



IMPROVING MORE THAN JUST ROADS

AGENDA
Regular Meeting of the Board of Directors
of the
Cameron County Regional Mobility Authority
3470 Carmen Avenue, Suite 5
Rancho Viejo, Texas 78575
May 28, 2020
12:00 Noon

THIS MEETING WILL BE CONDUCTED AS A TELEPHONIC/AUDIO MEETING DUE TO THE COVID-19 HEALTH EMERGENCY AS AUTHORIZED BY V.T.C.A. 551.121-126, TEXAS GOVERNMENT CODE.

IF YOU WOULD LIKE TO COMMENT DURING THE PUBLIC COMMENT PERIOD, YOU MAY DO SO BY CALLING THE TOLL FREE NUMBER 1.877.853.5257 , MEETING I.D. NO. 936 7047 1176 , PASSWORD 651510. YOU MUST SUBMIT YOUR REQUEST NO LATER THAN 11:15 A.M. ELECTRONICALLY TO psepulveda@ccrma.org BECAUSE THE NUMBER OF DIAL-IN PARTICIPANTS IS LIMITED, PLEASE USE THE TOLL FREE NUMBER ONLY IF YOU ARE MAKING A COMMENT ON AN AGENDA ITEM.

AN ELECTRONIC COPY OF THE AGENDA PACKET FOR THE MEETING WILL BE POSTED AT <https://ccrma.org/> BEFORE THE DAY OF THE MEETING. THE MEETING WILL BE RECORDED, AND THE AUDIO FROM THE OPEN PORTIONS OF THE MEETING WILL BE AVAILABLE THE FOLLOWING DAY AT THAT INTERNET ADDRESS.

PUBLIC COMMENTS:

- 1. Public Comments.**

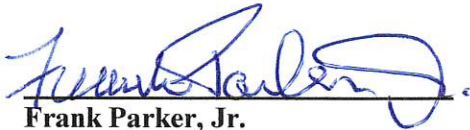
ITEMS FOR DISCUSSION AND ACTION:

- 2. Action Items.**
 - A. Consideration and Approval of Minutes for the March 19, 2020 Regular Meeting and the May 01, 2020 Regular Meeting.**
 - B. Acknowledgement of Claims.**
 - C. Approval of Claims.**
 - D. Consideration and Approval of the Financial Statements and Budget Amendments for the month of April 2020.**
 - E. CCRMA Board presentation on Internal Controls.**

- F. Consideration and Approval of an Amended Advance Funding Agreement and Resolution for the SH 550 Gap 2 Project and Authorization for Chairman Parker to sign Necessary Documents required by TxDOT associated with this Advance Funding Agreement.**
- G. Consideration and Approval of WA 05 with Halff Associates, Inc. to provide preliminary engineering services for development of a design schematic and related services for improvements to Whipple Road.**
- H. Consideration and Approval of WA 19 with S&B Infrastructure to provide engineering services for the preparation of Plans, Specifications & Estimates (PS&E) and Construction Management support services for the proposed roadway project East Loop.**
- I. Consideration and Approval of Amendment Number One to Master Services Agreement for Toll System Maintenance between Kapsch TrafficCom USA, Inc., and CCRMA.**
- J. Discussion and Possible Action Regarding Status of CCRMA Projects.**
- K. Consideration and Approval of Application for New Account with Gulf Coast Paper, Co.**
- L. Acknowledgement that all CCRMA employees have completed a cybersecurity training course that has been certified by Department of Information Resources (DIR) to fulfill the requirements of HB 3834.**

ADJOURNMENT:

Signed this 22 day of May 2020.

A handwritten signature in blue ink, appearing to read "Frank Parker, Jr.", is written over a horizontal line.

**Frank Parker, Jr.
Chairman**

**2-A CONSIDERATION AND APPROVAL OF MINUTES FOR THE
MARCH 19, 2020 AND THE MAY 01, 2020 REGULAR MEETING**

THE STATE OF TEXAS §

COUNTY OF CAMERON §

BE IT REMEMBERED on the 19th day of March, 2020, there was conducted a Regular Meeting of the Cameron County Regional Mobility Authority, at the CCRMA Administrative Office, 3470 Carmen Avenue, Suite 5 thereof, in Rancho Viejo, 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:

FRANK PARKER, JR.
CHAIRPERSON

MICHAEL F. SCAIEF
DIRECTOR

ARTURO A. NELSON
DIRECTOR

AL VILLARREAL VIA PHONE
DIRECTOR

MARK ESPARZA
DIRECTOR

DR. MARIA VILLEGAS, M.D.
DIRECTOR

LEO R. GARZA
DIRECTOR

ABSENT

ABSENT

ABSENT

The Meeting was called to order by Chairman Parker, at 12:04 PM. At this time, the Board considered the following matters as per CCRMA Agenda posted and filed for Record in the Office of the County Clerk on this 16th day of March 2020.

PUBLIC COMMENTS

1 PUBLIC COMMENTS

None.

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

2-A Consideration and Approval of the Minutes for:

February 21, 2020 – Regular Meeting.

Mr. Pete Sepulveda, Jr., RMA Executive Director introduced the item to the Board.

Director Esparza moved to approve the minutes for January 31, 2020 Regular Meeting. The motion was seconded by Director Garza and carried unanimously.

ACTION ITEMS

3-A Acknowledgement of Claims.

Mr. Adrian Rincones, RMA Chief Financial Officer went over the Claims for Acknowledgement and presented into the record.

Secretary Nelson moved to acknowledge the Claims as presented. The motion was seconded by Director Villegas and carried as follows:

NOTE: Vice Chairman Scaief, Director Esparza and Director Garza abstained from discussion and voting.

AYE: Chairman Parker, Secretary Nelson, Treasurer Villarreal and Director Villegas.

NAY: None.

ABSTAINED: Vice Chairman Scaief, Director Esparza and Director Garza.

The Claims are as follows:

3-B Approval of Claims.

Mr. Adrian Rincones, RMA Chief Financial Officer went over the Claims and presented into the record.

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

The Claims are as follows:

3-C Consideration and Approval of the Financial Statements and Budget Amendments for the month of January 2020.

Mr. Adrian Rincones, RMA Chief Financial Officer went over the Financial Statements for January 2020 with the Board.

Director Esparza moved to approve the Financial Statements for December 2019 and January 2020 as presented. The motion was seconded by Secretary Nelson and carried unanimously.

The Financial Statements are as follows:

3-D Consideration and Approval of Amended Cameron County Regional Mobility Authority Personnel Policies and Procedures as Well as an Amended Organizational Chart.

Mr. Pete Sepulveda, Jr., RMA Executive Director went over the item with the Board and the purpose of the need to amend the Personnel Policies and Organizational Chart. Mr. Sepulveda went over the proposed changes which included Lulu Mayorga being the Project Development Administrator, Ericka Trevino as Human Resources Coordinator, Mark Iglesias as Environmental Coordinator and Francisco San Miguel as IT Coordinator. All of the above positions will report directly to the Executive Director. Toll Operations, Controller and Accounting Clerk will remain under the Chief Financial Officer.

Director Esparza moved to approve the Amended Personnel Policies and procedures as well as the Amended Organizational Chart. The motion was seconded by Director Garza and carried unanimously.

The Organizational Chart is as follows:

3-E Consideration and Approval of Continuation Operating Plan for the Cameron County Regional Mobility Authority.

Mr. Pete Sepulveda, Jr., RMA Executive Director went over the need for continued plan of operation in the event that the Governor of the State of Texas or the Cameron County Judge issue stay at home orders. Mr. Sepulveda went over the plan with the Board.

Secretary Nelson moved to approve the Continuation Operating Plan for the Cameron County Regional Mobility Authority. The motion was seconded by Director Esparza and carried unanimously.

The Operating Plan is as follows:

3-F Consideration and Approval of a Resolution and an Amendment to the Advance Funding Agreement between the Cameron County Regional Mobility Authority and the Texas Department of Transportation regarding Whipple Road.

Mr. Pete Sepulveda, Jr., RMA Executive Director advised the board that the CCRMA had previously done an Advance Funding Agreement with Txdot, but that there was a need to amend it to include construction engineering.

Director Garza moved to approve the Resolution and the Amendment to the Advance Funding Agreement with Txdot. The motion was seconded by Vice Chairman Scaief and carried unanimously.

The Amendment to the Advance Funding Agreement is as follows:

3-G Consideration and Approval of Interlocal Agreement between Cameron County and the Cameron County Regional Mobility Authority regarding Old Alice Road.

Mr. Pete Sepulveda, Jr., RMA Executive Director advised the Board that Cameron County is funding engineering services for Old Alice Road between Highway 100 in Los Fresnos to Sports Park Blvd. in Brownsville.

Secretary Nelson moved to approve the Interlocal Agreement between Cameron County and the Cameron County Regional Mobility Authority regarding the Old Alice Road Project. The motion was seconded by Director Esparza and carried unanimously.

The Interlocal Agreement is as follows:

3-H Consideration and Approval of Change Order Number 5 with Lucania Construction, LLC for the Cameron County International Bridge System Maintenance Project.

Mr. Pete Sepulveda, Jr., RMA Executive Director advised the Board that the Change Order included improvements needed on the SH 550 South bound Direct Connector. A joint needs to be improved before it gets in worst condition. Cameron Count Bridge System is also adding additional minor scope to the project. The total amount of the Change Order is \$43,963.71.

Secretary Nelson moved to approve Change Order number 5 with Lucania Construction, LLC. The motion was seconded by Director Garza and carried unanimously.

The Change Order is as follows:

3-I Consideration and Approval of Termination of the General Engineering Consultant Agreement between the Cameron County Regional Mobility Authority and FIGG Engineering.

Mr. Pete Sepulveda, Jr., RMA Executive Director advised the Board that after consulting with Legal Counsel, Staff recommended that the General Engineering Consultant Agreement with FIGG Engineering be terminated.

Director Esparza moved to accept Staff's recommendation and terminate the General Engineering Consultant Agreement between the Cameron County Regional Mobility Authority and FIGG Engineering. The motion was seconded by Vice Chairman Scaief and carried unanimously.

3-J Consideration and Authorization for Cameron County Regional Mobility Authority Staff to issue a Request for Qualifications for a General Engineering Consultant.

Mr. Pete Sepulveda, Jr., RMA Executive Director went over the need to procure General Engineering Consulting services.

Director Villegas moved to authorize staff to procure General Engineering Consulting Services. The motion was seconded by Vice Chairman Scaief and carried unanimously.

3-K Discussion and possible Action regarding Investing funds currently held with the Bank of New York Mellon.

Mr. Adrian Rincones, CCRMA CFO introduced the item and the need for investing funds with Bank of New York Mellon.

Treasurer Villarreal moved to table the item. The motion was seconded by Vice Chairman Scaief and carried unanimously.

3-L Discussion and Possible Action Regarding Toll operation Projects at the Cameron County International Bridge System and, the Cameron County Park system and Cameron County Regional Mobility Authority Toll Tag Accounts.

Mr. Adrian Rincones, CCRMA CFO introduced the item and gave a brief status on each of the three projects. Mr. Sepulveda mentioned there were issues that needed to be worked out with the Cameron County Bridge System since they expressed concerns about the system being proposed for them.

Secretary Nelson moved to acknowledge the status reports. The motion was seconded by Director Garza and carried as follows:

NOTE: Vice Chair Scaief, Director Villarreal, Director Esparza and Director Garza abstained on the item and submitted an Affidavit.

3-M Consideration and Approval of Recommendation off highest ranked GEC Proposal for the East Loop Project for preliminary Engineering solicitation and Authorize Staff to Enter into Contract Negotiations.

Mr. Pete Sepulveda, Jr., RMA Executive Director went over the item and Staff's recommendation. A Memorandum was given to the Board explaining the process and the two highest ranked firms.

Vice Chairman Scaief moved to accept Staff's recommendation and authorize Staff to enter into negotiations with S&B infrastructure. The motion was seconded by Director Esparza and carried unanimously.

NOTE: Vice Chair Scaief, Director Villarreal, Director Esparza and Director Garza abstained

The Memorandum is as follows:

ADJOURNMENT

There being no further business to come before the Board and upon motion by Director Esparza and seconded by Vice Chairman Scaief and carried unanimously the meeting was **ADJOURNED** at 12:44 P.M.

APPROVED this _____ day of _____ 2020.

CHAIRMAN FRANK PARKER, JR.

ATTESTED: _____
ARTURO A. NELSON, SECRETARY

THE STATE OF TEXAS §

COUNTY OF CAMERON §

BE IT REMEMBERED on the 01st day of March, 2020, there was conducted a Regular Meeting of the Cameron County Regional Mobility Authority via a Telephonic /Audio Zoom Meeting due to the COVID – 19 health Emergency as authorized by V.T.C.A., 551.125, Texas Government Code for the purpose of transacting any and all business that may lawfully be brought before the same.

THE BOARD MET AT:

12:06 PM

PRESENT:

FRANK PARKER, JR.
CHAIRPERSON

MICHAEL F. SCAIEF
DIRECTOR

ARTURO A. NELSON
DIRECTOR

AL VILLARREAL VIA PHONE
DIRECTOR

MARK ESPARZA
DIRECTOR

DR. MARIA VILLEGAS, M.D.
DIRECTOR

LEO R. GARZA
DIRECTOR

ABSENT

ABSENT

ABSENT

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The Meeting was called to order by Chairman Parker, at 12:06 PM. At this time, the Board considered the following matters as per CCRMA Agenda posted on the CCRMA's website and physically at 3470 Carmen Avenue, Suite 5, Rancho Viejo, Texas. on this 28th day of April 2020.

PUBLIC COMMENTS

1 PUBLIC COMMENTS

None.

ACTION ITEMS

2-A Acknowledgement of Claims.

Mr. Victor Barron, RMA Controller went over the Claims for Acknowledgement and presented into the record.

Secretary Nelson moved to acknowledge the Claims as presented. The motion was seconded by Director Villegas and vote is as follows:

NOTE: Vice Chairman Scaief, Director Esparza and Director Garza abstained from discussion and voting.

AYE: Chairman Parker, Secretary Nelson, Treasurer Villarreal and Director Villegas.

NAY: None.

ABSTAINED: Vice Chair Scaief, Director Esparza and Director Garza.

The Claims are as follows:

2-B Approval of Claims.

Mr. Victor Barron, RMA Controller went over the Claims and presented into the record.

Vice Chairman Scaief moved to approve the Claims as presented. The motion was seconded by Director Villegas and carried unanimously.

The Claims are as follows:

2-C Consideration and Approval of the Financial Statements and Budget Amendments for the month of February 2020 and March 2020.

Mr. Victor Barron, RMA Controller went over the Financial Statements for February 2020 and March 2020 with the Board.

Director Esparza moved to approve the Financial Statements for February 2020 and March 2020 as presented. The motion was seconded by Director Garza and carried unanimously.

The Financial Statements are as follows:

2-D Consideration and Approval of Designating Victor Barron as the CCRMA's Investment Officer.

Mr. Pete Sepulveda, Jr., RMA Executive Director went over the item with the Board and the purpose of the need to appoint Victor Barron as the CCRMA's Investment Officer.

Vice Chairman Scaief moved to approve the appointment of Victor Barron as the CCRMA's Investment Officer. The motion was seconded by Director Esparza and carried unanimously.

2-E Consideration and Approval of the Quarterly Investment Report.

Mr. Victor Barron, CCRMA Controller went over the quarterly investment report with the Board.

Secretary Nelson moved to approve the Quarterly Investment Report. The motion was seconded by Director Villegas and carried unanimously.

The Quarterly Investment Report is as follows:

2-F Consideration and Approval of WA 04 with S&B Infrastructure for providing engineering services required for the updating and repackaging of plans, specifications and estimates (PS&E) for the construction of SH 550 tolled main lanes between existing frontage road lanes from .2 miles south of FM 1847 to 1.3 miles south of union Pacific Railroad #2.

Mr. Pete Sepulveda, Jr., RMA Executive Director advised the board that this work authorization was for the last remaining gap on SH 550. This would complete Interstate 169 from Olmito to the entrance to the port of Brownsville. Mr. Sepulveda also stated that Txdot had approved of the work authorization.

Director Esparza moved to approve Work Authorization 04 with S&B Infrastructure. The motion was seconded by Secretary Nelson and carried unanimously.

The Work Authorization is as follows:

2-G Consideration and Approval of WA 20 with S&B infrastructure for the Cameron County Parks System Administration Building Design.

Mr. Pete Sepulveda, Jr., RMA Executive Director advised the Board that Cameron County is funding engineering and architectural services for the Parks System Administration building. County has approved funds for the design of the building and parking lot.

Director Esparza moved to approve Work Authorization 20 with S&B Infrastructure. The motion was seconded by Director Garza and carried unanimously.

The Work Authorization is as follows:

2-H Consideration and Approval of Final Payment to Lucania Construction for the Cameron County International Bridge System Maintenance Project.

Mr. Pete Sepulveda, Jr., RMA Executive Director advised the Board that the final payment was in the amount not to exceed \$34,380.00. Cameron County is receiving a credit in the amount of \$44,172.89.

Secretary Nelson moved to approve final payment to Lucania Construction. The motion was seconded by Vice Chairman Scaief and carried unanimously.

The Final Payment is as follows:

ADJOURNMENT

There being no further business to come before the Board and upon motion by Director Esparza and seconded by Director Garza and carried unanimously the meeting was **ADJOURNED** at 12:32 P.M.

APPROVED this _____ day of _____ 2020.

CHAIRMAN FRANK PARKER, JR.

ATTESTED: _____
ARTURO A. NELSON, SECRETARY

2-B ACKNOWLEDGEMENT OF CLAIMS



CAMERON COUNTY REGIONAL MOBILITY AUTHORITY

Claims May 21, 2020

100 Operations

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
			BNY Admin & Agent Fees				
			CCRMA VRF bonds series 2010				
Bank of New York Mellon	252.2287919	\$ 1,050.00	A & 2010 B	Indirect	Y	Local	Ope
FRANCISCO J			IT Reimbursement for Office				
SANMIGUEL	FSM 12.26.19	199.56	Supplies	Indirect	Y	Local	Ope
Pathfinder Public Affairs, Inc	28	12,000.00	Pathfinder Consulting Services Apr 2020	Indirect	Y	Local	Ope
Rio Grande Valley Mobility Task Force	MTF 2008	10,000.00	RGV Mobility Task Force Apr 2020	Indirect	Y	Local	Ope
Valley Municipal Utility District	VMUD STE 3 Apr 2020	34.17	VMUD STE 3 Apr 2020	Indirect	Y	Local	Ope
Valley Municipal Utility District	VMUD STE 4 Apr 2020	34.17	VMUD STE 4 Apr 2020	Indirect	Y	Local	Ope
Valley Municipal Utility District	VMUD STE 5 Apr 2020	34.17	VMUD STE 5 Apr 2020	Indirect	Y	Local	Ope
Valley Municipal Utility District	VMUD STE 6 Apr 2020	34.92	VMUD STE 6 Apr 2020	Indirect	Y	Local	Ope
Valley Municipal Utility District	VMUD STE 7 Apr 2020	34.55	VMUD STE 7 Apr 2020	Indirect	Y	Local	Ope
	Operations	<u>23,421.54</u>					

100 - Interlocal Agreements

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
				CC- Los Indios			
				LPOE Bld & Lot			
S&B Infrastructure	U2973-07	\$ 1,790.95	Los Indios LPOE Export Building & Lot Modification	Modification	Y	Local	Ope
	Interlocal Agreement	<u>1,790.95</u>					

525 Tolls

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
FRANCISCO J SANMIGUEL	FSM 10.31.19	\$ 81.97	IT Reimbursement for Network Cables	Indirect	Y	Local	Tolls
Kapsch TrafficCom USA, Inc	486021SI00251	14,274.00	March 2020 Toll System Maintenance Support	Indirect	Y	Local	Tolls
Kapsch TrafficCom USA, Inc	486021SI00256	14,274.00	April 2020 Toll System Maintenance Support	Indirect	Y	Local	Tolls
LexisNexis Risk Solutions FL Inc	1546392-20200430	213.84	Lexis Nexis Apr 2020	Indirect	Y	Local	Tolls
Matus Contractor Company	185	6,000.00	MCC Grass, Garbage and Herbicide May 2020	Indirect	Y	Local	Tolls
Professional Account Management, LLC	PAM Eclipse Logistic	625.15	PAM Eclipse Logistic Solution Settlement	Indirect	Y	Local	Tolls
Public Utilities Board	588837 May 2020	235.84	PUB May 2020	Port Spur - SH550	Y	Local	Tolls
Time Warner Cable Business Class	0121858050920	2,200.20	Spectrum May 2020 Internet/Phone Systems	Indirect	Y	Local	Tolls
Valley Municipal Utility District	VMUD Tolls Apr 2020	34.92	VMUD Tolls Apr 2020	Indirect	Y	Local	Tolls
	Tolls	<u>37,939.92</u>					
	Operations	\$ 23,421.54					
	Interlocal	1,790.95					
	Tolls	37,939.92					
	Total Transfer	<u>\$ 63,152.41</u>					

Revised by:

Monica Ibarra,
Accounting Clerk

Monica Ibarra

5.21.10

Victor J. Barron,
Controller

Victor J. Barron

5.21.20

Pete Sepulveda Jr,
Executive Director

Pete Sepulveda Jr.

