

DATE: 2-8-11

TO: City Clerk

FROM: Rep. Rachel Quintana

ADDRESS 2 Civic Center Plaza

TELEPHONE 915-541-4701

Please place the following item on the (Check one): CONSENT XXX REGULAR _____

Agenda for the Council Meeting of February 15, 2011

Item should read as follows: Appointment of Jesse Sanchez to the Building and Standards Commission, as a regular member, by Representative Rachel Quintana, District 5.

SPECIAL INSTRUCTIONS: Category: Master Engineer and Construction Planner

BOARD COMMITTEE/COMMISSION APPOINTMENT/REAPPOINTMENT FORM

NAME OF BOARD/COMMITTEE/COMMISSION: Building and Standards Commission

NOMINATED BY: Representative Rachel Quintana DISTRICT: 5

NAME OF APPOINTEE Jesse Sanchez
(Please verify correct spelling of name)

BUSINESS ADDRESS: 6531 Boeing Drive

CITY: El Paso ST: TX ZIP: 79925 PHONE: 915-490-3818

HOME ADDRESS: _____

CITY: _____ ST: _____ ZIP: _____ PHONE: _____

WHO WAS THE LAST PERSON TO HAVE HELD THIS POSITION BEFORE IT BECAME VACANT?

NAME OF INCUMBENT: Roman Hernandez

EXPIRATION DATE OF INCUMBENT: 02/15/2009

REASON PERSON IS NO LONGER IN OFFICE (CHECK ONE): TERM EXPIRED: XX
RESIGNED _____
REMOVED _____

DATE OF APPOINTMENT:

02/15/2011

TERM BEGINS ON :

02/16/2011

EXPIRATION DATE OF NEW APPOINTEE:

02/15/2013

PLEASE CHECK ONE OF THE FOLLOWING:

1st TERM: xx

2nd TERM: _____

UNEXPIRED TERM: _____

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JESSE A. SANCHEZ, P.E.

El Paso, TX 79925
(915) 490-3818

December 17, 2010

Honorable Rachel Quintana
City Representative, District 5
City of El Paso
2 Civic Center Drive
El Paso, TX 79901

Ref: Letter of Interest

Dear Representative Quintana:

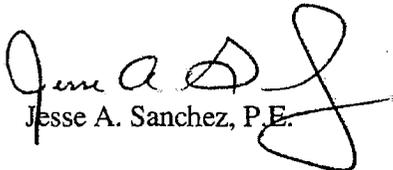
Please accept this as a letter of interest for membership on the City Of El Paso's Buildings and Standards Commission. The Commission serves an important role in the City's review process and I believe that I can apply my skillset to assist the process. I would like to submit my credentials for your consideration for nomination to represent District 5.

I am a graduate from the departments of civil engineering and business administration at the University of Texas at El Paso. As my career has progressed, I have gained valuable knowledge and experience in the fields of civil engineering, construction, project management and code compliance. My background and experience in the engineering profession has enhanced my ability to perform in a position that requires strength, discipline and good decision making skills.

I believe that I am particularly well qualified for a position as a commissioner and would like to have the opportunity to meet with you to explore how I may be of value to the Building and Standards Commission. I am confident with my abilities and feel that I can make an immediate and valuable contribution.

I can arrange my schedule for an interview at your convenience. I can be contacted at (915) 490-3818 or at sanchezjes@hotmail.com. Thank you for your consideration.

Sincerely yours,


Jesse A. Sanchez, P.E.

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JESSE A. SANCHEZ, P.E.

EDUCATION

2004: Masters in Business Administration, The University of Texas at El Paso, El Paso, TX.
2000: Bachelor of Science, Civil Engineering, The University of Texas at El Paso, El Paso, TX.
1994: Associate of Arts, General Studies, El Paso Community College, El Paso, TX.

PROFESSIONAL CERTIFICATIONS

Texas Licensed Professional Engineer, No. 97259
New Mexico Licensed Professional Engineer, No. 17811
Texas certified Surveyor-In-Training (Candidate for Licensure)

TECHNICAL SPECIALTIES

I am currently a construction project manager reporting directly to the Director of Planning, Engineering and Construction at the El Paso Independent School District. I am responsible for management of day-to-day construction activities to include planning, scheduling, budgeting, and the design of general Civil Engineering and Land Surveying projects to include water distribution systems, pavement projects, storm drainage, land boundary determination, and construction management. I use software such as Word, Excel, Land Desktop Development, HydraFlow and StormCAD to draft project plans and plats. I prepare contract documents for my projects and perform major site inspections to ensure construction conformity to plans and specifications. Highlights of my experience include:

- Master Planning and Management
- Reclaimed Water Improvements
- Sanitary Sewer System design
- Water System Improvements design
- Storm Drain Design
- Site Survey, boundary determination, platting and legal descriptions for record
- Construction Management

KEY REPRESENTATIVE EXPERIENCES

Land Management

2007: Summerlin Subdivision, City of El Paso, TX.

