

## **RESOLUTION**

**WHEREAS**, the City, by and through the Engineering and Construction Management Department, enters into many contracts and similar documents that are routine in nature, for projects that have already been approved by City Council; and

**WHEREAS**, in the interest of efficiency of administrative governmental operations, City Council previously delegated authority to R. Alan Shubert, as City Engineer, to enter into and sign certain contracts on behalf of the City; and

**WHEREAS**, R. Alan Shubert is no longer the City Engineer for the City of El Paso; and

**WHEREAS**, City Council desires to consolidate the various delegations of authority to the City Engineer into one document and update the delegation of authority to the currently appointed City Engineer; and

**THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:**

That the City Council hereby grants authority to the City Engineer to negotiate and enter into the following contracts and documents, in accordance with the guidelines established herein.

That the City Council hereby grants authority to the City Engineer to act as the representative for the City of El Paso in matters relating to the acceptance or the acquisition of property interests, in an amount not to exceed \$50,000, and the right to use property, including but not limited to licenses, leases, easements and deeds, associated with approved capital projects for the city; and to sign any and all documents necessary to complete the property transactions. This delegation of authority replaces the delegation of authority granted by Resolutions dated October 12, 2010 and April 10, 2012, attached hereto as Exhibit "A".

That the City Council hereby grants authority to the City Engineer, or designee, to sign on behalf of the City of El Paso, any and all title closing documents necessary to consummate the acquisition of real property to be used for City projects approved by City Council, in an amount not to exceed \$50,000. This delegation of authority replaces the delegation of authority granted by Memorandum dated November 1, 2010, attached hereto as Exhibit "B".

That the City Council hereby grants authority to the City Engineer to enter into construction easements and right of entry agreements from private land owners in order to gain access to inspect, repair, maintain or construct City construction projects, provided that the consideration for such agreements is paid from the construction project funding. This delegation of authority replaces the delegation of authority granted by Resolution and Memorandum dated December 8, 2009 attached hereto as Exhibit "C".

That the City Council hereby grants authority to the City Engineer to sign all El Paso Electric Company Service Agreements, including interconnection and parallel operation agreements for City facilities from time to time as serviced is requested by the City. This delegation of authority replaces the delegation of authority granted by Memorandum dated May 18, 2010, and February 6, 2014, attached hereto as Exhibit "D".

That the City Council hereby grants authority to the City Engineer to sign Purchase Orders for the acquisition of any City goods and services for projects in the City's Capital Improvement Program in an amount that does not exceed \$50,000 per annum or an aggregate of \$100,000 on a multi-year contract, in accordance with city Council approved purchasing policies as applicable, and that is approved as to form by the City Attorney prior to execution, provided, however, that if a standard agreement or form is used for any purpose, the City Attorney need only review and approve the standard agreement or form. This delegation of authority replaces the delegation of authority granted by Memorandum dated October 18, 2010, attached hereto as Exhibit "E".

That the City Council hereby grants authority to the City Engineer to sign all Utility Installation Request Agreements or such substantially similar agreements that may be required by TxDOT as a condition precedent for installation of City equipment within TxDOT right-of-way. This delegation of authority replaces the delegation of authority granted by Memorandum dated May 18, 2010, attached hereto as Exhibit "F".

That the City Council hereby grants authority to the City Engineer to sign TxDOT Multiple Use Agreements for sharing Fiber Optic Cable and /or Related Infrastructure or such substantial similar agreements that may be required by TxDOT from time to time as a condition of installing fiber optic equipment as part of the TxDOT fiber optic system, with further authorization from the City Council, upon review by the City Attorney. This delegation of authority replaces the delegation

of authority granted by Resolution and Memorandum dated October 5, 2010 and Memorandum dated April 24, 2013, attached hereto as Exhibit "G".

That the City Council hereby grants authority to the City Engineer to act as the representative for the City of El Paso in matters relating to the release of bonds and to sign any and all documents necessary to complete the release of the bond when all work for which the bond was obtained has been satisfactorily completed, the warranty period for all the work has expired and the bond has expired and upon review by the City Attorney's Office. This delegation of authority replaces the delegation of authority granted by Resolution dated June 12, 2012, attached hereto as Exhibit "H".

**ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2014.**

**THE CITY OF EL PASO**

\_\_\_\_\_  
**Oscar Leeser**  
**Mayor**

**ATTEST:**

\_\_\_\_\_  
**Richarda Duffy Momsen**  
**City Clerk**

**APPROVED AS TO FORM:**

**APPROVED AS TO CONTENT:**

\_\_\_\_\_  
**Cynthia Osborn**  
**Assistant City Attorney**

\_\_\_\_\_  
**Irene D. Ramirez, P.E.**  
**Interim City Engineer**

RESOLUTION

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That City Engineer for the City of El Paso, R. Alan Shubert, is authorized to act as the representative for the City of El Paso in matters relating to property acquisition associated with approved capital projects for the city; and he or his designee is authorized to sign any and all documents necessary to complete property acquisition transactions.

ADOPTED THIS 12<sup>th</sup> DAY OF October, 2010.

THE CITY OF EL PASO



John F. Cook  
John F. Cook  
Mayor

Richarda Duffy Momm  
Richarda Duffy Momm  
City Clerk

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

Mark Shoosmith  
Mark Shoosmith  
Assistant City Attorney

Joyce A. Wilson  
Joyce A. Wilson, City Manager

CITY CLERK DEPT.  
10 OCT - 7 PM 5:29


RESOLUTION

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:


That City Engineer for the City of El Paso, R. Alan Shubert, is authorized to act as the representative for the City of El Paso in matters relating to the acceptance or the acquisition of property interests and the right to use property, including but not limited to licenses, leases, easements and deeds, associated with approved capital projects for the city; and he or his designee is authorized to sign any and all documents necessary to complete the property transactions.

ADOPTED THIS 10<sup>th</sup> DAY OF April, 2012.


THE CITY OF EL PASO

  
John F. Cook  
Mayor

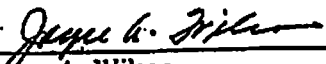
ATTEST:

  
Richarda Duffy Momsen  
City Clerk

APPROVED AS TO FORM:

  
Cynthia Osborn  
Assistant City Attorney

APPROVED AS TO CONTENT:

  
Joyce A. Wilson,  
City Manager

CITY CLERK DEPT.  
2012 MAR 26 PM 5:32

Dedicated to Outstanding Customer Service for a Better Community



ENGINEERING AND CONSTRUCTION MANAGEMENT DEPARTMENT



MEMORANDUM

DATE: November 1, 2010

TO: David Almonte, Deputy City Manager  
 Charlie McNabb, City Attorney  
 Richarda D. Momsen, City Clerk  
 Richard Bristol, CIP Manager

FROM: R. Alan Shubert, P.E., City Engineer *RAS*

RE: Delegation of Authority

The intent of this memo is to formally delegate the authority to sign, on behalf of the City of El Paso, any and all title closing documents necessary to consummate the acquisition of real property to be used for City projects and approved by Mayor and Council, to Robert L. Ramirez, Consumer Affairs Officer.

- Mayor  
John F. Cook
- City Council
- District 1  
Ann Morgan Lilly
- District 2  
Susie Byrd
- District 3  
Emma Acosta
- District 4  
Carl L. Robinson
- District 5  
Rachel Quintana
- District 6  
Eddie Holguin Jr.
- District 7  
Steve Ortega
- District 8  
Beno O'Rourke
- City Manager  
Joyce A. Wilson



RESOLUTION

WHEREAS, City construction projects may require that the City obtain a construction easement or a right of entry from private land owners in order to gain access to inspect, repair, maintain or construct City structures and infrastructure; and

WHEREAS, Approval of construction easements and right of entry agreements by the City Manager will expedite the completion of City Council approved construction contracts.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF EL PASO:

THAT the City Manager or her designee is authorized to enter into construction easements and right of entry agreements for city construction projects provided that the consideration for such agreements is paid from the construction project funding.

ADOPTED THIS 2<sup>nd</sup> DAY OF December, 2009.