05.21.20

CAMERON COUNTY REGIONAL MOBILITY AUTHORITY

Claims May 13, 2020



100 Operations

Vendor ID	Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
American Express	American Express	AMEX 4.17.20	\$ 3,464.65	AMEX Apr 2020	Indirect	Y	Local	Ope
Culligan	Rio Grande Valley	320895 4.29.20	12.95	Culligan Apr 2020	Indirect	Y	Local	Ope
David Anthony Garza	ROL Consulting LLC	108	10,550.00	ROL Consulting Apr 2020	Indirect	Y	Local	Ope
	Operations		<u>14,027.60</u>					

755
05.13.20

525 Tolls

Vendor ID	Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
American Express	American Express	AMEX 4.17.20	\$ 2,112.87	2020 AMEX Apr	Indirect	Y	Local	Tolls
Culligan	Culligan of the Rio Grande	320895 4.29.20	52.99	2020 Culligan Apr	Indirect	Y	Local	Tolls
Duncan Solutions	Law Enforcement Systems LLC	DS0000006160	392.08	2020 Solution Apr	Indirect	Y	Local	Tolls
Fagan Consulting	Fagan Consulting LLC	CCR-2004	368.16	2020 Fagan Apr	Indirect	Y	Local	Tolls
Quadient	Quadient Leasing USA, Inc.	N8284622	1,061.10	2020 Quadient May	Indirect	Y	Local	Tolls
Ruben Ibanez	Ruben Ibanez	RI 5.8.20	150.65	2020 RI Travel Reimbursement	SH 550	Y	Local	Tolls
SD Jorge Marquez	Jorge J. Marquez	05062020	175.00	2020 Marquez	Indirect	Y	Local	Tolls
SD Ruben Garcia	Ruben Garcia	05062020	175.00	2020 SD Ruben Garcia	Indirect	Y	Local	Tolls
Tecsidel SA	Tecsidel SA	320	2,500.00	2020 Collection Reynosa	Intl	Y	Local	Tolls
Temp Control, Inc.	Temp Control, Inc.	300625	107.00	2020 Temp Control	Indirect	Y	Local	Tolls
Verizon Wireless	Verizon Wireless	9853186125	89.32	2020 Verizon Apr	Indirect	Y	Local	Tolls
		Tolls	<u>7,184.17</u>					
		Operations	\$14,027.60					
		Tolls	<u>7,184.17</u>					
		Total Transfer	<u><u>\$21,211.77</u></u>					

Reviwed by:

Monica Ibarra,
Accounting Clerk Monica Ibarra 5.13.20

Victor J. Barron, Victor J. Barron 5.13.20
Controller

Pete Sepulveda Jr, P. Sepulveda Jr
Executive Director

CAMERON COUNTY REGIONAL MOBILITY AUTHORITY
Claims May 4, 2020



100 Operations

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
AGC Solutions LLC	Rent May 2020	\$ 4,060.00	Monthly Rent May	Indirect	Y	Local	Ope
Gexa Energy, LP	2511066	352.84	GEXA Admin Ste 6	Indirect	Y	Local	Ope
Gexa Energy, LP	30473336	181.01	GEXA Admin Ste 3	Indirect	Y	Local	Ope
Gexa Energy, LP	30473737	213.60	GEXA Admin Ste 5	Indirect	Y	Local	Ope
TML Health Benefits Pool	1212005A	6,964.53	TML Health Benefits May 2020	Indirect	Y	Local	Ope
Toshiba Financial Services	35419520	311.23	Toshiba Admin May 2020	Indirect	Y	Local	Ope
	Operations	<u>12,083.21</u>					

100 - Interlocal Agreements

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
Pathfinder Public Affairs, Inc	26-B	\$ 8,000.00	Consulting Services CC- Indirect Interlocal	Indirect	Y	Local	Ope
	Interlocal	<u>8,000.00</u>					

525 Tolls

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
Angel Timoteo Perez	04272020AP	\$ 210.00	SD Angel Perez	Indirect	Y	Local	Tolls
Angel Timoteo Perez	04282020AP	245.00	SD Angel Perez	Indirect	Y	Local	Tolls
Daniel Huerta	04272020DH	210.00	SD Daniel Huerta	Indirect	Y	Local	Tolls
Dustin Ramos	04282020DR	210.00	SD Dustin Ramos	Indirect			
			4.28.20		Y	Local	Tolls
Gexa Energy, LP	3050899	178.80	Gexa 1505 FM 511, 1705 FM 511 Apr 2020	Direct Connector	Y	Local	Tolls
Gexa Energy, LP	30607935	623.64	Gexa 570 Fm 511 & 1895 Fm 511 Unit 1 Apr 2020	Direct Connector	Y	Local	Tolls
E.A. Stone dba Gulf Data	Gulf Data Apr 202	3,100.00	Gulf Data TPS	Indirect	Y	Local	Tolls
MPC Studios, Inc	28962	125.00	MPC Studios May	Indirect	Y	Local	Tolls
Public Utilities Board	600710 Apr 2020	263.48	PUB 600710 Apr	Direct	Y	Local	Tolls
Ruben Ibanez	RI 5.1.20	174.23	RI Travel	Indirect	Y	Local	Tolls
Jorge J. Marquez	04282020JM	210.00	SD Jorge Marquez	Indirect	Y	Local	Tolls
Jorge J. Marquez	04292020JM	70.00	SD Jorge Marquez	Indirect	Y	Local	Tolls
Mario Gonzalez	04302020MG	87.50	SD Mario Gonzalez	Indirect	Y	Local	Tolls
Ruben Garcia	04282020RG	245.00	SD Ruben Garcia	Indirect	Y	Local	Tolls
TML Health Benefits Pool	1212005A	7,253.42	TML Health Benefits May 2020	Indirect	Y	Local	Tolls
Tolls		<u>13,206.07</u>					
Operations		\$ 12,083.21					
Interlocal		8,000.00					
Tolls		<u>13,206.07</u>					
Total Transfer		<u>\$ 33,289.28</u>					

Revised by:

Monica Ibarra,
Accounting Clerk

Monica Ibarra

Victor J. Barron,
Controller

Victor J. Barron

Pete Sepulveda Jr,
Executive Director

PJ

2-C APPROVAL OF CLAIMS

CAMERON COUNTY REGIONAL MOBILITY AUTHORITY
BOD Claims May 28, 2020



100 - Interlocal Agreements

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
S&B Infrastructure	U2716-210-03	\$ 31,324.73	Morrison Road APD	Morrison Road	Y	Local	Ope
S&B Infrastructure	U2716.500-06r	129,612.50	East Loop APD	East Loop	Y	Local	Ope
	Interlocal Agreement	<u>160,937.23</u>	WA:5				

525 Tolls Interocal Agreement

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
TollPlus LLC	O19071	\$ 6,150.00	Tolls Plus Maintence & Support Dec 2019	Pharr-Reynosa Int'l Bridge			
					Y	Local	Tolls
TollPlus LLC	O20028	6,303.75	Toll Plus Maintence & Support Apr 2020	Pharr-Reynosa Int'l Bridge			
					Y	Local	Tolls
	Interlocal Agreements	<u>12,453.75</u>					

525 Tolls

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
TollPlus LLC	O19071	\$ 15,148.02	Tolls Plus Maintenance & Support Dec 2019				
				Indirect	Y	Local	Tolls
TollPlus LLC	O20028	15,271.91	Toll Plus Maintenance & Support Apr 2020				
				Indirect	Y	Local	Tolls
	Tolls	<u>30,419.93</u>					
	Ope Interlocal Agreement	\$ 160,937.23					
	Tolls Interlocal Agreement	12,453.75					
	Tolls	<u>30,419.93</u>					
	Total Transfer	<u>\$ 203,810.91</u>					

Reviwed by:

Victor J. Barron,
Controller

Victor J. Barron

Pete Sepulveda
Jr, Executive
Director

Pete Sepulveda Jr

**2-D CONSIDERATION AND APPROVAL OF THE FINANCIAL STATEMENTS
AND BUDGET AMENDMENTS FOR THE MONTH OF APRIL 2020**



RMA

CAMERON COUNTY REGIONAL
MOBILITY AUTHORITY

APRIL 2020 FINANCIAL REPORT

PETE SEPULVEDA, JR., EXECUTIVE DIRECTOR

VICTOR J. BARRON, CONTROLLER



CCRMA MONTHLY FINANCIAL

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CAMERON COUNTY REGIONAL MOBILITY AUTHORITY

Statement of Revenues and Expenditures - Monthly R&E - Unposted Transactions Included In
Report From 4/1/2020 Through 4/30/2020
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Annual Budget - Original	Annual Budget Variance - Original	Prior Year Actual
Operating Revenues					
Vehicle registration fees	201,690	1,773,544	3,250,000	(1,476,456)	1,908,700
Interlocal agreement revenues	19,552	106,716	120,000	(13,284)	10,335
Other revenues	0	0	0	0	167,081
Total Operating Revenues	<u>221,242</u>	<u>1,880,260</u>	<u>3,370,000</u>	<u>(1,489,740)</u>	<u>2,086,116</u>
Operating Expenses					
Personnel costs	70,732	572,802	846,528	273,726	504,365
Professional services	22,550	195,219	306,642	111,423	105,716
Contractual services	2,376	17,681	110,000	92,319	33,272
Advertising & marketing	254	5,015	18,500	13,485	3,924
Data processing	3,179	5,620	10,000	4,380	5,011
Dues & memberships	10,000	17,738	20,000	2,262	1,588
Education & training	0	920	10,000	9,080	3,967
Fiscal agent fees	0	5,995	50,000	44,005	7,370
Insurance	0	411	5,000	4,589	1,332
Maintenance & repairs	0	172	10,000	9,828	1,530
Office supplies	156	12,349	22,500	10,151	9,672
Rent	4,060	35,718	62,420	26,702	32,499
Travel	0	12,810	30,000	17,190	22,330
Utilities	1,068	6,704	12,000	5,296	6,557
Total Operating Expenses	<u>114,375</u>	<u>889,154</u>	<u>1,513,590</u>	<u>624,436</u>	<u>739,132</u>
Total Operating Income (Loss)	<u>106,867</u>	<u>991,106</u>	<u>1,856,410</u>	<u>(865,304)</u>	<u>1,346,984</u>
Non Operating Revenues					
Grant revenues	0	0	0	0	705,909
Interest income	4,597	40,619	68,200	(27,581)	25,544
Total Non Operating Revenues	<u>4,597</u>	<u>40,619</u>	<u>68,200</u>	<u>(27,581)</u>	<u>731,453</u>
Non Operating Expenses					
Debt interest	0	1,253,431	1,799,750	546,319	478,464
Debt interest-LOC	0	3,771	25,500	21,729	4,255
Total Non Operating Expenses	<u>0</u>	<u>1,257,202</u>	<u>1,825,250</u>	<u>568,048</u>	<u>482,719</u>
Total Changes in Net Position	<u>111,464</u>	<u>(225,478)</u>	<u>99,360</u>	<u>(324,837)</u>	<u>1,595,718</u>

CAMERON COUNTY REGIONAL MOBILITY AUTHORITY

Toll Operations Revenues & Expenses - Cash - Toll Operations Revenues & Expenditures - Cash - Unposted Transactions Included In Report
From 4/1/2020 Through 4/30/2020
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Annual Budget - Original	Annual Budget Variance - Original	Prior Year Actual
Toll Operating Revenues					
TPS Revenues	123,909	1,116,312	1,900,000	(783,688)	1,120,231
Interop Revenues					
Interop revenues	45,824	454,382	700,000	(245,619)	384,261
Bridge interoperability	34,906	309,517	525,000	(215,483)	214,374
Total Interop Revenues	80,730	763,899	1,225,000	(461,101)	598,634
Other Toll Revenues					
Interlocal agreement revenues	11,493	81,565	136,000	(54,435)	26,462
Other	0	0	0	0	10,000
Total Other Toll Revenues	11,493	81,565	136,000	(54,435)	36,462
Total Toll Operating Revenues	216,132	1,961,775	3,261,000	(1,299,225)	1,755,327
Toll Operating Expenses					
Personnel costs	54,213	439,115	909,077	469,962	383,983
Transaction processing costs	25,222	197,109	411,500	214,391	188,645
Toll system maintenance/IT	26,685	174,691	350,000	175,309	130,380
Roadside maintenance	43,010	272,956	500,485	227,529	262,866
CSC indirect/overhead costs	6,752	91,689	225,550	133,861	66,404
Total Toll Operating Expenses	155,881	1,175,561	2,396,612	1,221,051	1,032,277
Total Operating Income (Loss)	60,251	786,214	864,388	(78,174)	723,050
Non Operating Revenues					
Pass through grant revenues	0	0	1,385,000	(1,385,000)	0
Total Non Operating Revenues	0	0	1,385,000	(1,385,000)	0
Non Operating Expenses					
Debt interest	20,762	1,254,113	2,249,388	995,275	843,352
Project expenses	0	0	0	0	74,201
Total Non Operating Expenses	20,762	1,254,113	2,249,388	995,275	917,553
Changes in Net Position	39,488	(467,899)	(0)	(467,899)	(194,503)

CAMERON COUNTY REGIONAL MOBILITY AUTHORITY
Combined Statement of Revenues and Expenses - Unposted Transactions Included In Report
From 4/1/2020 Through 4/30/2020
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Annual Budget - Original	Annual Budget Variance - Original	Prior Year Actual
Operating Revenues					
Vehicle registration fees	201,690	1,773,544	3,250,000	(1,476,456)	1,908,700
Interlocal Agreement Revenue	31,045	188,281	256,000	(67,719)	36,797
Toll revenues	204,638	1,880,211	3,125,000	(1,244,789)	1,718,865
Other revenue	0	0	0	0	177,081
Total Operating Revenues	437,374	3,842,035	6,631,000	(2,788,965)	3,841,443
Operating Expenses					
Personnel costs	124,944	1,011,918	1,755,606	743,688	888,348
Accounting software and services	0	1,206	10,000	8,794	4,143
Professional services	22,550	194,013	296,642	102,629	102,037
Contractual services	2,390	21,839	135,000	113,161	39,815
Advertising & marketing	434	36,238	78,500	42,262	18,782
Data processing	4,642	7,083	10,000	2,917	5,011
Dues & memberships	10,000	20,678	27,000	6,322	6,714
Education & training	0	920	20,000	19,080	5,702
Fiscal agent fees	2,650	8,645	50,000	41,355	7,370
Insurance	16,291	56,440	80,485	24,045	55,983
Maintenance & repairs	145	9,899	40,000	30,101	13,318
Office supplies	18,971	130,072	214,500	84,428	105,411
Road maintenance	53,561	397,302	755,000	357,698	330,620
Rent	5,510	56,180	106,970	50,790	41,557
Toll services	5,668	61,607	226,500	164,893	82,690
Travel	199	19,464	42,000	22,536	33,366
Utilities	4,950	33,862	62,000	28,138	30,545
Total Operating Expenses	272,906	2,067,365	3,910,203	1,842,837	1,771,409
Net Change from Operations	164,468	1,774,670	2,720,797	(946,127)	2,070,034
Non Operating Revenue					
Grant revenues	0	0	0	0	951,849
Pass through grant revenues	0	0	1,385,000	(1,385,000)	0
Interest income	4,597	40,619	68,200	(27,581)	25,544
Total Non Operating Revenue	4,597	40,619	1,453,200	(1,412,581)	977,392
Non Operating Expenses					
Bond Debt Expense	18,112	2,504,894	4,048,688	1,543,794	1,321,815
Debt Interest - LOC	0	3,771	25,950	22,179	4,255
Total Non Operating Expenses	18,112	2,508,666	4,074,638	1,565,972	1,326,071
Changes in Net Position	150,952	(693,376)	99,359	(792,736)	1,721,356

CAMERON COUNTY REGIONAL MOBILITY AUTHORITY

Statement of Revenues and Expenditures - Monthly Project I/S - Unposted Transactions Included In Report
From 4/1/2020 Through 4/30/2020
(In Whole Numbers)

	Current Period Actual	Current Year Actual
Non Operating Revenues		
Project revenues		
West Blvd. Project	0	150,000
SH 32 (East Loop)	29,963	541,924
Indiana Road - COB	0	62,500
CC- Veterans Bridge	3,252	159,801
CC - Old ALice Road	83,557	83,557
CC - Parks Circulation Study	0	11,628
CC - Bridge Maintenance Projects	46,617	478,718
CC - Gateway Bridge	0	155
CC - Parks Traffic Circulation Study	0	1,762
CC - Los Indios LPOE Bldg & Lot Modification	5,373	17,909
CC - International Bridge	0	447,000
CC - Parks	0	479,980
Total Project revenues	<u>168,761</u>	<u>2,434,935</u>
Total Non Operating Revenues	<u>168,761</u>	<u>2,434,935</u>
Non Operating Expenses		
Project expenses		
Indirect	0	1,109
South Padre Island 2nd Access	0	227
West Blvd. Project	90,956	285,847
Outer Parkway	0	227
West Rail Relocation	0	600
SH 550	760	148,033
SH 32 (East Loop)	14,034	898,710
South Port Connector - SH32	489	7,342
Whipple Road	1,450	36,221
FM 509	1,134	45,853
Morrison Road	14,670	37,257
Indiana Road - COB	814	1,739
CC- Veterans Bridge	522	62,870
CC - Old ALice Road	20,983	114,912
CC BRIDGE ADVISORY SERVICES	0	1,136
CC - Parks Circulation Study	244	244
CC - Bridge Maintenance Projects	30,349	481,462
CC - Gateway Bridge	8,982	12,090
CC - Parks Traffic Circulation Study	0	17,497
CC - Los Indios LPOE Bldg & Lot Modification	1,791	17,909
CC - International Bridge	2,227	281,894
CC - Parks	1,446	544,646
Total Project expenses	<u>190,852</u>	<u>2,997,826</u>
Total Non Operating Expenses	<u>190,852</u>	<u>2,997,826</u>
Total Changes in Net Position	<u>(22,091)</u>	<u>(562,891)</u>

CAMERON COUNTY REGIONAL MOBILITY AUTHORITY

Balance Sheet
As of 4/30/2020
(In Whole Numbers)

	Current Year
ASSETS	
Current Assets:	
Cash and cash equivalents	3,598,970
Restricted cash accounts - debt service	5,425,597
Accounts receivable, net	3,342,713
Accounts receivable - other agencies	1,383,960
Accrued interest	3,780
Total Current Assets:	13,755,020
Non Current Assets:	
Capital assets, net	102,369,990
Capital projects in progress	23,414,858
Unamortized bond prepaid costs	104,532
Net pension asset	5,150
Total Non Current Assets:	125,894,530
Deferred Outflow of Resources	
Deferred outflows related to bond refunding	193,715
Deferred outflow related to pension	168,350
Total Deferred Outflow of Resources	362,065
Total ASSETS	140,011,614
LIABILITIES	
Current Liabilities	
Accounts payable	478,793
Deferred revenue	364,075
Total Current Liabilities	842,868
Non Current Liabilities	
Due to other agencies	16,184,188
Long term bond payable	76,418,371
Total Non Current Liabilities	92,602,558
Deferred Inflows of Resources	
Deferred inflows related to pension	11,943
Total LIABILITIES	93,457,369
NET POSITION	
Beginning net position	45,105,290
Total Beginning net position	45,105,290
Changes in net position	1,448,955
Total Changes in net position	1,448,955
Total NET POSITION	46,554,245
TOTAL LIABILITIES, DEFERRED INFLOWS AND NET POSITION	140,011,614

CAMERON COUNTY REGIONAL MOBILITY AUTHORITY

Statement of Cash Flows

As of 4/30/2020

(In Whole Numbers)

