

CONSENT AGENDA
8

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

ITEM NO. _____

TO: Mayor and City Council

FROM: Kevin C. Dolliole, Aviation Director

THROUGH: Terry M. Brechtel, City Manager

COPIES: J. Rolando Bono, Deputy City Manager

SUBJECT: Remain Over Night (RON) Apron Project at San Antonio International Airport

DATE: March 4, 2004

SUMMARY & RECOMMENDATION

This ordinance amends the Professional Services Contract with CDS/Muery and authorizes a budget adjustment of \$65,512.90 to provide engineering and architectural services through preliminary phase relating to additional work to be performed for the new Remain Over Night (RON) apron project. Engineering fees, including previous authorizations, will total \$355,805.90. This project is funded through the Airport System 2001 Construction Fund and the Federal Aviation Administration (FAA) Grant 41 accepted on August 30, 2001.

Staff recommends approval of this ordinance.

BACKGROUND INFORMATION

Ordinance No. 94842, passed and approved on November 1, 2001, awarded a Professional Services Contract in the amount of \$264,293.00 with a \$26,000.00 contingency, to the firm of CDS/Muery to provide consulting services in support of the new RON Apron at San Antonio International Airport. RON aprons are used by airlines for the overnight parking and staging of aircraft. The proposed new RON Apron Project is an element of the approved 1998 Airport Master Plan (which is used for general overall planning), and is required to implement the construction of the City's proposed Concourse B. Concourse B is programmed for site location on the existing RON area located between Terminals 1 and 2, which would eliminate seven RON aircraft positions. The new RON Apron Project will be constructed as a partial replacement for the existing RON positions and will be located south of Terminal 1. The remaining RON positions will be absorbed in another existing location.

Following the award of the above mentioned contract, the detailed results, which was based on surveys and refined terminal definition, of the 2001 Terminal Expansion Programming Study and Schematic Design Phase revealed that the current wash rack and aircraft waste disposal facility are located within the proposed Concourse "C" location and new facilities must be constructed as a replacement. The logical location for these components is at the new RON location. The designs for these facilities were not included as part of the original scope of work and must now be incorporated as part of the preliminary design phase. While the new RON location provides partial replacement for existing capacity, it does provide adequate space for the relocation of the wash rack and aircraft waste disposal facility. CDS/Muery

Services has submitted a proposal to provide preliminary engineering and architectural services for the additions of a wash rack and aircraft waste disposal facility at the new RON Apron in the amount of \$65,512.90. Members of City staff have reviewed the scope of work and the fees outlined in the proposal and have determined that the fees presented are fair and reasonable.

POLICY ANALYSIS

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

FISCAL IMPACT

This Project is included in the Capital budget. The funding for this Project will be appropriated from the Airport System 2001 Construction Fund and the FAA Grant 41 accepted on August 30, 2001.

This ordinance authorizes the transfer of \$65,512.90 from unallocated expenditures appropriated in Ordinance No. 95225, passed and approved January 30, 2002, to the engineering contract for the new RON Apron. Of the \$65,512.90 previously appropriated, \$16,378.22 will be utilized from the Airport System 2001 Construction fund (25%) and \$49,134.68 from the FAA Grant 41 (75%). The total budget for this Project is \$7,000,000.00, which includes design, construction, testing and inspection.


Engineering fees for design & construction administration will be established based on the final scope developed as part of the preliminary phase. Council consideration for these fees and for construction, testing and inspection will be brought forward in subsequent ordinances.

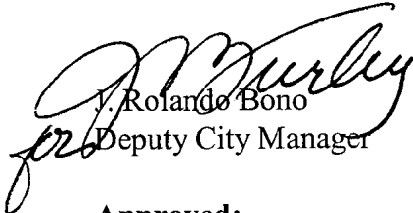
COORDINATION

This request for ordinance has been coordinated with Public Works, Finance, City Attorney, Economic Development, and the Office of Management and Budget.

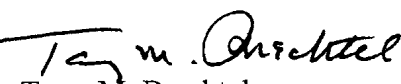
SUPPLEMENTARY COMMENTS

The Discretionary Contracts Disclosure Form submitted by CDS/Muery Services is attached.


Kevin C. Dolliole
Aviation Director


J. Rolando Bono
Deputy City Manager

Approved:


Terry M. Brechtel
City Manager

City of San Antonio Discretionary Contract Disclosure*

For use of this, see City of San Antonio Ethics Code, Part D, Section 1 & 2

Attach additional sheets if space provided is not sufficient.

State Not Applicable for questions that do not apply.

**This form is required to be supplemented in the event there is any change in 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:

N/A

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

Civil Design Services, Inc.
dba CDS/Muery Services

and the name of:

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

N/A

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:

N/A

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.

