

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

TO: Mayor and City Council

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

SUBJECT: Salado Creek Hike and Bike, Phase II

DATE: August 25, 2005

SUMMARY AND RECOMMENDATIONS

This ordinance accepts a proposal, appropriates funds, and authorizes a professional services agreement in the amount of \$438,457 for professional engineering services payable to Lockwood, Andrews and Newnam, Inc. (d/b/a LAN), authorizes \$43,845 for Project Contingency, and \$33,761.14 for Capital Administrative Costs, for a total ordinance amount of \$516,063.14, in connection with the Salado Creek Hike and Bike, Phase II project located in Council District 2. Of the \$516,063.14 amount, \$412,850.51 is funded by a Transportation Efficiency Act 21 (TEA 21) grant through the Texas Department of Transportation (TxDOT) and \$103,212.63 from Proposition 3 Linear Park Project funds.

Staff recommends approval of this ordinance.

BACKGROUND INFORMATION

This project is the second phase of the hike and bike project along Salado Creek and will pick up the Phase 1 trail on the southern end of the City-owned Willow Springs Golf Course and follow the Salado Creek floodplain northward from that point. The proposed trail will extend northward approximately 2.5 miles and terminate north of Old Seguin Road the southern part of the City owned White Park and will include parking facilities, illumination, and retaining walls where required. The proposed trail is seen as a major step towards the larger plan to link north and south Bexar County via the Salado Creek Hike and Bike Trail System. Advertisement is scheduled for July 2006, with construction anticipated to begin in October 2006.

This ordinance authorizes compensation in the amount of \$350,000 payable to LAN for professional engineering basic services, which include feasibility studies, surveying, design, cost estimates, preparation of plans and bid documents, and bid and construction phase services. Additional services will be provided for an amount not to exceed \$88,457 and may include, but is not limited to, a 0.5 mile extension of the trail up to Binz Engleman Road near the southern boundary of Fort Sam Houston, Texas Department of Licensing and Regulations (TDLR) review and inspection, preparation of traffic control plans, Tree Ordinance services, soil borings and

reports, warranty inspections, and obtaining necessary permits as indicated in the Professional Services Agreement, included herein as Attachment 4.

This firm was selected following the City's release of a Request for Qualifications to which twelve (12) firms responded. After careful consideration, the Committee selected Lockwood, Andrews and Newnam, Inc., which was the number two ranked firm and has a 40% Historically Underutilized Enterprise (HUE) designation. The number one ranked firm, Pape Dawson Engineers, at the time of consideration had a much greater work load than Lockwood, Andrews and Newnam, Inc., therefore the committee recommended awarding the contract to Lockwood, Andrews and Newnam, Inc. The Statement of Interest Review Summary is included herein as Attachment 2. Lockwood, Andrews and Newnam, Inc. currently has nine (9) active projects with the City in total fees of \$2,361,441.

Due to involvement of federal funds for this project, the City is required to utilize the Texas Department of Transportation's (TxDOT) Federal Guidelines in the selection of the design consultant for this project. These guidelines do not permit the utilization of local SBEDA criteria in the award process and therefore a waiver from the Economic Development Department was requested. The Economic Development Department granted this waiver as indicated in their letter included herein as Attachment 3.

POLICY ANALYSIS

Approval of this ordinance will be a continuation of City Council policy to complete previously approved Proposition 3 Leon Creek and Salado Creek Linear Park projects and a continuation of City Council policy to collaborate with other governmental agencies in the development and construction of infrastructure within the City.

FISCAL IMPACT

This is a one-time capital improvement expenditure within budget and is included in the FY 05-10 Capital Improvement Program Budget. Funds in the amount of \$103,212.63 are available from Proposition 3 Leon Creek and Salado Creek Linear Park Project funds, and funds in the amount of \$412,850.51 are available from Transportation Efficiency Act 21 (TEA 21) grant funds through the Texas Department of Transportation (TxDOT) and are authorized and appropriated as follows:

\$ 438,457.00	payable to Lockwood, Andrews and Newnam, Inc. for professional services
\$ 43,845.00	for Project Contingency
\$ 33,761.14	for Capital Administrative Costs

COORDINATION

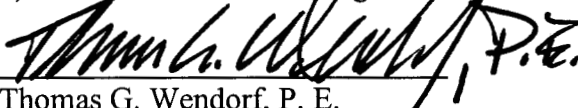
This request for ordinance has been coordinated with the Office of Management and Budget, the Finance Department, the Parks and Recreation Department and TxDOT.

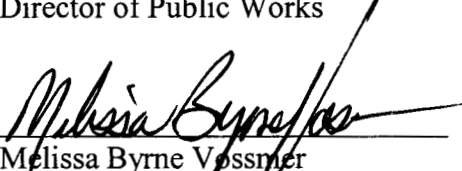
SUPPLEMENTARY COMMENTS

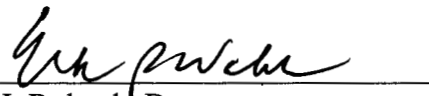
The Discretionary Contracts Disclosure Form required by the Ethics Ordinance is attached.


