

**CITY OF SAN ANTONIO  
INTERDEPARTMENTAL MEMORANDUM  
DEPARTMENT OF AVIATION**

**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 Contract for the Environmental Impact Statement at San Antonio International Airport  
**DATE:** September 25, 2003

**SUMMARY & INTENTION**

This ordinance designates the firm of Booz Allen Hamilton (BAH) to provide planning services in connection with the Environmental Impact Statement (EIS) for San Antonio International Airport in accordance with the Memorandum of Understanding (MOU) executed on December 30, 2002 between the Federal Aviation Administration (FAA) and the City of San Antonio.

This ordinance further authorizes the execution of a Professional Services Contract with BAH for Phase 1 in an amount not to exceed \$681,731.00 for planning fees and for \$34,000.00 for contingent expenses, as well as revises the Project budget.

Staff recommends approval of this ordinance.

**BACKGROUND**

The City has in its Five Year Capital Program certain airfield improvement projects, which are required to enhance airfield capacity. These projects include the extension of Runway 3/21, the reconstruction of Runway 12L/30R to air carrier standards and the construction of taxiways supporting these runway improvements.

Pursuant to the National Environmental Policy Act of 1969 (NEPA) and the Council on Environmental Quality (CEQ), it is necessary to conduct an EIS in order to implement these projects. The completion of the EIS is a pre-requisite for implementing any airfield improvements associated with capacity enhancements such as those planned for the International Airport. Major elements of an EIS include evaluation of the impact of the proposed projects on noise, air and water quality, historic and cultural resources, endangered species, wetlands, energy and natural resources and light emissions.

The CEQ requires that the FAA be prominently involved in the EIS process. The current FAA policy requires that they assume the role of lead agency in the preparation of an EIS. A Memorandum of

Understanding (MOU), executed on December 30, 2002, identified the responsibilities between the FAA and the City, and was the first step in implementing the EIS process. As lead agency, the FAA assumed the responsibility of consultant selection. The City issued the Request for Qualifications on August 19, 2002 and accepted and forwarded the interest statements received from nine responding teams to the FAA on January 26, 2003. The FAA then short-listed four teams for further consideration and conducted their interviews. The City was notified by the FAA on May 9, 2003 of their selection.

Pursuant to the MOU, the City, together with program manager Carter Burgess and the FAA, negotiated a scope, contract terms and a fee, which is considered fair and reasonable for the work involved.

The proposed ordinance includes only the scope of services, contract and fees for the first of a three-phase process. Phase 1 includes development of activity forecasts, the purposes and need, alternatives and scoping process. Phase 2 includes development of a draft EIS and Executive Summary report, as well as organizing and conducting public hearings. Phase 3 involves processing responses to comments received, in part, from the public hearings and preparation of the final EIS, the Final Administrative Record and the Record of Decision. The scope and fees for Phase 2 and 3 will be developed from the results of the Phase 1 findings and contract amendments will be brought forward in subsequent ordinances.

### **POLICY ANALYSIS**

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

### **FISCAL IMPACT**

The EIS is funded by FAA Grant No.3-48-0192-44-02 (75%) in the amount of \$536,798.25, which was accepted by City Council on September 26, 2002, and General Airport Revenue Bonds for matching funds (25%) in the amount of \$178,932.75. Funds were appropriated by Ordinance No. 97862, passed and approved June 26, 2003. This proposed ordinance authorizes the transfer of a portion of these appropriated funds to planning fees (\$681,731.00) and contingent expenses (\$34,000.00).

Fees for Phase 2 and 3 will be funded, in part, by FAA Grant No.3-48-0192-46-03 accepted on August 14, 2003, and are estimated to be \$2,000,000.00. The total fees for all three phases are estimated to be \$3,000,000.00, of which \$2,250,000.00 is FAA grant funds and \$750,000.00 is the City's matching share.

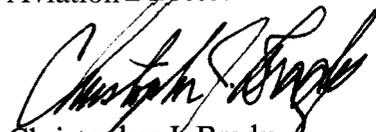
### **COORDINATION**

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

**SUPPLEMENTARY COMMENTS**

The Discretionary Contract Disclosure signed by Booz Allen Hamilton 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, 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** that would be a party to the discretionary contract:

Booz Allen Hamilton

and the name of:

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

Barnard Dunkelberg & Company  
Synergy Consultants, Inc.  
Earth Tech, Inc.

