

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

CONSENT AGENDA
ITEM NO. 9

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, Daniel V. Cárdenas; and file

SUBJECT: Callaghan Road - Bandera to Horseshoe Bend and
Callaghan Road - W. Horseshoe Bend to Ingram

DATE: December 18, 2003

SUMMARY AND RECOMMENDATIONS

This ordinance authorizes funds in the amount of \$30,357.40 from Certificates of Obligation. Of this amount, \$27,802.40 is authorized payable to HNTB Corporation, a non-MBE firm, for environmental assessment activities associated with the roadway improvement project under an existing Professional Services Agreement approved by City Council through Ordinance Number 97613 on May 15, 2003, and funds in the amount of \$2,555.00 are authorized for additional miscellaneous contingency in association with the Callaghan Road - Bandera to Horseshoe Bend and Callaghan Road - W. Horseshoe Bend to Ingram Projects, authorized Metropolitan Planning Organization (MPO) projects located in City Council District 7.

Staff recommends approval of this ordinance.

BACKGROUND INFORMATION

Improvements to Callaghan Road from Bandera Road (Spur 421) to Ingram Road included in these projects will consist of operational, drainage and level of service improvements that will accommodate future traffic volumes. As part of the design process, the City is required to prepare an environmental document in accordance with Federal Highway Administration (FHWA) and Texas Department of Transportation (TxDOT) requirements.

The original environmental document was prepared in 1999. However, due to public opposition of the schematic design, the project was never completed. Through several public meetings, the City has redesigned certain sections of the project. Because the project has been redesigned and the environmental document is over 3 years old, the City was required to prepare a Public

Hearing Report and to update the existing environmental document to reflect the revised design modifications as well as the new environmental requirements.

This Ordinance authorizes payment in the amount of \$2,255.40 to HNTB Corporation for the preparation of a NEPA Public Hearing Report. These services included the preparation of the Public Hearing Summary/Analysis/Recommendation, the Certification, the Comment and Response Report, the Document preparation and the coordination efforts as required to address and resolve any issues that may arise. The Public Hearing Report has been completed and forwarded to FHWA for their review and approval.

This Ordinance also authorizes payment to HNTB Corporation in the amount of \$25,547.00 for professional services to initiate implementation of long-range expansion improvements, complete environmental studies and update the existing Environmental Assessment (EA) for this project that was originally prepared in 1999. This work will include further environmental evaluation of environmental impacts such as water quality, air quality, cultural resources, vegetation, hazardous materials and secondary and cumulative impacts. HNTB will prepare an environmental document in accordance with FHWA and TxDOT requirements.

Project construction is anticipated to begin in September 2005 and be completed by February 2007.

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 and is included in the FY04-09 Capital Improvement Budget. Funds in the amount of \$30,357.40 are available from Certificates of Obligation and are authorized payable as follows:

\$ 25,547.00	Payable to HNTB Corporation for preparation of the EA report
\$ 2,255.40	Payable to HNTB Corporation for preparation of the Public Hearing Report in connection with the NEPA Environmental Document
\$ 2,555.00	Payable for miscellaneous contingency

COORDINATION


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

SUPPLEMENTARY COMMENTS

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


ATTACHMENTS

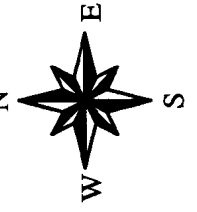
1. Project Map
2. Proposals
3. Discretionary Contracts Disclosure Form


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


Melissa Byrne Vossmer
Assistant City Manager

Approved:


Terry M. Brechtel
City Manager



CALLAGHAN - BANDERA TO INGRAM



CITY OF SAN ANTONIO
PUBLIC WORKS DEPARTMENT
CAPITAL PROGRAMS DIVISION

**ATTACHMENT D - WORK AUTHORIZATION
WORK AUTHORIZATION NO. 1
CONTRACT FOR CONSULTING SERVICES**

THIS WORK AUTHORIZATION is made pursuant to the terms and conditions of National Environmental Policy Act (NEPA) Contract for MPO Projects Consulting Services (the Contract) entered into in San Antonio, Bexar County, Texas, between the City of San Antonio, a Municipal Corporation in the State of Texas acting by and through its City Manager (the City) and **HNTB Corporation** (the Consultant).

