

THE STATE OF TEXAS §

COUNTY OF CAMERON §

BE IT REMEMBERED on the 9th day of October 2014, there was conducted a Regular Meeting of the Cameron County Regional Mobility Authority, at the Joe G. Rivera and Aurora de la Garza County Annex thereof, in San Benito, Texas, for the purpose of transacting any and all business that may lawfully be brought before the same.

THE BOARD MET AT:

12:00 Noon

PRESENT:

DAVID E. ALLEX
CHAIRPERSON

MICHAEL SCAIEF
DIRECTOR

DAVID N. GARZA
DIRECTOR

RUBEN GALLEGOS, JR.
DIRECTOR

MARK ESPARZA
DIRECTOR

DIRECTOR

HORACIO BARRERA
DIRECTOR

Secretary

NAT LOPEZ
ABSENT

ABSENT

ABSENT

=====

The Meeting was called to order by Chairman David E. Allex, at 12:00 Noon. At this time, the Board considered the following matters as per RMA Agenda posted and filed for Record in the Office of the County Clerk on this 6th day of October 2014 at 10:03 A.M.



AGENDA

**Regular Meeting of the Board of Directors
of the
Cameron County Regional Mobility Authority**

**Joe G. Rivera and Aurora de la Garza County Annex
1390 West I69E
San Benito, Texas 78586**

Thursday, October 9, 2014

12:00 Noon

Accepted for Filing in:
Cameron County

On: Oct 06, 2014 at 10:03A

By:
Maggie Pena

PUBLIC COMMENTS:

1. Public Comments

PRESENTATIONS, RESOLUTIONS AND/OR PROCLAMATION ITEMS:

2. Presentations/Resolutions/Proclamations

- A. Presentation and Acknowledgement of the GEC Report for September 2014
- B. Presentation of the Status of the SH 550 Direct Connector Project for September 2014
- C. Presentation of the Marketing Efforts

CONSENT ITEMS:

3. All Item(s) under the Consent RMA Agenda are heard collectively unless opposition is presented, in which case the contested Item will be considered, discussed, and appropriate action taken separately
 - A. Consideration and Approval of the Minutes for:

September 11, 2014 – Regular Meeting

- B. Consideration and Approval of Agreement between the Cameron County Regional Mobility Authority and Cameron County**
- C. Consideration and Approval of Agreement between the Cameron County Regional Mobility Authority and Blanca Betancourt**

ITEMS FOR DISCUSSION AND ACTION:

4. Action Items

- A. Approval of Claims**
- B. Consideration and Approval of Financial Statements for September 2014**
- C. Discussion and Possible Action regarding the Selection of a General Engineering Consultant for the Cameron County Regional Mobility Authority**
- D. Consideration and Approval of an Interlocal Agreement between Cameron County and the Cameron County Regional Mobility Authority (CCRMA) for the operation of an Interoperability System between the Cameron County International Bridge System and the Cameron County Regional Mobility Authority's SH 550 Toll Road**
- E. Discussion and Possible action Regarding the FY 2015 Project Goals**
- F. Consideration and Approval of a Professional Services Agreement with S&B Infrastructure for the preparation of an Inspection Report for SH 550**
- G. Consideration and Approval of Supplemental Work Authorization No. 1 to Work Authorization No. 1 with S&B Infrastructure for the SH 550 Direct Connector Project**
- H. Consideration and Approval of Supplemental Agreement No. 2 to Agreement for Professional Services with S&B Infrastructure**
- I. Consideration and Approval of Amendment to Employment Contract with Pete Sepulveda, Jr., Cameron County Regional Mobility Authority Executive Director**

EXECUTIVE SESSION:

5. Executive Session

- A. Deliberation and Discussion concerning the evaluation and duties of the Cameron County Regional Mobility Authority Executive Director, Pete Sepulveda, Jr., pursuant to V.T.C.A. Government Code, Section 551.074**

6. Action Relative to Executive Session

A. Possible Action

ADJOURNMENT:

Signed this 6th day of October 2014

PJ8 / Jton

David E. Alex
Chairman

NOTE:

Participation by Telephone Conference Call – One or more members of the CCRMA Board of Directors may participate in this meeting through a telephone conference call, as authorized by Sec. 370.262, Texas Transportation Code. Each part of the telephone conference call meeting that by law must be open to the public shall be audible to the public at the meeting location and will be recorded. On conclusion of the meeting, the recording will be made available to the public.

PUBLIC COMMENTS

1 PUBLIC COMMENTS

None were presented.

PRESENTATIONS, RESOLUTIONS AND/OR PROCLAMATION ITEMS

2-A Presentation and Acknowledgement of the GEC Report for September 2014

Mr. Richard Ridings with HNTB went over the status of Cameron County Regional Mobility Authority Projects for the month of September 2014.

Director Esparza moved to acknowledge the GEC Report for September 2014. The motion was seconded by Director Garza and carried unanimously.

The Report is as follows:

2-B Presentation of the Status of the SH 550 Direct Connector Project for September 2014

Mr. Agustin Ramirez from S&B Infrastructure went over the status of the SH 550 Direct Connector project. Attached is a copy of the Power Point Presentation.

Secretary Gallegos moved to acknowledge the Report from S&B Infrastructure for the SH 550 Direct Connector Project. The motion was seconded by Director Garza and carried unanimously.

The Report is as follows:

2-C Presentation of the Marketing Efforts

Mrs. Michelle Lopez, RMA Marketing and Communications Director went over a Report on Marketing Efforts with the Board. Mr. Pete Sepulveda, Jr., RMA Executive Director also gave an update on the coordination with the Pharr Bridge System as well as on-going efforts with MSB to improve collections.

Secretary Gallegos moved to acknowledge the Status Report for the Marketing Efforts for September 2014. The motion was seconded by Director Esparza and carried unanimously.

The Report is as follows:

CONSENT ITEMS

ALL ITEM(S) UNDER THE CONSENT RMA AGENDA ARE HEARD COLLECTIVELY UNLESS OPPOSITION IS PRESENTED, IN WHICH CASE THE CONTESTED ITEM WILL BE CONSIDERED, DISCUSSED AND APPROPRIATE ACTION TAKEN SEPARATELY

3-A Consideration and Approval of the Minutes for:

September 11, 2014 – Regular Meeting

Director Garza moved to approve the Minutes for September 11, 2014 Regular Meeting. The motion was seconded by Director Scaief and carried unanimously.

3-B Consideration and Approval of Agreement between the Cameron County Regional Mobility Authority and Cameron County

Director Esparza moved to **TABLE** the item. The motion was seconded by Director Scaief and carried unanimously.

3-C Consideration and Approval of Agreement between the Cameron County Regional Mobility Authority and Blanca Betancourt

Director Garza moved to approve the Agreement. The motion was seconded by Director Esparza and carried unanimously.

The Agreement is as follows:

ACTION ITEMS

4-A Approval of Claims

The attached claims were presented to the Board of Directors for approval.

Mr. Pete Sepulveda, Jr., RMA Executive Director went over the list of Claims and recommended approval.

Vice-Chair Barrera moved to approve the Claims. The motion was seconded by Director Scaief and carried unanimously.

The Claims are as follows:

4-B Consideration and Approval of Financial Statements for September 2014

Mr. Adrian Rincones, RMA Controller and Financial Officer went over the attached Financial Statements for the month of September 2014.

Director Garza moved to approve the Financial Statement for the month of September 2014. The motion was seconded by Director Esparza and carried unanimously.

The Financials are as follows:

4-C Discussion and Possible Action regarding the Selection of a General Engineering Consultant for the Cameron County Regional Mobility Authority

Mr. Pete Sepulveda, Jr., RMA Executive Director went over a summary of the selection process for General Engineering Consultants as well as a Memorandum to the Board. Memorandum is attached. Mr. Sepulveda recommended that both S&B Infrastructure and HNTB be selected as General Engineering Consultant's for the Cameron County Regional Mobility Authority and that the Board authorize Staff to negotiate a General Engineering Consultant Agreement with S&B Infrastructure and HNTB.

Secretary Gallegos moved to select S&B Infrastructure and HNTB as General Engineering Consultants for the Cameron County Regional Mobility Authority and to authorize Staff to negotiate an Agreement with each Firm. The motion was seconded by Director Garza and carried unanimously.

4-D Consideration and Approval of an Interlocal Agreement between Cameron County and the Cameron County Regional Mobility Authority (CCRMA) for the operation of an Interoperability System between the Cameron County International Bridge System and the Cameron County Regional Mobility Authority's SH 550 Toll Road

Mr. Pete Sepulveda, Jr. RMA Executive Director went over the purpose of the Interoperability Agreement with Cameron County and advised the Board that the Cameron County Commissioners Court had unanimously approved the Agreement earlier in the morning.

Director Garza moved to approve the Interoperability Agreement with Cameron County. The motion was seconded by Secretary Gallegos and carried unanimously.

The Agreement is as follows:

4-E Discussion and Possible action regarding the FY 2015 Project Goals

Director Scaief moved to approve the 2015 Cameron County Regional Mobility Authority Project Goals. The motion was seconded by Secretary Gallegos and carried unanimously.

The Project Goals are as follows:

4-F Consideration and Approval of a Professional Services Agreement with S&B Infrastructure for the preparation of an Inspection Report for SH 550

Mr. Pete Sepulveda, Jr. RMA Executive Director, went over the need for this Agreement

Secretary Gallegos moved to approve the Professional Services Agreement with S&B Infrastructure for the preparation of an Inspection Report for SH 550. The motion was seconded by Director Esparza and carried unanimously.

The Agreement is as follows:

4-G Consideration and Approval of Supplemental Work Authorization No. 1 to Work Authorization No. 1 with S&B Infrastructure for the SH 550 Direct Connector Project

Mr. Pete Sepulveda, Jr., RMA Executive Director went over the need for this Supplemental Work Authorization.

Director Garza moved to approve the Supplemental Work Authorization. The motion was seconded by Secretary Gallegos and carried unanimously.

The Supplemental Work Authorization is as follows:

4-H Consideration and Approval of Supplemental Work Authorization No. 2 to Agreement for Professional Services with S&B Infrastructure

Mr. Pete Sepulveda, Jr., RMA Executive Director advised the Board that this was a Master Agreement and that the dollar amount and time extension were being changed accordingly to coincide with the Supplemental Work Authorization.

Director Esparza moved to approve the Supplemental Work Authorization. The motion was seconded by Vice-Chair Barrera and carried unanimously.

The Supplemental Work Authorization is as follows:

4-I Consideration and Approval of Amendment to Employment Contract with Pete Sepulveda, Jr., Cameron County Regional Mobility Authority Executive Director

Secretary Gallegos moved to **TABLE** the item. The motion was seconded by Director Esparza and carried unanimously.

EXECUTIVE SESSION ITEMS

Secretary Gallegos moved to go into Executive Session. The motion was seconded by Director Esparza and carried unanimously, the Board met in Executive Session at 12:50 P.M. to discuss the following matter(s):

EXECUTIVE SESSION:

- 5-A Deliberation and Discussion concerning the evaluation and duties of the Cameron County Regional Mobility Authority Executive Director, Pete Sepulveda, Jr., pursuant to V.T.C.A. Government Code, Section 551.074**

Upon motion by Secretary Gallegos seconded by Director Garza and carried unanimously, the Board reconvened into open Session at 1:42 P.M.

ACTION RELATIVE TO EXECUTIVE SESSION:

- 6-A Deliberation and Discussion concerning the evaluation and duties of the Cameron County Regional Mobility Authority Executive Director, Pete Sepulveda, Jr., pursuant to V.T.C.A. Government Code, Section 551.074**

Director Scaief moved to proceed along the Terms and Conditions as discussed in Executive Session. The motion was seconded by Secretary Gallegos and carried unanimously.

ADJOURNMENT

There being no further business to come before the Board and upon motion by Director Scaief seconded by Director Esparza and carried unanimously the meeting was **ADJOURNED** at 1:43 P.M.

APPROVED this 13th day of November 2014.



CHAIRMAN DAVID E. ALEX

ATTESTED: 

SECRETARY RUBEN GALLEGOS, JR.

**2-A PRESENTATION AND ACKNOWLEDGEMENT OF THE GEC
REPORT FOR SEPTEMBER 2014**



Pete Sepulveda, Jr.
Executive Director
Cameron County Regional Mobility Authority
1100 East Monroe Street
Brownsville, Texas 78520

October 3, 2014

Dear Mr. Sepulveda,

The following is a summary of our progress on the subject projects for the month of September 2014.

Project Management:

General GEC

- Prepared & submitted CCRMA GEC Invoice for work performed on various Work Authorizations. Updated and submitted June 2014 GEC report.
- On September 11th, Richard Ridings, Greg Garcia and Jimmy Berry attended the Regular Meeting of the CCRMA Board of Directors.
- Assisted CCRMA Controller on activities involving reporting and documentation of invoicing, progress reports and other accounting/billing matters.

West Rail Relocation International Coordination (Work Authorization No. 8):

This Work Authorization provides appropriate subconsultant(s) for staff coordination with the Mexican agencies to monitor and determine project schedules, permit requirements, funding technical agreements and design for the West Rail Relocation around Brownsville, Texas. The project plans will require approval by Secretaría de Comunicaciones y Transportes (SCT), Comisión Internacional de Limites Y Aguas (CILA) and Kansas City Southern Mexico (KCSM).

- Construction progress on the Mexican side:
 - International Bridge, 100%
 - Patios and Roadway, 100%
- Structure for the reinstallation of the Gamma Rays unit. A meeting was held on Thursday, August 20th at the offices of the Directorate General of Highway Development in the Ministry of Communications and Transport which was attended by officials from Customs Directorate General of the Department of Tax Administration of the Ministry of Finance, the Directorate General of Highway Development and the SCT Directorate General of Railways and Multimodal Transport, from the Tamaulipas SCT Center, as well as Caxcan, Leidos and International Bridges and Crossings representatives. During the meeting, it was agreed that the contract between Science Applications Ltd and the SCT Tamaulipas Center would be signed by the first week of September. The contract was signed on Thursday, September 4, 2014.

It was also agreed upon, with respect to the agreement for the exchange of images between the Directorate General of Customs and Customs Border Protection that the Directorate General of Customs will start the process as soon as possible.

Regarding additional work, we are in the process of receiving-delivery between SCT and KCSM and the issue of security in the new patios. At the same time, the process on the American side was revised, from the relocation of the Gamma Ray equipment to the process of delivery-reception.

A Critical Path proposal for the start of operations was presented that included the first train passing through the second week of November 2014.

- Regarding the process of delivery- reception, an operations meeting was held to review the divestiture of section KmF-328 + KMF 017.60 to KMF-330+570.00 from the F Line and the Delivery-Reception of the Matamoros Rail Bypass, the new rail yard and the new international bridge by the Ministry of Communications and Transportation to Kansas City Southern de Mexico, SA de CV on Monday, August 18th, 2014 at 12:00 hours at the offices of the Directorate General of Railways and Multimodal Transport. During the meeting, Ing. Briano Alfredo Perez, Deputy of Northern Regional Coordination of the Directorate General of Railways and Multimodal Transport in the Ministry of Communications and Transport presented the Matamoros Railway Bypass facilities and existing facilities, as well as progress on related works.
 - In addition, the railway company Kansas City Southern de Mexico concurred with supporting with track letters, modification of schedule No. 2, and yard limits, according to the Working Groups, Legal, Infrastructure and Operations agreement. A meeting was scheduled for August 25 at the offices of the railway company in Monterrey to review the documents.
 - With regard to the solution for flooding problems, the week of the 1st to the 5th of September, the SCT sent KCSM the project that would provide a solution to this.
 - KCSM commented that the construction of a warehouse for hazardous materials was requested as well as one for waste. The SCT reported that it had not received a request, prompting the railway company to review the matter.
 - Furthermore, SCT reported that each of the buildings in the new facility has a wastewater treatment plant and the appropriate SEMARNAT permits.
- On the issue of security, the Minister Ana Luisa Fajer Flores, General Director for the North American Foreign Ministry reported that the security manager for the patios and new international bridge is Ambassador Rojo.
- The date for the 76th Technical Meeting is Friday, October 10, 2014 at 10.30 am.

South Padre Island Second Access Phase 3A & 3B (Work Authorization No. 17):

This Work Authorization provides engineering and environmental services associated with the development and advancement of the NEPA process for the proposed South Padre Island (SPI) 2nd Access Project in Cameron County, Texas. The proposed Project will provide an alternate route to the Queen Isabella Memorial Causeway; thus, enhancing local and regional mobility, and facilitating effective evacuation of the island in times of disaster, hurricanes, and other emergencies. This Work Authorization continues the environmental and corridor alternatives assessment tasks necessary to advance the project to a selection of a Recommended Preferred Alternative and ultimately to a Record of Decision (ROD). After the selection of a Preferred Alternative a supplement for schematic design and the FEIS will be required.

- HNTB continues to provide assistance and information to CCRMA Board and staff, members of the general public and stakeholders.
- Executed Supplemental Work Authorization with S&B and SWCA. Coordinated Supplemental Work Authorization with RODS and Belaire Environmental.
- Coordination, including weekly meetings, with TxDOT Pharr District, TxDOT ENV and FHWA has been on-going regarding the FEIS tasks.
- HNTB and PSI continued to develop the Draft Financial Plan.
- Continued coordination with subconsultants on route and design studies for preparation of 90% submittal (i.e. typical sections, geometric design, preliminary cross sections, preliminary traffic control, 3D modeling, and schematic plan preparation, preliminary construction cost estimate, hydrology, hydraulic studies, drainage design and preliminary bridge layouts).
- Revised master design schedule and submitted to subconsultants for review.
- Continued coordination with TxDOT Transportation Planning & Programming (TPP) and subconsultants on traffic forecasting and operational analysis.
- Continued coordination with subconsultants on geotechnical services.
- Continued coordination with subconsultants on socio-economic services.
- Summary report of Context Sensitive Solutions (CSS) workshops and survey results are nearing completion.
- Continued preparation of FEIS and associated tasks.
- Coordinated with subconsultants on FEIS tasks.
- Continued coordination with regulatory agencies on MMPA, ESA, EFH compliance, including mitigation. Meetings were held on August 25th with the USACE and NMFS in Galveston to discuss results of the Sea Grass Survey, proposed Mitigation Plan and Section 404 permitting process.
- Met with CDM Smith to discuss the Economic Development growth projections for the T&R Studies.
- Provided responses to USCG comments/question.
- Developed materials for the USCG meeting and held meeting on September 3rd.
- Developed materials for the JEM meeting and held meeting on September 2nd.
- Seagrass and Wetland Surveys were completed.

General Brant Road/FM 106 Extension (Work Authorization No. 26)

This work authorization provides professional services and deliverables associated with the preparation of a categorical exclusion (to be reviewed by the Federal Highway Administration in anticipation of possible federal funding) and the completion of the Section 404 permitting process (including the development of a conceptual mitigation plan) for the project.

- No activity this billing period.
- Prepared exhibit modifications requested by TxDOT in support of the Preliminary Jurisdictional Determination (Section 404 Individual Permit).

Olmito Switch Yard & Repair-In-Place Facility (Work Authorization No. 31)

This work authorization provides engineering services throughout the construction duration of the Olmito Switch Yard and Repair-In-Place (RIP) Facility by providing responses to the contractor's Requests for Information, Shop Drawing Review and As-Built construction plans.

- HNTB is assisting with the completion and close out of this project.
- On July 31, 2014 Brownsville PUB attempted to turn on the water to the RIP facility. There was a broken nut on the control wheel, they will fix the problem and try again.

West Rail Bypass, CI (Work Authorization No. 33)

This work authorization provides professional services associated with construction inspection phase work for the West Rail Bypass.

- HNTB started on Supplemental Work Authorization for the plans, procurement, and construction of the Border Fencing on the UPRR Bridge. Items remaining to be completed are Gate at bent 41, fence on the bridge, lighting on the bridge, security equipment in building, communications wiring in the building, crossing for CCID #6, and VACIS system.
- The tamping of all rail has been completed, the UP maintenance and public crossings are now installed, and inside guard rail has been completed.
- The contractor has achieved substantial completion with only minor corrections and cleanup required.
- Mitigation coordination with USACE and CCRMA.
- HNTB is assisting with the completion and close out of this project.

Outer Parkway Study (Work Authorization No. 36)

This work authorization provides professional services and deliverables associated with a study for the Outer Parkway. The study is to be performed in a three phase effort to deliver a schematic design for the Outer Parkway project. The phases are:

- HNTB started on Supplemental Work Authorization for the Environmental Assessment and Route Studies.
- Draft Classification Letter was revised per TxDOT ENV comments and resubmitted to the Pharr District for further processing.

West Rail RFIs, As-Builts (Work Authorization No. 40)

This work authorization provides construction phase services throughout the construction of the West Rail Relocation Project by providing responses to Requests for Information from the contractor and providing As-Built construction drawings. Also, records keeping will be provided through the use of DashPort.

- No tasks performed for this month.

SH 32 GEC (Work Authorization No. 49 - Preliminary Schematic and Environmental Approval)

This work authorization provides professional services for oversight, guidance, agency coordination, and issue resolution, necessary to expedite the preliminary development phases of these two SH 32 projects only. The two projects, which each have logical termini and independent utility, extend from US 77/83 to FM 3068 (herein referred to as SH 32-West) and from FM 3068 to SH 4 (herein referred to SH 32-East). The proposed projects are being developed by two prime subconsultants, (S&B Infrastructure, Ltd. and Traffic Engineers, Inc.) under the oversight of HNTB (GEC).

SH 32 West (Consultant – Traffic Engineers, Inc., or TEI):

- Continued project coordination with TEI.

- Archeological field was completed and report writing is underway.

SH 32 East (Consultant - S&B Infrastructure, Ltd., or S&B):

- Continued project coordination with S&B.
- Biological Assessment was revised per TxDOT comments, reviewed by the GEC and resubmitted to the TxDOT Pharr District for back check.

West Rail Bridge – RFI/Shop Drawings Review and CEI for Security Fencing, Gate, Illumination, and DHS Building Components (US portion of bridge only) (Work Authorization No. 69)

- Upon approval of the work authorization, HNTB notified the Contractor (McCarthy Builders) and the Subcontractor (ZIWA Construction) who are expected to complete most of the outstanding work, that work on the project would resume soon. HNTB met with the subcontractor and discussed the status of the plans. ZIWA was provided copies of the plans that were prepared to address change order #1 (Gate, Fence and Lighting). HNTB also provided responses to ZIWA on the design changes necessary to comply with the DHS/CBP instructions. ZIWA verbally agreed, contingent on McCarthy approval, to prepare the shop drawings necessary to fabricate the work and obtain the approval of DHS/CBP. When the shop drawings are submitted, HNTB will review them and forward copies to DHS/CBP for their review and approval. Once the shop drawings are reviewed and approved by HNTB and DHS/CBP, the contractor will proceed with construction of the improvements.

International Advisor Services (Work Authorization No. 73):

This Work Authorization provides appropriate subconsultant(s) for staff coordination with the Mexican agencies to develop and promote the Cameron County as an International Multimodal Logistics Hub (IMLH), to service the international industry, developing plans to promote and improve the infrastructure, services and systems, to offer a highly competitive and flexible logistics services.

- Continue work with Matamoros officials and commissioners on the Los Indios Bridge projects. They are helping to research the land next to Los Indios Bridge on the Mexican side and they've sent Tamaulipas Government records on several lots around the bridge.
- Coordinated a third meeting with Judge Carlos Cascos, Pete Sepulveda, Cris Valadez, Ralph Cowen and Eduardo Campirano. The meeting served to work on planning the future visit to the Cameron County region by officials and businessman from Mazatlan and the State of Sinaloa. This meeting will be held next September 26-27. Attended several meeting with Eduardo Campirano and Ralph Cowen at the Port of Brownsville to work on the logistics of the events.
- Maintained contact several times a week with officials from Mazatlan to work on the agenda and logistics of the next visit to Cameron County.
- Prepared invitations, documents and agendas for the Mazatlan Delegation Meeting on September 26 -27.
- Meetings with Alejandro Fernandez, Matamoros Economic Development Secretary, to coordinate the agenda for the visit by Officials from Mazatlan; they plan to start the visit in Matamoros the 25th of September.
- Weekly meetings and conference calls with Cameron County, Port of Brownsville and Harlingen EDC, to follow up on different projects.
- Continue work with Tamaulipas Economic Development and Public Works officials to follow up on the Projects at Los Indios Bridge. This month a meeting was held with Monica Gonzalez, the

Tamaulipas Secretary of Economic Development. Another meeting is planned this week in Brownsville with under Secretary Angel Ortiz and Director Raul Sepulveda.

- Coordinated various meetings with the Port of Brownsville, Harlingen EDC and Cameron County officials, working on the plan for the first International Trade Session hosted by CC Logistics Alliance during this month on September 24th. Attended several meetings with Canacar, the Maquila Association, Brownsville Licensed Custom Broker Association and Brownsville Chamber of Commerce. The US Customs & Border Protection (CBP) will make a presentation on the inspection process.
- Attended several meetings with CBP, Licensed Customs Broker Association, Canacar and the people from the Venezia Event Center to prepare for the First International Trade Session and work out the details for the event.
- Continue working with Harlingen EDC to coordinate promotional trips to Guanajuato, Mexico to visit produce companies. More than 50 potential customers to visit, have been identified and the team will start calling and working with them during the next three months. This month a trip to Guanajuato, which will be held January 2015, was set up. Attended a meeting this month at Los Indios Bridge with officials from a Texas Company looking to use this bridge for their import/export operations.
- Attended monthly meetings with Canacar (Mexican Trucker Association) and CBP Officials at the County Offices. A lot of improvements have been made on the trucks inspection process at the CBP import lot. The trucks' crossing times have been reducing.
- Attended a meeting with Cris Valadez and Eduardo Campirano at the Port of Brownsville with an Official from TxDOT and Consultants from Texas A&M; they are working on a study of the future impact of the Mazatlan-Matamoros Corridor. I have been in contact with them every week.

Consultant Management:

- Continued coordination with subconsultants and S&B Infrastructure as prime consultant on SH 550 Construction management including discussions with USACE officials on wetland mitigation that was performed as part of this project.

Agency Coordination:

- Conducted ongoing discussions with CCRMA staff, TxDOT staff and subconsultants for preparation of SPI 2nd Access project, SH 550, Olmito Switch Yard Repair-In-Place Facility construction project, West Rail construction project, SH 32 East Loop EAs and other miscellaneous items.

Best regards,



Richard L. Ridings, P.E.

Vice President

cc: Carlos Lopez, P.E.

September Status Report

HNTB

Project	West Rail Relocation		
Work Authorization	8	International Advisor Services	WA Cost: \$ 186,579.00
Supplemental	1	International Advisor Services	SA Cost: \$ 67,264.00
Supplemental	2	International Advisor Services	SA Cost: \$ 67,163.00
Supplemental	3	International Advisor Services	SA Cost: \$ 67,225.00
Supplemental	4	International Advisor Services	SA Cost: \$ 67,939.00
Supplemental	5	International Advisor Services	SA Cost: \$ 67,939.00
Supplemental	6	International Advisor Services	SA Cost: \$ 67,939.00
Supplemental	7	International Advisor Services	SA Cost: \$ 67,939.00
Supplemental	8	International Advisor Services	SA Cost: \$ 67,939.00
Supplemental	9	International Advisor Services	SA Cost: \$ 69,054.00
Supplemental	10	International Advisor Services	SA Cost: \$ 69,054.00
Supplemental	11	International Advisor Services	SA Cost: \$ 69,924.00
Supplemental	12	International Advisor Services	SA Cost: \$ 69,924.00
Supplemental	13	International Advisor Services	SA Cost: \$ 69,924.00
Supplemental	14	International Advisor Services	SA Cost: \$ 35,030.00
			Total Cost: \$ 1,110,836.00

Description: The West Rail Relocation project provides appropriate subconsultant (s) for staff coordination with the Mexican agencies to monitor and determine project schedules, permit requirements, funding technical agreements and design for the West Rail Relocation around Brownsville, Texas. This subconsultant is Arturo de las Fuentes of Caminos Y Puentes Internacionales. The project plans will require approval by Secretaria de Comunicaciones y Transportes (SCT), Comision Internacional de Limits Y Aguas (CILA) and Kansas City Southern Mexico (KCSM).

