	4	12				19
Prepare Project Summaries		2	8	8				18
Prepare CPM Schedule		2	16					18
Prepare list of Specs & special provisions		2	8		16			26
Prepare Interior DAM		2	12	24		24		62
Storm sewer layout & sizing		8	40					48
Inlet layout		2	16		8			26
Inlet sections		4	16	60	40	24		144
Determine utility conflicts & adjust design		2	12			6		20
Determine pothole locations		2						2
Submit request for potholes to Utility companies		1					1	2
Storm sewer modelling		8	90			40		138
Show exist. storm sewer in plans		2			8			10
Boring plan & layout		2	4		8			14
Prepare HGL/EGL sheets		2	8			8		18
Drainage Plan & Profile sheets for Mayfield		4	24	112	56	28		224
Drainage Outfall Plan & Profile sheets		4	12	144	54	36		250
Drainage details		1	16		24			41
Preliminary Signing & Marking Layout		4	8	8		6		26
Prepare environmental questionnaire		1	2				2	5
Calculate Quantities		8	32	16	24	2		82
Prepare Construction Cost Estimate		1	4					5
Sequence of Work Narrative		1	4				2	7
Preparation of TxDOT permits		1	2	1			2	6
QAQC review		6	16	4	8	12	8	54
Assemble plans /furnish review set		2		6		2	2	12
Attend 60% review meeting	2	2						4
Address Review Comments		1	3					4
Project Management	12	60					16	88
Subtotal	15	185	527	643	382	294	73	2119

Final Phase (90% Submittal)								
Adjust plans for Review Comments		1	2	8				11
Place Quantities on sheets		8	10	4	20			42
Show Storm drainage on Road Cross Sections		1	2			8		11
Assemble Standard sheets		1	4	24	8	8		45
Prepare general notes		12	16				16	44
Prepare SW3P		6	30		60			96
Prepare Signing & Marking Layout		4	8		24	3		39
Prepare Special Sign Details			1	3				4
QAQC review		1	4					5
Assemble plans /furnish review set		2		4		2	2	10
Attend 90% review meeting	2	2						4

Mayfield: Zarzamora to IH 35
Proposed Adjustment to Engineering Fee

TASK DESCRIPTION	Prin	Proj. Mgr.	Proj. Engr.	Cadd Tech1	Cadd Tech2	Cadd Tech3	Clerical	Total Hours
Address Review Comments		1	2					3
Project Management	5	12					4	21
Subtotal	7	51	79	43	112	21	22	335

San Antonio District Plans (95% Submittal)								
Assemble plans /furnish review set		2		4		2	2	10
Address Review Comments		1	2					3
Assemble plans /furnish review set		2		2		2	2	8
Project Management	1	2					2	5
Subtotal	1	7	2	6	0	4	6	26

State Plans (100% Plans)								
Address District Review Comments		1	2					3
Furnish Signed Original Drawings		2		8		2	2	14
Furnish computerized text & Data files			2			4	1	7
Project Management	1	2					2	5
Subtotal	1	5	4	8	0	6	5	29
Total Hours	24	248	612	700	494	325	106	2509

2003 Hourly Rates	\$102.32	\$102.32	\$102.32	\$27.99	\$38.10	\$52.87	\$31.10	
Total Engineering Fee based on 2003 Hourly Rates								\$ 149,344.63

2000 Hourly Rates	\$93.02	\$93.02	\$93.02	\$29.25	\$43.88	\$49.73	\$26.33	
Total Engineering Fee Based on 2000 Hourly Rates								\$ 143,334.63

TOTAL INCREASE IN ENGINEERING FEE (2000 to 2003)

\$ 6,010.00

Mayfield: Zarzamora to IH 35
Fee Proposal for Additional Services
Traffic Signals

Justification: Original scope of work did not include modifications to traffic signals at Zarzamora. After the Schematic Diagram Phase, new proposed corner clips and curb return radii will require relocation of poles supporting traffic signal span wires. These item will provide for relocation and modifications of the existing traffic signals at Zarzamora.

TASK DESCRIPTION	Cost
Traffic Signals: David C. Steitle, P.E.	
Intermediate Design Phase signal redesign preparation	\$ 1,500.00
Final Design Phase signal redesign preparation	\$ 1,500.00
Plan notes and special provisions for signal construction	\$ 1,500.00
Preparation of Traffic Signal Plans	\$ 1,000.00
Total Traffic Signal Design Fee	\$ 5,500.00

Mayfield: Zarzamora to IH 35

Fee Proposal for
Additional Services
Surveying

Justification: New drainage outfall alignment will require additional surveying to establish horizontal and vertical control east of IH 35 and to obtain topographic data and existing utility information on Mayfield between IH 35 and the drainage channel located east of Commerical Ave. Additionally, changes in topographic conditions on Mayfield between Zarzamora to IH 35 will also need to be obtained.

TASK DESCRIPTION	RPLS	SIT	Cadd Tech	Survey Crew	Total Hours	Cost
Field Surveying: Brown Surveying Co.						
Obtain revised topo data on Mayfield (Zarzamora to IH 35)	1	1		8	10	\$ 815.00
Reestablish horizontal & vertical control for Mayfield: Zarzamora to IH 35	1			4	5	\$ 425.00
Collect data for establishment of ROW	2				2	\$ 170.00
Establish horizontal & vertical control for Mayfield East of IH 35	1	2		4	7	\$ 525.00
Tie found property corners to horizontal control	2			2	4	\$ 340.00
Establish ROW based on found Property Corners	2	2			4	\$ 270.00
Obtain topo data for Mayfield (IH 35 to Channel)	4	8	8	40	60	\$ 4,540.00
Obtain sewer inverts and water/gas valve stem elevs.	1	1		2	4	\$ 305.00
Tie utility paint markings to horizontal control	1			2	3	\$ 255.00
Total Hours	13	13	8	50	84	
Hourly Rates	\$85.00	\$50.00	\$50.00	\$85.00		
Total Surveying Fee						\$ 7,645.00

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 sheet 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:

Ernest T. Maestas, P.E.
Tom C. Bailey, P.E.

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

Maestas & Bailey, Inc.

and the name of:

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

None

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

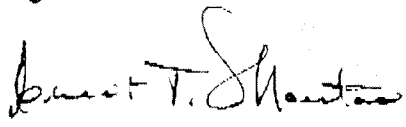
Any individual or business entity seeking a discretionary contract from the city must disclose in connection with a proposal for a discretionary contract all political contributions totaling one hundred dollars (\$100) or more within the past twenty-four (24) months made directly or indirectly to any *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:
CEPAC	\$120.00	July 18, 2002
CEPAC	\$360.00	September 17, 2002

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 3, Improper Economic Benefit, by participating in official action relating to the discretionary contract.

None

Signature: 	Title: President Company: Maestas & Bailey, Inc.	Date: April 17, 2003
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² For purpose 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 required.