

CONSENT AGENDA
ITEM NO. 42

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

TO: Mayor and City Council

FROM: Jelynn LeBlanc Burley, Assistant City Manager

THROUGH: Terry M. Brechtel, City Manager

COPIES: Dennis J. Campa; Marc Kimball; Andrew Martin; Louis A. Lendman; Milo D. Nitschke; and file

SUBJECT: Carver Cultural Community Center Building Repairs Project

DATE: December 4, 2003

SUMMARY AND RECOMMENDATIONS

This ordinance authorizes payment in the amount of \$8,187.37 to City Public Service (CPS) for the installation of the required electrical transformer and related components for permanent electrical service in connection with the Carver Community Cultural Center Building Repairs Project located in Council District 2.

Staff recommends approval of this ordinance.

BACKGROUND INFORMATION

Through Ordinance Number 96444, on September 26, 2002, City Council approved Phase I of the Carver Community Cultural Center Repairs Project, which included the interior asbestos and mold remediation work at the Carver. Staff represented to City Council that at a later date future phases of work would be recommended for implementation. On January 31, 2003 the Phase I work was deemed to be substantially complete.

Phase II of the project was approved on February 13, 2003 by Ordinance Number 97190, and is now substantially completed.

The third phase of the project was approved by City Council on October 23, 2003, through Ordinance Number 98343, and authorized additional interior repairs and mechanical work. This Ordinance approves the installation of underground primary cable in approximately 35 feet of ductbank, installation of a CPS provided 500 KVA transformer, primary switches, 1 utility pole, and 50 feet of overhead line necessary for the permanent electrical supply to the facility, and provides for payment to City Public Service for said installation.

City staff has prepared the required Utility Easement Documents and the required Interlocal Agreement and is coordinating their approval and execution by the required regulatory agency.

POLICY ANALYSIS

Approval of this ordinance will be a continuation of City Council policy to complete previously approved Community Development Projects.

FISCAL IMPACT

Funds in the amount of \$8,187.37 are authorized payable to City Public Service (CPS) and are available from Community Development Block Grant (CDBG) funds that were previously encumbered for Phase I of the Project and were not expended due to cost under-runs. This item does not impact the General Fund.

COORDINATION

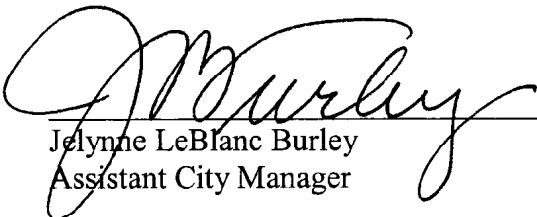
This request for ordinance has been coordinated with the Office of Management and Budget, the Housing and Community Development Department, the Community Initiatives Department, and the Finance Department.

SUPPLEMENTARY COMMENTS

A Discretionary Contracts Disclosure Form is not required.

ATTACHMENTS

1. CPS Letter and Invoice



Jelynn LeBlanc Burley
Assistant City Manager

Approved:



for Terry M. Brechtel
City Manager



City Public Service of San Antonio, Texas

November 13, 2003

Mark Kimbell
City of San Antonio
P.O. Box#839966
San Antonio, TX# 78283-3966

RE: Permanent Electric Service for: 226 N. Hackberry
(Carver Community Cultural Center)

Dear Mr. Kimbell:

The charges forwarded with this letter are for the installation of underground primary cable in 35 feet of ductbank, and the installation of a 500 KVA transformer, primary switches, 1 pole, and 50 feet of overhead line. The customer is required to install the ductbank and transformer pad according to specifications provided by CPS.

This letter serves as a formal invoice for the portion of work to be performed by City Public Service (CPS®) crews/contractors and for known permits/miscellaneous charges identified in the attached description of work. Please note, CPS requires ALL customers to make payment thirty (30) days before any work can be scheduled. Also, all easement documents shall be delivered to CPS prior to the start of construction.