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

N/A

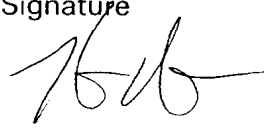
Political Contributions

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 lobbyist of the entity.

To Whom Made:	Amount:	Date of Contribution:

Disclosures in Proposals

Any individual or business entity seeking a discretionary contract with the city shall disclose any known facts which, reasonably understood, raise a question¹ as to whether any city official or employee would violate Section 1 of Part B, Improper Economic Benefit, by participating in official action relating to the discretionary contract.

Signature 	Title: President Company: CDS Muery Services	Date: 12/16/03

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

CDS/MUERY SERVICES
Engineering & Surveying

RECEIVED
AVIATION DEPT.
PLAN. & ENG.

KL.C
3411 Magic Drive
San Antonio, Texas 78229
Phone: (210) 581-1111
Fax: (210) 581-5555

September 29, 2003

2003 OCT 2 PM 2 59

Mr. Kao Lin Chen, P.E.
City of San Antonio (COSA)
San Antonio International Airport (SAIA)
9800 Airport Blvd.
San Antonio, TX 78216

**RE: SAT RON APRON AT SAN ANTONIO INTERNATIONAL AIRPORT
PROPOSAL FOR ADDITIONS TO ORIGINAL CONTRACT**

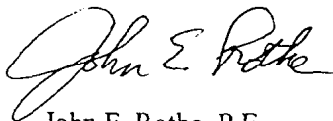
Dear Mr. Chen:

CDS/Muery Services and sub-consultants, Joshua Engineering Group, Inc., and Archimedia, appreciate the opportunity to submit the attached proposal for the above referenced project. This proposal reflects the cost estimates and man-hour breakdowns for the washrack and aircraft waste dump facilities which have been added to the original contract. The total fee for the additional Engineering and Architectural services is \$65,512.90. These fees will be an extension of the fees still remaining on the original contract.

The attached documentation shows the original contract amount, the total work completed to date, and the proposed cost estimates for the additional work. A copy of the sub-consultants' proposals have been included for your convenience.

If you have any questions or need additional information, please give me a call. We realize you are anxious to get this project up and going again and we will do whatever it takes to expedite the process. We look forward to your response in the near future.

Sincerely,



John E. Rothe, P.E.
Project Manager

JER/jr

Attachments: Scope of Additional Services
Proposals

ATTACHMENT "B"
REVISED SCOPE OF SERVICES
NEW REMAIN OVERNIGHT (RON) APRON
SAN ANTONIO INTERNATIONAL AIRPORT
SEPTEMBER 29, 2003

The following is a list of services to be provided for the preliminary design of the above referenced project in addition to the services outlined in the original contract dated December 27, 2001 between the City of San Antonio and CDS/Muery Services. See Attachments 1 & 2 for original contract fee and man-hour breakdown. The original contract was put on hold by the City on July 10, 2002 to consider possible scope changes. At the time of the notice to stop design, a portion of the preliminary design had been completed. Some of the items completed include field topo surveying, site base map, geotechnical engineering study, subsurface environmental assessment, lead-base paint report, asbestos survey, and hazardous materials survey. Approximately 45% of the preliminary design was completed prior to the notice to stop which includes various components of the following: existing hangar demolition plan, site layout of RON Apron with taxiways, grading design, drainage analysis and design, and pavement design. Attachments 3 & 4 show the fee and man-hour breakdown of the items completed to date. Also, design items related to the relocation of the FAA cables have been moved from this contract and included in a separate contract. At last report, that contract is waiting for funding. It is our assumption that those services will be performed under the separate FAA Cables Relocation/Replacement Contract.

Two major items have been added to the original contract. The additional items include a washrack facility and an aircraft waste dump facility. Both of these facilities will be incorporated into the same limits as the original RON Apron project area. Some of the layout and design previously completed will have to be revised to accommodate these changes. The following is a description of the services to be provided in addition to those already outlined in the original contract. Attachments 5 & 6 show the fee and man-hour breakdown of items required to complete the additions of the washrack and waste dump facility.

Badging, Utility Research, and Site Visit

1. Because of the lapse in time, the badges acquired in 2002 have expired. New badges will need to be acquired in order to enter the site and perform necessary design functions.
2. Because of the added facilities, additional utility research and site investigation will be required.
3. Due to the delay, start up time is needed to get up to date on existing utilities, hangars, etc.

Hangar Demolition

1. Reevaluate existing buildings (hangars) to ensure conditions have not changed since July of 2002.
2. Coordinate demolition plan with Allied (New Tenant).

Preliminary Design

1. Review FAA design circulars for new facilities
2. Review existing drainage conditions to verify conditions have not changed.