

CITY OF SAN ANTONIO
INTERDEPARTMENTAL MEMORANDUM
DEPARTMENT OF AVIATION

ITEM NO. 8

TO: Mayor and City Council

FROM: Kevin C. Dolliole, Aviation Director

THROUGH: Terry M. Brechtel, City Manager

COPIES: Christopher J. Brady, Office of Management and Budget, Finance, Public Works, File

SUBJECT: Professional Services Agreement Amendment – Perimeter Road Reconstruction at San Antonio International Airport

DATE: October 23, 2003

SUMMARY & RECOMMENDATION

Ordinance No. 96757, passed and approved on November 21, 2002, authorized a contract with Claunch & Miller, Inc. (CMI) to provide professional engineering services in connection with the Perimeter Road Reconstruction Project (Project) at San Antonio International Airport (SAIA). This proposed ordinance authorizes an amendment to the contract in an amount not to exceed \$214,530.40 to prepare construction documents and provide construction administration. This ordinance furthers authorizes an additional \$21,400.00 for contingent expenses, with the total appropriation coming to \$235,930.40.

Staff recommends approval of this ordinance.

BACKGROUND INFORMATION

The Reconstruction of Perimeter Road Project will rebuild certain portions of the airfield roadway system that surrounds the interior perimeter boundary of International Airport. The purpose of this road is to permit access to all areas of the Airport without traversing areas designated for controlled aircraft movement and to allow perimeter security inspections on an all weather road. This road was originally constructed in 1989, and portions are exhibiting evidence of impending failure resulting from age, soil conditions, drainage and vehicular loads and repetitions. In order to provide a safe roadway system, it is necessary to reconstruct certain portions of this road.

CMI has completed the programming study, which included a pavement condition survey. The results of this study were used to identify and prioritize reconstruction of perimeter road. CMI has submitted a proposal to provide engineering services for a fee not to exceed \$214,530.40. Members of City staff have reviewed the scope of work and the fees outlined in the proposal and have determined that the fee presented is fair and reasonable.

POLICY ANALYSIS

This proposed action continues the policy of improving facilities at San Antonio International Airport and utilizing federal funding when available.

FISCAL IMPACT


This action has no fiscal impact. All funds have been appropriated through previous ordinances. This ordinance transfers funds into the engineering and contingent accounts. Future ordinances will be brought forward for construction, testing and inspection. Total Project budget is \$2,213,333.00 and is funded through the Passenger Facility Charge and Federal Aviation Administration grant funds.

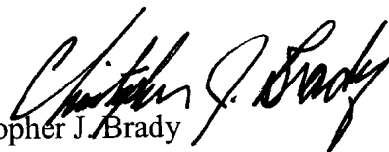
COORDINATION

This request for ordinance has been coordinated with the Public Works, Finance and Management and Budget Departments.

SUPPLEMENTARY COMMENTS

The Discretionary Contracts Disclosure form from Claunch & Miller, Inc. is attached.


Kevin C. Dolliole
Aviation Director


Christopher J. Brady
Assistant City Manager

APPROVED:


Terry M. Brechtel
City Manager

City of San Antonio
Discretionary Contracts Disclosure*

For use of this form, see City of San Antonio Ethics Code, Part D, Section 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 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 may be a party to the discretionary contract;

Christopher E. Claunch, P.E., President
James B. Andrews, P.E. – Vice President

- (2) The identity of any business entity that would be a party to the discretionary contract:
Claunch & Miller, Inc. and the name of:

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

Arias & Associates
Bain Medina Bain, Inc.
Jaster-Quintanilla

- (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;

N/A

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

N/A

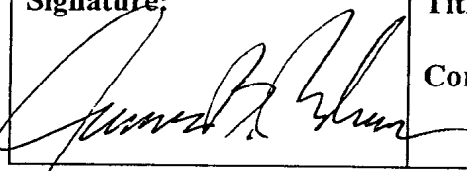
Political Contributions

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 any 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:
San Antonio Council of Engineering Companies	\$1,000.00	May 22, 2003
Contributor: James B. Andrews, P.E.		

