

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

CONSENT AGENDA

ITEM NO.

18

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 Zaroni; Milo D. Nitschke; and file

SUBJECT: Culebra Area Streets, Phase IV

DATE: June 24, 2004

SUMMARY AND RECOMMENDATIONS

This ordinance amends the professional services agreement in the amount of \$62,800 for additional professional engineering services, payable to HDR Engineering, Inc., and authorizes \$6,280 for additional engineering contingency, for a total amount of \$69,080, in connection with the Culebra Area Streets, Phase IV, an authorized 2003-2007 General Obligation Street Improvement Bond funded project located in Council District 7.

Staff recommends approval of this ordinance.

BACKGROUND INFORMATION

The Culebra Area Streets, Phase IV project will provide for the reconstruction of Broadview from Pettus to Overhill and Pettus from Culebra to Broadview and will include curbs, sidewalks, driveway approaches and necessary drainage.

This project was originally part of the larger "Culebra, Broadview, Maiden Lane Overhill Area" project. However, due to funding shortfalls, the larger project has been divided into four separate phases, the Culebra Area Streets Projects, Phases I – IV. The separate phases have been implemented as funding has become available. To date, Phases I and II have been completed, Phase III is under construction, and is estimated to be completed in August 2004. With the approval of funding in the City's November 2003 Bond election, the design and construction of Phase IV of the project can now proceed.

This ordinance will amend the professional services agreement and authorize funds in the amount of \$62,800 payable to HDR Engineering, Inc. for design services for the revision and updates to existing plans to meet current design requirements and for the preparation of the final phase design drawings. This ordinance will also authorize additional engineering contingency in the amount of \$6,280.

This professional services agreement was approved by City Ordinance Number 79085 on November 10, 1993 and authorized \$100,000.00 for engineering services in connection with the larger "Culebra, Broadview, Maiden Lane Overhill Area" project. Subsequent Council actions in connection with the separate phases of the project have increased the total amount authorized for this professional services agreement to \$265,138.99. This ordinance will increase the total authorized for this professional services agreement to \$327,938.99.

Project construction is anticipated to begin in July of 2005 and be completed in March of 2006.

POLICY ANALYSIS

This project is in accordance with the 2003 Bond Program approved in November 2003. 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.

FISCAL IMPACT

The 2003 authorized, Culebra Area Streets, Phase IV Public Works Capital Improvements Project has total approved funds of \$1,100,000.

This is a one-time capital improvement expenditure within budget and included in the authorized 2003 Capital Improvements Bond Program. Funds in the amount of \$69,080 will be appropriated from authorized 2003-2007 General Obligation Street Improvement Bonds and are authorized payable as follows:

\$62,800	payable to HDR Engineering, Inc. for additional engineering services
\$ 6,280	payable for additional engineering contingency

COORDINATION

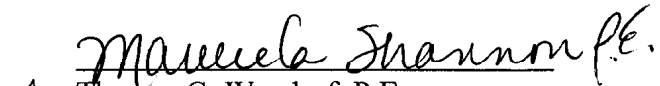
This request for ordinance has been coordinated with the Office of Management and Budget and the Finance Department.

SUPPLEMENTARY COMMENTS

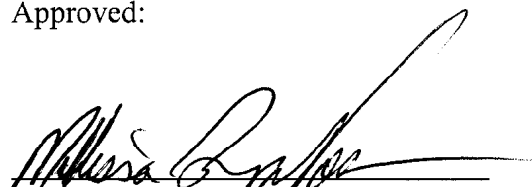
The Discretionary Contracts Disclosure Form required by the Ethics Ordinance is attached.