ATTACHMENTS

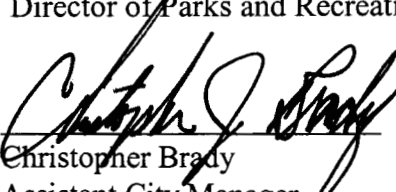
- 1) Project Map
- 2) Statement of Interest Review Summary
- 3) Discretionary Contracts Disclosure Form
- 4) Professional Services Agreement

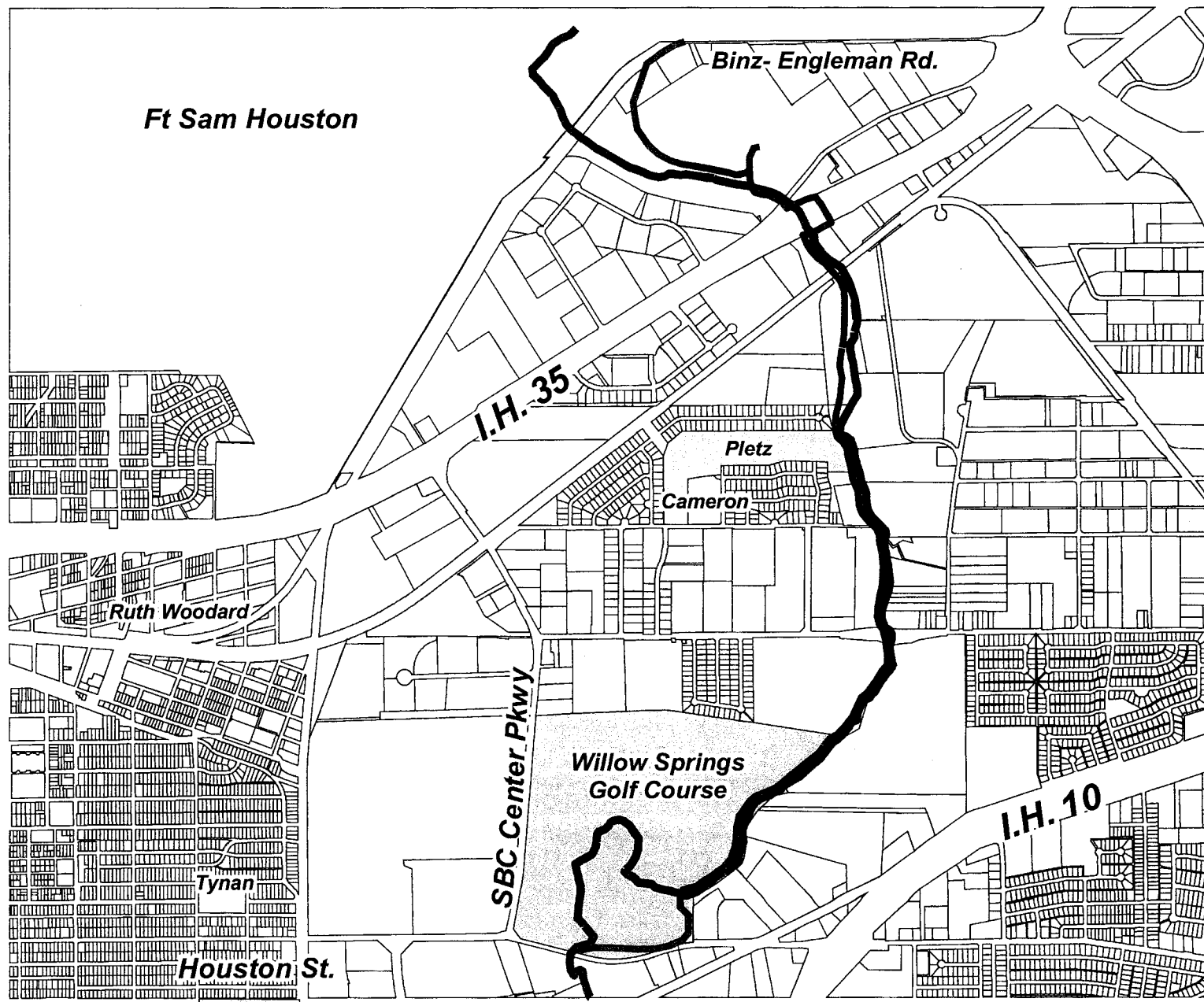

Thomas G. Wendorf, P. E.
Director of Public Works


Melissa Byrne Vossmer
Assistant City Manager


J. Rolando Bono
City Manager


Malcolm Matthews
Director of Parks and Recreation


Christopher Brady
Assistant City Manager



CITY OF SAN ANTONIO
Department of Public Works
Capital Programs Division

Salado Creek Hike and Bike Phase II

Scale: None
09/10/03
DEH



**Project Evaluation of
Summary: Salado Hike and Bike
ARCHITECT/ENGINEER INTERVIEW REVIEW
CITY OF SAN ANTONIO**

		Evaluators Score							
Total Points Possible								100	
No.	Architect/Engineer Candidates	Rater 1	Rater 2	Rater 3	Rater 4	Rater 5	SUBTOTAL		Ranking
1	Pape Dawson Engineers, Inc.	90	76	70	69	86	391	78.20	1
2	Lockwood, Andrews & Newman, Inc.	97	68	65	70	85	385	77.00	2
3	PBS & J	82	71	68	71	88	380	76.00	3
4	Vickery & Associates, Inc.	80	71	57	69	87	364	72.80	4
5	Claunch & Miller, Inc.	78	59	78	66	81	362	72.40	5
6	Bender Wells Clark Design	84	64	78	59	74	359	71.80	6
7	Carter & Burgess, Inc.	93	58	65	63	80	359	71.80	6
8	Bain Medina Bain, Inc.	60	70	66	67	74	337	67.40	8
9	Ford Engineering, Inc.	62	60	66	66	77	331	66.20	9
10	Land Design Partners	70	60	58	64	65	317	63.40	10
11	Beaty & Partners, Inc.	64	48	64	59	80	315	63.00	11
12	Tejas Architects, Inc.	58	34	47	62	69	270	54.00	12
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Notes: * Special Considerations - special expertise regarding codes, ADA, rules, regulations, regulatory agency criteria, etc. of: TCEQ (Texas Commission on Environmental Quality), HDRC (Historic and Design Review Commission) and TxDOT as they relate to this project.