PART I. The Consultant will perform consulting services generally described as **Updating the Existing Environmental Assessment (EA) for Callaghan Road from Ingram Road North to Bandera Road (Spur 421)** in accordance with the project description attached hereto and made a part of this Work Authorization. The responsibilities of the City and the Consultant as well as the work schedule are further detailed in exhibits A, B and C which are attached hereto and made a part of the Work Authorization.

PART II. The maximum amount payable under this Work Authorization is based upon a **Base Fee of \$22,271.80 and an Optional Fee or an additional fee of \$3,275.20 that includes the Base Fee and Wetland Delineation.** These amounts are based upon the rates set forth in Exhibit B, Fee Schedule, of the initial Contract and the Consultant's estimated Work Authorization costs included in Exhibit D, HNTB Fee Proposal, which is attached and made a part of this Work Authorization. The Optional Fee will be used if the City decides to require a Wetland Delineation with the development the EA document. A letter will be provided by the City, Environmental Services Department, authorizing the Consultant to perform the Wetland Delineation and therefore utilize the Optional Fee or additional fee.

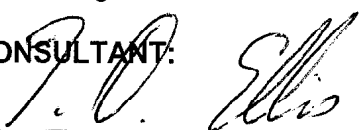
PART III. Payment to the Consultant for the services established under this Work Authorization shall be made in accordance with Sections V and VI of the Contract. The Base Fee is considered a Lump Sum fee, and the Optional Fee or additional fee is to be considered a "Cost Plus" fee. Only those portions of the additional services that are requested by CoSA and are actually performed by the Consultant will be charged.

PART IV. This Work Authorization shall become effective on the date of final acceptance of the parties hereto and shall terminate on **December 22, 2003**, unless extended by a supplemental Work Authorization as provided in Sections III and V of the Contract.

PART V. This Work Authorization does not waive the parties' responsibilities and obligations provided under the Contract.

IN WITNESS WHEREOF, this Work Authorization is executed in duplicate counterparts and hereby accepted and acknowledged below.

THE CONSULTANT:



10-21-03

Signature

Date

Thomas D. Ellis, Vice President

Typed/Printed Name and Title

THE CITY OF SAN ANTONIO

Executed for and approved by the City of San Antonio for the purpose and effect of activating and/or carrying out the orders, established policies or work programs heretofore approved and authorized by the City of San Antonio.



10/23/03

John Cantú

Date

Senior Engineering Associate

LIST OF EXHIBITS

Exhibit A Services to be provided by the City

HNTB Corporation
Job #38634

Exhibit B
Exhibit C
Exhibit D

Services to be provided by the Consultant
Work Schedule
Fee Schedule/Budget

EXHIBIT A
SERVICES TO BE PROVIDED BY THE CITY

The City of San Antonio (CoSA) will furnish to the Consultant the following items (Subject to availability and need, based on individual project characteristics to be determined):

1. Furnish proposed electronic engineering drawings, electronic schematic data to insert 11"X17" sheets in EA (if needed), electronic typical sections, maps and any appropriate project files, as available.
2. Assist the Consultant, as necessary, in order to obtain required data and information from CoSA departments, and from other local, regional, state and federal agencies.
3. Provide the Consultant with timely review and decisions necessary to permit the Consultant to maintain an agreed upon project schedule as developed in Exhibit "C".
4. The original established APE for the project and copies of previously prepared reports including but not limited to a Historic Resource Reconnaissance Survey, Tree Survey, Categorical Exclusion, Programmatic 4(f)/6(f) evaluation, and other environmental documents.
5. Provide coordination, review and processing related to outside agencies such as the Texas Historical Commission.
6. Samples of acceptable environmental documents.
7. Right-of-entry for any properties within the project limits that will need to be accessed and evaluated.
8. All hazardous materials data for Phase I and Phase II Site Assessments that may have been performed within the project limits prior to date and copies of any waste management plans. CoSA will also perform any additional hazmat data base searches as necessary for this project.
9. A complete environmental questionnaire.
10. Aerial photography as available.
11. Coordinate submissions and secure necessary approval from appropriate TxDOT offices, the FHWA and external resource agencies.

