

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

CONSENT AGENDA

ITEM NO. 16

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: 2003 Bond Election: Project Scoping and Estimating

DATE: January 29, 2004

SUMMARY AND RECOMMENDATIONS

This ordinance ratifies services and amends a professional service contract in the amount of \$8,974.55 from Certificates of Obligation payable to HNTB Corporation, for additional professional engineering and architectural services in connection with the 2003 Bond Election Project Scoping and Estimating Project. A previously executed Professional Services Agreement for engineering and architectural services with HNTB Corporation was approved by City Council on November 14, 2002, through Ordinance No. 96745.

Staff recommends approval of this ordinance.

BACKGROUND INFORMATION

On November 12, 2002, through Ordinance number 96745, five consulting firms were selected, a total amount of \$650,000.00 was authorized for scoping and estimating, and \$65,000.00 was authorized for consulting contingency with regards to the proposed projects in the upcoming 2003-2007 Bond Program. The firm of HNTB Corporation was selected to provide engineering and architectural services, and as the overall Program Manager due the expertise of the firm's personnel, as well as experience with Capital Programs, managing Bond Programs and other high dollar and visibility programs.

The selection of outside consultants to properly scope, estimate and document the projects proposed for the 2003-2007 Bond Program was driven by the fact that, in previous City Bond Programs, many projects were insufficiently funded due to cost elements being

under-estimated. It is believed that this may have been due to inadequate scoping, estimating and memorialization of the outcome. The use of private consultants provided the City with the greatest degree of accuracy possible through the availability of adequate personnel and expertise required to scope and estimate a large number of projects in an extremely abbreviated period of time.

This effort to properly scope, estimate and document the projects included in the November 4, 2003 Bond Election was highly successful. Also successful, and a first for any City Bond Election, was the development of a web-site on the City's web-based Community Portal that provided access to detailed information on the projects included in the proposed Bond Program. This web-site was developed by HNTB Corporation in a compressed time period to allow public access, and this web-site will be maintained and updated continually by City staff through the term of the 2003-2007 Bond Program to provide progress reports on project status. Additionally, HNTB Corporation provided City staff with an intranet site for all projects estimated, and provided extensive memorialization of all project estimates for possible use in the development of future Bond Programs.

This ordinance ratifies the services performed as required to meet the City's limited time frame for the development of the publicly accessible Bond Program web-site and authorizes additional compensation to HNTB Corporation in the amount of \$8,974.55. This is the final payment and will bring the total compensation to HNTB Corporation to \$273,974.55. Of the original \$715,000.00 authorized for the now completed Project Scoping and Estimating Project, \$590,050.98 has been expended to date. This item will bring the total expended to \$599,025.53 leaving an unexpended balance of \$115,974.47.

POLICY ANALYSIS

Approval of this ordinance will be a continuation of City Council policy to support the selection of capital projects for the 2003-2007 Bond Program, which provide maximum benefit consistent with the limited available resources.

FISCAL IMPACT

This is a one-time capital improvement expenditure within budget and included in the FY 04-09 Capital Improvement Program Budget. Funds in the amount of \$8,974.55 are available from Certificates of Obligation and are authorized payable to HNTB Corporation for engineering and architectural expenses.

COORDINATION

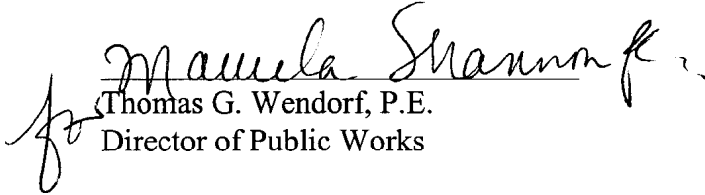
This request for ordinance has been coordinated with the Office of Management and Budget and the Finance Department.

SUPPLEMENTARY COMMENTS

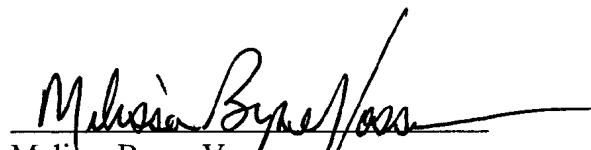
The Discretionary Contracts Disclosure Form required by the Ethics Ordinance is attached.