	<u>Current Period</u>	<u>Current Year</u>
Cash Flows from Operating Activities		
Receipts from Vehicle Registration Fees	0	1,170,480
Receipts from Interop Toll revenues	139,376	992,624
Receipts from TPS Toll Revenues	97,498	1,303,237
Receipts from Other Operating Revenues	27,712	178,281
Payments to Vendors	(106,263)	(1,035,508)
Payments to Employees	<u>(85,402)</u>	<u>(858,885)</u>
Total Cash Flows from Operating Activities	<u>72,922</u>	<u>1,750,228</u>
Cash Flows from Capital and Related Financing Activities		
Acquisitions of Construction in Progress	51,346	(1,604,775)
Payments on principal and interest	(18,112)	(2,897,156)
Line of credit payment	(511,961)	0
Proceeds related to redevelopment assets	608,073	2,401,583
Payment on interlocal project expenses	<u>(134,402)</u>	<u>(1,800,275)</u>
Total Cash Flows from Capital and Related Financing Activities	<u>(5,056)</u>	<u>(3,900,624)</u>
Cash Flows from Investing Activities		
Receipts from Interest Income	<u>2,566</u>	<u>36,839</u>
Total Cash Flows from Investing Activities	<u>2,566</u>	<u>36,839</u>
Beginning Cash & Cash Equivalents		
	8,954,135	11,138,124
Ending Cash & Cash Equivalents	<u><u>9,024,567</u></u>	<u><u>9,024,567</u></u>

2-E CCRMA BOARD PRESENTATION OF INTERNAL CONTROLS



CCRMA Board Presentation

Internal Controls

May 28, 2020

INTERNAL CONTROLS CONSIST OF 5 MAJOR COMPONENTS

1. **CONTROL ENVIRONMENT** - *Sets the tone of an organization (tone at the top) and serves as a foundation for all other components*
2. **RISK ASSESMENT** - *Identifies and analyzes risks to achieving objectives*
3. **CONTROL ACTIVITIES** - *Encompass policies, practices and procedures, which ensures management's directives are carried out.*
4. **INFORMATION AND COMMUNICATION** - *Captures relevant information to use as a basis for decision making. Also, effectively communicates roles and responsibilities for maintaining internal controls.*
5. **MONITORING ACTIVITIES** - *Provides the ongoing assessment of internal control quality.*

CONTROL ENVIRONMENT

5 Principles of Effective Control Environment

1. **Board Risk Oversight-** *Board of Directors provides oversight of the strategy and carries out risk governance responsibilities to support management in achieving strategy and business objectives.*
2. **Establishes Governance and Operating Model-** *Establishes governance and operating structures in the pursuit of strategy and business objectives.*
3. **Defines Desired Organizational Behaviors –** *Defines the desired behaviors that characterize the entity's core values and attitudes toward risk.*
4. **Enforces Accountability –** *Holds individuals at all levels accountable for risk management, and holds itself accountable for providing standards and guidance.*
5. **Attracts, Develops, and Retains Talented Individuals –** *Organization is committed to building human capital in alignment with the strategy and business objectives.*

Risk Assessment

5 Principles of Risk Assessment

1. **Considers Risk and Business Context** – *The organization considers potential effects of business context on risk profile.*
2. **Defines Risk Appetite** – *The organization defines risk appetite in the context of creating, preserving, and realizing value.*
3. **Evaluates Alternative Strategies**– *The organization evaluates alternative strategies and impact on risk profile.*
4. **Considers Risk while Establishing Business Objectives** – *The organization considers risk while establishing the business objectives at various levels that align and support strategy*
5. **Defines Acceptable Variation in Performance** – *The organization defines acceptable variation in performance relating to strategy and business objectives*

Control Activities

6 Principles of Control Activities

1. **Identifies Risk in Execution** – *The organization identifies risk in execution that impacts the achievement of business objectives.*
2. **Assesses Severity of Risk**– *The organization assesses the severity of risk.*
3. **Prioritizes Risks** – *The organization prioritizes as a basis for selecting responses to risks.*
4. **Identifies and Selects Risk Responses** – *The organization identifies and selects risk responses.*
5. **Assesses Risk in Execution** – *The organization assesses operating performance results and considers risk.*
6. **Develops Portfolio View** – *The organization develops and evaluates a portfolio view of risk.*

Information and Communication

4 Principles of Information and Communication

1. **Uses Relevant Information** – *The organization uses information that supports enterprise risk management .*
2. **Leverages Information Systems**– *The organization leverages the entity's information systems to support enterprise risk management.*
3. **Communicates Risk Information** – *The organization uses communication channels to support.*
4. **Reports on Risk, Culture, and Performance** – *The organization reports on risk, culture, and performance across the entity.*

Monitoring

2 Principles of Monitoring

1. **Monitoring Substantial Change** – *The organization identifies and assesses internal and external changes that may substantially impact strategy and business objectives.*
2. **Monitors Enterprise Risk Management** – *The organization monitors enterprise risk management performance.*

Tools for Strengthening of Controls

1. **Board Subcommittees'** – *Improves documentation and transparency of Board oversight of operations. Examples of Committees (Finance, Audit, Budget, etc...)*
2. **Board Workshops** – *Opportunities for more detailed discussion and understanding of operations.*

**2-F CONSIDERATION AND APPROVAL OF AN AMENDED ADVANCED
FUNDING AGREEMENT AND RESOLUTION FOR THE SH 550 GAP 2
PROJECT AND AUTHORIZATION FOR CHAIRMAN PARKER TO
SIGN NECESSARY DOCUMENTS REQUIRED BY TXDOT
ASSOCIATED WITH THIS ADVANCE FUNDING AGREEMENT**

THE STATE OF TEXAS**COUNTY OF CAMERON****RESOLUTION**

BE IT RESOLVED THAT ON THE ____ DAY OF _____, 2020, THE CAMERON COUNTY REGIONAL MOBILITY AUTHORITY BOARD OF DIRECTORS CONVENED IN REGULAR SESSION, AND UPON THE REQUEST OF THE CAMERON COUNTY REGIONAL MOBILITY AUTHORITY BOARD OF DIRECTORS, THE FOLLOWING ITEM WAS OFFERED AND ADOPTED, TO WIT:

**“Consideration and Approval of a Resolution and an Amended Advanced Funding Agreement
between the Cameron County Regional Mobility Authority and the Texas Department of
Transportation for the SH Gap 2 Project”**

WHEREAS: the Cameron County Regional Mobility Authority is in the process of entering into an Amended Advance Funding Agreement with the Texas Department of Transportation (TxDOT) for Preliminary Engineering, including Plans Specification and Estimate (PS&E) and Geotechnical, Construction, and Construction Engineering for the construction of SH 550, as a controlled access tolled facility, from 0.203 miles South of FM 1847 to 1.136 miles South East of Union Pacific Railroad Overpass at FM 3248, and

WHEREAS: Cameron County Regional Mobility Authority by this Resolution authorizes the Chairman to execute an Amended Advance Funding Agreement for Preliminary Engineering, including Plans Specification and Estimate (PS&E) and Geotechnical, Construction, and Construction Engineering for the construction of SH 550, as a controlled access tolled facility, from 0.203 miles South of FM 1847 to 1.136 miles South East of Union Pacific Railroad Overpass at FM 3248, and

WHEREAS: this Amended Advance Funding Agreement will fund the above mentioned tasks for the SH Gap 2 Project.

NOW THEREFORE BE IT FURTHER PROCLAIMED, that the Cameron County Regional Mobility Authority Board of Directors approves the Amended Advance Funding Agreement and authorizes the Chairman to execute said Amended Advance Funding Agreement and any other documents required by TxDOT.

Passed, Approved and Adopted on this ____ day of _____, 2020.

CAMERON COUNTY REGIONAL MOBILITY AUTHORITY

FRANK PARKER, JR.
CHAIRMAN

MICHAEL F. SCAIEF
VICE CHAIRMAN

ARTURO A. NELSON
SECRETARY

AL VILLARREAL
TREASURER

MARK ESPARZA
DIRECTOR

DR. MARIA VILLEGAS, M.D.
DIRECTOR

LEO GARZA
DIRECTOR

STATE OF TEXAS §

COUNTY OF TRAVIS §

**ADVANCE FUNDING AGREEMENT
AMENDMENT # 1**

THIS AMENDMENT is made by and between the State of Texas, acting through the Texas Department of Transportation, called the State, and **Cameron County Regional Mobility Authority**, acting by and through its duly authorized officials, called the Local Government.

WITNESSETH

WHEREAS, the State and the Local Government executed a contract on the 7th day of November, 2019 to effectuate their agreement for the plans, specifications, and estimates (PS&E) for the construction of SH 550, as a controlled access tolled facility, from 0.203 miles South of FM 1847 to 1.136 miles South East of Union Pacific Railroad Overpass at FM 3248, and

WHEREAS, it has become necessary to amend that contract, to add Preliminary Engineering and Construction funding.

NOW THEREFORE, in consideration of the premises and of the mutual covenants and agreements of the parties, the State and the Local Government do agree as follows:

AGREEMENT

1. Description of Amended Items

Article 24. Inspection of Books and Records is deleted in its entirety and replaced with:

24. Inspection of Books and Records

The parties to this Agreement shall maintain all books, documents, papers, accounting records, and other documentation relating to costs incurred under this Agreement and shall make such materials available to the State, the Local Government, and, if federally funded, the FHWA and the U.S. Office of the Inspector General or their duly authorized representatives for review and inspection at its office during the Agreement period and for seven (7) years from the date of final reimbursement by FHWA under this Agreement or until any impending litigation or claims are resolved. Additionally, the State, the Local Government, and the FHWA and their duly authorized representatives shall have access to all the governmental records that are directly applicable to this Agreement for the purpose of making audits, examinations, excerpts, and transcriptions.

CSJ #: 0684-01-068
District # 21-Pharr
Code Chart 64 #60338
Project: SH 550, from 0.203 miles South
of FM 1847 to 1.13 miles South East of
UPRR Overpass at FM 3248
Federal Highway Administration
CFDA Title: Highway Planning and
Construction
CFDA No.: 20.205
Not Research and Development

Attachment C “Project Budget” is deleted in its entirety and replaced with Attachment C-1 “Project Budget”, which is attached to this amendment. As a result of recent updates to construction costs approved by the Rio Grande Valley Metropolitan Planning Organization, Category 7, Surface Transportation Block Grant, funds are increased from \$950,602 to \$17,500,000 a total increase of \$16,549,398. The \$16,549,348 increase in Category 7 funds resulted in an increase of \$882,083 in indirect state costs which are being paid by the State.

All other provisions of the original contract are unchanged and remain in full force and effect.

2. Signatory Warranty

Each signatory warrants that the signatory has necessary authority to execute this agreement on behalf of the entity represented.

Each party is signing this amendment on the date stated under that party's signature.

THE LOCAL GOVERNMENT

Signature

Typed or Printed Name

Title

Date

THE STATE OF TEXAS

Kenneth Stewart
Director of Contract Services
Texas Department of Transportation

Date

ATTACHMENT C-1 **PROJECT BUDGET**

This project has received a total of \$17,500,000 in Category 7 (Surface Transportation Block Grant) federal and local funds for Preliminary Engineering, including Plans Specification and Estimate (PS&E) and Geotechnical, Construction, and Construction Engineering. Costs will be allocated based on 80% Federal funding and 20% Local Government funding until the federal funding reaches the maximum obligated amount. The Local Government will be responsible for 100% of all project costs exceeding the approved federal funding. The following is an estimated breakdown of the project costs and funding participation:

Description		Total Estimated Cost	Federal Participation		State Participation		Local Participation	
			%	Cost	%	Cost	%	Cost
Preliminary Engineering (by LG) Cat 7		\$1,000,000	80%	\$800,000	0%	\$0	20%	\$200,000
Construction (by LG) Cat. 7		\$14,868,497	80%	\$11,894,798	0%	\$0	20%	\$2,973,699
Construction Engineering (by LG) Cat. 7		\$1,631,503	80%	\$1,305,202	0%	\$0	20%	\$326,301
Subtotal		\$17,500,000	\$14,000,000		\$0		\$3,500,000.00	
Direct State Cost for Prelim. Engineering	Environm. Direct State Costs	\$42,777	0%	\$0	0%	\$0	100%	\$42,777
	Right of Way Direct State Costs	\$14,259	0%	\$0	0%	\$0	100%	\$14,259
	Engineer. Direct State Costs	\$71,295	0%	\$0	0%	\$0	100%	\$71,295
	Utility Direct State Costs	\$14,259	0%	\$0	0%	\$0	100%	\$14,259
Subtotal		\$142,590	\$0		\$0		\$142,590	
Construction Direct State Costs		\$198,000	0%	\$0	0%	\$0	100%	\$198,000
Indirect State Costs		\$932,750	0%	\$0	100	\$932,750	0%	\$0
Subtotal		\$1,130,750	\$0		\$932,750		\$198,000	
TOTAL		\$18,773,340	\$14,000,000		\$932,750		\$3,840,590	

Initial payment by the Local Government to the State: **\$142,590**
Payment by the Local Government to the State before construction: **\$198,000**
Estimated total payment by the Local Government to the State: **\$340,590**

This is an estimate. The final amount of Local Government participation will be based on actual costs.

**2-G CONSIDERATION AND APPROVAL OF WA 05 WITH HALFF ASSOCIATES, INC. TO
PROVIDE PRELIMINARY ENGINEERING SERVICES FOR DEVELOPMENT OF A
DESIGN SCHEMATIC AND RELATED SERVICES FOR IMPROVEMENTS TO
WHIPPLE ROAD**

WORK AUTHORIZATION

WORK AUTHORIZATION NO. 5

This Work Authorization is made as of this ____ day of _____, _____, under the terms and conditions established in the AGREEMENT FOR GENERAL CONSULTING ENGINEERING SERVICES, dated as of May 10, 2018 (the "Agreement"), between the Cameron County Regional Mobility Authority ("Authority") and Halff Associates, Inc. ("GEC"). This Work Authorization is made for the following purpose, consistent with the Services defined in the Agreement:

Preliminary Engineering for development of a design schematic and related services for improvements to Whipple Road in Cameron County, Texas.

Section A. - Scope of Services

A.1. GEC shall perform the following Services:

See Appendix A, Scope of Services

A.2. The following Services are not included in this Work Authorization, but shall be provided as Additional Services if authorized or confirmed in writing by the Authority.

No additional services.

A.3. In conjunction with the performance of the foregoing Services, GEC shall provide the following submittals/deliverables (Documents) to the Authority:

Deliverables shall be as identified in Appendix A

Section B. - Schedule

GEC shall perform the Services and deliver the related Documents (if any) according to the following schedule:

See Appendix B, Schedule. All services under this Work Authorization shall be completed within 12 months of the date of the agreement (_____), unless otherwise agreed in writing by both parties.

Section C. - Compensation

C.1. In return for the performance of the foregoing obligations, the Authority shall pay to the GEC the amount not to exceed \$ 380,732.33, based on the attached fee estimate (*Appendix C*). Compensation shall be in accordance with the Agreement.

C.2. The Authority shall pay the GEC under the following acceptable payment method:
(i) lump sum

C.3. Compensation for Additional Services (if any) shall be paid by

Appendix E

the Authority to the GEC according to the terms of a future Work Authorization.

Section D. - Authority's Responsibilities

The Authority shall perform and/or provide the following in a timely manner so as not to delay the Services of the GEC. Unless otherwise provided in this Work Authorization, the Authority shall bear all costs incident to compliance with the following:

Section E. - Other Provisions

The parties agree to the following provisions with respect to this specific Work Authorization: *No other provisions.*

Except to the extent expressly modified herein, all terms and conditions of the Agreement shall continue in full force and effect.

**CAMERON COUNTY REGIONAL MOBILITY
AUTHORITY**

By: _____

Name: Frank Parker, Jr., Chairman

Date: _____

HALFF ASSOCIATES, INC.

By: _____

Name/Title: Menton J. "Trey" Murray, III, PE, LEED AP
Senior Vice President

Date: _____

SERVICES TO BE PROVIDED BY CCRMA

Subject to availability, the services to be provided or performed by CCRMA will include, but not be limited to, the following items:

- Records available that would assist in the completion of the schematic design and the support of environmental services being provided.
- Review of recommendations offered by the Engineer and approval or rejection of any or all work performed under this contract.
- Review of progress of work and final acceptance of all documents.
- Coordination as necessary with other agencies.
- Processing of all periodic payment requests submitted by Engineer.
- Submittal of documentation to regulatory agencies for review and comment when specified.
- Available existing Right-of-Way (ROW) maps of state highway facilities in/near the project corridor. Information for ROW acquisition for corner clips to intersecting FM roads will be provided as needed
- Available interface data for any projects adjacent to the project corridor.
- Assistance as necessary in obtaining the required data and information from other local, regional, state, and federal agencies.
- Timely reviews of deliverables in accordance with the project schedule
- Distribution of environmental document and schematic layout to the appropriate agencies and the public.
- Crash Data from at least 3 previous years, if available.
- Will schedule and furnish location of public meetings.
- Traffic data and projections, if available.
- Railroad coordination as required

SERVICES TO BE PROVIDED BY THE ENGINEER

The work to be performed by the Engineer shall consist of providing preliminary engineering services for development of a design schematic; development of environmental documents/studies, public involvement; field surveying, subsurface utility engineering (SUE), and utility coordination for improvements to approximately 1.32 miles of Whipple Road in Cameron County, Texas.

The proposed plan is to widen Whipple Road. The proposed typical section would be a two-lane roadway with shoulders and continuous left turn lane with no curb and gutter proposed. The existing roadway is a two-lane road approximate 20 ft wide within an existing 50' to 70' ROW.

Schematic design project limits:

- CSJ: 0921-06-292, Whipple Road from FM 1575 to FM 1847 in City of Los Fresnos, Cameron County, Texas.

All work elements shall be prepared in accordance with the latest version of the applicable TxDOT design and process manuals, and CCRMA requirements.

TASK 1: PROJECT MANAGEMENT

The Engineer shall direct and coordinate the various elements and activities associated with this work authorization, including: project management and administration, monthly reporting and billing, and QA/QC of all deliverables.

1. Project Management

The Engineer will manage Project activities (including documenting emails, phone and conference calls, maintain project files for the length of the project, meeting agendas, meeting minutes, and schedule meetings), direct Engineer's team/staff, correspond with the CCRMA and its representatives, and assist the CCRMA and its representatives in preparing responses to Project-related inquiries. The engineer will attend periodic (monthly) coordination meetings with CCRMA.

The Engineer shall prepare subcontracts for subconsultants, direct and monitor subconsultants activities, and review subconsultant work and invoices.

2. Reporting

The Engineer shall prepare the detailed a Project Work Schedule. The Project Work Schedule will depict the order of the various tasks, milestones, and deliverables.

The Engineer shall prepare and submit written monthly Progress Reports, invoices and schedule updates to CCRMA.

3. QA/QC

The Engineer shall provide ongoing quality assurance and quality control to ensure completeness of product and compliance with the CCRMA and State procedures.

4. Deliverables

- Monthly invoices and progress reports
- Meeting minutes, sign-in sheets and agendas
- Project Schedule and updates
- QA/QC Documentation as requested

TASK 2: FEASIBILITY STUDIES

No activity under this task.

TASK 3: SCHEMATIC DEVELOPMENT

Part A Conceptual Layout

The Engineer shall develop one (1) conceptual widening layout in MicroStation format. The conceptual layout will be plan view only.

The Engineer shall utilize available LIDAR aerial imagery and topography for the conceptual layout

development. The layout shall contain the following design elements:

- Main lanes roadway alignment
- Pavement edges and shoulder lines
- Typical sections of proposed roadway
- Drainage structure locations (if applicable)
- Preliminary ROW requirements
- Direction of traffic flow and the number of lanes
- Existing (cross streets) and preliminary projected traffic volumes (if available)
- Existing cross drainage structures, irrigations canals and railroad and utility lines within the project limits.

1. Preliminary Design Conference

The Engineer shall prepare and submit a preliminary Design Summary Report (DSR) to CCRMA and TxDOT for review and approval and shall attend an initial Design Concept Conference to establish and agree on fundamental aspects and concepts and to establish the basic features and design criteria for the project. This meeting will be coordinated with any adjacent projects to ensure continuity.

2. Data Collection

The Engineer shall conduct field reconnaissance and collect data as necessary to complete the schematic design. Data shall include the following information. Items “a” to “f” will be obtained from CCRMA , if available, while items “g” to “k” will be obtained from other agencies as required.

- a. Available Corridor Major Investment Studies
- b. Design data from record drawings of existing and proposed facilities
- c. Publicly available aerial photos, planimetric mapping, and DTM
- d. Environmental Data
- e. Previously prepared drainage studies
- f. As-built plans
- g. Adopted land use maps and plans as available
- h. Federal Emergency Management Agency (FEMA) Flood Boundary Maps and Flood Insurance Studies and Models
- i. Public and private utility information

- j. Plat research for adjacent properties as available.
- k. Local Master Thoroughfare Plan.

3. Develop Base Maps

The base maps to be used for the analysis shall be developed by the Engineer. The Engineer shall establish the centerline horizontal alignments for all roadways, identify ROW, property owners and the approximate location of major utilities based on a SUE in the preparation of base map. Publicly available aerial images and Digital Terrain Modeling (DTM) will be used for the preparation of the conceptual layout.