EXHIBIT B

SERVICES TO BE PROVIDED BY THE ENGINEER

The work to be performed by the ENGINEER under this Work Authorization shall consist of providing professional services to initiate implementation of long range expansion improvements, complete environmental studies and update the existing Environmental Assessment (EA) on Callaghan Road from Bandera Road (Spur 21) to Ingram Road that was originally prepared in 1999. The work will generally include project management; updating only the following task items within the existing document: Description of the Existing Facility, Purpose and Need Statement, Description of the Proposed Project, Water Quality (TPDES, Jurisdictional Waters, Wetlands, Section 401), Noise, Vegetation, Threatened & Endangered Species (Federal & State), Wildlife (MBTA), Archaeology, Section 4(f), Construction Impacts, Hazardous Waste, and Secondary and Cumulative Effects and preparation of the Preliminary Draft EA (PDEA), Draft EA (DEA) and Final EA (FEA).

The ENGINEER shall furnish all equipment, materials, supplies, and incidentals as required to perform the engineering work except as otherwise specified in Exhibit A, Services to be Provided by the CITY.

PROJECT BACKGROUND

Improvements to Callaghan Road from Bandera Road (Spur 421) to Ingram Road will consist of operational, drainage and level of service improvements that will accommodate future traffic volumes. The final products of this project are schematics, environmental documentation necessary to complete the NEPA process and right-of-way maps.

The preparation and the updating of the existing Environmental Assessment for the project will be accomplished under this work authorization, along with conducting the environmental analysis.

SOCIAL, ECONOMIC & ENVIRONMENTAL STUDIES

The ENGINEER will complete the following engineering services as part of this work authorization:

I. SOCIAL, ECONOMIC & ENVIRONMENTAL STUDIES (FC 120)

The ENGINEER will update and prepare the existing EA based upon the study area for the proposed Callaghan Road project in anticipation of a FONSI for the same. All environmental data and analyses shall be in accordance with the 43 Texas Administrative Code and FHWA Technical Advisory T6640.8A. Exhibits within the environmental document shall be limited to 11" x 17" sheets, whenever possible. Exhibits may include project location maps, USGS maps, existing and

EXHIBIT B

proposed typical sections, project layout or schematic diagram, photographs, agency coordination letters, identification of U.S. Army Corp of Engineer's (USACE) jurisdictional waters (under separate cover), potential wetlands site map, floodplain map, and a karst zone map, as applicable to the project. Data provided by the above mentioned maps or exhibits may be combined as appropriate for presentation. The ENGINEER will address this task by performing the following:

A. Project Management / Administration

1. **Project Progress Meetings** – The ENGINEER will be required to meet with the designated CoSA project manager on a mutually agreed interval to report on progress and to ensure all components of the project are proceeding in compliance with the scope of services and according to the project schedule. Minutes of each meeting shall be prepared and submitted to the CoSA project manager as requested.
2. **Monthly Invoices** – The ENGINEER shall prepare monthly invoices broken down by Function Codes as shown in Exhibit D, Work Order Budget. Progress reports detailing work tasks and consisting of maps, drawings, bar graphs, and other reports completed to date will be prepared and included with the invoices.

B. Purpose and Need

The ENGINEER will update the purpose and need statement but not according to guidance from FHWA Technical Advisory T6640.8A and TxDOT's "Guidance on Purpose and Need" memo dated July 5, 2001. CoSA will provide pertinent data for the preparation of this statement including but not necessarily limited to TIP information, traffic data, accident/safety data, and project goals and objectives. The ENGINEER will update the purpose and need statement based upon information supplied in the existing EA and by CoSA.

