

CONSENT AGENDA
MEM NO. 9

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

TO: Mayor and City Council

FROM: Kevin C. Dolliole, Aviation Director

THROUGH: Terry M. Brechtel, City Manager

COPIES: J. Rolando Bono, Finance, Office of Management & Budget, Public Works, File

SUBJECT: Amendment to the Professional Services Agreement with 3D/International for the New Terminal Expansion Project at San Antonio International Airport

DATE: May 6, 2004

SUMMARY & RECOMMENDATION

This ordinance amends the Professional Services Agreement with the firm of 3D/International to provide surveying and subsurface utility exploration (SUE) services in support of the New Terminal Expansion Project at San Antonio International Airport for a total amount not to exceed \$186,214.60.

Staff recommends approval of this ordinance.

BACKGROUND INFORMATION

In the Five-Year Capital Program, the City included projects to expand the terminal facilities at San Antonio International Airport in support of the current and projected passenger trend in enplanements, aircraft gate occupancy and parking demands. These projects were included as part of the presentation to City Council during the June 22, 2000 "B" Session.

Ordinance No. 96790, passed and approved by City Council on November 21, 2002, selected the firm of 3D/International (3DI) and directed City staff to negotiate a Professional Services Agreement to provide architectural and engineering services in connection with the New Terminal Expansion Project. Ordinance No. 97709, passed and approved by City Council on May 29, 2003, authorized the execution of the Professional Services Agreement in the amount of \$12,638,227.00.

The original scope of work under this Agreement specifically excluded the surveying component in order to allow 3DI, Carter Burgess (the Program Manager), and City staff to evaluate realistic surveying needs developed during the design development phase. With this phase of the project 60% complete, a better assessment of these needs has been completed and a surveying work plan

developed. In addition to the conventional surveying requirements, the need for Subsurface utility exploration (SUE) has been addressed. SUE provides a high level of accuracy relating to the location of underground utilities. This will aid in the design effort and will reduce risks normally associated with conventional utility location procedures by better identifying potential conflicts and reducing unforeseen conditions during construction which impacts both schedule and project cost. Accuracy levels for SUE work are classified as "A", "B", "C" and "D", with the highest accuracy level being "A" and lowest being "D". Levels "C" & "D" provide no beneficial increase in accuracy over current records. Level "B" utility location utilizes surface electronic detection such as toning and ground penetrating radar to determine utility locations. Level "A" provides precise location by exposing the utility at key locations and confirming horizontal and vertical data. The majority of the SUE will be Level "B" work and augmented with Level "A" work at identified critical locations.

Both the surveying and SUE have been subdivided into two elements; 1) identified requirements and 2) allowances. The identified surveying requirements are those elements that are required based on the current design and include, current apron topographic survey (67 Acres), existing terminal roadway system topographic survey and sanitary sewer outfall topographic surveys. The surveying allowances are those elements which may be required pending further evaluation during completion of design development and include, but may not be limited to West Ramp spot elevations (28 Acres), new apron tie-in spot elevations, finished floor elevations of existing terminals and survey monuments.

The identified SUE requirements are those elements that are based on the current design and include the terminal roadways from the south end of Terminal 1 to S. Terminal Drive along with the surveying support for this work. The SUE allowances are those elements that may be required pending further evaluation during completion of design development. These elements include, but may not be limited to, temporary road locations (by-pass roads), Concourse C footprint, storm sewer outfall and FAA cables.

Fees for these services are not to exceed:

| | | |
|-----------------|--------------------|---------------------|
| Identified work | | |
| Survey | \$74,783.50 | |
| SUE | <u>\$32,620.50</u> | |
| Subtotal | | \$107,404.00 |
| Allowances | | |
| Survey | \$20,993.50 | |
| SUE* | <u>\$57,817.10</u> | |
| Subtotal | | <u>\$ 78,810.60</u> |
| Total | | \$186,214.60 |

*Includes \$24,310.00 for Level "A" evaluation. All other SUE work will be performed at the Level "B". These services will be authorized on an as needed basis and are not to exceed the aggregate of \$186,214.60.