Operational Technologies Corp.  
Adams Environmental, 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

<sup>1</sup> 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:
Booz Allen Hamilton Inc. has made no such contributions directly or through its attorneys, and its does not employ lobbyists. Booz Allen does not maintain information concerning the political contributions of its officers/owners.		

**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 question<sup>2</sup> 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:	Date:
<sup>1</sup> 	Vice President Company: Booz Alien Hamilton	8/28/03

<sup>2</sup> 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<sup>1</sup>

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

NONE

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

NONE

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

<sup>1</sup> 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 question<sup>2</sup> 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.

<b>Signature:</b> Bob E. Barnard 	<b>Title:</b> President  <b>Company:</b> Barnard Dunkelberg & Co.	<b>Date:</b> 8/27/2003

<sup>2</sup> 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.

Sent By: BOOZ ALLEN HAMILTON;

7039023327;

Aug-28-03 12:22PM;

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**City of San Antonio**

**Discretionary Contracts Disclosure\***

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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:

None - No parties would be attached to Synergy Consultants, Inc.

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

None - No business entity would be attached / Party to Synergy Consultants, Inc.

and the name of:

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

1 None - Synergy Consultants, Inc does not propose to use subcontractors

and the name of:

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

None

<sup>1</sup> 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.

Sent By: BOOZ ALLEN HAMILTON;

7039023327;

Aug-28-03 12:22PM;

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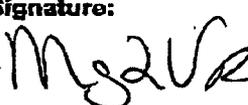
(c) the identity of any family or other relations firm employed for purposes relating to the discretionary contract being sought by any individual or business entity who would be a party to the discretionary contract.

None

Political Contributions: Any individual or business entity seeking a discretionary contract from the City of Chicago shall be subject to the following restrictions: All political contributions, direct or indirect, to any member of family member of City Council and candidate for City Council or to any political action committee and contributes to City Council elections by an individual or business entity shall be reduced under 11 CFR 101.11. Political contributions by an individual or business entity are not limited to contributions made by the individual's spouse, where applicable or contributions made by an entity through its or her officers, directors, partners or registered lobbyists.

To Whom Made:	Amount:	Date of Contribution:
None		

Disclosure in Prospects: Any individual or business entity seeking a discretionary contract with the City of Chicago shall be required to disclose to the City of Chicago any known facts which, if true, would "raise a question" as to whether any City Council or employee would violate Section 1-10.7 of the Chicago Municipal Economic Benefits by participating in official action relating to the discretionary contract.

Signature: 	Title: President Company: Synosy Consultants	Date: 8-27-03

<sup>2</sup> 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  
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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 name of any individual who would be a party to the discretionary contract.**

None

**(2) The identity of any business entity, network, or company to which the discretionary contract**

None

and the name of:

**any individual or business entity that would be a party to the discretionary contract.**

None

and the name of:

**Every individual or business entity that is a partner, officer, director, member, owner, or beneficiary of any individual or business entity which is a party to the discretionary contract.**

None

<sup>1</sup> 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.

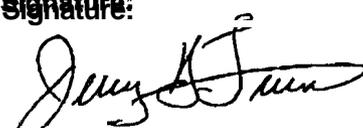
(c) the identity of any donor or donor relations firm employed for purposes relating to the discretionary contract being sought by any individual or business entity who would be a party to the discretionary contract.

None

**Political Contributions**  
 Any individual or business entity seeking a discretionary contract with the city shall disclose in connection with a proposal for a discretionary contract all political contributions totaling one hundred dollars (\$100) or more within the past twelve (12) months made directly or indirectly to any current or former member of City Council, any candidate for City Council, and any political action committee that contributes to City Council elections, by any individual or business entity whose name must be disclosed under (1), (2), or (3) above. Included contributions by an individual include, but are not limited to, contributions made by the individual's spouse, whether separately or jointly, and contributions by an entity include but are not limited to contributions made through the officer, owner, partner, or representative of the entity.