** Percentages for Locally Headquartered Businesses, DBE firms and Small Business Economic Development Advocacy policy compliance will be provided by Economic Development Department.

Reviewer:

City of San Antonio
Discretionary Contracts Disclosure

*For use of this form, see Section 2-59 through 2-61 of the City Code (Ethics Code)
Attach additional sheets if space provided is not sufficient.*

(1) Identify any individual or business entity that is a party to the discretionary contract:

Lockwood, Andrews and Newnam, Inc.

(2) Identify any individual or business entity which is a **partner, parent** or **subsidiary** business entity, of any individual or business entity identified above in Box (1).

☐ No partner, parent or subsidiary; or

List partner, parent or subsidiary of each party to the contract and identify the corresponding party:

Leo A. Daly

(3) Identify any individual or business entity that would be a **subcontractor** on the discretionary contract.

☒ No subcontractor(s); or

List subcontractors:

(4) Identify any **lobbyist** or **public relations firm** employed by any party to the discretionary contract for purposes related to seeking the discretionary contract.

☒ No lobbyist or public relations firm employed; or

List lobbyists or public relations firms:

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. A sole proprietor should list the name of the individual and the d/b/a, if any.

(5) Political Contributions

List all political contributions totaling one hundred dollars (\$100) or more within the past twenty-four (24) months made 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 Box (1), (2), (3) or (4) above, or by the officers, owners of any business entity listed in Box (1), (2) or (3).

☐ No contributions made; If contributions made, list below:

By Whom Made:	To Whom Made:	Amount:	Date of Contribution:
Lockwood, Andrews & Newnam	Friends of Enrique Barrera	\$100.00	April 8, 2003
Lockwood, Andrews & Newnam	Julian Castro Campaign	\$100.00	April 8, 2003
Lockwood, Andrews & Newnam	Carroll Schubert Campaign	\$250.00	April 8, 2003
Lockwood, Andrews & Newnam	Joel Williams Campaign	\$250.00	May 12, 2003
Lockwood, Andrews & Newnam	Art Hall Campaign	\$250.00	May 15, 2003
Lockwood, Andrews & Newnam	Roger Flores Campaign	\$250.00	May 16, 2003
Lockwood, Andrews & Newnam	Patti Radle Campaign	\$250.00	May 16, 2003
Lockwood, Andrews & Newnam	Richard Perez Campaign	\$250.00	June 5, 2003
Lockwood, Andrews & Newnam	Councilman Ron Segovia	\$250.00	July 1, 2003
Lockwood, Andrews & Newnam	Councilman Joel Williams	\$100.00	October 22, 2003
Lockwood, Andrews & Newnam	Councilman Julian Castro	\$100.00	November 5, 2003
Lockwood, Andrews & Newnam	Councilman Roger Flores	\$50.00	December 2, 2003
Lockwood, Andrews & Newnam	Councilman Chip Haass	\$100.00	May 27, 2004
Lockwood, Andrews & Newnam	Carroll Schubert for Mayor	\$500.00	August 1, 2004
Lockwood, Andrews & Newnam	Councilman Richard Perez	\$100.00	August 5, 2004
Lockwood, Andrews & Newnam	Chip Haass Campaign	\$100.00	December 2, 2004
Lockwood, Andrews & Newnam	Art Hall Campaign	\$300.00	December 2, 2004
Lockwood, Andrews & Newnam	Carroll Schubert for Mayor	\$500.00	February 11, 2005

(6) Disclosures in Proposals

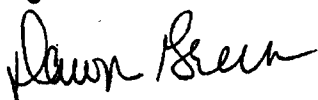
Any individual or business entity seeking a discretionary contract with the city must disclose any known facts which, reasonably understood, raise a question² as to whether any city official or employee would violate Section 2-43 of the City Code (Ethics Code), ("conflicts of interest") by participating in official action relating to the discretionary contract.

☒ Party not aware of facts which would raise a "conflicts-of-interest" issue under Section 2-43 of the City Code; or

Party aware of the following facts:

This form is required to be supplemented in the event there is any change in the information 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, whichever occurs first.

Signature:



Title: Sr. Project Manager

Date: 06/22/05

Company or D/B/A:
Lockwood, Andrews &
Newnam, Inc.

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.