4. Analyze Existing Conditions

Using collected data and base maps, the Engineer shall develop an overall analysis of the existing conditions. The analysis shall include, but not be limited to the following:

- ROW determination
- Roadway alignment
- Impacts to critical constraints
- Drainage
- Develop Conceptual Layout

Part B Final Schematic

Upon approval of the conceptual layout, the Engineer shall develop the design schematic. In development of the schematic, the Engineer shall develop typical sections, geometric schematic, cross sections and other geometric elements to fully and accurately depict the proposed improvements.

1. Geometric Design Schematic

The Engineer shall develop one (1) geometric design schematic based on the preferred conceptual layout.

The geometric schematic plan view shall contain the following design elements:

- Open Roads calculated roadway alignments for mainlanes and cross streets.
- Horizontal curve data shown in tabular format
- Pavement edges, curb lines, sidewalks for all roadway improvements
- Typical sections of proposed roadways
- Existing and proposed major utilities
- Existing property lines and respective property ownership information
- Existing ROW and easements, where applicable
- ROW and easements requirements adequate for preparation of ROW maps
- Waters of the US (WOUS)
- Existing (cross streets) and projected traffic volumes
- Lane lines, shoulder lines, and direction of traffic flow arrows indicating the number of lanes on all roadways

The geometric schematic profile view shall contain the following design elements:

- Calculated profile grade and vertical curve data including "K" values for the mainlanes
- Existing ground line profiles along the mainlanes
- Grade separations and overpasses including preliminary bent locations, girder type, and span lengths (if applicable)
- Calculated vertical clearances at grade separations and overpasses (if applicable)

This sub-task will be limited to:

- Develop Roadway Design Criteria, prepare DSR and Form 1002.
- Develop Preliminary Design Schematic (Plans & Profile) based on TPA approved by CCRMA and TxDOT (Open Roads)
- Determine location, size and ownership of impacted property for the proposed ROW.
- Submit schematic to the CCRMA and TxDOT for review and comments, 5 hardcopy and electronic (.pdf and .kmz) submittals at 30%, 60%, 90%, 100% and sealed.
- Update Schematic to incorporate comments received.
- Coordinate with and provide pdf exhibits for Environmental Consultant limited to developed Schematic.

2. Cross Sections

The Engineer shall generate preliminary cross-sections every 100 feet and at culvert locations in conjunction with the Geometric Schematic. The Engineer shall determine earthwork volumes for use in the cost estimate and shall prepare 11"x17" or roll plots of the cross-sections.

3. Miscellaneous Items

In conjunction with development of the geometric schematic, the Engineer shall develop the following items.

- Typical Sections

The Engineer shall develop both existing and proposed typical sections that depict the number and type of lanes, shoulders, median width, curb offsets, cross slope, border width, clear zone widths, and ROW limits. Typical sections will be depicted on the schematic.

- ROW Requirements

No ROW is anticipated for this project. If required, the Engineer shall determine the ROW requirements based on the proposed alignment, typical sections, design cross sections, access control, terrain, construction requirements, drainage, clear zone, maintenance, and environmental mitigation requirements if necessary (to be provided to the Engineer by CCRMA).

- Preliminary Construction Sequence

The Engineer shall consider the requirements for construction and traffic control throughout the development of schematic design to ensure that the proposed design of the preferred alternative can be constructed. The Engineer shall provide construction phasing assumptions to CCRMA and TxDOT as requested and provide preliminary Traffic Control Plan (TCP) typical sections.

- Design Exceptions

The Engineer shall identify design exceptions and waivers and shall document the necessity for each design exception or waiver for approval.

- Bicycle and Pedestrian Accommodations

The Engineer shall comply with the federal policy statement on Bicycle and Pedestrian Accommodations Regulations and Recommendations by United States Department of Transportation (USDOT). This policy encourages the incorporation of safe and convenient walking and bicycling facilities into transportation projects. The inclusion of bicycle and pedestrian facilities shall be considered when the project is scoped. Public input when applicable, as well as local city and metropolitan planning organization for bicycle and pedestrian plans shall be considered.

- Retaining Walls

If retaining walls are necessary, prepare preliminary retaining wall concepts to be shown on schematics, typical sections, and cross sections.

- Preliminary Cost Estimate

The Engineer shall prepare a preliminary cost estimate for the project, including the costs of construction, required ROW and associated improvements, and eligible utility adjustments. Current State unit bid prices will be used in preparation of the estimate. Estimate will be maintained and updated at a minimum 6 month intervals.

4. Engineering Technical Memo

The Engineer shall prepare a memo to summarize the design criteria, preliminary cost estimate and basis of estimate, construction sequence description, and utility conflict issues.

5. Deliverables

- Draft and final copies of the Engineering Technical Memo

- Draft and final copies of the Geometric Design Schematic layouts (1 inch = 100 feet); Design Schematic will be submitted at 30%, 60%, 90% and 100% stages
- Draft and final copies of the design schematic Cross Sections in 11"x17" Cut sheets or roll plot format as requested; Cross Sections will be submitted at 60%, 90% and 100% stages
- Copies of the preliminary construction sequence typical sections in 11"x17" format
- Design Exception/Waiver documents (if applicable)
- Cost Estimates for each milestone submittal
- All deliverables shall be submitted in hardcopy and electronic (.pdf and .kmz) format.

TASK 4: HYDROLOGY AND HYDRAULICS

The tasks described within the Drainage section are to be completed for the preferred alternative design once the conceptual alternative layouts have been completed and evaluated.

1. Inventory of Existing Conditions

As part of this preliminary drainage analysis, the Engineer shall provide an inventory of existing drainageways. The latest available terrain surface data and current aerial imagery will be used to identify elevations and details of any existing drainage features such as channels, roadside ditches, roadways, or structures.

Other data obtained will include and is not limited to:

- FEMA Flood Insurance Studies (FIS) and FIRMS
- Latest available terrain surface data and contours maps (from local County, TNRIIS or TxDOT)
- Land Use maps
- Soils maps
- Aerial imagery (latest available)
- Culvert and drainage maintenance reports
- Historic Flooding reports
- As-built plans and data for impacted hydraulic structures

- Digital Models

2. Hydrology

The Engineer shall perform a preliminary hydrologic analysis to determine discharges for the 5-, 10-, 25-, 50-, and 100-year storm frequency events. Methods as described in the TxDOT Hydraulic Design Manual will be used.

The Engineer shall determine the existing and proposed conditions drainage area boundaries to be used for determining discharges for cross drainage structures and roadside ditches. The delineations will be based on available terrain surface data, contour maps, as-built data, and aerial imagery. Site visit by the Engineer is required to identify critical hydrologic and hydraulic areas not visible on maps.

Discharges will be calculated and compared between pre- and post-project conditions. The USACE HEC-HMS Program will be used to calculate flows for the SCS Curve Number Method. Standard Excel spreadsheets can be used for Rational Method calculations.

3. Hydraulics

The Engineer shall perform hydraulic evaluation of the existing and proposed hydraulic features within the project area. This includes cross drainage structures, storm drains and roadside ditches.

Cross Drainage Structures Storm Drain and Roadside Ditch Design: The Engineer shall provide layouts, and preliminary designs for cross culverts in the project area. The Engineer shall provide preliminary design of conventional cross culverts, storm drains and roadside ditches. Based on preliminary site review, proposed storm drains would outfall to the Resaca on each end of the project and/or into a proposed drainage easement if determined necessary. The drainage designers will work with the roadway designers to minimize the encroachment into the resacas as possible and the encroachment will be reported to environmental for inclusion in the report. This scope of work does not include the hydrologic or hydraulic analyses of driveway culverts, or adjacent roadway culverts.

Preliminary cross culvert design shall be performed using software such as HY-8, HEC-RAS, and

Geopak Drainage. Cross culverts should be designed to convey the 25-year discharge with a 100-year check. The Engineer shall be responsible for sizing the roadside ditches in areas where road improvements are being proposed. Preliminary ditch cross sections will be designed based on the outfall flowrate to the receiving stream using the Slope Conveyance Method and Manning's Equation. Channel sections will be designed to convey the 5-year discharge with a 100-year check. .

The Engineer shall prepare preliminary exhibits that illustrate the proposed improvements and develop an opinion of probable cost for construction of the proposed design.

4. Drainage Report

Results of the hydrologic and hydraulics tasks shall be presented to CCRMA and TxDOT as a draft Preliminary drainage report, for review and comment. A meeting shall be scheduled to discuss the design. The report shall be presented in hard copy and electronically (.pdf) along with supporting modeling and computations. The Drainage Study Report shall be signed and sealed by a professional engineer. The Engineer shall address up to one (1) round of review comments.

5. Deliverables

- Draft and Final Preliminary Drainage Report
- Drainage Area Map
- Culvert Hydraulic Data Sheets and Preliminary Culvert Layout Sheets

TASK 5: TRAFFIC AND OPERATIONAL ANALYSIS

No effort in this task.

TASK 6: ENVIRONMENTAL STUDIES

The Engineer will prepare environmental documentation to support a Categorical Exclusion (CE) in compliance with the National Environmental Policy Act (NEPA). The proposed project is anticipated to satisfy the criteria for a CE per 23 CFR 771.117(c)(26). Each resource will be addressed in accordance

with applicable regulations as well as the requirements of the TDOT Environmental Tool Kit. Re-evaluations in accordance with 23 CFR 771.129 are not included in this scope of work.

The Engineer shall prepare the following technical reports:

- Species Analysis Form with Tier 1 Site Assessment
- Biological Evaluation (consultation with US Fish and Wildlife Service)
- Air Quality Analysis
- Archeological Background Study
- Texas Antiquities Permit
- Community Impacts Assessment
- Hazardous Materials Initial Site Assessment (ISA)
- Historic Resources Project Coordination Request (PCR)
- Surface Water Analysis Form/Delineation Report

The proposed project is not anticipated to impact the following resources:

- Traffic Noise Analysis: should not be considered a Type I project, therefore not required.
- Coastal Zone and Barrier impacts: not applicable.

The Engineer will be responsible for obtaining right of entry as required for field activities.

1. Biological Evaluation

A. Threatened and Endangered Species: The Engineer shall perform biological services to assess the potential for protected species or habitat of protected species to occur within the project area based on the most current State and TPWD Memorandum of Understanding (MOU Effective 2013). The project area for federally listed species will include a larger geographical extent than for state-listed species in order to account for potential indirect and cumulative impacts. This assessment will include:

- All species listed by the United States Fish and Wildlife Service (USFWS) as threatened or endangered or proposed for listing as threatened or endangered (50 CFR 17.11-12),

- All species that are candidates for review for listing by USFWS as threatened or endangered (per most recently updated list in Federal Register),
- Species listed as threatened or endangered species or species of greatest conservation need (SGCN) by the State of Texas Threatened and Endangered Species Listings, Texas Park and Wildlife Department (TPWD),
- Species protected by the Migratory Bird Treaty Act (50 CFR 10.13) and the Bald and Golden Eagle Protection Act (16 U.S.C. 668-668c).

The Engineer will:

- Examine existing data to determine the likelihood that rare species, protected species, their habitat, or designated critical habitat (per 50 CFR §17.94-95) could be impacted by the Transportation Activity. Existing data shall include the Element Occurrence Identification (EOID) records of the TPWD Natural Diversity Database, following the Guidelines set forth in the most current version of TPWD's Guidelines for TXNDD Data Analysis in TxDOT Environmental Documents.
- Perform an effect determination pursuant to the Endangered Species Act (ESA) for all federally listed species. A determination of impact must be included for all state-listed species. The determination of effect and impact must be supported by evidence and may require a detailed assessment. Any technical reports used to support the determination(s) must be referenced and provided to CCRMA and the State.
- Determine whether critical habitat is present in the study area and whether the Transportation Activity will affect that critical habitat.
- Furnish CCRMA and the State with completed Species Analysis Form/Tier 1 and Engineer's Technical Expert's field notes.
- If effects to federally listed species may occur, then additional technical reporting may be necessary for informal/formal coordination with the U.S. Fish and Wildlife Service. Consultation with the US Fish and Wildlife Service is assumed and a preparation of a Biological Evaluation relying upon the potential habitat assessment and available literature will be completed. Preparation of a Biological Assessment and absence and presence surveys are not included in this scope.

- Permitting with the U.S. Fish and Wildlife service is not included in this scope.

The Engineer shall perform an analysis and characterization of habitat and habitat impacts for the study area and documented on the Species Analysis Form and Tier 1 Site Assessment. The habitat analysis shall be based on the most current State and TPWD MOU and associated Programmatic Agreements. Since this project is anticipated to have no new right-of-way or easements, this effort includes:

- The habitat descriptions of habitat types (e.g., forested, prairie, riparian, floodplain, rangeland, agricultural) in the study area are based upon the 2013 MOU.
- The habitat description shall indicate the vegetative type(s) listed for the project area in the 2013 MOU.
- The habitat description shall include a description of the existing vegetation within and adjacent to the right-of-way, as per the 2013 MOU.
- The habitat description shall describe habitat for protected species if such habitat occurs within or adjacent to the right-of-way.
- The description shall be supplemented with topographic maps (based on USGS 7.5' maps, aerial photos, on-site photographs and per the 2013 MOU).
- If the vegetation within the right-of-way does not match the description as per the 2013 MOU or if there is an unusual difference between the vegetation in the right-of-way and outside the right-of-way, details shall be included in the description to clearly explain the differences in vegetative content between the existing vegetation and the 2013 MOU.
- For transportation activities involving new right-of-way or easements, including temporary easements, the habitat description shall address the entire study area. For projects with multiple alternatives, all alternatives shall be described to the same level of detail. If lack of access to the new location right-of-way limits field observation for the habitat description, existing published sources shall be used to provide an estimate. All elements of description required for projects with no new right-of-way (above) shall be included. Land use within and outside the proposed right-of-way shall be described. In addition, the description of vegetation in the new right-of-way or easements shall include the following:

- Dominant Species for each vegetation stratum (i.e., tree, shrub, vine, herbaceous [grass and forbs]) present,
 - Percent canopy cover of trees, if present,
 - Acreage for each vegetation type present.
- The habitat analysis shall contain a description of anticipated impacts to the following:
 - Any vegetation, broken down by plant community (as above),
 - Unusual vegetation features (as above),
 - Special habitat features (as above),
 - Habitat for any protected species (as above),
 - Any other habitat feature identified by and considered to be important to the State's District. Coordination with TPWD is anticipated to address resacas. The Engineer will provide technical support during this process. A Tier II Site Assessment may be prepared under a supplemental agreement.

B. Invasive Species: The Engineer will address Invasive Species in accordance with Executive Order 13112.

C. Essential Fish Habitat: The Engineer shall perform Essential Fish Habitat studies. Studies shall fulfill the requirements of 50 CFR 600.920 to determine if habitat is present in the project area, if the project will adversely affect said habitat, and if adverse impacts would require consultation. A formal consultation can be addressed under a supplemental agreement.

D. Beneficial Landscaping: The Engineer will address Executive Memorandum on Beneficial Landscaping of April 26, 1994 as per the Ecological Resources Handbook (TxDOT Environmental Online Toolkit).

E. Farmland Impacts: The Engineer will determine farmland impacts in accordance with the Farmland Protection Policy Act (FPPA) (7 USC 4201 et. seq.) and the Ecological Resources Handbook (TxDOT Environmental Online Toolkit) guidance on addressing FPPA, which includes determining whether the project is exempt or completion of form AD 1006 or CPA 106 as appropriate.

2. Air Quality Analysis

The Engineer shall perform air quality studies in accord with the current version of TxDOT's Air Quality Handbook, and Air Quality toolkit. The Engineer shall prepare the following air quality elements in the format prescribed in the specific SOP documents or other Air Quality toolkit documents:

1. Applicable disclosure statements as prescribed in the SOP for Preparing Air Quality Statements, and Response to public comments received on air quality issues.

Proposed Scope of Services

The Engineer will perform an air quality analysis following the Texas Department of Transportation (TxDOT) Air Quality Guidelines. It is assumed this analysis will be based on information and data provided by the Traffic Engineer for the Build and No-Build scenarios for the baseline, estimate time of completion (ETC), and design year. The Project will be located in Cameron County, Texas, an area that is designated as in attainment/unclassified for air pollutants for which a National Ambient Air Quality Standard (NAAQS) has been established. It is assumed the Project will meet the requirements for a Categorical Exclusion (CE) under 23 CFR § 771.117.

Mobile Source Air Toxics (MSAT) Analysis

The U.S. Environmental Protection Agency (EPA) has identified nine compounds with significant contributions from mobile sources that are categorized as MSAT. It is assumed the Project will meet the requirements for a CE; therefore, an MSAT analysis is not required per TxDOT guidance.

Carbon Monoxide Traffic Air Quality Analysis (CO TAQA)

If a Project in Cameron County is adding capacity and would reach average annual daily (AADT) traffic greater than 140,000 by the design year, a CO Traffic Air Quality Analysis (TAQA) is required to demonstrate compliance with the air quality NAAQS for CO. It is assumed the Project will not provide for added capacity and is, therefore, exempt from an CO TAQA analysis per TxDOT guidance.

Report Write-up

A statement will be provided in the environmental review document discussing the exemptions from the MSAT analysis and the CO TAQA using the appropriate disclosure language format as presented in the TxDOT's Standard Operating Procedure for Preparing Air Quality Statements, as appropriate.

Management/Coordination

The air quality task leader will coordinate with team members internally and will participate in internal and external conference calls related to the project, as appropriate.

Deliverable

Documentation in environmental review document.

Assumptions

- All project information requested by The Engineer from the Traffic Engineer will be provided in a timely manner.
- It is assumed the Project will meet the requirements for a CE and will add not capacity to the roadway system; and therefore, will be exempt from the MSAT analysis and CO TAQA.
- It is assumed that all traffic related data, such as project-specific data and roadway geometries, schematics, etc., will be provided by the Traffic Engineer, as necessary and requested by The Engineer.

3. Archeological Background Studies

The Engineer shall perform archeological studies as described below related to compliance with Section 106 and Section 110 of the National Historic Preservation Act (36 CFR 800).

Archeological Background Studies

The Background Study shall be produced by a professional archeologist as defined in 13 TAC §26.4(2) and shall conform to the State's 08/2019 *Review Standard for Archeological Background Studies*, available from the Environmental Compliance Toolkit.

- The Archeological Background Study must define and consider the Build alternatives selected for detailed study, including all existing ROW, all proposed new ROW, easements (temporary and permanent), and any other project-specific location designated by the State. The Archeological Background study shall consider the likely depth of impacts resulting from the proposed project. The location of the build alternative selected for detailed study shall be presented on a map or maps as part of the Archeological Background Study.
- To conduct the Archeological Background Study, the professional archeologist shall undertake a review of existing data, including, but not limited to, the Atlas, geologic maps, soil maps, Potential Archeological Liability Map (PALM) of the project area, aerial photographs, and historic maps. Based on this review, the Archeological Background Study shall identify and map the areas that require field investigation to evaluate the project's effects on archeological resources and cemeteries and shall identify the areas in which the proposed project would have no effect on archeological resources and cemeteries. The Archeological Background Study shall identify any areas proposed for field investigation where impacts are deep, extending beyond three feet in depth.

Archeological Survey Investigations

- If the State decides upon submittal of the Archeological Background Study, that an archeological survey is warranted, the THC's Texas Antiquities Permit (TAP) application will be required prior to any archeological survey investigations and shall conform to the State's 05/2011 Review Standard for Antiquities Permit Applications, available from the Environmental Compliance Toolkit. The Engineer shall submit the TAP application to the State and upon approval, the State will submit it to the THC for approval and issuance of a TAP number.
- The Archeological Survey Investigations shall be performed pursuant to the National Historic Preservation Act, Section 106 and the Antiquities Code of Texas and shall conform to the THC's survey standards. Shovel tests will focus on areas with the potential for intact, subsurface archeological deposits and exclude portions of the APE that have been disturbed by development or in upland settings. Any deviations from the standards will be explained and discussed in the resulting report of investigations.

Archeological Survey Report

- Subsequent to archeological field work, the Engineer will submit documentation of all archeological sites encountered to the Texas Archeological Research Lab (TARL) for the assignment of state site numbers. The Engineer will produce and submit a draft archeological report to the State detailing the results of the field efforts in accordance with the THC, Council of Texas Archeologists reporting guidelines, and the State's 05/2011 Review Standards for Archeological Survey Reports. The report will include the methods and results for the background study and the field effort complete with maps showing the location of any recorded archeological sites. The report will also include State Antiquities Landmarks (SAL) and National Register of Historic Places (NRHP) evaluations and recommendations for each site recorded under ACT and Section 106 respectively, and recommendations for further work, if any.