City staff together with the Program Manager, Carter Burgess, has negotiated an amendment with 3DI, which has submitted a proposal for these surveying services, and determined that the proposal is fair and reasonable.

POLICY ANALYSIS

This proposed action is consistent with the City's policy of improving facilities at San Antonio International Airport.

FISCAL IMPACT

This proposed action will appropriate surveying services fees in the amount of \$186,214.60 from the Airport System Construction Fund - 2002 GAR Bonds (60%), and the Airport System Construction Fund - 2002 PFC Bonds (40%).

COORDINATION


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

SUPPLEMENTARY COMMENTS

The Discretionary Contracts Disclosure Form submitted by 3D/International is attached.

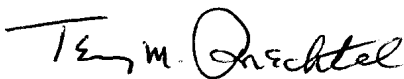


Kevin C. Dolliole
Aviation Director



J. Rolando Bono
Deputy City Manager

Approved:



Terry M. Brechtel
City Manager

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:

Don Durden, P.E., R.P.L.S., 85.834% Ownership, President
Ken Thomas, P.E., R.P.L.S., 3.75% Ownership, Principal – Public Works Division Manager
Chester Varner, R.P.L.S., 2.75% Ownership, Principal – Senior Project Surveyor
Alan Lindskog, P.E., R.P.L.S., 2.50% Ownership, Principal- Senior Project Manager
Ken Koch, P.E., 1.9% Ownership, Principal-V.P./Director of Business Development
Joe Nix, P.E., R.P.L.S., P.T.O.E., 1.25% Ownership, Principal – Senior Project Engineer
Garland Galm, P.E., 1.22% Ownership, Principal-Transportation Division Manager
Mike Haberer, R.P.L.S., 0.55% Ownership, Principal-Survey Division Manager
Matt Van Wicklen, P.E., 0.25% Ownership, Principal – Vice President Employee Benefits

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

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

N/A

(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

(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 member of City Council, or to any political action committee that contributes to City Council elections, by any individual or business entity whose identity must be by an disclosed under (1), (2) or (3) above. Indirect contributions entity include, but are not limited to, contributions made through the officers, owners, or registered lobbyists of the entity.

| Whom Made To: | Amount: | Date of Contribution: |
|------------------|---------|-----------------------|
| Bobby Perez | \$100 | 8/6/02 |
| Bonnie Conner | \$100 | 8/6/02 |
| Carroll Schubert | \$100 | 8/6/02 |
| Toni Moorhouse | \$100 | 8/14/02 |
| Ed Garza | \$300 | 8/14/02 |

C E C

City of San Antonio


Discretionary Contracts Disclosure

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

| Whom Made To: | Amount: | Date of Contribution: |
|------------------|---------|-----------------------|
| David Carpenter | \$100 | 10/21/02 |
| Enrique Barrera | \$100 | 10/21/02 |
| Carroll Schubert | \$150 | 5/1/03 |
| Julian Castro | \$100 | 5/1/03 |
| Enrique Barrera | \$150 | 5/1/03 |
| Toni Moorhouse | \$150 | 5/1/03 |
| John Clamp | \$150 | 5/1/03 |
| Ed Garza | \$150 | 5/1/03 |
| Roger Flores | \$150 | 5/21/03 |
| Joel Williams | \$150 | 5/21/03 |
| Richard Perez | \$150 | 5/21/03 |
| Patty Radle | \$150 | 5/21/03 |
| Art Hall | \$150 | 5/21/03 |
| Chip Haas | \$150 | 5/21/03 |
| Richard Perez | \$150 | 9/26/03 |
| Carroll Schubert | \$1,000 | 2/19/04 |

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 would violate Section 1 of Part B by participating in official action relating to the discretionary contract.

| | | |
|---|--|------------------|
| | | |
| Signature:  | Title: Principal Company: Civil Engineering Consultants | Date: 4/14/04 |

¹ For purpose of this rule, facts are "reasonably understood to raise a question" about the appropriateness of official action if a disinterested person would conclude that facts, if true, require recusal or require careful consideration of whether or not recusal is required.

