

THE STATE OF TEXAS §

COUNTY OF CAMERON §

BE IT REMEMBERED on the 18<sup>th</sup> day of JUNE 2009, there was conducted a SPECIAL Meeting of the Cameron County Regional Mobility Authority, at the Levis Building, thereof, in the City of 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 P.M.

PRESENT:

DAVID E. ALLEX  
CHAIRPERSON

FRANK PARKER, JR.  
DIRECTOR

\_\_\_\_\_  
DIRECTOR

VICTOR ALVAREZ  
DIRECTOR

YOLANDA VILLALOBOS  
DIRECTOR

DAVID N. GARZA  
DIRECTOR

\_\_\_\_\_  
DIRECTOR

Mary Robles  
Secretary

RUBEN GALLEGOS, JR.  
MICHAEL SCAIEF  
ABSENT

=====  
The meeting was called to order by Chairman David E. Allex at 12:08 P.M., and asked Director Alvarez for the invocation.

At this time, the Board considered the following matters as posted and filed for Record in the Office of the County Clerk on this June 15, 2009, at 8:59 A.M.:

# AGENDA

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

**Levis Building  
1390 W. Expressway 77  
San Benito, TX 78586**

**Thursday, June 18, 2009**

**12:00 Noon**

- I. Public Comments**
- II. Consideration and approval of Task 2.02 of Work Authorization No. 21 for design of toll gantry and signage on SH 550**
- III. Executive Session Items**
  - a. Consultation with, and advice from Legal Counsel concerning negotiations and related contract issues with the Texas Department of Transportation regarding the Cameron County Regional Mobility Authority's projects, specifically SH 550 and West Loop and other legal issues affecting the authority, Pursuant to V.T.C.A. Government Code, Section 551.071 (2)**
- IV. Action relative to Executive Session**
  - a. Possible Action**
- V. Adjournment**

Signed this 15<sup>th</sup> day of June 2009



---

**David E. Allix  
Chairman**

ACCEPTED FOR FILING  
CAMERON COUNTY  
2009 JUN 15 A 8:59

---

**I. PUBLIC COMMENTS**

None were presented at this time.

---

**II. CONSIDERATION AND APPROVAL OF TASK  
2.02 OF WORK AUTHORIZATION NO. 21 FOR  
DESIGN OF TOLL GANTRY AND SIGNAGE  
ON SH 550**

Director Parker reported that Director Gallegos and he met with HNTB to address concerns regarding possible revenue loss.

Mr. Richard Ridings, HNTB, reported that Task 2.02 was to design a gantry that will have infrastructure ready to equip coin machines if the Board elects to place said equipment in the future. Electronic tolling will be the main component.

At this time a lengthy discussion regarding possible methods of toll collections were discussed, and concerns were expressed regarding possible revenue loss from foreign vehicles.

Upon motion by Director Alvarez, seconded by Director Garza and carried unanimously, Task 2.02 of Work Authorization No. 21 for Design of Toll Gantry and Signage on SH 550 was approved.

**See attached Work Authorization:**

---

## **EXECUTIVE SESSION**

### **III. EXECUTIVE SESSION**

- A. In the matter regarding consultation with, and advice from Legal Counsel concerning negotiations and related contract issues with the Texas Department of Transportation regarding the Cameron County Regional Mobility Authority's projects, specifically SH 550 and West Loop and other legal issues affecting the authority; Pursuant to Vernon Texas Code Annotated (V.T.C.A.), Government Code, Section 551.071(2). (NO ACTION TAKEN ITEM WAS TABLED)

### **IV. ACTION RELATIVE TO EXECUTIVE SESSION:**

- B. In the matter regarding consultation with, and advice from Legal Counsel concerning negotiations and related contract issues with the Texas Department of Transportation regarding the Cameron County Regional Mobility Authority's projects, specifically SH 550 and West Loop and other legal issues affecting the authority; Pursuant to Vernon Texas Code Annotated (V.T.C.A.), Government Code, Section 551.071(2). (NO ACTION TAKEN ITEM WAS TABLED)
-

V. There being no further business to come before the Board and upon motion by Director Alvarez, seconded by Director Garza, the meeting was **ADJOURNED** at 1:10 P.M.

**APPROVED** this 7<sup>th</sup> day of July 2009.

  
\_\_\_\_\_  
CHAIRMAN DAVID E. ALLEX

**ATTESTED:**

  
\_\_\_\_\_  
SECRETARY RUBEN GALLEGOS, JR.