CITY OF SAN ANTONIO
Public Works Department
Interdepartmental Memorandum

TO: Ramiro A. Cavazos, Director of Economic Development Department

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


COPIES: Douglas W. Yerkes, Ph.D, P.E., City Engineer; William E. Krause, Capital Programs Manager; File

REF: Local Agency Management of Construction Projects

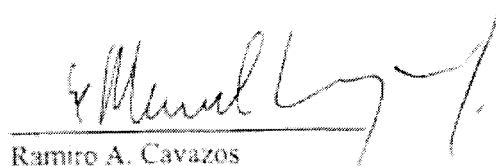
July 1, 2003

Public Works requests a wavier of the SBEDA criteria for the above-mentioned projects. The City is required to use the Texas Department of Transportation's (TxDOT) Federal Guidelines in the selection of the contractor for these projects in order to be eligible for reimbursement of up to 80 percent from TxDOT. The Federal guidelines do not allow for the SBEDA criteria to be utilized in the award of the bid to the contractor; therefore, the requirements for either the List of Subcontractors/Suppliers or the Good Faith Effort Plan can not be used in determining approval or denial in the award of bids on these projects.

If you have any questions, please contact Bill Krause at 207-7887 or Polo Cervantes at 207-6084.


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

Approved:


Ramiro A. Cavazos
Director of Economic Development

TGW/slr

August 1, 2005

Dean Bayer, P.E.
Capital Programs
Department of Public Works
City of San Antonio
San Antonio, Texas 78283-3966

Re: Hike and Bike Phase 2

Lockwood, Andrews & Newnam, Inc. is pleased to provide this proposal to provide professional services in connection with the PS&E package of the Hike and Bike Trail from Houston Street to Binz Engleman. The project approach and scope of work described herein is a result of our scoping meeting and several discussions concerning the project understanding.

LAN has been asked to separate our fee into two Parts, Part 1 includes the trail to the White House and the design associated with the grading at the White House, Part 2 includes the trail from the White House to Binz Engleman.

The following is a summary of the design fee associated with Part 1 and Part 2.

Part 1, LAN submits a total fee of **\$350,000.00** for basic services.

Part 2, LAN submits a total fee of **\$55,488.00** for additional services.

LAN submits a fee of **\$32,969.00** for special services as described below.

Background

These services include the preparation of Plans, Specifications, and Estimate as needed for an MPO submittal and TxDOT approval for Letting by the COSA. The trail will begin near Houston Street and end just south of Binz Engleman. It is the engineer's intent that the schematic will include parking facilities, illumination, and sidewalk plans at the White House location. The schematic will include conceptual links at Pletz Park and the White House. A simple termination of the trail will be designed at the Binz Engleman intersection. In addition, the schematic will include horizontal alignments, vertical alignments, retaining wall locations if required, culvert locations, bridge locations, typical sections, design exceptions if applicable and probable cost estimate. The plans will be developed similar to the current PDP process.

Salado Hike and Bike Trail Phase 2
Attachment A Supplemental
Scope of Work
8/1/2005

Service Provided by COSA:

Design Coordination - The appropriate COSA staff will attend the kickoff meeting in order to discuss conceptual routes, Design Criteria, anticipated users, typical sections, signing etc. This meeting will be held at the San Antonio Department of Public Works. COSA shall provide the necessary coordination with adjacent hike and bike projects to establish consistent criteria, alignments, typical sections and survey data and datum.

COSA will initiate and take the lead in coordinating with the county in order to determine the alignment through the Pletz county park. It is LAN's understanding that the county has future plans for realigning the park road and this will require special coordination in order to establish the alignment of the trail. It is also anticipated that the existing pipe structures under the park road will be extended to accommodate the trail. This will result in simply extending and grading the existing structure.

Preliminary Route Concepts - City staff will attend at least three visits to the project site and walk the entire project limits in order to provide guidance for the approval of the final route alignment.

Design Review - The COSA shall review and approve the design criteria, two preliminary schematic submittals and one final Schematic submittal. In addition, the COSA and TxDOT will review the 60%, 90% and 100% submittals in order to provide comments and notice to proceed to next submittal.

Illumination – COSA will provide input on the type and style of lighting to be specified at the White House Trail Head.

Conceptual Links, trailheads, and parking locations– The COSA will review and approve conceptual ideas for the trailhead at the White House location and any links to existing parks such as Pletz Park. COSA will lead the coordination with the County Public Works as it relates to the link at Pletz Park.

The COSA will provide the pavement design. LAN has been directed to provide at least 30 parking slots along the driveway to the White House.

Aerial Survey – Because this route is within the Salado Creek and a recent flood study has been completed in this area, LAN anticipates that the COSA will provide electronic files of the topography along this route in order to aid in establishing preliminary alignments. It will be the surveyor's responsibility to merge the aerial data with any on the ground survey.

Right of Entry – The COSA will obtain right of entry for all parcels associated with this project. The COSA will notify LAN in writing as to which parcels we are able to access.

Hydraulic/Hydrologic Study – The COSA will provide all electronic files of the floodplain study. LAN

anticipates that the discharge and water surface elevations will be provided within these documents. If the 2 yr. discharge is not included in the HEC-1 model, it will be the responsibility of COSA to provide to LAN. LAN will utilize these discharges to check the 2 yr and 100 yr impacts on the proposed cross drainage structures. This will be accomplished using HEC-RAS. It will be assumed that these discharges will include the base flow.

Preliminary Alignment – The COSA will contribute to the horizontal alignment by attending at least three walk throughs in order to locate the preliminary alignment.

Proposed ROW – The COSA will provide all electronic files for the proposed ROW. COSA will be responsible for acquiring ROW, utility easements and developing field notes and plats for any proposed ROW. It is LAN's understanding that the ROW parcels will have already been identified.