Scope: Provide professional services and deliverables required for project administration and coordination for the Cameron County Regional Mobility Authority

Deliverable: Monthly Project Progress Reports and meeting minutes that details activities performed by task (Spanish and English versions will be provided). Monthly invoice/billings with list of tasks performed and products delivered per invoice billing cycle (English version will be provided).

Project Activity				
International Advisory Services				
Status: Ongoing.				
Recent Activity: Detailed report available.				
Upcoming Activity: Attend coordination meetings.				
Outstanding Issues: None.				
Design				
Status:				
Recent Activity:				
Upcoming Activity:				
Outstanding Issues:				
Other: Project Administration				
Status:				
Recent Activity:				
Upcoming Activity:				
Outstanding Issues:				
Task		Status	Date Anticipated Completion	% Complete
International Services		Ongoing	6/30/2014	100%
WA Amount:	\$ 1,110,836.00	Outstanding Invoice Number	Days Old	Invoice Amount
Billed To Date:	\$ 1,110,836.00	107-40619-PL-008	7	\$ 22,419.20
Paid To Date:	\$ 1,088,416.80			
Unpaid Balance:	\$ 22,419.20			
Funding Source:	Cameron County			
			Total: \$	22,419.20

HNTB

Description: This Work Authorization provides engineering and environmental services associated with the development and advancement of the NEPA process for the proposed South Padre Island (SPI) 2nd Access Project in Cameron County, Texas. The proposed Project will provide an alternate route to the Queen Isabella Memorial Causeway; thus, enhancing local and regional mobility, and facilitating effective evacuation of the island in times of disaster, hurricanes, and other emergencies. This Work Authorization continues the engineering and environmental tasks necessary to advance the project to a schematic design of the Recommended Preferred Alternative, FEIS and ultimately to a Record of Decision (ROD).

Deliverable: Project administration and coordination, schematic design of the Recommended Preferred Alternative, VE study, toll facility study, interim financial and project management plan, base and soil testing and core drilling, traffic forecasting, traffic operational study, PI, CSS, FEIS, Record of Decision (ROD) and surveying

Route and Design Studies

Recent Activity: Continued to coordinate with subconsultants on schematic, financial plan, traffic analysis and geotechnical surveys.

Upcoming Activity: Coordination with subconsultant on development of 60% submittal, financial plan and traffic analysis. 60% internal submittal due on 4/16/2014 and 60% TxDOT submittal due on 4/30/2014. Complete geotechnical surveys.

Social, Environmental and Economic Studies

Status:	Ongoing
Recent Activity:	Continued work on SWA #10 activities, including weekly meetings with TxDOT and FHWA. Completed seagrass and wetland surveys. Held Joint Evaluation Meeting with CCRMA, TxDOT, USACE, USEPA, USFWS, and NMFS at the USACE Offices on 09/02/2014. Held USCG Coordination on 09/02/2014. Coordination with sub-consultants.

Upcoming Activity: Continue work on SWA #10 activities.

Outstanding Issues:	None.
---------------------	-------

Field Surveying and Photogrammetry

Status:	Ongoing.
---------	----------

Recent Activity:	Coordination with subconsultants on field surveying. Coordination with subconsultants and affected property owners on ROE. Photogrammetry, LiDAR and bathymetry surveys are complete.
------------------	---

Upcoming Activity:	Perform field surveying
--------------------	-------------------------

Outstanding Issues:	Continue to coordinate with affected property owners on ROE.
---------------------	--

		Outstanding Invoice Number	Days Old	Invoice Amount
WA Amount:	\$	8,827,400.00		
Billed To Date:	\$	7,081,417.84	105-40619-PL-017	77 \$ 483,481.76
Paid To Date:	\$	6,157,080.82	106-40619-PL-017	49 \$ 440,855.26
Unpaid Balance:	\$	924,337.02	107-40619-PL-017	7 \$ 359,048.16
Funding Source:				
Total:	\$			1,283,385.18

September Status Report

HNTB

Project		West Rail Construction & Inspection Services
Work Authorization	33	Construction & Inspection Services
Supplemental	2	Construction & Inspection Services
Supplemental	1	Construction & Inspection Services

WA Cost:	\$	1,255,920.00
SA Cost:	\$	358,021.00
SA Cost:	\$	48,623.00
Total Cost:	\$	1,662,564.00

Description: This Work Authorization is to provide construction inspection (CI) for the Union Pacific Railroad (UPRR) West Rail Bypass. The construction of these additional tracks will allow the UPRR to abandon their current location between Mexico and Olmito eliminating several grade crossings.

Scope: Construction administration for the construction of the West Rail relocation. The construction includes track, drainage, construction sequencing, SWPPP, pay estimates, quantities, and schedule. This includes the DHS facility on the north side of US 281.

Deliverable: West Rail bypass pay estimates, ARRA paperwork, and construction schedule.

Project Activity

West Rail Bypass Construction Inspection

Status: Ongoing.

Recent Activity: Contractor has completed track construction and is performing a final cleaning up. Coordination with USACE on mitigation site non-compliance.

Upcoming Activity: Clean up.

Outstanding Issues: Awaiting resolution of DHS change order items and the associated funding. Awaiting approval of outstanding SWAs.

Task	Status	Anticipated Completion	% Complete
West Rail Construction Inspection Services (CI)			
Project Management, Administration, QA/QC	Complete	10/21/2013	100%
Process Invoices and Progress Reports	Complete	10/21/2013	100%
Construction Inspection Services			
Construction Management	Complete	10/21/2013	100%
Construction Observation and Inspection	Complete	10/21/2013	100%
Record Keeping and File Management	Complete	10/21/2013	100%
Schedule	Complete	10/21/2013	100%
Project Close-Out			
Construction Management	Complete	10/21/2013	100%
Record Keeping and File Management	Complete	10/21/2013	100%
Post Construction Services	Ongoing	10/21/2013	90%
WA Amount:	\$	1,662,564.00	Outstanding Invoice Number
Billed To Date:	\$	1,650,298.05	Days Old
Paid To Date:	\$	1,650,298.05	Invoice Amount
Unpaid Balance:	\$	-	
Funding Source:			
Total: \$ -			

September Status Report

HNTB

Project Outer Parkway Planning Study
 Work Authorization ☒ 36 Outer Parkway Planning Study
 Supplemental ☐
 Supplemental ☐

WA Cost: \$ 103,839.00
 SA Cost: _____
 SA Cost: _____
 Total Cost: \$ 103,839.00

Description: This work authorization provides professional services and deliverables associated with a study for the Outer Parkway. The study is to be performed in a three phase effort to deliver a schematic design for the Outer Parkway project.

Scope: This Work Authorization includes the development of an environmental and engineering constraints map, environmental constraints report, and corridor identification report to aid in the establishment of the alignment of the Outer Parkway.

Deliverable: Constraints map, environmental constraints/corridor identification report.

Project Activity

Outer Parkway Planning Study

Status: Complete.

Recent Activity:	Drafted Environmental Classification letter for FHWA concurrence on EA classification.
Upcoming Activity:	Submit Classification letter to FHWA.
Outstanding Issues:	None.

Task		Status	Date of Anticipated Completion	% Complete
Outer Parkway Planning Study				
Project Management and Coordination		Complete	3/1/2011	100%
Data Collection		Complete	3/1/2011	100%
Meetings/Management		Complete	3/1/2011	100%
WA Amount:	\$ 103,839.00	Outstanding Invoice Number	Days Old	Invoice Amount
Billed To Date:	\$ 103,839.00			
Paid To Date:	\$ 103,839.00			
Unpaid Balance:	\$ -			
Funding Source:				
Total:				\$ -

September Status Report

HNTB

Project West Rail RFI, As-Built

Work Authorization ☐ 40 West Rail RFI, As-Built

Supplemental ☐ _____

Supplemental ☐ _____

Supplemental ☐ _____

WA Cost: \$ 171,150.00

SA Cost: _____

SA Cost: _____

SA Cost: _____

Total Cost: \$ 171,150.00

Description: This Work Authorization is to provide response to questions related to the plans and specifications as needed throughout the duration of the construction and review of shop drawings.

Scope: Project Manager shall be the point of contact for the AUTHORITY to address issues regarding project staff, progress, response to questions related to the plans and specifications as needed throughout the duration of the construction.

Deliverable: Responses to RFI, as-builts and record keeping.

Project Activity

West Rail RFI, Shop Drawings

Status: Respond to RFIs on an as-needed basis.

Recent Activity: Project management (see GEC Progress Report).

Upcoming Activity: Respond to RFIs on an as-needed basis.

Outstanding Issues: Awaiting approval for SWAs (additional RFIs/shop drawing review/DHS coordination).

Task		Status	Anticipated Completion	% Complete
West Rail RFI, Shop Drawings				
Project Management		Complete	10/21/2013	100%
Respond to Requests for Information		Complete	10/21/2013	100%
WA Amount:	\$ 171,150.00	Outstanding Invoice Number	Days Old	Invoice Amount
Billed To Date:	\$ 171,150.00			
Paid To Date:	\$ 171,150.00			
Unpaid Balance:	\$ -			
Funding Source:				
			Total:	\$ -

September Status Report

HNTB

Project Olmito RIP CI Services
 Work Authorization ☒ 47 Construction & Inspection Services
 Supplemental ☐ _____
 Supplemental ☐ _____
 Supplemental ☐ _____

WA Cost: \$ 134,538.00
 SA Cost: \$ -
 SA Cost: _____
 SA Cost: _____
 Total Cost: \$ 134,538.00

Description: This Work Authorization is to provide construction inspection (CI) for the Union Pacific Railroad (UPRR) Olmito Yard Repair in Place (RIP) Facility. The construction of this facility allow the UPRR to relocate their current repair in place operations from Harlingen to Olmito and expand their capabilities.

Scope: Construction administration for the Olmito Yard repair-in-place (RIP) facility and lighting. This includes building, equipment, track, drainage, construction sequencing, SWPPP, pay estimates, quantities, and schedule.

Deliverable: Olmito RIP Facility pay estimates, ARRA paperwork, and construction schedule.

Project Activity

Olmito RIP Facility Construction Inspection Services (CI)

Status: Construction at 99% complete.

Recent Activity: None.

Upcoming Activity: BPUB to energize water line. Schedule final walk through with UPRR for facility acceptance.

Outstanding Issues: Awaiting resolution on outstanding SWA. The County had been sent a request to provide warranty deed or metes and bounds for water/sewer line and submit payment on impact fees for both to BPUB.

Task	Status	Anticipated Completion	% Complete
Olmito RIP Facility Construction Inspection Services (CI)			
Project Management, Administration, QA/QC	Ongoing	1/31/2013	95%
Process Invoices and Progress Reports	Ongoing	1/31/2013	95%
Construction Inspection Services	Ongoing	1/31/2013	95%
Construction Management	Ongoing	1/31/2013	95%
Construction Observation and Inspection	Ongoing	1/31/2013	95%
Record Keeping and File Management	Ongoing	1/31/2013	95%
Schedule	Ongoing	1/31/2013	95%
Project Close-Out			
Construction Management	Ongoing	1/31/2013	20%
Record Keeping and File Management	Ongoing	1/31/2013	20%

WA Amount:	\$	134,538.00	Outstanding Invoice Number	Days Old	Invoice Amount
Billed To Date:	\$	134,538.00			
Paid To Date:	\$	134,538.00			
Unpaid Balance:	\$	-			
Funding Source:					
Total:					\$ -

September Status Report

HNTB

Project		SH 32 GEC
Work Authorization	49	SH 32 GEC
Supplemental	1	SH 32 GEC
Supplemental	2	SH 32 GEC

WA Cost: \$	1,961,997.00
SA Cost: \$	18,277.00
SA Cost: \$	243,639.00
Total Cost: \$	2,223,913.00

Description: This work authorization provides professional services for oversight, guidance, agency coordination, and issue resolution, necessary to expedite the preliminary development phases of these two SH 32 projects only. The two projects, which each have logical termini and independent utility, extend from US 77/83 to FM 3068 (herein referred to as SH 32-West) and from FM 3068 to SH 4 (herein referred to SH 32-East). The proposed projects are being developed by two prime subconsultants, (S&B Infrastructure, Ltd. and Traffic Engineers, Inc.) under the oversight of HNTB (GEC).

Scope: This Work Authorization allows the GEC to oversee/manage the development of two environmental assessments being prepared for SH 32. The environmental assessments are being prepared by other firms.

Deliverable: Meeting notes, schedules, document reviews, permitting strategies.

Project Activity

East Loop EA

Status:	On-going. SH 32-West EA prepared. SH 32-East EA prepared.
Recent Activity:	Submittal of SH 32 East Biological Assessment and Antiquities Permit application to TxDOT. Submittal of Antiquities Permit application for SH 32 West to TxDOT. Value Engineering study occurred between 4/15/14 to 4/17/14.
Upcoming Activity:	Submittals of EA, BA and archeology results.
Outstanding Issues:	None

Task	Status	Date of Anticipated Completion	% Complete
East Loop EA			
Project Management and Coordination			88%
WA Amount: \$	2,223,913.00	Outstanding Invoice Number	Days Old
Billed To Date: \$	2,147,761.67	107-40619-PL-049	7
Paid To Date: \$	2,123,397.77		
Unpaid Balance: \$	24,363.90		
Funding Source:			
Total: \$			24,363.90

September Status Report

HNTB

Project International Advisor Services - Multimodal Logistic HUB
 Work Authorization ☒ 73 Cameron County International HUB
 Supplemental ☐ _____
 Supplemental ☐ _____

WA Cost: \$ 86,393.00
 SA Cost: \$ -
 SA Cost: \$ -
 Total Cost: \$ 86,393.00

Description: This work authorization provides appropriate subconsultant(s) for staff coordination with the Mexican agencies to develop and promote the Cameron County as an International Multimodal Logistics Hub (IMLH), to service the international industry, developing plans to promote and improve the infrastructure, services and systems, to offer a highly competitive and flexible logistics services.

Scope: This work authorization will develop and consult with the Cameron County International Multimodal Logistic HUB (IMLH) to service the International Industry and to develop marketing plans to promote and improve the infrastructure, as well as services and systems to offer highly competitive and flexible logistics services.

Deliverable: Meeting notes, schedules, document reviews, permitting strategies.

Project Activity

International Advisory Services

Status: On-going

Recent Activity:

Stakeholder meetings.

Upcoming Activity:

Continue stakeholder meetings and workshops.

Outstanding Issues:

Task		Status	Date of Anticipated Completion	% Complete
International Advisory Services				
Project Management and Coordination				72%
WA Amount:	\$ 86,393.00	Outstanding Invoice Number	Days Old	Invoice Amount
Billed To Date:	\$ 62,380.50	107-40619-PL-073	7	\$ 7,997.50
Paid To Date:	\$ 54,383.00			
Unpaid Balance:	\$ 7,997.50			
Funding Source:				
Total:				\$ 7,997.50

2-C PRESENTATION OF THE MARKETING EFFORTS

October 2014 Marketing Report
Michelle A. Lopez
Marketing & Communications Director



1. TV ADS-

- a. Univision: Agreed to a monthly package with Univision for \$1,000. Univision has the highest ratings than every other network in the Rio Grande Valley. They have a large following from not only the RGV but Mexico as well.
- b. Package will include:
 - i. 10, 30-second commercials on Univision - working on the storyboards for this production. We'll be shooting 3 videos: One: 60-second ad in English, one: 30-second ad in Spanish, one: 30-second ad in English.
 - ii. 10, 30-second commercials on MundoFox- same video will be used.
 - iii. 2, 5-minute interviews on their morning show, Alegre Despertar.
 - iv. Text blast to 40,000+ subscribers
 - v. Banner Ad on Univision's home page
 - vi. Facebook Post
 - vii. Twitter post

2. VEHICLE REGISTRATION & TXTAG MARKETING POSSIBILITY

- a. I met with Tony Yzaguirre's assistant, Yoli Ramos. She received my TxTag brochures. She says they are willing to help out in letting customers know about TxTag.
- b. I'm waiting to meet with him to possibly allow me to present to his employees so they are fully educated on the matter.

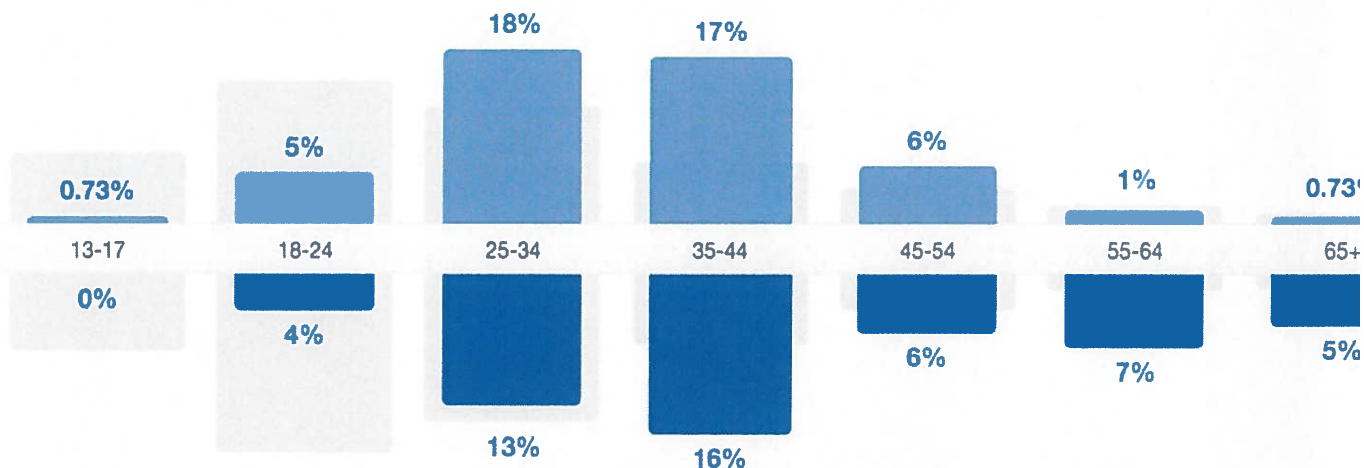
3. THE HERALD-

- a. The Herald will be printing a SpaceX edition publication on Sunday, October 12th. The copy and graphic used for this ad can assist capturing traffic and awareness to CCRMA and SH550, but the costs are high for a one-time publication. 1/2 Page = \$900
- b. According to The Herald's account executive, Zeke Barrera, the special edition story on SpaceX will replace the D Section in the Herald.



4. FACEBOOK MARKETING-

- a. To help boost our social media exposure, we have agreed to buy daily sponsored ads through Facebook, \$10 per daily ad. This has helped tremendously as you can see the spike in numbers in reach and active users
- b. The further development of this page will allow CCRMA to attach TxTag, share public material, promote events, etc.
- c. Growth in the past week (Sep. 23 -Sep. 30):
 - i. Page Likes: 361 Total Page Likes ↑114.9% from last week
 - ii. New Page Likes: 162 New Page Likes ↑710%
 - iii. Post Reach: 8,198 Total Reach ↑551.2% from last week
 - iv. Engagement: 290 People Engaged ↑590.5% from last week
 - v. Additional Information:
 1. 48% Women
 2. 51% Men
 - vi. Age ranges:



- Facebook is expected to grow exponentially as we continue to fund its advertising campaigns. Once we develop a strong presence in Cameron County we can replicate the same campaign to attract both Monterrey and Matamoros

5. TWITTER-

- a. Twitter has now been created as [@CCRMA_TX](#) to provide real-time information to followers. This real-time information has also been relayed to the CCRMA's website.

6. WEBSITE-

- a. We further developed the home page to reflect a more interactive experience for incoming traffic. Most of our traffic spends an average of 4 minutes just on the home page of the site. This information has helped us further analyze the key elements needed on the home page to ensure that CCRMA is meeting its marketing goals through this online medium. The following is analytical information obtained from CCRMA's website.

- b. Numbers:
Avg. Pageviews/Month: 1,410
Pages/Session: 3.60
% New Sessions: 56.89%
New Visitor vs. Returning Visitor: 56.9% / 43.1%

- c. List of Cities based on Traffic (US):
Brownsville 72.57%
Austin 7.52%
McAllen 4.42%
Grapevine 2.21%
Harlingen 2.21%

- d. List of Regions based on Traffic (MX):
Tamaulipas 1.77%
Campeche 1.77%
Guanajuato 1.33%
Nuevo Leon 0.88%

- e. Device Categories based on Traffic:
Desktop 78.83%
Mobile 15.56%
Tablet 5.61%

- f. Traffic Acquisition:
Direct 49.50%
Social 18.90%
Referral 18.40%
Organic Search 13.30%

- Based on the information we obtained this month, we have seen a growth in traffic coming from Social Networking sites. This has also increased our New User Traffic in comparison to Returning Users. We should expect the same growth in traffic and new users once we begin marketing to the Mexico regions. A new analytical code was implemented on the weekend to see a graphic view of our user's interaction once they land on CCRMA's home page. This visual allows us to see what our users are being interested in and their common interaction.

- 1st Level of Interaction: These are the pages that have captured the most traffic. Once users visit this page, the following levels have been the next pages that they have clicked on:
 - www.ccrma.org
 - www.ccrma.org/projects/spi2ndaccess
 - www.ccrma.org/txtag
 - www.ccrma.org/community/unitedforveterans

- These are the pages that have captured the most traffic. Once users visit this page, the following levels have been the next pages that they have clicked on:

- 2nd Level of Interaction:
 - www.ccrma.org/projects/
 - www.ccrma.org/about/
 - www.ccrma.org/txtag/
 - www.ccrma.org

- www.ccrma.org/tollbill
- 3rd Level of Interaction:
 - www.ccrma.org
 - www.ccrma.org/projects/spi2ndaccess
 - www.ccrma.org/projects/
 - www.ccrma.org/projects/eastloop
 - www.ccrma.org/projects/westparkway

➤ The information shows how our users are behaving and what has been capturing their attention. This will allow me to redirect traffic and provide insightful information as to what our community is interested in learning about.

7. rgVision MAGAZINE-

- a. After hearing from board members of the importance to have exposure in the Mexican side, I looked for the best publication that will do just that. rgVision does not distribute in Mexico anymore, but the audience they capture are primarily tourists. Gabe Puentes, publisher of rgVision, has surveyed his magazine circulation and out the 12,000 magazines that are printed his reader audience has grown past 48,000.
- b. Magazine package includes:
 - i. \$600/Month for 12 months (6 Publications) = \$7,200
 - ii. 6 Publications that include:
 - 1 Full Page Ad per issue
 - 1 Business Insider per issue
 - Editorial per issue
 - 1500 emails per month
 - Website Advertising in rgvisionmagazine.com
 - Facebook and Twitter Promotion (combined audience - 1789)
 - Added Distribution Points

8. TXTAG MOBILE UNIT-

- c. We will be purchasing a table cover & table, rack cards, retractable banner stand and TxTag cards for the purpose of setting up shop in businesses, events and/or fairs to sell TxTags. These items are in the process of being ordered.

9. DISABLED VETS PROGRAM-

- a. Update:
 - i. Luke Fruia- Will not participate in this campaign. Met with John Edge, General Manager.
 - ii. Cardenas Motorplex- Spoke to Ricky Cardenas. Dealership willing to participate. Coordinating meeting with him as he has been out of town.
 - iii. L.T. Boswell- Meeting scheduled with GM Rodney Herring for next Wednesday.
 - iv. Jaguar Land Rover San Juan- Spoke to Tony Malish. Will get back to me for meeting.
 - v. Don Johnson- Scheduling a meeting with DJ Johnson for early next week.
- United for Veterans has been integrated to our new website: www.ccrma.org for anyone who wants to know more information.

10. MASS EMAIL CAMPAIGN-

- d. I've gathered contact directory lists from all chambers, including a list of 1,700+ contacts I gathered to send this mailer out through email. Just waiting on approval.





SH 550
CAMERON COUNTY'S FIRST EVER TOLL ROAD

LEARN HOW TO OBTAIN YOUR TXTAG
TO TAKE FULL ADVANTAGE OF ALL
TEXAS TOLL ROADS ACROSS THE STATE

BETTER INFRASTRUCTURE
FOR ALL RESIDENTS OF CAMERON COUNTY



SH 550

Connecting you from I-69 to the Port of Brownsville, hassle free! Here are some quick benefits:

1. Fast, Safe, Easy non-stop route from I69E to the Port of Brownsville.
2. Cashless Toll System, no need to slow down for toll booths.
3. Using a TxTag can save you time and money, up to 25% on all Texas Toll Roads.

[Obtain your TxTag](#)

Message from our Chairman:

"Together we share a common vision of sustainable infrastructure network that will advance the economic vitality and future of our region for generations to come."

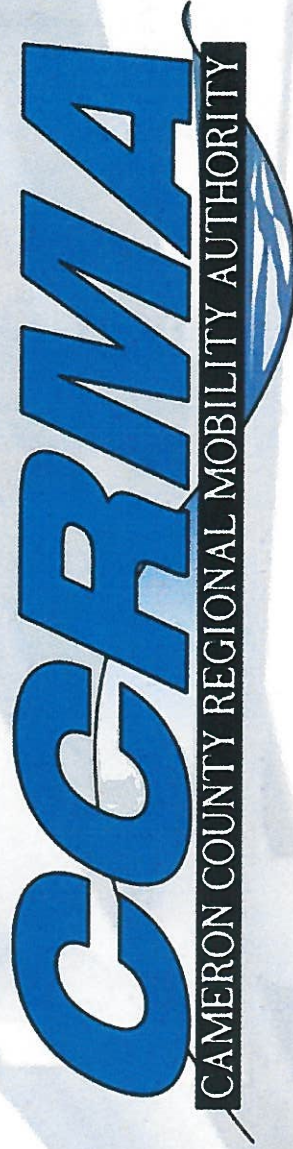
David Alex, CCRMA Chairman

11. Billboards-

- a. After December we will no longer have these two billboards up. They take a big chunk of the Marketing Budget and I feel that we can do much more with that money (\$17,400 for 12 months) like more TV ads.