C. Data Collection

The ENGINEER will collect and review data from existing documents and field investigations. Topics within the existing EA document that the ENGINEER will need to be update and research will be limited to: Description of the Existing Facility, Purpose and Need Statement, Description of the Proposed Project; Water Quality (TPDES, Jurisdictional Waters, Wetlands, Sect. 401), Noise, Vegetation, Threatened & Endangered Species (Federal & State), Wildlife (MBTA), Archaeology, Section 4(f), Construction Impacts, Hazardous Waste, and Secondary and Cumulative Effects. Any other topics covered in the existing EA will not be updated by the ENGINEER under this Work Authorization. All other existing topics will be included in the updated EA as they are currently written in the existing EA. If, at a later time, CoSA determines that any of these existing

EXHIBIT B

topics need to be updated, the ENGINEER will do this work under a separate or supplemental work authorization. Two new topics or sub-topics, Public Involvement and Karst Features will be added to the EA. These topics will be addressed under this work authorization.

D. Agency Coordination

The ENGINEER will not prepare letters initiating coordination with various resource agencies for TxDOT/CoSA signature. TxDOT/CoSA will coordinate with resource agencies regarding pertinent associated environmental issues. If requested, the ENGINEER may meet with resource agencies or provide further agency coordination under a separate supplemental work authorization.

E. Socio-economic Investigations

The ENGINEER will not address socio-economic issues within this document. These sections within the existing EA are considered by CoSA to be complete and will not be changed by the ENGINEER.

1. *Environmental Justice Analysis –*
2. *Housing and Vacancy -*
3. *Economic Impacts –*
4. *Community Cohesion -*
5. *Land Use -*
6. *Public and Community Impacts -*

F. Natural Environment Investigations

1. *Jurisdictional Waters, Wetlands and other Waters of the U.S., TPDES, and Section 401 –* The ENGINEER will identify surface waters and review their corresponding status in the 2002 303(d) list as required under the provisions of the MOU between TxDOT and TCEQ. The ENGINEER will utilize currently available (available at the time of approval of this work authorization) soil surveys, USGS Quadrangle Maps, infrared photography, topographic maps, aerial photography, and the National Wetlands Inventory (NWI) database, along with field investigations to identify USACE jurisdictional waters and potential wetland sites within the existing and proposed ROWs. Right-of-entry will be acquired by CoSA. These areas will also include ROW sites applicable to alternatives considered for this project, depending primarily upon the availability of the rights-of-entry to these sites and design information available prior to preparation of the PDEA. All potential wetland sites will be noted during the site investigation and shown on a location map. The ENGINEER will not provide any wetland determinations and/or wetland delineation under this work authorization. TxDOT/CoSA will decide on a case by case basis which potential wetland areas will need to be determined

EXHIBIT B

and/or delineated. The ENGINEER will provide this work under a separate supplemental work authorization. TxDOT/CoSA will provide all contact and coordination with the USACE for wetland determination and delineation issues.

OPTION – A wetland determination and delineation option is provided by the ENGINEER at one site west of Callaghan Road on Zarzamora Creek. A wetland determination will be made, and if wetland characteristics are found according to the USACE 1987 Wetlands Delineation Manual, then a wetland delineation will be done within the project limits and ROW. A brief letter report will be provided along with a general location map, site map, photographs and data forms.

The ENGINEER will identify jurisdictional waters of the U.S. crossed or impacted by this project. The ENGINEER will gather ordinary high water mark data at each crossing. A drawing will be prepared showing the plane of ordinary high water along with the estimated area of potential impact at each jurisdictional crossing. Digital photos of existing structures at each crossing including upstream and downstream conditions at the existing and proposed ROW will also be provided in a separate brief Blue Line Report. The ENGINEER will make a recommendation as to which USACE permit type may be applicable at each crossing. TxDOT/CoSA will be responsible for providing all section 404 coordination with the USACE. TxDOT/CoSA will also be responsible for providing all necessary section 401 coordination with TCEQ. Applications and exhibits that may be required by the USACE to obtain permits and to satisfy mitigation requirements are not included in this scope of services. If requested, the ENGINEER may provide those services under a separate supplemental work authorization.

The existing EA addressed requirements of the National Pollutant Discharge Elimination System (NPDES) and the requirement to file a Notice of Intent. Enforcement of this program has now been taken over by the Texas Commission of Environmental Quality (TCEQ) as a state implementation program (SIP). The ENGINEER will address any changes in the Texas Pollution Discharge Elimination System (TPDES) program as they pertain to the project and the Storm Water Pollution Prevention Plan.