City of El Paso

*John F. Cook*  
John F. Cook, Mayor

*Richards Momsen*  
Richards Momsen  
City Clerk

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

*Mark Shoemith*  
Mark Shoemith  
Assistant City Attorney

*R. Alan Shubert*  
R. Alan Shubert, P.E., City Engineer

CITY CLERK DEPT.  
09 NOV 30 PM 12:23

Exhibit "C"

*Dedicated to Outstanding Customer Service for a Better Community*



Date: December 8, 2009

To: R. Alan Shubert, P.E., City Engineer  
Patricia D. Aduato, Deputy City Manager  
Richarda D. Momsen, City Clerk  
Ted Marquez, P.E., Assistant City Engineer  
Irene Ramirez, P.E., Assistant City Engineer  
Mark Shoesmith, Assistant City Attorney

From: Joyce A. Wilson, City Manager *Joyce Wilson*

Subject: Delegation of Authority- Construction easements and right of entries

I hereby delegate to the City Engineer, Assistant City Engineers and Engineering Division Managers of the Engineering Department the authority to enter and sign construction easements and right of entry agreements for city construction projects provided that the consideration for such agreements is paid from construction project funding.

*Dedicated to Outstanding Customer Service for a Better Community*

**S E R V I C E S O L U T I O N S S U C C E S S**



ENGINEERING DEPARTMENT

MEMORANDUM

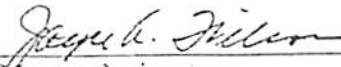
Date: May 18, 2010

To: Patricia D. Adauto, Deputy City Manager  
 Richarda D. Momsen, City Clerk  
 Mark Shoesmith, Assistant City Attorney  
 R. Alan Shubert, P.E., City Engineer

From: Joyce Wilson, City Manager

Subject: Delegation of Authority

The purpose of this letter is to delegate to the City Engineer, R. Alan Shubert, P.E., the authority to sign all El Paso Electric Company service agreements, including interconnection and parallel operation agreements for City facilities from time to time as service is requested by the City.

  
 \_\_\_\_\_  
 City Manager's signature

Mayor  
John F. Cook

City Council

District 1  
Ann Moorehill

District 2  
Susan Byrd

District 3  
Emma Medina

District 4  
Carl L. Robinson

District 5  
Rachal Quintana

District 6  
Eddie Holguin Jr.

District 7  
Steve Ortega

District 8  
Beto O'Rourke

City Manager  
Joyce A. Wilson

*Dedicated to Outstanding Customer Service for a Better Community*

SERVICE SOLUTIONS SUCCESS



## MEMORANDUM

DATE: February 6, 2014

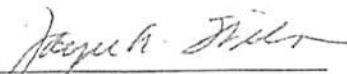
TO: Jane K. Shang, Deputy City Manager  
Irene D. Ramirez, P.E., Interim City Engineer  
Cynthia Osborn, Assistant City Attorney

FROM: Joyce Wilson, City Manager

SUBJECT: Delegation of Authority

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The purpose of this memorandum is to delegate to the City Engineer, Assistant City Engineers and Engineering Division Managers of the Engineering and Construction Management Department the authority to sign all El Paso Electric Company Service Agreements, including Interconnection and Parallel Operation Agreements for City facilities from time to time as service is requested by the City.

  
Joyce A. Wilson, City Manager

Mayor  
Oscar Leeser

**City Council**

*District 1*  
Ann Morgan Lilly

*District 2*  
Larry Romero

*District 3*  
Emma Acosta

*District 4*  
Carl L. Robinson

*District 5*  
Dr. Michiel R. Noe

*District 6*  
Eddie Holguin Jr.

*District 7*  
Lily Limon

*District 8*  
Courtney C. Niland

City Manager  
Joyce A. Wilson

Dedicated to Outstanding Customer Service for a Better Community

SERVICE SOLUTIONS SUCCESS



October 18, 2010

DELEGATION OF AUTHORITY

For the Purchase of Goods and Services Under \$50,000 per annum and \$100,000 for multi-year contracts for Capital Improvement Projects

The City Council has authorized the City Manager in Ordinance No. 16015, Paragraph 3f, as amended by Ordinance No. 16736, to sign agreements, purchase orders or similar documents as determined to be necessary in connection with the awarding of contracts for the acquisition of goods and services up to \$50,000. The City Manager may delegate the authority granted by the City Council in the ordinance(s).