**2-B PRESENTATION OF THE STATUS OF THE SH 550 DIRECT
CONNECTOR PROJECT FOR SEPTEMBER 2014**



SH 550 CONSTRUCTION UPDATE

October 9, 2014



L & G Engineering Laboratory
Geotechnical • Construction Material Testing



HNTB
HNTB Corporation
The HNTB Companies
Engineers Architects Planners
TYPE FIRM REGISTRATION NO.: 420

SH 550 Key Dates



-PRE-CONSTRUCTION MEETING	2-20-2013
-NTP ISSUED	2-23-2013
-ACTUAL CONST. START DATE	3-4-2013
-FEDERAL AUDIT IN FIELD	5-20-13
-79.1 % COMPLETE AS OF	09-25-14
-MILESTONE START DATE (IH 69 LANE CLOSURE)	11-1-13
-LOCAL LET GOV. PROCEDURES AUDIT	8-1-13
-TxDOT AUDIT- 30%	9-10-13 to 9-12-13
-TxDOT ENVIRONMENTAL INSPECTION-INITIAL	2-18-2014
-IH 69 LANE CLOSURE FOR DIRECT CONNECTOR BENT CONSTRUCTION (BETWEEN MAINLANES)	7-8-14
-PROJECTED CONST. END DATE -ORIGINAL	9-22-2014



L & G Engineering Laboratory
Geotechnical • Construction Material Testing



HNTB Corporation
The HNTB Companies
Engineers Architects Planners
TYPE FIRM REGISTRATION NO.: 420

SH 550 Key Dates



-TxDOT AUDIT- 60%-90%

9-11-2014

--TxDOT ENVIRONMENTAL INSPECTION FOLLOW-UP

9-11-2014

-PROJECTED CONST. END DATE- **CO#2**

11-8-2014



L & G Engineering Laboratory
Geotechnical • Construction Material Testing



Major Items of Work in Progress



ITEM	UNIT	PROJECT TOTAL	QUANTITY COMPLETED TO DATE	% COMPLETE TO DATE	PREVIOUS UPDATE (AUGUST 2014) COMPLETE TO DATE
EMBANKMENT	CY	305,077.00	301,822.75	98.9%	98.9%
DRILLED SHAFTS	EA	16.00	16.00	100.0%	87.5%
REINFORCED CONC SLAB	SF	245,188.00	225,737.00	92.1%	83.3%
CONC PAVEMENT CRCP 12"	SY	75,246.00	50,959.94	67.7%	59.6%
HOT MIX	TON	24,678.00	9,065.13	36.7%	31.4%
RETAINING WALLS (MSE)	SF	33,549.00	33,549.00	100.0%	98.0%
STEEL GIRDERS	LB	1,065,198.00	613,554.00	57.0%	0.0%



L & G Engineering Laboratory
Geotechnical - Construction Material Testing



Major Items of Work Completed



ITEM	UNIT	PROJECT TOTAL	QUANTITY COMPLETED TO DATE	% COMPLETE TO DATE
CONCRETE PILES	EA	598.00	598.00	100.0%
BRIDGE FOOTINGS	EA	58.00	58.00	100.0%
BRIDGE COLUMNS	EA	58.00	58.00	100.0%
CAPS FORMED AND POURED	EA	38.00	38.00	100.0%
CONCRETE BEAMS	LF	28,433.31	28,433.31	100.0%

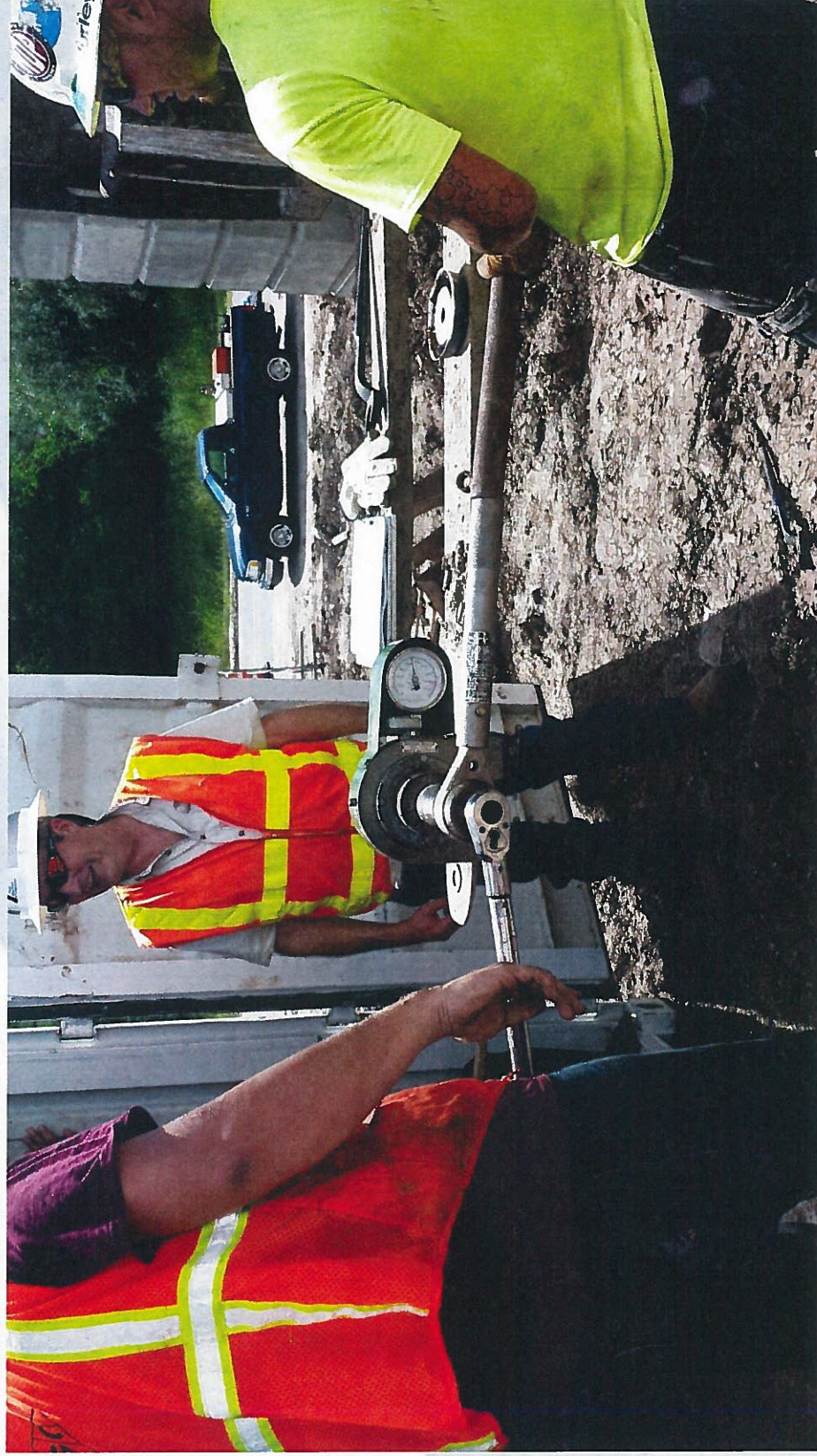


L & G Engineering Laboratory
Geotechnical • Construction Material Testing



HNTB
HNTB Corporation
The HNTB Companies
Engineers Architects Planners
TYPE FIRM REGISTRATION NO.: 420

Major Items of Work in Progress



SH550 STEEL GIRDER PLACEMENT-BOLT TESTING



L & G Engineering Laboratory
Geotechnical • Construction Material Testing



HNTB
HNTB Corporation
The HNTB Companies
Engineers Architects Planners
TBPE #1984 REGISTRATION NO.: 429

Major Items of Work in Progress



SH 550 STEEL GIRDER PLACEMENT- SPLICE PLATE



L & G Engineering Laboratory
Geotechnical • Construction Material Testing



HNTB
HNTB Corporation
The HNTB Companies
Engineers Architects Planners
TYPE F FIRM REGISTRATION NO.: 420

Major Items of Work in Progress



SH 550 STEEL GIRDER PLACEMENT- 1ST GIRDER



Major Items of Work in Progress



SH 550 STEEL GIRDER PLACEMENT



L & G Engineering Laboratory
Geotechnical • Construction Material Testing



HNTB Corporation
The HNTB Companies
Engineers Architects Planners
TYPE FIRM REGISTRATION NO.: 423

Major Items of Work in Progress



SH 550 STEEL GIRDER PLACEMENT



L & G Engineering Laboratory
Geotechnical • Construction Material Testing



HNTB
HNTB Corporation
The HNTB Companies
Engineers Architects Planners
TYPE #18A REGISTRATION NO. 420

Sub. of Pay Est. # 19 – SEPTEMBER 2014



Quantities for
September are
Preliminary and Subject
to Change upon Final
Estimate Review.

Estimate No. 19			
Original Contract Days	565	CO #2 Approved:	
Days Added by Change Order	0	618 Revised Contract Days	
		53	
Total Contract Time	565	Revised Total Contract	
Contract Days Previously Billed	568	618 Time	
Contract Days this Period	30		
Days Remaining	0		
% Contract Time Used	100.0%	91.0% Revised Time Used	
Contract Amount		\$ 43,963,291.32	
Additional Change Order #2 Dollars		\$ 34,000.00	
Revised Contract Amount		\$ 43,997,291.32	
Previous Payments		\$ 34,786,565.78	
Balance Due this Estimate		\$ 1,660,152.68	
Net Amount Earned to Date		\$ 36,446,718.47	
Percentage of Contract Billed to Date		82.9%	
Balance of Contract		\$ 7,516,572.85	



L & G Engineering Laboratory
Geotechnical • Construction Material Testing



HNTB
HNTB Corporation
The HNTB Companies
Engineers Architects Planners
TYPE FIRM REGISTRATION NO.: 420

Local Project Staffing



BASED ON SEPTEMBER ESTIMATE

Local (RGV) Contractor Personnel – 68 Daily FTE's

Non-Local (RGV) Contractor Personnel – 1 FTE

Local (RGV) CM Personnel – 3 Daily FTE's

Total Personnel – 72 Daily FTE's



Geotechnical • Construction Material Testing



Local Project Staffing



BASED ON SEPTEMBER ESTIMATE #19

Total Paid to Date (SEPTEMBER2014 Estimate) – \$36,446,718.47

Local (RGV) Contractor Payments – \$31,234,837.72 (85.7%)

Non-Local (RGV) Contractor Payments – \$5,211,880.75 (14.3%)

Quantities for September are Preliminary and Subject to Change upon Final Estimate Review.



L & G Engineering Laboratory
Geotechnical • Construction Material Testing



**3-B CONSIDERATION AND APPROVAL OF AGREEMENT BETWEEN
CAMERON COUNTY REGIONAL MOBILITY AUTHORITY AND
CAMERON COUNTY (TABLED)**

**3-C CONSIDERATION AND APPROVAL OF AGREEMENT BETWEEN
THE CAMERON COUNTY REGIONAL MOBILITY AUTHORITY AND
BLANCA BETANCOURT**

STATE OF TEXAS §
 §
COUNTY OF CAMERON §

CONTRACT FOR SERVICES

This is an agreement by and between the CAMERON COUNTY REGIONAL MOBILITY AUTHORITY (hereinafter called CCRMA) and BLANCA C. BETANCOURT (hereinafter called BETANCOURT).

In consideration of the mutual promises herein contained, the parties agree as follows:

PURPOSE OF REPRESENTATION

The CCRMA hereby employs BETANCOURT to serve as support services for the CCRMA. In providing support services, BETANCOURT will do the following: (1) assist in preparing the agenda backup materials for every CCRMA Board meeting; (2) ensure that every Board member receives an agenda packet; (3) maintain the CCRMA database; (4) set appointments for the Chairman and Coordinator; (5) make travel arrangements for the Board members and the Coordinator; (6) prepare power point presentations, when necessary; (7) maintain all project files pertaining to individual work authorizations; and (8) prepare meeting minutes; (9) maintain all files pertaining to right of way acquisitions and TxDOT reimbursements, including all utility relocations, (10) maintain all reimbursement files for TxDOT projects and (11) assist with Customer Service Center.

COMPENSATION

In consideration of services to be rendered by BETANCOURT, the CCRMA hereby agrees to pay BETANCOURT an hourly rate of Fifty Dollars and No Cents (\$50.00). It is specifically understood and agreed that the CCRMA will not withhold any monies for purposes of taxes. All taxes due shall be paid by BETANCOURT as a self-employed person.

TERM

This agreement shall begin on October 1, 2014 and end on September 30, 2015 or until it is terminated by either party, upon thirty (30) days written notice.

NOTICE

All notices to CCRMA shall be sent by certified or registered mail, addressed to: Cameron County Regional Mobility Authority, 1390 W Expressway 77, San Benito, Texas 78586, or at such other address as the CCRMA may otherwise designate. All notices to BLANCA C. BETANCOURT shall be sent certified or registered mail, addressed to: BLANCA C. BETANCOURT, 1100 E. Monroe Street, Brownsville, Texas 78520.

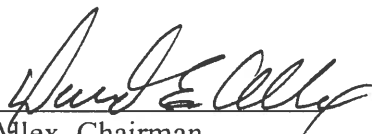
LAW AND VENUE

This agreement shall be construed under and in accordance with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Cameron County, Texas.

PRIOR AGREEMENTS SUPERSEDED

This agreement constitutes the sole and only agreement of the parties hereto and supersedes any prior understandings or written or oral agreements between the parties respecting the within subject matter. This agreement may be modified at any time by mutual consent of the parties.

EXECUTED on this 9th day of October, 2014, at Brownsville, Cameron County, Texas.



David E. Alex, Chairman



Blanca C. Betancourt

4-A APPROVAL OF CLAIMS



MEMORANDUM

TO: Chairman and Board Members

FROM: Pete Sepulveda, Jr. *PST*

RE: Sullivan Public Affairs Invoice – Item 4A

DATE: October 7, 2014

Sullivan Public Affairs continues to work with the Texas Transportation Commission and TxDOT Staff in relation to the CCRMA Projects including I69E and the West Rail Projects as well as on-going conference calls with both TxDOT and FHWA. Sullivan Public Affairs has also assisted in the environmental process for the SPI 2nd Access Project with TxDOT Environmental Staff. They have also facilitated meetings with TxDOT to discuss East Loop funding and potential Proposition 1 funds for some of the CCRMA's System Map Projects.

I recommend approval of the invoice.



MEMORANDUM

TO: Chairman and Board Members

FROM: Pete Sepulveda, Jr. *PSJ*

RE: Claims – Item 4A

DATE: October 7, 2014

Attached are the Claims that have been paid and/or being presented for consideration and payment for the month of September.

The Claims include:

- Administrative Assistant – September mileage
- Anderson Columbia – SH 550 DC
- Brownsville Navigation District – September 2014 marketing efforts
- Brownsville Public Utilities Board – SH 550
- Comptroller - reimbursement for Mobile Phone and Office Supplies
- Contract Services for the Month of September (Legal & IT Services)
- Cameron County CAF 2012 Bonds
- CCRMA Payroll – September 2014
- Cameron County – reimbursement for ED September 2014 Payroll
- Executive Director – September Travel
- Fagan Consulting – West Rail Oversight and Coordination for Toll ILA
- HNTB – SH 32, SPI 2nd Access, West Rail
- Locke Lord – FM 1925, Legislative Matters, SH 550, SPI & Outer Parkway, Legal Services
- Marketing Director – Reimbursement for Mobile Phone and Mileage
- Rentfro Law Firm – West Rail Legal and General Services
- RGV Spotlight – September Marketing and Billboard
- S&B Infrastructure – SH 550 DC
- Texas Municipal League – Liability, Property & wind Insurance TML
- TXU Energy – SH 550 Utilities

I recommend approval of the invoices.

CAMERON COUNTY REGIONAL MOBILITY AUTHORITY

Invoices Selected for Payment - Claims to be Paid

Vendor ID	Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description
Adrian	Adrian Rincones	AR Sep 2014	100.00	Cell phone reimbursement for CFO and Marketing Director
Anderson Columbia	Anderson Columbia Co., Inc	19	1,669,414.18	Construction on SH550 for month of September
Cameron County	Cameron County	2014-112	51,342.74	July & August Payroll and Benefits Executive Director
Cameron County	Cameron County	CAF Fee 2013	16,666.67	Cameron County CAF Fee 2013
CTRMA	Central Texas Regional Mobility Authority	7290027293	338,398.00	Mobility for new Direct Connector Tolling System and Install
DYLBIA L. VEGA	DYLBIA L JEFFERIES VEGA	DV Sep 2014	1,100.00	Legal Support for September 2014
Franco San Miguel	FRANCISCO J SANMIGUEL	FS - Sep 2014	1,750.00	IT and Toll Support September 2014
HNTB	HNTB CORPORATION	105-40619-PL-017	483,481.76	Environmental Services for SPI for June 2014
HNTB	HNTB CORPORATION	106-40619-PL-017	440,855.26	Environmental and Route Studies SPI 2nd Access July
HNTB	HNTB CORPORATION	107-40619-PL-008	22,419.20	International Coordination West Rail Project
HNTB	HNTB CORPORATION	107-40619-PL-049	24,363.90	GEC Oversight for SH32 East Loop Project
Locke Lord	Locke Lord LLP	1094807	2,432.00	Legal services concerning legislative issues
Locke Lord	Locke Lord LLP	1094808	4,690.00	Legal services on SPI & Outer Pkwy
Locke Lord	Locke Lord LLP	1094835	560.00	General Legal Support for August 2014
Locke Lord	Locke Lord LLP	1094836	11,238.00	Legal services on SH550 Toll Operations Enforcement and Interoperability
Locke Lord	Locke Lord LLP	1094837	547.50	Legal services on FM1925 project
Michelle Lopez	Michelle Lopez	ML Sep 2014	100.00	Cell phone reimbursement for CFO and Marketing Director
PUB	Public Utilities Board	PUB Sep 2014	298.74	Utilities on SH550
S&B	S&B Infrastructure, LTD	U1965-20	41,214.43	Construction Management SH550 Sep 2014
TML	Texas Municipal League Intergovernmental Risk Pool	9384-Sep	7,307.25	TML insurance premiums
Xerox	Xerox	076186491	457.89	Monthly Copy Lease
Report Total			3,118,737.52	

CAMERON COUNTY REGIONAL MOBILITY AUTHORITY

Invoices Selected for Payment - Claims to be Paid

Vendor ID	Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description
BND	Brownsville Navigation District	POB - Sep 2014	2,500.00	Marketing effort to sponsor Official delegation from Mazatlan Mexico to promote commercial traffic
Emp. Liz Ponce	Lizbeth J. Ponce	Liz - Sep 2014	37.06	Reimbursement for Admin Asst mileage
Fagan Consulting	Fagan Consulting LLC	CCRMA-0914	3,778.00	Oversight and Coordination for Toll ILA
HNTB	HNTB CORPORATION	107-40619-CN-069	4,048.96	Services for West Rail Drawings and RFI's for Gating and DHS
HNTB	HNTB CORPORATION	107-40619-PL-073	7,997.50	International Advisor Services - CC Multi-Modal Hub
HNTB	HNTB CORPORATION	HNTB - Oct-Dec 2...	1,050.00	Office Space sharing agreement - HNTB Oct-Dec 2014
Michelle Lopez	Michelle Lopez	ML - Sep 2014	430.39	Reimbursement for Travel for MSB presentation and other mileage
RGV Spotlight	RGV Spotlight	INV-0A12920C-4	1,450.00	Payment for Billboard campaign
RGV Spotlight	RGV Spotlight	INV-0A12927B	500.00	Marketing support for Month of September
RGV Spotlight	RGV Spotlight	INV-0A12928B	900.00	Marketing ad for Brownsville Herald
RGV Spotlight	RGV Spotlight	INV-0A12929B	7,200.00	RGVision Magazine 1yr commitment of advertisement
RGV Spotlight	RGV Spotlight	INV-0A12931B	889.59	Marketing supplies for CCRMA mobile unite
RGV Spotlight	RGV Spotlight	INV-0A12931B-1	111.88	Facebook Marketing campaign
Sullivan Public Affa	Sullivan Public Affairs	CC092014	7,500.00	Govt relations consulting - September 2014
The Rentfro Law ...	The Rentfro Law Firm, PLLC.	017910	1,107.20	Legal services on West Rail ROW and general matters
The Rentfro Law ...	The Rentfro Law Firm, PLLC.	017911-017912	3,950.93	Legal services on West Rail ROW and general matters
TML Emp Health	TML Intergovernmental Employee Benefits Pool	2014-10	2,315.82	TML Employee Health Benefits
TXU	TXU Energy	054251403624	599.07	Utilities for SH550
Report Total			46,366.40	

(10/9) 9.22.14

CAMERON COUNTY REGIONAL MOBILITY AUTHORITY

Invoices Selected for Payment - Claims to be Paid

Vendor ID	Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description
Adrian	Adrian Rincones	AR 9-18-14	2,900.58	Reimbursement for Office Supplies, Dues, and Office Equipmen
Adrian	Adrian Rincones	AR 9-19-14	2,552.59	Adrian Mileage reimbursement and travel for IBTTA and MSB meeting - Austin
BNY	Bank of New York Mellon	252-1811746	4,022.00	Fiscal Agent Fees 2012 Bonds
C H Harden	C H Harden Jr Enterprises Inc	46426	1,280.15	Marketing materials for CCRMA
Daniel Valerio	Daniel Delgado Valerio	DV - 9-15-14	140.00	Payment to Sherrif Deputies for Toll Lane Closures
Franco San Miguel	FRANCISCO J SANMIGUEL	FS-9-18-14	284.59	Reimbursement for ManLift rental for Toll Gantry Maintenance
PEDRO SEPULVE...	PEDRO SEPULVEDA JR.	PSJ - 9-17-14	429.00	Executive Director Travel to IBTTA
RGV Spotlight	RGV Spotlight	NV-0A12910C	1,450.00	CCRMA Billboards
Roberto Oyervidez	Roberto Oyervidez	RO-9-15-14	140.00	Payment to Sherrif Deputies for Toll Lane Closures
TxDot - Constructi...	Texas Department of Transportation - Construction Division	CST00000218	2,680.34	Material Testing on SH550
Report Total			15,879.25	

**4-B CONSIDERATION AND APPROVAL OF FINANCIALS STATEMENTS
FOR SEPTEMBER 2014**

CCRMA

CAMERON COUNTY REGIONAL MOBILITY AUTHORITY

September 2014 Monthly Financial Report

Pete Sepulveda, Jr.
Executive Director

Jesus Adrian Rincones, CPA, CFE
Controller

Table of Contents

Monthly Balance Sheet	1
Monthly Statement of Revenues, Expenditures and Changes in Net Assets	4
Monthly Statement of Cash Flows	5
Monthly Capital Projects in Progress	6
Toll Revenues & Expenditures	9

CAMERON COUNTY REGIONAL MOBILITY AUTHORITY

Balance Sheet
As of 9/30/2014
(In Whole Numbers)

	Current Year
ASSETS	
Current Assets:	
Cash and cash equivalents	
CCRMA Claims Account	14,211
CCRMA Operating Fund	5,236,181
TxTag - Replenishment Account	1,254
CCRMA Bond/Debt Funds	793,578
Total Cash and cash equivalents	6,045,224
Restricted cash accounts - debt service	
CCRMA Toll Revenue Funds	11,580
2010 A & B Pledged Revenue Funds	1
2010 A Debt Reserve	1,038,587
2010 A Debt Service	652,719
2010 B Debt Reserve	1,218,154
2010 B Debt Service	169,641
2012 Bond CAPI funds	1,136,400
2012 Bond Operating Fund	139,688
2012 Bond Project Funds	10,885,656
2012 Bonds Rate Stabilization Fund	878,343
2012 Bond Pledged Revenue	85,930
2012 Bonds Debt Service	159,308
Total Restricted cash accounts - debt service	16,376,007
Accounts receivable	
Accounts Receivable - Customers	257,379
Vehicle Registration Fees - Receivable	508,660
Total Accounts receivable	766,039
Accounts receivable - other agencies	
Accounts Receivable - Other Agencies	1,159,889
Due from Other Agencies	145,415
Total Accounts receivable - other agencies	1,305,304
Prepaid expenses	
Prepaid Rent	1,050
Prepaid Other Expense	7,798
Total Prepaid expenses	8,848
Total Current Assets:	24,501,423
Non Current Assets:	
Capital assets, net	
Furnishings & Equipment	4,386,712
Accumulated Depreciation-Furnishings & Equipment	(319,322)
Infrastructure & Utilities	12,958,232
Accumulated Depreciation-Infrastructure	(323,956)
Total Capital assets, net	16,701,666
Capital projects in progress	
CIP - Planning & Coordination	262,648
CIP - Preliminary Engineering & Design	3,322,235
CIP - Environmental Studies	12,465,028
CIP - Mitigation	93,373
CIP - Right of Way	357,237
CIP - Utilities	171,015
CIP - Construction	38,161,805
CIP - Construction Engineering	17,481
CIP - Construction Management	2,222,732

CAMERON COUNTY REGIONAL MOBILITY AUTHORITY

Balance Sheet
As of 9/30/2014
(In Whole Numbers)

	Current Year
CIP - Direct Legal Costs	450,445
CIP - Capitalized Interest	1,403,620
CIP - Indirect Administration and Overhead	<u>71,100</u>
Total Capital projects in progress	58,998,718
Other assets	
Other Assets	<u>39,392,799</u>
Total Other assets	39,392,799
Unamortized bond issue costs	
2012 Unamortized Discount	<u>120,545</u>
Total Unamortized bond issue costs	<u>120,545</u>
Total Non Current Assets:	<u>115,213,728</u>
Total ASSETS	<u><u>139,715,151</u></u>
LIABILITIES	
Current Liabilities	
Accounts payable	
Accounts Payable	<u>3,503,040</u>
Total Accounts payable	3,503,040
Accrued expenses	
TxTag Customer Deposits	290
Toll Refunds from MSB	<u>1,045</u>
Total Accrued expenses	1,335
Payroll liabilities	
Federal Tax Withholding	1,790
Payroll Tax Payable	2,223
Retirement Contribution Payable	980
Health Insurance Payable	<u>200</u>
Total Payroll liabilities	5,193
Deferred revenue	
Deferred Revenue	<u>1,674</u>
Total Deferred revenue	<u>1,674</u>
Total Current Liabilities	3,511,241
Non Current Liabilities	
Due to other agencies	
Cameron County	167,500
Due to other Govts	<u>2,014,428</u>
Total Due to other agencies	2,181,928
Due to TxDot	
Union Pacific - West Rail Project	25,178,814
Union Pacific - Olmito Switchyard	9,844,058
TxDot FAA - South Padre Island	8,818,207
TxDot FAA - West Parkway	<u>2,244,589</u>
Total Due to TxDot	46,085,668
Long term bond payable	
2010A Bonds Payable	12,245,000
2010A Unamortized Premium	70,327
2010B Bonds Payable	15,535,000
2012 Bonds Payable	40,000,000
2012 Unamortized Premium	4,309,435
2014 Bonds Payable	5,000,000
2014 Bond Premium	155,424
2014 Bond Prepaid Insurance	(12,303)

CAMERON COUNTY REGIONAL MOBILITY AUTHORITY

Balance Sheet
As of 9/30/2014
(In Whole Numbers)

	Current Year
Total Long term bond payable	<u>77,302,884</u>
Total Non Current Liabilities	<u>125,570,479</u>
Total LIABILITIES	<u>129,081,721</u>
NET POSITION	
Beginning net position	<u>7,812,522</u>
Total Beginning net position	<u>7,812,522</u>
Changes in net position	<u>2,820,908</u>
Total Changes in net position	<u>2,820,908</u>
Total NET POSITION	<u>10,633,430</u>
TOTAL LIABILITIES AND NET POSITION	<u>139,715,151</u>