Special Considerations – The COSA will take the lead in the coordination with the Railroad as it relates to the crossing of their ROW and development of the pedestrian structure to protect from falling ballasts. The COSA will also review and approve the fence style and configuration near the golf course.

To Be Provided by LAN (Basic Services):

Preliminary Design:

Schematic Design - LAN shall provide the Schematic design for the Hike and Bike Path, starting from Houston Street and ending just south of Binz Engleman. This schematic will also include a trailhead at the White House near IH 35. It is the engineer's intent that the schematic will include parking facilities, illumination, and sidewalk plans at the White House location. The schematic will include conceptual links at Pletz Park and the White House. In addition, the schematic will include horizontal alignments, vertical alignments, retaining wall locations if required, culvert locations, bridge locations, typical sections, design exceptions if applicable and probable cost estimate.

The route of the hike and bike trail will be determined by visiting the project area, determining a suitable route through trees and existing topography, flagging the route and establishing the route location. This effort will include up to three iterations.

LAN will provide four alternatives to crossing IH 35, which will be summarized with pros and cons, and ultimately a recommendation based on engineering judgment. It will ultimately be the responsibility of the COSA to choose an alternative to consider in the schematic.

After preliminary alignments are established, LAN will direct Bain Medina Bain to gather minimal survey data along the preliminary route (LAN anticipates up to three preliminary routes, each requiring minimal survey). This will allow LAN to fine tune the alignment. At this point an alignment will be selected and approved by the COSA for further design. After the alignment has been selected, LAN will direct BMB to gather more detail survey in order to establish sufficient cross sections. The limits of survey will be approximately 30 feet either side of the centerline. A tree survey will also be necessary within the Hike and Bike corridor. The tree survey will not include every tree within the survey limits. It is the intent to survey groups of trees and describe a general

classification. If large trees are to be avoided, these trees will also be marked and surveyed as the trail is being established.

As the conceptual linkage configurations are established in the schematic stage, it will be necessary to survey these areas in further detail. Detailed design of linkage and trailheads will be developed during the PS&E stage. If additional survey is required it will be considered additional services.

Hydraulic Analysis – LAN will develop preliminary Hydraulic model in order to determine the proposed improvement impacts on the existing condition. LAN will establish the existing condition using the survey provided by BMB and any applicable aerial. The effective model will be established using HEC-RAS. LAN will incorporate the proposed cross drainage structures into the effective model and check the impacts to the 100 yr water surface elevations. The structures will be designed to pass at least a 2 year storm event if feasible. The 2 year design storm may result in a significantly high bridge, therefore, the COSA will be expected to direct LAN on the low chord elevation. It shall be noted that the only purpose of the HEC-1 & HEC-2 runs is for the purpose of discharge values and beginning water surface elevations. LAN will analyze the impacts to the Salado Creek 100 yr headwaters at four locations 1) Salado Creek Bridge crossing near Golf Course (FEMA), 2) Salado at north bound frontage road (Culvert)(FEMA), 3) Salado at south bound frontage road (Culvert)(FEMA), 4) Salado Culvert crossing near White House (FEMA). The culverts at IH 35 will be extended only and checked to make sure we do not adversely affect the 100 yr water surface elevation.

In addition LAN will model up to four culverts, which are not in the FEMA floodplain (minor tributaries). These locations will be analyzed using the Culvert THYSYS program using one section analysis. These culverts will be analyzed to compare the existing and proposed for the 10 yr frequency. The design for these culverts will be a 2 year frequency unless it is not feasible. The drainage area and discharges for these tributaries will be computed using the rational method unless they are inundated by the Salado water surface elevation.

One culvert extension at Pletz Park property will be analyzed to prove that our improvements will not adversely affect the existing 100 yr condition. It is not the intent to upgrade the existing culvert, however, it is to simply extend the culvert and check on the 100 year. Special considerations will be addressed in order to detail the headwall of this structure. The hydrology for this culvert will be established using the rational method.

Design Coordination – LAN will obtain applicable as-builts along this corridor in order to be aware of any planned improvements along the corridor. LAN will also coordinate with the engineers designing Phase 1 of the Salado Creek Hike and Bike in order to be consistent in approach and develop appropriate connections. It has been determined that the Phase 2 will begin just east of the Salado Creek at Houston Street. Therefore, it will be assumed that Phase 1 will build the bridge to cross Salado.

LAN will also provide engineering support in order to coordinate the design of the Pletz Park linkage. This coordination will include the extension of the existing pipe structures and developing a feasible link to the county park.

The analysis for this structure will be accomplished using Culvert Thysys.

LAN will provide engineering support and documentation in order to coordinate with the Railroad facility. The COSA will take the lead in coordinating with the Railroad. This scope does not include RR Exhibits.

Design Criteria - LAN will use the AASHTO "Guide for the Development of Bicycle facilities" as a guide for design. LAN will establish design criteria using this guide and any additional criteria provided and approved by COSA's. LAN will also utilize the COSA guidelines for Creek Crossings.

Survey Data – LAN will utilize aerial topography information provided by COSA along with additional survey provided by BMB to obtain a 60-foot corridor of detail survey to include tree survey and any utilities within this corridor. Detail survey in the vicinity of IH 35, Railroad crossing and Linkages will also require detail survey.

Any standing water within the 60 foot survey area will be surveyed in order to establish the water surface elevation and the ground elevations.

