

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

CONSENT AGENDA

ITEM NO. 11

**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; Peter Zanoni; Milo D. Nitschke;  
and file

**SUBJECT:** Cardiff Area Drainage Improvements

**DATE:** March 4, 2004

**SUMMARY AND RECOMMENDATIONS**

This ordinance amends a professional service contract in the amount of \$24,766 payable to Brown Engineering Co., an SBE firm, for professional engineering services, and authorizes \$4,953.20 for additional design contingency for a total amount of \$29,719.20 in connection with the Cardiff Area Drainage Improvements, an authorized 2003-2007 General Obligation Drainage Improvement Bond funded project located in Council District 2.

Staff recommends approval of this ordinance.

**BACKGROUND INFORMATION**

This ordinance authorizes the amount of \$24,766 payable to Brown Engineering Co. to provide engineering services for the referenced 2003-2007 bond drainage project and authorizes engineering contingency in the amount of \$4,953.20. The scope of services encompasses the effort required to:

- 1) verify existing site conditions;
- 2) breakout that portion of the storm drainage improvements located along Aransas Ave. and Honey Blvd. (needed to provide an outfall for the Honey – Commerce to Aransas project) from the previously approved (1999) final plans from the Cardiff – Aransas to Dead-end project;
- 3) update said plans to comply with the latest city requirements; and
- 4) prepare bid documents for the revised scope of the project.

Construction phase services are not included in this proposal. Brown Engineering Co. proposes to complete said design work within 45 calendar days from notice to proceed.

This project will provide for the construction of storm sewer outfall along Aransas Avenue from IH-10 to Honey Boulevard, including a 1 ½" street overlay. The project construction is anticipated to begin in November 2004 and be completed in March 2005.

This professional service contract was originally approved by City Ordinance No. 81037 on November 3, 1994 and initially authorized \$15,000 for services related to this project. Subsequent Council action increased this contract amount to \$57,817. This ordinance will increase the total authorized for this professional service contract to \$82,583.

### **POLICY ANALYSIS**

Approval of this ordinance will be a continuation of City Council policy to complete previously approved 2003-2007 Drainage Improvement Bond and CDBG funded projects.

### **FISCAL IMPACT**

This ordinance is also a declaration of the City's official intent to reimburse itself from the proceeds derived from the sale of the City of San Antonio, General Obligation Street Improvement Bonds, Series 2003-2007 for any authorized expenditures from any lawfully available funds of the City.

The following appropriations are contingent upon the sale of the City of San Antonio, General Obligation Street Improvement Bonds, Series 2003-2007 for Cardiff Area Drainage Improvements.

This is a one-time capital improvement expenditure within budget and not included in the FY 04-09 Capital Improvement Program Budget. Funds in the amount of \$29,719.20 are available from 2003-2007 General Obligation Drainage Improvement Bond funds and are authorized payable as follows:

\$ 24,766.00	Payable to Brown Engineering Co. for engineering expenses
\$ 4,953.20	Payable for engineering contingency

### **COORDINATION**

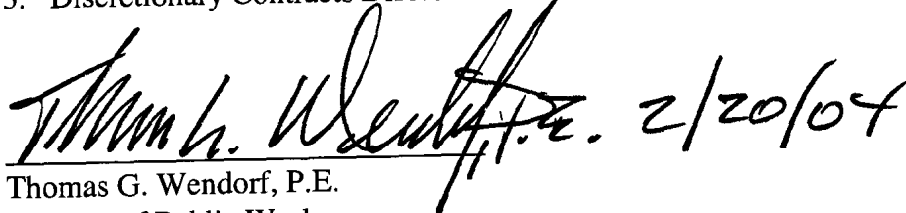
This request for ordinance has been coordinated with the Office of Management and Budget and the Finance Department.

### SUPPLEMENTARY COMMENTS

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

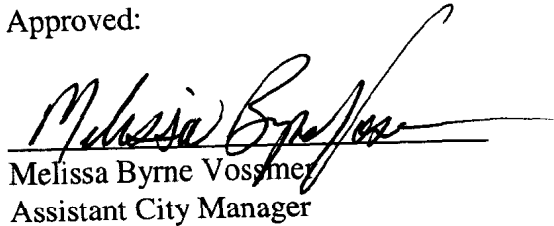
### ATTACHMENTS

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

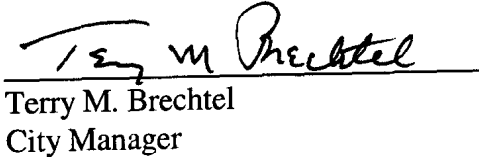
 2/20/04

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

Approved:

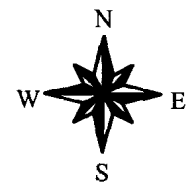
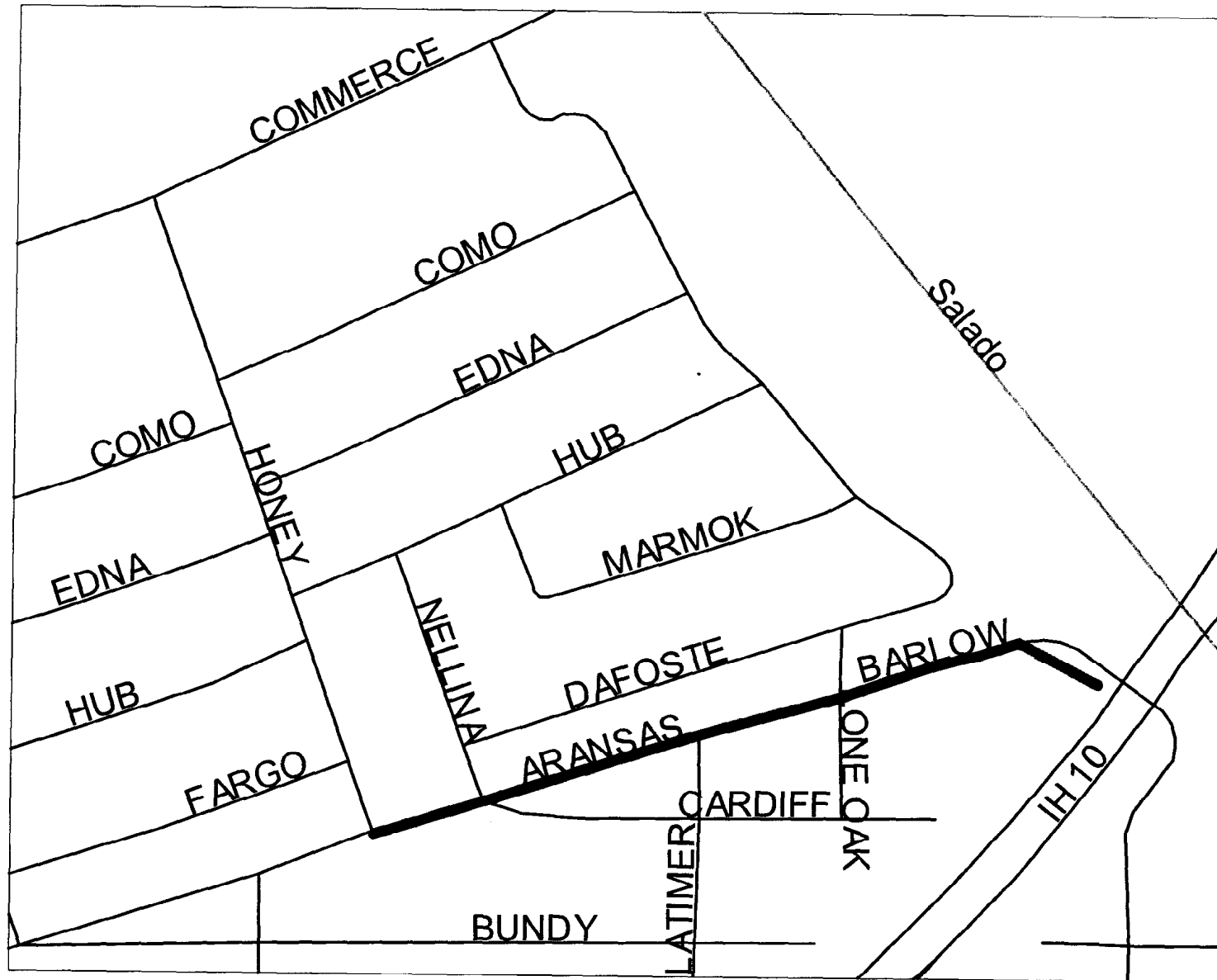


Melissa Byrne Vossmer  
Assistant City Manager



Terry M. Brechtel  
City Manager

# CARDIFF AREA DRAINAGE IMPROVEMENTS



# BROWN ENGINEERING CO.

ENGINEERING CONSULTANTS  
1000 CENTRAL PARKWAY N., S-100  
SAN ANTONIO, TEXAS 78238  
PHONE (210) 484-5511

November 26, 2003

Anibal A. Gutierrez Jr., P.E.  
Project Manager  
Department of Public Works  
City of San Antonio  
P.O. Box 839966  
San Antonio, Texas 78205

Reference: Engineering Fee Proposal  
Cardiff - Aransas to Dead-End

Dear Mr. Gutierrez:

Brown Engineering Company is pleased to present its proposal to provide additional professional engineering services for a revised final-phase submittal for the referenced street and drainage improvement project. This proposal was requested by Mr. Charles Bloom and is being presented as per the City of San Antonio's "Professional Services Agreement for Engineering Services," revised May 1991 (copy enclosed). The final design phase of this project was previously approved by Mr. James Bader on November 29, 1999 (copy enclosed), but was put on hold due to lack of funding.