C&B

ADDITIONAL SERVICES REQUEST

April 14, 2004

Mr. John Storms
Carter & Burgess
9800 Airport Boulevard
San Antonio, TX 78216

Re: **Additional Service Request No. 3 (REVISED)**
Surveying & Sub-Surface Utility Engineering
New Terminal Expansion Program
San Antonio International Airport
Project No. 020160

Dear John:

Please refer to the Agreement dated May 29, 2003 between the City of San Antonio ("City") and 3D/International ("Consultant") hereinafter called the "Agreement") pursuant to which Consultant is to perform certain services. The Consultant understands that Carter & Burgess ("Program Manager") has been retained to provide management services to assist the City in the development of the design and construction strategies. The terms, which are defined in the Agreement, shall have the same meanings when used in this letter.

1. The Program Manager has requested the performance of the services described below which Consultant deems to be Additional Services.

Pursuant to Article VII of the Agreement, the Consultant requests approval of the following additional service that are not a part of the Agreement for Basic Services.

| Service | Consultant | Amount |
|--|------------|---------------------|
| Surveying and Sub-surface Utility Engineering | CEC | \$169,286.00 |
| Subtotal | | \$169,286.00 |
| Multiple to Consultant at x1.10 | | \$16,928.60 |
| Total | | \$186,214.60 |

Attachment 1

2. Consultant agrees to perform the Additional Services described above subject to and in accordance with the terms and provisions of the Agreement for a fee increase which will be determined in accordance with the Agreement but which will not exceed One Hundred Eighty Six Thousand Two Hundred Fourteen Dollars and Sixty Cents (\$186,214.60).
3. The Consultant will perform these services within one-hundred eighty days (180 days) after Consultant is authorized to proceed. Completion of these tasks within this period is dependent on favorable weather conditions.

If the foregoing is acceptable to you, please so execute by signing the enclosed copy of this letter in the space provided for this purpose and by inserting the date upon which Consultant is authorized to commence performance of the Additional Services as described in Paragraph 1 above.

If you need additional information, please contact me at (210) 227-2500.

Sincerely,

Alvaro Rizo-Patron
Sr. Vice President, 3D/I Central Texas Region

* * * * *

Accepted this _____ day of _____, 2004. Consultant is authorized to commence performance of the Additional Services on the following date: _____, 2004.

PROGRAM MANAGER:

By: _____

Name: _____

Date: _____

Attachment: CEC Survey & Sub-Surface Utility Engineering Proposal
dated 4/14/04



CIVIL ENGINEERING CONSULTANTS
DON BURDEN, INC.

MUNICIPAL • DEVELOPMENT
SURVEYING • TRANSPORTATION

April 14, 2004

Mr. Rigo Salinas
3D/International
219 East Houston Street, Suite 350
San Antonio, TX 78205-

Reference: San Antonio International Airport Expansion

Subject: Revised Surveying and Subsurface Utility Engineering Proposal

Dear Mr. Salinas,

Per your request, Civil Engineering Consultants (CEC) submits its latest revised proposal for the surveying services envisioned for the design of the reference project. The location of the existing utilities will be one of the most important factors in the complicated process of constructing these facilities and keeping San Antonio International open. CEC proposes the use of So-Deep, Inc., a subsurface utility engineering firm, to support its efforts on this task. CEC anticipates that the surveying needed for the construction phases of the various packages will be performed by a license surveyor employed by the various construction contractors. The following is a list of work items that will be required to produce the contract documents.