CPS' construction design and associated charges are contingent upon availability of easements, known utility conflicts, cooperation of adjacent businesses and property owners, standard construction practices and schedules, and normal work hours (excluding overtime). CPS will attempt to meet the customer's schedules and deadlines; however, as I am sure you understand, the timing of the work is subject to other system priorities which must be determined in the exercise of our discretion.

Please be advised there could be additional customer charges related to this project. These charges include but are not limited to: permits, fees, work required and performed at non-standard hours (overtime), replacement of paving, street resurfacing, landscaping, barricade service, police traffic control, right-of-way ordinances, environmental rules, and tree preservation, etc. Even though CPS' planning process attempts to be thorough, the final cost of compliance with various city codes and ordinances can not be accurately determined at this point in the construction process. These costs can be substantial and are the responsibility of the customer. When working with these various governmental agencies, CPS attempts to conduct its work in a way that controls these costs.

Mark kimbell

11-13-03

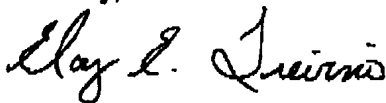
RE: Permanent Electric Service for: #226 N.Hackberry (Carver Community Cultural Center)

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In order to activate electric service(s) at the appropriate time, the customer must request an electric service application as well as a commercial credit application. For your convenience, you may contact CPS' New Business Section at (210) 353-3333 or apply in person at one of the CPS service centers. Please allow 5-10 days lead time so that your request for service and credit applications can be processed and approved prior to the start of construction. CPS may require a security deposit for the electrical service application. Additionally, the customer must provide the applicable municipal authorizations or approvals required for service in the jurisdiction of your service location.

In summary, prior to CPS scheduling any construction/work, CPS must receive payment for the work described herein as well as copies of all easements and agreements from all affected property owners. If you should need clarification or additional information, please do not hesitate to call me at 210-353-2195 or email me at etrevino@cps-satx.com.

Sincerely,



Eloy E. Trevino
Large Commercial Planning
210-353-2195
Fax 210-353-4012

Concur:


Saul Juarez

Unit Supervisor

Large Commercial Planning

(210) 353-2805

Date:

11/14/03

Approved:


Janna Junkin

Supervisor

Large Commercial Planning

(210) 353-2524

jkjunkin@cps-satx.com

Date:

11/14/03

Attachment: Invoice

cc: File

11-13-03

Invoice: Permanent Electric Service for: #226 N.Hackberry
(Carver Community Cultural Center)

Description of Electric Work:

The charges forwarded with this letter are for the installation of underground primary cable in 35 feet of ductbank, and the installation of a 500 KVA transformer, primary switches, 1 Pole and 50 feet of overhead line. The customer is required to install the ductbank and transformer pad according to specifications provided by CPS.

Invoice For The Portion Of Work To Be Built By CPS At This Time				
Work Item:	CPS WR #	Commentary / Remarks:	CPS Cost	Customer Cost
Permanent Service Metering	3179868	No Charge per CPS Policy	\$3,495.88	No Charge
Permanent Service Transformer	3179868	No Charge per CPS Policy	\$10,494.00	No Charge
Overhead Line Installation Construction	3179312	Bill to Customer per CPS Policy	\$3,565.03	\$3,565.03
Underground Cable / Construction	3179868	Bill to Customer per CPS Policy	\$7,124.38	\$4,622.34
Special Police traffic control / signage / barricades, etc.		Bill to customer per CPS policy (Charges to be determined if required)	To Be Determined	To Be Determined
Overtime Charges		Bill to customer per CPS policy (Charges to be determined if required)	To Be Determined	To Be Determined
Permits / fees		Bill to customer per CPS policy (Charges to be determined if required by local government jurisdiction)	To Be Determined	To Be Determined
Allowance / Previous Credit / Prepayment Etc.		Not Applicable		
		Total of Column	\$24,679.29	\$8,187.37

Charges to date are listed above and payment is required before CPS can schedule any work. Amount due is \$8,187.37 Make checks payable to City Public Service and send to the attention of Eloy E. Trevino.

City Public Service

Attn: Eloy E. Trevino, 10th Floor Navarro

P. O. Box 1771

San Antonio, TX 78296-1771

TOTAL P.04