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 question¹ 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: Claunch & Miller, Inc.	Date: August 6, 2003

*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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Attach additional sheets if space provided is not sufficient.
State "Not Applicable" for questions that do not apply.*

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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:

Pamela Bain, as President of Bain Medina Bain, Inc.

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

Bain Medina Bain, Inc. would be the sole business entity for this contract.

and the name of:

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

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.

City of San Antonio

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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.

Not Applicable

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 part twenty-four (24) months made directly or indirectly or indirectly to any current or former member of City Council, and 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 entity 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:
David Carpenter	\$140.00	April 2001
CECPAC	\$360.00	March 2001
Friends of Ed Garza and Nelson Wolff	\$150.00/each	September and October 2002
Friends of Bonnie Conner, Robert Tejeda, Carroll Schubert, Bobby Perez, Toni Moorehouse, Lyle Larson, David Carpenter, Julian Castro, Paul Elizondo and Enrique Barrera	\$50.00/each	July thru October 2002
Toni Moorehouse, Enrique Barrera and Carroll Schubert	\$70.00/each	May 2003

Disclosure 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 would violate Section 1 of Part B, Improper Economic Benefit, by participating in official action relating to the discretionary contract.

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.


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Signature: 	Title: President Company: Bain Medina Bain, Inc.	Date: August 7, 2003

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

N/A

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

Arias & Associates, Inc.

and the name of:

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

N/A

(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;

N/A

(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

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To Whom Made:	Amount:	Date of Contribution:
Toni Moorhouse	\$150.00	3/24/03
Josh Copeland	\$100.00	3/24/03
Carroll W. Schubert	\$150.00	3/24/03
Contributions made by Robert P. Arias		

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 question¹ 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: President/CEO Company: Arias & Associates, Inc.	Date: 8/6/03

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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 entity¹ that would be a party to the discretionary contract
Jaster-Quintanilla San Antonio, LLP
and the name of:

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

Not Applicable

(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

(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.

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.

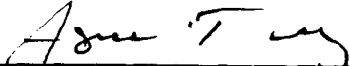
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To Whom Made:	Amount:	Date of Contribution:
John Clamp	\$100	2/21/03

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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.

Not Applicable	
Signature: Agustin Téllez 	Date: August 6, 2003

REVISED BUDGET
FUND NO. 51-006, PROJECT NO. 006004
PERIMETER ROAD RECONSTRUCTION

<u>INDEX NUMBER</u>	<u>DESCRIPTION</u>	<u>CURRENT BUDGET</u>	<u>REVISION</u>	<u>REVISED BUDGET</u>
	<u>REVENUES</u>			
130831	TRANSFER FROM 51-014001	\$553,333.00	\$0.00	\$553,333.00
142620	FAA GRANT 3-48-0192-46-03	\$1,660,000.00	\$0.00	\$1,660,000.00
	TOTALS	\$2,213,333.00	\$0.00	\$2,213,333.00
	<u>EXPENDITURES</u>			
504167	UNALLOCATED EXPENDITURES	\$2,188,283.00	(\$235,930.40)	\$1,952,352.60
749101	CONSTRUCTION CONTRACT	\$0.00	\$0.00	\$0.00
749127	CONSTRUCTION CONTINGENCY	\$0.00	\$0.00	\$0.00
504035	INSPECTION FEES	\$0.00	\$0.00	\$0.00
504092	TESTING FEES	\$0.00	\$0.00	\$0.00
716795	ENGINEERING CONTRACT	\$17,050.00	\$214,530.40	\$231,580.40
716803	ENGINEERING CONTINGENCY	\$2,000.00	\$21,400.00	\$23,400.00
716811	ADMINISTRATIVE EXPENSES	\$6,000.00	\$0.00	\$6,000.00
	TOTALS	\$2,213,333.00	\$0.00	\$2,213,333.00

FUND ONLY
INDEX CODE: N/A

ACTIVITY NO. 33-02-01