1. Prepare a topographic survey of the apron area shown on Exhibit One (approximately 51.3 acres). This area would cover the entire area by surveying the location and elevation of the corners of each concrete pavement panel (approximately 50' x 50' grid) that would be needed to construct the construction of Terminals A, B, and C. This survey would also locate the storm drainage inlets and junction boxes, sanitary sewer, FAA cables, airfield lighting and electric manholes that are located with the area.
2. Prepare a topographic survey of the three areas of apron shown on Exhibit One (approximately 15.66 acres). This area would cover the entire area by surveying the location and elevation of the corners of each concrete pavement panel (approximately 100' x 100' grid) that would be needed to construct the ultimate concept. This survey would also locate the storm drainage inlets and junction boxes, sanitary sewer, FAA cables, airfield light and electric manholes that are located with the area.
3. Prepare a topographic survey along the roadway that serves both Terminals One and Two including elevations on the existing enplaning roadway (approximately 23.5 acres). This survey

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TEL: 210.641.9999 FAX: 210.641.6440 EMAIL: CEC@CECTEXAS.COM
WWW.CECTEXAS.COM

will cover the area between the existing terminals to the edge of the expanded parking facilities at approximately 50 feet on centers shown on Exhibit Two.

4. Survey the property to the north of South Terminal Drive for the new sanitary sewer outfall.
5. Coordinate with Texas One-Call to have the existing gas and electric, telephone and cable television facilities located. Also coordinate with the FAA regarding their facilities within the project boundaries. After the locations are marked on the ground, CEC will survey their locations and depict them on a drawing that will be used as an initial plan for So-Deep.
6. Survey the sanitary sewer and Manhole on Wetmore road located at the southeast corner of Airport property.

The following items of work should be included in the budget for the project, but these items would be treated as an allowance with the exact scope could be determined in conjunction with the Program Manager.

8. Obtain spot elevations along the existing Air Cargo building and at the approximately 40 locations of existing storm drainage inlets and junction boxes, sanitary sewer manholes, FAA cables, and electric manholes that are located within the 27.6 acres area shown on Exhibit One.
9. Provide ten concrete monuments that are three foot deep with a brass cap that will be used for survey control for the duration of the construction of the project. These monuments are anticipated to be left in place if they are not disturbed during construction.
10. Obtain additional spot elevations along the perimeter of the apron reconstruction limits to verify the elevations of the corner of the existing concrete panels.
11. Prepare surveys inside the existing terminal as required to obtain floor elevations for the architectural needs of the projects.

As previously mentioned, the actual location of existing utilities is most important to the successful completion of this project. Described below is the scope of Subsurface Utility Engineering (SUE) services that would be accomplished with So-Deep to accomplish this task:

I. Initial Investigation

- A. CEC shall request that the Texas One-Call system locate all of the utilities inside the footprint of the proposed facilities that are sited a locations outside of the Airport Security Area (SIDA) and then tie down their locations by field surveying. CEC shall also contact the San Antonio Water System to locate their facilities in this area. Then CEC shall then correlate the field information to best depict the locations of the underground utilities. CEC shall furnish this information to So-Deep, Inc. as a starting point for their efforts.
- B. So-Deep Inc. shall locate all non-gravity utilities inside the areas shown on the attached plan to a Quality Level B as described in the enclosed copy of the ASCE Standard

Guideline for the Collection and Depiction of Existing Subsurface Utility Data. This data will be incorporated into the surveyed locations of the gravity utilities to obtain an accurate horizontal location for these areas. The task listed below must be accomplished to successfully complete the project. The areas are depicted on Exhibit Three correspond to the descriptions described below:

1. Area between Terminal One and Terminal two and the roadway from the west end of Terminal One to the west end of Terminal Two.
2. Roadway from west end of new Terminal Two to the intersection of the new roadway with South Terminal Drive.
3. Roadway south of Terminal One and the area where the new ramp to the Enplaning Roadway at Terminal One will be constructed.

