

AN ORDINANCE      **99217**

**AMENDING THE PROFESSIONAL SERVICES AGREEMENT TO PROVIDE FOR CONSTRUCTION ADMINISTRATION SERVICES IN CONNECTION WITH THE MISSION TRAILS PROJECT, PACKAGES 1, 2, 3 AND 4, LOCATED IN COUNCIL DISTRICTS 1, 3 AND 5; RATIFYING SERVICES AND REALLOCATING FUNDS IN THE AMOUNT OF \$134,416.07 AND RATIFYING SERVICES AND AUTHORIZING ADDITIONAL FUNDS IN THE AMOUNT OF \$12,291.50 TO DON DURDEN, INC., D/B/A CIVIL ENGINEERING CONSULTANTS; AUTHORIZING \$32,000.00 FOR CONTINGENCY EXPENSES, FOR A TOTAL AMOUNT OF \$178,707.57 FROM 2002 CERTIFICATES OF OBLIGATION; REVISING THE PROJECT BUDGET; APPROPRIATING FUNDS; AND PROVIDING FOR PAYMENT.**

(Amends Ordinance 81976, March 30, 1995)

\* \* \* \* \*

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:**

**SECTION 1.** The professional services contract between the City of San Antonio and Don Durden, Inc. d/b/a Civil Engineering Consultants, originally approved by Ordinance No. 81976 dated March 30, 1995, is hereby amended to include construction administration services and to authorize additional funds in the amount of \$12,291.50 for engineering services for the Mission Trails Project. The construction administration services previously provided are hereby ratified. Funds in an amount not to exceed \$32,000.00 for contingency expenses are hereby authorized.

**SECTION 2.** The following financial adjustments are hereby authorized to effect this Ordinance:

- a) The budget in Fund No. 43-172095, 2002 Street Improvements, shall be revised by reducing Index Code 753046, entitled "Unallocated Appropriations", by the amount of \$25,224.10.

The amount of \$25,224.10 is appropriated in Fund No. 43-172029, 2002 Street Improvements, in Index Code 939538, entitled "Transfer to 45-447027 Mission". The amount of \$25,224.10 is authorized to be transferred from Fund 43-172029 to Fund 45-447027.

The budget in Fund No. 45-447000, 1994 Street Improvements, Sold 1994, shall be revised by increasing Index Code 134510, entitled "Trf Fr 43-172029 (45-447027) Mission", by the amount of \$25,224.10.

The amount of \$25,224.10 is appropriated in Fund No. 45-447027, 1994 Street Improvements, Sold 1994, in Index Code 421313, entitled "Engineering Contract", and is authorized to be encumbered and made payable to Don Durden, Inc., dba Civil Engineering Consultants (CEC), for engineering services in connection with the Historic Mission Trails Enhancement Project.

- b) The budget in Fund No. 43-172095, 2002 Street Improvements, shall be revised by reducing Index Code 753046, entitled Unallocated Appropriations, by the amount of \$102,752.08.

The amount of \$102,752.08 is appropriated in Fund No. 43-172030, 2002 Street Improvements, in Index Code 939546, entitled "Transfer to 43-152008". The amount of \$102,752.08 is authorized to be transferred from Fund 43-172030 to Fund 43-152008.

The budget in Fund No. 43-152000, 2002 MPO Improvements, shall be revised by increasing Index Code 134528, entitled "Trf Fr 43-172030 (43-152008) Mission" by the amount of \$102,752.08.

- c) The amount of \$80,752.08 is appropriated in Fund No. 43-152008, 2002 MPO Improvements, in Index Code 726042, entitled "Engineering Contract", and is authorized to be encumbered and made payable to Don Durden, Inc., dba Civil Engineering Consultants (CEC), for engineering services in connection with the Mission Trails Construction Package II project.
- d) The amount of \$22,000.00 is appropriated in Fund No. 43-152008, 2002 MPO Improvements, in Index Code 726059, entitled "Engineering Contingency", and is and is authorized to be encumbered and made payable for engineering contingency expenses in connection with the Mission Trails Construction Package II project.
- e) The budget in Fund No. 43-172095, 2002 Street Improvements, shall be revised by reducing Index Code 753046, entitled "Unallocated Appropriations", by the amount of \$48,337.64.

The amount of \$48,337.64 is appropriated in Fund No. 43-172031, 2002 Street Improvements, in Index Code 939553, entitled "Trf To 45-979076 Mission". The amount of \$48,337.64 is authorized to be transferred from fund 43-172031 to fund 45-979076.

The budget in Fund No. 45-979000, 1999 Street Improvements, Sold in 1999, shall be revised by increasing Index Code 134544, entitled "Trf Fr 43-172031 (45-979076) Mission", by the amount of \$48,337.64.

- f) The amount of \$38,337.64 is appropriated in Fund No. 45-979076, 1999 Street Improvements, Sold in 1999, in Index Code 726067, entitled "Engineering Contract", and is authorized to be encumbered and made payable to Don Durden, Inc., dba Civil Engineering Consultants (CEC), for engineering services in connection with the Mission Trails Parkway, Package III (MPO) project.
- g) The amount of \$10,000.00 is appropriated in Fund No. 45-979076, 1999 Street Improvements, Sold in 1999, in Index Code 726422, entitled "Engineering Contingency", and is authorized to be encumbered and made payable for engineering contingency expenses in connection with the Mission Trails Parkway, Package III (MPO) project.
- h) The budget in Fund No. 43-172095, 2002 Street Improvements, shall be revised by reducing index code 753046, entitled Unallocated Appropriations, by the amount of \$2,393.75.

The amount of \$2,393.75 is appropriated in Fund No. 43-172032, 2002 Street Improvements, in Index Code 939561, entitled "Trf To 45-979083 Mission". The amount of \$2,393.75 is authorized to be transferred from Fund 43-172032 to Fund 45-979083.

The budget in Fund No. 45-979000, 1999 Street Improvements, Sold in 1999, shall be revised by increasing Index Code 134551, entitled "Trf Fr 43-172032 (45-979083) Mission" by the amount of \$2,393.75.

The amount of \$2,393.75 is appropriated in Fund No. 45-979083, 1999 Street Improvements, Sold in 1999, in Index Code 726430, entitled "Engineering Contract", and is authorized to be encumbered and made payable to Don Durden, Inc., dba Civil Engineering Consultants (CEC), for engineering services in connection with the Mission Trails Parkway, Package IV (MPO) project.

**SECTION 3.** The financial allocations in this Ordinance are subject to approval by the Director of Finance, City of San Antonio. The Director may, subject to concurrence by the City Manager or the City Manager's designee, correct allocation to specific Index Codes and Fund Numbers as necessary to carry out the purpose of this Ordinance.

**SECTION 4.** This ordinance shall take effect on the 30th day of May 2004.

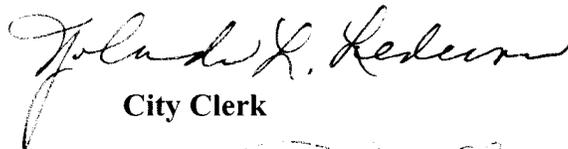
**PASSED AND APPROVED** this 20th day of May, 2004.