4. Community Impacts

A. Community Impacts: The Engineer shall perform Community Impact Assessments including displacements, changes to access and travel pattern, changes to cohesion, and Environmental Justice analysis (in accordance with Executive Order 12898) and Limited English Proficiency analysis (in accordance with Executive Order 13166). Community Impacts includes environmental justice, limited English proficiency, and other issues as addressed in TxDOT Environmental guidance and toolkits.

B. Section 4(f) and 6(f) evaluations: The Engineer shall provide up to two (2) Section 4(f) de minimis determinations that meet the requirements set forth in TxDOT's Environmental Compliance Toolkit guidance. A full Section 4(f) Evaluation is not included in this scope of work. The Engineer shall determine if Land and Water Conservation Fund Act funds were used for any proposed ROW or easements in accordance with the regulatory requirements and TPWD guidelines. An indirect and cumulative impacts (ICI) analysis is not anticipated to be required for this project because it is assumed to meet the requirements for processing as a CE. An ICI analysis and reporting is not included in this scope of work.

5. Initial Site Assessment of Hazardous Materials

The Engineer shall perform an Initial Site Assessment (ISA) for potential hazardous materials impacts for the limits of the study area. The completed ISA will include applicable copies of list search reports, including maps depicting locations, copies of agency file information, photographs, recommendations, and any other supporting information gathered by the Engineer to complete the ISA.

Based on the ISA information, the Engineer shall provide CCRMA and the State a report discussing the known or potential hazardous materials impacts. The report of hazardous materials impacts will include, when applicable:

- A concise summary of relevant information gathered during the ISA, including sufficient information to show that the study area for the Transportation Activity was adequately investigated for known or potential hazardous material contamination.
- A concise description of the scope of the hazardous materials ISA, disclosure of any limitations of the assessment, and a statement indicating who performed the assessment.
- A concise summary of the findings of the assessment for each alternative considered, along with an opinion of the potential of an identified site to impact the project during construction.
- A discussion of any commitments recommended for performing further investigation of suspect areas, and justification for postponement of further investigation.
- A summary of efforts to be employed to avoid or minimize involvement with known or suspected hazardous material contamination sites during construction, and justification for not avoiding contaminated sites within the preferred alternative or corridor alignment.
- Disclosure of known or suspected hazardous material contamination that is anticipated to be encountered during construction.
- A discussion of any required or recommended special considerations, contingencies or provisions to handle known or suspected hazardous material contamination during right-of-way negotiation and acquisition, property management, design and construction.
- A summary of any early coordination or consultation conducted with the regulatory agencies, local entities or property owners.
- A discussion of any further hazardous materials related coordination with, and approvals or permits required from, the regulatory agencies or other entities.

The Engineer will review appropriate findings with CCRMA and the State for further actions

Asbestos surveys and mitigation may also be required. Limitations and assumptions for that effort will be specified in the cost estimate.

6. Historic Resource Identification, Evaluation and Documentation Services

Project Coordination Request (PCR)

- Prior to conducting formal historic resource investigations, a PCR must be prepared and approved by the State to determine if further studies are warranted. The PCR shall comply with the State's 05/2019 *PCR for Historic Studies*.
- The PCR will include mapping and a written review of previously identified historic resources within a ¼ mile radius of the Project area, proposed ROW acreages and locations, proposed easements acreages and locations, and identification of property parcels. In addition, the PCR will include representative photographs of the proposed project area. Upon submittal, the State will then make the final determination of the level historic resources survey investigation.

Historic Resources Research Design

- If the State determines that a survey for historic resources is necessary, the Engineer will complete an Historic Resources Research Design in accordance with the State's 08/2017 *Documentation Standard for Preparing an Historic Resources Research Design* for the appropriate level of survey determined by TxDOT. The research design will include information from the PCR as well as define the Area of Potential Effect (APE) for historic resources for the Project, proposed survey methodology, methodology for special studies, discussion of anticipated resource types, and a historic context based upon the Project area and anticipated resource types. The research design will be submitted to the State for approval.

Historic Resources Survey

- Upon approval of the Research Design, the Engineer will perform an historic resources survey adhering to the State's standards for the type of historic resources previously determined. All buildings, structures, and objects 45 years of age or older from the determined Project letting

date located within the in the historic resources APE shall be documented, photographed, and located on a field map. In consultation with the Historic Resources Survey Report.

Historic Resources Survey Report

- Following the Historic Resources Survey, the Engineer shall submit a Reconnaissance Survey for Non-Archeological Historic-Age Resources Survey Report (HRSR) following the State's 10/2017 *Documentation Standard for Preparing an Historic Resources Survey Report*. This report will include the information from the research design, methodology, historic context, and descriptions, photographs, and SAL/ NRHP evaluations and assessments for each historic resource recorded within the historic resources APE.
- The State will be responsible for transmitting the HRSR to the THC, as applicable under the First Amended Programmatic Agreement among the Federal Highway Administration, the Texas Department of Transportation, the Texas State Historic Preservation Officer, and the Advisory Council on Historic Preservation Regarding the Implementation of Transportation Undertakings (PA-TU) and transmitting the THC comments to the Technical Expert. The Engineer shall revise the HRSR to reflect comments by the State and THC. The HRSR shall be revised pursuant to the State's errors and omissions policy.
- The Engineer shall contact interested parties in order to determine local knowledge of historic resources in the project area. Interested parties include but are not limited to: Certified Local Governments, Historic Preservation Offices, County Historical Commissions, Main Street Managers, the Historic Bridge Foundation, and other consulting parties.

7. Water Resources

A. Water Quality: The Engineer shall address Section 303(d) of the Clean Water Act as administered by the Texas Commission on Environmental Quality (TCEQ). The Engineer will identify potential impacts to impaired assessment units, and potential pollutants that would create this impact, including assessment of impact to Total Maximum Daily Load and any approved Implementation Plan. The Engineer will assess methods to be used to prevent or reduce the likelihood of a discharge. The Engineer will also assess Best Management Practices that could be used to meet water quality regulations and compliance with the Texas Pollutant Discharge Elimination System (TPDES).

B. Waters of the United States: The Engineer will address Section 404 of the Clean Water Act by:

- Identifying all waters within the boundaries of the project area.
- Delineating potential waters of the United States (WOUS), including wetlands (delineated in accordance with the USACE Wetlands Delineation Manual).
- Calculating impacts to the potential WOUS to determine permitting requirements (Nationwide or Individual Permit). *Permit preparation and submittal is beyond this scope.*
- In accordance with the new TxDOT process, a Delineation Report will only be prepared and submitted if project impacts trigger the need for notification to the U.S. Army Corps of Engineers.

C. Floodplain Impacts: The Engineer will determine the project potential to impact floodplains in accordance with Executive Order 11988 and 23 CFR 650, subpart A. The Engineer will identify the characteristics of watersheds and existing streams in the study area and the locations of FEMA-mapped floodplains, by type and map panel number. The Engineer will identify those jurisdictions having control over floodplains within the study area. The Engineer will identify the locations where an alternative will encroach on the base (100-year) floodplain ("encroachments"), where an alternative will support incompatible floodplain development and the potential impacts of encroachments and floodplain development. For each alternative encroaching on a designated or regulatory floodplain, the Engineer will assess whether the encroachment would be consistent with or require a revision to the regulatory floodplain. If the preferred alternative encroaches on a regulatory floodplain, the Engineer will determine the consistency of the action with the regulatory floodplain and document coordination with FEMA and

local or state agencies with jurisdiction indicating that revision would be acceptable or that a revision is not required.

D. USACE Permits: The Engineer shall determine whether the Transportation Activity requires a Section 10 permit (33 USC 403). The Engineer shall determine whether the Transportation Activity requires a Section 404 permit (Regional General or Nationwide or Individual Permit [IP]). *Development of or securement of permit is not included in this scope. It can be provided under a supplemental agreement.*

E. Stormwater Permits: The Engineer will address Section 402 of the Clean Water Act by:

- Describing the need to use the TPDES General Permit, TX 150000, and how the project will comply with the terms of the TPDES, including the Stormwater Pollution Prevention Plan.
- Describing the need for Municipal Separate Storm Sewer System (MS4) notification and listing MS4 participating municipalities.

F. USCG Section 9 Permit: The Engineer will determine whether streams or other water bodies crossed by a proposed transportation facility are navigable as defined in the USCG Commandant Publication P16591.3A, "Bridge Permit Application Guide." *This scope of work does not include consultation with the USCG or a permit application for bridges crossing navigable waters, if required. It can be provided under a supplemental agreement.*

G. Fish and Wildlife Coordination Act: The Engineer will also identify water body modifications and impacts to wildlife in accordance with the Fish and Wildlife Coordination Act (FWCA) and determine the need for a 404 permit due to such impacts.

8. Deliverables

- Draft and final technical memorandums for each environmental area studied
- Draft, revised, and final PCR (if necessary, delivered electronically as a .pdf)
- Draft, revised, and final Archeological Background Study (if necessary, delivered electronically as a .pdf)

TASK 7: PUBLIC INVOLVEMENT

1. Agency Coordination and Public Involvement

The Engineer shall assist CCRMA and TxDOT in conducting up to four (4) meetings with various agencies to discuss and review the schematic design. The Engineer shall document and respond to issues related to the schematic design.

2. Public Meetings

The Engineer shall assist CCRMA and TxDOT with one (1) public meeting. The Engineer will:

- Attend pre-meetings with CCRMA and TxDOT in preparation for each meeting.
- Provide copies of the schematic and other exhibits required for each meeting.
- Assist in staffing each meeting.
- Assist with the responses to public comments related to the schematic design received from the public.

All other activities required for the meetings shall be completed by CCRMA.

3. Deliverables

- Meeting minutes, sign-in sheets and agendas
- Schematic roll plots and exhibits for public meeting.
- Meeting summary report and responses to public comments.

TASK 8: RIGHT-OF-WAY (ROW) DATA

The Engineer shall provide ROW Mapping for two (2) corner clips at FM 1575, if needed, to include the performance of on the ground surveys and right-of-way maps.

1. Abstract Map (Working Sketch)

The Engineer shall prepare an abstract map sufficient to determine the following:

- Any and all interests of public record held in the land to be acquired.
- The total record holdings to be acquired from an owner contiguous to a land.
- Any and all interests in land held in common to be acquired (shopping mall parking lots, subdivision reserves, etc.)
- Any and all improvements proposed by other agencies which may have a bearing on project development.
- All called monuments, bearings, and distances as per recorded information.

2. Right of Entry

The Engineer shall secure permission to enter private property for purposes of survey.

3. Deliverables

- Abstract Map (Working Sketch) of the current record title holders.
- Title commitments, reports, parcel plats and property corners.
- A Preliminary Map showing the proposed schematic and existing right of way in GIS and .kmz format.

Right of way acquisition, if required, will be performed by CCRMA.

TASK 9: DESIGN SURVEY

Upon completion of the conceptual layout and determination of a preferred alternative, the Engineer shall complete full topographic ground survey along the route within the existing ROW along the project corridor. Additionally, the topographic survey shall be provided for 200' in each direction from intersections with existing roadways.

1. Survey Datum

All surveying for this project shall be provided in the following datum:

- Texas State Plane Zone: 4205 (South Zone)
- Units: US Survey FT
- Horizontal Datum: NAD83 (epoch 2010)
- Vertical Datum: NAVD88

- Surface Adjustment Factor(s): Cameron – 0.99996

2. Survey Control

The Engineer shall establish primary GPS control monuments at approximately 2-mile intervals and secondary control points at approximately 1,500-foot intervals within the project mapping limits. The Engineer shall provide hard copies and pdf files for signed and sealed Control Sheet (11" x 17") with a Control Index Sheet showing primary and secondary control for the project with accompanying title sheet, (8-1/2" x 11") datasheets for primary control with recovery sketch and photographs, the dgn files for control sheets.

3. Design Survey

The Engineer shall perform surveying sufficient for schematic design, including:

- Obtain or collect data to create cross-sections and digital terrain models.
- Locate existing utilities from above ground evidence.
- Locate topographical features and existing improvements.
- Provide details of existing bridge structures.
- Provide details of existing drainage features, (e.g., culverts, manholes, etc.).
- Locate wetlands if marked by others.
- Locate existing rights-of-way and property boundaries.
- Review right-of-way maps.
- Locate geotechnical soil boreholes.

4. Right of Way (ROW) Verification

- The surveyor shall conduct property research, ownership research and easement identification by obtaining recorded deed and easement documents.
- The surveyor shall contact property owners for Right of Entry (if necessary).
- Existing Right of Way (ROW)
- The surveyor shall locate and verify Existing ROW.

5. Deliverables

- Digital Terrain Models (DTM) and the Triangular Irregular Network (TIN) files in a format acceptable by TxDOT.
- Maps, plans, or sketches prepared by the Engineer's Surveyor showing the results of field surveys.
- Maps, plans, sketches, or other documents acquired from utility companies, private corporations, or other public agencies, the contents of which are relevant to the survey.
- Survey Control Sheets and Survey Index Sheets.
- Field survey notes and survey reports, as electronic and hard copies.

TASK 10: Subsurface Utility Engineering (SUE)

Subsurface Utility Engineering shall include utility investigations subsurface and above ground prepared in accordance with AASHTO standards [ASCE C-1 38-02 (<http://www.fhwa.dot.gov/programadmin/asce.cfm>)] and Utility Quality Levels defined in cumulative order as follows:

- **Quality Level D – Existing Records:** Utilities are plotted from review of available existing records. Quality Level D will be performed in areas of private property.
- **Quality Level C – Surface Visible Feature Survey:** Quality Level D information from existing records is correlated with surveyed surface-visible features. Includes Quality Level D information. If there are variances in the designated work area of Level D then a new schematic or plan layout, if needed, is required showing the limits of the proposed project and limits of the work area required for this work authorization; including highway stations, limits within existing or proposed right-of-way, additional areas outside the proposed right-of-way, and distances or areas to be included down existing intersecting roadways. Quality Level C will be performed in areas of public, existing ROW and access.
- **Quality Level B – Designate (Not in Scope):** Two-dimensional horizontal mapping. This

information is obtained through the application and interpretation of appropriate non-destructive surface geophysical methods. Utility indications are referenced to established survey control. Incorporates Quality Levels C and D information to produce Quality Level B. If there are variances in the designated work area of Level D then a new schematic or plan layout, if needed, is required showing the limits of the proposed project and limits of the work area required for this work authorization; including highway stations, limits within existing or proposed right-of-way, additional areas outside the proposed right-of-way, and distances or areas to be included down existing intersecting roadways. Quality Level B is excluded and will be completed at a later date or during PS&E as deemed necessary.

- **Quality Level A – Locate (Test Hole) (Not in Scope):** Three-dimensional mapping and other characterization data. This information is obtained through exposing utility facilities through test holes and measuring and recording (to appropriate survey control) utility and environment data. Incorporates quality levels B, C and D information to produce Quality Level A. Quality Level A is excluded and will be completed at a later date or during PS&E as deemed necessary.

1. Utility Base Map

The Engineer shall obtain information on existing utilities from utility owners and shall conduct investigations to identify and evaluate known existing public utilities within the preferred alternative alignment. The Engineer shall identify potential conflicts and attempt to minimize the potential adverse utility impacts in the preparation of the schematic design. The Engineer shall prepare a Quality Level C and D base map depicting the utility locations. The engineer shall create a utility conflict matrix along with a utility conflict exhibit identifying potential known conflicts.

2. Utility Coordination

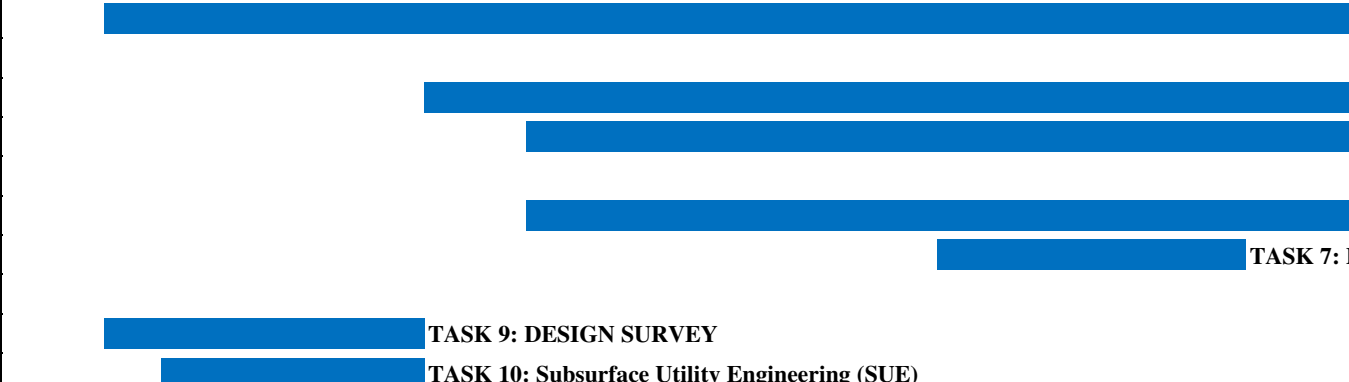
The Engineer shall assist CCRMA in conducting one (1) utility coordination meeting with utility companies to facilitate utility conflict identification and introduce the project. Major utility facilities shall be discussed and analyzed to avoid relocation, if possible. The Engineer shall create agenda and exhibits for the coordination meeting as directed by CCRMA and TxDOT.

3. Deliverables

- Preliminary & Final set of 11" x 17" colored drawings depicting Quality Level C and D utility information.
- Scanned record information in .pdf format if received from each utility.
- Utility Conflict Matrix and Utility Conflict Exhibit. The Utility Conflict Exhibit will be on 11x17 sheets and include callouts to indicate the conflict ID#, utility owner, type of line (water, sewer, high pressure gas, etc.), material (if it is an AC pipe line), and size (if known).
- Utility Contacts list in excel and pdf format.
- Utility Summary to indicate major utility facilities or time sensitive items pertaining to utilities that need to be addressed in PS&E.

Task 11: Geotechnical Borings and Investigations

No effort for this task.

Cameron County Regional Mobility Authority					APPENDIX B - Schedule																			
Work Authorization No. 5																								
ID	Task Name	Duration	Start	Finish	Qtr 2, 2020		Qtr 3, 2020			Qtr 4, 2020			Qtr 1, 2021			Qtr 2, 2021			Qtr 3, 2021			Qtr 4, 2021		
					May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
1	TASK 1: PROJECT MANAGEMENT	261 days	6/1/2020	6/1/2021		TASK 1: PROJECT MANAGEMENT																		
2	TASK 2: NOT USED	0 days	6/1/2020	6/1/2020																				
3	TASK3: SCHEMATIC DEVELOPMENT	195 days	9/1/2020	6/1/2021		TASK 3: SCHEMATIC DEVELOPMENT																		
4	TASK 4: HYDROLOGY AND HYDRAULICS	173 days	#####	6/1/2021		TASK 4: HYDROLOGY AND HDRAULICS																		
5	TASK 5: NOT USED	0 days	6/1/2020	6/1/2020																				
6	TASK 6: ENVIRONMENTAL STUDIES	173 days	#####	6/1/2021		TASK 6: ENVIRONMENTAL STUDIES																		
7	TASK 7: PUBLIC INVOLVEMENT	45 days	2/2/2021	4/6/2021		TASK 7: PUBLIC INVOLVEMENT																		
8	TASK 8: NOT USED	0 days	6/1/2020	6/1/2020																				
9	TASK 9: DESIGN SURVEY	60 days	6/1/2020	#####		TASK 9: DESIGN SURVEY																		
10	TASK 10: Subsurface Utility Engineering (SUE)	50 days	#####	#####		TASK 10: Subsurface Utility Engineering (SUE)																		
Project: Whipple Road Prospect #: P32870.009 Date: June 1, 2020																								

Appendix C: FEE SCHEDULE**SUMMARY****Whipple Road****Method of Payment: Lump Sum**

		Halff Associates, Inc.	Atkins North America, Inc.	TEDSI Infrastructure Group, Inc.	TOTAL
TASKS	Description				
1	Project Management	\$ 37,561.28	\$ -	\$ -	\$ 37,561.28
2	Feasibility Studies (not used)	\$ -	\$ -	\$ -	\$ -
3	Schematic Development	\$ 7,417.96	\$ -	\$ 69,508.39	\$ 76,926.35
4	Hydrology and Hydraulics	\$ 48,315.28	\$ -	\$ -	\$ 48,315.28
5	Traffic and Operational Analysis (not used)	\$ -	\$ -	\$ -	\$ -
6	Environmental Studies	\$ 76,287.84	\$ 20,737.82	\$ -	\$ 97,025.66
7	Public Involvement	\$ 16,673.22	\$ -	\$ -	\$ 16,673.22
Basic Service Sub Totals		\$ 186,255.58	\$ 20,737.82	\$ 69,508.39	\$ 276,501.79
Special Services					
8	Right-of-Way (ROW) Data	\$ 27,941.58	\$ -	\$ -	\$ 27,941.58
9	Design Survey	\$ 41,261.86	\$ -	\$ -	\$ 41,261.86
10	Subsurface Utility Engineering (SUE)	\$ 20,162.20	\$ -	\$ -	\$ 20,162.20
11	Geotechnical Borings and Investigations (not used)	\$ -	\$ -	\$ -	\$ -
SUE	Utility Engineering & Coordination Services (not used)	\$ -	\$ -	\$ -	\$ -
Special Services Sub Totals		\$ 89,365.64	\$ -	\$ -	\$ 89,365.64
Direct Expenses Sub Totals		\$ 7,820.00	\$ 3,966.00	\$ 3,078.90	\$ 14,864.90
SUB TOTALS		\$ 283,441.22	\$ 24,703.82	\$ 72,587.29	\$ 380,732.33
PERCENTAGE		74.4%	6.5%	19.1%	100.0%
HUB %				19.1%	19.1%
TOTAL WORK					\$ 380,732.33
					Total \$ 380,732.33

Appendix C: FEE SCHEDULE
Half Associates, Inc.
Whipple Road
Method of Payment: Lump Sum

PRIME PROVIDER NAME: HALFF ASSOCIATES, INC.