CAMERON COUNTY REGIONAL MOBILITY AUTHORITY

Statement of Revenues, Expenditures And Changes in Net Assets - Unposted Transactions Included In Report
From 9/1/2014 Through 9/30/2014
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget - Original	Total Budget Variance - Original
Operating Revenues				
Vehicle registration fees	228,290	2,938,633	2,800,000	138,633
Toll revenues	16,106	267,074	200,000	67,074
TRZ revenue	0	304,276	300,000	4,276
Other revenue	0	4,177,830	0	4,177,830
Total Operating Revenues	244,396	7,687,813	3,300,000	4,387,813
Operating Expenses				
Personnel costs	68,534	432,671	571,800	139,129
Professional services	0	22,500	25,000	2,500
Contractual services	31,375	261,304	267,200	5,896
Debt interest	0	3,899,858	4,061,700	161,842
Project expenses	0	0	75,000	75,000
Advertising & marketing	6,742	28,168	40,000	11,832
Data processing	30	7,914	10,000	2,086
Dues & memberships	2,225	9,105	9,500	395
Education & training	0	4,383	11,000	6,617
Fiscal agent fees	4,022	13,038	15,000	1,962
Insurance	0	22,078	31,800	9,722
Office supplies	2,696	10,715	10,000	(715)
Road maintenance	2,315	44,423	150,000	105,577
Rent	458	8,779	11,000	2,221
Toll services	2,817	63,481	50,000	(13,481)
Travel	3,449	36,700	40,000	3,300
Utilities	1,098	10,023	15,000	4,977
Total Operating Expenses	125,760	4,875,139	5,394,000	518,861
Non Operating Revenue				
Interest income	620	8,234	0	8,234
Total Non Operating Revenue	620	8,234	0	8,234
Changes in Net Assets	119,256	2,820,908	(2,094,000)	4,914,908
Net Assets Beginning of Year	10,514,174	7,812,522	0	7,812,522
Net Assets End of Year	10,633,430	10,633,350	(2,094,000)	12,727,350

CAMERON COUNTY REGIONAL MOBILITY AUTHORITY

Statement of Cash Flows

As of 9/30/2014

	<u>Current Period</u>	<u>Current Year</u>
Cash Flows from Operating Activities		
Receipts from Vehicle Registration Fees	0.00	2,760,457.61
Receipts from Toll Revenues	11,406.48	9,695.22
Receipts from TRZ Revenue	0.00	304,276.00
Payments to Vendors	(58,275.88)	(543,038.90)
Payments to Employees	<u>(68,323.05)</u>	<u>(427,477.97)</u>
Total Cash Flows from Operating Activities	<u>(115,192.45)</u>	<u>2,103,911.96</u>
Cash Flows from Capital and related Financing Activities		
Acquisitions of Property and Equipment	(342,176.00)	(478,261.46)
Receipts from Grants and Other income	1,584.31	6,417,984.65
Payments on Interest	0.00	(3,899,858.11)
Acquisitions of Construction in Progress	(1,518,996.52)	(31,662,415.77)
Principal Payments on Bonds	0.00	5,143,121.67
Proceeds from TxDot FAA	440,855.26	3,176,882.36
Proceeds from Other Governments	<u>0.00</u>	<u>1,859,469.16</u>
Total Cash Flows from Capital and related Financing Activities	<u>(1,418,732.95)</u>	<u>(19,443,077.50)</u>
Net Increase (Decrease) in Cash & Cash Equivalents	<u>(1,533,925.40)</u>	<u>(17,339,165.54)</u>
Beginning Cash & Cash Equivalents	23,955,156.89	39,760,317.03
Ending Cash & Cash Equivalents	<u>22,421,231.49</u>	<u>22,421,151.49</u>

CAMERON COUNTY REGIONAL MOBILITY AUTHORITY
Capital Projects in Progress - Unposted Transactions Included In Report
From 9/1/2014 Through 9/30/2014
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget - Original	Total Budget Variance - Original
Capital Projects				
South Padre Island 2nd Access	361,393	3,389,765	5,200,000	1,810,235
West Parkway Project	0	980	0	(980)
Outer Parkway	2,345	29,932	2,500,000	2,470,068
West Rail Relocation	31,526	2,253,062	5,000,000	2,746,938
Olmito Switchyard	0	144,773	0	(144,773)
SH 550	1,710,629	24,377,005	34,450,000	10,072,995
SH 32 (East Loop)	24,364	254,375	225,000	(29,375)
FM 803	0	79,566	35,000	(44,566)
General Brant	0	1,976	50,000	48,024
Port Isabel Access Rd	0	46,767	300,000	253,233
Total Capital Projects	<u>2,130,257</u>	<u>30,578,202</u>	<u>47,760,000</u>	<u>17,181,798</u>

CAMERON COUNTY REGIONAL MOBILITY AUTHORITY

Statement of Revenues and Expenditures - Unposted Transactions Included In Report
From 9/1/2014 Through 9/30/2014
(In Whole Numbers)

		Current Period Actual	Current Year Actual	Total Budget - Original	Total Budget Variance - Original
Capital Projects					
South Padre Island 2nd Access	2000				
CAPITALIZED PROJECT COSTS	01CAP				
CIP - Planning & Coordination	15100	30,746	91,901	0	(91,901)
CIP - Preliminary Engineering & Design	15110	156,813	229,124	1,500,000	1,270,876
CIP - Environmental Studies	15120	171,489	3,055,929	3,500,000	444,071
CIP - Direct Legal Costs	15300	2,345	12,781	50,000	37,219
CIP - Direct Administration	15320	0	0	75,000	75,000
CIP - Indirect Administration and Overhead	15330	0	30	75,000	74,970
Total South Padre Island 2nd Access		361,393	3,389,765	5,200,000	1,810,235
West Parkway Project	2025				
CAPITALIZED PROJECT COSTS	01CAP				
CIP - Direct Legal Costs	15300	0	980	0	(980)
Total West Parkway Project		0	980	0	(980)
Outer Parkway	2050				
CAPITALIZED PROJECT COSTS	01CAP				
CIP - Planning & Coordination	15100	0	24,700	0	(24,700)
CIP - Preliminary Engineering & Design	15110	0	0	1,000,000	1,000,000
CIP - Environmental Studies	15120	0	0	1,400,000	1,400,000
CIP - Direct Legal Costs	15300	2,345	5,232	20,000	14,768
CIP - Direct Administration	15320	0	0	40,000	40,000
CIP - Indirect Administration and Overhead	15330	0	0	40,000	40,000
Total Outer Parkway		2,345	29,932	2,500,000	2,470,068
West Rail Relocation	2100				
CAPITALIZED PROJECT COSTS	01CAP				
CIP - Planning & Coordination	15100	0	12,500	0	(12,500)
CIP - Mitigation	15130	0	1,564	250,000	248,436
CIP - Right of Way	15200	0	356,581	250,000	(106,581)
CIP - Utilities	15210	0	0	350,000	350,000
CIP - Construction	15220	0	1,651,883	3,500,000	1,848,117
CIP - Construction Engineering	15230	0	17,481	0	(17,481)
CIP - Construction Management	15240	26,468	200,291	500,000	299,709
CIP - Direct Legal Costs	15300	5,058	12,762	50,000	37,238
CIP - Direct Administration	15320	0	0	50,000	50,000
CIP - Indirect Administration and Overhead	15330	0	0	50,000	50,000
Total West Rail Relocation		31,526	2,253,062	5,000,000	2,746,938
Olmito Switchyard	2150				
CAPITALIZED PROJECT COSTS	01CAP				
CIP - Utilities	15210	0	144,773	0	(144,773)
Total Olmito Switchyard		0	144,773	0	(144,773)
SH 550	2200				
CAPITALIZED PROJECT COSTS	01CAP				
CIP - Planning & Coordination	15100	0	12,500	0	(12,500)
CIP - Mitigation	15130	0	33,975	0	(33,975)
CIP - Utilities	15210	0	0	500,000	500,000
CIP - Construction	15220	1,669,414	23,088,994	32,500,000	9,411,006
CIP - Construction Management	15240	41,214	1,204,034	1,300,000	95,966
CIP - Direct Legal Costs	15300	0	37,502	75,000	37,498
CIP - Direct Administration	15320	0	0	50,000	50,000
CIP - Indirect Administration and Overhead	15330	70	0	25,000	25,000

CAMERON COUNTY REGIONAL MOBILITY AUTHORITY

Statement of Revenues and Expenditures - Unposted Transactions Included In Report
From 9/1/2014 Through 9/30/2014
(In Whole Numbers)

		Current Period Actual	Current Year Actual	Total Budget - Original	Total Budget Variance - Original
Total SH 550		<u>1,710,629</u>	<u>24,377,005</u>	<u>34,450,000</u>	<u>10,072,995</u>
SH 32 (East Loop)	2250				
CAPITALIZED PROJECT COSTS	01CAP				
CIP - Planning & Coordination	15100	12,182	121,047	0	(121,047)
CIP - Preliminary Engineering & Design	15110	0	29,782	75,000	45,218
CIP - Environmental Studies	15120	12,182	103,547	100,000	(3,547)
CIP - Direct Legal Costs	15300	0	0	15,000	15,000
CIP - Direct Administration	15320	0	0	17,500	17,500
CIP - Indirect Administration and Overhead	15330	0	0	17,500	17,500
Total SH 32 (East Loop)		<u>24,364</u>	<u>254,375</u>	<u>225,000</u>	<u>(29,375)</u>
FM 803	2300				
CAPITALIZED PROJECT COSTS	01CAP				
CIP - Preliminary Engineering & Design	15110	0	21,732	10,000	(11,732)
CIP - Mitigation	15130	0	57,834	0	(57,834)
CIP - Direct Legal Costs	15300	0	0	5,000	5,000
CIP - Direct Administration	15320	0	0	10,000	10,000
CIP - Indirect Administration and Overhead	15330	0	0	10,000	10,000
Total FM 803		<u>0</u>	<u>79,566</u>	<u>35,000</u>	<u>(44,566)</u>
General Brant	2350				
CAPITALIZED PROJECT COSTS	01CAP				
CIP - Preliminary Engineering & Design	15110	0	1,976	12,500	10,524
CIP - Environmental Studies	15120	0	0	12,500	12,500
CIP - Direct Legal Costs	15300	0	0	5,000	5,000
CIP - Direct Administration	15320	0	0	10,000	10,000
CIP - Indirect Administration and Overhead	15330	0	0	10,000	10,000
Total General Brant		<u>0</u>	<u>1,976</u>	<u>50,000</u>	<u>48,024</u>
Port Isabel Access Rd	2400				
CAPITALIZED PROJECT COSTS	01CAP				
CIP - Preliminary Engineering & Design	15110	0	0	100,000	100,000
CIP - Environmental Studies	15120	0	46,767	150,000	103,233
CIP - Direct Legal Costs	15300	0	0	10,000	10,000
CIP - Direct Administration	15320	0	0	20,000	20,000
CIP - Indirect Administration and Overhead	15330	0	0	20,000	20,000
Total Port Isabel Access Rd		<u>0</u>	<u>46,767</u>	<u>300,000</u>	<u>253,233</u>
Total Capital Projects		<u>2,130,257</u>	<u>30,578,202</u>	<u>47,760,000</u>	<u>17,181,798</u>

CAMERON COUNTY REGIONAL MOBILITY AUTHORITYToll Revenues and Expenditures
From 9/1/2014 Through 9/30/2014

	Current Period Actual	Current Year Actual	YTD Budget - Original	YTD Budget Variance - Original
Toll Revenues				
Toll Revenue	16,106.48	267,074.22	200,000.00	67,074.22
Total Toll Revenues	16,106.48	267,074.22	200,000.00	67,074.22
Toll Expenditures				
Toll services				
Toll Services	2,816.94	63,481.13	50,000.00	(13,481.13)
Total Toll services	2,816.94	63,481.13	50,000.00	(13,481.13)
Toll maintenance				
Maintenance - SH 550	2,314.59	44,423.12	150,000.00	105,576.88
Total Toll maintenance	2,314.59	44,423.12	150,000.00	105,576.88
Total Toll Expenditures	5,131.53	107,904.25	200,000.00	92,095.75
Net Change in Toll Services	10,974.95	159,169.97	0.00	159,169.97

**4-C DISCUSSION AND POSSIBLE ACTION REGARDING THE
SELECTION OF A GENERAL ENGINEERING CONSULTANT FOR
THE CAMERON COUNTY REGIONAL MOBILITY AUTHORITY**



4C

MEMORANDUM

TO: CCRMA Board of Directors

FROM: Pete Sepulveda, Jr., Executive Director *PSJ*

DATE: October 9, 2014

SUBJ: Item 4C

The CCRMA received three proposals for General Engineering Consultants. Proposals were received from S&B Infrastructure, LNV and a proposal from HNTB. The Evaluation Committee met on June 30, 2014 and interviewed two of the firms that submitted proposals, S&B Infrastructure and HNTB. Attached is the score sheet for the proposals.

As you all know, the CCRMA has a \$1.9 billion system of projects that we expect to develop over the course of the next ten years. We have projects ranging from small to large and from basic projects to complicated projects. We do have several major complex projects that we are currently at crucial phases of those projects.

I am recommending to the Board that two firms be selected as GEC's. This will give the Board flexibility in dealing with all the projects that we have under development and other projects that we will add to our System Map in the coming years. In talking to Staff at other RMA's across the state, they too have secured the services of two GEC's for their organization and that structure is working well.

Thus, my recommendation is for S&B Infrastructure and HNTB, both be selected as the CCRMA's General Engineering Consultant. Additionally, I would like authority to begin negotiating agreements with those firms.

If you have any questions, let me know.

TABULATION

GEC SERVICES

RFQ #2014.01

PROPOSER	S&B INFR.	HNTB
EVALUATOR:	TOTAL SCORE	TOTAL SCORE
E1	83	92
E2	91	87
E3	84	92
TOTAL SCORE	258	271
AVERAGE	86	90

4-D APPROVAL OF AN INTERLOCAL AGREEMENT BETWEEN CAMERON COUNTY AND THE CAMERON COUNTY REGIONAL MOBILITY AUTHORITY (CCRMA) FOR THE OPERATION OF AN INTEROPERABILITY SYSTEM BETWEEN THE CAMERON COUNTY INTERNATIONAL BRIDGE SYSTEM AND THE CAMERON COUNTY REGIONAL MOBILITY AUTHORITY'S SH 550 TOLL ROAD

INTERLOCAL AGREEMENT

THIS INTERLOCAL AGREEMENT (the "Agreement") is made and entered into effective as of the ___ day of _____, 2014, by and between the CAMERON COUNTY REGIONAL MOBILITY AUTHORITY ("CCRMA"), a political subdivision of the State of Texas, and Cameron County, Texas (the "County"), (collectively, the "Parties").

RECITALS

WHEREAS, the CCRMA is a regional mobility authority created pursuant to the request of Cameron County and operating pursuant to Chapter 370 of the Texas Transportation Code (the "RMA Act") and 43 TEX. ADMIN. CODE §§ 26.1 et seq.; and

WHEREAS, Chapter 791 of the Texas Government Code provides that any one or more public agencies may contract with each other for the performance of governmental functions or services in which the contracting parties are mutually interested; and

WHEREAS, Section 370.033 of the RMA Act provides that a regional mobility authority may enter into contracts or agreements with another governmental entity; and

WHEREAS, the CCRMA currently operates the SH 550 Toll Project and plans to develop and operate future toll projects in Cameron County (the "CCRMA Projects"); and

WHEREAS, pursuant to an interlocal agreement entered into previously between the CCRMA and the Central Texas Regional Mobility Authority ("CTRMA"), the CTRMA provides toll transaction processing, toll collection, violation processing, collection management, and court supported services on CCRMA Projects (the "Toll Transaction Processing Services Agreement"); and

WHEREAS, the County currently operates the Veterans Bridge at Los Tomates, Gateway Bridge and the Free Trade Bridge at Los Indios pursuant to Chapter 367 of the Texas Transportation Code; and

WHEREAS, the Cameron County International Bridge System utilizes an electronic toll collection system that employs transponder devices to collect tolls from customers for the County (the "Cameron County Bridge System Transponders"); and

WHEREAS, a significant number of vehicles utilizing Cameron County Bridge System Transponders travel on and incur toll transactions on CCRMA Projects but are not registered as CCRMA customers, making it difficult for the CCRMA to collect toll charges from these vehicles; and

WHEREAS, the Parties agree that it will be to their mutual benefit to engage in a collective approach to the collection of tolls incurred by customers with Cameron County Bridge System Transponders; and

WHEREAS, the Parties agree that it would be to their mutual benefit to operate their respective electronic toll collection systems in an interoperable manner for the purpose of exchanging toll transactions generated by their respective customers.

NOW, THEREFORE, in consideration of the mutual promises set forth herein and other good and valuable consideration, the receipt and sufficiency of which the Parties acknowledge, the Parties agree as follows:

AGREEMENT

- Operation of Interoperability System.** The Parties agree to operate a system that includes interoperable interfaces as part of their respective toll collection systems in addition to using applicable and compatible electronic tag devices. The Parties further agree to operate the necessary interoperable components of their toll collection systems in accordance with the CTRMA Interoperability Business Rules ("CTRMA IBRs"), attached hereto as Exhibit "A", and the Texas Interoperability Interface Control Documents ("ICDs"), attached hereto as Exhibit "B".

The CTRMA IBRs and the ICDs are primarily governed by underlying agreements between the CTRMA and its consultants and the Statewide Interoperability of Toll Collection Systems Agreement. Any amendments to the CTRMA IBRs or ICDs made pursuant to those underlying agreements shall not apply to this Agreement unless approved by written agreement of the Parties. As their business needs change the Parties agree to review the CTRMA IBRs and ICDs periodically for possible modifications.

2. **Data Transfer.** The Parties agree to exchange data in accordance with the requirements of the CTRMA IBRs and the ICDs.
3. **Cameron County Bridge System Matched Transactions.**
 - (a) The CCRMA agrees to operate the electronic toll collection systems on the CCRMA Projects in a manner that allows for recognition of the Cameron County Bridge System Transponders. Upon recognition of a Cameron County Bridge System Transponder on a CCRMA Project, the transaction will be transmitted to the CTRMA for processing pursuant to the Toll Transaction Processing Services Agreement. The CCRMA will then transmit the summary compiled by the CTRMA of the applicable toll transactions to the County. These transactions are referred to as "System Matched Transactions" and will be identified in such a way that the County can identify these transactions on its customers' toll statements.
 - (b) The County agrees to specifically identify these transactions on its customers' toll statements and inform its customers that they must review such transactions and notify the CCRMA of any toll charges inconsistent with actual travel within thirty (30) days of their toll statement date. The CCRMA must give its prior written approval to the form of the County's communications with respect to such transactions before the County utilizes the communications with the County's customers.
4. **Transaction Fee.** The Transaction Fee shall be **five percent (5%)** of the initial toll charge posted to a customer's account. There shall be no Transaction Fee to adjustments or corrections to the initial posted toll charge to a customer's account. The CCRMA will impose its standard toll rate as its toll charge on County customers and the County shall deduct the Transaction Fee from that amount. Beginning on January 1, 2015, and thereafter not later than the first day of February in each year during which this Agreement is in effect and a minimum of once annually, the Parties may review the Transaction Fee for possible adjustment pursuant to an amendment to this Agreement.
5. **Payment of Transaction Fees and Reconciliation.** The County agrees to pay, or cause to be paid, any funds collected by the County on behalf of the CCRMA within 45 days of receiving those funds. The County may deduct the Transaction Fees that are owed prior to transferring toll related funds to the CCRMA. The County shall submit a summary of Transaction Fees charged and collected under this Agreement and shall also present a reconciliation of the related transactions, invoices, and accounts.
6. **Marketing.** The Parties at their own expense will engage in marketing activities as each deem necessary and appropriate to advise their customers of the interoperability benefits being delivered through this Agreement. The Parties may use each other's trademarks in such marketing efforts. A party that intends to use the other Party's trademark in marketing materials will give the other Party a reasonable opportunity to review and comment on such marketing materials before the materials are issued to the public.
7. **Customer Information.** Each Party will maintain the information received about the customers of the other Party, if any, as confidential information and will do so in compliance with applicable laws concerning privacy practices and as otherwise consistent with the policies and practices that

each of them follows with respect to the confidential information of its own customers. These obligations survive the expiration or termination of this Agreement.

8. **Audit.** Upon reasonable advance notice, the Parties may audit each other's books and records that directly relate to the subject matter of this Agreement.
9. **Termination.** This Agreement may be terminated by (i) mutual agreement of the Parties, (ii) by either Party at any time with or without cause by giving to the other Party six (6) months prior written notice of its intent to terminate, or (iii) by either Party upon the failure of the other Party to fulfill its obligations under this Agreement, provided that the non-defaulting Party has first given written notice of the performance failure to the defaulting Party and such notice provides the defaulting Party a reasonable period, not more than thirty (30) days, to cure such performance failure.
10. **Notices.** All written notices, demands, and other papers or documents to be delivered to the Parties under this Agreement shall be delivered by courier, hand delivery, or overnight express mail service, to:

To the CCRMA:

Cameron County Regional Mobility Authority
1100 E. Monroe
Brownsville, Texas 78521
Attn: Executive Director

To the County:

Cameron County
1100 E. Monroe
Brownsville, Texas 78521
Attn: County Judge

All written notices, demands, and other papers or documents served upon the Parties in the aforesaid manner will be deemed served or delivered for all purposes hereunder immediately upon actual delivery or refusal of delivery if transmitted by courier or overnight delivery service.

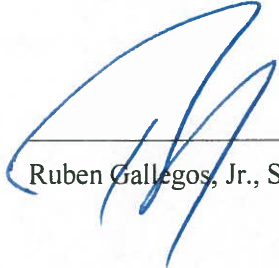
11. **Relationship of the Parties.** Nothing in this Agreement is intended to create, nor shall be deemed or construed by the Parties or by any third party as creating the relationship of principal and agent, partnership, or joint venture between the Parties and/or any other party. Without limiting the foregoing, the purposes for which the Parties have entered into this Agreement are separate and distinct, and there are no pecuniary interests, common purposes and/or equal rights of control between the Parties hereto. Each Party agrees it is responsible for its actions and the actions of its contractors, employees, representative, and agents. Neither Party waives any powers, rights or defenses it may have under applicable law.
12. **No Third Party Beneficiaries.** This Agreement is entered into for the sole benefit of the Parties and their respective successors. Nothing in this Agreement nor in any approval subsequently provided by either Party hereto will be construed as giving any benefits, rights, remedies, or claims to any other person, firm, corporation, or other entity, including, without limitation, the public in general or any member thereof, or to authorize anyone not a party to this Agreement to maintain a suit for personal injuries, property damage, or any other relief in law or equity in connection with this Agreement.
13. **Successors and Assigns.** This Agreement shall bind, and shall be for the sole and exclusive benefit of the parties and their legal successors. Other than as provided in the preceding sentence,

neither Party shall assign, sublet or transfer its respective interests in this Agreement without the prior written consent of the other Party to this Agreement, unless otherwise provided by law. Any assignment in violation of this paragraph shall be void and a default under this Agreement.

14. **Severability.** If any provision of this Agreement or the application thereof to any entity or circumstance is rendered or declared illegal for any reason and shall be invalid or unenforceable, the remainder of this Agreement and the application of such provision to other entities or circumstances shall not be affected thereby, but shall be enforced to the greatest extent permitted by applicable law.
15. **Written Amendments.** Any change in the Agreement, terms and/or responsibilities of the Parties hereto must be enacted through a written amendment. No amendment to this Agreement shall be of any effect unless in writing and executed by the Parties.
16. **Limitations.** All covenants and obligations of the Parties under this Agreement shall be deemed valid covenants and obligations of said entities, and no officer, director, or employee of the Parties shall have any personal obligations or liability hereunder.
17. **Authorization.** Each Party to this Agreement represents to the other that it is fully authorized to enter into this Agreement and to perform its obligations hereunder, and that no waiver, consent, approval, or authorization from any third party is required to be obtained or made in connection with the execution delivery or performance of this Agreement. Each signatory on behalf of the Parties, as applicable, represents that he or she is fully authorized to bind that entity to the terms of this Agreement.
18. **Interpretation.** No provision of this Agreement shall be construed against or interpreted to the disadvantage of either Party by any court, other governmental or judicial authority, or arbitrator by reason of such party having or being deemed to have drafted, prepared, structured or dictated such provision.
19. **Waiver.** No delay or omission by either Party hereto to exercise any right or power hereunder shall impair such right or power or be construed as a waiver thereof. A waiver by either of the Parties hereto of any of the covenants, conditions or agreements to be performed by the other or any breach thereof shall not be construed to be a waiver of any succeeding breach thereof or of any other covenant, condition or agreement herein contained. No course of dealing between the Parties will be a waiver of estoppel of a right, remedy, or condition under this Agreement.
20. **Entire Agreement.** This Agreement when executed constitutes the entire agreement between the Parties with respect to the subject matter hereof. There are no representations, understandings or agreements relative hereto which are not fully expressed in this Agreement.
21. **Counterparts.** This Agreement may be executed in several counterparts, each of which shall be deemed an original, and all such counterparts shall constitute one single agreement between the Parties.
22. **Headings.** The article and section headings used in this Agreement are for reference and convenience only, and shall not enter into the interpretation hereof.

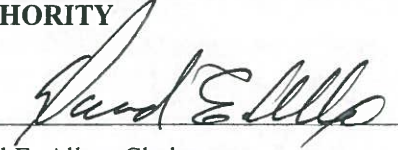
IN WITNESS WHEREOF, the Parties have executed this Agreement on the dates shown below,
to be effective on the date listed above.

APPROVED AS TO FORM:



Ruben Gallegos, Jr., Secretary

**CAMERON COUNTY REGIONAL MOBILITY
AUTHORITY**



David E. Allex, Chairman

Date: 10-9-14

ATTEST:



Joe G. Rivera, County Clerk



CAMERON COUNTY



Carlos H. Cascos, CPA, County Judge

Date: 10/09/2014

EXHIBIT A
CTRMA INTEROPERABILITY BUSINESS RULES



Toll Interoperability

Business Requirements

Revision 6.0, Version 1.4

Release Date: February 2, 2012

ABSTRACT

This document contains the business requirements for engaging in toll transaction interoperability, as established by the Interoperability Committee and authorized by the Interoperability Interlocal Agreement (IOP ILA).

These business requirements are revised from time to time by the Interoperability Committee. Interoperability was developed for the sole purpose of coordinating the exchange of toll transactions of multiple organizations that utilize, operate, and manage toll facilities. This document describes what is required of a participating Authority in order to enable and maintain sound business relationships.

Should a question regarding Interoperability operations arise, the then-effective Interoperability Interlocal Agreement (IOP ILA) shall carry with business rules secondary to the IOP ILA.



TABLE OF CONTENTS

1	INTRODUCTION.....	1
1.1	PURPOSE	1
1.2	DEFINITIONS, ACRONYMS, ABBREVIATIONS	1
1.3	REFERENCES	3
2	REQUIREMENTS	4
2.1	TOLLING BUSINESS REQUIREMENTS	4
2.1.1	General Requirements.....	4
2.1.2	Marketing and Branding.....	4
2.1.3	Account Requirements.....	5
2.1.4	Settlement and Reconciliation Requirements.....	5
2.1.5	Data Interchange Requirements.....	7
2.1.6	Reporting Requirements	11
2.1.7	Performance Requirements	11
2.1.8	Security Requirements	12
2.1.9	Fees	14
2.1.10	Customer Service/Dispute Resolution.....	15
2.1.11	Testing Requirements	15
2.1.12	Notification of Maintenance and Modifications.....	15
	ATTACHMENT A: EXCEPTIONS TAKEN BY AUTHORITY	17

FIGURES AND TABLES

TABLE 1: DEFINITIONS, ACRONYMS, AND ABBREVIATIONS	1
---	---

REVISION HISTORY

Date	Revision Version	Author	Description of Modifications
August 2010	5.0, Rev 0	B. Alkire	<p>Changed formatting. Modified requirements per Interoperability Committee Review 7/29/2010.</p> <div>   </div> <p>Interoperable Business Requirement Interoperable Business Requirement</p>
08Sept2010	5.0 Rev 1 (or 5.1, as preferred)	S. Wheeler	HCTRA notes
17Sept2010 - 27Sept2010		B. Alkire	Added comments to HCTRA's notes for review by the committee.
09Dec2010 07Jan2011 14Jan2011	5.0 Rev. 2	B. Alkire R. Silva R. Oldham R. Moore G. Mack J. Bailey R. Jacobson T. Brown K. Docherty S. Wheeler	Review and approve comments and/or edits.
11Feb2011- 15Feb2011, 11Mar2011- 15Mar2011	6.0, Rev. 0	B. Alkire S. Wheeler	Updated based on direction from the group and prior review action items.
29Apr2011- 29June2011	6.0, Rev. 1	B. Alkire	Added business rules for License Plate Validation List implementation.
20Jul2011- 15 Sep2011	6.0, V0, Rev. 2	B. Alkire	Reviewed revisions with IOP Committee.
15Sept2011	Rev 6 Version1	B. Alkire	Accepted Revisions after acknowledgement of requirements from all parties (NTTA, HCTRA, TTA and CTRMA).
27Sept2011	Rev 6 Version 1.1	B. Alkire	<p>Added Video Transactions to the list of transactions called out in reconciliation. Edited IBR-REC-6 to conform to standard text referencing IOPHub. Defined IHO when it is first mentioned in the security section. Removed footnote to IBR-GEN-2 since exceptions are called out in the Attachment.</p>
01Nov2011	Rev 6 Version 1.2	B. Alkire	Added references for Attachment A and Attachment B.
15Nov2011	Rev 6 Version 1.3	B. Alkire	Corrected IBR-ACC-7, IBR-REC-17, IBR-DIR-4, IBR-SEC-1, IBR-SEC-3, IBR-SEC-15 and IBR-CUS-4 based on Authority review on November 7, 2011.
02Feb2012	Rev 6 Version 1.4	B. Jewell	Revised per final implementation BR review and implementation review meeting.