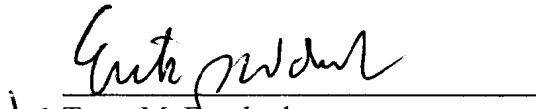
ATTACHMENTS

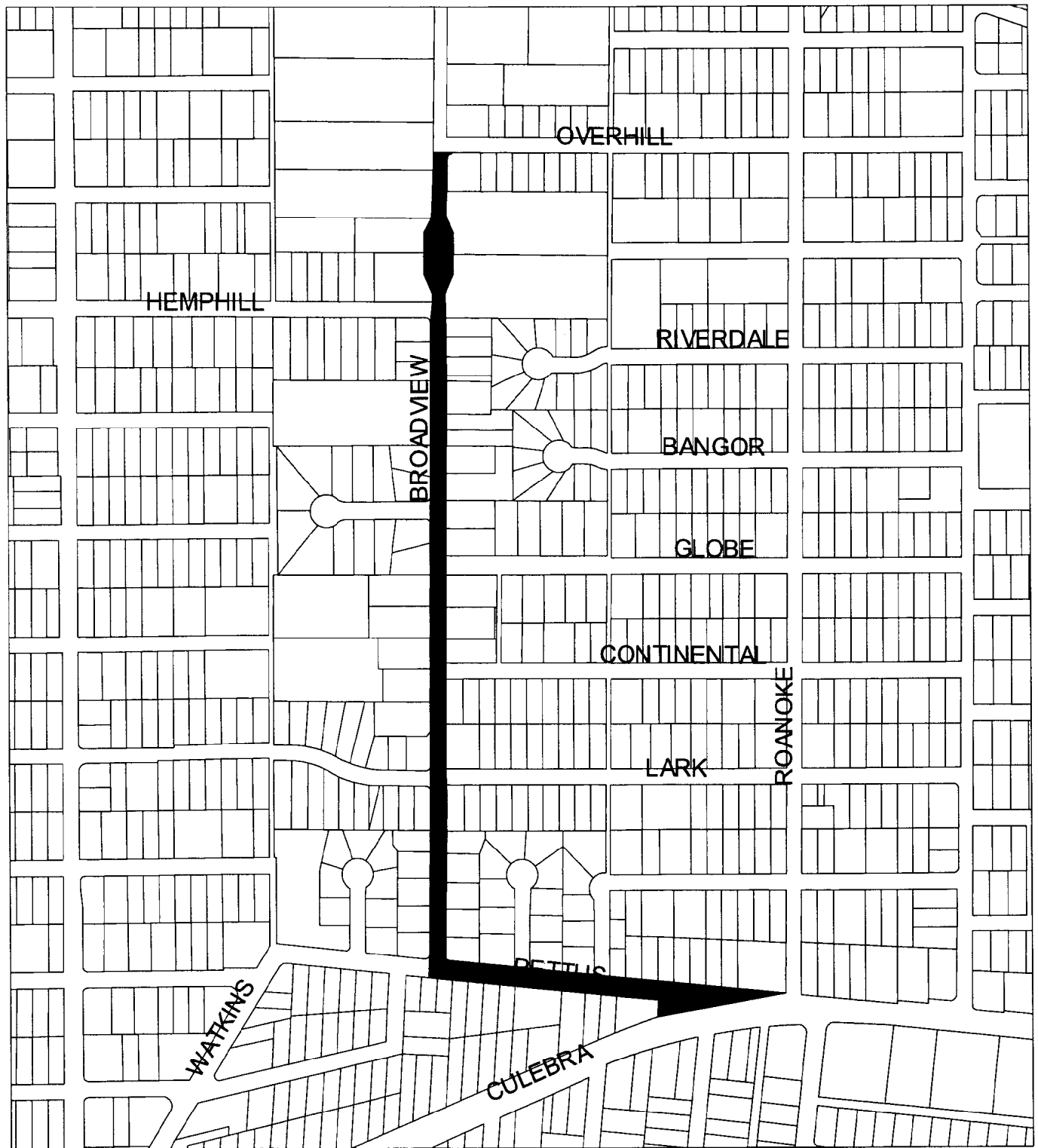
1. Project Map
2. Proposal for Additional Services
3. Discretionary Contracts Disclosure Form


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

Approved:


Melissa Byrne Vossmer
Assistant City Manager

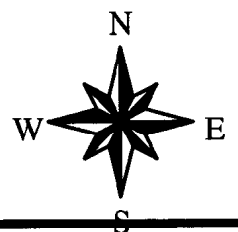

for Terry M. Brechtel
City Manager



CULEBRA AREA STREETS PHASE IV



CITY OF SAN ANTONIO
Department of Public Works
Capital Programs Division





May 7, 2004

Mr. David E. Matney, P.E.
Project Manager
City of San Antonio Public Works
P.O. Box 839966
San Antonio, Texas 78283-3966

Reference: Culebra Area Streets Phase IV
Fee Proposal -- Revised Phase B Design

Dear Mr. Matney:

Please note that the additional services listed below are in addition to the Design Phase services. The Design Phase services will be paid for under the current contract on the basis of percentage of construction cost. Please contact me to discuss the items below after you have completed your review of this document and the attached fee proposal.