	TASK DESCRIPTION	PROJECT MANAGER	RPLS - PROJECT MANAGER	QUALITY MANAGER	DEPUTY PROJECT MANAGER	SENIOR ENGINEER	ENGINEER V	ENGINEER III	ENGINEER II	ENGINEER	ENGINEER IN TRAINING	ENVIRONMENTAL SCIENTIST V	ENVIRONMENTAL SCIENTIST IV	ENVIRONMENTAL SCIENTIST I/II	PUBLIC INVOLVEMENT REP	GIS OPERATOR	GIS MANAGER	SENIOR CADD OPERATOR	CADD OPERATOR	ADMINISTRATIVE / CLERICAL	2-MAN SURVEY CREW	UTILITIES COORDINATOR	SUE MANAGER	COST PER TASK
	CONTRACT RATE PER HOUR	\$275.00	\$199.20	\$250.00	\$229.99	\$229.99	\$183.87	\$162.42	\$150.16	\$137.90	\$100.00	\$171.61	\$150.00	\$90.01	\$120.01	\$100.00	\$137.90	\$115.01	\$95.00	\$65.00	\$170.85	\$125.00	\$175.00	
TASK 1: PROJECT MANAGEMENT																								
	1. Project Management	30			30																			\$ 15,149.70
	2. Reporting	4			12															6				\$ 4,249.88
	3. QA/QC	12		32		22			12															\$ 18,161.70
																								\$ -
	HOURS SUB-TOTALS	46	0	32	42	22	0	0	12	0	0	0	0	0	0	0	0	0	0	6	0	0	0	
	CONTRACT RATE PER HOUR	\$275.00	\$199.20	\$250.00	\$229.99	\$229.99	\$183.87	\$162.42	\$150.16	\$137.90	\$100.00	\$171.61	\$150.00	\$90.01	\$120.01	\$100.00	\$137.90	\$115.01	\$95.00	\$65.00	\$170.85	\$125.00	\$175.00	
	TOTAL LABOR COSTS	\$12,650.00	\$0.00	\$8,000.00	\$9,659.58	\$5,059.78	\$0.00	\$0.00	\$1,801.92	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$390.00	\$0.00	\$0.00	\$0.00	
	SUBTOTAL TASK 1																							\$ 37,561.28
TASK 2: FEASIBILITY STUDIES (NOT USED)																								
																								\$ -
																								\$ -
																								\$ -
																								\$ -
	HOURS SUB-TOTALS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	CONTRACT RATE PER HOUR	\$275.00	\$199.20	\$250.00	\$229.99	\$229.99	\$183.87	\$162.42	\$150.16	\$137.90	\$100.00	\$171.61	\$150.00	\$90.01	\$120.01	\$100.00	\$137.90	\$115.01	\$95.00	\$65.00	\$170.85	\$125.00	\$175.00	
	TOTAL LABOR COSTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	SUBTOTAL TASK 2																							\$ -
TASK 3: SCHEMATIC DEVELOPMENT																								
	1. Coordination of design efforts				12			24												8				\$ 7,417.96
																								\$ -
																								\$ -
																								\$ -
	HOURS SUB-TOTALS	0	0	0	12	0	0	24	0	0	0	0	0	0	0	0	0	0	8	0	0	0	0	
	CONTRACT RATE PER HOUR	\$275.00	\$199.20	\$250.00	\$229.99	\$229.99	\$183.87	\$162.42	\$150.16	\$137.90	\$100.00	\$171.61	\$150.00	\$90.01	\$120.01	\$100.00	\$137.90	\$115.01	\$95.00	\$65.00	\$170.85	\$125.00	\$175.00	
	TOTAL LABOR COSTS	\$0.00	\$0.00	\$0.00	\$2,759.88	\$0.00	\$0.00	\$3,898.08	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$760.00	\$0.00	\$0.00	\$0.00	\$0.00	
	SUBTOTAL TASK 3																							\$ 7,417.96
TASK 4: HYDROLOGY AND HYDRAULICS																								
	4.1 Inventory of Existing Conditions					4		4			12							12						\$ 4,424.44
	4.2 Hydrology					8		20			40							16	32					\$ 14,975.04
	4.3 Hydraulics					8		20			40							8	40					\$ 14,791.92
	4.4 Drainage Report					12		32			16							16	16		8			\$ 14,123.88
	HOURS SUB-TOTALS	0	0	0	0	32	0	76	0	0	108	0	0	0	0	0	0	52	88	0	8	0	0	0
	CONTRACT RATE PER HOUR	\$275.00	\$199.20	\$250.00	\$229.99	\$229.99	\$183.87	\$162.42	\$150.16	\$137.90	\$100.00	\$171.61	\$150.00	\$90.01	\$120.01	\$100.00	\$137.90	\$115.01	\$95.00	\$65.00	\$170.85	\$125.00	\$175.00	
	TOTAL LABOR COSTS	\$0.00	\$0.00	\$0.00	\$0.00	\$7,359.68	\$0.00	\$12,343.92	\$0.00	\$0.00	\$10,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,170.80	\$10,120.88	\$0.00	\$520.00	\$0.00	\$0.00	\$0.00
	SUBTOTAL TASK 4																							\$ 48,315.28
TASK 5: TRAFFIC AND OPERATIONAL ANALYSIS (NOT USED)																								
																								\$ -
																								\$ -
																								\$ -
																								\$ -
	HOURS SUB-TOTALS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	CONTRACT RATE PER HOUR	\$275.00	\$199.20	\$250.00	\$229.99	\$229.99	\$183.87	\$162.42	\$150.16	\$137.90	\$100.00	\$171.61	\$150.00	\$90.01	\$120.01	\$100.00	\$137.90	\$115.01	\$95.00	\$65.00	\$170.85	\$125.00	\$175.00	
	TOTAL LABOR COSTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	SUBTOTAL TASK 5																							\$ -
TASK 6: ENVIRONMENTAL STUDIES																								
	Environmental Scoping and QC	8		24							4	24	8	8				8			1			\$ 15,806.92
	Species Analysis Form with Tier 1 Site Assessment (Draft and Final)											8	32	72				12			1			\$ 14,373.40
	Air Quality Analysis (Draft and Final)											6	12	28				6			1			\$ 6,242.34
	Archeological Background Study (Draft and Final)											6	12	0				6			0			\$ 3,657.06
	Community Impacts Assessment (Draft and Final)											6	16	40				12			1			\$ 8,749.86
	Hazardous Materials Initial Site Assessment (Draft and Final)											6	12	32				12			1			\$ 7,429.78
	Historic Resources Project Coordination Request (Draft and Final)											6	12	0				6			0			\$ 3,657.06
	Water Resources (Draft and Final)											10	32	72				24			1			\$ 16,371.42
	HOURS SUB-TOTALS	8	0	24	0	0	0	0	0	0	4	72	136	252	0	0		86	0	0	6	0	0	0
	CONTRACT RATE PER HOUR	\$275.00	\$199.20	\$250.00	\$229.99	\$229.99	\$183.87	\$162.42	\$150.16	\$137.90	\$100.00	\$171.61	\$150.00	\$90.01	\$120.01	\$100.00	\$137.90	\$115.01	\$95.00	\$65.00	\$170.85	\$125.00	\$175.00	
	TOTAL LABOR COSTS	\$2,200.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$400.00	\$12,355.92	\$20,400.00	\$22,682.52	\$0.00	\$0.00	\$11,859.40	\$0.00	\$0.00	\$390.00	\$0.00	\$0.00	\$0.00	
	SUBTOTAL TASK 6																							\$ 76,287.84
TASK 7: PUBLIC INVOLVEMENT																								
	Assist TxDOT and CCRMA in Conducting up to four (4) Agency Meetings	4			12								4					4			2			\$ 5,049.92
	Assist TxDOT and CCRMA with one (1) Public Meeting	6			8					8			8		6			12			2			\$ 8,023.30
	Prepare Meeting Summary Report and Responses to Public Comment												24											\$ 3,600.00
	HOURS SUB-TOTALS	10	0	0	20	0	0	0	0	8	0	0	36	0	6	0		16	0	4	0	0	0	
	CONTRACT RATE PER HOUR	\$275.00	\$199.20	\$250.00	\$229.99	\$229.99	\$183.87	\$162.42	\$150.16	\$137.90	\$100.00	\$171.61	\$150.00	\$90.01	\$120.01	\$100.00	\$137.90	\$115.01	\$95.00	\$65.00	\$170.85	\$125.00	\$175.00	
	TOTAL LABOR COSTS	\$2,750.00	\$0.00	\$0.00	\$4,599.80	\$0.00	\$0.00	\$0.00	\$0.00	\$1,103.20	\$0.00	\$0.00	\$5,400.00	\$0.00	\$720.06	\$0.00	\$0.00	\$1,840.16	\$0.00	\$260.00	\$0.00	\$0.00	\$0.00	
	SUBTOTAL TASK 7																							\$ 16,673.22

Appendix C: FEE SCHEDULE
Halff Associates, Inc.
Whipple Road
Method of Payment: Lump Sum

PRIME PROVIDER NAME: HALFF ASSOCIATES, INC.

	TASK DESCRIPTION	PROJECT MANAGER	RPLS - PROJECT MANAGER	QUALITY MANAGER	DEPUTY PROJECT MANAGER	SENIOR ENGINEER	ENGINEER V	ENGINEER III	ENGINEER II	ENGINEER	ENGINEER IN TRAINING	ENVIRONMENTAL SCIENTIST V	ENVIRONMENTAL SCIENTIST IV	ENVIRONMENTAL SCIENTIST I/II	PUBLIC INVOLVEMENT REP	GIS OPERATOR	GIS MANAGER	SENIOR CADD OPERATOR	CADD OPERATOR	ADMINISTRATIVE / CLERICAL	2-MAN SURVEY CREW	UTILITIES COORDINATOR	SUE MANAGER	COST PER TASK		
	CONTRACT RATE PER HOUR	\$275.00	\$199.20	\$250.00	\$229.99	\$229.99	\$183.87	\$162.42	\$150.16	\$137.90	\$100.00	\$171.61	\$150.00	\$90.01	\$120.01	\$100.00	\$137.90	\$115.01	\$95.00	\$65.00	\$170.85	\$125.00	\$175.00			
TASK 8: RIGHT-OF-WAY (ROW) DATA																										
	Abstract Map		2															64						\$ 7,759.04		
	Right-of-Entry		1															2						\$ 429.22		
	Create ROW Maps (Approx. 13 11x17 sheets)	1	4	4		4	16		8		24										2			\$ 9,876.66		
	Prepare two (2) corner clips	1	4	4		4	16		8		24										2			\$ 9,876.66		
	HOURS SUB-TOTALS	2	11	8	0	8	32	0	16	0	48	0	0	0	0	0	0	66	0	0	4	0	0			
	CONTRACT RATE PER HOUR	\$275.00	\$199.20	\$250.00	\$229.99	\$229.99	\$183.87	\$162.42	\$150.16	\$137.90	\$100.00	\$171.61	\$150.00	\$90.01	\$120.01	\$100.00	\$137.90	\$115.01	\$95.00	\$65.00	\$170.85	\$125.00	\$175.00			
	TOTAL LABOR COSTS	\$550.00	\$2,191.20	\$2,000.00	\$0.00	\$1,839.92	\$5,883.84	\$0.00	\$2,402.56	\$0.00	\$4,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,590.66	\$0.00	\$0.00	\$683.40	\$0.00	\$0.00			
	SUBTOTAL TASK 8																								\$ 27,941.58	
TASK 9: DESIGN SURVEY																										
	Determine Apparent ROW		16															4			20			\$ 7,064.24		
	Primary Survey Control (Approx. 5 points)		4															16			20			\$ 6,053.96		
	Secondary Survey Control (Approx. 5 points)		1															4			10			\$ 2,367.74		
	Design Survey		8															32			120			\$ 25,775.92		
																								\$ -		
	HOURS SUB-TOTALS	0	29	0	0	0	0	0	0	0	0	0	0	0	0	0	0	56	0	0	170	0	0			
	CONTRACT RATE PER HOUR	\$275.00	\$199.20	\$250.00	\$229.99	\$229.99	\$183.87	\$162.42	\$150.16	\$137.90	\$100.00	\$171.61	\$150.00	\$90.01	\$120.01	\$100.00	\$137.90	\$115.01	\$95.00	\$65.00	\$170.85	\$125.00	\$175.00			
	TOTAL LABOR COSTS	\$0.00	\$5,776.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,440.56	\$0.00	\$0.00	\$29,044.50	\$0.00	\$0.00			
	SUBTOTAL TASK 9																								\$ 41,261.86	
TASK 10: SUBSURFACE UTILITY ENGINEERING (SUE)																										
	SUE Quality Level C & D	2	1																20	2	8	8	16	\$ -		
	Utility Conflict Matrix / Meeting	4				20			40										4	2				\$ 7,946.00		
																								\$ 12,216.20		
																								\$ -		
	HOURS SUB-TOTALS	6	1	0	0	20	0	0	40	0	0	0	0	0	0	0	0	0	24	4	8	8	16			
	CONTRACT RATE PER HOUR	\$275.00	\$199.20	\$250.00	\$229.99	\$229.99	\$183.87	\$162.42	\$150.16	\$137.90	\$100.00	\$171.61	\$150.00	\$90.01	\$120.01	\$100.00	\$137.90	\$115.01	\$95.00	\$65.00	\$170.85	\$125.00	\$175.00			
	TOTAL LABOR COSTS	\$1,650.00	\$199.20	\$0.00	\$0.00	\$4,599.80	\$0.00	\$0.00	\$6,006.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,280.00	\$260.00	\$1,366.80	\$1,000.00	\$2,800.00			
	SUBTOTAL TASK 10																								\$ 20,162.20	
TASK 11: GEOTECHNICAL BORINGS AND INVESTIGATIONS (NOT USED)																										
																								\$ -		
																								\$ -		
																								\$ -		
																								\$ -		
	HOURS SUB-TOTALS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
	CONTRACT RATE PER HOUR	\$275.00	\$199.20	\$250.00	\$229.99	\$229.99	\$183.87	\$162.42	\$150.16	\$137.90	\$100.00	\$171.61	\$150.00	\$90.01	\$120.01	\$100.00	\$137.90	\$115.01	\$95.00	\$65.00	\$170.85	\$125.00	\$175.00			
	TOTAL LABOR COSTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			
	SUBTOTAL TASK 11																								\$ -	
	TOTAL HOURS	72	41	64	74	82	32	100	68	8	160	72	172	252	6	0	138	226	32	28	182	8	16			
	CONTRACT RATE PER HOUR	\$275.00	\$199.20	\$250.00	\$229.99	\$229.99	\$183.87	\$162.42	\$150.16	\$137.90	\$100.00	\$171.61	\$150.00	\$90.01	\$120.01	\$100.00	\$137.90	\$115.01	\$95.00	\$65.00	\$170.85	\$125.00	\$175.00			
	SUBTOTAL LABOR EXPENSES	\$19,800.00	\$8,167.20	\$16,000.00	\$17,019.26	\$18,859.18	\$5,883.84	\$16,242.00	\$10,210.88	\$1,103.20	\$16,000.00	\$12,355.92	\$25,800.00	\$22,682.52	\$720.06	\$0.00	\$19,030.20	\$25,992.26	\$3,040.00	\$1,820.00	\$31,094.70	\$1,000.00	\$2,800.00	\$275,621.22		
	SUBTOTAL SUE DIRECT EXPENSES																								\$0.00	
	SUBTOTAL DIRECT EXPENSES																								\$7,820.00	
																									TOTAL	\$283,441.22

Appendix C: FEE SCHEDULE
Atkins North America, Inc.
Whipple Road
Method of Payment: Lump Sum

FIRM: ATKINS NORTH AMERICA, INC.

	TASK DESCRIPTION	QUALITY MANAGER	ENVIRONMENTAL SCIENTIST V	ENVIRONMENTAL SCIENTIST IV	ENVIRONMENTAL SCIENTIST III	ENVIRONMENTAL SCIENTIST I/II	GIS MANGER	ADMINISTRATIVE / CLERICAL	COST PER TASK
	CONTRACT RATE PER HOUR	\$250.00	\$175.00	\$114.50	\$98.15	\$76.34	\$141.77	\$65.00	
TASK 6: ENVIRONMENTAL STUDIES									
									\$ -
	Archeological Background Studies		1	60	40	2	12	8	\$ 13,344.92
	Historic Resource Identification, Evaluation and Documentation Services- PCR		2	40	8		10	4	\$ 7,392.90
									\$ -
	HOURS SUB-TOTALS	0	3	100	48	2	22	12	
	CONTRACT RATE PER HOUR	\$250.00	\$175.00	\$114.50	\$98.15	\$76.34	\$141.77	\$65.00	
	TOTAL LABOR COSTS	\$0.00	\$525.00	\$11,450.00	\$4,711.20	\$152.68	\$3,118.94	\$780.00	
	SUBTOTAL TASK 6								\$ 20,737.82
	TOTAL HOURS	0	3	100	48	2	22	12	
	CONTRACT RATE PER HOUR	\$250.00	\$175.00	\$114.50	\$98.15	\$76.34	\$141.77	\$65.00	
	SUBTOTAL LABOR EXPENSES	\$0.00	\$525.00	\$11,450.00	\$4,711.20	\$152.68	\$3,118.94	\$780.00	\$20,737.82
	SUBTOTAL DIRECT EXPENSES								\$ 3,966.00
								TOTAL	\$ 24,703.82

TEDSI

Whipple Road

Method of Payment: Lump Sum

FIRM: TEDSI INFRASTRUCTURE GROUP, INC.

	TASK DESCRIPTION	QUALITY MANAGER	DEPUTY PROJECT MANAGER	ENGINEER IN TRAINING	DESIGN ENGINEER	GIS OPERATOR	SENIOR CADD OPERATOR	CADD OPERATOR	ADMINISTRATIVE / CLERICAL	UTILITIES COORDINATOR	COST PER TASK
	CONTRACT RATE PER HOUR	\$244.02	\$229.99	\$85.01	\$145.01	\$100.00	\$106.76	\$91.51	\$65.00	\$125.00	
TASK 3: SCHEMATIC DEVELOPMENT											
	Part A (Conceptual Layout)										\$ -
	1. Preliminary Design Conference										\$ -
	Preliminary Design Kick Off Meeting (include preparation)		4		6						\$ 1,790.02
	Develop Roadway Design Criteria (DSR) and Form 1002		4		6						\$ 1,790.02
	Sub-Total 1.- Preliminary Design Conference										\$ -
											\$ -
	2. Data Collection										\$ -
	Field site visit/Compiling field notes and photos along proposed roadway			4			6	6			\$ 1,529.66
	Sub-Total 2.- Data Collection										\$ -
											\$ -
	3. Develop Base Maps, Analyze Existing Condition and Develop Conceptual Layout										\$ -
	Develop base maps, Analyze Existing Condition and Develop Conceptual widening layout (plan view only) (Microstation V8.I/OpenRoad)		4	12	12	24	40				\$ 10,350.60
											\$ -
	Part B (Final Schematic)										\$ -
	1. Geometric Design Schematic										\$ -
	Develop Preliminary Design Schematic (Plans & Profile) based on best fit roadway widening (Microstation V8.I/OpenRoad)		8	24	32	40	48				\$ 17,644.96
	Identify irrigation systems impacted by proposed improvements, show proposed location for irrigation systems relocation.			4			8	8			\$ 1,926.20
	Determine location, size and ownership of impacted property for the proposed ROW.			4			6	6			\$ 1,529.66
	Submit schematic to the CCRMA and TxDOT for review and comments, 3 submittals at 60%, 90%, and 100% signed and sealed		3		6		8	8	3		\$ 3,341.19
	Update Schematic to incorporate comments received		4	8	4		8	8			\$ 3,766.24
	Coordinate with and provide pdf exhibits for Environmental Consultant limited to developed Schematic.			8	4		8	8			\$ 2,846.28
											\$ -

TEDSI

Whipple Road

Method of Payment: Lump Sum

FIRM: TEDSI INFRASTRUCTURE GROUP, INC.