To Whom Made:	Amount:	Date of Contribution:
None		

**Disclosure in Proposal**  
 Any individual or business entity seeking a discretionary contract with the city shall disclose any facts which, reasonably understood, raise a question as to whether any official or employee would violate Section 3 of Part 5, Improper Economic Benefit, by participating in a discretionary contract relating to the discretionary contract.

<b>Signature:</b> 	<b>Title:</b> VP, Director <b>of Aviation</b> <b>Company:</b> Earth Tech	<b>Date:</b> 8-27-03

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[REDACTED]	[REDACTED]
Max Navarro, Chairman Valdemar Perez, Chief Executive Officer	

[REDACTED]	[REDACTED]

and the name of:

[REDACTED]	[REDACTED]
Operational Technologies Corporation	

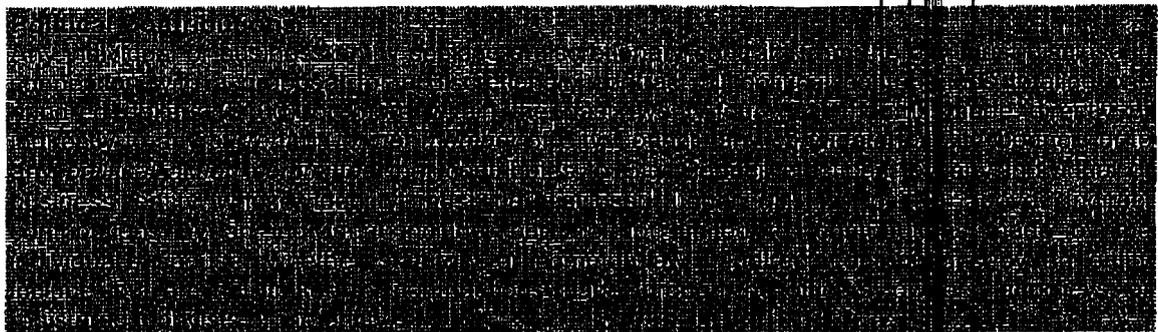
and the name of;

[REDACTED]	[REDACTED]
None	

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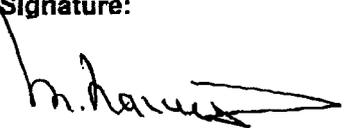
None



To Whom Made:	Amount:	Date of Contribution:
Ed Garza	\$250.00	02/03/03
Ed Garza	\$500.00	02/24/03



None

Signature: 	Title: Chairman  Company: Operational Technologies Corporation	Date:  8/28/03
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(1) the identity of any individual who would be a party to the discretionary contract:

None

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

None

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

<sup>1</sup> 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
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**Political Contributions**

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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 question<sup>2</sup> 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: Adams Environmental, Inc.	Date: Aug. 27, 2003

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**REVISED BUDGET**  
**FUND NO. 26-058. PROJECT NO. 058079**  
**ENVIRONMENTAL IMPACT STATEMENT FOR SAN ANTONIO INTERNATIONAL AIRPORT**

INDEX NUMBER	DESCRIPTION	CURRENT BUDGET	REVISION	REVISED BUDGET
<b><u>REVENUES</u></b>				
<b>081109</b>	FAA GRANT 3-48-0192-44-02	\$750,000.00	\$0.00	\$750,000.00
<b>135194</b>	TRANSFER FROM FUND NO. 51-007018	\$250,000.00	\$0.00	\$250,000.00
	TOTALS	\$1,000,000.00	\$0.00	\$1,000,000.00
 <b><u>EXPENDITURES</u></b>				
<b>758953</b>	UNALLOCATED EXPENDITURES	\$975,000.00	(\$715,731.00)	\$259,269.00
<b>758961</b>	PLANNING CONTRACT	\$0.00	\$681,731.00	\$681,731.00
<b>758979</b>	PLANNING CONTINGENCY	\$0.00	\$34,000.00	\$34,000.00
<b>758987</b>	ADMINISTRATIVE EXPENSES	\$25,000.00	\$0.00	\$25,000.00
	TOTALS	\$1,000,000.00	\$0.00	\$1,000,000.00

FUND ONLY  
INDEX CODE: 009800

ACTIVITY NO. 33-02-01