The COSA will provide electronic files of the proposed ROW as applicable. In addition, LAN will utilize county block maps to develop the existing ROW. No survey will be done on existing ROW.

Signing and Pavement Markings - Preliminary striping and signing will be included on this schematic. LAN will recommend appropriate signage and pavement markings throughout the trail, linkage and trailheads.

Conceptual Links, trailheads, and parking– LAN will provide conceptual designs for the above items. The COSA will review and comment on these concepts so that they can be incorporated into the schematic design. LAN will develop and provide prototypical trailhead, which may include parking, way-finding signage, lighting, entry walks and/or other linkages. The following are some areas to consider for trailhead locations. This effort will include up to two iterations of these concepts.

- Pletz Park
- White House @ IH 35 and Seguin Rd.

This effort will include graphics for public presentations in order to convey these concepts.

Special Safety Considerations– LAN will develop alternatives for protecting the pedestrians from golf balls along Willow Springs Golf Course and Railroad Crossing. These alternatives will be limited to two alternatives in each location. Simple graphic presentations will be provided. This effort includes the development of a freestanding structure, which will protect the pedestrians from falling ballasts from Railroad.

For the purpose of this scope and fee, LAN has assumed that the protection from golf balls will consist of a fence approximately 12 feet high.

LAN will provide one option for a removable pedestrian rail at the slab span structure and the culvert crossing near the White House.

Conceptual Bridge and retaining wall alternatives– Water crossings will consist primarily of standard culvert and pipe details. It is estimated that there will be four new culvert crossings of tributary waters, one existing culvert extension at Pletz county, two culvert extension at IH 35 and Salado and one span bridge structures crossing Salado Creek.

The bridge is estimated to be 100 feet long and approximately 20' wide.

The retaining wall concepts will also be provided to include conceptual design, material and style. The effort associated with retaining wall includes three retaining wall layouts, each approximately 75 feet in length.

Also included is Ty C and Ty E curb, which will be constructed by engineering data reflected on the cross sections.

LAN will provide aesthetic considerations to the slab span bridges along with the low water crossings at the culverts. No more than two perspectives will be developed in order to determine the aesthetic design.

Geotechnical Services– For the above referenced project we propose 2 borings @50' each for the one bridge near the golf course. One bridge will be constructed adjacent to the Willow Springs Golf Course. The subsurface soils will be characterized in accordance with their physical and engineering characteristics by means of Atterberg Limits, moisture content, density, strength, PVR, and grain size as appropriate. Descriptions of the site and general and geologic conditions encountered will be described. Cost effective foundation types for the proposed bridges will be provided. We have also provided for some clearing services to be utilized for the white house area bridge.

Traffic Control Plans– LAN will provide sequence of work layouts for the construction and access to the trail. This effort will take into consideration the construction equipment access. It will be the intent to minimize the access so as to minimize the disturbance of soil.

Construction of the culverts at IH 35 will require TCP approval from TxDOT.

The COSA will coordinate with the parks department as it relates to construction phasing and the need for closing holes on the golf course. LAN will provide exhibits. Some temporary gates and fence may be required in order to access the construction areas.

LAN will provide the Sequence of Work Narrative along with the contract time determination using suretrak.

Erosion Control Analysis– LAN will analyze the results of the culvert crossings in order to establish the need for erosion control features. These features may include riprap, gabion walls, gabion mattresses, and velocity dissipaters as required accommodating approximately 7 fps velocities.

The analysis does not include a concise detailed erosion control analysis; it is intended to identify high velocities and stabilize the soil by placing erosion control measures. It is not the intent to re-grade the channel and such in order to reduce velocities.

SW3P– LAN will develop preliminary narrative of anticipated issues for erosion control during construction. Further development SW3P will be developed during the PS&E stage.

PS&E Documentation – LAN will provide the PS&E documentation according to TxDOT standards.

Public Involvement

Attend and assist COSA at two (2) Public Meeting
Prepare exhibits for Public Meeting limited to:

1. Schematic
2. Typical Sections
3. Concepts developed for Trailheads, linkages, Bridge style and materials, and Retaining Walls.

Deliverables - LAN proposes to submit schematic layouts that include project limits, horizontal alignments, vertical alignments, retaining walls (if required), typical sections and a probable cost estimate. The design criteria will also be submitted to COSA for approval. Preliminary cross sections will be developed for estimating and planning uses only. The environmental document will also be prepared and delivered to COSA for further review through the TxDOT process.

In addition, a preliminary Engineering Report will summarize the findings of the schematic effort. This report will contain the basic topics discussed in this scope.

PS&E :

The PS&E process will include Schematic, 60%, 90%, and 100% plan submittals. The plan development will coincide with the PDP process outlined by the TxDOT design submittal process.

Utility Coordination:

LAN will coordinate with all applicable utility agencies. This effort will consist of developing an electronic file of the existing utilities along the proposed H&B route. This will require LAN to request all as builts in order to determine the possible impacts to existing utilities. A level C will be obtained (As builts and ground features; No survey based on the 1-800 call).

The P&P sheets will utilized in order to convey the utility locations. These layouts will be provided to the utility agencies so that they can comment and provide verification and certification letters for the accuracy of the utility locations as depicted on the drawings. These drawings will be provided on 11" X 17". One iteration of utility comments will be considered part of this scope.

During the design process LAN will identify conflicts and coordinate with each utility agency. It will be the utility companies responsibility to develop any plans for these adjustments.