2. ***Threatened/Endangered Species*** – The ENGINEER will research all available State and Federal data bases including the Texas Biological and Conservation Data System (TXBCDS) to determine what species are listed for Bexar County. A preliminary site investigation by qualified biologists and scientists will determine if potential habitat for any of these species is found within the project limits. This information will be provided in the document. If habitat for any avian species listed for Bexar County is found, no additional biological surveys, including presence and absence surveys

EXHIBIT B

will be performed under this contract. If TxDOT or CoSA determines that further study is needed to determine the presence of any listed species, this work will be performed by the ENGINEER under a separate supplemental work authorization negotiated between CoSA and the ENGINEER.

3. ***Karst Feature Survey*** – The USFWS has listed 9 karst invertebrates as endangered in Bexar County and have designated five (5) Karst Zones for potential occurrence. No portions of the project may be found within Karst Zones 1 and/or 2. The project is found within Karst Zone 3, a karst feature survey will be performed as required in USFWS guidelines. If any karst features are found during the site survey, TxDOT or CoSA will determine any further appropriate actions. If it is determined that further investigation is warranted, the ENGINEER, under a separate supplemental work authorization, may then perform this work.
4. ***Vegetation*** - The ENGINEER will review Texas Parks and Wildlife Department data bases as well as other sources to determine the Natural Ecological Regions within the project limits. The TPWD map, "Vegetation Types of Texas" produced in 1984, will be used to determine what vegetative types are designated in the project area. Other maps and aerial photos, as available, and field investigations will be utilized to determine habitat characterizations, vegetative species and qualities, unusual vegetation features, and special habitat features, as required by the MOA between TxDOT and TPWD. Based upon TxDOT approval, a general Vegetation Data Form as well as Woodland Data Forms will be completed which will reflect the required data requested in the existing MOA and MOU. A Woodland Data Form will be completed for each woodland area that will be impacted by the project. If requested, these sites will be delineated on an exhibit to show the relationship of the impacted woodland data site to the project. Special consideration will be noted concerning riparian areas adjacent to Zarzamora Creek and other sensitive areas that may qualify for compensatory mitigation under the existing MOA. The ENGINEER will further review the current CoSA tree ordinance to evaluate the need for a tree survey. The ENGINEER will provide its recommendation the CoSA. The performance and documentation of a tree survey are not included within the scope of services of this work authorization. If the CoSA determines that a tree survey is needed, this work will be performed by the ENGINEER under a separate supplemental work authorization
5. ***Wildlife*** – The ENGINEER will update the wildlife section as needed and evaluate potential impacts to migratory species that are protected under the Migratory Bird Treaty Act.

EXHIBIT B

G. Noise Analysis

A minimal noise analysis using a TxDOT recommended modeling program will be performed as part of the scope for the ENGINEER. The existing noise analysis will be utilized and two new receivers and their subsequent data will be added to the existing study. A separate report will not be provided for the additional two receivers. The existing data will not be revised or re-evaluated under this work authorization. If, at a later time, it is determined by TxDOT or CoSA that a new noise analysis is required, the ENGINEER will perform this work under a separate work authorization.

H. Air Quality Analysis

An air quality analysis will not be prepared by the ENGINEER using CALINE 4/MOBILE 6 (latest version), or any other recently TxDOT approved air-modeling program at the time of approval of this work authorization. The air quality analysis that was written previously will be used. If, at a later time, it is determined that an updated air quality analysis is required, the ENGINEER will perform this service under a separate work authorization.

I. Historic Structures/Archaeology

The ENGINEER will perform an Archaeological Data Base Search through CoSA sources and through TARL. If any potential sites are found within the project limits, the ENGINEER will note the site or sites and will make a recommendation to CoSA as to the need further monitoring or field investigation. If CoSA determines that further investigation or monitoring is needed, the ENGINEER will perform this work under a separate or supplemental work authorization. The ENGINEER will also provide a 100% pedestrian survey, shovel tests, geoarchaeological trenching in high probability areas or as needed, a summary report, and artifact processing and preparation as needed. (Please see separate SCOPE for archaeological tasks).

An Historical Structures Survey has been performed for this project. The ENGINEER will not perform another survey or update the existing survey under this work authorization. The ENGINEER will also not alter or update the existing section on historic structures in the existing EA under this work authorization.