Served as Project Manager. Project consisted of the construction management of a 66.7-acre 277 unit residential subdivision with a proposed public park. Management duties consisted of construction inspection and monitoring, communication with utility companies, invoicing, planning, providing guidance and supervision to contractors, scheduling and coordination of linear and non-linear activities, cost estimating, representation of clients during, Development Coordination Committee (DCC) and City Planning Commission (CPC) hearings, maintaining

record documents, and writing periodic status reports to stakeholders. All work performed to City of El Paso Subdivision Standards. Construction budget: \$4,500,000.00

2007: Coronado Springs Subdivision, City of El Paso, TX

Served as Design Engineer & Project Manager. Project consisted of the design of a 5.664-acre 22 unit residential subdivision to include drainage plan, illumination plan, storm water pollution prevention plan, road grade design and the drafting of all plan and profile sheets. Performed hydraulic analysis of storm drain system to design pipe culverts and size drainage inlets. Coordinated design with neighborhood Home Ownership Associations and City of El Paso's Development Department. All work done to City of El Paso development standards. Construction budget: \$2,100,000.00

2005: Tierra Del Este Unit 35, City of El Paso, TX.

Served as Design Engineer. Project consisted of the design of a 15.36-acre 155 unit residential subdivision to include drainage plan, illumination plan, storm water pollution prevention plan, road grade design and the drafting of all plan and profile sheets. Performed hydraulic analysis of storm drain system to design pipe culvert and detention pond. All work done to City of El Paso development standards.

2005: Tierra Del Este Unit 40, City of El Paso, TX.

Served as Design Engineer. Project consisted of the design of a 25.68-acre 79 unit residential subdivision to include drainage plan, illumination plan, storm water pollution prevention plan, road grade design and the drafting of all plan and profile sheets. Performed hydraulic analysis of storm drain system to design 3 pipe culverts draining into adjacent detention pond. All work done to City of El Paso Standards.

2003-2004: Northeast El Paso Master Plan, El Paso Water Utilities.

Served as Project Manager. Project consisted of Master Planning of approximately 15,000 acres of Public Service Board owned land in Northeast El Paso. Determined project scope, employed Smart Growth practices and principles for the planning of sustainable communities, reviewed consultant proposals, provided communication between all stakeholders involved, presented project to private and public civic groups, prepared schedules and budgets, reviewed and approved or rejected submittals, represented the El Paso Water Utilities at private and public hearings and meetings, provided guidance among engineers, architects, and planners. Construction Budget: \$790,000.00

Reclaimed Water Improvements:

2004: Northeast Regional Park, City of El Paso, TX.

Served as Project Manager. Project consisted of the construction of approximately 4,300 L.F. of 16-inch PVC DR-18 Reclaimed Water main, 2,200 L.F. of 12-inch PVC DRi-18 Reclaimed Water main, 8-inch SDR 35 PVC Sewer Main, and 880 L.F. of 8-inch PVC water main, with all appurtenances. Performed site inspection, grade design, pressure analysis, coordination with City of El Paso Parks & Recreation Department, and prepared all specifications. Construction Budget: \$400,000.00.

Sanitary Sewer System Design.

2001: Design of Sanitary Sewer Collection System, City of Hearne, TX, TDHCA Grant Project.

Served as Design Engineer. Project consisted of the construction of approximately 6,900 linear feet of 12" and 6" wastewater main, to include all necessary appurtenances. Under general supervision, duties included the analysis of survey data, basemap construction, hydraulic analysis and design, computer drafting of all plan and profile drawings, grade design, positioning of manholes, and design implementation of sanitary sewer main and branch sewers. Coordinated with utility companies to insure construction did not conflict with existing utilities. Prepared cut sheets and take-off for cost estimates. Maintained records and recorded construction progress.

2001: Design of Sanitary Sewer Collection System, Village of Chilton, TX, TDHCA Grant Project.

Served as Design Engineer. Project consisted of the design of approximately 6000 L.F. of Sanitary Sewer main, sludge beds, and lift station, to include all appurtenances within city limits. Served as project manager. Under general supervision, duties included basemap creation using survey data, computer drafting of all plan and profile sheets, preparation of metes and bounds, preparation of legal descriptions for acquisition of land for necessary utility easements, preparation of TXDOT permit requirements, design of lift station, computational sizing of pumps and mains, sewer main grade design, and maintained records of project progress.

Water System Improvements Projects

2002: Water System Improvements, City of Camp Wood, TX.

