

**CITY OF SAN ANTONIO
PUBLIC WORKS DEPARTMENT
CITY COUNCIL AGENDA MEMORANDUM**

**CONSENT AGENDA
ITEM NO. 15**

TO: Mayor and City Council

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

SUBJECT: West Craig – Elmendorf to Josephine Tobin

DATE: November 18, 2004

SUMMARY AND RECOMMENDATIONS

This ordinance authorizes the reallocation of \$9,745.00 from the District 7 FY 2000 One-Time Project Budget, and amends the professional services agreement with Ford Engineering, Inc., for additional professional design services. These funds will provide for the addition of a bus shelter at the intersection of Woodlawn and Josephine Tobin in connection with the West Craig – Elmendorf to Josephine Tobin project, an authorized 1999-2004 General Obligation Street Improvement Bond funded project located in Council District 7.

Staff recommends approval of this ordinance.

BACKGROUND INFORMATION

This project will include the reconstruction of West Craig from Elmendorf to Josephine Tobin to a 30-foot width. The project will also include the construction of new curbs, sidewalks, driveway approaches, and the necessary drainage and utility improvements. Project construction is estimated to begin in January of 2006 and to be completed in October of 2006. The construction of the bus shelter shall be completed as part of the project construction.

This ordinance will amend the professional services agreement and authorize funds in the amount of \$9,745 payable to Ford Engineering, Inc. for additional design services in connection with the installation of a bus shelter at the intersection of Woodlawn and W. Tobin. These additional services will include the development of the necessary plans as indicated in the consultant's proposal, included herein as Attachment 2. This bus shelter has been requested by the constituents and Councilperson of District 7, and will be designed to fit the existing fabric or character of the neighborhood by incorporating elements of the surrounding area.

This professional services agreement was approved by City Ordinance Number 91916, on June 8, 2000, and initially authorized \$77,368 for engineering services in connection with this project. This ordinance will increase the total authorized for this professional services agreement to \$87,113.

POLICY ANALYSIS

Approval of this ordinance will be a continuation of City Council policy to complete previously approved 1999-2004 General Obligation Street Improvement Bond and City Council One-Time Project funded projects.

FISCAL IMPACT

This is a one-time capital improvement expenditure and not included in the FY05-10 Capital Improvement Budget. Funds in the amount of \$9,745 are available from previously appropriated District 7 FY 2000 One-Time Project funds and are authorized payable as follows:

\$9,745.00 payable to Ford Engineering, Inc. for additional design services

COORDINATION


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

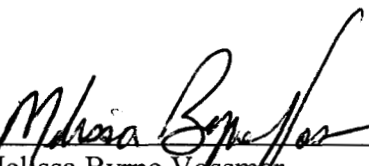
SUPPLEMENTARY COMMENTS


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

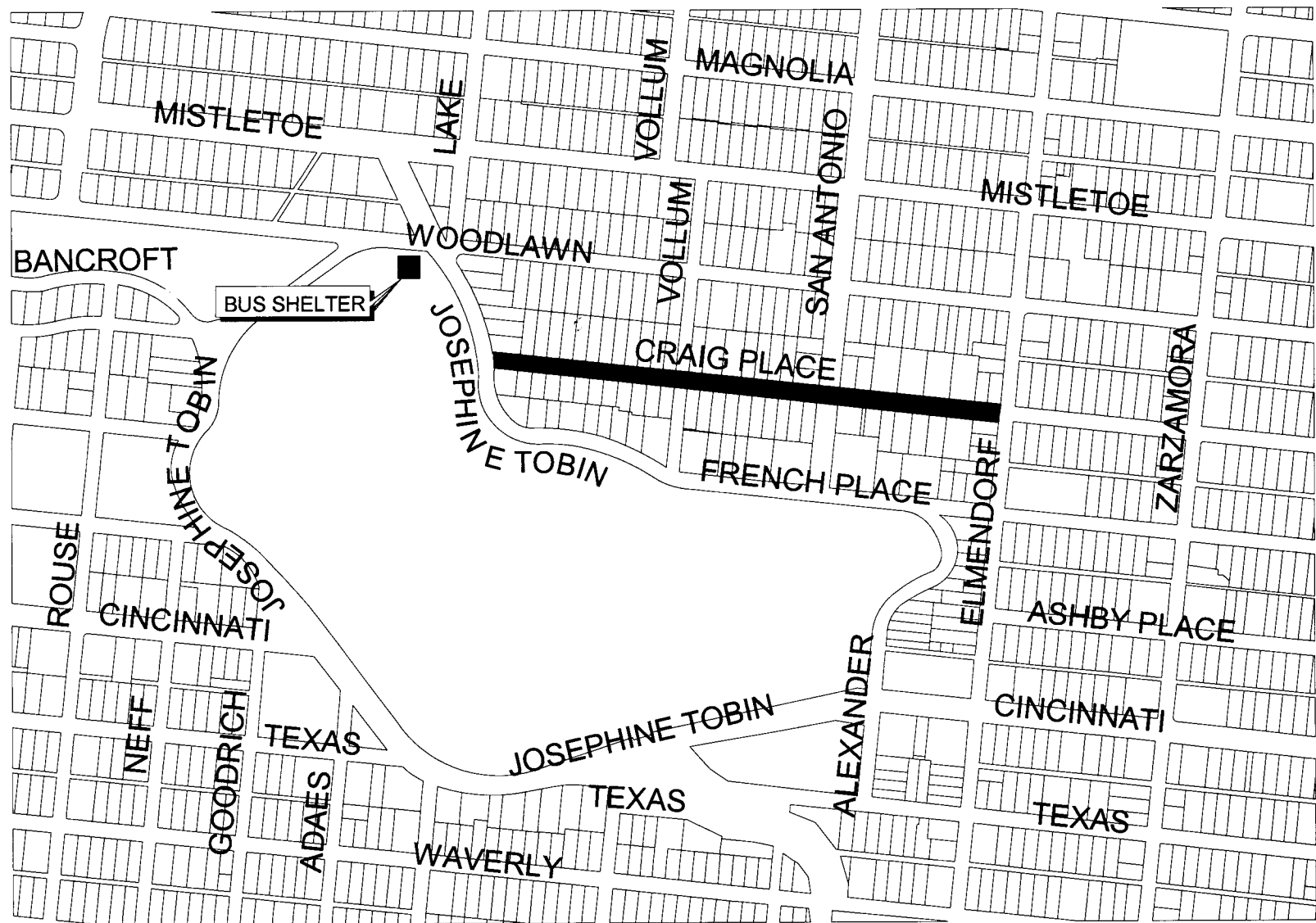
ATTACHMENTS

1. Project Map
2. Consultant's Proposal
3. Discretionary Contracts Disclosure Form

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

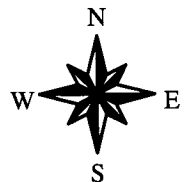

Melissa Byrne Vossmer
Assistant City Manager


J. Rolando Bono
Interim City Manager



CITY OF SAN ANTONIO
Department of Public Works
Capital Programs Division

W. CRAIG - ELMENDORF TO JOSEPHINE TOBIN



F FORD ENGINEERING, INC.

October 7, 2004
Project No. 1800.22

City of San Antonio
Capital Projects
P.O. Box 839966
San Antonio, Texas 78283-3966

RECEIVED
OCT 08 2004
CITY OF SAN ANTONIO
PUBLIC WORKS, CAPITAL PROGRAMS

Attn: Mr. Dale Keller

Re: Reconstruction of West Craig – Elmendorf to Josephine Tobin

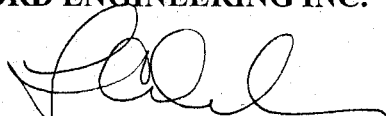
We are pleased to offer this proposal to provide additional professional engineering services to the City of San Antonio for design of the bus shelter to be constructed on Woodlawn Avenue at its intersection with Josephine Tobin Drive.

The design will be performed by Mr. Dan Medley, AIA, under my direction and in accordance with the agreement submitted previously. Our fee for this work will be \$7,500.00 plus the 15% markup allowed by our contract for subconsultant work, plus \$1,120.00 for site and topo survey, for a total of \$9,745.00.

This fee assumes that the work will be included in the bid package for the total project. This fee assumes no more than six copies for review and presentation. If the project is to be bid and constructed separate from the West Craig project the costs for this work will be considered additional services. Should additional copies of the package above the quoted six be required, these will be billed at cost plus 15% as allowed by the contract.

Should there be any questions or if further information is needed, please do not hesitate to call me at 210-590-4777.

Very truly yours
FORD ENGINEERING INC.



Lawrence C. Dublin, P.E.

cc: Job File

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:

Edwin R. Ford or Regina L. Ford

(2) the identity of any **business entity**¹ that would be a party to the discretionary contract:

Ford Engineering, Inc.

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 lobbyists of the entity.

To Whom Made:	Amount:	Date of Contribution:
None	None	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.

Signature: Regina L. Ford 	Title: President Company: Ford Engineering, Inc.	Date: 11/5/04

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.