J. Section 4(f) Evaluation

A Programmatic Section 4(f) has been performed for this project already. This document will be briefly summarized in the EA and will also include FHWA approval.

EXHIBIT B

K. Construction Impacts

Construction impacts were briefly addressed in the existing EA document. This section will be updated as needed.

L. Hazardous Waste/Materials

Hazardous waste was addressed in the existing EA document. CoSA will provide data to update this section. The ENGINEER will summarize all data provided by CoSA in this section.

M. Secondary and Cumulative Impacts

Secondary Impacts were briefly addressed in the existing EA. This section will be updated as needed and will also address anticipated cumulative impacts or effects of the project.

K. Environmental Assessment

1. ***Preliminary Draft Environmental Assessment (PDEA)*** – The ENGINEER will update the PDEA in the same format that the existing EA was originally started as approved by CoSA and the TxDOT San Antonio District. The ENGINEER will submit one draft copy to CoSA.
2. ***Draft Environmental Assessment (DEA)*** – The ENGINEER will prepare a DEA. This DEA will be a revision of the PDEA including review comments provided by CoSA. The ENGINEER will prepare the revisions for this draft document based on one set of comments provided by CoSA, and will submit one copy to CoSA.
3. ***Environmental Assessment (EA)*** – The ENGINEER will prepare the EA after all comments of the DEA have been addressed and approved by CoSA. The ENGINEER will prepare the revisions for this document based on one set of comments provided by CoSA. The ENGINEER will then submit 11 copies of the EA to CoSA for dispersal to the TxDOT San Antonio District, ENV, FHWA, and concerned agencies as needed.
4. ***Final Environmental Assessment (FEA)*** – The ENGINEER will prepare the FEA based upon one set of comments from TxDOT San Antonio District, ENV, FHWA, and concerned agencies. The ENGINEER will satisfactorily address the issues and concerns received in these comments.

EXHIBIT B

5. ***Finding of No Significant Impacts*** – The ENGINEER will submit the FEA (11 copies) to CoSA to be forwarded to the TxDOT San Antonio District Office, ENV and FHWA. If any comments, concerns or issues are expressed after the final comments as indicated in step 4 have been addressed and the 11 copies of the FEA have been submitted, the new comments will be addressed by the ENGINEER under a separate supplemental work authorization.

Deliverables

Deliverables for this work authorization will consist of the following:

- One (1) electronic copy of each monthly progress meeting, as well as other related contract activities..
- One (1) original and one (1) copy of the Blue Line Report.
- One (1) original and (1) electronic copy of the PDEA.
- One (1) original and (1) electronic copy of the DEA. Eleven (11) originals and (1) electronic copy of the EA. Eleven (11) originals and (1) electronic copy of the FEA. Eleven (11) originals and (1) electronic copy of the FONSI

Items of work not included in this work authorization:

- Endangered species Section 7 consultation with the U.S. Fish and Wildlife Service/preparation of Biological Assessment, Endangered Species Surveys
- Historic/Archaeological Surveys or Coordination
- Section 4(f) and/ or 6(f) Statement or coordination for approval
- Wetland Determination or Delineation to determine detailed impacts to wetlands unless otherwise stipulated.
- Separate Noise Technical report in addition to noise section of EA
- Public Involvement preparation or attendance
- Hazardous Materials Phase I or Phase II Site Assessments
- Final mitigation plans; choosing a final mitigation option
- Additional meetings not previously specified.

Design changes or changes in regulations/formatting that require new documentation other than those available at the time of the approval of this work authorization.

EXHIBIT C
**SCHEDULE – Updating the Existing Environmental Assessment (EA) for Callaghan
Road from Ingram Road North to Bandera Road (Spur 421)**

Notice to Proceed – October 22, 2003

Field Trip
Gather Data
Prepare and Submit Report

QC Review

Submittal – December 10, 2003 (48 days from NTP)

ATTACHMENT D - WORK AUTHORIZATION
WORK AUTHORIZATION NO. 12
CONTRACT FOR CONSULTING SERVICES

THIS WORK AUTHORIZATION is made pursuant to the terms and conditions of National Environmental Policy Act (NEPA) Contract for MPO Projects Consulting Services (the Contract) entered into in San Antonio, Bexar County, Texas, between the City of San Antonio, a Municipal Corporation in the State of Texas acting by and through its City Manager (the City) and **HNTB Corporation** (the Consultant).