- II. CONSIDERATION AND APPROVAL OF TASK 2.02 OF WORK AUTHORIZATION NO. 21 FOR DESIGN OF TOLL GANTRY AND SIGNAGE ON SH 550**  
**The Work Authorization is as follows:**

## Agenda Item VI WA 21: SH 550 Toll Implementation

### Background:

TxDOT has requested that CCRMA develop plans to incorporate the toll gantries, signage, conduit required to support tolling into their current designs.

- TxDOT's design team is scheduled to submit the 95% complete plans for review on June 15th.
- The final plans need to be completed by August 3. Therefore, TxDOT would need the tolling plans no later than July 20<sup>th</sup>.

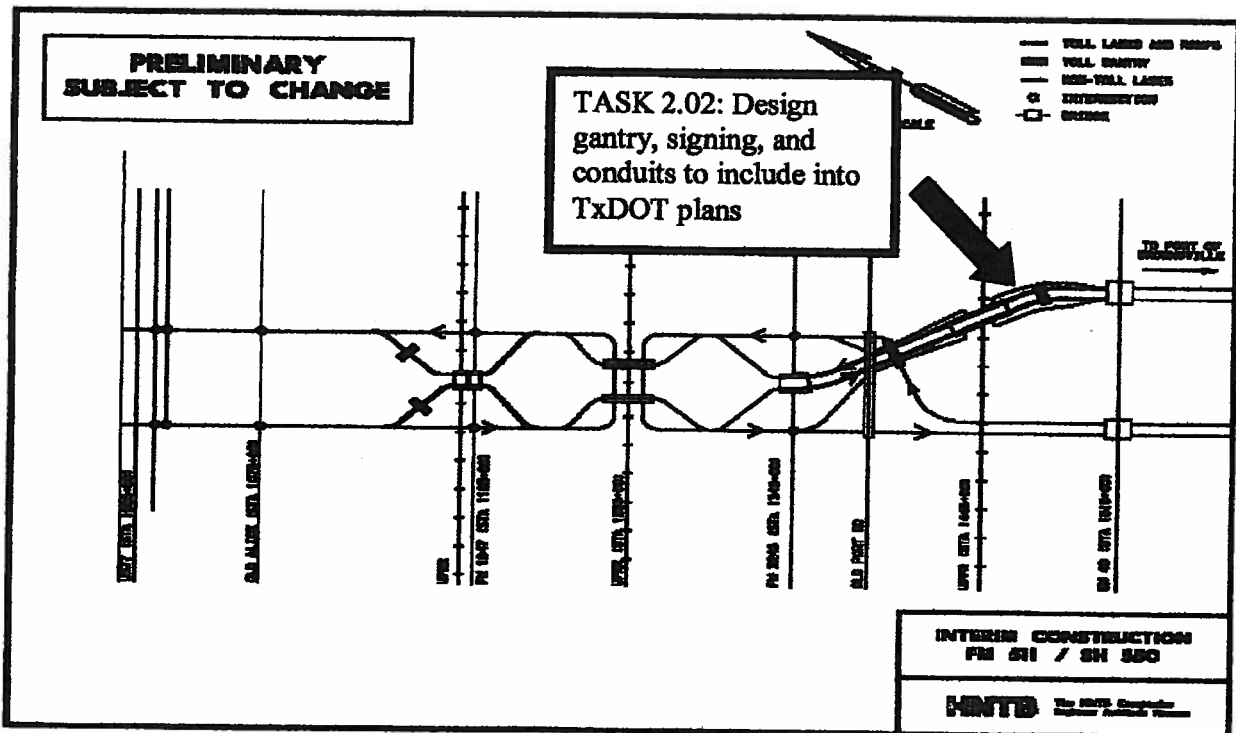
### Scope:

Last month a full Tolling Implementation scope was presented. In order to meet TxDOT's schedule, the GEC is request approval and Notice to Proceed on TASK 2.02 of this WA which includes:

- Preparation of design plans for main lane gantry, signage, and conduit for inclusion into the plans being prepared by TxDOT for letting early 2010

### FEE:

Fee for TASK 2.02: Maximum not to exceed: \$63,369– completed by end of July



Effective Mobility from borders to beaches

**CCRMA**  
CONSTRUCTION CONSULTANTS & ENGINEERS

**CAMERON COUNTY REGIONAL MOBILITY AUTHORITY**  
General Engineering Consultant Services

**WORK AUTHORIZATION NO. 21**  
**SH 550 TOLL IMPLEMENTATION**

This Work Authorization No. 21 is made pursuant to the terms and conditions of the Base Contract, effective February 16, 2006, hereinafter identified as the "Agreement", entered into by and between Cameron County Regional Mobility Authority (the "AUTHORITY"), and HNTB Corporation (the "CONSULTANT").