CEC shall also provide survey support for the Level B work performed by So-Deep.

The following items of work should also be accomplished for the successful completion of the project, but would be considered as an allowance with the exact scope could be determined in conjunction with the Program Manager.

4. Area where the new East "Sally Port" will be constructed.
5. Area of the existing Short Term Parking Lot to be used as the temporary roadway while the new permanent roadways are constructed.
6. Area under the proposed location of Terminal C.
7. Area north of North Terminal Drive and west of West Terminal Drive where the Piedmont-Hawthorne buildings will be demolished.
8. Area of existing apron south of San Antonio Aerospace hangar where the new Landside Storm Drainage outfall will be constructed.
9. Obtain the location of the FAA cables and airfield lighting cables/conduits in the portion of the existing apron area that will be reconstructed for the new terminal development.

II. Final Investigation

- A. So-Deep shall make recommendations on the locations of utilities in these areas that need to be more closely determined to a Quality Level A as described in the ASCE Standard Guideline for the Collection and Depiction of Existing Subsurface Utility Data.
- B. Perform the Quality Level A efforts for the utilities that CEC, the Program Manger and the Airport determine as being critical to the operations of the Airport. This work shall

result in both the horizontal and vertical locations of each utility using underground exploration methods.

CEC proposes the following Not-to Exceed amounts to be invoiced on an hourly basis for these efforts:

| | | |
|----|---|-------------------|
| 1. | Prepare a topographic survey of the apron area shown on Exhibit One (approximately 51.3 acres). | \$21,085.00 |
| 2. | Prepare a topographic survey of the three areas of apron shown on Exhibit One (approximately 15.66 acres). | \$6,080.00 |
| 3. | Prepare a topographic survey along the roadway that serves both Terminals One and Two including elevations on the existing enplaning roadway (approximately 23.5 acres). | \$29,475.00 |
| 4. | Survey the property to the north of South Terminal Drive for the new sanitary sewer outfall will be constructed. | \$1,750.00 |
| 5. | Coordinate with Texas One-Call to have the existing gas and electric, telephone and cable television facilities located and with the FAA. Survey the locations are marked on the ground and depict them on a drawing. | \$8,580.00 |
| 6. | Survey the sanitary sewer & manhole on Wetmore Road at SE corner of Airport Property. | <u>\$1,015.00</u> |
| | Subtotal Lump Sum Surveying | \$67,985.00 |

CEC proposes the following Not-to Exceed amounts as allowances to be invoiced on an hourly basis for the item of works described below:

| | | |
|-----|---|-------------------|
| 7. | Obtain spot elevations along and east of the existing Air Cargo building (approximately 27.6 acres) | \$2,370.00 |
| 8. | Provide ten monuments that will be used for survey control for the duration of the construction of the project. | \$8,390.00 |
| 9. | Obtain additional spot elevations along the perimeter of the limits of the apron reconstruction to verify the elevations of the corner of the existing concrete panels. | \$2,370.00 |
| 10. | Prepare surveys of the finish floor elevations inside the existing terminal as required for the architectural needs of the projects. | <u>\$5,955.00</u> |
| | Subtotal Surveying Allowance | \$19,085.00 |

Final Revised Surveying Proposal.DOC

Total Surveying \$87,070.00

11. Level B SUE services will be performed on a hourly basis Not-to Exceed amounts in the following areas:

- | | | |
|----|---|-------------------|
| a. | Area between Terminals One and Two and the roadway from the west end of Terminal One to the west end of new Terminal Two. | \$10,524.00 |
| b. | Roadway from west end of new Terminal Two to the intersection of the new roadway with South Terminal Drive. | \$10,524.00 |
| c. | Roadway south of Terminal One and the area where the new ramp to the Enplaning Roadway at Terminal One will be constructed. | \$6,217.00 |
| d. | Survey support for So-Deep for final utility locations | <u>\$2,390.00</u> |

