

**CITY OF SAN ANTONIO
AVIATION DEPARTMENT
CITY COUNCIL AGENDA MEMORANDUM**

TO: Mayor and City Council

FROM: Mark H. Webb, Interim Aviation Director

SUBJECT: Inspection Services for the Remain Over Night Apron at San Antonio International Airport

DATE: January 26, 2006

SUMMARY & RECOMMENDATION

An Ordinance authorizing the amendment of the professional services contract with CDS/Muery Services to provide Inspection Services for the Remain Over Night (RON) Apron Project at San Antonio International Airport in an amount not to exceed \$116,507.60, amends the budget and authorizes payment.

Staff recommends approval of this ordinance.

BACKGROUND INFORMATION

The City has in its Five Year Capital Program, a project to construct a new Remain Over Night (RON) Apron in support of the proposed Terminal Expansion Program. RON aprons are used by airlines for the overnight parking and staging of aircraft. This project is partially funded by Federal Administration (FAA) grant funds under the Airport Improvement Program (AIP). The grant assurances require all AIP projects to have full time inspection.

Ordinance 94842, passed and approved November 1, 2001 awarded a Professional Services Contract with CDS/Muery Services to provide preliminary design work for the RON apron. Subsequently, the contract has been amended to provide additional engineering, architectural, design development and construction administration services. CDS/Muery Services submitted a proposal to provide full time inspection for the project construction work, which includes continuous observation of the progress and quality of the work, and to determine if the construction work is in accordance with the project's contract drawings and specifications.

City staff together with the Program Manager, Carter Burgess, has negotiated an agreement with CDS/Muery to provide these inspection services for a fee not to exceed \$116,507.60 which is considered fair and reasonable for the work involved.

The fees for CDS/Muery under this contract, including this action total \$699,384.04.

POLICY ANALYSIS

This action is consistent with the City's policy of improving facilities at San Antonio International Airport and utilizing federal funding when available.

FISCAL IMPACT

This action will be partially funded by FAA Grant 41, the Airport System Construction Fund 2001 Fund, and PFC Capital Improvement Funds. It does not require appropriation of any additional funds. Funds will be transferred within the project budget to fund this action.

COORDINATION

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

SUPPLEMENTARY COMMENTS

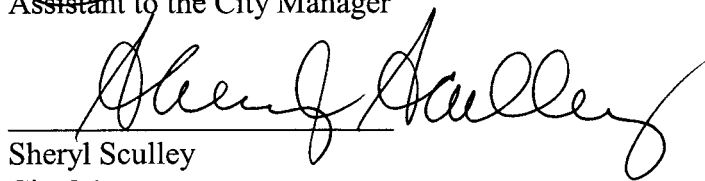
The Discretionary Contracts Disclosure Form submitted by CDS/Muery Services is attached.



Mark H. Webb
Interim Aviation Director



Roland A. Lozano
Assistant to the City Manager



Sheryl Sculley
City Manager

Attachments

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:

Foster CM Group, 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:

(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*

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.

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: |
|----------------|-----------------|---------|-----------------------|
| Paul W. Foster | Joel Williams | \$150 | 10/03/2003 |
| | Julian Castro | \$100 | 11/06/2003 |
| | Richard Perez | \$125 | 02/2005 |
| | Joel Williams | \$100 | 03/2005 |
| | Julian Castro | \$100 | 03/2005 |
| | Art Hall | \$100 | 03/2005 |
| | Roger Flores | \$250 | 03/2005 |
| | Julian Castro | \$350 | 04/2005 |
| | Julian Castro | \$350 | 04/27/2005 |
| | Art Hall | \$100 | 06/2005 |
| | Phil Hardberger | \$250 | 06/2005 |
| | Phil Hardberger | \$50 | 06/2005 |

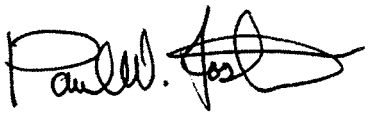
(6) Disclosures in Proposals

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: President Company or D/B/A: Foster CM Group, Inc. | Date: November 1, 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.