1 Introduction

1.1 Purpose

The purpose of this document is to describe and record all business requirements for interoperability relationships.

Attachment A contains each party's requirement implementation exceptions. Each party has responsibility to implement each requirement as stated herein.

The requirements have been agreed to by each party.

1.2 Definitions, Acronyms, Abbreviations

The intent of this section is to list terms and acronyms used in this document, for easy reference.

Table 1: Definitions, Acronyms, and Abbreviations

Term	Description
Account	An account for the payment of tolls established by a Patron with an Authority.
Authority	An Interoperable Authority, agency, company, or other entity designated as the representative of the Interoperable Authority.
Bad Debt	Debt incurred by any Authority as a result of a non-collectable Transaction.
Base Transaction Fee	Currently a percentage of the posted toll amount, as defined in the IOP ILA, payable by a Visited Authority to a Home Authority for each Interoperable transaction incurred at the Visited Authority's facility and posted by the Home Authority to the Patron's Account.
Credit Settlement Amount	The amount that one Authority agrees to pay another Authority.
Debit Settlement Amount	The amount that one Authority agrees to receive from another Authority.
Disputed Transaction	A Transaction which is disputed by the Patron or the Home Authority.
Duplicate Transaction	A Transaction apparently generated by a single vehicle at a location that occurs within approximately one minute after a Transaction generated by the same vehicle at the same general location (e.g., same plaza and same or adjacent lane).
ETC	Electronic Toll Collection; a method of paying tolls electronically without human intervention.
Fleet Account	An account that contains multiple non-tagged vehicles that may be operated by a third party. These accounts shall have a guaranteed payment method.
Home Authority	An Interoperable Authority which owns and maintains the Patron Account of vehicle(s) and transponder(s) to which interoperable toll transactions are posted.
Interface Control Document (ICD)	Interface Control Document (ICD) describe the data interface and the specifics of fields, files, naming conventions, etc., with which each Interoperable Authority must comply when transmitting Interoperable data.
Interoperable Authority	An Authority which is party to the Interoperable ILA.
Interoperability	The Interoperability Committee comprised of representatives of all

Term	Description
Committee	Interoperable Authorities to formulate and serve as the custodian of all interoperability business rules, interoperability information control documents, and interoperability standards applicable to interoperable toll authorities and to be responsible for evaluating any proposed amendment to such rules, documents and standards.
Interoperability HUB (IOPHub)	The technical and procedural implementation of the Interoperability Interlocal Agreement (IOP ILA).
Interoperability Network	A data communications structure that allows one Interoperable Authority to exchange data with multiple other Interoperable Authorities. This is also referred to as the IOPHub.
Interoperable Transaction	A Transaction created at a Visited Authority by a vehicle identifiable via TVL or LVL.
Interoperability Business Requirements (IBR)	This document, which is incorporated by reference into, and is a part of, the Interoperability Interlocal Agreement.
Interoperability Interlocal Agreement (IOP ILA)	The Interoperability Interlocal Agreement allows for exchange and settlement of tolling transactions; the parties of this Agreement agree to comply with the Interoperability Business Requirements and ICDs.
Invalid Transponder	A Transponder that has a status of lost, stolen, returned, invalid, or undefined and/or that is associated with an Account that has been terminated, suspended, or has an insufficient balance to post a toll (as determined by the Home Authority).
License Plate Validation List (LVL)	A comprehensive list of License Plates on accounts managed by each Interoperable Authority, as specified in the ICDs.
Non-Transponder-Based Transaction System	An electronic toll collection system that does not employ Transponders as the primary means for toll collection.
Non-Transponder-Based Transaction Fee	The Base Transaction fee plus an additional amount as defined by the Interoperability Committee.
Patron	A party that establishes an Account with an Authority.
Post (ed) (ing)	Matching a Transaction to an Account and crediting or debiting the corresponding amount from the Account.
Rejected Transaction	Transactions are rejected by the Home Authority for the following reasons: "D" – Duplicate transaction, posting failed "I" – Invalid Tag, posting failed "V" – Tag validation status out of date, posting failed "M" – Manual Review Rejected – posting failed "T" – Transaction Type not found in IOP "C" – Tag Not Found in IOP "B" – Bad Transaction Amount "O" – Transaction too old "E" – Credit Card Failure – posting failed "F" – Unhandled Error – posting failed As documented in the ICDs.
Reconciliation	The process whereby a Home Authority and a Visited Authority resolve any discrepancies in arriving at final Settlement.
Settle (ment)	The transfer of funds between Interoperable Authorities for Interoperable Transactions, fees and other agreed amounts.
Tag Validation List (TVL)	A comprehensive list of Transponders issued by each Interoperable Authority, as specified in the ICDs.
Tag Validation List Update	A list of Tag Validation List changes since the last Tag Validation List Update or Tag Validation List, as specified in the ICDs.

Term	Description
Transaction	An electronic record of a vehicle's use of an Authority's tolled location.
Transaction Fees	Base Transaction Fee and Non-Transponder Transaction Fee.
Transaction Batch File	A data file containing one or more Interoperable Transaction records.
Transponder	A device that is capable of transmitting or receiving information used to assess or collect tolls that results in vehicle identification for tolling purposes.
Transponder-Based Transaction System	An electronic toll collection system that employs Transponders as the primary means of toll collection.
Transponder Transaction	A transaction transmitted to the IOPHub from the Visited Authority by a vehicle which is equipped with a valid transponder.
Valid Transponder	Transponder provided via a Home Authority TVL which is associated with a License Plate and is active on an open Account at the time of the TVL.
Vehicle	A motorized vehicle or trailer uniquely identified by license plate
Video Transaction	Video Transaction means each electronic record of a toll and set of contemporaneous video images of license plates and other video data that are properly transmitted to the IOPHub from the Visited Authority.
Violation Transaction	A Transaction without payment of the required toll.
Visited Authority	An Interoperable Authority that is not the Patron's Home Authority.
V-toll	A Violation Transaction that is sent for Posting, or is Posted, to a Patron Account.

1.3 References

The following documents are references contained within requirements in this document and considered requirements of interoperability:

1. Interoperability Interface Control Document: Customer Service Center; Local Server – to – Interop Server File Transfer (P2P ICD-01)
2. Interoperability Interface Control Document: Customer Service Center; Local Server – to – Interop Server Tag Status File (P2P ICD-02)
3. Interoperability Interface Control Document: Customer Service Center; Financial Transactions File (P2P ICD-03)
4. Interoperability Interface Control Document: ICD-01: File Transfer
5. Interoperability Interface Control Document: ICD-02: Tag Validation List
6. Interoperability Interface Control Document: ICD-03: Transaction File
7. Interoperability Interface Control Document: ICD-04: Web Services
8. Interoperability Interface Control Document: ICD-05: License Plate Validation List
9. Interoperability Hub Project Glossary
10. Sample Invoice
11. Toll Interoperability Business Rule Document Revision Approvals
12. IOPHub – License Plate Lookup Business Requirements Document
13. IOPHub – Tagless TVL Business Requirements Document

2 Requirements

This document focuses on the business requirements. These requirements and all referenced documents are the minimum with which an Interoperable Authority must comply. The data interface and the specifics of fields, files, naming conventions, etc. are specified in the ICDs, which are referenced in this document.

2.1 Tolling Business Requirements

2.1.1 General Requirements

- | | |
|------------|---|
| IBR-GEN-1. | Interoperable Authorities shall jointly establish a system that enables a Patron to use one Account to pay tolls at all Interoperable Authorities without the need to take any further action regarding that Account or the associated Transponders. |
| IBR-GEN-2. | There is a one-to-one relationship between a Transponder and a vehicle. Transponders are vehicle-specific. |
| IBR-GEN-3. | The Home Authority will make a reasonable attempt to maintain the customer information that may affect interoperability. |
| IBR-GEN-4. | Electronic toll collection equipment used by Interoperable Authorities should strive to conform to standards approved by the Interoperability Committee in order for all Transponders to be read by all Interoperable Authorities. |
| IBR-GEN-5. | Authorities exchanging data via the Interoperable Network (IOPHub) shall comply with all interoperability requirements agreed upon by the Interoperability Committee, including, but not limited to, these Interoperability Business Requirements and the ICDs. |
| IBR-GEN-6. | Each Interoperable Authority shall provide time synchronization to the common universal time source NIST and shall ensure that all components of its system are time-synchronized. |
| IBR-GEN-7. | Patron Account agreements shall be written or revised, as necessary, to comply with and provide clarity regarding Interoperability Business Requirements. |
| IBR-GEN-8. | There shall only be one Home Authority for each Transponder in operation. |

2.1.2 Marketing and Branding

- | | |
|------------|---|
| IBR-MKT-1. | Interoperable Authorities shall use the TxTag® name and logo for marketing the interoperability of its system. The common logo shall be used to identify participating interoperable tolling locations to the Patron. The TxTag® logo will not be used to identify, market, or sign non-interoperable facilities. |
| IBR-MKT-2. | An Interoperable Authority that chooses to employ the use of a name other than TxTag® may do so but is required to post the interoperable TxTag® name and logo to inform users of interoperability. |

- | | |
|------------|---|
| IBR-MKT-3. | The interoperable TxTag® name and logo posted on roadway signage for new installations shall adhere to the size requirements agreed upon by the Interoperability Committee. |
| <hr/> | |
| IBR-MKT-4. | All Interoperable Authorities shall execute a perpetual, royalty free license agreement for use of the TxTag® name and logo and any other similar names and logos (i.e., TxTag®+ or TxTag®Plus) |
| <hr/> | |

2.1.3 Account Requirements

- | | |
|------------|---|
| IBR-ACC-1. | Each Home Authority Account agreement shall provide that the use of a vehicle at a Visited Authority shall constitute the Patron's acceptance of the interoperability terms in the Account agreement. |
| <hr/> | |
| IBR-ACC-2. | The Account agreement shall also provide that an Account may be charged when a vehicle's license plate is captured as an image while traveling on an Interoperable Authority's facility and that license plate can be associated with the Patron's Account. |
| <hr/> | |
| IBR-ACC-3. | Patrons shall be able to use a Valid Transponder to make toll payments at all Interoperable Authorities. |
| <hr/> | |
| IBR-ACC-4. | An Account may be associated with multiple transponders, but each Valid Transponder shall be associated with a single Account. |
| <hr/> | |
| IBR-ACC-5. | Each Authority is responsible for collecting Bad Debt for Transactions created on its own tolling facilities. |
| <hr/> | |
| IBR-ACC-6. | The Home Authority shall notify the Visited Authority of Patron complaints regarding alleged overcharges or Duplicate Transactions on the Visited Authority's facilities. |
| <hr/> | |
| IBR-ACC-7. | An Authority has the right to disallow any vehicle on its tolling facility. The vehicle which is disallowed by an Authority may not be used on that Authority's tolling facilities. |
| <hr/> | |
| IBR-ACC-8. | A Visited Authority must promptly advise the owner of the vehicle and the vehicle's known Home Authority when a vehicle is disallowed on the Visited Authority tolling facility. |
| <hr/> | |

2.1.4 Settlement and Reconciliation Requirements

- | | |
|------------|---|
| IBR-REC-1. | The Home Authority shall pay the Visited Authorities for all Interoperable Transactions that successfully Post to the Home Authority's Patrons' Accounts. |
| <hr/> | |
| IBR-REC-2. | The Visited Authority may transmit all Interoperable Transactions to the Home Authority for attempted posting. |
| <hr/> | |
| IBR-REC-3. | Fund Transfers between any Authorities shall be validated by both the submitting and receiving Authority. |
| <hr/> | |

IBR-REC-4. Each Authority shall reconcile its own Transactions. The IOPHub shall provide summary and detailed transaction reports to assist in this reconciliation. Reports shall detail Transactions contained within a selected date range by Posting and Transaction date.

IBR-REC-5. Each Authority shall be responsible for reconciling bank transfers for interoperability settlements between Interoperable Authorities.

2.1.4.1 Reconciliation Requirements

IBR-REC-6. Each Home Authority is responsible for reconciling IOPHub reports against its own reporting system for its Patrons on visited roads in order to initially determine the amount it believes it owes to each Visited Authority.

The procedures are:

1. *Using the IOPHub reports as the basis, the Home Authority shall report the value of all Interoperable Transactions sent from the Visited Authority that Posted to Patron accounts in its CSC during the time period being reconciled and settled.*
2. *The Home Authority shall report the value of any adjustments (negative or positive) its CSC Posted to Patron accounts during the time period being reconciled and settled for any Posted Interoperable Transaction from the Visited Authority.*
3. *The Home Authority shall also report the value of the transaction fee that the Visited Authority is expected to settle with the Home Authority.*

IBR-REC-7. The Home Authority is responsible for declaring the amount it owes to each Visited Authority.

The declaration to each Visited Authority shall include the following information:

1. *the time period being reconciled and settled*
2. *the amount due to the Visited Authority detailed as follows:*
 - (i) *Total amount of Interoperable Transactions Posted from the Visited Authority*
 - (ii) *Total amount of negative adjustments Posted (with reason for each type of adjustment)*
 - (iii) *Total amount of positive adjustments Posted (with reason for each type of adjustment)*
3. *Documentation for any adjustments Posted*

IBR-REC-8. The Visited Authority is responsible for declaring the amount it is due from each Home Authority.

The declaration to each Home Authority shall include the following information:

1. *the time period being reconciled and settled*
2. *the amount due by the Home Authority detailed as follows:*
 - (i) *Total amount of Interoperable Transactions Posted by the Home Authority*
 - (ii) *Total amount of negative adjustments Posted (with reason for each type of adjustment)*
 - (iii) *Total amount of positive adjustments Posted (with reason for each type of adjustment)*
3. *Documentation for any adjustments Posted*

IBR-REC-9. After receiving a declaration, each Authority is responsible for reviewing and agreeing to the amounts being settled.

IBR-REC-10. Reconciliation and Settlement will be performed by each Home Authority for the full calendar month prior to the current month.

2.1.4.2 Issue Resolution

IBR-REC-11. During the review of the Home Authority's declaration, the Visited Authority may request that the Home Authority provide available documentation supporting the Posted Transactions, rejected/un-posted Transactions, and/or any adjustments made.

The documentation shall include:

- Transaction's Transponder number and/or license plate information
- Transaction's date and time
- Transaction's location
- Transaction's disposition / status

IBR-REC-12. After reaching agreement on the Settlement Amount, the Home Authority is responsible for issuing final declaration of the amount owed to the Visited Authority. The declaration may be issued via electronic or mailed communication.

2.1.4.3 Settlement

IBR-REC-13. After agreement to the amounts being settled, each Authority will prepare and submit an invoice indicating amounts due based on the agreed to settlement amounts.

IBR-REC-14. The invoice shall contain the following information (tolls due by the invoiced Authority acting as the Home Authority and fees due by the invoiced Authority acting as the Visited Authority):

- Invoice Period
 - Amounts due for Posted Interoperable Transactions
 - Total amount of Posted Transponder Transactions
 - Total amount of Posted V-Toll Transactions
 - Total amount of Posted Video Transactions
 - Total amount of Posted Adjustments to Interoperable Transactions (by adjustment type) due
 - Amount(s) due for Transaction Fees
 - Total Invoice Amount Due
-

IBR-REC-15. Invoices may be transmitted via electronic or paper communication.

IBR-REC-16. Monthly invoices shall be submitted in the following month, as specified by the Interoperability Finance Committee, typically by the 15th of the month.

IBR-REC-17. The invoiced amounts owed for Transaction Fees shall be based on the invoice period and the respective Interoperable Transactions including Transponder Transactions, V-toll Transactions, Video Transactions and adjustments.

2.1.5 Data Interchange Requirements

2.1.5.1 General

IBR-DIR-1. Each Interoperable Authority shall comply with the ICDs.

IBR-DIR-2. In the event that a receiving Authority does not respond with a processed status (e.g. Posted, rejected, etc.) to a transmitted Interoperable Transaction within 3 days, the sending Authority may repeat the transmission of that Interoperable Transaction for a period of up to ninety (90) days from the Transaction date or until the Interoperable

Transaction has been successfully acknowledged and assigned a status, whichever occurs first.

2.1.5.2 Tag Validation Lists

- IBR-DIR-3. The Home Authority shall document the status of its interoperable Transponders in the Tag Validation List. The Tag Validation List shall denote the status of and associated license plate(s) for each interoperable Transponder. The status shall be as defined in the ICDs. Each interoperable Transponder shall have only one status in the Tag Validation List. Home Authorities will not assign tags to vehicles for the sole purpose of making the vehicles interoperable.
-
- IBR-DIR-4. Transponders will only be non-revenue for interoperability if every Authority agrees.
-
- IBR-DIR-5. Interoperable Authorities shall electronically exchange full Tag Validation Lists with other Interoperable Authorities on a regular schedule, at least once per day.
-
- IBR-DIR-6. The Tag Validation List shall contain, at a minimum, the Home Authority identifier, Transponder identification number, license plate number and Transponder status for each Home Authority Transponder.
-
- IBR-DIR-7. When changes occur to the Tag Validation List, Interoperable Authorities shall exchange Tag Validation List updates at least once per hour with other Interoperable Authorities, as specified in the ICDs.
-
- IBR-DIR-8. Each Tag Validation List (full or partial) shall be acknowledged and shall be in use within sixty (60) minutes from receipt.
-
- IBR-DIR-9. Each Authority shall maintain a history of Tag Validation Lists sent to and received from the other Interoperable Authorities for a minimum period of sixty 60 days.
-

2.1.5.3 Transactions

- IBR-DIR-10. Each Authority shall process transactions with tags in the following order:
- Local accounts
 - IOP Tag Validation List
-
- IBR-DIR-11. Each Authority shall process transactions without tags in the following order:
- Local Tag-based accounts
 - IOP TVL
 - Local non-fleet accounts
 - IOP non-Fleet accounts (via the LVL lookup)
 - Local Fleet accounts
 - IOP Fleet list – (via the LVL with a Fleet flag)
 - Local transaction processing for pursuing payment
-
- IBR-DIR-12. The Visited Authority shall send at least one Transaction Batch File to the Home Authority within each twenty-four (24) hour period (unless no interoperable transactions were generated since the last sending).
-
- IBR-DIR-13. Transaction records in the Transaction Batch File shall be handled as specified in the ICDs.
-

IBR-DIR-14.	The Home Authority shall process the Visited Authority's Transaction Batch File within twenty-four (24) hours of receipt.
IBR-DIR-15.	The Home Authority shall Post Interoperable Transactions to Accounts indicating the Transaction date, time, location, vehicle classification and toll amount.
IBR-DIR-16.	Interoperable Transactions rejected by the Home Authority may be re-submitted by the Visited Authority once per day for up to ninety (90) days after the Transaction date.
IBR-DIR-17.	Each Authority will advise the other Authorities if transaction posting is not expected within thirty (30) days of the Transaction date.
IBR-DIR-18.	If transaction processing and posting has not or could not be performed via IOP within ninety (90) days, through no fault of the customer, then the Visited Authority will agree to honor the toll rate applied to the transaction, for IOP processing, with no additional fees in its pursuit for payment.
IBR-DIR-19.	A Home Authority may reject an Interoperable Transaction that (1) is created by a vehicle associated with an Invalid Transponder, (2) is a Duplicate Transaction, or (3) comprises a record that does not conform to the requirements of the ICDs. Rejected Interoperable Transactions processed by the Home Authority shall be classified as "rejected" (or as a status as specified in the ICDs) and returned to the Visited Authority where the Interoperable Transaction occurred.
IBR-DIR-20.	The Home Authority may elect to not process Interoperable Transactions submitted to the Home Authority by the Visited Authority ninety (90) calendar days after the date and time of the Interoperable Transaction.
IBR-DIR-21.	Visited Authorities shall filter out Duplicate Transactions prior to sending to the Home Authority.
IBR-DIR-22.	Home Authorities shall filter out Duplicate Transactions from a Visited Authority. In the event the Home Authority does receive Duplicate Transaction(s), it shall not Post or remit payment to the Visited Authority for the Duplicate Transaction(s).
IBR-DIR-23.	A Home Authority is not required to process any Transaction occurring on a facility that is not an Interoperable Authority.
IBR-DIR-24.	If an Interoperable Transaction from a Visited Authority's facility is adjusted, the Visited Authority may submit the adjusted Transaction to the Home Authority for posting within ninety (90) days of the transaction date.
IBR-DIR-25.	Video Transactions associated with a valid transponder will be processed the same as all other valid transponder transactions for the purposes of Interoperability. It is the Visited Authorities discretion as to the toll rate charged.

2.1.5.4 License Plate Validation Lists

IBR-DIR-26.	Each Authority may elect to participate in the License Plate Validation (LVL) List service.
-------------	---

- IBR-DIR-27. Each participating Authority shall elect to (1) only send License Plate Validation List (LVL) files, OR (2) only receive LVL files, OR (3) both send and receive LVL files, in addition to the files currently sent and received, OR (4) Opt out of the License Plate Validation and only use the Tag Validation.
- IBR-DIR-28. License plates in the LVL should originate from Home Authority's accounts where tags are not assigned in accordance with the ICD.
- IBR-DIR-29. Each participating Authority electing to send LVL files shall send a complete LVL file on a daily basis at an Authority-specific time. The specific time shall be agreed by the participating Authority.
- IBR-DIR-30. Each participating Authority electing to send LVL files shall send an LVL file containing updates every two hours (at most) following the complete LVL file send until the next complete LVL file send.
- IBR-DIR-31. The IOPHub shall update the interoperability license plate list with updates received and send the lists to each participating Authority on a regular interval basis. The specific time shall be agreed by the participating Authorities.
- IBR-DIR-32. The IOPHub shall maintain a master License Plate Validation List containing information sent from each of the participating Authorities. The integrity of the Home LVL shall be maintained when the master list is created and updated.

The License Plate validation rules for the IOPHub are maintained in the IOPHub – Tagless TVL Business Requirements Document



IOPHub-Tagless_TVL
_BRD_V1-1.doc

LVL-REQ-7	Each participating Authority electing to send LVL files shall send a complete LVL file on a daily basis at a specific time. The specific time shall be agreed by the participating Authorities and included in the ICD.
LVL-REQ-8	Each participating Authority electing to send LVL files shall send an LVL file containing updates only on a regular interval basis following the complete LVL file send until the next complete LVL file send the following day. The specific time shall be agreed by the participating Authorities and included in the ICD.
LVL-REQ-9	The IOPHub shall update the interoperability license plate list with updates received and send the lists to each participating Authority on a regular interval basis. The specific time shall be agreed by the participating Authorities and included in the ICD.
LVL-REQ-10	The IOPHub shall maintain a master License Plate Validation List containing information sent from each of the participating Authorities.
LVL-REQ-11	The IOPHub shall use a combination of the tag and license plate validation lists to cross reference tagless transactions and determine, using the currently implemented license plate lookup rules, to which Authority the transaction shall be sent for payment.
LVL-REQ-12	Current business rules identify the most recently updated record to determine the responsible Authority. A revised set of business rules has been proposed as a separate project, once implemented the IOPHub shall begin using these revised rules. Reference the IOP_LP Lookup_BRD_V1_FINAL document for additional details.

- IBR-DIR-33. The TVL and LVL will be used to cross reference tag-less transactions and determine, using the following license plate lookup rules, to which Authority the transaction shall be sent for payment.

The License Plate Lookup rules for the IOPHub are maintained in the IOPHub – License Plate Lookup Business Requirements Document.



IOPHub-LP_Lookup_
BRD_V1-1.doc

2.2 License Plate Lookup

The current Tag Status will be considered in determining which Authority a tagless transaction should be sent to for payment. If more than one match is found with the same status the record with the most recent License Plate Effective Date will be selected as the best match.

Requirement ID	Requirement Description
LPLU-REQ-6	The IOPHub system shall perform License Plate Lookup based on a combination of License Plate State, License Plate Number, Tag Status and License Plate Effective Date.
LPLU-REQ-12	The License Plate Lookup is currently performed exclusively on the TVL file. A tagless TVL or License Plate Validation List (LVL) has been proposed as a separate project, once implemented the IOPHub shall use a combination of the tag and license plate validation lists to cross reference tagless transactions and determine to which Authority the transaction shall be sent for payment. Reference the IOP_Tagless TVL_BRD_V1_FINAL document for additional details.
LPLU-REQ-7	If a license plate from a transaction is found on multiple TVLs (and/or LVLs), the transaction shall be assigned to the Authority where the license plate is effective at the time of the transaction.
LPLU-REQ-8	If multiple Authorities have the license plate effective at the time of the transaction, the transaction shall be assigned to the Authority where the license plate has the best status (i.e. – Good, Low Balance, Invalid Tag, Negative Balance). Please reference the License Plate Lookup process flow in Appendix 1 for the initial default order.
LPLU-REQ-9	The order in which Tag Status' will be considered as best shall be configurable.
LPLU-REQ-10	If multiple Authorities have the license plate effective at the time of the transaction with the best status, the transaction shall be assigned to the Authority with the most recent license plate effective date.
LPLU-REQ-11	When a match cannot be found using the above business rules, the IOPHub shall return 'Tag Not Found' status.

2.1.6 Reporting Requirements

- IBR-REP-1. All Interoperable Authorities shall comply with established reporting requirements issued by the Interoperability Committee.