Additional Services for Culebra Phase IV -- Revised Phase B & Construction Phase

**Project Limits: Pettus St. - from Broadview to Culebra &
Broadview Drive - from Pettus to Overhill**

Revised Phase B

- 1) Survey
 - a) Re-establish project horizontal and vertical control.
 - b) Update topographic information for changes that have occurred since the original 1994 survey.
 - c) Survey for Traffic signal work @ Culebra & Pettus
 - d) Does not include any changes in underground utility information.
- 2) Site visit
 - a) Review and determine type and size of trees that will be affected by the project. Locations are to be determined from field measurements. Information will be shown on the project plans
 - b) Field visit by project engineer to review changes at the project site
 - i) Mailbox locations and type
 - ii) Fences
 - iii) Driveways
 - iv) Gates
 - v) Etc.
 - c) Compile info and report findings

- 3) Plan update
 - a) Revise plans for changes in updated plan information due to changes noted from the field visit and survey.
 - b) Incorporate tree notes, tables, and details for tree protection.
 - c) Provide contractor with information from SW3P narrative.
 - d) Provide traffic control layout.
 - e) Provide traffic control for traffic signal work on Culebra (use City-provided drawings for Culebra Rd.)
 - f) Update plan view to reflect the changes in the type of sidewalk wheelchair ramps. This will include the review of details to insure compliance with the grading requirements.
 - g) Modify sidewalks and roadway grades at crosswalks to conform to latest ADA requirements.
 - h) Update plan view to reflect the completion of Phase I, II and III in the existing conditions.
 - i) Update profile views to reflect previously completed Phase I, II, and III work.
 - j) Verify and update profiles to meet current minimum roadway grades.
 - k) Update Pavement section based on revised Phase III pavement section.
 - l) Update all cross sections affected by revised pavement section.
 - m) Update plan sheets and standard details to reflect new CoSA specifications.
 - n) Development of traffic signal plans for VIVDS at Pettus/Culebra intersection (3 sheets)

- 4) Plan Review
 - a) Review and revise quantities.
 - b) Update construction cost estimate
 - c) Update bid items to reflect changes in CoSA specifications.
 - d) Prepare and submit plans for TDLR review and certification. Fee to include cost of TDLR review.

Our lump sum fee for the above scope of work is \$43,000. The fee is broken down as follows:

1) Update survey information and acquire traffic signal information	\$ 6,000
2) Site visit for review and update of design information	\$ 3,000
3) Revise plans and incorporate new traffic signal details	\$28,000
4) Update quantities and submit to TDLR reviewer	\$ 6,000

This lump sum amount is separate from and in addition to design phase services. Design phase services will be compensated for per the current contract, design phase percentage of estimated construction cost. Please note that the above fees do not include required modifications to San Antonio Water Systems sanitary sewer and/or water plans.

Revised Construction Phase Services

- 1) Listed below is a fee for Contractor Warranty Services for a one year period after completion of construction of Culebra Phase IV. The services are to include:
 - a) walk-through of the completed site (2 persons, 1/2 day)
 - b) observation report
- 2) Also listed below is a "credit" for removal of construction staking which includes generating cut sheets for both the street and sewer. As agreed to previously, this "credit" will be deducted from the construction phase fee.

Our lump sum fee for the above listed modifications to the scope of work results in a \$2,200 credit back to the City of San Antonio. The fee is broken down as follows:

- | | |
|--|----------|
| 1) Contractor Warranty Services (one year) | \$2,800 |
| 2) Construction Staking "Credit" | -\$5,000 |

If you have any questions, please feel free to call me at 828-2217.

Sincerely,
HDR ENGINEERING, INC.

Craig F. Stong, P.E.
Vice President

CFS/ars

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**¹ that would be a party to the discretionary contract:

HDR Engineering, Inc.

and the name of:

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

Clark-Geogram, Inc. ADA Consulting Group, Inc
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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;

HDR Engineering, Inc. is a wholly owned subsidiary of HDR, Inc.

(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, firm, corporation, holding company, joint-stock company, receivership, trust, unincorporated association, or any other entity recognized by law.

City of San Antonio

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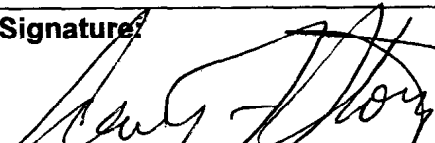
Political Contributions

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:
Carroll Schubert	\$ 100.00	05/09/03
Carroll Schubert	\$ 70.00	07/16/02
Ed Garza	\$ 210.00	08/06/02
Ed Garza	\$ 100.00	05/20/03
Frank Madla	\$ 250.00	09/20/02
Nelson Wolff	\$ 210.00	09/20/02
Julian Castro	\$ 70.00	10/25/02
Julian Castro	\$ 50.00	05/20/03
Enrique Barrera	\$ 100.00	05/09/03
Toni Moorhouse	\$ 100.00	05/09/03
Roger Flores	\$ 100.00	05/20/03
Joel Williams	\$ 100.00	05/20/03
Patti Radle	\$ 100.00	05/20/03
Art Hall	\$ 100.00	05/20/03
Chip Haas	\$ 100.00	05/20/03
Richard Perez	\$ 100.00	9/16/03

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 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: 	Title: Vice President Company: HDR Engineering, Inc.	Date: 5/19/2004

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.