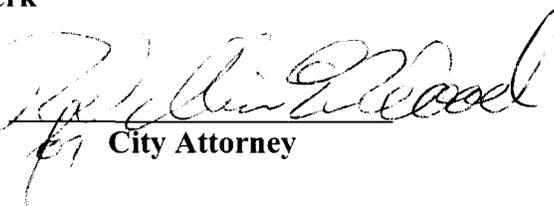
M A Y O R

EDWARD D. GARZA

ATTEST:

  
City Clerk

APPROVED AS TO FORM:

  
City Attorney

04-20



**MEETING OF THE CITY COUNCIL**

ALAMODOME
ASSET MANAGEMENT
AVIATION
CITY ATTORNEY
MUNICIPAL COURT
REAL ESTATE (FASSNIDGE)
REAL ESTATE (WOOD)
RISK MANAGEMENT
CITY MANAGER
SPECIAL PROJECTS
CITY PUBLIC SERVICE – GENERAL MANAGER
CITY PUBLIC SERVICE – MAPS AND RECORDS
CODE COMPLIANCE
COMMERCIAL RECORDER
COMMUNITY INITIATIVES
CONVENTION AND VISITORS BUREAU
CONVENTION CENTER EXPANSION OFFICE
CONVENTION FACILITIES
COUNCIL OFFICES
CULTURAL AFFAIRS
CUSTOMER SERVICE/311 SYSTEM
DEVELOPMENT SERVICES
HOUSE NUMBERING
LAND DEVELOPMENT SERVICES
TRAFFIC & DRAINAGE PLAN REVIEW
ECONOMIC DEVELOPMENT
ENVIRONMENTAL SERVICES
SOLID WASTE
EXTERNAL RELATIONS
PUBLIC INFORMATION OFFICE
FINANCE - DIRECTOR
FINANCE – ASSESSOR
FINANCE – CONTROLLER
FINANCE – GRANTS
FINANCE – PUBLIC UTILITIES SUPERVISOR
FINANCE-TREASURY
FIRE DEPARTMENT
HOUSING AND COMMUNITY DEVELOPMENT
HUMAN RESOURCES (PERSONNEL)
INFORMATION SERVICES
INTERNAL REVIEW
INTERNATIONAL AFFAIRS
LIBRARY
MANAGEMENT & BUDGET (OFFICE OF) OMB
MAYOR'S OFFICE
METROPOLITAN HEALTH DISTRICT
MUNICIPAL CODE CORPORATION
MUNICIPAL COURT
NEIGHBORHOOD ACTION
PARKS AND RECREATION
MARKET SQUARE
YOUTH INITIATIVES
PLANNING DEPARTMENT –NEIGHBORHOOD PLNG; URBAN DESIGN/HISTORIC PRESERVATION
DISABILITY ACCESS OFFICE
POLICE DEPARTMENT
GROUND TRANSPORTATION
PUBLIC WORKS DIRECTOR
CAPITAL PROJECTS
CENTRAL MAPPING
ENGINEERING
PARKING DIVISION
REAL ESTATE DIVISION
TRAFFIC ENGINEERING
PURCHASING AND GENERAL SERVICES
SAN ANTONIO WATER SYSTEMS (SAWS)
VIA

AGENDA ITEM NUMBER: 17

DATE: MAY 20 2004

MOTION: Pay Hall

ORDINANCE NUMBER: 99217

RESOLUTION NUMBER: \_\_\_\_\_

ZONING CASE NUMBER: \_\_\_\_\_

TRAVEL AUTHORIZATION: \_\_\_\_\_

NAME	ROLL	AYE	NAY
ROGER O. FLORES JR. District 1		<i>absent</i>	
JOEL WILLIAMS District 2		/	
RON SEGOVIA District 3		/	
RICHARD PEREZ District 4		/	
PATTI RADLE District 5		/	
ENRIQUE M. BARRERA District 6		/	
JULIAN CASTRO District 7		<i>absent</i>	
ART A. HALL District 8		/	
CARROLL SCHUBERT District 9		<i>absent</i>	
CHRISTOPHER "CHIP" HAASS District 10		<i>absent</i>	
EDWARD D. GARZA Mayor		/	

AMENDS ORD. NO. 81976 OF 3/30/1995

**04-20**

**CONSENT AGENDA**

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

CONFIDENTIAL  
ITEM NO. 17

**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 Zanoni; Milo D. Nitschke; and file

**SUBJECT:** Mission Trails Project, Packages 1, 2, 3 and 4

**DATE:** May 20, 2004

**SUMMARY AND RECOMMENDATIONS**

This ordinance amends the professional services agreement to provide for construction administration services as part of the anticipated design implementation for this project, ratifies services provided and payments made in the amount of \$134,416.07 for proper accounting of project expenditures, ratifies services and authorizes funds in the amount of \$12,291.50 to Don Durden, Inc. dba Civil Engineering Consultants (CEC) for outstanding invoices, and authorizes additional engineering contingency in the amount of \$32,000, for an overall total amount of \$178,707.57, from Certificates of Obligation in connection with the Mission Trails Project, Packages 1, 2, 3 and 4 located in Council Districts 1, 3 and 5.

This ordinance shall become effective immediately upon eight (8) affirmative votes. Staff recommends approval of this ordinance.

**BACKGROUND INFORMATION**

This project provides for drainage, street and park improvements to connect the five historic missions. Package 1 included street and drainage improvements along Espada Road south of IH 410, design enhancements along Espada Road, Mission Road, Villamain and the San Antonio River from Mission Espada to S.E. Military Drive and hike and bike trails in the area.

Package 2 provides for street and drainage improvements along Mission Road from S.E. Military Drive to Padre, Roosevelt to Southcross and Padre from Mission Road to Southcross. This project includes design enhancements between S.E. Military and

Southcross and along the San Antonio River to Mission Road as well as hike and bike trails. Construction of Package 2 is underway and is estimated to be completed by October 2005.

Package 3 provides for street and drainage improvements from Hart Avenue to Isabel. This package also includes design enhancements and hike and bike trails along Mission Road from Southcross to Mitchell, and hike and bike trails along the San Antonio River from Mission Road to Mission Parkway and along Theo from the San Antonio River to Mission Road. Construction of Package 3 of this project is underway and completion is anticipated in July 2004.

Package 4 provides for street and drainage improvements and enhancements on Mission Road from Mitchell to Roosevelt and on Roosevelt from Mission Road to St. Mary's Street. Enhancements will also be provided on Alamo from Durango to Alamo Plaza and hike and bike trails along the San Antonio River from IH 10 to Eagleland Drive. Additional funding has been requested from Federal TEA-21 funds for the remaining street portions of the project.

The total estimated cost for the completion of the Mission Trails Project is \$25,000,000.

Construction administration services are normally included as an element of the City's standard Professional Engineering Services Agreements and are provided by the consultants. However, when this project was initiated, TxDOT assumed the responsibility for these services. Since that time, TxDOT has revised department policy and as such the professional services agreement with CEC must be amended to assume the portion of construction administration responsibilities heretofore provided by TxDOT.

This ordinance will amend the professional services agreement to provide for construction administration services, ratify services and provide additional compensation to CEC in the amount of \$12,291.50, for services provided as shown in more detail in the outstanding invoices, included herein as Attachment 2. This ordinance will also ratify services and payments to provide for proper accounting of project expenditures. The Mission Trails Eagleland/Riverwalk Link project was originally included in the Mission Trails Enhancement Project. Because of its continued similarity and close connection following a change in packaging and project redesignation, invoices totaling \$134,416.07 were paid to CEC for professional services from the Eagleland/Riverwalk Link project funds instead of Mission Trails Project funds. These services included TxDOT required plan revisions for illumination and the resolution of environmental issues that were discovered during construction. These environmental issues required the consultant's production of major changes to the storm water drainage plans. Archeological issues were also encountered, and major plan

revisions were required to comply with the requirements of the Texas Historic Commission for the potential archeological elements that may exist in this historic area. Surveying issues and utility conflicts encountered during construction were also addressed by the consultant and remedied through plan revision.

This professional service contract was originally approved by City Ordinance No. 81976 on March 30, 1995 and initially authorized \$485,000 for the initial planning and the development of a Master Plan for the project. Subsequent ordinances have authorized additional funds in the amount of \$1,226,543.49 to provide for design services for Phases 1 through 5 of the project. This ordinance will increase the total authorized for this professional service contract to \$1,858,251.06. TxDOT has reimbursed the City \$1,296,458.91 to date for engineering services in connection with this project.

### **POLICY ANALYSIS**

Approval of this ordinance will be a continuation of City Council policy to participate in the development and construction of City selected and approved MPO projects, which are approved annually by City Council.