ATTACHMENTS

1. Progress Summary and Billing Report
2. Discretionary Contracts Disclosure Form


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

Approved:


Melissa Byrne Vosmer
Assistant City Manager


Terry M. Brechtel
City Manager



ARCHITECTS ENGINEERS PLANNERS

85 NE Loop 410
Suite 304
San Antonio, Texas
78216-5866
(210) 349-2277
Fax (210) 349-2101
www.hntb.com

December 12, 2003

Mr. Bill Krause
Project Manager
City of San Antonio
P.O. Box 839966
San Antonio, Texas 78283-3966

RE: Invoice No. 37654-PL-001
City of San Antonio 2003 Bond Election: Project Scoping and Estimating
Ordinance No. 96745
Fund No. 172003, 2002 Certificates of Obligation, Street Improvements
Index Code 752998 "Architectural and Engineering Consultant Contract"

Dear Mr. Krause,

We are enclosing Invoice No. 09 for the period September 27, 2003 through November 21, 2003 for professional services in connection with the subject project. This invoice is accompanied by supporting data indicating personnel who have been engaged in the work and progress summary report.

We trust you will find this invoice in proper order and place in line for further processing.

Sincerely yours,

HNTB Corporation

Richard L. Ridings
Vice President

RLR:lgb

Enclosures

cc: Finance Department
John Strybos, P.E. - San Antonio

The HNTB Companies

OFFICES: ALEXANDRIA, VA; ANNAPOLIS, MD; ATLANTA, GA; AUSTIN, TX; BATON ROUGE, LA; BOSTON, MA; CHARLESTON, SC; CHARLESTON, WV; CHICAGO, IL; CLEVELAND, OH; COLUMBUS, OH; DALLAS, TX; DENVER, CO; DETROIT, MI; ELKINS, WV; FT. WORTH, TX; HARTFORD, CT; HICKSVILLE, NY; HOUSTON, TX; INDIANAPOLIS, IN; JACKSONVILLE, FL; KANSAS CITY, MO; KNOXVILLE, TN; LANSING, MI; LOS ANGELES, CA; LOUISVILLE, KY; MADISON, WI; MIAMI, FL; MILWAUKEE, WI; MINNEAPOLIS, MN; NASHVILLE, TN; NEW YORK, NY; OAKLAND, CA; ORANGE COUNTY, CA; ORLANDO, FL; OVERLAND PARK, KS; PHILADELPHIA, PA; PORTLAND, ME; PORTLAND, OR; RALEIGH, NC; ST. LOUIS, MO; SALT LAKE CITY, UT; SAN ANTONIO, TX; SAN BERNARDINO, CA; SAN FRANCISCO, CA; SAN JOSE, CA; SEATTLE, WA; TAMPA, FL; TOLEDO, OH; WAYNE, NJ; WASHINGTON, DC.



ARCHITECTS ENGINEERS PLANNERS

85 NE Loop 410
Suite 304
San Antonio, Texas
78216-5866
(210) 349-2277
Fax (210) 349-2101
www.hntb.com

December 12, 2003

Mr. Bill Krause
Project Manager
City of San Antonio
114 West Commerce
Fifth Floor
San Antonio, Texas 78205

**Subject: City of San Antonio 2003 Bond Election: Project Scoping and Estimating
Ordinance Number 96745
HNTB Project Number 37654**

Dear Mr. Krause:

Enclosed for your review is HNTB's Progress Report for the above referenced project.

Tasks Accomplished During This Period – September 27, 2003 through November 21, 2003