PART I. The Consultant will perform consulting services generally described as a **NEPA Environmental Document, Public Hearing Report for Callaghan Road from Bandera Road to Ingram Road** in accordance with the project description attached hereto and made a part of this Work Authorization. The responsibilities of the City and the Consultant as well as the work schedule are further detailed in Exhibits A, B and C which are attached hereto and made a part of the Work Authorization.

PART II. The maximum amount payable under this Work Authorization is **\$2,255.40**. This amount is based upon fees set forth in Exhibit B, Fee Schedule, of the Contract and the Consultant's estimated Work Authorization costs included in Exhibit D, Fee Schedule, which is attached and made a part of this Work Authorization.

PART III. Payment to the Consultant for the services established under this Work Authorization shall be made in accordance with Sections V and VI of the Contract.

PART IV. This Work Authorization shall become effective on the date of final acceptance of the parties hereto and shall terminate on **April 30, 2003**, unless extended by a supplemental Work Authorization as provided in Sections III and V of the Contract.

PART V. This Work Authorization does not waive the parties' responsibilities and obligations provided under the Contract.

WITNESS WHEREOF, this Work Authorization is executed in duplicate counterparts and hereby accepted and acknowledged below.

THE CONSULTANT:

Signature

Date

Thomas D. Ellis, Vice President

Typed/Printed Name and Title

THE CITY OF SAN ANTONIO

Executed for and approved by the City of San Antonio for the purpose and effect of activating and/or carrying out the orders, established policies or work programs heretofore approved and authorized by the City of San Antonio.

John Cantú

Senior Engineering Associate

Date

LIST OF EXHIBITS

Exhibit A	Services to be provided by the City
Exhibit B	Services to be provided by the Consultant
Exhibit C	Work Schedule
Exhibit D	Fee Schedule/Budg

EXHIBIT A

SERVICES TO BE PROVIDED BY THE CITY

The City of San Antonio (CoSA) will furnish to the Consultant (HNTB, Corporation) the following items (Subject to availability and need, based on individual project characteristics to be determined):

1. Furnish engineering drawings, maps, typical sections and any appropriate project files, if available.
2. Environmental Questionnaire, Public Hearing Transcript, oral and written public comments and questions, and other pertinent data from public meetings and hearing held to date.
3. Sample documents to establish format and topic contents for public hearing report.
4. Assist the Consultant, as necessary, in order to obtain required data and information from CoSA departments, and from other local, regional, state and federal agencies as well as from any engineering design consultants.
5. Provide the Consultant with timely review and decisions necessary to permit the Consultant to maintain an agreed upon project schedule as developed in Exhibit "C".
6. Provide coordination, review and processing related to outside state and federal agencies such as the Texas Department of Transportation (TxDOT) and the Federal Highways Administration (FHWA) as needed.

EXHIBIT B

SERVICES TO BE PROVIDED BY THE CONSULTANT

The Consultant shall furnish the following services:

The work to be performed shall consist of developing ***Public Hearing Report, for Callaghan Road from Bandera Road to Ingram Road.***

All work for this project is subject to review and approval of the Environmental Services Division of the City of San Antonio (CoSA). Mr. John E. Cantu, Senior Engineering Associate, will serve as the CoSA project manager for this project.

The environmental document(s), Public Hearing Report, prepared under the auspices of this work authorization will adhere to the format and subject content of the sample documents provided by CoSA and current TxDOT guidelines. Any deviations or special instructions regarding format or subject content should be discussed between the CoSA project manager and the Consultant prior to the commencement of work. The Consultant shall submit two draft copies of the environmental document on or before the established **due date** for the deliverables of this project. For final submittal, the Consultant will provide 5 copies to CoSA.

The Consultant will develop the environmental document(s) in the units of measure that are compatible with that being used for the schematic and/or the plans, specifications and estimate (PS& E). Upon request of CoSA, the consultant will provide an electronic copy (disk) of all computer generated data in a format that is compatible with the CoSA's most current software.