### **FISCAL IMPACT**

This is a one-time capital improvement expenditure and not included in the FY 04-09 Capital Improvement Program Budget. Of the total amount of \$178,707.57, invoices totaling \$134,416.07 have been previously paid from the Eagleland/Riverwalk Link project funds. This ordinance appropriates \$134,416.07 for engineering services to reflect the proper accounting of expenditures for the Mission Trails Project, and authorizes funds in the amount of \$44,291.50 for outstanding invoices and contingency expenses from Certificates of Obligation to be authorized payable as follows:

\$ 12,291.50	payable to CEC for professional engineering services
\$ 32,000.00	payable for engineering contingency

### **COORDINATION**

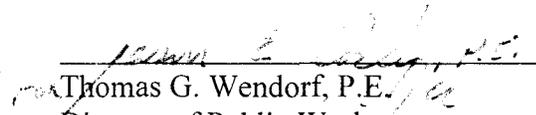
This request for ordinance has been coordinated with the Office of Management and Budget and the Finance Department.

### **SUPPLEMENTARY COMMENTS**

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

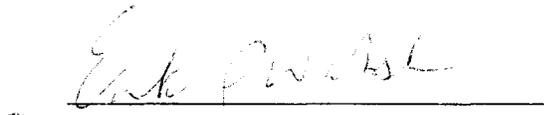
**ATTACHMENTS**

1. Project Maps
2. Summary and Outstanding Invoices
3. Discretionary Contracts Disclosure Form

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

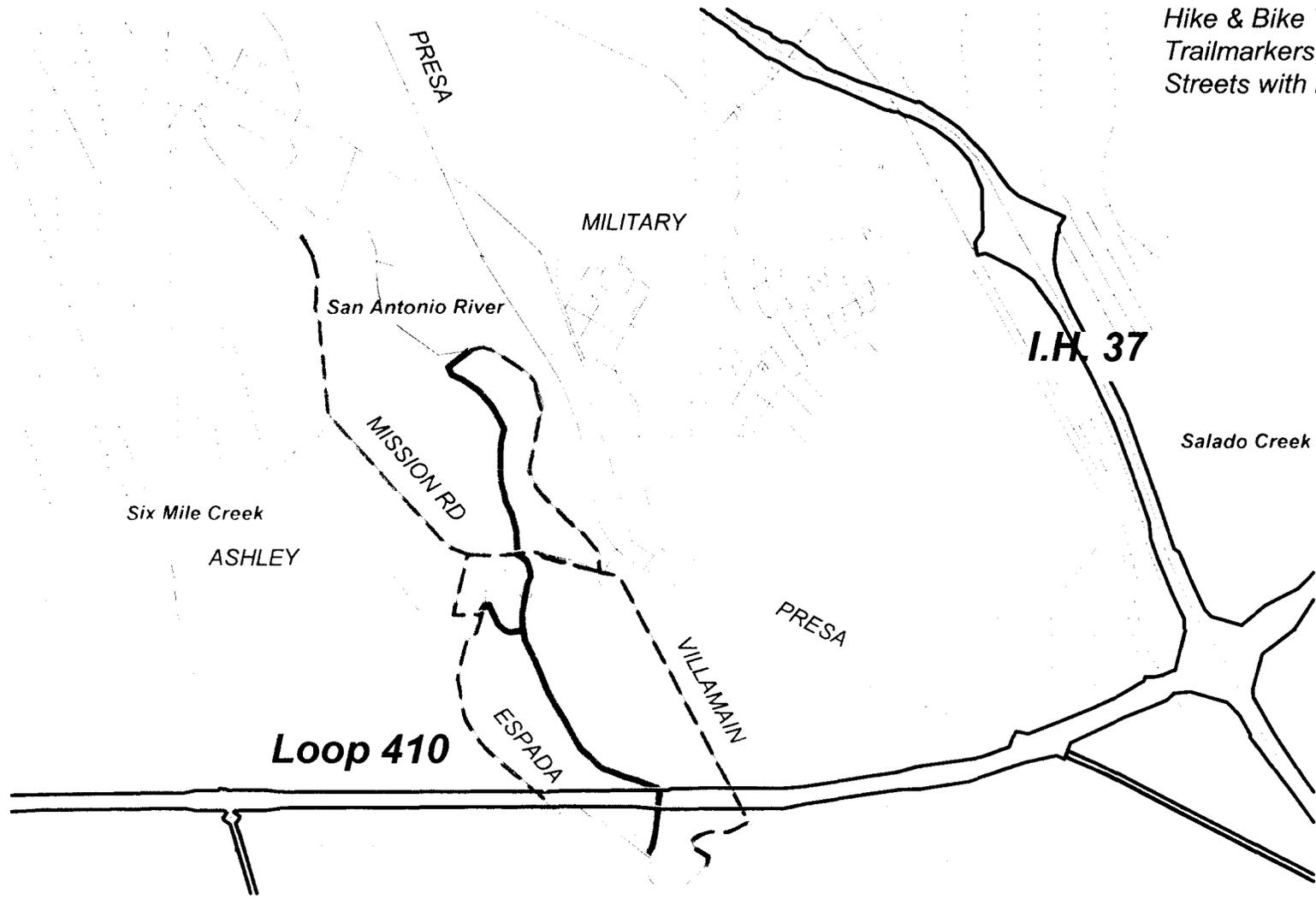
Approved:

  
\_\_\_\_\_  
Melissa Byrne Vossmer  
Assistant City Manager

  
\_\_\_\_\_  
Terry M. Bréchtel  
City Manager

# MISSION TRAILS PACKAGE #1

Hike & Bike Trails ———  
Trailmarkers Only - - -  
Streets with Bike Lanes = = =

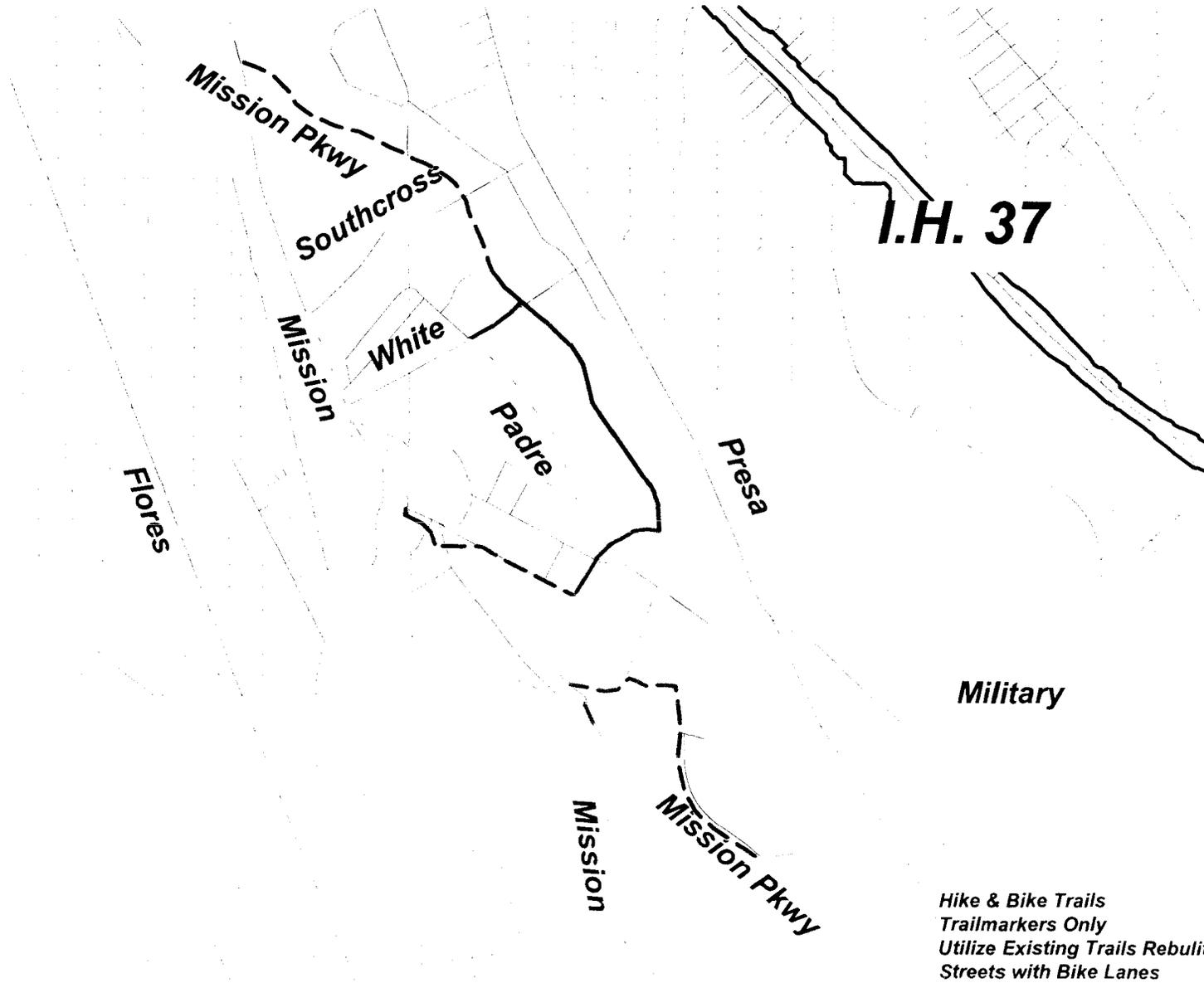


CITY OF SAN ANTONIO  
Department of Public Works  
CAPITAL PROGRAMS DIVISION



Scale: Not to Scale

# MISSION TRAILS PACKAGE #2

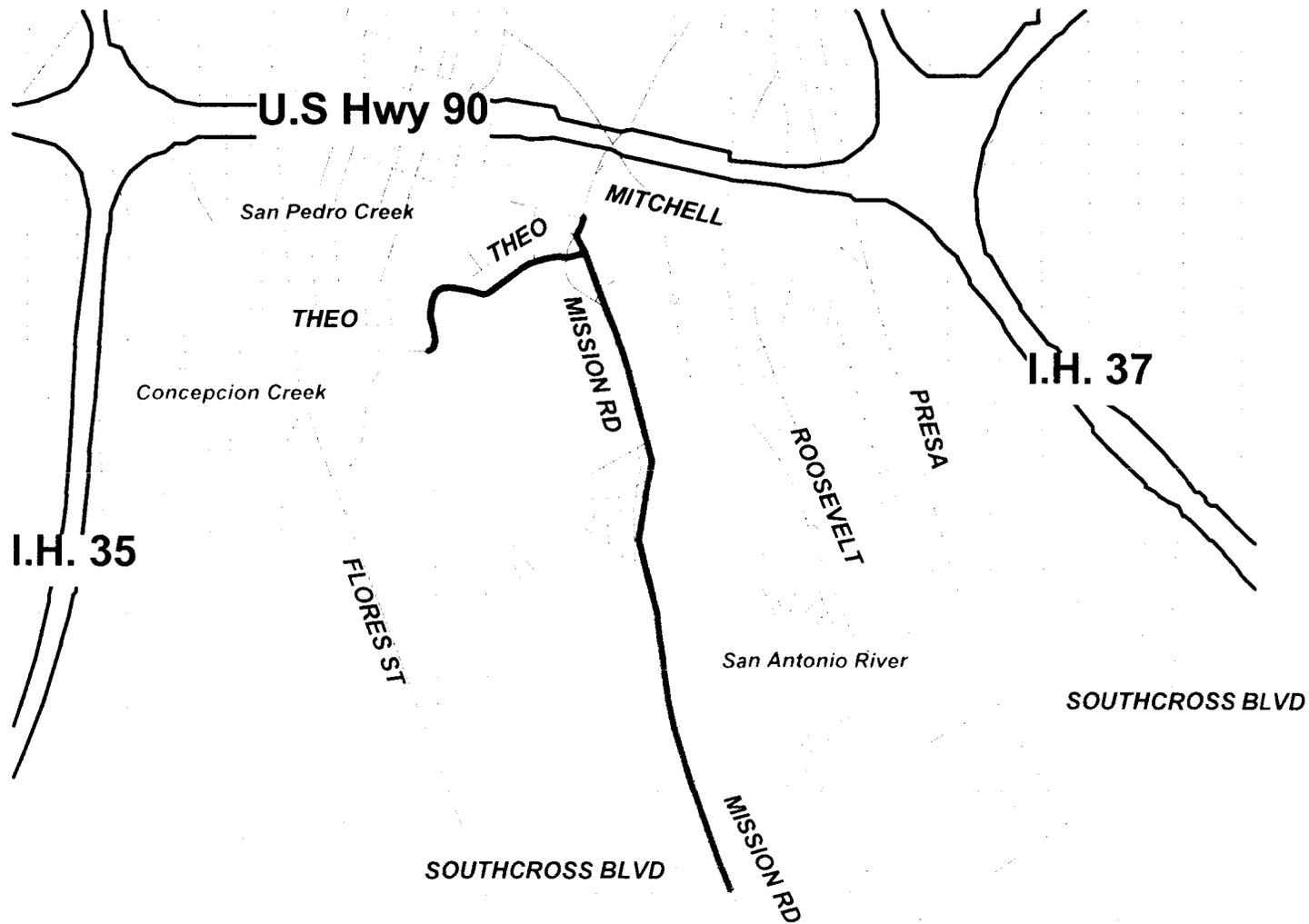


CITY OF SAN ANTONIO  
Department of Public Works  
CAPITAL PROGRAMS DIVISION

North

Scale: Not to Scale

# MISSION TRAILS PACKAGE #3

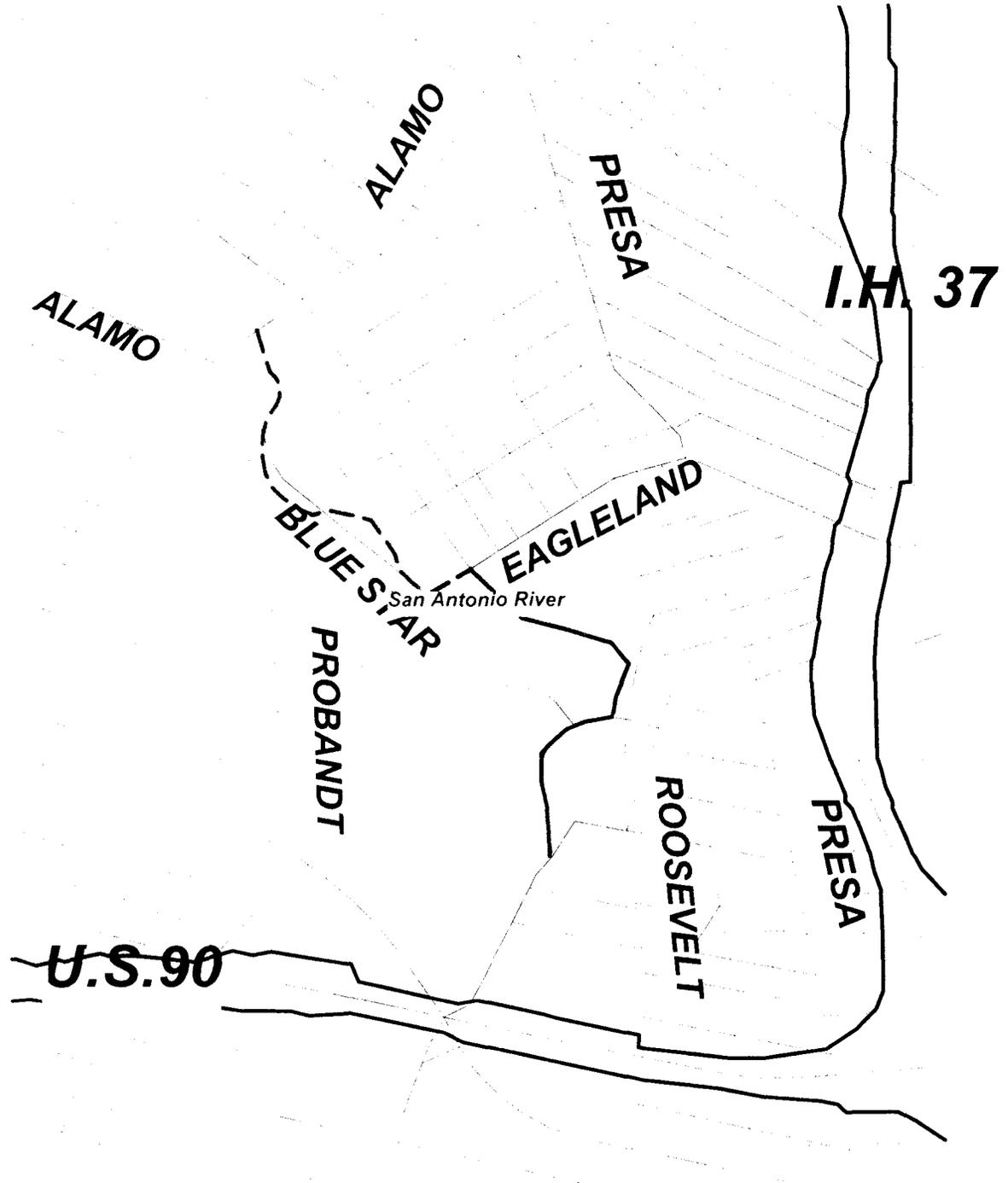


CITY OF SAN ANTONIO  
Department of Public Works  
CAPITAL PROGRAMS DIVISION



Scale. Not to Scale

# MISSION TRAILS PACKAGE #4



**Hike & Bike Trails** ———  
**Streets with Bike Lanes** - - - -  
**Eagleland** ·····



CITY OF SAN ANTONIO  
Department of Public Works  
CAPITAL PROGRAMS DIVISION



Scale: Not to Scale

**Attachment II  
Outstanding Invoices Summary**

**Mission Trails Package II 43-152008**

<b>PROJECT NAME</b>	<b>INVOICE NO.</b>	<b>DATE</b>	<b>AMOUNT</b>
Mission Trails Pkg 2	12030059	1/21/04	\$308.00
Mission Trails Pkg 2	1040043	2/12/04	\$2,653.50
Mission Trails Pkg 2	2040025	3/12/04	\$1,699.25
Mission Trails Pkg 2	3040061	4/16/04	\$111.50
			<u>\$4,772.25</u>

**Mission Trails Package III 45-979076**

<b>PROJECT NAME</b>	<b>INVOICE NO.</b>	<b>DATE</b>	<b>AMOUNT</b>
Mission Trails Pkg 3	10030058	11/21/03	\$1,917.00
Mission Trails Pkg 3	11030047	12/19/03	\$2,380.00
Mission Trails Pkg 3	12030061	1/21/04	\$1,172.25
Mission Trails Pkg 3	1040042	2/12/04	\$273.75
Mission Trails Pkg 3	2040024	3/12/04	\$1,443.75
Mission Trails Pkg 3	3040060	4/16/04	\$332.50
			<u>\$7,519.25</u>

Total Outstanding Invoices: \$12,291.50



CIVIL ENGINEERING CONSULTANTS  
DON DURDEN, INC.

MUNICIPAL • DEVELOPMENT  
SURVEYING • TRANSPORTATION

2004 MAR -9 AM 8:08

City of San Antonio  
114 W. Commerce, 5th Floor  
P.O. Box 839966  
San Antonio, TX 78283-9366

January 21, 2004

Project No: E0154527

Invoice No: 12030059

Project E0154527 Mission Trails Pkg 2 (Construction)

Professional Services from December 1, 2003 to January 4, 2004

**Professional Services**

	Hours	Rate	Amount
Engineering Technician	1.00	75.00	75.00
CADD Draftsperson	1.00	58.00	58.00
Clerical	1.00	40.00	40.00
Senior Project Manager	1.00	135.00	135.00
	4.00		308.00
<b>Total Labor</b>			<b>308.00</b>

Billing Limits	Current	Prior	To-Date
Labor	308.00	502.50	810.50
Limit			24,000.00
Remaining			23,189.50
		<b>Total this Invoice</b>	<b>\$308.00</b>

Authorized By: Garland Galm, P.E.

Date: 1/22/2004

Garland Galm

Approved  
Don Beyer PE





CIVIL ENGINEERING CONSULTANTS  
DON DURDEN, INC.

MUNICIPAL • DEVELOPMENT  
SURVEYING • TRANSPORTATION

January 19, 2004

Mr. Dean Bayer, P.E., Project Manager  
City of San Antonio Public Works  
P.O. Box 839966  
San Antonio, Tx. 78283-3966

**Re: Mission Trails Package 2, Explanation of Billings**  
**Control: 0915-12-257, etc.**  
**Project: STP 94 (329) TE, etc.**  
**Highway: Various**  
**County: Bexar**

Dear Mr. Bayer:

The attached invoice is for work performed on Mission Trails Package 2 as a result of the following:

- Met with contractor and TxDOT regarding illumination issues
- Site visit
- Retrieved archived files for plan changes

The work listed above was performed by CEC personnel during the month of October, 2003. The total of this invoice is \$308.