Function Code 145 – Project Management

1. HNTB provided overall project management and coordination.

Function Code 160 – Roadway Design Estimates

1. All roadway estimates have been completed and delivered to the City of San Antonio.

Function Code 161 – Drainage Estimates

1. All drainage estimates have been completed and delivered to the City of San Antonio.

Function Code 162 – Signing, Pavement Marking and Signalization Estimates

1. No intersection signalization estimates were prepared.

Function Code 163 – Miscellaneous Architectural Estimates

1. All parks, libraries, and facility estimates have been completed and delivered to the City of San Antonio.

Function Code 163 – Miscellaneous – InterXchange

1. InterXchange was not used this month.

Function Code 163 – Miscellaneous – Web Site

1. HNTB provided support to the City of San Antonio for the Web Site.

Function Code 170 – Bridge Design Estimates

1. No bridge estimates were prepared.

The HNTB Companies

OFFICES: ALEXANDRIA, VA; ANNAPOLIS, MD; ATLANTA, GA; AUSTIN, TX; BATON ROUGE, LA; BOSTON, MA; CHARLESTON, SC; CHARLESTON, WV; CHICAGO, IL; CLEVELAND, OH; COLUMBUS, OH; DALLAS, TX; DENVER, CO; DETROIT, MI; ELKINS, WV; FT. WORTH, TX; HARTFORD, CT; HICKSVILLE, NY; HOUSTON, TX; INDIANAPOLIS, IN; JACKSONVILLE, FL; KANSAS CITY, MO; KNOXVILLE, TN; LANSING, MI; LOS ANGELES, CA; LOUISVILLE, KY; MADISON, WI; MIAMI, FL; MILWAUKEE, WI; MINNEAPOLIS, MN; NASHVILLE, TN; NEW YORK, NY; OAKLAND, CA; ORANGE COUNTY, CA; ORLANDO, FL; OVERLAND PARK, KS; PHILADELPHIA, PA; PORTLAND, ME; PORTLAND, OR; RALEIGH, NC; ST. LOUIS, MO; SALT LAKE CITY, UT; SAN ANTONIO, TX; SAN BERNARDINO, CA; SAN FRANCISCO, CA; SAN JOSE, CA; SEATTLE, WA; TAMPA, FL; TOLEDO, OH; WAYNE, NJ; WASHINGTON, DC.

Issues of Concern

1. None at this time.

Future Activities (Next Reporting Period)

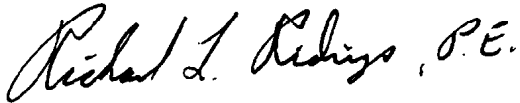
1. The project is complete.

This Progress Report summarizes HNTB's work as of November 21, 2003 and our planned activities for the next month.

If you should have any questions, please do not hesitate to call.

Sincerely,

HNTB CORPORATION

A handwritten signature in black ink that reads "Richard L. Ridings, P.E." in a cursive style.

Richard L. Ridings, P.E., R.P.L.S.
Vice President

cc: Linda Buxton/Division Accounting

Progress Summary Report

Date of Execution: January 28, 2003

Original Contract Amount: \$200,000.00

Approved Additional Services Amounts: \$75,000.00

Prime Provider: HNTB Corporation

Total Contract Amount: \$275,000.00

Provider	Type of Work	Total Contract Amount by Company	% Total Contract Amount	This Period		To Date		Contract Balance Remaining
				Percent of Total %	Amount Billed \$	Percent of Total %	Amount Billed \$	
HNTB Corporation	Program Management	\$148,963	54.17%	5.45%	\$8,118.60	100.00%	\$148,962.65	\$0.00
HNTB Corporation	InterXchange	\$5,113	1.86%	0.00%	\$0.00	100.00%	\$5,113.00	\$0.00
HNTB Corporation	Web Page Development	\$40,000	14.55%	0.00%	\$0.00	97.44%	\$38,974.55	\$1,025.45
Bain Medina Bain	Scoping and Estimating	\$14,424	5.24%	0.00%	\$0.00	100.00%	\$14,423.68	\$0.00
HVJ Associates	Scoping and Estimating	\$4,007	1.46%	0.00%	\$0.00	100.00%	\$4,006.95	\$0.00
Rehler Vaughn & Koone	Scoping and Estimating	\$0	0.00%	0.00%	\$0.00	0.00%	\$0.00	\$0.00
Poznecki-Camarillo	Scoping and Estimating	\$62,494	22.72%	4.08%	\$2,551.80	100.00%	\$62,493.72	\$0.00
David Steitle	Scoping and Estimating	\$0	0.00%	0.00%	\$0.00	0.00%	\$0.00	\$0.00
Totals		\$275,000.00	100.00%		\$10,670.40		\$273,974.55	\$1,025.45

Invoice Date: 12/12/2003

Invoice Number: 09-37654-PL-001/PL-002



ARCHITECTS ENGINEERS PLANNERS

December 12, 2003

CITY OF SAN ANTONIO
P.O. Box 839966
San Antonio, Texas 78283-3966

In Account With

HNTB CORPORATION
Architects - Engineers - Planners

CORRESPONDENCE ADDRESS

85 N.E. Loop 410, Suite 304
San Antonio, Texas 78216

REMITTANCE ADDRESS

P.O. BOX 802741
Kansas City, Missouri 64180-2741

Invoice No.	09-37654-PL-001/PL-002	Contract Maximum	\$	273,500.00
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For professional services regarding 2003 Bond Election: Project Scoping and Estimating pursuant to Ordinance No. 96745, in accordance with our agreement dated January 28, 2003.

