

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

TO: Sheryl Sculley, City Manager

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

SUBJECT: Indefinite Delivery Professional Services Agreements for City-wide Traffic Engineering Services

DATE: April 6, 2006

SUMMARY AND RECOMMENDATIONS

An ordinance authorizing an amendment to two (2) previously authorized Indefinite Delivery Professional Services Agreements for City-wide traffic engineering consulting services on an as-needed basis with Pape-Dawson Engineers, Inc. and Post, Buckley, Schuh & Jernigan, Inc., (PBS&J), in order to increase the current contract capacity of \$500,000.00 per contract to \$1,000,000.00 per contract, for a total ordinance amount of \$1,000,000.00.

Staff recommends approval of this ordinance.

BACKGROUND INFORMATION

Two Professional Services Agreements for professional traffic engineering services with Pape-Dawson Engineers, Inc. and Post, Buckley, Schuh & Jernigan, Inc. (PBS&J), each in an amount not to exceed \$500,000.00 were approved by City Council on January 6, 2005, through Ordinance No. 100234. Each of these agreements was for a term of one year, with an option to extend one or both of the agreements for one (1) additional year at the City's discretion as approved by the Director of Public Works. Both of these professional services agreements have been renewed. The original contract capacity of \$500,000.00 for one contract has been completely obligated and the other contract has expended 95% of its capacity.

This ordinance will authorize funds to increase each of the contracts in an amount not to exceed \$500,000.00 for professional traffic engineering services.

The professional services provided under these agreements may include, but are not limited to the following:

- Transportation Systems Planning;
- Land Planning/Engineering;
- Roadway Design;

- Traffic Engineering Studies to include Traffic Signal Timing Studies, Traffic Control Systems Analysis;
- Design and Implementation of Traffic Systems to include Intelligent Transportation Systems (ITS);
- ITS Control Systems Analysis;
- Traffic Operations Design;
- Design and Implementation of Signage, Pavement Marking and Channelization; and
- Bicycle and Pedestrian Facility Development.

The actual work activities will be allocated in the form of work orders, approved by the Director of Public Works, and delivered by the City on a rotating basis, with the exception of specialized engineering work activities in an instance where the proposed work requires certain qualifications held by a particular firm. Potential funding sources include the General Fund (i.e. Traffic Operations Cost Centers), Advanced Transportation District Fund for ATD eligible projects, Neighborhood Access & Mobility Program funds and/or other funds.

Every effort will be made to distribute the individual work orders evenly, so that the amounts expended under these agreements remain equitable between the two firms. In those circumstances where it is necessary to take a firm out of the rotation for a specialized work order, the rotation will be reinstated as quickly as possible. Requirements for each task shall be detailed in the individual work orders assigned. In the event additional services are required outside the scope of any work order, the scope of services and any additional fees related to these services will be agreed upon by the City of San Antonio and the Consultant in writing, and in advance of these services being performed by the Consultant(s).

POLICY ANALYSIS

Approval of this ordinance will be consistent with City Council policy to ensure public safety and will enable prompt response to issues that may arise in or around City-owned facilities and during the execution of City construction projects.

FISCAL IMPACT

Funds for these agreements will be identified when work orders are issued from the potential funding sources referenced above.

COORDINATION


This request for ordinance has been coordinated with the City Attorney's Office, the Finance Department, the Contract Services Department and the Office of Management and Budget.

SUPPLEMENTARY COMMENTS

The Discretionary Contracts Disclosure Forms as required by the Ethics Ordinance are included herein as Attachment 1.

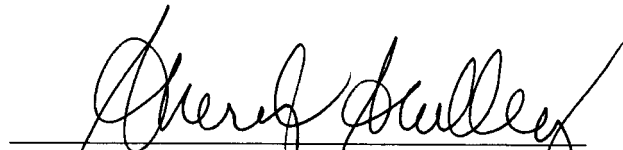
ATTACHMENTS

1. Discretionary Contracts Disclosure Forms


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


Jodynn LeBlanc Burley
Deputy City Manager

Approved for Council Consideration:


Sheryl Sculley
City Manager

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 entity¹ that is a **party** to the discretionary contract:

Post, Buckley, Schuh, and Jernigan, 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:

(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.

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.*

(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:
John L. German	Councilmember Roger Flores, Jr.	\$75	08/04
John L. German	Councilmember Roger Flores, Jr.	\$75	10/04
John L. German	Councilmember Art Hall	\$200	05/05
John L. German	Councilmember Kevin Wolff	\$200	04/05
John L. German	Councilmember Roland Gutierrez	\$100	10/05
John L. German	Councilmember Richard Perez	\$125	11/05


(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:  John L. German, P.E.	Title: Vice President/ District Director Company or D/B/A: Post, Buckley, Schuh, and Jernigan, Inc., DBA PBS&J	Date: December 27, 2005
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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
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 entity¹ that is a **party** to the discretionary contract:

Pape-Dawson Engineers, 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):

X No partner, parent or subsidiary; or

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

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

No subcontractor(s); or

List subcontractors:

WHM Transportation Engineering Consultants

AC Group, LLC

Civil Engineering Consultants, aka Don Durden

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

X 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.

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No contributions made; If contributions made, list below:

By Whom Made:	To Whom Made:	Amount:	Date of Contribution:
See attached listing.			

(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.

X Party not aware of any known 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:


Wayne Brasington

Title: CFO

Company:

Pape-Dawson Engineers,
Inc.

Date:

December 20, 2005

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.