If you have any specific questions about any of the work performed, please do not hesitate to call me.

Sincerely,

A handwritten signature in black ink that reads "Garland C. Galm, P.E.".

Garland C. Galm, P.E.  
Transportation Division Manager







CIVIL ENGINEERING CONSULTANTS  
DON DURDEN, INC.  
MUNICIPAL • DEVELOPMENT  
SURVEYING • TRANSPORTATION

February 11, 2004

Mr. Dean Bayer, P.E., Project Manager  
City of San Antonio Public Works  
P.O. Box 839966  
San Antonio, Tx. 78283-3966

**Re: Mission Trails Package 2, Explanation of Billings**  
**Control: 0915-12-257, etc.**  
**Project: STP 94 (329) TE, etc.**  
**Highway: Various**  
**County: Bexar**

RECEIVED  
FEB 25 2004  
CITY OF SAN ANTONIO  
PUBLIC WORKS, CAPITAL PROGRAMS

*NSF*  
*(6 invoices for CEC)*

Dear Mr. Bayer:

The attached invoice is for work performed on Mission Trails Package 2 as a result of the following:

- Requests from contractors surveyor for additional geometric data
- Research and preparation of change order for Hike and Bike Trail H-5
- Correspondence with Mike Guerra regarding Storm Drain Line F
- Coordination with subproviders for change order preparation

The work listed above was performed by CEC personnel during the month of January 2004. The total of this invoice is \$2,653.50.

If you have any specific questions about any of the work performed, please do not hesitate to call me.

Sincerely,

*Garland C. Galm, P.E.*

Garland C. Galm, P.E.  
Transportation Division Manager



CIVIL ENGINEERING CONSULTANTS  
DON DURDEN, J.N.C.

MUNICIPAL • DEVELOPMENT  
SURVEYING • TRANSPORTATION

2004 APR 21 AM 10:45

City of San Antonio  
114 W. Commerce, 5th Floor  
P.O. Box 839966  
San Antonio, TX 78283-9366

March 12, 2004  
Project No: E0154527  
Invoice No: 2040025

Project E0154527 Mission Trails Pkg 2 (Construction)

Professional Services from February 2, 2004 to February 29, 2004

**Professional Services**

	Hours	Rate	Amount	
Engineering Technician	2.25	75.00	168.75	
Senior Project Manager	0.50	135.00	67.50	
	2.75		236.25	
<b>Total Labor</b>				<b>236.25</b>

**Consultants**

Bender Wells Clark Design			1,330.00	
<b>Total Consultants</b>	<b>1.1 times</b>		<b>1,330.00</b>	<b>1,463.00</b>

**Billing Limits**

	Current	Prior	To-Date
Labor	236.25	3,464.00	3,700.25
Limit			24,000.00
Remaining			20,299.75

**Total this Invoice \$1,699.25**

Authorized By: Garland Galm, P.E. Date: 3/12/2004

Garland Galm

*Approved*  
*Dean Bayne PE*





CIVIL ENGINEERING CONSULTANTS  
DON DURDEN, INC.  
MUNICIPAL • DEVELOPMENT  
SURVEYING • TRANSPORTATION

March 11, 2004

Mr. Dean Bayer, P.E., Project Manager  
City of San Antonio Public Works  
P.O. Box 839966  
San Antonio, Tx. 78283-3966

**Re: Mission Trails Package 2, Explanation of Billings**

**Control: 0915-12-257, etc.**

**Project: STP 94 (329) TE, etc.**

**Highway: Various**

**County: Bexar**

Dear Mr. Bayer:

The attached invoice is for work performed on Mission Trails Package 2 as a result of the following:

- Spoke with TxDOT regarding agreement between SARA and the City
- Compiled plan set and proposal received from TxDOT for record of construction plan
- Invoice from Bender Wells Clark Design for plan revisions to enhancements

The work listed above was performed by CEC personnel during the month of January 2004. The total of this invoice is \$1,699.25.