LABOR (See Attached Detail)

Through	Nov 21, 03			
Non Principal Base Salary - Project Management		\$	634.40	
Non Principal Base Salary - Web Page Development		\$	-	
Multiplier	3.15			\$ 1,998.36
Principal	0 Hrs. @ \$173.00 (Thomas D. Ellis)	\$	-	
Total Labor		\$		1,998.36

DIRECT EXPENSES (See Attached Detail)

Non-labor expenses		\$	5,726.30	
Less Amount Over Contract Maximum		\$	(19.01)	
		\$	5,707.29	
Subconsultant expenses				
Bain Medina Bain		\$	-	
HVJ Associates		\$	-	
Rehler Vaugn & Koone		\$	-	
Poznecki-Camarillo		\$	2,551.80	
David Steitle		\$	-	
Total Direct Expenses		\$	8,259.09	
Multiplier	1.05			\$ 8,672.04

INTERXCHANGE EXPENSE (See Attached Detail)

Amount Earned This Period	\$	10,670.40
Amount Previously Submitted PL 001 and PL 002	\$	263,304.15
Total Earned to Date	\$	273,974.55

AMOUNT DUE THIS INVOICE	\$	10,670.40
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The HNTB Companies

Billing Report
Direct Payroll - Non-Principal

Payroll September 27, 2003 through November 21, 2003
2003 Bond Election Scoping

Invoice No. 09-37654-PL-001 - Web Page Development

Office Number	Employee Number	Employee	Rate (\$/hr)	Hours	Amount (\$)	Regular
003	11358	Haag, Stephen L	47.11	0	0.00	Regular
003	13661	Payne, Teresa L	21.69	0	0.00	Regular
003	13687	Hofmann, James	40.01	0	0.00	Regular
003	13703	Reddy, Sangeeta	33.64	0	0.00	Regular
003	13713	McNeil, Jana	21.34	0	0.00	Regular
003	13715	Rolfes, Linda	40.42	0	0.00	Regular
134	19722	Ridings, Richard L	73.93	0	0.00	Regular
134	27802	Sanchez, Miguel A	23.76	0	0.00	Regular
134	27807	Amoroso, Samuel D.	23.48	0	0.00	Regular
134	27809	Strybos, John W	39.67	0	0.00	Regular
134	27811	DeArkos, Charles E.	23.42	0	0.00	Regular
134	27831	Harrington, Twyla	23.05	0	0.00	Regular
134	27833	Hartman, Carol	11.75	0	0.00	Regular
134	27835	Martinez, Roger	18.82	0	0.00	Regular
134	27909	Balli, Bobby	62.50	0	0.00	Regular
381	20014	Dexter, Lori	22.97	0	0.00	Regular

0	-	Regular
	-	Prm-Ovt

Total Labor Distribution for Web Page Development

0	-	Total
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The HNTB Companies