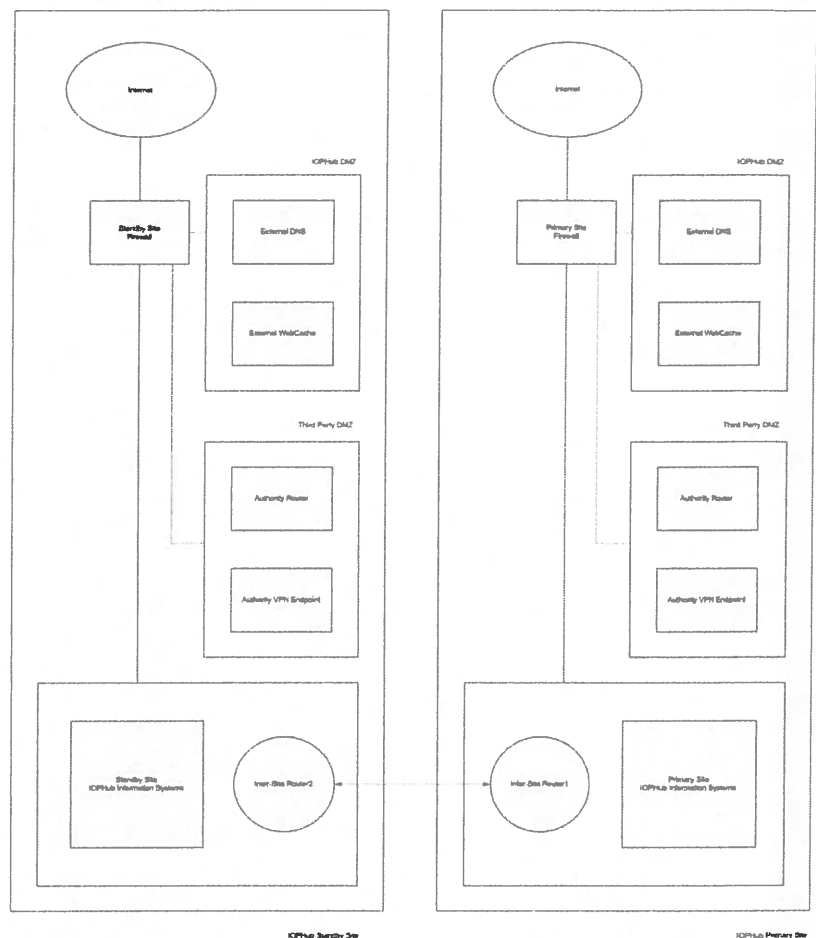
2.1.7 Performance Requirements

- IBR-PER-1. Receipt of a Transaction Batch File shall be acknowledged by the Home Authority to the Visited Authority within fifteen (15) minutes after receipt.
- IBR-PER-2. The Home Authority shall report to the Visited Authority on the status of a processed Interoperable Transaction within twenty-four (24) hours of receipt of the Transaction Batch File containing the Interoperable Transaction.

2.1.8 Security Requirements

The Interoperability Hub (IOPHub) solution for interoperability utilizes a Service-Oriented Architecture (SOA) to exchange information efficiently and reliably between participating authorities. Within the IOPHub architecture, a Service Provider is an Authority that operates and maintains a customer service center that issues AVI transponders for electronic payment of AVI transactions, such as toll road fees (tolls) and parking fees. A Subscriber is an Authority that employs a service provider to conduct customer service center operations. The subscriber Authority does not maintain its own customer accounts, nor operate its own customer service center. For the purposes of this section both Service Providers and Subscribers are referred to simply as Authorities. The IOPHub itself is the component of the solution that processes and distributes shared interoperability information between the Authorities.

The IOPHub is designed to be independent of the Authorities. Also the IOPHub hosting organization (IHO) for the IOPHub primary and standby sites can be different.



HCTRA is currently the IHO (IOPHub Hosting Organization) for both the primary and standby IOPHub installations. The IOPHub systems are hosted at two separate HCTRA facilities in Houston and require network access to these facilities for Authorities to access the IOPHub. Connectivity to the IOPHub services is made via two paths. The first path is internet access to IOPHub's SSL secured (HTTPS) website at www.iophub.com. The second path is via private network connections between the Authority and IOPHub via the hosting organization's third party DMZ. If an Authority desires to take advantage of the redundant datacenters then private network connectivity must be established to both sites. Therefore in the event that the standby IOPHub site is promoted to primary, the Authority will retain connectivity to the IOPHub systems.

- | | |
|------------|---|
| IBR-SEC-1. | All Interoperable Authorities will use a standard method of interfacing with the IOPHub information system and observe a minimum level of security. |
| <hr/> | |
| IBR-SEC-2. | Participating Interoperable Authorities and their employees must observe the requirements and procedures set forth in this section to insure continued access and use of the IOPHub. |
| <hr/> | |
| IBR-SEC-3. | Private network connections between Interoperable Authorities and the IOPHub that pass through non-public IHO (IOPHub Hosting Organization) resources fall under these security requirements, regardless of whether a telephone company circuit (such as frame relay or ISDN) or virtual private network (VPN) technology is used for the connection. |

IBR-SEC-4.	All new connection requests will go through a security review with the IHO's Information Technology (IT) department. The reviews are to ensure that all access meets or exceeds the business requirements in a best possible way and that the principle of least access is followed.
IBR-SEC-5.	All new connection requests require that the Interoperable Authority and the IHO agree to and sign a written connectivity agreement. This agreement must be signed by a representative from the Interoperable Authority who is legally empowered to sign on behalf of the Interoperable Authority. Executed documents will be kept on file by the IHO IT department.
IBR-SEC-6.	The connection request must designate a person (or list of persons) to be the point of contact for the network connection. The point of contact acts on behalf of the Interoperable Authority, and is responsible for those portions of this policy and the connection agreement that pertain to it. In the event that the point of contact changes the IHO must be informed promptly. The IHO will provide a point of contact to Interoperable Authorities for network connectivity and security issues.
IBR-SEC-7.	All connectivity established must be based on the least-access principle. For example, network traffic is to be restricted to only the hosts that need to communicate with each other as well as the specific application ports that are required to those hosts. The traffic restrictions for dedicated lines also apply to VPN connections.
IBR-SEC-8.	The IHO will not rely upon the Authority to protect the IOPHub network or resources. As a condition of gaining access to the IOPHub computer network, every Authority must secure its own connected systems. The IHO reserves the right to audit the security measures in effect on IOPHub connections. The IHO reserves the right to immediately terminate network connections not meeting minimum standards.
IBR-SEC-9.	A written password policy meeting at least the following standards must be available: a minimum password length of 8 characters, minimum password strength of one upper case, one lower case, and one non-alphabet character, and maximum password age of ninety (90) days. No system or software default passwords are allowed.
IBR-SEC-10.	Each Interoperable Authority must be able to demonstrate that their network is properly protected from the internet and other networks via firewalls, router access lists, or other applicable technology.
IBR-SEC-11.	Each Interoperable Authority must be able to demonstrate that physical security measures are in place for the equipment supporting the connectivity with IOPHub. For example the computer and network equipment must be stored in a locked room that can only be accessed by authorized persons.
IBR-SEC-12.	Each Interoperable Authority must be able to demonstrate that network access control measures are in place for the network supporting the connectivity with IOPHub. For example, a written policy is in place detailing the restrictions on new computer connections to the network, remote network access, and/or wireless access to the connecting organizations network.
IBR-SEC-13.	Each Interoperable Authority must be able to demonstrate a policy that anti-virus software is installed, current and actively running on all systems commonly affected by viruses, especially personal computers and servers. This policy does not include UNIX-based operating systems or mainframes.

IBR-SEC-14.	Each Interoperable Authority must agree to network vulnerability scans to the IOPHub. The IOH will notify the organization that a scan has taken place; however, due to the nature of these scans the IHO may not provide advance notice.
IBR-SEC-15.	Each Interoperable Authority will follow the security standards that are provided in the latest version of the Payment Card Industry (PCI) Data Security Standards (DSS) as published by PCI Security Standards Council at https://www.pcisecuritystandards.org https://www.pcisecuritystandards.org .
IBR-SEC-16.	All changes in access to the IOPHub must be accompanied by a valid business justification, and are subject to security review. Changes are to be implemented via corporate change management process. Each Interoperable Authority is responsible for notifying the IHO when there is a material change in their originally provided information so that security and connectivity evolve accordingly.
IBR-SEC-17.	When access is no longer required to the IOPHub, each Interoperable Authority must notify the IHO IT team which will then terminate the access. The IHO IT security teams will conduct an audit of external connections on an annual basis to ensure that all existing connections are still needed, and that the access provided meets the needs of the connection. Connections that are found to be depreciated, and/or are no longer being used to conduct IOPHub business, will be terminated immediately. Should a security incident or a finding that a circuit has been depreciated and is no longer being used to conduct IOPHub business necessitate a modification of existing permissions, or termination of connectivity, the IHO IT team will do its best to notify the POC of the change prior to taking any action.

2.1.9 Fees

IBR-FEE-1.	The Visited Authority shall pay the Home Authority a Base Transaction Fee for each Posted Interoperable Transaction as indicated in Appendix A of the Interoperability of Toll Collection Systems Interlocal Agreement.
IBR-FEE-2.	The Visited Authority shall pay the Home Authority a Non-Transponder Transaction Fee for each Posted Interoperable Non-Transponder Transaction as indicated in Appendix A of the Interoperability of Toll Collection Systems Interlocal Agreement.
IBR-FEE-3.	Transaction Fees shall be reviewed and determined in accordance with procedures agreed upon by the members of the Interoperability Committee. The Transaction Fees so determined shall be adopted by and applicable to all Interoperable Authorities.
IBR-FEE-4.	Modification to the requirements for payment of the Transaction Fees between any Interoperable Authorities shall be acknowledged by all participating Interoperable Authorities.
IBR-FEE-5.	Agreements outside the parameters of this Business Requirements Document, between parties to the latest version of the Interoperability of Toll Collection Systems Interlocal Agreement, shall not negatively affect parties that are not involved in the external agreement.

2.1.10 Customer Service/Dispute Resolution

- | | |
|------------|--|
| IBR-CUS-1. | The Home Authority is responsible for providing initial service and support to its own Patrons with respect to questions and/or disputes regarding Interoperable Transactions created on facilities of Visited Authorities. Visited Authorities may refer the Home Authority's Patrons to the Home Authority for resolution of such matters if the Visited Authority is unable to respond to or resolve the matter. |
| IBR-CUS-2. | Communication protocols shall be established to support customer service. |
| IBR-CUS-3. | The Visited Authority and the Home Authority shall work cooperatively when Interoperable Transactions at a Visited Authority's facility are disputed and research must be undertaken to determine the validity of the Interoperable Transaction. Both Authorities shall attempt to minimize inconvenience to the Patron in such circumstances. |
| IBR-CUS-4. | The Visited Authority may request that the Home Authority make an adjustment to an Account with regard to an Interoperable Transaction created on the Visited Authority's facility. The request by the Visited Authority shall be made within ninety (90) days of the original Interoperable Transaction. If accepted, the Home Authority shall make the adjustment and shall reconcile that Transaction amount in the next financial Settlement to the Visited Authority. |
| IBR-CUS-5. | In a situation when a Patron is not satisfied with a Visited Authority's resolution of an Interoperable Transaction dispute, the Patron's Home Authority may elect to credit the Interoperable Transaction to the Patron's Account and shall bear the cost of the credit associated with the disputed Transaction. |

2.1.11 Testing Requirements

- | | |
|------------|---|
| IBR-TST-1. | Each Authority shall undergo and pass the minimum set of agreed-upon test requirements promulgated by the Interoperability Committee. |
| IBR-TST-2. | Testing for Interoperability certification shall be at the expense of the Authority being certified as interoperable. |

2.1.12 Notification of Maintenance and Modifications

- | | |
|------------|---|
| IBR-MNT-1. | Each Interoperable Authority shall strive to provide a minimum of two (2) weeks notification of tolling system changes that affect interoperability. This includes but is not limited to: tolling location additions and/or changes, toll policies or programs, toll equipment changes and toll rate changes. |
| IBR-MNT-2. | Each Interoperable Authority in receipt of another Interoperable Authority's change notification shall implement or provide notification of intent to implement any required modification to their system's configuration within the two (2) week period provided. |
| IBR-MNT-3. | Each Interoperable Authority shall strive to provide a minimum of two (2) weeks' notice of scheduled system maintenance to their respective system that will impact another Interoperable Authority and/or the processing of transactions. |

Attachment A: Exceptions Taken by Authority

IOP Business Rules: Attachment A: Exceptions Taken by Authority						
Requirement Number	Requirement	CTIRMA	HCIRA	NTTA	TOD	IOPHub
IBR-GEN-1	Interoperable Authorities shall jointly establish a system that enables a Patron to use one Account to pay tolls at all Interoperable Authorities without the need to take any further action regarding that Account or the associated Transponders.					
IBR-GEN-2	There is a one-to-one relationship between a Transponder and a vehicle. Transponders are vehicle-specific.				TOD is dependent on implementation of new system.	
IBR-GEN-3	The Home Authority will make a reasonable attempt to maintain the customer information that may affect interoperability.				With respect to at minimum: per TxTag CSC SOPs	
IBR-GEN-4	Electronic toll collection equipment used by Interoperable Authorities should strive to conform to standards approved by the Interoperability Committee in order for all Transponders to be read by all Interoperable Authorities.					
IBR-GEN-5	Authorities exchanging data via the Interoperable Network (IOPHub) shall comply with all interoperability requirements agreed upon by the Interoperability Committee, including, but not limited to, these Interoperability Business Requirements and the ICDs.					
IBR-GEN-6	Each Interoperable Authority shall provide time synchronization to the common universal time source NIST and shall ensure that all components of its system are time-synchronized.					
IBR-GEN-7	Patron Account agreements shall be written or revised, as necessary, to comply with and provide clarity regarding Interoperability Business Requirements.					
IBR-GEN-8	There shall only be one Home Authority for each Transponder in operation.					
IBR-MKT-1	Interoperable Authorities shall use the TxTag® name and logo for marketing the interoperability of its system. The common logo shall be used to identify participating interoperable tolling locations to the Patron. The TxTag® logo will not be used to identify, market, or sign non-interoperable facilities.					
IBR-MKT-2	An Interoperable Authority that chooses to employ the use of a name other than TxTag® may do so but is required to post the interoperable TxTag® name and logo to inform users of interoperability.					

IOP Business Rules: Attachment A: Exceptions Taken by Authority							
Requirement Number	Requirement	CTIRMA	HCIRA	NTIA	IOD	IOPHub	Notes
IBR-MKT-3	The interoperable TxTag® name and logo posted on roadway signage for new installations shall adhere to the size requirements agreed upon by the Interoperability Committee.				TxDOT must adhere to established State of Texas standard highway sign design specifications.		
IBR-MKT-4	All Interoperable Authorities shall execute a perpetual, royalty free license agreement for use of the TxTag® name and logo and any other similar names and logos (i.e., TxTag@+ or TxTag@Plus)						
IBR-ACC-1	Each Home Authority Account agreement shall provide that the use of a vehicle at a Visited Authority shall constitute the Patron's acceptance of the interoperability terms in the Account agreement.						
IBR-ACC-2	The Account agreement shall also provide that an Account may be charged when a vehicle's license plate is captured as an image while traveling on an Interoperable Authority's facility and that license plate can be associated with the Patron's Account.						
IBR-ACC-3	Patrons shall be able to use a Valid Transponder to make toll payments at all Interoperable Authorities.						
IBR-ACC-4	An Account may be associated with multiple transponders, but each Valid Transponder shall be associated with a single Account.						
IBR-ACC-5	Each Authority is responsible for collecting Bad Debt for Transactions created on its own tolling facilities.						
IBR-ACC-6	The Home Authority shall notify the Visited Authority of Patron complaints regarding alleged overcharges or Duplicate Transactions on the Visited Authority's facilities.						
IBR-ACC-7	An Authority has the right to disallow any vehicle on its tolling facility. The vehicle which is disallowed by an Authority may not be used on that Authority's tolling facilities.						
IBR-ACC-8	A Visited Authority must promptly advise the owner of the vehicle and the vehicle's known Home Authority when a vehicle is disallowed on the Visited Authority tolling facility.						
IBR-REC-1	The Home Authority shall pay the Visited Authorities for all Interoperable Transactions that successfully Post to the Home Authority's Patrons' Accounts.						
IBR-REC-2	The Visited Authority may transmit all Interoperable Transactions to the Home Authority for attempted posting.						

IOP Business Rules: Attachment A: Exceptions Taken by Authority							
Requirement Number	Requirement	CTRMA	HCTRA	NTTA	IOD	IOPHub	Notes
IBR-REC-3	Fund Transfers between any Authorities shall be validated by both the submitting and receiving Authority.						
IBR-REC-4	Each Authority shall reconcile its own Transactions. The IOPHub shall provide summary and detailed transaction reports to assist in this reconciliation. Reports shall detail Transactions contained within a selected date range by Posting and Transaction date.						
IBR-REC-5	Each Authority shall be responsible for reconciling bank transfers for interoperability settlements between Interoperable Authorities.						
IBR-REC-6	Each Home Authority is responsible for reconciling IOPHub reports against its own reporting system for its Patrons on visited roads in order to initially determine the amount it believes it owes to each Visited Authority.						
IBR-REC-6	The procedures are:						
IBR-REC-6	1. Using the IOPHub reports as the basis, the Home Authority shall report the value of all Interoperable Transactions sent from the Visited Authority that Posted to Patron accounts in its CSC during the time period being reconciled and settled.						
IBR-REC-6	2. The Home Authority shall report the value of any adjustments (negative or positive) its CSC Posted to Patron accounts during the time period being reconciled and settled for any Posted Interoperable Transaction from the Visited Authority.						
IBR-REC-6	3. The Home Authority shall also report the value of the transaction fee that the Visited Authority is expected to settle with the Home Authority.						
IBR-REC-7	The Home Authority is responsible for declaring the amount it owes to each Visited Authority.						
IBR-REC-7	The declaration to each Visited Authority shall include the following information:						
IBR-REC-7	1. the time period being reconciled and settled						
IBR-REC-7	2. the amount due to the Visited Authority detailed as follows:						
IBR-REC-7	(i) Total amount of Interoperable Transactions Posted from the Visited Authority						
IBR-REC-7	(ii) Total amount of negative adjustments Posted (with reason for each type of adjustment)						
IBR-REC-7	(iii) Total amount of positive adjustments Posted (with reason for each type of adjustment)						
IBR-REC-7	3. Documentation for any adjustments Posted						
IBR-REC-8	The Visited Authority is responsible for declaring the amount it is due from each Home Authority.						

IOP Business Rules: Attachment A: Exceptions Taken by Authority							
Requirement Number	Requirement	CIRMA	HCIRA	NTIA	TOD	IOPHub	Notes
IBR-REC-8	The declaration to each Home Authority shall include the following information:						
IBR-REC-8	1. the time period being reconciled and settled						
IBR-REC-8	2. the amount due by the Home Authority detailed as follows:						
IBR-REC-8	(i) Total amount of Interoperable Transactions Posted by the Home Authority						
IBR-REC-8	(ii) Total amount of negative adjustments Posted (with reason for each type of adjustment)						
IBR-REC-8	(iii) Total amount of positive adjustments Posted (with reason for each type of adjustment)						
IBR-REC-8	3. Documentation for any adjustments Posted						
IBR-REC-9	After receiving a declaration, each Authority is responsible for reviewing and agreeing to the amounts being settled.						
IBR-REC-10	Reconciliation and Settlement will be performed by each Home Authority for the full calendar month prior to the current month.						
IBR-REC-11	During the review of the Home Authority's declaration, the Visited Authority may request that the Home Authority provide available documentation supporting the Posted Transactions, rejected/un-posted Transactions, and/or any adjustments made.						
IBR-REC-11	The documentation shall include:						
IBR-REC-11	- Transaction's Transponder number and/or license plate information						
IBR-REC-11	- Transaction's date and time						
IBR-REC-11	- Transaction's location						
IBR-REC-11	- Transaction's disposition / status						
IBR-REC-12	After reaching agreement on the Settlement Amount, the Home Authority is responsible for issuing final declaration of the amount owed to the Visited Authority. The declaration may be issued via electronic or mailed communication.						
IBR-REC-13	After agreement to the amounts being settled, each Authority will prepare and submit an invoice indicating amounts due based on the agreed to settlement amounts.						
IBR-REC-14	The invoice shall contain the following information (tolls due by the invoiced Authority acting as the Home Authority and fees due by the invoiced Authority acting as the Visited Authority):						
IBR-REC-14	- Invoice Period						
IBR-REC-14	- Amounts due for Posted Interoperable Transactions						

IOP Business Rules: Attachment A: Exceptions Taken by Authority							
Requirement Number	Requirement	CTRMA	HCTRA	NTTA	TOD	IOPHub	Notes
IBR-REC-14	- Total amount of Posted Transponder Transactions						
IBR-REC-14	- Total amount of Posted Video Transactions						
IBR-REC-14	- Total amount of Posted V-Toll Transactions						
IBR-REC-14	- Total amount of Posted Adjustments to Interoperable Transactions						
IBR-REC-14	(by adjustment type) due						
IBR-REC-14	- Amount(s) due for Transaction Fees						
IBR-REC-14	- Total Invoice Amount Due						
IBR-REC-15	Invoices may be transmitted via electronic or paper communication.						
IBR-REC-16	Monthly invoices shall be submitted in the following month, as specified by the Interoperability Finance Committee, typically by the 15th of the month.						
IBR-REC-17	The invoiced amounts owed for Transaction Fees shall be based on the invoice period and the respective Interoperable Transactions including Transponder Transactions, V-toll Transactions, Video Transactions and adjustments.						
IBR-DIR-1	Each Interoperable Authority shall comply with the ICDs.						
IBR-DIR-2	In the event that a receiving Authority does not respond with a processed status (e.g. Posted, rejected, etc.) to a transmitted Interoperable Transaction within 3 days, the sending Authority may repeat the transmission of that Interoperable Transaction for a period of up to ninety (90) days from the Transaction date or until the Interoperable Transaction has been successfully acknowledged and assigned a status, whichever occurs first.		Not currently compliant Changes are required. Will not be implemented until new system. May not award until early 2012. In scope for new system.	Transaction re-submittal * Will NTTA be able to send transactions repeatedly up to 90 days? - Changes are required. Not in scope for upgrade. To be scheduled after upgrade.	TOD - Not currently compliant. In scope for new system - targeting June 2012.	Hub exception - Development Required (Old TBUS-41) > Changes will be required at the IOPHub to accept transactions more than once. > Updates are required to the ICD, possible screen and report changes > High level estimate: Months	Higher Priority - 1) IOPHub 2) Receiving resubmitted transactions at each Authority 3) Each Authority Resubmitting transactions

IOP Business Rules: Attachment A: Exceptions Taken by Authority							
Requirement Number	Requirement	CIRMA	HCIRA	NTTA	TOD	IOPHub	Notes
IBR-DIR-3	The Home Authority shall document the status of its interoperable Transponders in the Tag Validation List. The Tag Validation List shall denote the status of and associated license plate(s) for each interoperable Transponder. The status shall be as defined in the ICDs. Each interoperable Transponder shall have only one status in the Tag Validation List. Home Authorities will not assign tags to vehicles for the sole purpose of making the vehicles interoperable.		Not currently compliant. Requires ATS agreement change. HCIRA to make certain this is achievable by March 2012.				
IBR-DIR-4	Transponders will only be non-revenue for interoperability if every Authority agrees.						
IBR-DIR-5	Interoperable Authorities shall electronically exchange full Tag Validation Lists with other Interoperable Authorities on a regular schedule, at least once per day.						
IBR-DIR-6	The Tag Validation List shall contain, at a minimum, the Home Authority identifier, Transponder identification number, license plate number and Transponder status for each Home Authority Transponder.						
IBR-DIR-7	When changes occur to the Tag Validation List, Interoperable Authorities shall exchange Tag Validation List updates at least once per hour with other Interoperable Authorities, as specified in the ICDs.						
IBR-DIR-8	Each Tag Validation List (full or partial) shall be acknowledged and shall be in use within sixty (60) minutes from receipt.		Not compliant. Currently takes 3 hours for NTTA's full TVL. Planning on compliance with the new system.				
IBR-DIR-9	Each Authority shall maintain a history of Tag Validation Lists sent to and received from the other Interoperable Authorities for a minimum period of sixty 60 days.						
IBR-DIR-10	Each Authority shall process transactions with tags in the following order: - Local accounts						
IBR-DIR-10	- IOP Tag Validation List						
IBR-DIR-11	Each Authority shall process transactions without tags in the following order:						
IBR-DIR-11	- Local Tag-based accounts						

IOP Business Rules: Attachment A: Exceptions Taken by Authority							
Requirement Number	Requirement	CTRMA	HCTRA	NITA	TOD	IOPHub	Notes
IBR-DIR-11	- IOP TVL						
IBR-DIR-11	- Local non-fleet accounts						
IBR-DIR-11	- IOP non-Fleet accounts (via the LVL lookup)		Dependant on LVL	Dependant on LVL	Dependant on LVL		
IBR-DIR-11	- Local Fleet accounts						
IBR-DIR-11	- IOP Fleet list – (via the LVL with a Fleet flag)		Dependant on LVL	Dependant on LVL	Dependant on LVL		
IBR-DIR-11	- Local transaction processing for pursuing payment						
IBR-DIR-12	The Visited Authority shall send at least one Transaction Batch File to the Home Authority within each twenty-four (24) hour period (unless no interoperable transactions were generated since the last sending).						
IBR-DIR-13	Transaction records in the Transaction Batch File shall be handled as specified in the ICDs.						
IBR-DIR-14	The Home Authority shall process the Visited Authority's Transaction Batch File within twenty-four (24) hours of receipt.						
IBR-DIR-15	The Home Authority shall Post Interoperable Transactions to Accounts indicating the Transaction date, time, location, vehicle classification and toll amount.						
IBR-DIR-16	Interoperable Transactions rejected by the Home Authority may be re-submitted by the Visited Authority once per day for up to ninety (90) days after the Transaction date.		Not currently compliant Changes are required. Will not be implemented until new system. May not award until early 2012. In scope for new system.	Transaction re-submittal • Will NITA be able to send transactions repeatedly up to 90 days? - Changes are required. Not in scope for upgrade. To be scheduled after upgrade.	We currently don't reproprocess transactions interoperably. TOD - Not currently compliant. In scope for new system - targeting June 2012.	Hub exception - Development Required (Old TBUS-41) > Changes will be required at the IOPHub to accept transactions more than once. > Updates are required to the ICD, possible screen and report changes > High level estimate: Months	Higher Priority - 1) IOPHub 2) Receiving resubmitted transactions at each Authority 3) Each Authority Resubmitting transactions

IOP Business Rules: Attachment A: Exceptions Taken by Authority							
Requirement Number	Requirement	CIRMA	HCTRA	NITA	IOD	IOPHub	Notes
IBR-DIR-17	Each Authority will advise the other Authorities if transaction posting is not expected within thirty (30) days of the Transaction date.						
IBR-DIR-18	If transaction processing and posting has not or could not be performed via IOP within ninety (90) days, through no fault of the customer, then the Visited Authority will agree to honor the toll rate applied to the transaction, for IOP processing, with no additional fees in its pursuit for payment.						
IBR-DIR-19	A Home Authority may reject an Interoperable Transaction that (1) is created by a vehicle associated with an Invalid Transponder, (2) is a Duplicate Transaction, or (3) comprises a record that does not conform to the requirements of the ICDs. Rejected Interoperable Transactions processed by the Home Authority shall be classified as "rejected" (or as a status as specified in the ICDs) and returned to the Visited Authority where the Interoperable Transaction occurred.						
IBR-DIR-20	The Home Authority may elect to not process Interoperable Transactions submitted to the Home Authority by the Visited Authority ninety (90) calendar days after the date and time of the Interoperable Transaction.		Not currently implemented. Dependant on new system.			Parameter was set to 90 days based on committee approval.	
IBR-DIR-21	Visited Authorities shall filter out Duplicate Transactions prior to sending to the Home Authority.						
IBR-DIR-22	Home Authorities shall filter out Duplicate Transactions from a Visited Authority. In the event the Home Authority does receive Duplicate Transaction(s), it shall not Post or remit payment to the Visited Authority for the Duplicate Transaction(s).						
IBR-DIR-23	A Home Authority is not required to process any Transaction occurring on a facility that is not an Interoperable Authority.						
IBR-DIR-24	If an Interoperable Transaction from a Visited Authority's facility is adjusted, the Visited Authority may submit the adjusted Transaction to the Home Authority for posting within ninety (90) days of the transaction date.		Not currently implemented.	No NITA changes will be made until IOPHub supports this.	We currently don't process adjusted transactions interoperably - changes to be made after hub supports this.	IOPHub Exception	Medium Priority

IOP Business Rules: Attachment A: Exceptions Taken by Authority							
Requirement Number	Requirement	CTRMA	HCTRA	NTA	IOD	IOPHub	Notes
IBR-DIR-25	Video Transactions associated with a valid transponder will be processed the same as all other valid transponder transactions for the purposes of interoperability. It is the Visited Authorities discretion as to the toll rate charged.						
IBR-DIR-26	Each Authority may elect to participate in the License Plate Validation (LVL) List service.						
IBR-DIR-27	Each participating Authority shall elect to (1) only send License Plate Validation List (LVL) files, OR (2) only receive LVL files, (3) both send and receive LVL files, in addition to the files currently sent and received, OR (4) Opt out of the License Plate Validation and only use the Tag Validation.	(2)	(4)	(4)	(1)	Configurable at the IOPHub.	
IBR-DIR-28	License plates in the LVL should originate from Home Authority's accounts where tags are not assigned in accordance with the ICD.			N/A			
IBR-DIR-29	Each participating Authority electing to send LVL files shall send a complete LVL file on a daily basis at an Authority-specific time. The specific time shall be agreed by the participating Authority.		N/A	N/A			
IBR-DIR-30	Each participating Authority electing to send LVL files shall send an LVL file containing updates every two hours (at most) following the complete LVL file send until the next complete LVL file send.		N/A	N/A			
IBR-DIR-31	The IOPHub shall update the interoperability license plate list with updates received and send the lists to each participating Authority on a regular interval basis. The specific time shall be agreed by the participating Authorities.		N/A	N/A			
IBR-DIR-32	The IOPHub shall maintain a master License Plate Validation List containing information sent from each of the participating Authorities. The integrity of the Home LVL shall be maintained when the master list is created and updated.		N/A	N/A			
IBR-DIR-32	The License Plate validation rules for the IOPHub are maintained in the IOPHub – Tagless TVL Business Requirements Document		N/A	N/A			
IBR-DIR-33	The TVL and LVL will be used to cross reference tag-less transactions and determine, using the following license plate lookup rules, to which Authority the transaction shall be sent for payment.		N/A	N/A			
IBR-DIR-33	The License Plate Lookup rules for the IOPHub are maintained in the IOPHub – License Plate Lookup Business Requirements Document.		N/A	N/A			
IBR-REP-1	All Interoperable Authorities shall comply with established reporting requirements issued by the Interoperability Committee.						