If you have any specific questions about any of the work performed, please do not hesitate to call me.

Sincerely,

A handwritten signature in black ink that reads "Garland C. Galm, P.E.".

Garland C. Galm, P.E.  
Transportation Division Manager



CIVIL ENGINEERING CONSULTANTS  
 DON DURDEN, INC.  
 MUNICIPAL • DEVELOPMENT  
 SURVEYING • TRANSPORTATION

City of San Antonio  
 114 W. Commerce, 5th Floor  
 P.O. Box 839966  
 San Antonio, TX 78283-9366

April 16, 2004

Project No: E0154527  
 Invoice No: 3040061

Project E0154527 Mission Trails Pkg 2 (Construction)

Professional Services from March 1, 2004 to April 4, 2004

**Professional Services**

	Hours	Rate	Amount
CADD Draftsperson	1.75	58.00	101.50
Clerical	0.25	40.00	10.00
	2.00		111.50
<b>Total Labor</b>			<b>111.50</b>

Billing Limits	Current	Prior	To-Date
Labor	111.50	3,700.25	3,811.75
Limit			24,000.00
Remaining			20,188.25
<b>Total this Invoice</b>			<b>\$111.50</b>

Authorized By: Garland Galm, P.E.

Date: 4/16/2004

Garland Galm





CIVIL ENGINEERING CONSULTANTS  
DON DURDEN, INC.  
MUNICIPAL • DEVELOPMENT  
SURVEYING • TRANSPORTATION

April 16, 2004

Mr. Dean Bayer, P.E., Project Manager  
City of San Antonio Public Works  
P.O. Box 839966  
San Antonio, Tx. 78283-3966

**Re: Mission Trails Package 2, Explanation of Billings**  
**Control: 0915-12-257, etc.**  
**Project: STP 94 (329) TE, etc.**  
**Highway: Various**  
**County: Bexar**

Dear Mr. Bayer:

The attached invoice is for work performed on Mission Trails Package 2 as a result of the following:

- Located design files from archives and submitted to Sal with Bain-Medina-Bain, delivered information to Sal to assist with construction staking

The work listed above was performed by CEC personnel during the month of March 2004. The total of this invoice is \$111.50.

If you have any specific questions about any of the work performed, please do not hesitate to call me.

Sincerely,

A handwritten signature in black ink that reads "Garland C. Galm, P.E.".

Garland C. Galm, P.E.  
Transportation Division Manager

Approved

A handwritten signature in black ink that reads "Dean Bayer P.E.".



CIVIL ENGINEERING CONSULTANTS  
DON DURDEN, INC.

MUNICIPAL • DEVELOPMENT  
SURVEYING • TRANSPORTATION

2004 JAN 14 PM 12: 02

Dean Bayer, P.E.  
City of San Antonio  
114 W. Commerce, 5th Floor  
P.O. Box 839966  
San Antonio, TX 78283-9366

November 21, 2003  
Project No: E0154524  
Invoice No: 10030058

Project E0154524 MT3A Construction

Professional Services from September 29, 2003 to November 2, 2003

Professional Services

	Hours	Rate	Amount
Principal Engineer	5.00	125.00	625.00
Engineering Technician	18.00	69.00	1,242.00
Clerical	1.25	40.00	50.00
Totals	24.25		1,917.00
<b>Total Labor</b>			<b>1,917.00</b>

**Total this Invoice \$1,917.00**

Billings to Date	Current	Prior	Total
	1,917.00	7,388.50	9,305.50

Authorized By: Garland Galm P.E.

Date: 11/21/2003

Garland Galm

Approved  
Dean Bayer PE





CIVIL ENGINEERING CONSULTANTS  
DON DURDEN, INC.

MUNICIPAL • DEVELOPMENT  
SURVEYING • TRANSPORTATION

November 21, 2003

Mr. Dean Bayer, P.E., Project Manager  
City of San Antonio Public Works  
P.O. Box 839966  
San Antonio, Tx. 78283-3966

**Re: Mission Trails Package 3A, Explanation of Billings**

**Control: 0915-12-395**

**Project: STP 94 (330) TE**

**Highway: Various**

**County: Bexar**

Dear Mr. Bayer:

The attached invoice is for work performed on Mission Trails Package 3A as a result of the following:

- Site visit to project to meet with CPS, TxDOT and contractor to locate electrical service locations and discuss illumination issues
- Prepared correspondence related to illumination design issues, proposed changes to current plan as per design information developed during Pkg 2 planning
- Preparation of preliminary illumination changes for Pkg 3 adding assemblies and revising illumination plan sheets.

The work listed above was performed by CEC personnel during the month of October, 2003. The total of this invoice is \$1917.00.

If you have any specific questions about any of the work performed, please do not hesitate to call me.

Sincerely,

A handwritten signature in black ink that reads "Garland C. Galm, P.E.".

Garland C. Galm, P.E.  
Transportation Division Manager





CIVIL ENGINEERING CONSULTANTS  
DON DURDEN, INC.

MUNICIPAL • DEVELOPMENT  
SURVEYING • TRANSPORTATION

2004 JAN 13 AM 11:53

City of San Antonio  
114 W. Commerce, 5th Floor  
P.O. Box 839966  
San Antonio, TX 78283-9366

December 19, 2003  
Project No: E0154524  
Invoice No: 11030047

Project E0154524 MT3A Construction

Professional Services from November 3, 2003 to November 30, 2003

**Professional Services**

	Hours	Rate	Amount
Principal Engineer	1.00	125.00	125.00
Engineering Technician	24.50	75.00	1,837.50
Computer Draftsperson	1.00	50.00	50.00
Clerical	0.75	40.00	30.00
Senior Project Manager	2.50	135.00	337.50
	29.75		2,380.00
<b>Total Labor</b>			<b>2,380.00</b>

**Total this Invoice \$2,380.00**

	Current	Prior	Total
Billings to Date	2,380.00	9,305.50	11,685.50

Authorized By: Garland Galm, P.E.

Date: 12/19/2003

Garland Galm

Approved Don Baya PE





CIVIL ENGINEERING CONSULTANTS  
DON DURDEN, INC.  
MUNICIPAL • DEVELOPMENT  
SURVEYING • TRANSPORTATION

December 12, 2003

RECEIVED

DEC 23 2003

CITY OF SAN ANTONIO  
PUBLIC WORKS, CAPITAL PROGRAMS

Mr. Dean Bayer, P.E., Project Manager  
City of San Antonio Public Works  
P.O. Box 839966  
San Antonio, Tx. 78283-3966

**Re: Mission Trails Package 3A, Explanation of Billings**

**Control: 0915-12-395**

**Project: STP 94 (330) TE**

**Highway: Various**

**County: Bexar**

Dear Mr. Bayer:

The attached invoice is for work performed on Mission Trails Package 3A as a result of the following:

- Preparation of change order sheets for illumination for Pkg 3 adding assemblies and revising illumination plan sheets.
- Preparation of archived CD containing pdf file of plans for the COSA

The work listed above was performed by CEC personnel during the month of November, 2003. The total of this invoice is \$2,380.00.