Billing Report
Direct Payroll - Non-Principal

Payroll September 27, 2003 through November 21, 2003
2003 Bond Election Scoping

Invoice No. 09-37654-PL-001

Office Number	Employee Number	Employee	Rate (\$/hr)	Hours	Amount (\$)	Regular
003	11358	Haag, Stephen L	47.11	0	0.00	Regular
003	13661	Payne, Teresa L	21.69	0	0.00	Regular
003	13687	Hofmann, James	40.01	0	0.00	Regular
003	13703	Reddy, Sangeeta	33.64	0	0.00	Regular
003	13713	McNeil, Jana	21.34	0	0.00	Regular
003	13715	Rolfes, Linda	40.42	0	0.00	Regular
009	13719	Copeland, Chad	20.19	0	0.00	Regular
134	01792	Benavides, Crystal R	32.64	0	0.00	Regular
134	02592	Dullnig-Warlen, Lori A.	42.64	0	0.00	Regular
134	19722	Ridings, Richard L	73.93	0	0.00	Regular
134	27802	Sanchez, Miguel A	24.48	0	0.00	Regular
134	27807	Amoroso, Samuel D.	23.48	0	0.00	Regular
134	27809	Strybos, John W	39.67	0	0.00	Regular
134	27811	DeArkos, Charles E.	23.42	0	0.00	Regular
134	27831	Harrington, Twyla	23.05	0	0.00	Regular
134	27831	Harrington, Twyla	11.53	0	0.00	Prm-Ovt
134	27833	Hartman, Carol	11.75	0	0.00	Regular
134	27835	Martinez, Roger	19.20	7	134.40	Regular
134	27909	Balli, Bobby	62.50	8	500.00	Regular
381	20014	Dexter, Lori	22.97	0	0.00	Regular

15	634.40	Regular
	-	Prm-Ovt

Total Labor Distribution for Non-Principal

15	634.40	Total
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The HNTB Companies

Billing Report
Direct Payroll - Principal

Payroll September 27, 2003 through November 21, 2003
2003 Bond Election Scoping

Invoice No. 09-37654-PL-001

Office Number	Employee Number	Employee	Rate (\$/hr)	Hours	Amount (\$)	Regular
134	27810	Ellis, Thomas D	173.00	0	0.00	Regular

Total Labor Distribution

Billing Item: 37654-PL-001	0	0.00	Regular
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**Expense Task Distribution
by Job, Phase, Segment
09/27/2003 - 10/24/2003**

44E

CENTRAL DIVISION

Job	37654	2003 Bond Election Scoping	E/O	27810	Thomas Dean Ellis	Ofc 134
Phase	PL	PRELIMINARY	PM	27809	John William Strybos	Ofc 134
Seg	001	Initial Bond Scoping	BO	SAN ANTONIO		Ofc 134
Sub	001	Initial Bond Scoping				
Contracting Entity	HNTB CORPORATION					

Task/Description	DB	FI	Ofc	Effective Date	Journal Name	Description	Amount
E020 MATERIALS AND SUPPLIES							
	CE	HI	134	10/03/03	AP RELEASE 5	ALAMO HOT SHOT, INC.-27334~1~	15.00
Total - E020 MATERIALS AND SUPPLIES							15.00
E021 PRINT, REPRO, AND RECTIF							
	CE	HI	134	10/23/03	Payables Journal for OCT-2003	THOMAS REPROGRAPHICS INC.-1006608~	4,891.43
Total - E021 PRINT, REPRO, AND RECTIF							4,891.43
E027 TRAVEL							
	CE	HI	003	10/17/03	AP RELEASE 3	SANGEETA REDDY~ER100703SMR~1~	221.04
Total - E027 TRAVEL							221.04
Total - Expense Charges							5,127.47

* Copies of Original Substantiation for Subsistence required by IRC 274(d) are available.



The HNTB Companies

**Expense Task Distribution
by Job, Phase, Segment
10/25/2003 - 11/21/2003**

44E

CENTRAL DIVISION

Job	37654	2003 Bond Election Scoping	E/O	27810	Thomas Dean Ellis	Ofc 134
Phase	PL	PRELIMINARY	PM	27809	John William Strybos	Ofc 134
Seg	001	Initial Bond Scoping	BO	SAN ANTONIO		Ofc 134
Sub	001	Initial Bond Scoping				
Contracting Entity	HNTB CORPORATION					

Task/Description	DB	Fi	Ofc	Effective Date	Journal Name	Description	Amount
E021 PRINT, REPRO, AND RE							
	CE	HI	134	10/29/03	Payables Journal for OCT-2003	THOMAS REPROGRAPHICS INC.-639602~	37.81
Total - E021 PRINT, REPRO, AND RE							37.81
Total - Expense Charges							37.81

* Copies of Original Substantiation for Subsistence required by IRC 274(d) are available.