**Part 1.** The CONSULTANT will provide the following engineering services:

Support the AUTHORITY in the planning and implementation of a tolling system on SH 550 including: coordination w/ TxDOT, public involvement and information support, gantry design, system integrator procurement, customer service agreements. The responsibilities of the AUTHORITY, the CONSULTANT and the schedule are further detailed in Exhibits A, B, and C.

**Part 2.** Without modification, the amount payable for services performed under this Lump Sum Work Authorization No. 21 is **\$63,369.00**. A fee schedule used to establish the amount payable is attached hereto as Exhibit D. The CONSULTANT may alter the compensation distribution between individual phases, tasks or work assignments to be consistent with the services actually rendered, within the total lump sum amount.

The lump sum includes compensation for the services, subconsultant costs, if any, and appropriate factors for labor, overhead, profit and reimbursable expenses.

Although the CONSULTANT recognizes and accepts the ordinary risks and/or benefits of a lump sum fee structure, the parties agree to negotiate adjustment of the lump sum amount if there has been, or is to be, a material change in the: (a) scope, complexity or character of the services or the project; (b) conditions under which the services are required to be performed; or (c) duration of the services, if a change in the schedule warrants such adjustment in accordance with the terms of this Agreement.

**Part 3.** Payment to the CONSULTANT for the services established under this Work Authorization No. 21 shall be made in accordance with the Agreement.

**Part 4.** This Work Authorization No. 21 is effective as of June 11, 2009 and shall terminate March 30, 2010, unless extended by a Supplemental Work Authorization.



**Part 5.** This Work Authorization No. 21 does not waive the parties' responsibilities and obligations provided under the Agreement.

**Part 6.** This Work Authorization No. 21 is hereby accepted and acknowledged below.

CONSULTANT  
HNTB Corporation

AUTHORITY:  
Cameron County Regional Mobility Authority

By: [Signature]  
Signature

By: [Signature]  
Signature

Robert J. Slimp, P.E.  
Printed Name

David E. Alex  
Printed Name

Vice President  
Title

Chairman  
Title

6/10/09  
Date

6.19.9  
Date

**LIST OF EXHIBITS**

- Exhibit A - Services to be Provided by the Authority
- Exhibit B - Services to be Provided by the Consultant
- Exhibit C - Work Schedule
- Exhibit D - Fee Schedule

**EXHIBIT A**  
**SERVICES TO BE PROVIDED BY THE AUTHORITY**  
SH 550 Tolling Implementation

County : Cameron  
Highway : SH 550

In addition to the services listed in the Agreement, the AUTHORITY will provide the following services:

1. The AUTHORITY shall authorize the CONSULTANT in writing to proceed.
2. The AUTHORITY/TxDOT will collect and provide hard copy and digital copy of previously completed work, cost estimates, design files for exhibits, record drawings, public involvement, traffic data for roadway, property ownership digital mapping, survey ground control and public utility information as required to complete the task
3. The AUTHORITY shall advise the CONSULTANT of the identity and scope of services of any independent consultants retained by the AUTHORITY to provide services in regard to the project.
4. The AUTHORITY shall provide timely approvals and responses, enabling the project to move forward smoothly and with minimal delay. When delays in issuing approvals and responses are anticipated by the AUTHORITY, the AUTHORITY shall communicate this to the CONSULTANT and allow project schedule to be adjusted accordingly.