If you have any specific questions about any of the work performed, please do not hesitate to call me.

Sincerely,

Garland C. Galm, P.E.

Transportation Division Manager





CIVIL ENGINEERING CONSULTANTS  
DON DURDEN, INC.  
MUNICIPAL • DEVELOPMENT  
SURVEYING • TRANSPORTATION

2004 MAR -9 AM 8:09

City of San Antonio  
114 W. Commerce, 5th Floor  
P.O. Box 839966  
San Antonio, TX 78283-9366

January 21, 2004  
Project No: E0154524  
Invoice No: 12030061

Project E0154524 MT3A Construction  
**Professional Services from November 17, 2003 to January 4, 2004**

**Professional Services**

	Hours	Rate	Amount
Engineering Technician	4.25	75.00	318.75
Clerical	2.50	40.00	100.00
Engineering Tech	11.00	40.00	440.00
	17.75		858.75
<b>Total Labor</b>			<b>858.75</b>

**Consultants**

Bender Wells Clark Design			285.00
<b>Total Consultants</b>	<b>1.1 times</b>	<b>285.00</b>	<b>313.50</b>
<b>Total this Invoice</b>			<b>\$1,172.25</b>

	Current	Prior	Total
<b>Billings to Date</b>	<b>1,172.25</b>	<b>11,685.50</b>	<b>12,857.75</b>

Authorized By: Garland Galm P.E. Date: 1/22/2004  
Garland Galm

Approved  
Dean Boye PE





CIVIL ENGINEERING CONSULTANTS  
DON DURDEN, INC.

MUNICIPAL • DEVELOPMENT  
SURVEYING • TRANSPORTATION

January 19, 2004

Mr. Dean Bayer, P.E., Project Manager  
City of San Antonio Public Works  
P.O. Box 839966  
San Antonio, Tx. 78283-3966

**Re: Mission Trails Package 3A, Explanation of Billings**

**Control: 0915-12-395**

**Project: STP 94 (330) TE**

**Highway: Various**

**County: Bexar**

Dear Mr. Bayer:

The attached invoice is for work performed on Mission Trails Package 3A as a result of the following:

- Preparation of change order sheets for illumination for Pkg 3 adding assemblies and revising illumination plan sheets.
- Invoice from BWCD for \$285.00

The work listed above was performed by CEC personnel during the month of November, 2003. The total of this invoice is \$1,172.25.

If you have any specific questions about any of the work performed, please do not hesitate to call me.

Sincerely,

A handwritten signature in cursive script that reads "Garland C. Galm, P.E."

Garland C. Galm, P.E.  
Transportation Division Manager





CIVIL ENGINEERING CONSULTANTS  
DON DURDEN, INC.

MUNICIPAL • DEVELOPMENT  
SURVEYING • TRANSPORTATION

2004 MAR -9 AM 8:08

City of San Antonio  
114 W. Commerce, 5th Floor  
P.O. Box 839966  
San Antonio, TX 78283-9366

February 12, 2004  
Project No: E0154524  
Invoice No: 1040042

Project E0154524 MT3A Construction  
Professional Services from January 5, 2004 to February 1, 2004

**Professional Services**

	Hours	Rate	Amount
Engineering Technician	0.50	75.00	37.50
Senior Project Manager	1.75	135.00	236.25
	2.25		273.75
<b>Total Labor</b>			<b>273.75</b>

**Total this Invoice \$273.75**

Billings to Date	Current	Prior	Total
	273.75	12,857.75	13,131.50

Authorized By: Garland Galm, P.E. Date: 2/12/2004  
Garland Galm

Approved Don Baze, P.E.  
2/25/04





CIVIL ENGINEERING CONSULTANTS  
DON DURDEN, INC.  
MUNICIPAL • DEVELOPMENT  
SURVEYING • TRANSPORTATION

February 11, 2004

Mr. Dean Bayer, P.E., Project Manager  
City of San Antonio Public Works  
P.O. Box 839966  
San Antonio, Tx. 78283-3966

**Re: Mission Trails Package 3A, Explanation of Billings**

**Control: 0915-12-395**

**Project: STP 94 (330) TE**

**Highway: Various**

**County: Bexar**

Dear Mr. Bayer:

The attached invoice is for work performed on Mission Trails Package 3A as a result of the following:

- Correspondence with Mike Slay regarding Blessed Sacrament Drainage
- Investigation of a sidewalk drain to accommodate Blessed Sacrament drainage

The work listed above was performed by CEC personnel during the month of January, 2004. The total of this invoice is \$273.75.

If you have any specific questions about any of the work performed, please do not hesitate to call me.

Sincerely,

Garland C. Galm, P.E.  
Transportation Division Manager

RECEIVED

FEB 25 2004

CITY OF SAN ANTONIO  
PUBLIC WORKS, CAPITAL PROGRAMS





CIVIL ENGINEERING CONSULTANTS  
DON DURDEN, INC.

MUNICIPAL • DEVELOPMENT  
SURVEYING • TRANSPORTATION

2004 APR 21 AM 10:45

City of San Antonio  
114 W. Commerce, 5th Floor  
P.O. Box 839966  
San Antonio, TX 78283-9366

March 12, 2004  
Project No: E0154524  
Invoice No: 2040024

Project E0154524 MT3A Construction  
**Professional Services from February 2, 2004 to February 29, 2004**

**Professional Services**

	Hours	Rate	Amount
Engineering Technician	15.50	75.00	1,162.50
Computer Draftsperson	0.50	50.00	25.00
Clerical	0.50	40.00	20.00
Senior Project Manager	1.75	135.00	236.25
	18.25		1,443.75

**Total Labor**

**1,443.75**

**Total this Invoice**

**\$1,443.75**

	Current	Prior	Total
Billings to Date	1,443.75	13,131.50	14,575.25

Authorized By: Garland Galm, P.E. Date: 3/12/2004

Garland Galm

Approved  
Dean Bayer P.E.

11550 I.H. 10 WEST SUITE 395 SAN ANTONIO, TEXAS 78230-1037  
TEL: 210.641.9999 FAX: 210.641.6440 EMAIL: CEC@CECTEXAS.COM

WWW.CECTEXAS.COM





CIVIL ENGINEERING CONSULTANTS  
DON DURDEN, INC.  
MUNICIPAL • DEVELOPMENT  
SURVEYING • TRANSPORTATION

March 11, 2004

Mr. Dean Bayer, P.E., Project Manager  
City of San Antonio Public Works  
P.O. Box 839966  
San Antonio, Tx. 78283-3966

**Re: Mission Trails Package 3A, Explanation of Billings**

**Control: 0915-12-395**

**Project: STP 94 (330) TE**

**Highway: Various**

**County: Bexar**

Dear Mr. Bayer:

The attached invoice is for work performed on Mission Trails Package 3A as a result of the following:

- Preparation of plans regarding Blessed Sacrament Drainage

The work listed above was performed by CEC personnel during the month of January, 2004. The total of this invoice is \$1,443.75.

If you have any specific questions about any of the work performed, please do not hesitate to call me.

Sincerely,

A handwritten signature in cursive script that reads "Garland C. Galm, P.E.".

Garland C. Galm, P.E.  
Transportation Division Manager





CIVIL ENGINEERING CONSULTANTS  
DON DURDEN, INC.

MUNICIPAL • DEVELOPMENT  
SURVEYING • TRANSPORTATION

City of San Antonio  
114 W. Commerce, 5th Floor  
P.O. Box 839966  
San Antonio, TX 78283-9366

April 16, 2004  
Project No: E0154524  
Invoice No: 3040060

Project E0154524 MT3A Construction  
Professional Services from March 1, 2004 to April 4, 2004

**Professional Services**

	Hours	Rate	Amount
Engineering Technician	0.50	75.00	37.50
Computer Draftsperson	2.75	50.00	137.50
Clerical	1.50	40.00	60.00
Engineering Tech	0.75	40.00	30.00
Senior Project Manager	0.50	135.00	67.50
	6.00		332.50
<b>Total Labor</b>			<b>332.50</b>

**Total this Invoice \$332.50**

	Current	Prior	Total
Billings to Date	332.50	14,575.25	14,907.75

Authorized By: Garland Galm, P.E.  
Garland Galm

Date: 4/16/2004





CIVIL ENGINEERING CONSULTANTS  
DON DURDEN, INC.