The Consultant will perform the tasks necessary to develop and prepare the environmental document(s) for this project as follows:

FC 110 ISSUES AND CONSTRAINTS

The Public Hearing Report will be compiled using data provided by CoSA to the Consultant (see Exhibit A) and current TxDOT guidelines. This data will be reviewed, substantiated and utilized as appropriate for the project.

FC 120 SOCIAL, ECONOMIC AND ENVIRONMENTAL STUDIES

1. **Public Hearing Summary and Analysis/Recommendation** - Will be developed based upon information provided by CoSA including the public hearing transcript, public comments, notes, typical sections and schematic. Current TxDOT defined format will be implemented.
2. **Public Hearing Certification** - Will be developed using TxDOT guidelines and public hearing information provided by CoSA..
3. **Public Hearing Comment and Response Report** - Will be developed based upon information provided by CoSA including the public hearing transcript, public comments, notes, typical sections and schematic.

4. **Document Preparation** - The Public Hearing Report prepared under this work authorization will comply with the National Environmental Policy Act (NEPA), as well as with the guidelines provided by CoSA, TxDOT, and FHWA.
5. **Coordination** - The Consultant project manager (PM) will coordinate with CoSA project management team prior to development of the Public Hearing Report to understand, address and resolve any issues or concerns that either party may have. All communications dealing with this project will be logged and retained as part of the project file.

Note: The following are tasks that are not covered in the scope of this Work Authorization #12 and may or may not be necessary. If deemed necessary, these tasks will be conducted under a separate work authorization and scope or a supplemental work authorization to Work Authorization #12 of the CoSA NEPA Evergreen Contract.

- Public Involvement
- Design changes other than those available at the time of the approval of this work authorization
- Additional documentation services requested as a result of a change in environmental regulations or TxDOT/FHWA documentation standards from those in practice and acceptable at the time of approval of this scope of services

EXHIBIT C
SCHEDULE – NEPA Environmental Document, Public Hearing Report, for
Callaghan Road from Bandera Road to Ingram Road

Notice to Proceed – March 10, 2003

Gather Data
Consult with CoSA regarding Public Comment and Response
Prepare and Submit Report

QC Review

Submittal – March 17, 2003 (7 days from NTP)

EXHIBIT D
HNTB FEE PROPOSAL
CITY OF SAN ANTONIO
Callaghan Road from Bandera Road to Ingram Road

TASK	PRINCIPAL	PROJECT MGR	SR. PLANNER	PLANNER	PROJ. ENGR.	TECH	CLERICAL	TOTALS
PROJECT MANAGEMENT			2					2
DOCUMENT PREP/REVISIONS			4	22				26
DOC. REVIEW & QA /QC			2					2
TOTAL MANHOURS	0	0	8	22	0	0	0	30
PERSONNEL RATES	\$180.00	\$115.00	\$96.00	\$64.20	\$92.13	\$63.00	\$48.00	
LABOR COSTS	\$0.00	\$0.00	\$768.00	\$1,412.40	\$0.00	\$0.00	\$0.00	\$2,180.40
EXPENSES								
COPIES	\$25.00							
MISC. EXPENSES	\$50.00							
TOTAL EXPENSES								\$75.00
GRAND TOTAL								\$2,255.40

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:

HNTB Corporation

and the name of:

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

Sue Winton Moss, Preservation, Planning and Consulting
Arias & Associates, Inc.
Drash Consulting Engineers, 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:

HNTB Ltd. is the parent company of HNTB Corporation.
HNTB Corporation has a number of state specific subsidiaries, none of which are a party to this contract.

(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

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.

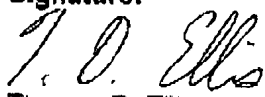
Political Contributions

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 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:  Thomas D. Ellis	Title: Vice President Company: HNTB Corporation	Date: November 20, 2003

² For purposes of this rule, facts are "reasonably understood" to "raise a question" about the appropriateness of official act or if a disinterested person would conclude that the facts, if true, require recusal or require careful consideration of whether or not recusal is required.