**EXHIBIT B**  
**SERVICES TO BE PROVIDED BY THE CONSULTANT**  
SH 550 TOLL IMPLEMENTATION

County : Cameron  
Highway : SH 550

**SCOPE OUTLINE:**

**TASK 1 – PROJECT MANAGEMENT**

**TASK 1.01 – PROJECT ADMINISTRATION AND COORDINATION**

- A) The CONSULTANT will meet with the designated AUTHORITY project manager and other representatives, as necessary to report on progress and to ensure all components of the project are proceeding in compliance with the scope of services and according to the project schedule. The CONSULTANT will prepare minutes of each meeting and circulate to all attendees within three (3) business days of each meeting.
- B) The CONSULTANT shall manage all activities associated with the project. The CONSULTANT shall secure resources necessary to produce the project deliverables and meet the project schedule. The CONSULTANT will be responsible throughout the project for project management and all communications, including billing, with the AUTHORITY'S project manager.
- C) The CONSULTANT will prepare monthly progress reports for work completed during the period and prepare invoices in accordance with specified AUTHORITY criteria.
- D) The CONSULTANT will maintain project records and files in accordance with AUTHORITY document retention policies and manage data and transfer files for required elements of the project.
- E) The CONSULTANT will conduct a comprehensive quality assurance/quality control review at appropriate milestone points during the project, to appraise technical performance, provide direction for project activities and review all correspondence, calculations, and deliverables for quality assurance.

**Task 2: Design of Toll Gantries for SH 550 – TASK 2.02 only**

This Task includes professional services and deliverables required for:

- o preparation of plans and coordination with TxDOT for the inclusion of tolling gantry, conduits and signage into the PS&E for the SH550 project letting in early 2010

**TASK 2.02 – Tolling Plans for SH 550 Port Spur Gantry**

The CONSULTANT shall provide toll gantry, conduit, and sign design to toll the SH 550 Port Spur currently under design by TxDOT. The CONSULTANT shall also coordinate with TxDOT to incorporate the plans into the PS&E.

**Subtask 2.02.01- Toll Gantry and Conduit**

- Provide Main Lane Gantry Dimensional Control Sheets.
- Provide Main Lane Gantry Paving, Grading and Jointing Sheets.
- Provide column foundation and structural plans.
- Provide location of the Port Spur gantry on SH 550 plans.
- Provide fiber dowel pavement section plans
- Vehicle detection loop riser location plans
- Conduit and ground boxes designed for inroad sensor loops
- Provide TxDOT Standard Sheets as needed
- Provide toll gantry Quantity Summaries and Cost Estimates.
- Provide Quality Control/Quality Assurance for all toll gantry design activities and plan sheets.
- Coordinate with TxDOT

**Subtask 2.02.02- Toll Signage**

- Review existing signage plans
- Revise existing signage to indicated Toll
- Develop large sign details for Gantry and approaches
- Develop small sign layouts revisions
- Provide signage Quantity Summaries and Cost Estimates.
- Coordinate with TxDOT

**EXHIBIT C**  
**WORK SCHEDULE**  
SH 550 TOLL IMPLEMENTATION

This Work Authorization shall become effective June 11, 2009 and shall terminate on March 30, 2010, unless extended by a Supplemental Work Authorization. The duration of services for tasks identified in Exhibit B shall be provided in accordance with the following anticipated schedule:

**TOLL SIGNING and GANTRY DESIGN**

Notice To Proceed	June 11, 2009
Submit 60% drawings	June 19, 2009
Submit 95% drawings	July 3, 2009
Submit 100% PS&E	July 10, 2009
Respond to comments	
Final submittal	July 17, 2009

**Summary All Firms**  
**SH550 TOLLING IMPLEMENTATION**  
**Work Authorization No. 21 Exhibit D - Fee Schedule**  
**Basis of Lump Sum Fee**

	HNTB	Total
	hours	cost
TASK 110		
TASK 1- PROJECT ADMINISTRATION AND COORDINATION	41	\$ 7,302
TASK 2.02 - Tolling Plans for SH550 Port Spur	382	\$ 53,981
	423	\$ 61,283
Total Labor		
Total Expenses		\$ 2,086
Total Labor and Expenses		\$ 63,369

HNHB  
SH 550 TOLL IMPLEMENTATION Work Authorization No. 21, Exhibit D - Fee Schedule  
Basis of Lump Sum Fee