**Expense Task Distribution
by Job, Phase, Segment
09/27/2003 - 10/24/2003**

44E

CENTRAL DIVISION

Job	37654	2003 Bond Election Scoping	E/O	27810	Thomas Dean Ellis	Ofc 134
Phase	PL	PRELIMINARY	PM	27809	John William Strybos	Ofc 134
Seg	001	Initial Bond Scoping	BO	SAN ANTONIO		Ofc 134
Sub	002	FINAL REVISIONS				
Contracting Entity	HNTB CORPORATION					

Task/Description	DB	Fi	Ofc	Effective Date	Journal Name	Description	Amount
E020 MATERIALS AND SUPPLIES							
	CE	HI	134	10/10/03	AP RELEASE 3	ALAMO HOT SHOT, INC.~27454~1~	60.00
	CE	HI	134	10/17/03	AP RELEASE 4	ALAMO HOT SHOT, INC.~27565~1~	15.00
	CB	HI	134	10/24/03	Payables Journal for OCT-2003	CORPORATE EXPRESS~46512088~	430.75
Total - E020 MATERIALS AND SUPPLIES							505.75
E021 PRINT, REPRO, AND RECTIF							
	CE	HI	134	10/17/03	AP RELEASE 4	NATIONAL BLUE PRINT CO, INC.~56250~1~	7.55
	CE	HI	134	10/17/03	AP RELEASE 4	NATIONAL BLUE PRINT CO, INC.~56475~1~	29.12
Total - E021 PRINT, REPRO, AND RECTIF							36.67
E027 TRAVEL							
	CE	HI	134	10/10/03	AP RELEASE 3	JOHN W. STRYBOS~ER092603JWS~1~	3.60
Total - E027 TRAVEL							3.60
Total - Expense Charges							546.02

* Copies of Original Substantiation for Subsistence required by IRC 274(d) are available.

**Expense Task Distribution
by Job, Phase, Segment
10/25/2003 - 11/21/2003**

44E

CENTRAL DIVISION

Job	37654	2003 Bond Election Scoping	E/O	27810	Thomas Dean Ellis	Ofc 134
Phase	PL	PRELIMINARY	PM	27809	John William Strybos	Ofc 134
Seg	001	Initial Bond Scoping	BO	SAN ANTONIO		Ofc 134
Sub	002	FINAL REVISIONS				
Contracting Entity	HNTB CORPORATION					

Task/Description	DB	Fi	Ofc	Effective Date	Journal Name	Description	Amount
E020 MATERIALS AND SUPPLI							
	CE	HI	134	10/29/03	Payables Journal for OCT-2003	ALAMO HOT SHOT, INC.~27789~	15.00
Total - E020 MATERIALS AND SUPPLI							15.00
Total - Expense Charges							15.00

* Copies of Original Substantiation for Subsistence required by IRC 274(d) are available.

**Expense Task Distribution
by Job, Phase, Segment
09/27/2003 - 10/24/2003**

44E

CENTRAL DIVISION

Job 37654	2003 Bond Election Scoping	E/O 27810	Thomas Dean Ellis	Ofc 134
Phase PL	PRELIMINARY	PM 27809	John William Strybos	Ofc 134
Seg 001	Initial Bond Scoping	BO	SAN ANTONIO	Ofc 134
Sub 900	SUBCONSULTANTS			
Contracting Entity	HNTB CORPORATION			

Task/Description	DB	FI	Ofc	Effective Date	Journal Name	Description	Amount
E007 SUBCONSULTANT							
	CE	HI	134	10/10/03	AP RELEASE 3	POZNECKI- CAMARILLO & ASSOC. INC.-03011-00-06-37654~1~	3,468.09
	CE	HI	134	10/24/03	Payables Journal for OCT-2003	POZNECKI- CAMARILLO & ASSOC. INC.-03011-00-07-37654~	2,551.80
Total - E007 SUBCONSULTANT							6,020.89
Total - Expense Charges							6,020.89
							<i>2551.80</i>

* Copies of Original Substantiation for Subsistence required by IRC 274(d) are available.

Poznecki-Camarillo

October 17, 2003

CITY OF SAN ANTONIO

P.O. Box 839966

San Antonio, Texas 78216

In Account With

Poznecki-Camarillo

Surveying - Engineering

1603 Babcock Rd Ste 260

San Antonio Texas 78229

Invoice No. 03011-00-07

Contract Maximum \$62,493.72

For professional services regarding 2003 Bond Election: Project Scoping and Estimating pursuant to Ordinance No. 96745, in accordance with our agreement dated January 18, 2003.