Subtotal Required Level B SUE services \$29,655.00

Level B SUE services should also be performed on a hourly basis Not-to Exceed amounts in the following areas, but would be accomplished as an allowance:

- | | | |
|----|---|-------------------|
| d. | Area where the new East "Sally Port" will be constructed. | \$6,217.00 |
| e. | Area of the existing Short Term Parking Lot to be used as the temporary roadway while the new permanent roadways are constructed. | \$5,262.00 |
| f. | Area under the proposed location of Terminal C. | \$5,262.00 |
| g. | Area north of North Terminal Drive and west of West Terminal Drive where the Piedmont-Hawthorne buildings will be demolished. | \$5,262.00 |
| h. | Area of existing apron south of San Antonio Aerospace hangar where the new Landside Storm Drainage outfall will be constructed. | \$2,126.00 |
| i. | Obtain the location of the FAA cables and airfield lighting cables and/or conduits in the portion of the existing apron area that will be reconstructed for the new terminal development. | <u>\$6,332.00</u> |

Subtotal Level B SUE Services Allowance \$30,461.00

Total Level B SUE Services \$60,116.00

12. Level A Subsurface Utility Locations – 20 locations (as an allowance) \$22,100.00

Subtotal Subsurface Utility Engineering \$82,216.00

Total Surveying and Subsurface Utility Engineering \$169,286.00

CEC proposes that the surveying items of work shall be accomplished on a lump sum basis except for the miscellaneous items where separate work orders will be determined and approved by Carter-Burgess. The Subsurface Utility Engineering shall also be accomplished under a work order methodology and approved by Carter-Burgess prior to each assignment.

This survey would be furnished in AutoCAD, Release 2002 and tied into the Airport horizontal and vertical control monuments.

Please feel free to contact us if you have any questions regarding the matters addressed or if additional information is required.

Very Truly Yours,

CIVIL ENGINEERING CONSULTANTS



Kenneth W. Thomas, Jr., P.E., R.B.L.S.
Principal & Public Works Division Manager

Copy to: M. Babbitt/3D/I
R. Salinas/3D/I
A. Rizo-Patron/3D/I

REVISED BUDGET
FUND NO. 51-006, PROJECT NO. 006005
NEW TERMINAL EXPANSION PROGRAM

| <u>INDEX NUMBER</u> | <u>DESCRIPTION</u> | <u>CURRENT BUDGET</u> | <u>REVISION</u> | <u>REVISED BUDGET</u> |
|-------------------------|----------------------------------|---------------------------|-----------------|---------------------------|
| | <u>REVENUES</u> | | | |
| 076711 | PFC REVENUES | \$5,175,290.00 | \$74,485.84 | \$5,249,775.84 |
| 129742 | TRANSFER FROM FUND NO. 51-005004 | \$7,762,937.00 | \$111,728.76 | \$7,874,665.76 |
| | TOTALS | \$12,938,227.00 | \$186,214.60 | \$13,124,441.60 |
| | | \$0.60 | | |
| | <u>EXPENDITURES</u> | | | |
| 568246 | ARCHITECTURAL FEES | \$12,638,227.00 | \$0.00 | \$12,638,227.00 |
| 568253 | ARCHITECTURAL CONTINGENCY | \$250,000.00 | \$0.00 | \$250,000.00 |
| 568295 | SURVEY & SUE EXPENSES | \$0.00 | \$186,214.60 | \$186,214.60 |
| 717256 | ADMINISTRATIVE EXPENSES | \$50,000.00 | \$0.00 | \$50,000.00 |
| | TOTALS | \$12,938,227.00 | \$186,214.60 | \$13,124,441.60 |

FUND ONLY

INDEX CODE: 000417 (SET UP AT SUBFUND LEVEL ONLY-NOT AT PROJECT)

ACTIVITY NO. 33-01-01