	TASK DESCRIPTION	QUALITY MANAGER	DEPUTY PROJECT MANAGER	ENGINEER IN TRAINING	DESIGN ENGINEER	GIS OPERATOR	SENIOR CADD OPERATOR	CADD OPERATOR	ADMINISTRATIVE / CLERICAL	UTILITIES COORDINATOR	COST PER TASK
	CONTRACT RATE PER HOUR	\$244.02	\$229.99	\$85.01	\$145.01	\$100.00	\$106.76	\$91.51	\$65.00	\$125.00	
	2. Cross Sections										\$ -
	Develop existing and proposed cross sections roll plot			8	4		8	8			\$ 2,846.28
											\$ -
	3. Miscellaneous Items										\$ -
	Develop and assemble Preliminary Construction Cost Estimates		2	8	4		8				\$ 2,574.18
	Preliminary Construction Sequence, Prepare TCP narrative and typical sections		2	8	8		8	8			\$ 3,886.30
	Prepare Preliminary Utility Conflict Management Matrix with potential conflict identified.		2	6	4		8	12		8	\$ 4,502.28
											\$ -
	4. Engineering Summary Report										\$ -
	Prepare Preliminary Engineering Report (PER).		2	8	4		8		4		\$ 2,834.18
	Printing and submitting Final Schematic signed & sealed		4	8	4			4	4		\$ 2,806.12
	Prepare and submitt Final Preliminary Engineering Report (PER)		2	8	8		8		6		\$ 3,544.22
											\$ -
	HOURS SUB-TOTALS	0	41	118	106	64	180	76	17	8	
	CONTRACT RATE PER HOUR	\$244.02	\$229.99	\$85.01	\$145.01	\$100.00	\$106.76	\$91.51	\$65.00	\$125.00	
	TOTAL LABOR COSTS	\$0.00	\$9,429.59	\$10,031.18	\$15,371.06	\$6,400.00	\$19,216.80	\$6,954.76	\$1,105.00	\$1,000.00	
	SUBTOTAL TASK 3										\$ 69,508.39
	TOTAL HOURS	0	41	118	106	64	180	76	17	8	
	CONTRACT RATE PER HOUR	\$244.02	\$229.99	\$85.01	\$145.01	\$100.00	\$106.76	\$91.51	\$65.00	\$125.00	
	SUBTOTAL LABOR EXPENSES	\$0.00	\$9,429.59	\$10,031.18	\$15,371.06	\$6,400.00	\$19,216.80	\$6,954.76	\$1,105.00	\$1,000.00	\$69,508.39
	SUBTOTAL DIRECT EXPENSES										\$ 3,078.90
		TOTAL									\$ 72,587.29

Appendix C: FEE SCHEDULE**Halff Associates, Inc. ODE****Whipple Road****Method of Payment: Lump Sum**

DIRECT EXPENSES	UNIT	QTY	UNIT PRICE	FIXED / MAX	MAX RATE	TOTAL
Lodging/Hotel - Taxes and Fees	Day/Person	8	\$ 50.00	M		\$ 400.00
Lodging/Hotel (Taxes/fees not included)	Day/Person	8	\$ 94.00	M	Federal per	\$ 752.00
Meals (Excluding alcohol & tips) (Overnight stay required) (taxes included)	Day/Person	16	\$ 55.00	M	Federal per	\$ 880.00
Mileage	Mile	1000	\$ 0.545	F	Current	\$ 545.00
Rental Car Fuel	Day	4	\$ 30.00	M		\$ 120.00
Rental Car (Includes taxes and fees; Insurance costs will not be reimbursed)	Day	4	\$ 60.00	M		\$ 240.00
Air Travel - In State - Short Notice (Coach)	Rd Trip/Person	4	\$ 600.00	M		\$ 2,400.00
Parking	Day	4	\$ 20.00	M		\$ 80.00
Courier Services	Each	6	\$ 30.00	M		\$ 180.00
Materials and Shipping (non US Mail)	Per Package	2	\$ 40.00	M		\$ 80.00
Photocopies B/W (11" x 17")	Each	40	\$ 0.20	F		\$ 8.00
Photocopies B/W (8 1/2" x 11")	Each	1600	\$ 0.10	F		\$ 160.00
Photocopies Color (11" x 17")	Each	200	\$ 1.25	F		\$ 250.00
Photocopies Color (8 1/2" x 11")	Each	500	\$ 0.75	M		\$ 375.00
Hazardous Materials Database Search	Per Search	1	\$ 350.00	M		\$ 350.00
Type II ROW Monument - Poured 2-3 Feet (includes One Call, crew time, equipment, materials, rentals, labor). Brass Marker not supplied.	Each	5	\$ 200.00	F		\$ 1,000.00
SUBTOTAL DIRECT EXPENSES						\$ 7,820.00

Appendix C: FEE SCHEDULE**Atkins North America ODE****Whipple Road****Method of Payment: Lump Sum**

DIRECT EXPENSES		UNIT	QTY	UNIT PRICE	FIXED / MAX	MAX RATE	TOTAL
	Lodging/Hotel - Taxes and Fees	Day/Person	4	\$ 50.00	M		\$ 200.00
	Lodging/Hotel (Taxes/fees not included)	Day/Person	4	\$ 94.00	M	Federal per diem rate for the location and month of travel	\$ 376.00
	Meals (Excluding alcohol & tips) (Overnight stay required) (taxes included)	Day/Person	6	\$ 55.00	M	Federal per diem rate for the location and month of travel	\$ 330.00
	Mileage	Mile		\$ 0.545	F	Current Federal Rate	\$ -
	Rental Car (Includes taxes and fees; Insurance costs will not be reimbursed)	Day	3	\$ 60.00	M		\$ 180.00
	Air Travel - In State - Short Notice (Coach)	Rd Trip/Person	2	\$ 600.00	M		\$ 1,200.00
	Oversize, special handling or extra baggage airline fees	Each	4	\$ 25.00	M		\$ 100.00
	Parking	Day	6	\$ 20.00	M		\$ 120.00
	Environmental Database Search	Mile	2	\$ 100.00			\$ 200.00
	Environmental Database Search	Per Project	1	\$ 900.00	M		\$ 900.00
	Environmental Field Supplies (lathes, stakes, flagging, spray paint, etc.)	Day	2	\$ 50.00	M		\$ 100.00
SUBTOTAL DIRECT EXPENSES							\$ 3,966.00

Appendix C: FEE SCHEDULE**TEDSI ODE****Whipple Road****Method of Payment: Lump Sum**

DIRECT EXPENSES		UNIT	QTY	UNIT PRICE	FIXED / MAX	MAX RATE	TOTAL
	Mileage	Mile	300	\$ 0.55	F	Current Federal Rate	\$ 163.50
	Standard Postage	Letter	10	\$ 0.50	F	Current Postal Rate	\$ 5.00
	Certified Letter Return Receipt	Each	6	\$ 3.45	F	Current Postal Rate	\$ 20.70
	Overnight Mail - letter size	Each	6	\$ 24.70	M	Current Postal Rate	\$ 148.20
	Overnight Mail - oversized box	Each	3	\$ 50.00	M	Current Postal Rate	\$ 150.00
	Photocopies B/W (11" x 17")	Each	100	\$ 0.20	F		\$ 20.00
	Photocopies B/W (8 1/2" x 11")	Each	100	\$ 0.10	F		\$ 10.00
	Photocopies Color (11" x 17")	Each	50	\$ 1.25	F		\$ 62.50
	Photocopies Color (8 1/2" x 11")	Each	50	\$ 0.75	M		\$ 37.50
	Plots (Color on Bond)	Square Foot	300	\$ 1.50	F		\$ 450.00
	Plots (Color on Photographic Paper)	Square Foot	100	\$ 4.00	F		\$ 400.00
	Color Graphics on Foam Board	Square Foot	100	\$ 7.00	F		\$ 700.00
	Presentation Boards 30" x 40" Color Mounted	Each	4	\$ 150.00	M		\$ 600.00
	Report Printing	Each	4	\$ 50.00	M		\$ 200.00
	Report Binding and tabbing	Each	4	\$ 5.00	M		\$ 20.00
	Reproduction of CD/DVD	Each	3	\$ 4.50	M		\$ 13.50
	CDs	Each	3	\$ 1.00	F		\$ 3.00
	128 GB Flash Drive	Each	1	\$ 75.00	F		\$ 75.00
SUBTOTAL DIRECT EXPENSES							\$ 3,078.90

**2-H CONSIDERATION AND APPROVAL OF WA 19 WITH S&B
INFRASTRUCTURE TO PROVIDE ENGINEERING SERVICES FOR THE
PREPARATION OF PLANS, SPECIFICATIONS & ESTIMATES (PS&E) AND
CONSTRUCTION MANAGEMENT SUPPORT SERVICES FOR THE
PROPOSED ROADWAY PROJECT EAST LOOP**

**2-I CONSIDERATION AND APPROVAL OF AMENDMENT NUMBER ONE TO
MASTER SERVICES AGREEMENT FOR TOLL SYSTEM MAINTENANCE
BETWEEN KAPSCH TRAFFICCOM USA, INC. AND CCRMA**

AMENDMENT NUMBER ONE**TO****MASTER SERVICES AGREEMENT FOR TOLL SYSTEM MAINTENANCE**

This Amendment Number One (the "Amendment") to the Master Services Agreement for Toll System Maintenance Services ("Agreement") entered by and between Kapsch TrafficCom USA, Inc., a Delaware corporation doing business at 8201 Greensboro Drive, Suite 1002, McLean, VA 22102 ("Company") and Cameron County Regional Mobility Authority ("CCRMA") dated November 12, 2015, is hereby amended by mutual agreement of the parties as of June 1, 2020 ("Effective Date"). Company and CCRMA are referred herein collectively as the "Parties".

RECITALS

WHEREAS, the Parties entered into the Agreement on November 12, 2015 for Company to furnish and provide to CCRMA toll system maintenance services;

WHEREAS, the Parties entered into Work Authorization No. 2 for Company to provide Software and System Maintenance Services

WHEREAS, the Parties now wish to amend the Agreement to extend the term of the Agreement, as set forth below, while leaving the remainder of the Agreement in full force and effect as unchanged and unamended.

NOW, THEREFORE, the Parties hereby agree to amend the Agreement in accordance with its terms as follows:

The Agreement and Work Authorization No. 2, which will terminate on May 31, 2020 per its terms, are hereby extended and will remain in effect for an additional 3 months, to terminate on August 31, 2020. During the 3-month period, the parties will negotiate in good faith on a new maintenance agreement. Company will continue to provide all Software and System Maintenance Services and any other services being provided as of the date of this Amendment.

Including the above modification, the Parties hereby acknowledge that the Agreement remains in full force and effect.

signature page follows

IN WITNESS WHEREOF, the parties have executed this Amendment as of the date first written above.

KAPSCH TRAFFICCOM USA, INC.

CAMERON COUNTY REGIONAL
MOBILITY AUTHORITY

Sign: _____

Sign: _____

Name: _____

Name: _____

Title: _____

Title: _____

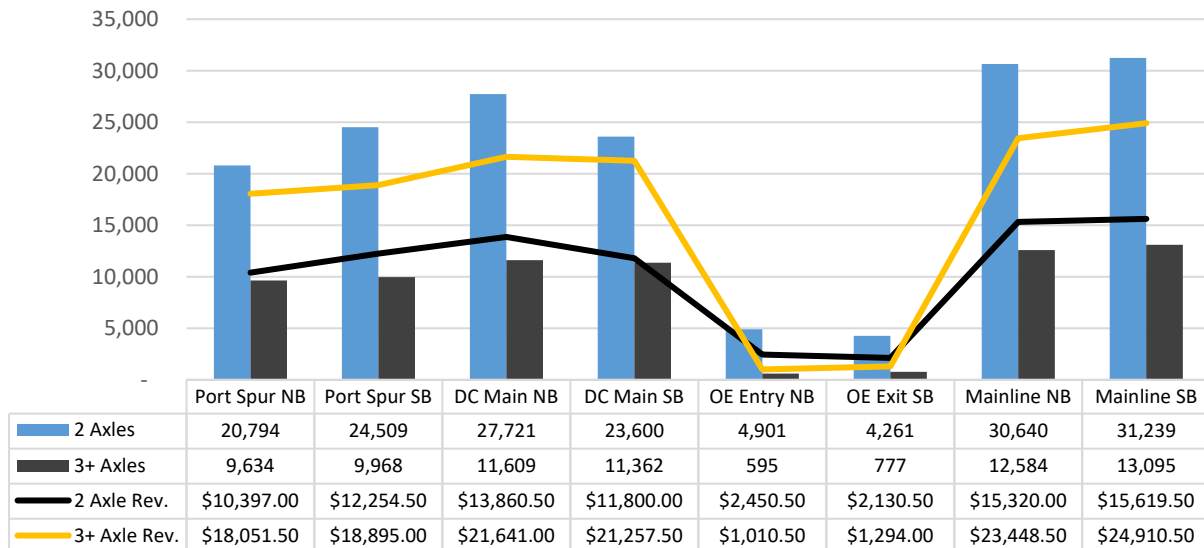
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Date: _____

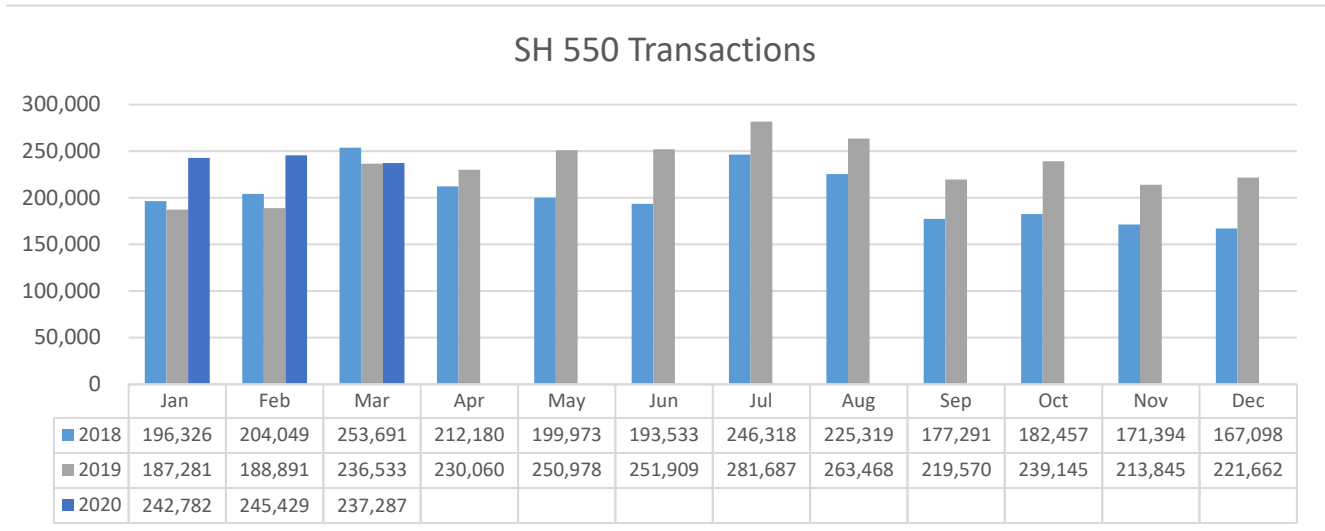
**2-J DISCUSSION AND POSSIBLE ACTION REGARDING STATUS OF
CCRMA PROJECTS**

March Transaction and Revenue Data by Axle				
2 Axle Passenger Vehicle vs. 3+ Axles Commercial Vehicle				
per Plaza				
Plaza	2 Axles	3+ Axles	2 Axle Rev.	3+ Axle Rev.
Port Spur NB	20,794	9,634	\$10,397.00	\$18,051.50
Port Spur SB	24,509	9,968	\$12,254.50	\$18,895.00
DC Main NB	27,721	11,609	\$13,860.50	\$21,641.00
DC Main SB	23,600	11,362	\$11,800.00	\$21,257.50
OE Entry NB	4,901	595	\$2,450.50	\$1,010.50
OE Exit SB	4,261	777	\$2,130.50	\$1,294.00
Mainline NB	30,640	12,584	\$15,320.00	\$23,448.50
Mainline SB	31,239	13,095	\$15,619.50	\$24,910.50
Total by Axles	167,665	69,624	\$ 83,832.50	\$ 130,508.50
Month Total		237,289	\$	214,341.00

Month Transactions and Revenue Data by Plaza
2 axle Passenger vs. 3+ axles Commercial Vehicles



Year to Year Traffic Comparison 2018-2020



There was less than 1% increase from 2019

Payment Processing
2020



Source	Payment Mode	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
CSC Payments	Bank												
	Cashier Check	\$419.78	\$61.67	\$48.34									
	Cash	\$2,402.46	\$2,952.00	\$1,620.76									
	Check	\$16,679.67	\$11,993.05	\$12,138.04									
	CreditCard	\$18,331.67	\$14,735.98	\$11,811.11									
	DebitCard	\$33,506.63	\$30,152.58	\$28,790.47									
	MoneyOrder	\$1,622.45	\$743.06	\$915.08									
	Total Amount	\$72,962.66	\$ 60,638.34	\$ 55,323.80	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
WEB Payments	Bank	\$2,962.77	\$2,868.40	\$3,101.63									
	CreditCard	\$30,023.07	\$24,883.35	\$20,042.03									
	DebitCard	\$42,895.06	\$36,678.20	\$40,831.30									
	Total Amount	\$ 75,880.90	\$ 64,429.95	\$ 63,974.96	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Combined Total	\$ 148,843.56	\$ 125,068.29	\$ 119,298.76	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00

YTD \$ 393,210.61

Mail Batch Summary Report



2020

Month	Toll Bill			1st Notice			2nd Notice			Final Notice			Total Completed
	Generated	Completed	Bad Address	Generated	Completed	Bad Address	Generated	Completed	Bad Address	Generated	Completed	Bad Address	
January	10,998	11,897		6,178	5,346	947	4,725	3,704	901	4,691	4,177	1,250	28,222
February	10,605	10,350		4,683	4,023	767	3,871	3,286	936	4,080	3,101	998	23,461
March	13,197	11,309		5,579	4,146	761	4,474	2,956	849	4,023	2,414	838	23,273
April		2,491			842	159		650	151		692	208	5,193
May													-
June													-
July													-
August													-
September													-
October													-
November													-
December													-
	34,800	36,047	-	16,440	14,357	2,634	13,070	10,596	2,837	12,794	10,384	3,294	80,149

Out Of State Billing and Payments

2020



Month	Invoiced Amount (w/fees)	Amount Paid	Outstanding Amount
January	\$7,044.65	\$2,632.54	\$4,412.11
February	\$9,940.97	\$4,673.30	\$5,267.67
March	\$6,801.49	\$3,124.37	\$3,677.12
April			\$0.00
May			\$0.00
June			\$0.00
July			\$0.00
August			\$0.00
September			\$0.00
October			\$0.00
November			\$0.00
December			\$0.00
Total	\$23,787.11	\$10,430.21	\$13,356.90

Amounts change due to nonpayment and accrual of fees. New payments also affect balance.