The City Manager hereby authorizes the City Engineer to sign Purchase Orders for the acquisition of any City goods and services for projects in the City's Capital Improvement Program in an amount that does not exceed \$50,000 per annum or an aggregate of \$100,000 on a multi-year contract, in accordance with City Council approved purchasing policies as applicable, and that is approved as to form by the City Attorney prior to execution, provided, however, that if a standard agreement or form is used for any purpose, the City Attorney need only review and approve the standard agreement or form.

Joyce A. Wilson  
City Manager

Approved as to Form:

*Mark Shoensmith*  
Mark Shoensmith  
Assistant City Attorney

# 59844



OFFICE OF THE CITY ATTORNEY

2 Civic Center Plaza, 9th Floor - El Paso, Texas 79901 / 915 541-4550 / Facsimile 915 541-4710 www.elpasotexas.gov

Mayor  
John F. Cook

City Council

District 1  
Ann Morgan Lilly

District 2  
Susannah M. Byrd

District 3  
Emma Acosta

District 4  
Carl L. Robinson

District 5  
Rachel Quintana

District 6  
Eddie Holguin Jr.

District 7  
Steve Ortega

District 8  
Beto O'Rourke

City Manager  
Joyce A. Wilson

*Dedicated to Outstanding Customer Service for a Better Community*



ENGINEERING DEPARTMENT

MEMORANDUM

Date: May 18, 2010

To: Patricia D. Aauto, Deputy City Manager  
 Richarda D. Momsen, City Clerk  
 Mark Shoosmith, Assistant City Attorney  
 R. Alan Shubert, P.E., City Engineer  
 Ted Marquez, P.E., Assistant City Engineer

From: Joyce Wilson, City Manager

Subject: Delegation of Authority

The purpose of this letter is to delegate to the City Engineer, R. Alan Shubert, P.E., and Assistant City Engineer - Transportation Engineering Division, Ted Marquez, P.E., the authority to sign all Utility Installation Request agreements or such substantially similar agreements that may be required by TxDot from time to time as a condition of installing equipment within TxDot right-of-way.

*Joyce A. Wilson*  
 \_\_\_\_\_  
 City Manager's signature

- Mayor  
John F. Cook
- City Council
- District 1  
Ann Morgan Lilly
- District 2  
Susie Byrd
- District 3  
Emma Acosta
- District 4  
Carl L. Robinson
- District 5  
Rachel Quiñana
- District 6  
Eddie Holguin Jr.
- District 7  
Steve Ortega
- District 8  
Beto O'Rourke
- City Manager  
Joyce A. Wilson

*Dedicated to Outstanding Customer Service for a Better Community*

ENGINEERING AND CONSTRUCTION MANAGEMENT  
DEPARTMENT



MEMORANDUM

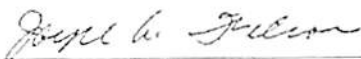
Date: October 5, 2010

To: David Almonte, Deputy City Manager  
R. Alan Shubert, P.E. - City Engineer  
Richarda D. Momsen, City Clerk  
Mark Shoesmith, Assistant City Attorney

From: Joyce Wilson, City Manager

Subject: Delegation of Authority

The purpose of this letter is to delegate to the City Engineer, R. Alan Shubert, P.E., the authority to sign the TxDot Multiple Use Agreement for Sharing Fiber Optic Cable and/or Related Infrastructure or such substantially similar agreements that may be required by TxDOT from time to time as a condition of installing fiber optic equipment as part of the TxDot fiber optic system without further authorization from the City Council upon review by the City Attorney.