The revised proposal covers the "additional" engineering services associated with preparing a set of plans, bid documents and cost estimates for the storm drainage improvements located within Aransas Ave. and Honey Blvd. We do not anticipate that the following items will be required, and any costs associated with these items are not included in this proposal.

1. Redesign of the current plans as a result of new utility conflicts (if any), or new drainage criteria
2. ADA review and permitting
3. Landscape and sidewalk plan
4. Environmental Site Assessment (ESA)
5. Traffic Impact Analysis (TIA)
6. Revising and updating the remaining plans for street improvements into bid sets

The Construction Phase Services are not included in this proposal. We expect that these costs will be covered under the original contract based on the actual bid price.

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 Anibal A. Gutierrez Jr., P.E.  
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The following items cover "additional" engineering services required to verify that the existing site conditions are accurately reflected on the plans.

<u>Personnel</u>	<u>Hourly Rate</u>	<u>Hours</u>	<u>Fee Extension</u>
Chief Surveyor	\$ 82	8	\$ 656
Technician II	45	20	900
Three-Man Survey Crew	100	30	3,000
<b>Total</b>		<b>58</b>	<b>\$ 4,556</b>

The "additional" engineering services required to update the current plans for bid are shown below.

<u>Personnel</u>	<u>Hourly Rate</u>	<u>Hours</u>	<u>Fee Extension</u>
Sr. Project Engineer	\$ 108	8	\$ 864
Staff Engineer	84	84	7,056
CADD VI	62	128	7,936
Secretary I	36	24	864
Staff Assistant	60	12	720
Sub-Total:		256	\$ 17,440
Geotechnical Analysis			\$2,770
<b>Total</b>			<b>\$ 20,210</b>

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Compensation for this work shall be based upon a Lump Sum Fee according to the following schedule

	<u>Lump Sum Fee</u>
Cost to Verify Field Conditions (Surveying)	\$4,556
Cost to Update Existing Plans and Specification	17,440
Geotechnical Analysis	2,770
Totals:	<u>\$24,766</u>

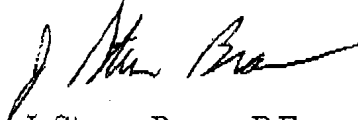
NOTES

1. This proposal does not include any filing, impact or other governmental fees.

This project will be completed within 45 calendar days from receiving written authorization to proceed. Please note that the calendar days associated with the City's review and approval of each phase is not included. A detailed schedule based upon "Microsoft Project" will be provided within 14 days of receiving authorization to proceed.

We appreciate the opportunity to provide these services and look forward to the successful completion of this project. Please advise if you have any questions or need additional information.

Sincerely,  
BROWN ENGINEERING CO.



J. Steven Brown, P.E.

JSB/sjs  
EP03-113

**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;

Not Applicable.

- (2) any individual or business entity<sup>1</sup> that would be a party to the discretionary contract Cardiff – Aransas to Dead End

Prime:	Brown Engineering Company (BECO)
	Jeffrey J. Brown 51%
	Mark S. Brown 49%

and the name of:

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

Subcontractors: Not Applicable.

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;

Not Applicable.

<sup>1</sup> A *business entity* means a sole proprietorship, partnership, firm, corporation, holding company, joint-stock company, receivership, trust, unincorporated association, or any other entity recognized by law.



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- (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.

Not Applicable.

**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.

Prime or Subconsultant:	To Whom Made:	Amount:	Date of Contribution:
BECO	John Clamp	\$500.00	3/27/03

**Disclosures in Proposals**

Any individual or business entity seeking a discretionary contract with the City shall disclose any known facts which, reasonably understood, raise a question<sup>2</sup>, as to whether any City official would violate Section 1 of Part B, Improper Economic Benefit, by participating in official action relating to the discretionary contract.

Not Applicable.

Signature:



Jeffrey J. Brown, P.E., President  
Brown Engineering Co.

Date:

February 4, 2004

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