Served as Project Manager. Project consisted of the design of approximately 6932 L.F. of 6" SDR 21 PVC Water Main, the installation of 25 service connections and three (3) fire hydrants, including all appurtenances within city limits. Served as Project Manager. Represented the City at public hearings and meetings. Duties included basemap creation using survey data, computer drafting of all plan and profile sheets, preparation of TXDOT permit requirements, preparation of specifications, review and check of all bid estimates, and the periodic inspection of field construction. Maintained records of project progress and prepared reports for city and grant administrator. Construction Budget: \$110,000.00

2000: Water & Sanitary Sewer Improvement Project, City of Seguin, TX.

Served as Design Engineer. Project consisted of the construction of water and sanitary sewer improvements including approximately 25 L.F. of 12" PVC Sanitary Sewer Pipe, 1,130 L.F. of 10" PVC Sanitary Sewer, 600 L.F. of 8" PVC Sanitary Sewer, 2,300 L.F. of 4" PVC force main, 2,600 L.F. of 8" C-900 PVC Water Main, two (2) Sanitary Sewer Lift Stations, and other necessary appurtenances. Duties included basemap construction using survey data and the computer drafting of all plan and profile drawings for proposed improvements.

Storm Drain Design

2002: Storm Drain Design, City of Hearne, TX.

Served as Design Engineer. Project consisted of the design of approximately 1637 L.F. of open trapezoidal channel and 4 pipe culverts to drain storm water into detention ponds within city limits. Under general supervision, duties included basemap construction, computer drafting of all plan and profile sheets and the design of four alternate drainage plans for the city's review.

2001: St. Paul Street Drainage Project, City of Gonzales, TX.

Served as Design Engineer. Storm drain and street paving project consisting of the installation of storm sewer and the reconstruction of Clear Fork and Trinity Streets. Under general supervision, duties included drainage design calculations, basemap creation using survey data, computer drafting of all plan and profile sheets, and the sizing and location of culverts and inlets to prevent flooding within city limits.

2001: Storm Drain Design, City of Lockhart, TX.

Served as Design Engineer. Project consisted of the construction of approximately 275 L.F. of concrete box culvert with concrete channel paving and all necessary appurtenances. Box culvert was designed to alleviate flood damage and replace an existing 270 L.F. open culvert. Under general supervision, duties included computational drainage design using TXDOT hydrology data, basemap construction using survey data, and computer drafting of all plan and profile sheets.

Land Survey

2005: El Paso County Lower Valley Water District No. 1, Boundary Survey

Served as Rodman. Project consisted of the boundary survey of approximately 6 acres of property to include deed research, supervision of field survey, preparation of closure reports, and the preparation of plat and legal description for public reference.

2002: Lakeline Boundary Survey, Austin, TX.

Project consisted of preparing an ALTA standard 33.33 acre survey to determine the boundary lines, existing improvements, and the area of the tract bounded by the lines. Duties include serving as instrument man to survey area, preparation of closure reports, preparation of metes and bounds legal descriptions, and computer drafting of plat sheets.

2001: Route Survey of Sanitary Sewer location, Lockhart, TX.

Served as instrument man and rodman to assist in the preliminary survey containing all the detail and precision the designer needed to locate pertinent topographic features in order to correlate his design and the resulting construction plans with actual field conditions.

Street Improvements:

2005: Friedman Estates Unit I, Street Paving Project, TDCP Project, City of Socorro, TX.

Served as Project Manager. Project consisted of the 2-inch Hot Mix Asphaltic Concrete Overlay of approximately 5,400 S.Y. of subdivision streets. Duties included pavement evaluation, report writing, presentations at Public and Private hearings, and the preparation of plans, specifications, and contract documents. Construction Budget: \$340,000.

2005: 2006 Street Improvements, TDCP Project, City of Presidio, TX.

Served as Design Engineer. Project consisted of the two-course penetration pavement of approximately 2,500 S.Y. of city streets. Duties included street design, drainage design, and the preparation of plans, specifications and contract documents.

2000: Street Improvements, City of Lockhart, TDHCA Grant Project

Served as Design Engineer. Project consisted of the milling, seal coat, and hot-mix asphaltic concrete overlay of approximately 10,000 L.F. of city streets. Under general supervision, duties included basemap construction using survey data, computer drafting of all plans, road grade design, and design and locating of reconstructed drainage inlets within limits of construction.

2008: Construction

Served as project manager. Project consisted of the construction of fourteen (14) multipurpose classroom buildings for the El Paso Independent School District at a total construction budget of approximately \$10,000,000.00.

SPECIALIZED TRAINING

1992: U.S. Army Non-Commissioned Officers Academy – Redstone Arsenal, Alabama.

1990: Primary Leadership Development Course, Non-Commissioned Officers Academy, Augsburg, Germany.

CIVIC RESPONSIBILITIES

2003-2004 Quartermaster: Veterans of Foreign Wars Post 4443

2007 to Present: President: El Paso Public Library Association

2008: Board Member: Islamic Center of El Paso: Construction committee