IOP Business Rules: Attachment A: Exceptions Taken by Authority							
Requirement Number	Requirement	CTRMA	HCTRA	NTIA	JOD	IOPHub	Notes
IBR-PER-1	Receipt of a Transaction Batch File shall be acknowledged by the Home Authority to the Visited Authority within fifteen (15) minutes after receipt.					Implementation requires enhancement to IOPHub.	Low Priority
IBR-PER-2	The Home Authority shall report to the Visited Authority on the status of a processed Interoperable Transaction within twenty-four (24) hours of receipt of the Transaction Batch File containing the Interoperable Transaction.						
IBR-SEC-1	All Interoperable Authorities will use a standard method of interfacing with the IOPHub information system and observe a minimum level of security.						
IBR-SEC-2	Participating Interoperable Authorities and their employees must observe the requirements and procedures set forth in this section to insure continued access and use of the IOPHub.						
IBR-SEC-3	Private network connections between Interoperable Authorities and the IOPHub that pass through non-public IHO (IOPHub Hosting Organization) resources fall under these security requirements, regardless of whether a telephone company circuit (such as frame relay or ISDN) or virtual private network (VPN) technology is used for the connection.						
IBR-SEC-4	All new connection requests will go through a security review with the IHO's Information Technology (IT) department. The reviews are to ensure that all access meets or exceeds the business requirements in a best possible way and that the principle of least access is followed.						
IBR-SEC-5	All new connection requests require that the Interoperable Authority and the IHO agree to and sign a written connectivity agreement. This agreement must be signed by a representative from the Interoperable Authority who is legally empowered to sign on behalf of the Interoperable Authority. Executed documents will be kept on file by the IHO IT department.						
IBR-SEC-6	The connection request must designate a person (or list of persons) to be the point of contact for the network connection. The point of contact acts on behalf of the Interoperable Authority, and is responsible for those portions of this policy and the connection agreement that pertain to it. In the event that the point of contact changes the IHO must be informed promptly. The IHO will provide a point of contact to Interoperable Authorities for network connectivity and security issues.						

IOP Business Rules: Attachment A: Exceptions Taken by Authority						
Requirement Number	Requirement	CIRMA	HCTRA	NTA	TOD	IOPHub Notes
IBR-SEC-7	All connectivity established must be based on the least-access principle. For example, network traffic is to be restricted to only the hosts that need to communicate with each other as well as the specific application ports that are required to those hosts. The traffic restrictions for dedicated lines also apply to VPN connections.					
IBR-SEC-8	The IHO will not rely upon the Authority to protect the IOPHub network or resources. As a condition of gaining access to the IOPHub computer network, every Authority must secure its own connected systems. The IHO reserves the right to audit the security measures in effect on IOPHub connections. The IHO reserves the right to immediately terminate network connections not meeting minimum standards.					
IBR-SEC-9	A written password policy meeting at least the following standards must be available: a minimum password length of 8 characters, minimum password strength of one upper case, one lower case, and one non-alphabet character, and maximum password age of ninety (90) days. No system or software default passwords are allowed.					This is for IOPHub.com. HCTRA manages this. It is not in place for ftp today. HCTRA to plan compliance with each authority.
IBR-SEC-10	Each Interoperable Authority must be able to demonstrate that their network is properly protected from the internet and other networks via firewalls, router access lists, or other applicable technology.					
IBR-SEC-11	Each Interoperable Authority must be able to demonstrate that physical security measures are in place for the equipment supporting the connectivity with IOPHub. For example the computer and network equipment must be stored in a locked room that can only be accessed by authorized persons.					
IBR-SEC-12	Each Interoperable Authority must be able to demonstrate that network access control measures are in place for the network supporting the connectivity with IOPHub. For example, a written policy is in place detailing the restrictions on new computer connections to the network, remote network access, and/or wireless access to the					

IOP Business Rules: Attachment A: Exceptions Taken by Authority						
Requirement Number	Requirement	CIRMA	HCIRA	NTIA	TOD	IOPHub
IBR-SEC-17	When access is no longer required to the IOPHub, each Interoperable Authority must notify the IHO IT team which will then terminate the access. The IHO IT security teams will conduct an audit of external connections on an annual basis to ensure that all existing connections are still needed, and that the access provided meets the needs of the connection. Connections that are found to be deprecated, and/or are no longer being used to conduct IOPHub business, will be terminated immediately. Should a security incident or a finding that a circuit has been deprecated and is no longer being used to conduct IOPHub business necessitate a modification of existing permissions, or termination of connectivity, the IHO IT team will do its best to notify the POC of the change prior to taking any action.					
IBR-CUS-1	The Home Authority is responsible for providing initial service and support to its own Patrons with respect to questions and/or disputes regarding Interoperable Transactions created on facilities of Visited Authorities. Visited Authorities may refer the Home Authority's Patrons to the Home Authority for resolution of such matters if the Visited Authority is unable to respond to or resolve the matter.					
IBR-CUS-2	Communication protocols shall be established to support customer service.					
IBR-CUS-3	The Visited Authority and the Home Authority shall work cooperatively when Interoperable Transactions at a Visited Authority's facility are disputed and research must be undertaken to determine the validity of the Interoperable Transaction. Both Authorities shall attempt to minimize inconvenience to the Patron in such circumstances.					
IBR-CUS-4	The Visited Authority may request that the Home Authority make an adjustment to an Account with regard to an Interoperable Transaction created on the Visited Authority's facility. The request by the Visited Authority shall be made within ninety (90) days of the original Interoperable Transaction. If accepted, the Home Authority shall make the adjustment and shall reconcile that Transaction amount in the next financial Settlement to the Visited Authority.					
IBR-CUS-5	In a situation when a Patron is not satisfied with a Visited Authority's resolution of an Interoperable Transaction dispute, the Patron's Home Authority may elect to credit the Interoperable Transaction to the Patron's Account and shall bear the cost of the credit associated with the					

IOP Business Rules: Attachment A: Exceptions Taken by Authority							
Requirement Number	Requirement	CIRMA	HCIRA	NTA	IOD	IOPHub	Notes
	disputed Transaction.						
IBR-TST-1	Each Authority shall undergo and pass the minimum set of agreed-upon test requirements promulgated by the Interoperability Committee.						ETCC to maintain and circulate procedures when required.
IBR-TST-2	Testing for Interoperability certification shall be at the expense of the Authority being certified as interoperable.						ETCC to maintain and circulate procedures when required.
IBR-MNT-1	Each Interoperable Authority shall strive to provide a minimum of two (2) weeks notification of tolling system changes that affect interoperability. This includes but is not limited to: tolling location additions and/or changes, toll policies or programs, toll equipment changes and toll rate changes.						
IBR-MNT-2	Each Interoperable Authority in receipt of another Interoperable Authority's change notification shall implement or provide notification of intent to implement any required modification to their system's configuration within the two (2) week period provided.						
IBR-MNT-3	Each Interoperable Authority shall strive to provide a minimum of two (2) weeks' notice of scheduled system maintenance to their respective system that will impact another Interoperable Authority and/or the processing of transactions.						

EXHIBIT B
TEXAS INTEROPERABILITY INTERFACE CONTROL DOCUMENTS

Interoperable Interface Control Document ICD-01: File Transfer

September 2013

Version 2.06

Do Not Redistribute

This document contains confidential and proprietary information.

*The unauthorized use, release or distribution of, or reliance, on any information or materials
contained in this document is strictly prohibited.*



NORTH TEXAS TOLLWAY AUTHORITY

Copyright © 2006 by North Texas Tollway Authority.
All rights reserved.

DOCUMENT STATUS SHEET

Date	Revision	Author	Pages Modified	Sections Modified	Description of Modifications
03/23/2007	0.01	ETC	N/A	N/A	Initial draft of document.
05/15/2007	2.00	ETC	N/A	N/A	Made As-Built.
06/08/2007	2.01	ETC			Updated document per TXDOT Review.
06/18/2007	2.02	ETC			Updated per IOP ICD discussion with the IOP Authorities & ETC Internal Review.
06/21/2007	2.03	ETC			Updated per NTTA Review.
7/26/07 – 9/21/07	2.04	BA			Updated per comments from TxDOT.
09/05/08	2.05	Craig Bowie, BA			Updated File Header Format section, processing behavior. Added software release information.
09/09/2013	2.06	ETC	7,8	2.4.3, 2.4.6	Updated Receiver Processing steps to reflect current process.

SOFTWARE RELEASE

Date	Software Revision	Description of Modifications
January 2007	1.0	New Subscribers and Service Providers as of January 1, 2007 must: <ol style="list-style-type: none">Standardize date and time fields as GMT:<ol style="list-style-type: none">YYYYMMDD is the GMT date where YYYY is the year in four-digit format (i.e. 2007), MM is the month in numerical format (i.e. October would be 10) and DD is the day of the month.¹HH24MISS is the GMT time where HH24 is the 2-digit hour in 24-hour format, MI are the minutes, and SS are the seconds. The time used to create this external file name is the GMT time.Checksums shall be calculated and incorporated in the files transferred. Previous IOPHub software versions shall be supported until further notice.
August 2008	2.0	New Subscribers and Service Providers as of August 2008: Header records will only process when received with correct size. Any files received with incorrect header file size will result in error.

¹ Dates and times are expressed in Greenwich Mean Time (GMT) to facilitate date/time processing unaffected by daylight savings time changes, or time zone differences.

Table of Contents

1	Introduction.....	1
1.1	PURPOSE	1
1.2	DEFINITIONS, ACRONYMS AND ABBREVIATIONS	1
1.3	REFERENCES.....	2
1.4	OVERVIEW	2
2	Specification	5
2.1	TYPE	5
2.2	SECURITY	5
2.3	FILE TRANSFER GUIDELINES	5
2.4	PROCESSING GUIDELINES	5
2.4.1	Sender:.....	6
2.4.2	IOPHub	6
2.4.3	Receiver:.....	7
2.4.4	Sender Processing	7
2.4.5	IOPHUB Processing.....	8
2.4.6	Receiver Processing	8
2.4.7	Audit Capability	8
2.4.8	Archive & Purge	8
2.5	FILE FORMAT.....	9
2.5.1	File Header Format	9
2.5.2	Data Record	10
2.5.3	ZIP File Format	10
2.5.4	Sample Data	10
2.6	FILE TRANSFER DEPICTION	11
2.7	AVAILABILITY.....	11

1 Introduction

1.1 Purpose

This Interoperability Interface Control Document (ICD) describes the general file structure used by interoperable authorities to construct files that are exchanged between Authorized Service Providers and authorized Subscribers by means of the IOPHub system.

This interoperable ICD defines the format, content and physical transfer of the files transferred between authorized Service Providers or authorized Subscribers and authorized Service Providers via the IOPHub system.

1.2 Definitions, Acronyms and Abbreviations

A comprehensive glossary of terms is being maintained for the entire Interoperability project. The terms, acronyms and abbreviations used in this document will be contained in the Interoperable Project Glossary.

For easy reference, the following terms are provided.

Table 1.2: Definitions, Acronyms, and Abbreviations²

Term	Description
Authorized Service Provider	An entity that signs the Statewide Interoperability ILA because it received approval by members of the statewide interoperability task force.
Home Authority (HA)	An Authority that issues transponders to patrons, owns and manages accounts associated with those transponders, and posts transactions to those accounts.
Service Provider (SP)	An Authority that operates and maintains a customer service center that issues AVI transponders for electronic payment of AVI transactions, such as toll road fees and parking fees. For this document, the Service Provider shall be defined as an Authority that sends transponder transactions and toll variance transactions to the IOPHub system for reconciliation.
Subscriber	An Authority that utilizes a service provider to conduct customer service center operations. These types of Authorities do not maintain their own customer accounts, or operate a customer service center.
Tag Validation List (TVL)	A comprehensive list of transponders issued by each interoperable Authority.
Tag Validation List Update	A list of Tag Validation List (TVL) changes since the last TVL Update or TVL List.
Visited Authority (VA)	Any Authority, or its designated representative, that is not the customer's Home Authority.

² Note: If changes are made to this table, please verify against the IOPHub Project Glossary.

1.3 References

The following items are referenced in this document:

- *Interoperability Business Requirements Document*
- *Interoperable ICD-02: Tag Validation List*
- *Interoperable ICD-03: Transactions File.*
- *IOPHub Data Security Guidelines*
- *IOPHub Project Glossary*

1.4 Overview

The IOPHub uses a standard set of data exchange protocols that provide Interoperability between one or more Service Providers to communicate and exchange data.

The ICDs have been documented to define the protocols used to exchange transactions, reconciliation data, and Tag status information. These ICDs describe the content and structure of the Tag Validation List file, Tag Validation List acknowledgement file, transaction file and reconciliation file and their associated data records, as well as the associated processing required. The document *Interoperable-ICD-02: Tag Validation List*, for example, describes the protocol employed between Service Providers to exchange Tag Validation List information.

The exchange of data (transactions and tag statuses) is governed by the requirements as set forth in the *Interoperable Business Requirements Document*.

IOPHub – Data Flow Diagram

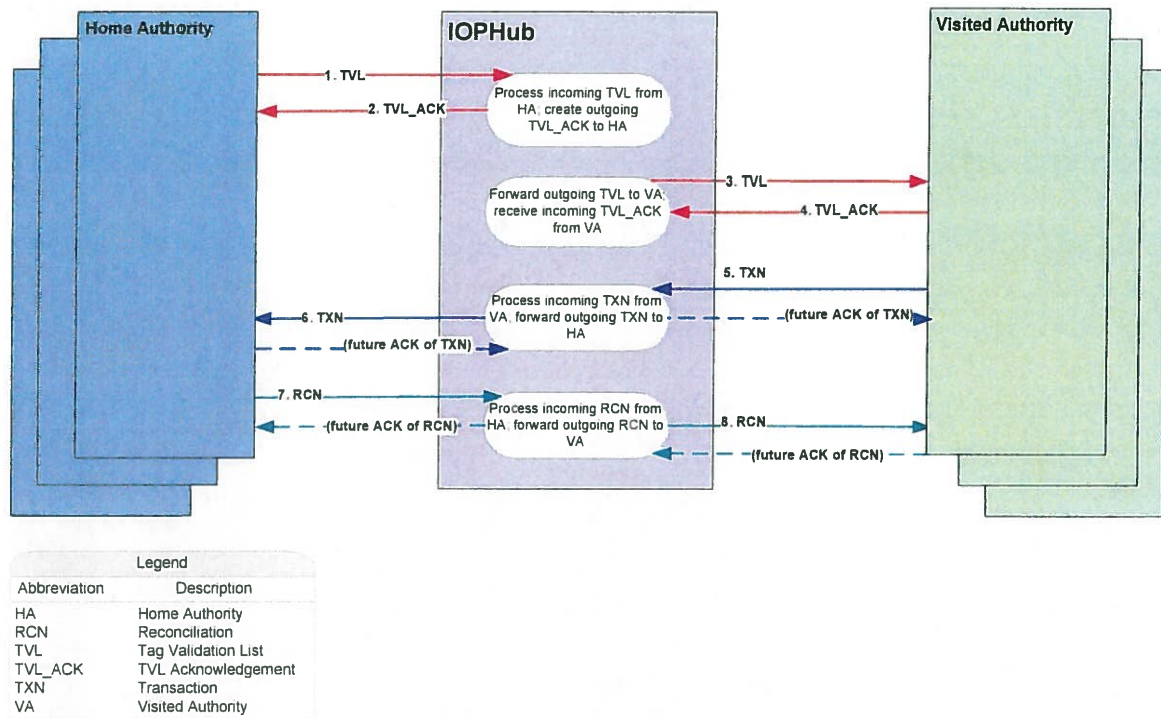


Figure 1. Interoperable Data Flow.

This ICD describes the format of the data files required to support the interoperable protocol between Service Providers to facilitate the physical exchange of data files. This ICD describes the format of the file header and the associated processing of the file required to ensure data files are consistently constructed, transferred and received.

Since data flows between Service Providers via the IOPHub, the interface between Service Providers is important to define. As data is prepared to be sent from the sender's side, additional items are added to the file to support the interoperable protocols. In this instance, a file header is created. The details of the file header are described in this document.

When the IOPHub receives the file in the appropriate Service Provider incoming FTP folder, the file is validated prior to processing. Once the file is validated, the file is processed by the IOPHub and then distributed to the appropriate Service Providers' outgoing FTP folder for pickup. The receiving Service Provider picks up the file and also validates the file header prior to using the file.

The following sections describe the general file structure format and location of the file header required. The content of the data records contained in the file is detailed in the documents *Interoperable-ICD-02: Tag Validation List* and *Interoperable-ICD-03: Transaction File*.

2 Specification

2.1 Type

This specification defines the general structure of ASCII data files transmitted between Service Providers. This specification does not address the content of the files beyond the file header.

2.2 Security

The data files will be written with no special security considerations. The contents of the files are viewable in a standard text editor. The files contain no security-sensitive information.

The IOPHub shall utilize a firewall scheme that will prevent unauthorized access by authorized or unauthorized users. Captive accounts or similar accounts shall be used to prevent unauthorized users from accessing other areas of the IOPHub and Service Provider computer systems.

Each Service Provider shall utilize a firewall scheme that will prevent access by unauthorized users. Captive accounts or similar accounts shall be used to prevent an unauthorized user from accessing other areas of the Service Providers' computer systems.

The IOPHub Data Security Guidelines provides documentation on the minimum and preferred security standards.

2.3 File Transfer Guidelines

All data files transmitted (pushed) to the IOPHub FTP or picked up (pulled) from the IOPHub FTP by Service Providers will be packaged in a .zip file. The .zip file will be named the same name as the file contained within the .zip file. The '.ZIP' (all capital letters) file extension will be used for all .zip files. The .ZIP file name will also have a '\$' character added to the beginning of the file name prior to sending the file. After the file is delivered to the appropriate FTP folder and validated by the Sender, the file name will be changed to the original file name.ZIP without the leading '\$'.

Only one, comma-delimited ASCII data file will be included in each .ZIP file. The file will be unzipped prior to processing.

2.4 Processing Guidelines

Files will be exchanged between Service Providers and other Service Providers or Subscribers (Visited Authority) on a regular basis as specified in the Interoperability Business Requirements. Files will be sent on a "push" basis to the IOPHub system for distribution. That is, each Service Provider or Subscriber that has a file ready for transmittal will transmit that file to the other Service Providers or Subscribers via the IOPHub FTP.

The general steps taken in creating, transmitting and receiving a file are as follows:

2.4.1 Sender:

Sender can be Authority, Service Provider, Subscriber or future entities.

1. Sender generates data file contents
2. Sender constructs file header and appends data file contents
3. Sender generates checksum and places in file header
4. Sender generates file size and places in file header
5. Sender generates record count and places in record header
6. Sender zips file using PKZIP and places '\$' as leading character of .ZIP file name
7. Sender transmits (push) zipped file to appropriate IOPHub Sender's FTP incoming folder
8. Sender verifies file size of zipped file at destination folder
9. If file verified correctly, Sender renames .ZIP file by removing '\$' from beginning of file-name.ZIP to make file available for pickup by the IOPHub or
10. If file did not verify correctly, Sender removes file

2.4.2 IOPHub

1. Check Sender's FTP incoming folders at IOPHub for new files
2. Verify file name does **not** have '\$' prefix; verify the file name has .ZIP extension
3. Unzip file if no errors
4. Verify file checksum, file size and record count contained in the contents of the file header and record header
5. Verify file record integrity
6. Process file by parsing and validating each record field
7. Mark the file status as "Processed" in Sender's FTP incoming folder at IOPHub.
8. Generate data file contents for Receiver
9. Construct file header and append to data file contents
10. Generate checksum and place in file header
11. Generate file size and place in file header
12. Generate record count and place in record header
13. Zip file using PKZIP
14. Place file to appropriate Receiver FTP outgoing folder at IOPHub

2.4.3 Receiver:

Receiver can be Authority, Service Provider, Subscriber or future entities.

1. Receiver checks Receiver's FTP outgoing folders at IOPHub for new files
2. Receiver verifies file name does **not** have '\$' prefix; verify the file name has .ZIP extension
3. Receiver pulls ZIP file from IOPHub to the Receiver site; verify the ZIP file size at Receiver site matches with the ZIP file size at IOPHub
4. The file status of the file in Receiver's FTP outgoing folder at IOPHub will be marked as "Deleted" by the Receiver
5. Receiver unzips file at the Receiver site if no errors
6. Receiver verifies file checksum, file size and record count contained in the contents of the file header and record header
7. Receiver verifies file record integrity
8. Receiver processes file

Sections 2.4.4, 2.4.5 and 2.4.6 provide the details of these general steps.

2.4.4 Sender Processing

When a data file is available for transmission to IOPHub, the Sender must construct a file header containing the file size and checksum value. The format of the file header is described in Section 2.5.1. The name of the file is determined based upon the contents of the file.

Once the file header is constructed, the data file contents are appended and the entire file is zipped in a .ZIP file. The name of the file will be the same name as the original file with the addition of '\$' character as the leading character of the file name and a file extension of .ZIP (all capital letters).

The file is then transmitted to the Sender's FTP incoming folder at the IOPHub. The '\$' character prevents the IOPHub from prematurely processing the file. The Receiver is obliged to ignore any file beginning with the '\$' character.

Upon completion of the transmission, the Sender verifies the file size at the incoming FTP folder of the IOPHub.

If the file size is incorrect, the Sender shall remove the data file ('\$' prefixed named file.ZIP) from the FTP folder. In accordance with the Interoperability Business Requirements document, an attempt to retransmit the file will be made by the Sender. It is the Sender's responsibility to repeat this failure processing before halting further file transfer attempts to the IOPHub. After failed attempts, the Sender should notify IOPHub Support. Each Sender can decide the number of attempts and the duration criteria for resending / repackaging files within the defined limitations of the Interoperability Business Requirements.

If the file size is verified by the Sender at the IOPHub FTP folder, the Sender shall rename the file by removing the '\$' prefix character. At this point, the Sender has delivered the file and made it available for processing at the IOPHub.

2.4.5 IOPHUB Processing

The IOPHub shall check for incoming files at the Sender's FTP incoming folders. Upon detection of a new ZIP file that is **not** preceded by a '\$', the IOPHub shall unzip the file if no errors. The IOPHub then shall verify the contents of the file. The file header shall contain both the file size and a checksum value. The record header shall contain the record count.

If either the file size or checksum value is invalid, the entire data file shall not be processed. The IOPHub will mark the file as an error status file, notify the appropriate personnel, or take other such similar action.

If the file size and checksum are verified, the file is picked up from the Sender's FTP incoming folder and processed by the IOPHub.

The IOPHub will then mark the file status as "Processed" in the Sender's FTP incoming folder.

The IOPHub will generate data file contents for the Receiver, construct file header, generate checksum and file size to place in the file header and generate record count to place in the record header. The IOPHub will zip the file and place the ZIP file to the appropriate Receiver FTP outgoing folder at IOPHub.

2.4.6 Receiver Processing

The Receiver shall check for outgoing files at their outgoing FTP folders at the IOPHub. Upon detection of a new ZIP file without '\$' prefix, the Receiver shall pull the ZIP file from IOPHub to the Receiver site. The file status of the file in the Receiver's FTP outgoing folder at the IOPHub will be marked as "Deleted" by the Receiver. (**Note:** The file is deleted logically only; the actual file can still be retrieved for review.)

The Receiver shall verify the ZIP file size is correct and unzip the file if no errors.

The Receiver then shall verify the contents of the file. The file header shall contain both the file size and a checksum value. The record header shall contain the record count. If file size, record count, checksum value or file format is invalid, then the entire data file shall be disregarded. The Receiver may choose to rename the file, move the file to an unprocessed holding area and notify the appropriate personnel within 24 hours.

If the file size, checksum and record count are verified, the file is processed by the Receiver.

2.4.7 Audit Capability

All files remain available on IOPHub Server and they can be viewed or downloaded via the IOPHub User Interface. At a minimum, the IOPHub will maintain two (2) years of data. The User Interface allows the viewing of various file activities with option to organize the file activities by Service Provider or Subscriber.

2.4.8 Archive & Purge

The IOPHub shall maintain data online for a period of two (2) years. After the two year period, data shall be purged.

2.5 File Format

The format of an exchanged data file is depicted in Figure 2. The first element in the file is a file header. The format and content of the file header is detailed in Section 2.5.1. The file header is followed by a record header, and an arbitrary number of data records. The format of the record header is dependent upon the file category of data contained within the file. The formats of the various record headers are described in the appropriate ICDs.

Each file must contain only one file header at the beginning of the file. The file header must contain the checksum and the file size only. A file that does not contain this minimum element is considered invalid.

Each record in a file consists of ASCII characters terminated by a Carriage Return (ASCII hex 0x0D) and Line Feed (ASCII hex 0x0A). The size of the file header is fixed in length. The sizes of the record header and data records are variable and are specified in the appropriate ICDs.