MUNICIPAL • DEVELOPMENT  
SURVEYING • TRANSPORTATION

April 16, 2004

Mr. Dean Bayer, P.E., Project Manager  
City of San Antonio Public Works  
P.O. Box 839966  
San Antonio, Tx. 78283-3966

**Re: Mission Trails Package 3A, Explanation of Billings**

**Control: 0915-12-395**

**Project: STP 94 (330) TE**

**Highway: Various**

**County: Bexar**

Dear Mr. Bayer:

The attached invoice is for work performed on Mission Trails Package 3A as a result of the following:

- Correspondence with COSA and SARA regarding environmental issues and agreements
- Final details for sidewalk change order, submittal

The work listed above was performed by CEC personnel during the month of March, 2004. The total of this invoice is \$332.50.

If you have any specific questions about any of the work performed, please do not hesitate to call me.

Sincerely,

A handwritten signature in black ink that reads "G.C. Galm, P.E." in a cursive style.

Garland C. Galm, P.E.

Transportation Division Manager

A handwritten signature in black ink that reads "Approved Dean Bayer P.E." in a cursive style.

Approval: Finance Budget [ ] [ ] Legal Coordinator [ ] [ ]	<b>CITY OF SAN ANTONIO</b>  <b>Request For Ordinance/Resolution</b>	Date Considered: Consent [ ] Individual [ ] Item No.: Ord. No.: <b>17</b>
--	---	--

Date: <b>May 6, 2004</b>	Department: <b>Public Works</b>	Contact Person/Phone No.: <b>William Krause/207-7887</b>
-----------------------------	------------------------------------	---

Date Council Consideration Requested: <b>May 20, 2004</b>	Deadline for Action: <b>ASAP</b>	Dept. Head Signature: <i>William Krause</i> <b>5/7/04</b>
--	-------------------------------------	---

**SUMMARY OF ORDINANCE**

**Mission Trails Project, Packages 1, 2, 3 and 4**

This ordinance amends the professional services agreement to provide for construction administration services as part of the anticipated design implementation for this project, ratifies services provided and payments made in the amount of \$134,416.07 for proper accounting of project expenditures, ratifies services and authorizes funds in the amount of \$12,291.50 to Don Durden, Inc. dba Civil Engineering Consultants (CEC) for outstanding invoices, and authorizes additional engineering contingency in the amount of \$32,000, for an overall total amount of \$178,707.57, from Certificates of Obligation in connection with the Mission Trails Project, Packages 1, 2, 3 and 4 located in Council Districts 1, 3 and 5.

This ordinance shall become effective immediately upon eight (8) affirmative votes. Staff recommends approval of this ordinance.

Other Depts., Boards, Committees Involved (please specify): Office of Management and Budget, and Finance
--

Contract signed by other party: Yes [ ] No [ ]
--

<b>FISCAL DATA (If Applicable):</b>	<b>Budgetary Implications:</b>
-------------------------------------	--------------------------------

Fund No.:	Amount Expended: \$178,707.57	Funds/Staffing Budgeted: Yes [ ] No [ ]
Activity No.:	SID No.:	Positions Currently Authorized: Yes [ ] No [ ]
Index Code:	Project No.:	Impact on future O&M:
Object Code:		If positions added, specify class and no.:

**Comments:**

Consent Agenda

<b>Public Works Department Staff Review:</b>	
Fiscal Operations Manager: <i>[Signature]</i>	Division Head: <i>William Krause</i>
Assistant Director: <i>[Signature]</i> 5/6/04	Executive Assistant: <i>[Signature]</i>

CITY OF SAN ANTONIO

Fiscal Impact Attachment for Request For Ordinance/Resolution

Project Name: MISSION TRAILS PROJECT - PACKAGE 1, 2, 3, and 4

Budget Information:

This is a one-time capital improvement expenditure.

Funds in the amount of \$178,707.57 are available from 2002 Certificates of Obligation from Future MPO Match.

Funds are not included in the FY 04-09 Capital Improvement Program Budget.

This item is within budget.

This item represents a portion of the total estimated City project cost of \$7,027,648, which includes Packages 1 through 5.

The Total Project Cost for Mission Trails Project – Packages 1 through 5 is \$24,715,648.

The Federally Funded portion of this project is \$17,688,000.00.

1994 Drainage Bond Original Budget	2,453,000
1999 Street Bond Original Budget	400,000
2002 Street Certificates of Obligation	1,670,000
2002 Street Certificates of Obligation	880,000
Subsequent Budget Approvals	<u>1,624,648</u>
Total Approved Budget-to-date	7,027,648

Finance – Information will be sent to Finance to reclassify the invoices previously paid to CEC in the amount of \$134,416.07 from the Eagleland Project to the Mission Trails Projects – Packages 1 through 5. Also included will be the Outstanding Invoices Summary in the amount of \$12,291.50 pertaining to Packages 2 and 3 and the engineering contingency in the amount of \$32,000.00.

5/6/04

**SECTION 4**

**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:

**Don Durden, P.E., R.P.L.S., 85.834% Ownership, President**  
**Ken Thomas, P.E., R.P.L.S., 3.75% Ownership, Principal - Municipal Division Manager**  
**Chester Varner, R.P.L.S., 2.75% Ownership, Principal - Senior Project Surveyor**  
**Alan Lindskog, P.E., R.P.L.S., 2.50% Ownership, Principal- Development Division Manager**  
**Ken Koch, P.E., 1.9% Ownership, Principal-V.P./Director of Business Development**  
**Joe Nix, P.E., R.P.L.S., P.T.O.E., 1.25% Ownership, Principal - Senior Project Engineer**  
**Garland Galm, P.E., 1.22% Ownership, Principal-Transportation Division Manager**  
**Mike Haberer, R.P.L.S., 0.55% Ownership, Principal-Survey Division Manager**  
**Matt Van Wicklen, P.E., 0.25% Ownership, Principal - Vice President Employee Benefits**

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

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

N/A

(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

(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 member of City Council, or to any political action committee that contributes to City Council elections, by any individual or business entity whose identity must be by an disclosed under (1), (2) or (3) above. Indirect contributions entity include, but are not limited to, contributions made through the officers, owners, or registered lobbyists of the entity.

Whom Made To:	Amount:	Date of Contribution:
Toni Moorhouse	\$500	1/28/02
Bobby Perez	\$100	8/6/02
Bonnie Conner	\$100	8/6/02
Carroll Schubert	\$100	8/6/02
Toni Moorhouse	\$100	8/14/02
Ed Garza	\$300	8/14/02



Whom Made To:	Amount:	Date of Contribution:
David Carpenter	\$100	10/21/02
Enrique Barrera	\$100	10/21/02
Carroll Schubert	\$150	5/1/03
Julian Castro	\$100	5/1/03
Enrique Barrera	\$150	5/1/03
Toni Moorhouse	\$150	5/1/03
John Clamp	\$150	5/1/03
Ed Garza	\$150	5/1/03
Roger Flores	\$150	5/21/03
Joel Williams	\$150	5/21/03
Richard Perez	\$150	5/21/03
Patty Radle	\$150	5/21/03
Art Hall	\$150	5/21/03
Chip Haas	\$150	5/21/03
Richard Perez	\$150	9/26/03

**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 question<sup>1</sup> as to whether any city official would violate Section 1 of Part B by participating in official action relating to the discretionary contract.

<b>Signature:</b> 	<b>Title:</b> Principal <b>Company:</b> Civil Engineering Consultants	<b>Date:</b> 1/9/04

<sup>1</sup> For purpose of this rule, facts are "reasonably understood to "raise a question" about the appropriateness of official action if a disinterested person would conclude that facts, if true, require recusal or require careful consideration of whether or not recusal is required.