During the coordination process, only the P&P sheets will be submitted to the Utility companies. The entire set will not be included at any time.

Plan development:

After the schematic has been approved by COSA and TxDOT, LAN will continue with the PS&E preparation.

LAN will provide the following services:

- Develop the final alignment of the Hike and Bike route.
- Develop cross sections (every 100') to determine the locations of retaining walls if needed.
- Analyze and design the four new culvert crossings along Salado Creek.
- Analyze the extension of two culverts crossing at IH 35 (Check on the 100 yr.).
- One bridge Layout near the golf course.
- Coordinate and provide concepts for the White House trail head parking lot.
- Design the Illumination system at the White House parking lot.
- Develop the Sequence of Work.
- Develop the erosion control features to include both construction and permanent. Not to include a concise scour analysis.
- Coordinate linkage at the Houston Street end.
- Coordinate linkage at the White House.
- Coordinate linkage at Binz Engleman.
- Provide engineering support for the coordination at the Pletz County Park.
- Develop the signage and striping plans for the Hike and Bike route.
- Coordinate with TxDOT as we develop the signing and striping at IH 35.
- Develop special details for the pedestrian protection from golf balls at Willow Springs.
- Develop special details for the pedestrian crossing at the RR underpass.
- Develop cross sections (every 100') and identify retaining wall limits.
- Identify pedestrian Rail limits.
- Analyze the culvert crossings for a 2 yr design frequency. COSA to provide discharges. It may not be feasible to design for 2 yr at the Salado due to high water surface elevations.
- Provide detail drawings for the riprap locations near culverts to minimize erosion. This will include a scour analysis.
- Provide potential conflict locations with existing utilities.
- Develop existing utility locations; to be presented in plans.

LAN will provide the following deliverables on 11"X 17" plan sheets:

- Provide typical sections.

- Sequence of work plan sheets
- Sequence of work typical sections
- Retaining wall layouts.
- Culvert Layouts.
- Bridge Layout (Near golf course)
- Hydraulic Data sheets, providing existing and proposed if applicable.
- Plan and Profile
- SW3P Sheets
- Project Layouts
- Miscellaneous Details
- Cross sections (Rolls) (Electronic copies for the Contractors only)

Construction Phase Services

Provide bidding and construction services in order to properly bid and construct this project.

Bid Phase:

LAN will provide documentation according to the Professional Services Agreement. This to include up to 20 sets of the plans, specifications and estimate so that the bidders can submit bid for contract. The remaining sets will be submitted to the COSA.

Consultant will provide cost of these plans and will be reimbursed by the contractors.

Document the distribution of plans and attend Pre Bid Conference.

Construction Phase:

After the project is awarded to the contractor LAN will provide the following:

- Construction Staking of the control points and Bench Marks.
- Provide cut and fill staking data. This does not include any field survey.
- Provide project visits no less than 2 times per month.
- Provide engineering judgment and advice to the COSA on construction issues.

To Be Provided by LAN (Special Services):

The environmental services as described below will be provided for the lump sum fee of **\$24,969.00**. The following describes the scope of work associated with the Environmental documentation.

Environmental– LAN will provide the Environmental Document which is anticipated to be a Categorical Exclusion (CE).

Prepare Categorical Exclusion (CE) - The construction of bicycle and pedestrian lanes, paths, and

facilities normally meets the criteria for CE documentation per 23 CFR 771.117(c)(3). The CE document will comply with the National Environmental Policy Act (NEPA) and the guidelines of TxDOT and the Federal Highway Administration (FHWA) for preparing environmental documents. The analysis will address the adverse and beneficial impacts of the project construction and operation. Mitigation options will be emphasized where adverse impacts may potentially occur. The following information would be included in the CE and would be presented in the following order:

- 1) Purpose and need of the proposed action, including existing and proposed design.
- 2) Description of surrounding area.
- 3) Specific area of environmental concern.
- 4) Required federal, state, and local action.
- 5) Public involvement.
- 6) Conclusion
- 7) Exhibits, including: a location map and a typical section, USGS quad sheet - location, photos with legend description locator, and Section 4(f) evaluation, if any.

The preparation of the CE will include the following tasks:

Environmental Resource Data Collection and Mapping - For each of the categories listed below, LAN will perform pertinent literature and background searches, and field reconnaissance, to gather data necessary for completion of the CE.

Purpose and Need for Action (LAN, Inc.) - This task, which includes the preparation of the project description, will be based on information provided primarily by the City of San Antonio. This section would describe the intended purpose of the project, and the need for the project in terms of access, features and safety of a recreational facility (trail).

Environmental Consequences - Description of environmental setting and analysis of environmental impacts shall include, but not necessarily be limited to, investigations of the following:

Land Use and Social Economic Impacts - The existing land use conditions will be characterized and discussed in the context of projected development, plans, and policies within the study area. This effort will require coordination with local and regional planning bodies and will include an analysis of potential secondary effects of the proposed improvements.

Prime Farmlands - Impacts to prime and unique farmland soil units will be mapped, quantified, and coordinated with the Natural Resources Conservation Service (NRCS).

Social Impacts and Environmental Justice - As applicable, this task will address potential effects of the project on local neighborhoods or communities, travel patterns, access, and public safety, particularly as those changes may differentially affect various social groups and minorities. The assessment will conform to FHWA guidance for compliance with Executive Order 12898, Environmental Justice.