  
\_\_\_\_\_  
City Manager's signature

Mayor  
John A. Broussard

City Council

District 1  
Ann Morgan Lilly

District 2  
Susie Brant

District 3  
Emmy Cosca

District 4  
Carl L. Robinson

District 5  
Rachel Quiroz

District 6  
Eddie Rodriguez

District 7  
Sara Ornela

District 8  
Ben Dybounke

City Manager  
Joyce A. Wilson



*Dedicated to Outstanding Customer Service for a Better Community*

**SERVICE SOLUTIONS SUCCESS**



**MEMORANDUM**

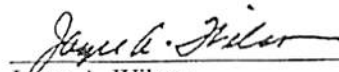
Date: April 24, 2013

To: Jane Shang, Deputy City Manager  
Irene D. Ramirez, Interim City Engineer  
Richarda D. Momsen, City Clerk  
Cynthia Osborn, Assistant City Attorney

From: Joyce Wilson, City Manager

Subject: Delegation of Authority

The purpose of this memorandum is to delegate to the City Engineer the authority to sign TxDOT Multiple Use Agreements for Sharing Fiber Optic Cable and/or Related Infrastructure or such substantially similar agreements that may be required by TxDOT from time to time as a condition of installing fiber optic equipment as part of the TxDOT fiber optic system, without further authorization from the City Council, upon review by the City Attorney.

  
\_\_\_\_\_  
Joyce A. Wilson,  
City Manager

Mayor  
John F. Cook

City Council

District 1  
Ann Morgan Lilly

District 2  
Susannah M. Byrd

District 3  
Emma Acosta

District 4  
Carl L. Robinson

District 5  
Dr. Michiel R. Noe

District 6  
Eddie Holguin Jr.

District 7  
Steve Ortega

District 8  
Cortney Carlisle Milano

City Manager  
Joyce A. Wilson



**OFFICE OF THE CITY ATTORNEY**

**RESOLUTION**

WHEREAS, the City from time to time installs fiber optic equipment that connects to or uses existing Texas Department of Transportation (TxDOT) fiber optic cable and or related infrastructure for the purpose of transmitting transportation-related data; and

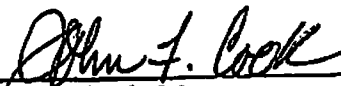
WHEREAS, TxDOT requires that an agreement be entered into for such fiber optic installations prior to the installation of such equipment within the TxDOT fiber optic system in El Paso.

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:**

That the City Manager is authorized to enter in to the TxDOT Multiple Use Agreement for Sharing Fiber Optic Cable and/or Related Infrastructure, as sample of which is attached hereto as Exhibit "A" or such substantially similar agreement that may be required by TxDOT from time to time as a condition of installing fiber optic equipment as part of the TxDOT fiber optic system without further authorization from the City Council upon review of the City Attorney.

ADOPTED THIS 5<sup>th</sup> DAY OF October 2010.

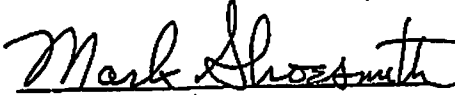
CITY OF EL PASO:

  
\_\_\_\_\_  
John F. Cook, Mayor

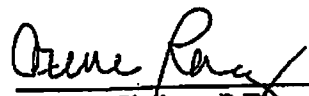
ATTEST:

  
\_\_\_\_\_  
Richarda Duffy Morsen, City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Mark Shoosmith  
Assistant City Attorney

APPROVED AS TO CONTENT

  
\_\_\_\_\_  
for R. Alan Shubert, P.E.  
City Engineer

CITY CLERK DEPT.  
10 SEP 27 PM 2:52

RESOLUTION

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

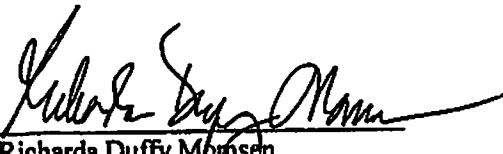
That the City Engineer for the City of El Paso is authorized to act as the representative for the City of El Paso in matters relating to the release of bonds when all work for which the bond was obtained has been satisfactorily completed, the warranty period for all the work has expired and the bond has expired, and that he or his designee is authorized to sign any and all documents necessary to complete the release of the bond, upon review by the City Attorney.

ADOPTED THIS 12<sup>th</sup> DAY OF June, 2012.


THE CITY OF EL PASO

  
\_\_\_\_\_  
John F. Cook  
Mayor


ATTEST:

  
\_\_\_\_\_  
Richarda Duffy Munsen  
City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Cynthia Osborn  
Assistant City Attorney

APPROVED AS TO CONTENT:

  
\_\_\_\_\_  
Joyce A. Wilson  
City Manager