Task / Description	Contractor Rates	Project Principal	Project Director	Project Manager	Senior Project Manager	Senior Engineer	Engineer	Technician	Information Tech Engineer	Project Admin	TOTALS
<b>TASK 1: PROJECT ADMINISTRATION AND COORDINATION</b>											
A) Coordination, Meetings and Scheduler Work Administration		2	2	2	2	2	2				8
B) Communications and Management		2	2	2	2	2	2				8
C) Progress Reports and Invoicing		2	2	2	2	2	2				8
D) Record Keeping and File Management		2	2	2	2	2	2				8
E) Quality Assurance		2	2	2	2	2	2				8
<b>TASK 2: SUBTOTAL (SEE TEAM)</b>		10	10	10	10	10	10				40
<b>TASK 3: SUBTOTAL (SEE OVERSIGHT TEAM COORDINATION)</b>		1	1	1	1	1	1				4
<b>TASK 4: SUBTOTAL (HNHB)</b>		8	8	8	8	8	8				32
<b>TASK 5: TOLLING Plans for SH550 Part 2</b>											
Task 5.01: Toll Gentry and Control Plans											
A) Provide Main Lane Gentry Operational Control Sheets											
B) Provide Main Lane Gentry Parking, Grading and Jointing Sheets											
C) Provide Station Transition and structural plans											
D) Provide Station and Toll Gate entry on SH 550 plans											
E) Provide other station and toll gate entry plans											
F) Vehicle detection for toll booths plans											
G) LP structure, including concrete foundation with details											
H) Provide existing toll design details											
I) Provide design of backup power system to provide 8 hours of operation after loss of primary power. Detailed											
J) Control and ground bases for tollbar sensor loops											
K) Power and data communication design from edge of right of way up to the location of the proposed LP. Detailed											
L) Shop plan with lightning protection for gentry											
M) Shop plan for gentry plan for routing conduit to the toll collection system. Detailed											
N) Shop plan for gentry plan for routing conduit to the toll collection system. Detailed											
O) Electrical race design and detail for gentry ETC equipment. Detailed											
P) Provide electrical design for the toll booths. Detailed											
Q) Provide TxDOT Standard Sheets as needed											
R) Provide construction traffic control plan (TxDOT form)											
S) Provide toll gentry quantity, Burmester and Cost Estimate											
T) Provide Quality Control/Quality Assurance for all toll gentry design services and plan sheets											
<b>Subtask 5.02: Toll Billings</b>											
U) Review and develop tolling system. Detailed											
V) Review existing tolling system to include tolling											
W) Develop large sign details for gentry and approaches											
X) Develop small sign layouts											
Y) Develop quantity takeoffs											
Z) Coordinate with TxDOT											
<b>TASK 6: SUBTOTAL (SEE TEAM)</b>											
<b>TASK 7: SUBTOTAL (SEE OVERSIGHT TEAM COORDINATION)</b>											
<b>TASK 8: SUBTOTAL (HNHB)</b>											
<b>TASK 9: SUBTOTAL (TOTAL)</b>											
Total Project											
Contractor Rates											
Project Principal											
Project Director											
Project Manager											
Senior Project Manager											
Senior Engineer											
Engineer											
Technician											
Information Tech Engineer											
Project Admin											
<b>TOTALS</b>											

**HNTB**  
**SH 550 TOLL IMPLEMENTATION Work Authorization No. 21, Exhibit D - Fee Schedule**  
**Basis of Lump Sum Fee**

<b>EXPENSES</b>				
	<b>Unit</b>	<b>Amount</b>	<b>Contract</b>	<b>Cost</b>
			<b>Rate</b>	
<b>Admin Travel</b>				
Airfare (Lowest available coach fare)	ROUNDTRIP	1	\$350.00	\$350.00
Rental Vehicle gas	ls	1	\$20.000	\$20.00
Lodging "+ tax"	DAY	1	\$85.00	\$85.00
Rental Vehicle "+ tax"	DAY	2	\$50.00	\$100.00
Airport Parking	DAY	2	\$13.00	\$26.00
Per Diem	DAY	2	\$36.00	\$72.00
<b>Subtotal</b>				<b>\$653.00</b>
<b>Gantry Design</b>				
Airfare (Lowest available coach fare) 2 trips	ROUNDTRIP	1	\$350.00	\$350.00
Automobile Mileage	MILE	0	\$0.550	\$0.00
Lodging "+ tax"- 2 days per visit	DAY	1	\$85.00	\$85.00
Rental Vehicle "+ tax" 2 days per visit	DAY	1	\$50.00	\$50.00
Airport Parking 2 days per visit	DAY	2	\$13.00	\$26.00
Per Diem	DAY	2	\$36.00	\$72.00
Copies 8 1/2 x 11	EA	1,000	\$0.070	\$70.00
Copies 11" x 17" plan sheets	EA	1,000	\$0.780	\$780.00
<b>Subtotal</b>				<b>\$1,433.00</b>
<b>TOTAL</b>				<b>\$2,086.00</b>