LABOR (See Attached Detail)

25-Jan-03 through 17-Oct-03			
Non Principal Base Salary		\$ 19,584.28	
Multiplier	3.15		\$ 61,690.47
Principal (Hourly Rate Basis)			\$ 495.00
Total Labor			\$ 62,185.47

DIRECT EXPENSES (See Attached Detail)

Non-labor expenses		\$ 293.57	
Subconsultant expenses			
Sub 1		\$ -	
Sub 2		\$ -	
Sub 3		\$ -	
Sub 4		\$ -	
Sub 5		\$ -	
Total Direct Expenses		\$ 293.57	
Multiplier	1.05		\$ 308.25

Amount Earned This Period	\$ 2,551.80
Amount Previously Submitted	\$ 59,941.92
Total Earned to Date	\$ 62,493.72

AMOUNT DUE THIS INVOICE	\$ 2,551.80
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POZNECKI • CAMARILLO and ASSOC., INC.
ENGINEERING SURVEYING PLANNING

October 17, 2003

John Strybos
Project Manager
HNTB
85 N.E. Loop 410
San Antonio, Texas 78216

RECEIVED

OCT 17 2003

CE DIVISION

RE: Invoice No. 03011-00-07
City of San Antonio 2003 Bond Election: Project Scoping and Estimating
Ordinance No. 96745

Dear Mr. Strybos,

We are enclosing Invoice No. 07 for the period September 26, 2003 through October 17, 2003 for professional services in connection with the subject project. This invoice is accompanied by supporting data indicating personnel who have been engaged in the work and progress summary report.

We trust you will find this invoice in proper order and place in line for further processing.

Sincerely yours,

Poznecki-Camarillo

Name: Fernando Camarillo
Title: Project Manager

Enclosures

H:\Jobs\03011\Accounting\[invoice 03011-00-07.xls]worksheet

Poznecki-Camarillo

Billing Report

Direct Payroll

March 29, 2003 Through October 17, 2003

Job: San Antonio 2003 Bond Election

<u>Employee</u>	<u>Rate</u>	<u>Hours</u>	<u>Amount</u>	<u>Remarks</u>
Camarillo, Fernando	34.58	315	10,892.70	Regular
Ruiz, Jose	42.44	74	3,140.56	Regular
Poznecki, Andy	165.00	3	495.00	Principal
Keck, Robert	17.25	185.5	3,199.88	Regular
Whitney, Erik	12.06	4.5	54.27	Regular
Diaz, Jose	20.06	114.5	2,296.87	Regular
			<hr/> 20,079.28	
Total Labor Distribution			19,584.28	Regular
			0.00	Reg-Overtime
			0.00	Premium-Ovt
			<u>495.00</u>	Principal
			20,079.28	
Total Non-Principal			19,584.28	
Total Principal			<u>495.00</u>	
			<hr/> 20,079.28	

Poznecki-Camarillo

Billing Report

Direct Expenses

March 29, 2003 Through October 17, 2003

Job: San Antonio 2003 Bond Election

<u>Task</u>	<u>Description</u>	<u>Amount</u>
EX1	Courier (3-03)	\$ 25.00
	Courier (5-03)	\$ 25.00
	Courier (6-03)	\$ 50.00
	Courier (7-03)	\$ 12.50
	Courier (8-03)	\$ 25.00
	Courier (9-03)	\$ 12.50
	Courier (10-03)	\$ 12.50
<u>EX1</u>		
	Parking (3-03) Fernando Camarillo	\$ 8.00
	Mileage (5-03) Fernando Camarillo	\$ 70.00
	Mileage(5-03) Jose Diaz	\$ 5.85
	Mileage (6-03) Jose Ruiz	\$ 17.52
	Mileage (7-03) Jose Diaz	\$ 9.50
	Mileage (7-03) Fernando Camarillo	\$ 8.50
	Mileage (8-03) Fernando Camarillo	\$ 11.70
Totals		\$ 293.57

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.

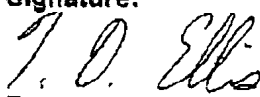
Political Contributions

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 refusal or require careful consideration of whether or not refusal is required.