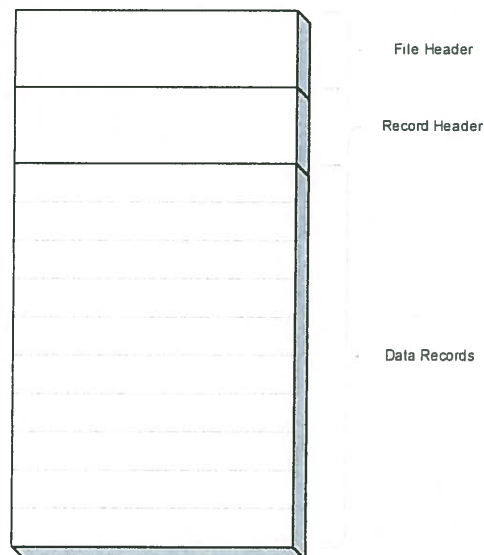


Figure 2. Interoperable File Structure.

2.5.1 File Header Format

The file header is a fixed length ASCII record with comma-delimited fields, terminated by a Line Feed or Carriage Return & Line Feed. Although the fields are fixed in length, they are still separated by commas. This is to allow processing by either of two means: (1) specifying absolute file offset position and field length; or (2) parsing the record, breaking on the comma-delimiter. This format was developed to afford implementers maximum flexibility in processing the record type at their system.

File Header Format

Description	Type	Min. and Max. Length	Delimiter	Red's	Comment
File Checksum	Character	8	,	Y	A 32-bit, 8 fixed length character checksum computed for the contents of the file, beginning at the character immediately following the header record and associated CR/LF. This value is displayed as an 8-digit ASCII hex number.
File Size	Numeric	12	CR&LF	Y	The size of the file, in bytes.

The CRC32 standard algorithm is used to compute the checksum value. The checksum is a 32-bit value and is displayed as 8 fixed characters in ASCII hex number. The file size is a base-10 ASCII number. The field is fixed length, although it may be zero-padded.

Note: The checksum, a value of FFFFFFFF, is used by the NTTA and HCTRA. CTRMA calculates and uses checksum in file exchanges with IOPHub. Checksums must be calculated for those connecting to the IOPHub after January 2007.

Header records will only process when received with correct size. Any files received with incorrect header file size will result in error.

2.5.2 Data Record

The Data record portion of the file may contain one or more records.

All file types may contain data records from one or more Service Providers, Subscribers or Authorities.

The Transaction file and RCN file may contain one or more types of data records from one or more Service Providers, Subscribers or Authorities.

2.5.3 ZIP File Format

Each file sent or received in by the IOPHub FTP must be zipped using PKZIP.

Each ZIP file shall contain only one data file.

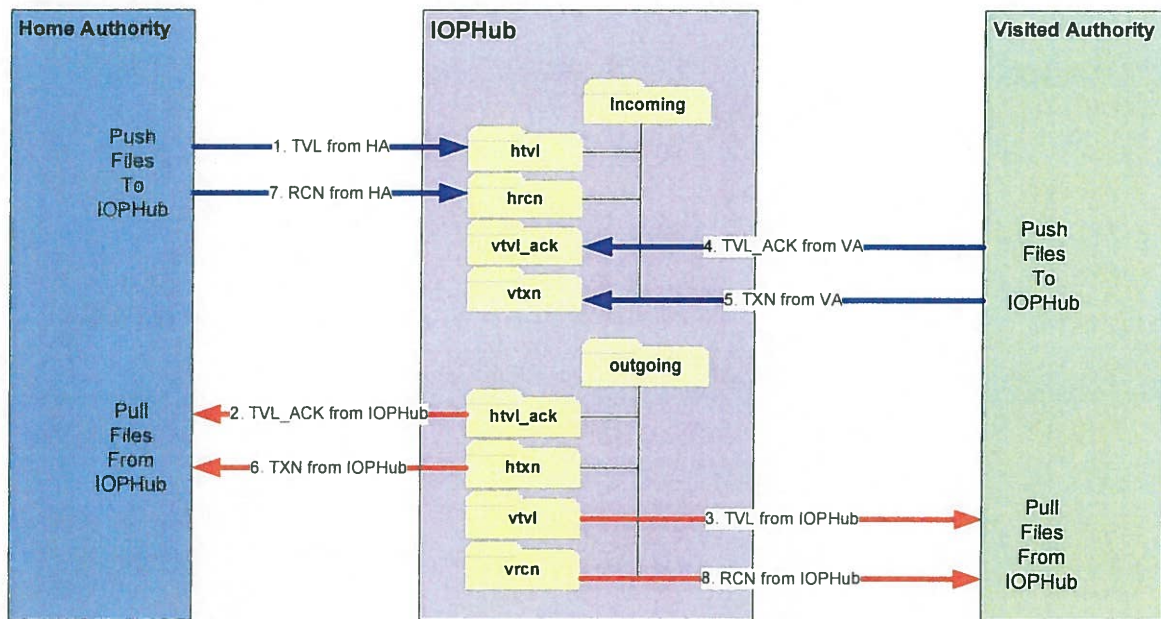
2.5.4 Sample Data

A sample File Header is shown below. It contains a checksum value of '13579BDF' (324,508,639 in base-10) and a file size of 53,724 bytes. For illustration purposes, the file size is zero-padded and the Carriage Return & Line Feed is represented as a "¶".

13579BDF,000000053724¶

2.6 File Transfer Depiction

The diagram below provides a visual image of how Service Providers will transmit files (Push) to the IOPHub and how they will receive (Pull) files from the IOPHub. For example, the Home Authority sends TVL to IOPHub. After receiving TVL from the Home Authority, IOPHub sends TVL_ACK to the Home Authority. IOPHub then forwards TVL to the Visited Authority. After receiving TVL from IOPHub, the Visited Authority sends TVL_ACK to IOPHub.



Legend	
Abbreviation	Description
HA	Home Authority
RCN	Reconciliation
TVL	Tag Validation List
TVL_ACK	TVL Acknowledgement
TXN	Transaction
VA	Visited Authority

2.7 Availability

IOPHub shall be available 24 hours a day, 7 days a week for the file exchanges. Exceptions will be for scheduled maintenance activities. All Service Providers and Subscribers shall be notified in advance of scheduled maintenance activities and extended downtime periods. When IOPHub is down, the agencies should stop pushing and pulling files. File transfers may continue after the IOPHub is back up.

**4-E DISUCSSION AND POSSIBLE ACTION REGARDING THE FY 2015
PROJECT GOALS**

**CAMERON COUNTY REGIONAL MOBILITY AUTHORITY
PROJECT GOALS–FY 2015**

U.S. 77

- A. Work with TxDOT District Offices to identify funds needed to complete improvements (\$165 Million) – October 2014**
- B. Work with TxDOT & FHWA on the necessary Design Waivers – October 2014**
- C. Coordinate with Willacy, Kennedy, Kleberg & Nueces Counties**
- D. Develop options for Riviera, Driscoll & Ricardo – October 2014**
- E. Complete ROW Acquisition for Riviera and Driscoll Bypasses – June 2015**
- F. Begin Design Work on Remaining Projects – June 2015**

SH 550

- A. Continue Construction of Direct Connectors – December 2014**
- B. Coordinate Conservation & Mitigation Easement with COE – 2015**
- C. Coordinate long term site management with 3rd party Conservation Entity – 2015**
- D. Designation of SH 550 as I-169 – March 2015**
- E. Work with the Port of Brownsville & the Broe Group to plan industrial parks – October 2014**

SH 550 SEGMENT ONE (East of Old Alice)

- A. Amend PDA to include this Segment – October 2014**
- B. Authorize Construction by Texas Transportation Commission – January 2015**
- C. Work with Brownsville MPO on CAT 7 Funds – October 2014**
- D. Begin Construction Procurement Process – February 2015**
- E. Begin Construction – June 2015**

SH 550 SEGMENT TWO (East of FM 1847)

- A. Amend PDA to include this Segment – October 2014**
- B. Authorize Construction by Texas Transportation Commission – January 2015**
- C. Begin Construction Procurement Process – January 2015**
- D. Begin Construction – June 2015**

FM 1925 (SH 68 to I69E)

- A. Begin Needs Assessment Report – October 2014**
- B. Complete Needs Assessment Report – January 2015**
- C. Obtain TxDOT Approval – March 2015**
- D. Begin Process to Amend Outer Parkway FAA to include this Segment – October 2014**
- E. Complete Amended FAA process – March 2015**
- F. Begin EA – March 2015**
- G. Add Project to TRZ – October 2014 – December 2014**

East Loop

- A. Complete EA Process & Receive FONSI – March 2015**
- B. Coordinate levee relocation with IBWC – March 2015**
- C. Coordinate Fence removal & relocation with DHS – January 2015**
- D. Complete and receive approval of Historical & Biological Studies**
- E. Coordinate with USFWS & other State & Federal Agencies**
- F. Continue coordination with USFWS on land swap – March 2015**
- G. Begin Design Phase – April 2015**
- H. Begin Process of Right of Way Acquisition – April 2015**
- I. Work on Plan of Finance with Financial Advisor – October 2014**
- J. Work with TxDOT on AFA for CAT 7 Funding – October 2014**
- K. Construction Start Date – August 2015**

SPI 2nd Access

- A. Continue Process to complete Final EIS - 2014**
- B. Submit Final EIS to TxDOT & FHWA – December 2014**
- C. TIFIA Loan Process – December 2014**
- D. TxDOT CDA Assistance – October 2014**
- E. Begin CDA Process – January 2015**
- F. Record of Decision – December 2015**

Outer Parkway

- A. Coordinate Environmental Process with TxDOT – October 2014**
- B. Complete Environmental Document – June 2015**
- C. Begin process of environmental permitting, mitigation development and coordination with resource agencies (USFWS, COE & THC) – June 2015**
- D. Environmental Approval – December 2015**

FM 803

- A. Begin Construction – January 2015**
- B. Add Project to TRZ – October 2014 – December 2014**

General Brandt Road

- A. Begin Construction – January 2015**

Port Isabel Access Road

- A. Complete Environmental/Wetland Studies – January 2015**
- B. Complete Design/Engineering – June 2015**
- C. Right of Way Acquisition – June 2015**
- D. Begin Construction – December 2015**

FM 509 Extension

- A. Complete EA Document & Submit to TxDOT & FHWA – June 2015**

West Parkway

- A. Work with TxDOT to get AFA – October 2014**
- B. Develop Scope for an EA – January 2015**
- C. Add Project to TRZ – October 2014 – December 2014**

Olmito Switchyard Expansion

- A. Close Out Project – December 2014**

West Rail Relocation

- A. Coordinate DHS Issues – On – Going**
- B. Complete construction in the U.S. & Mexico – December 2014**
- C. Transfer Presidential Permit to UP (Process with DOS) – December 2014**
- D. Coordinate mitigation efforts with COE – 2015**
- E. Begin operation of new rail line including Mexico – January 2015**

Spur 56

- A. Complete Construction – January 2015**

Legislative Agenda

- A. Develop Agenda for next Legislative Session**
- B. Visit Delegation and Provide Quarterly Reports**

Flor De Mayo Bridge

- A. Execute Agreement with Cameron County to Manage Project – January 2015**
- B. Complete Feasibility Study in Mexico – June 2015**
- C. Work on GSA Funding – January 2015**

Marketing

- A. Implement an aggressive Toll Tag Marketing Program for the Port Spur Toll Gantry**
- B. Develop a Direct Marketing Program**
- C. Develop Toll Marketing Brochures**
- D. Joint Marketing efforts with the Port of Brownsville**
- E. Meet with Transportation Companies doing business at the Port of Brownsville**
- F. Annual Report – January 2015**
- G. Strategic Plan Update – June 2015**
- H. Update System Map – October 2014**

Prop 1 Funds

- A. Advocate for Prop 1 Passage – October 2014**
- B. Develop List of Potential Prop 1 Projects – October 2014**
- C. Meetings with Texas Transportation Commission Members – October 2014**
- D. Meetings with Valley Delegation – October 2014**
- E. Coordinate & Work with HCRMA for Regional Projects for Prop 1 – October 2014**

**4-F CONSIDERATION AND APPROVAL OF A PROFESSIONAL
SERVICES AGREEMENT WITH S&B INFRASTRUCTURE FOR THE
PREPARATION OF AN INSPECTION REPORT FOR SH 550**

PROFESSIONAL SERVICES AGREEMENT

1. This Professional Services Agreement ("Agreement") is effective the 9th day of October, 2014 by and between S&B Infrastructure, Ltd. ("S&B") and Cameron County Regional Mobility Authority ("Client"). S&B will provide bridge observation services on SH550 (the "Services") in accordance with this Agreement. The scope of the Services is to observe the SH 550 bridges which will include 9 structures (8 Overpasses – FM 1847 (Northbound and Southbound bridges), UPRR (Northbound and Southbound bridges), FM 3248 (Northbound and Southbound bridges), Port Lead Road/UPRR (Northbound and Southbound bridges) and 1 Water crossings – Drain ditch (Northbound only)) in accordance with the AASHTO Manual for Bridge Evaluation. As per the manual each bridge will have its own report with applicable records as set forth by the referenced manual. The Services will be provided according to the following schedule: 1) Bridge records as identified in above Manual upon one month of contract execution. 2) Contract complete upon two months of Contract execution.

2. Client will pay S&B an amount not to exceed \$29,876.23 (twenty nine thousand eight hundred seventy six and 23/100 dollars) for the Services. Payment is due no later than thirty (30) business days after Client receives an invoice from S&B. If Client disputes any portion of the invoice, Client shall timely pay the undisputed portion of the invoice and immediately notify S&B in writing of the nature of the dispute as to the disputed portion of the invoice. The parties will then immediately work together to resolve the dispute.

3. S&B warrants that it shall perform the Services in a professional manner in accordance with sound, generally accepted engineering practices in effect at the time of performance and applicable for the location where the Services are performed. If S&B's work is deficient, S&B shall re-perform services of the type originally performed by S&B as the sole and exclusive remedy, provided S&B is given notice in writing of the specific deficiency within thirty (30) days of the date on which the allegedly deficient Services were performed. The warranty and S&B's obligation and liabilities thereunder described in this paragraph are exclusive and are in lieu of any and all other guarantees, express or implied.

4. If Client confirms this request for Services in a purchase order or other document, any standard or preprinted terms of such purchase order or other document are hereby abrogated and the terms and conditions contained in this Agreement are substituted in their place.

5. Exclusive Remedy. Notwithstanding anything in this Agreement to the contrary, there are no other representations or warranties expressed, implied, or otherwise made by S&B other than those specifically set forth in this Agreement. Client's rights and remedies as set forth in this Agreement are exclusive.

Cameron County Regional Mobility Authority

S&B Infrastructure, Ltd.

By: 

By: 

Name: David Alex

Name: Daniel O. Rios, PE

Title: RMA Chairman

Title: Senior Vice-President

Date: October 9, 2014

Date: October 9, 2014

PROJECT: SH 550 Bridge Observations
 CLIENT: Cameron County RMA
 CONTRACT: S&B Work Authorization # 1
 COUNTY: Cameron
 S & B JOB NO.: 0

EXHIBIT "D"

ACTIVITY CODE	FUNCTION CODE	DESCRIPTION from ATTACHMENT "B"	FIRM	MAN-HOURS										ESTIMATED FEE	TOTALS
				Principal (XV)	Proj. Manager (III)	Eng(V) Struct.	Eng (V)	Eng (III)	Project Inspector V	Project Inspector I	Record Keeper	CADD (I)	Clerical		
		LABOR													
		Bridge Observations													
		FIELD WORK													
		Overpasses (8 Structures)	S&B			30								\$8,309.70	60
		Water/Drain Ditch Crossing (1 Structure)	S&B			4								\$1,107.96	8
		ENGINEERING												\$0.00	
		Reports (6 hours per structure)	S&B			68							13	\$0.00	81
														\$14,023.39	
		Sub Total (F.C. 120) Labor		0	0	102	0	0	0	0	34	0	13		\$23,441.05
164		GENERAL COORDINATION													
681010		Client Meetings (2)	S&B		8										
681004		Secretarial/Admin (3hrs/wk X 95 wks)	S&B										20	\$3,098.08	16
														\$1,336.60	20
		Sub Total (F.C. 164) Labor		0	8	8	0	0	0	0	0	0	20		36
		Total (F.C. 110-170) Labor		0	8	110	0	0	0	0	34	0	33		\$4,434.68
		Base Rate (\$/man-Hour)		86.82	58.00	57.89	57.89	41.67	28.00	22.00	25.00	22.00	20.00		
		Contract Rate (\$/man-Hour)		290.12	193.81	193.45	193.45	139.24	93.56	73.52	83.54	73.52	66.83		
		NON LABOR													
		Travel													
52400		Observations													
		Mileage @ \$.55/mile (130 miles Avg) To Structure Sites & Meeting	S & B (nl)												
50500		Correspondence													
		Courier	S & B (nl)												
50550		Miscellaneous													
		Report reproductions	S & B (nl)												
52300		Materials for exhibits	S & B (nl)											\$1,000.00	
		Sub Total (F.C. 164) Non-Labor												\$0.00	
		PROJECT TOTAL													\$2,000.50
															\$29,876.23

**4-G CONSIDERATION AND APPROVAL OF SUPPLEMENTAL WORK
AUTHORIZATION NO. 1 TO WORK AUTHORIZATION NO. 1 WITH
S&B INFRASTRUCTURE FOR THE SH 550 DIRECT CONNECTOR
PROJECT**

SUPPLEMENTAL WORK AUTHORIZATION NO. 1 TO WORK AUTHORIZATION NO. 1

THIS WORK AUTHORIZATION is made pursuant to the terms and conditions of Article 7 of the **Agreement** made by and between the **CAMERON COUNTY REGIONAL MOBILITY AUTHORITY (CCRMA)**, hereinafter called the "**Authority**", and **S&B INFRASTRUCTURE, LTD.**, professional engineers of McAllen, Texas, hereinafter called the "**ENGINEER**".

The following terms and conditions of Work Authorization No. 1 are hereby amended, as follows:

PART 2. Estimated Cost. The estimated cost for services under this Work Authorization is **\$2,291,386.94 (increased by \$203,569.24)**. This amount is based upon the costs outlined in the *Estimated Cost Proposal* attached hereto as **ATTACHMENT "D"**.

PART 4. Period of Service. This Work Authorization shall become effective on the date of final acceptance of the parties hereto, and all work associated with this Work Authorization shall expire March 31, 2015 and be performed within the time period identified in the *Project Schedule* attached hereto as **ATTACHMENT "C"**.

THIS SUPPLEMENTAL WORK AUTHORIZATION shall become effective on the date of final execution of the parties hereto. All other terms and conditions of Work Authorization No. 1 not hereby amended are to remain in full force and effect.

**THE ENGINEER:
S&B INFRASTRUCTURE, LTD.**

BY: 
Daniel O. Rios, PE, Senior Vice President

**THE AUTHORITY:
CAMERON COUNTY REGIONAL MOBILITY AUTHORITY**

BY:  10.9.14
David E. Alex, Chairman

LIST OF ATTACHMENTS
ATTACHMENT "C" -
ATTACHMENT "D" -

Project Schedule
Fee Schedule

EXHIBIT C

ID	Task Name	Duration	Sun	Finish	2013												2014											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1	SUMMARY	567 days	Mon 1/28/13	Tue 3/5/15																								
2	SAB NTP	0 days	Mon 1/28/13	Mon 1/28/13																								
3	Construction Phase Services	508 days	Tue 1/29/13	Tue 1/6/15																								
4	Anderson Columbia Construction NTP	0 days	Mon 2/4/13	Mon 2/4/13																								
5	Construction SH 550	497 days	Mon 2/11/13	Tue 1/6/15																								
6	End Construction	0 days	Tue 1/6/15	Tue 1/6/15																								
7	Project Close-Out	60 days	Wed 1/7/15	Tue 3/31/15																								

Project: SH 550

Date: Mon 9/22/14

Task

Spill

Progress

Milestone

Summary

Project Summary

External Tasks

External Milestone

Deadline

CONSTRUCTION PROJECT MANAGER: PHILLIP PAWLEK, PE

Page 1 of 1

PROJECT: SH 850 CM
 CLIENT: Cameron County RMA
 CONTRACT: S&B Work Authorization # 1 Supplemental # 1
 COUNTY: Cameron
 S & B JOB NO.: 9

EXHIBIT "D"

ACTIVITY CODE	FUNCTION CODE	DESCRIPTION	FIRM	MAN-HOURS										ESTIMATED FEE	TOTALS
				Principal (JV)	Proj. Manager (M)	Eng (V) Struct.	Eng (U)	Eng (H)	Project Inspector V	Project Inspector I	Record Keeper	CADD (H)	Clerical		
	320	Construction Management													
		CONSTRUCTION SERVICES													
		Project Inspection - Additional inspection time for Concrete pavement and Bridge Deck pour, Placement of Beam Orders, and work on Saturday													
		Additional 1/4 time for Project Record Keeping	S&B						80.5		821			\$149,515.74	1,686
		ENGINEERING													
		Shop Drawing Review - Structural	S&B			130									
		Traffic Control Plan Revisions	S&B				40							\$30,762.50	210
		Grade Signs Update with H&D E	S&B				20							\$10,076.80	80
														\$5,000.00	
		Sub Total (F.C. 120) Labor		0	0	130	40	0	80.5	0	821	80	40		1975
	184	GENERAL COORDINATION													
		Monthly and/or Progress Meetings (20) & PreConstruction Mtg	S&B	20											
				20	0	0	0	0	0	0	0	0	0	\$9,002.40	20
		Sub Total (F.C. 184) Labor		20	0	130	40	0	80.5	0	821	80	40		2004
		Total (F.C. 110-170) Labor													
		Base Rate (Man-Hour)		86.82	58.00	57.89	41.87	20.00	22.00	22.00	25.00	22.00	20.00		
		Contract Rate (Man-Hour)		280.12	192.81	183.45	193.45	139.24	60.56	73.52	83.54	73.52	66.63		
		NON LABOR													
		Travel													
		Sub Total (F.C. 164) Non-Labor													
		PROJECT TOTAL													
														\$0.00	
														\$203,568.24	

**4-H CONSIDERATION AND APPROVAL OF SUPPLEMENTAL
AGREEMENT NO. 2 TO AGREEMENT FOR PROFESSIONAL
SERVICES WITH S&B INFRASTRUCTURE**

THE STATE OF TEXAS§
§
COUNTY OF CAMERON§

**SUPPLEMENTAL AGREEMENT NO. 2
TO AGREEMENT FOR PROFESSIONAL SERVICES**

THIS SUPPLEMENTAL AGREEMENT is made pursuant to the terms and conditions of Article 8 of the **Agreement** made by and between the **CAMERON COUNTY REGIONAL MOBILITY AUTHORITY "Authority"**, and **S&B INFRASTRUCTURE, LTD.**, of McAllen, Texas, hereinafter called the "**Engineer**".

WITNESSETH

WHEREAS, the **Authority** and the **Engineer** executed the **Agreement** on the 11th day of February 2013 concerning the provision of professional services consisting of Construction Management Services of SH 550 from U.S. 77/83 to 0.53 Miles East of Old Alice Road ("Project").

WHEREAS, Article 5, Paragraph 5.2 of the **Agreement**, Special Services, establishes those services to be provided by the Engineer as Special Services; and,

WHEREAS, Article 5, Paragraph 5.3 of the **Agreement**, Contract not to Exceed Amount, establishes the maximum amount the Engineer will be paid for services rendered; and,

WHEREAS, EXHIBIT "B" of the **Agreement**, Services to be Provided by the Engineer establishes the activities the Engineer shall perform for the development of the Project.

WHEREAS, it has become necessary to amend the contract to and increase the maximum amount the Engineer will be paid for services rendered.

AGREEMENT

NOW THEREFORE, premises considered, the **Authority** and the **Engineer** agree that said **Agreement** is amended as follows:

I. . Article 5, Paragraph 5.3 of the **Agreement**, Contract not to Exceed Amount, is void and replaced with the following:

5.3 Contract not to Exceed Amount: The maximum Engineer will be paid is \$2,437,422.82 unless that amount is modified by mutual agreement of the Parties.

III. EXHIBIT "B" of the Agreement, Services to be Provided by the Engineer, is revised/supplemented to include the activities identified in Attachment "A" of this Supplemental Agreement.

All other provisions are unchanged and remain in full force and effect.

IN WITNESS WHEREOF, the Engineer and the Authority have caused this Supplemental Agreement to the Agreement for Professional Services to be executed as of the 9th day of ~~September~~, 2014.

October

**THE ENGINEER:
S&B INFRASTRUCTURE, LTD.**

BY:

Daniel O. Rios
Daniel O. Rios, P.E., Senior Vice President

**OWNER:
CAMERON COUNTY REGIONAL MOBILITY AUTHORITY**

BY:

David Alex
David Alex, RMA Chairman

ATTEST:

[Signature]

LIST OF ATTACHMENTS

ATTACHMENT "A" – Supplemental Services to be Provided by Engineer
ATTACHMENT "B" – Engineers Cost Proposal

S&B Infrastructure, Ltd.
"SH 550 CM"

ATTACHMENT "A"
Supplemental Services to be Provided by the Engineer

The following outlines additional/modified activities and services to be Provided by the Engineer associated with the Project:

- A) Project Inspection outside of Normal work hours such as Concrete Pours, Beam Placement, Traffic rerouting, Time Extension etc.
- B) Additional time for Project record keeper – Time was increased from $\frac{1}{4}$ of project duration to $\frac{1}{2}$ of project duration.
- C) Additional shop drawing review time for steel girder fabrication and placement methods.

ATTACHMENT "B" **Engineers Cost Proposal**

PROJECT: SH 550 CM
 CLIENT: Customer County RMA
 CONTRACT: S&B Work Authorization #1 Supplemental #1
 COUNTY: Customer
 S & B JOB NO.: 0

EXHIBIT "D"

ACTIVITY	FUNCTION	DESCRIPTION	FIRM	MAN-HOURS										ESTIMATED	TOTALS
				Principal (PV)	Proj. Manager (PM)	Eng (V)	Eng (M)	Project Inspector V	Project Inspector I	Record Keeper	CAD/DO (C)	Critical	TOTAL		
	220	Construction Management													
		CONSTRUCTION SERVICES													
		Project Inspection - Additional Inspections for Concrete pavement and Bridge Deck joints, Placement of Beam Girders, and work on Scaffolding.													
		Additional 1/4 time for Project Record Keeper	S&B					100		821			1,000	\$143,515.74	
		ENGINEERING													
		Shop Drawing Review - Structural	S&B			13							40	130,767.50	
		Traffic Control Plan Reviews	S&B			40							40	110,970.00	
		Grade Signs (update not in RMA)	S&B			70							40	18,828.00	
		Sub Total (P.C. 120) Labor				123	40	0	0	0	0	0	120		\$147,765.54
	94	GENERAL COORDINATION													
		Monthly and/or Project Meetings (1/2) 1 Hour Coordination Mtg	S&B	2									20	\$5,000.00	
		Sub Total (P.C. 94) Labor		2	0	0	0	0	0	0	0	0	20		\$5,000.00
		Total (P.C. 118-470) Labor		2	0	0	40	0	0	0	0	0	60		\$5,000.00
		Base Price (Man-Hour)		66.67	58.00	57.00	41.67	29.00	22.00	25.00	27.00	28.00			
		Contract Price (Man-Hour)		250.11	133.01	131.45	133.34	93.56	73.57	83.54	73.57	68.03			
		NON LABOR													
		Travel													
		Sub Total (P.C. 164) Non-Labor													\$0.00
		PROJECT TOTAL													\$100,890.24

**4-I CONSIDERATION AND APPROVAL OF AMENDMENT TO
EMPLOYMENT CONTRACT WITH PETE SEPULVEDA, JR.,
CAMERON COUNTY REGIONAL MOBILITY AUTHORITY
EXECUTIVE DIRECTOR (TABLED)**