OPERATION OVERVIEW

2020

Month	1st Review	2nd Review	3rd Review	3rd Review %	Total
Misread			203		203
January	73,003	58,693	4,480	3%	136,176
February	74,184	73,143	4,948	3%	152,275
March	68,607	64,745	4,890	4%	138,242
April				#DIV/0!	-
May				#DIV/0!	-
June				#DIV/0!	-
July				#DIV/0!	-
August				#DIV/0!	-
September				#DIV/0!	-
October				#DIV/0!	-
November				#DIV/0!	-
December				#DIV/0!	-
Total p/Review	215,794	196,581	14,318	3%	
Total Images Processed					426,896

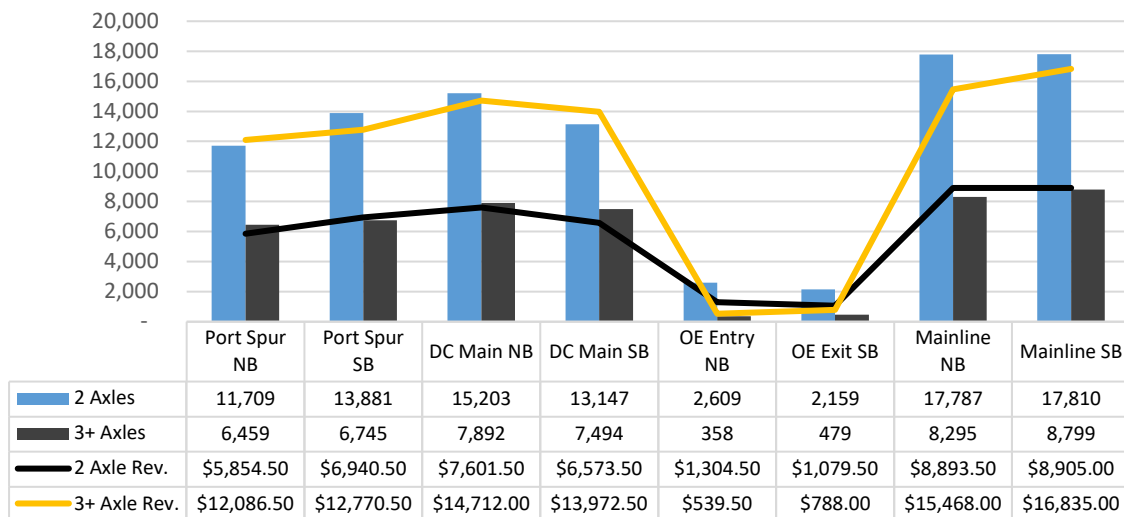
OPERATION OVERVIEW

March 2020

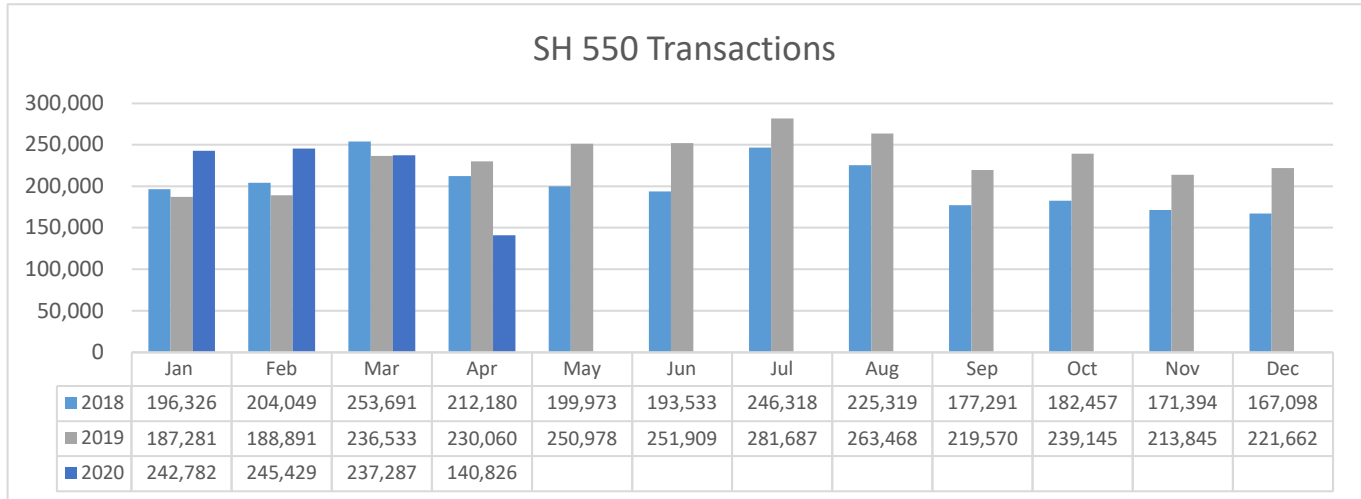
CSR	1st Review	2nd Review	3rd Review	Total
Misread			64	64
Selina	14,636	15,487		30,123
Brenda	167	5,900		6,067
Robert	14,509	7,080		21,589
Alex	6,612	406		7,018
Cris	6,816	8105		14,921
Eduardo	7,525	6405		13,930
Luis	5347	16,927		22,274
Nena	2,094	3,990		6,084
Ema	593	23	2455	3,071
Janett	420	70	2,435	2,925
Ruben	630			630
Liz				-
Jose Luis	9,258	352		9,610
				-
Total Images Processed				138,306

April Transaction and Revenue Data by Axle				
2 Axle Passenger Vehicle vs. 3+ Axles Commercial Vehicle				
per Plaza				
Plaza	2 Axles	3+ Axles	2 Axle Rev.	3+ Axle Rev.
Port Spur NB	11,709	6,459	\$ 5,854.50	\$ 12,086.50
Port Spur SB	13,881	6,745	\$ 6,940.50	\$ 12,770.50
DC Main NB	15,203	7,892	\$ 7,601.50	\$ 14,712.00
DC Main SB	13,147	7,494	\$ 6,573.50	\$ 13,972.50
OE Entry NB	2,609	358	\$ 1,304.50	\$ 539.50
OE Exit SB	2,159	479	\$ 1,079.50	\$ 788.00
Mainline NB	17,787	8,295	\$ 8,893.50	\$ 15,468.00
Mainline SB	17,810	8,799	\$ 8,905.00	\$ 16,835.00
Total by Axles	94,305	46,521	\$ 34,357.50	\$ 87,172.00
Month Total		140,826	\$	134,324.50

Month Transactions and Revenue Data by Plaza
2 axle Passenger vs. 3+ axles Commercial Vehicles



Year to Year Traffic Comparison 2018 - 2020



Transactions for the year decreased 39% from 2019

Tag Penetration for the Month

April 2020

[illegible]

**Payment Processing
2020**



Source	Payment Mode	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
CSC Payments	Bank												
	Cashier Check	\$419.78	\$61.67	\$48.34									
	Cash	\$2,402.46	\$2,952.00	\$1,620.76	\$14.70								
	Check	\$16,679.67	\$11,993.05	\$12,138.04	\$8,681.40								
	CreditCard	\$18,331.67	\$14,735.98	\$11,811.11	\$8,317.71								
	DebitCard	\$33,506.63	\$30,152.58	\$28,790.47	\$23,967.96								
	MoneyOrder	\$1,622.45	\$743.06	\$915.08	\$820.12								
	Total Amount	\$72,962.66	\$ 60,638.34	\$ 55,323.80	\$ 41,801.89	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
WEB Payments	Bank	\$2,962.77	\$2,868.40	\$3,101.63	\$3,209.09								
	CreditCard	\$30,023.07	\$24,883.35	\$20,042.03	\$22,609.39								
	DebitCard	\$42,895.06	\$36,678.20	\$40,831.30	\$47,239.13								
	Total Amount	\$ 75,880.90	\$ 64,429.95	\$ 63,974.96	\$ 73,057.61	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Combined Total	\$ 148,843.56	\$ 125,068.29	\$ 119,298.76	\$ 114,859.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00

YTD \$ 508,070.11

Mail Batch Summary Report



2020

Month	Toll Bill			1st Notice			2nd Notice			Final Notice			Total Completed
	Generated	Completed	Bad Address	Generated	Completed	Bad Address	Generated	Completed	Bad Address	Generated	Completed	Bad Address	
January	10,998	11,897		6,178	5,346	947	4,725	3,704	901	4,691	4,177	1,250	28,222
February	10,605	10,350		4,683	4,023	767	3,871	3,286	936	4,080	3,101	998	23,461
March	13,197	11,309		5,579	4,146	761	4,474	2,956	849	4,023	2,414	838	23,273
April	7,124	9,148		5,281	5,661	589	3,233	3,550	624	3,181	3,765	575	23,912
May		467			462	18		333	50		108	60	1,498
June													-
July													-
August													-
September													-
October													-
November													-
December													-
	41,924	43,171	-	21,721	19,638	3,082	16,303	13,829	3,360	15,975	13,565	3,721	100,366

Out Of State Billing and Payments

2020



Month	Invoiced Amount (w/fees)	Amount Paid	Outstanding Amount
January	\$7,044.65	\$2,632.54	\$4,412.11
February	\$9,940.97	\$4,673.30	\$5,267.67
March	\$6,801.49	\$3,124.37	\$3,677.12
April	\$3,911.97	\$1,584.54	\$2,327.43
May			\$0.00
June			\$0.00
July			\$0.00
August			\$0.00
September			\$0.00
October			\$0.00
November			\$0.00
December			\$0.00
Total	\$27,699.08	\$12,014.75	\$15,684.33

Amounts change due to nonpayment and accrual of fees. New payments also affect balance.



OPERATION OVERVIEW

2020

Month	1st Review	2nd Review	3rd Review	3rd Review %	Total
Misread			256		256
January	73,003	58,693	4,480	3%	136,176
February	74,184	73,143	4,948	3%	152,275
March	68,607	64,745	4,890	4%	138,242
April	39,401	35,013	3,142	4%	77,556
May				#DIV/0!	-
June				#DIV/0!	-
July				#DIV/0!	-
August				#DIV/0!	-
September				#DIV/0!	-
October				#DIV/0!	-
November				#DIV/0!	-
December				#DIV/0!	-
Total p/Review	255,195	231,594	17,460	4%	
Total Images Processed					504,505

OPERATION OVERVIEW


April 2020

CSR	1st Review	2nd Review	3rd Review	Total
Misread			53	53
Selina	2,716	15,287		18,003
Brenda				-
Robert	1,085	1,876		2,961
Alex	8,361			8,361
Cris	765	2680		3,445
Eduardo	733	125		858
Luis	3576	12,702		16,278
Nena	1,157	2,343		3,500
Ema			1063	1,063
Janett			2,079	2,079
Ruben	506			506
Liz				-
Jose Luis	20,502			20,502
				-
Total Images Processed				77,609

**2-K CONSIDERATION AND APPROVAL OF APPLICATION FOR NEW ACCOUNT
WITH GULF COAST PAPER, CO.**

GULF COAST PAPER CO., INC.
NEW ACCOUNT INFORMATION FORM

ACCOUNT NAME: Cameron County Regional Mobility Authority	
BILLING ADDRESS: 3461 Carmen Ave.	PHONE: 956-621-5571
CITY, ST, ZIP+4: Rancho Viejo, TX 78575	FAX:
SHIPPING ADDRESS: 3461 Carmen Ave.	PHONE: 956-621-5571
CITY, ST, ZIP+4: Rancho Viejo, TX 78575	FAX:
NAME OF OWNER/PRESIDENT: Executive Director Pete Sepulveda, Jr.	PHONE: 956-621-5571
SOCIAL SECURITY NO. OR FEDERAL ID NO. 39-2050620	
PERSON TO CONTACT FOR ACCOUNTS PAYABLE: Victor Barron	
PERSON TO CONTACT FOR PURCHASES: Monica Ibarra	

CREDIT REFERENCES	
NAME: Staples Business Advantage	PHONE # 877-457-6424
NAME: Amazon	PHONE # 1-866-634-8381
NAME: Republic Services	PHONE # 956-423-7316
PLEASE SIGN, AUTHORIZING GULF COAST PAPER CO., INC. TO OBTAIN CREDIT INFORMATION FROM THE ABOVE REFERENCES AND/OR EXPERIAN BUSINESS INFORMATION SERVICES.	
SIGNATURE: 	DATE: 05.19.20

TERMS: ALL SUMS DUE BY REASON HEREOF SHALL BE DUE AND PAYABLE AT THE OFFICE OF SELLER IN VICTORIA, VICTORIA COUNTY, TEXAS. TERMS ARE NET 15 DAYS. A FINANCE CHARGE OF 1 1/2% PER MONTH (18% PER YEAR) WILL BE MADE ON BALANCES NOT PAID WITHIN 30 DAYS OF PURCHASE.

ESTIMATED MONTHLY PURCHASES WILL BE \$ 500

PLEASE ADVISE OF ANY SPECIAL INSTRUCTIONS REGARDING YOUR PURCHASES (EXAMPLE; MUST HAVE P.O. # ON ALL INVOICES)

FOR OFFICE USE ONLY --- PLEASE DO NOT WRITE BELOW THIS DOUBLE LINE

NAME	DATE OPEN	HIGH CREDIT	BAL. NOW	LAST PAID	DUE FOR	TERMS	RATING

GULF COAST SALESPERSON:		
CREDIT APPROVED BY:	DATE:	CREDIT LIMIT:
COMMENTS:		

**2-L ACKNOWLEDGEMENT THAT ALL CCRMA EMPLOYEES HAVE
COMPLETED CYBERSECURITY TRAINING COURSE THAT HAS BEEN
CERTIFIED BY DEPARTMENT OF INFORMATION RESOURCES (DIR) TO
FULFILL THE REQUIREMENTS OF HB 3834**

CAMERON COUNTY REGIONAL MOBILITY AUTHORITY

House Bill 3834 Certification for Local Governments

According to Section 2054.5191, Government Code, the governing body of a local government, shall:

- verify and report on the completion of a cybersecurity training program by employees of the local government, and
- require periodic audits to ensure compliance with this section.

By signing below, you indicate that you agree with the following statements:

- I certify that the local government is in compliance with the employee security awareness training requirements of Section 2054.5191, Government Code.
- I certify that the local government is in compliance with the audit requirements of Section 2054.5191, Government Code.

Signature	Date
-----------	------

Printed Name	Title
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Signature	Date
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Printed Name	Title
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Signature	Date
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Printed Name	Title
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Signature	Date
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Printed Name	Title
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Signature	Date
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Printed Name	Title
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Signature	Date
-----------	------

Printed Name	Title
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This form does not need to be submitted to the Texas Department of Information Resources. It is for your records.

From: [Security Training Verification Site Guest User](#)
To: TXTrainingCert@dir.texas.gov; [Lulu Mayorga](#)
Subject: Confirmation of Cybersecurity Training Certification (STV-1095)
Date: Saturday, May 23, 2020 7:58:41 AM

This email confirms that you have successfully submitted the required annual Cybersecurity Training Certification for Fiscal Year 2020 for Cameron County Regional Mobility Authority.

Thank you.

Texas Department of Information Resources

TXTrainingCert@dir.texas.gov

Category	Sub Category	Source	Action	Initiated By	Date	Target Name	New Value	Old Value	Sent To	Subject
Actions		Victor J. Barron	Module Completed	Victor J. Barron	5/22/2020 6:53	TAC Cybersecurity Awareness Training (Certified State-Mandated Course)				
Actions		Francisco San Miguel	Module Completed	Francisco San Miguel	5/21/2020 18:47	TAC Cybersecurity Awareness Training (Certified State-Mandated Course)				
Actions		Pete Sepulveda, Jr.	Module Completed	Pete Sepulveda, Jr.	5/21/2020 17:40	TAC Cybersecurity Awareness Training (Certified State-Mandated Course)				
Actions		Eduardo J. Trevino	Module Completed	Eduardo J. Trevino	5/21/2020 15:12	TAC Cybersecurity Awareness Training (Certified State-Mandated Course)				
Actions		Alexandra Silva	Module Completed	Alexandra Silva	5/21/2020 14:31	TAC Cybersecurity Awareness Training (Certified State-Mandated Course)				
Actions		Cristhian Wilt-Cuevas	Module Completed	Cristhian Wilt-Cuevas	5/21/2020 12:21	TAC Cybersecurity Awareness Training (Certified State-Mandated Course)				
Actions		Jose L. Rodriguez	Module Completed	Jose L. Rodriguez	5/20/2020 23:31	TAC Cybersecurity Awareness Training (Certified State-Mandated Course)				
Actions		Mark A. Iglesias	Module Completed	Mark A. Iglesias	5/20/2020 20:04	TAC Cybersecurity Awareness Training (Certified State-Mandated Course)				
Actions		Selina Serna	Module Completed	Selina Serna	5/20/2020 17:05	TAC Cybersecurity Awareness Training (Certified State-Mandated Course)				
Actions		Ericka G. Trevino	Module Completed	Ericka G. Trevino	5/20/2020 11:14	TAC Cybersecurity Awareness Training (Certified State-Mandated Course)				
Actions		Herendida Martinez	Module Completed	Herendida Martinez	5/20/2020 10:23	TAC Cybersecurity Awareness Training (Certified State-Mandated Course)				
Actions		Monica R. Ibarra	Module Completed	Monica R. Ibarra	5/20/2020 9:50	TAC Cybersecurity Awareness Training (Certified State-Mandated Course)				
Actions		Ema P. Jaramillo	Module Completed	Ema P. Jaramillo	5/20/2020 9:42	TAC Cybersecurity Awareness Training (Certified State-Mandated Course)				
Actions		Maria D. Mayorga	Module Completed	Maria D. Mayorga	5/19/2020 23:26	TAC Cybersecurity Awareness Training (Certified State-Mandated Course)				
Actions		Luis Perez	Module Completed	Luis Perez	5/19/2020 18:54	TAC Cybersecurity Awareness Training (Certified State-Mandated Course)				
Actions		Janett Huerta	Module Completed	Janett Huerta	5/19/2020 18:30	TAC Cybersecurity Awareness Training (Certified State-Mandated Course)				
Actions		Lizbeth J. Ponce	Module Completed	Lizbeth J. Ponce	5/19/2020 18:29	TAC Cybersecurity Awareness Training (Certified State-Mandated Course)				
Actions		Robert Slaid Slaid	Module Completed	Robert Slaid Slaid	5/19/2020 17:31	TAC Cybersecurity Awareness Training (Certified State-Mandated Course)				

Certificate of Completion

*Cristhian Wilt-Cuevas
has successfully completed*

***TAC Cybersecurity Awareness Training for
Other Entities (Certified State-Mandated
Course)***

Provided by the
on this day: 05/21/2020



Certificate of Completion

*Ericka G. Trevino
has successfully completed*

***TAC Cybersecurity Awareness Training for
Other Entities (Certified State-Mandated
Course)***

Provided by the
on this day: 05/20/2020



Certificate of Completion

*Eduardo J. Trevino
has successfully completed*

***TAC Cybersecurity Awareness Training for
Other Entities (Certified State-Mandated
Course)***

Provided by the
on this day: 05/21/2020



Certificate of Completion

*Ema P. Jaramillo
has successfully completed*

***TAC Cybersecurity Awareness Training for
Other Entities (Certified State-Mandated
Course)***

Provided by the
on this day: 05/20/2020



Certificate of Completion

*Francisco San Miguel
has successfully completed*

***TAC Cybersecurity Awareness Training for
Other Entities (Certified State-Mandated
Course)***

Provided by the
on this day: 05/21/2020



Certificate of Completion

*Herendida Martinez
has successfully completed*

***TAC Cybersecurity Awareness Training for
Other Entities (Certified State-Mandated
Course)***

Provided by the
on this day: 05/20/2020



Certificate of Completion

*Janett Huerta
has successfully completed*

***TAC Cybersecurity Awareness Training for
Other Entities (Certified State-Mandated
Course)***

Provided by the
on this day: 05/19/2020



Certificate of Completion

*Jose L. Rodriguez
has successfully completed*

***TAC Cybersecurity Awareness Training for
Other Entities (Certified State-Mandated
Course)***

Provided by the
on this day: 05/20/2020



Certificate of Completion

Lizbeth J. Ponce
has successfully completed

***TAC Cybersecurity Awareness Training for
Other Entities (Certified State-Mandated
Course)***

Provided by the
on this day: 05/19/2020



Certificate of Completion

Luis Perez

has successfully completed

***TAC Cybersecurity Awareness Training for
Other Entities (Certified State-Mandated
Course)***

Provided by the

on this day: 05/19/2020



Certificate of Completion

*Maria D. Mayorga
has successfully completed*

***TAC Cybersecurity Awareness Training for
Other Entities (Certified State-Mandated
Course)***

Provided by the
on this day: 05/19/2020



Certificate of Completion

*Mark A. Iglesias
has successfully completed*

***TAC Cybersecurity Awareness Training for
Other Entities (Certified State-Mandated
Course)***

Provided by the
on this day: 05/20/2020



Certificate of Completion

*Monica R. Ibarra
has successfully completed*

***TAC Cybersecurity Awareness Training for
Other Entities (Certified State-Mandated
Course)***

Provided by the
on this day: 05/20/2020



Certificate of Completion

*Pete Sepulveda, Jr.
has successfully completed*

***TAC Cybersecurity Awareness Training for
Other Entities (Certified State-Mandated
Course)***

Provided by the
on this day: 05/21/2020



Certificate of Completion

*Robert Slaid Slaid
has successfully completed*

***TAC Cybersecurity Awareness Training for
Other Entities (Certified State-Mandated
Course)***

Provided by the
on this day: 05/19/2020



Certificate of Completion

Selina Serna

has successfully completed

***TAC Cybersecurity Awareness Training for
Other Entities (Certified State-Mandated
Course)***

Provided by the

on this day: 05/20/2020



Certificate of Completion

Victor J. Barron
has successfully completed

***TAC Cybersecurity Awareness Training for
Other Entities (Certified State-Mandated
Course)***

Provided by the
on this day: 05/22/2020