Ecological Resources - The project area will be characterized with respect to ecological resources, including existing vegetation attributes and wildlife habitat. Ecologically sensitive resources, if identified, will be mapped and described in order to assess potential effects of project construction and operation.

Due to the urban nature of the project, this scope includes an assessment of endangered species habitat in the project vicinity for vertebrates, but does not include a presence/absence survey for the vertebrate species themselves.

Surface Water Hydrology and Wetlands - Surface water hydrology issues will be addressed by characterizing the existing conditions relative to the proposed project. Texas Commission on Environmental Quality (TCEQ) and the Environmental Protection Agency (EPA) data on surface water resources will be used to identify trends, and focus on potential pollution issues, including non-point source pollution and the presence of criteria pollutants and/or toxic substances. If necessary, flood management effects will be evaluated in coordination with the local flood management agency. The effort will also reflect the requirements of the Texas Pollution Discharge Elimination System (TPDES) storm water general permit program for construction activities and the anticipated project Storm water Pollution Prevention Plan (SWPPP). This effort includes the identification of wetlands and other jurisdictional waters of the U.S. in accordance with the *U.S. Army Corps of Engineers 1987 Wetland Delineation Manual*. This scope includes an evaluation of the applicability of the Nationwide Permit Program under Section 404 of the Clean Water Act. Note that this scope does not include any activities associated with an individual permit, mitigation planning, or pre-construction notification, if required.

Cultural Resources - The cultural resources task will include a background review of historical and archeological sources, including an inventory of recorded sites from the Texas Archeological Research Laboratory (TARL), to evaluate the potential for occurrence of sites that may be eligible for inclusion on the National Register of Historic Places (NRHP). This scope includes a 100 percent pedestrian survey of the preferred alignment as required for compliance with Section 106 of the National Historic Preservation Act and the Texas Antiquities Code. This scope does not include any activities associated with the testing or mitigation phases of Section 106 compliance. If testing and/or mitigation is deemed necessary, a separate scope and budget will be provided.

Recreational Resources— The assessment will include a review of the applicability of Section 4(f) of the DOT Act. A 4(f) evaluation, should one be required, will be conducted under a supplemental agreement.

Hazardous Materials— A data site electronic search of potential hazardous materials sites will be conducted followed by field reconnaissance investigations to verify the location of potential sites and collect additional preliminary information.

Agency Coordination - As part of the proposed effort, LAN intends to coordinate with local, state, and federal agencies and organizations regarding project compliance with applicable environmental regulations and associated approvals, including the 18 regulatory programs listed in Section 2-204 of the Texas Department of Transportation (TxDOT) Operations and Procedures Manual, Part IIB. These entities include:

- Local, county, and municipal government agencies
- U.S. Army Corps of Engineers (USCE) regarding Section 404 (wetlands) compliance
- State Historic Preservation Officer (SHPO)/Texas Historical Commission (THC)

- USFWS regarding ESA compliance
- Federal Emergency Management Agency (FEMA) and local flood management agency regarding NFIP compliance
- Texas Parks & Wildlife Department (TPWD) regarding area parks, wildlife refuges, state-listed endangered species, and compliance with TxDOT/TPWD Memorandum of Understanding regarding non-regulated vegetation impacts
- Texas Commission for Environmental Quality (TCEQ)
- NRCS regarding Prime Farmland Protection Act compliance

Submit Draft Categorical Exclusion document

Prepare and Submit a Final CE.

Assumptions for Environmental Documentation Scope and Budget

Wetland permitting and/or mitigation planning will be conducted under an additional scope and budget, if required;

Presence/absence surveys for endangered species will be conducted under an additional scope and budget, if required;

The Historical Resources Survey of buildings and structures within the established APE would be accomplished. Photo, address, and brief narrative of every building and structure within the survey area would be accomplished, and a separate notation of any that are currently included in local, state, or national historic districts would be made.

Testing, mitigation, and/or additional coordination of any potential cultural resource sites will be addressed under a separate scope and budget.

A hazardous materials file search will be conducted in order to identify potential constraints. Both federal and state databases will be searched, with emphasis on known sites within the corridor. If a Phase I or II Environmental Site Assessment for Petroleum and Hazardous Substances is required, they will be conducted under a separate scope and budget.

Illustrative exhibits and pertinent information to be included in the Appendix will be limited to the following:

Location Map
 Typical Sections
 Known Utilities
 USGS Map
 Tree impacts
 Jurisdictional Waters/Wetlands Figures and Determination Forms
 Floodplain Map
 Threatened and Endangered Species List
 Haz-mat Location Map and Database Search

To Be Provided by Sub Consultants (Special Services):

Geotechnical Data

The Geotechnical Engineering Services will be provided for a fee of **\$8,000.00.**

Arias and Associates will be providing the necessary soil borings for the one bridge near the Willow Springs Golf Course. This service will include two soil borings (one on each end) in order to adequately establish the soil conditions. These borings will be drilled to a maximum depth of 50 feet.

This proposal does not include the following:

1. Additional Retaining wall layouts not identified above
2. Construction Materials and Testing.
3. Construction staking for subgrade etc.
4. Parcel Sketches and ROW Maps
5. Does not include change orders due to unforeseen or change in direction during construction.

If this office can be of any assistance, please feel free to call us at your convenience.

Sincerely,

Richard A. Camero, P.E.
Project Manager