

THE STATE OF TEXAS §

COUNTY OF CAMERON §

BE IT REMEMBERED on the 26th day of August 2021, 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 SCAIEF  
ABSENT

ARTURO A. NELSON  
DIRECTOR

DR. MARIA VILLEGAS, M.D.  
ABSENT

MARK ESPARZA  
DIRECTOR

LEO R. GARZA  
DIRECTOR

AL VILLARREAL  
DIRECTOR

---

---

The Meeting was called to order by Chairman Parker, at 12:00 Noon. 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 23rd day of August 2021.

---

### PUBLIC COMMENTS

#### 1 PUBLIC COMMENTS

None.

## **ACTION ITEMS**

**2-A Consideration and Approval of the June 24, 2021 Regular Meeting Minutes and July 22, 2021 Regular Meeting Minutes.**

Secretary Nelson moved to approve the minutes of the June 24, 2021 Regular Meeting Minutes and the July 22, 2021 Regular Meeting Minutes. The motion was seconded by Director Esparza and carried unanimously.

**2-B Acknowledgement of Claims.**

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

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

**The Claims are as follows:**

---

**2-C Approval of Claims.**

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

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

**The Claims are as follows:**

---

**2-D Consideration and Approval of the Financial Statements and Budget Amendments for the month of July 2021.**

Mr. Victor Barron, RMA Controller went over the financial statements for July.

Director Esparza moved to approve the financial statements for July 2021. The motion was seconded by Director Garza and carried unanimously.

**The Financial Statements as follows:**

---

**2-E Consideration and Approval Authorizing Staff to Open a Bank Account for the 2021 Bond Issue Proceeds.**

Mr. Victor Barron, RMA Controller, went over the need to open a Bank Account for the 2021 Bond Issue Proceeds.

Secretary Nelson moved to approve for staff to open a Bank Account for the 2021 Bond Issue Proceeds. The motion was seconded by Treasurer Villarreal and carried as follows:

Ayes: Parker, Nelson, Villarreal

Nays:

Abstain: Esparza, Garza

Note: Directors Esparza and Garza submitted affidavits and abstained from discussion and vote.

**2-F Consideration and Approval for Advertisement and Invitation to Bid – Cameron County Parking Lot 10 Expansion at Isla Blanca Park.**

Mr. Pete Sepulveda, Jr., RMA Executive Director advised the Board that the County was ready to proceed with advertising for bids for the Cameron County Parking Lot 10 Expansion at Isla Blanca Park.

Director Garza made a motion to authorize Staff to proceed with advertising for the Cameron County Parking Lot 10 Expansion at Isla Blanca Park. The motion was seconded by Secretary Nelson and carried unanimously.

**2-G Consideration and Approval of Change Order Number 05 with Toll Plus for Temporary License Plates**

Mr. Pete Sepulveda, Jr., RMA Executive Director explained the need for Change Order Number 05 with Toll Plus for Temporary License Plates.

Director Esparza moved to approve Change Order Number 05 with Toll Plus for Temporary License Plates. The motion was seconded by Director Garza and carried unanimously.

**The Change Order is as follows:**

---

**2-H Consideration and Approval of an Interlocal Agreement between the Cameron County Regional Mobility Authority and the Local Government Purchasing Cooperative. (Omnia Partners).**

Mr. Pete Sepulveda, Jr., RMA Executive Director explained the need for an Interlocal Agreement between the Cameron County Regional Mobility Authority and the Local Government Purchasing Cooperative. (Omnia Partners).

Secretary Nelson moved to approve an Interlocal Agreement between the Cameron County Regional Mobility Authority and the Local Government Purchasing Cooperative. (Omnia Partners). The motion was seconded by Treasurer Villarreal and carried unanimously.

**The Interlocal is as follows:**

---

**2-I Consideration and Approval of an Interlocal Agreement between the Cameron County Regional Mobility Authority and the Local Government Purchasing Cooperative. (Choice Partners Cooperative).**

Mr. Pete Sepulveda, Jr., RMA Executive Director explained the need for an Interlocal Agreement between the Cameron County Regional Mobility Authority and the Local Government Purchasing Cooperative. (Choice Partners Cooperative).

Director Esparza moved to approve an Interlocal Agreement between the Cameron County Regional Mobility Authority and the Local Government Purchasing Cooperative. (Choice Partners Cooperative). The motion was seconded by Director Garza and carried unanimously.



**The Interlocal is as follows:**

---

**2-J Consideration and Approval of the Terms and Conditions for CCRMA Fuego Tag.**

Mr. Pete Sepulveda, Jr., RMA Executive Director explained to the Board the need for the Terms and Conditions for CCRMA Fuego Tag.

Director Esparza moved to approve the Terms and Conditions for the CCRMA Fuego Tag. The motion was seconded by Director Garza and carried unanimously.

**The Terms and Conditions are as follows:**

---

**2-K Consideration and Approval of the BackOffice System Business Rules.**

Mr. Pete Sepulveda, Jr., RMA Executive Director explained to the Board the need for the BackOffice System Business Rules.

Director Esparza moved to approve the BackOffice System Business Rules. The motion was seconded by Secretary Nelson and carried unanimously.

**The Business Rules are as follows:**

---

**2-L Consideration and Approval of Amendment No. 5 to the Master Service Agreement for Toll System Maintenance between the Cameron County Regional Mobility Authority and Kapsch.**

Mr. Pete Sepulveda, Jr., RMA Executive Director went over the need for Amendment No. 5 to the Master Service Agreement for Toll System Maintenance between the Cameron County Regional Mobility Authority and Kapsch.

Director Esparza moved to approved Amendment No. 5 to the Master Service Agreement for Toll System Maintenance between the Cameron County Regional Mobility Authority and Kapsch. The motion was seconded by Director Garza and carried unanimously.

**The Amendment is as follows:**

---

**2-M Consideration and Approval of Agreement between the Cameron County Regional Mobility Authority and Cintas Corporation.**

Director Esparza moved to table the item. The motion was seconded by Secretary Nelson and carried unanimously.

**2-N Consideration and Approval of an Agreement between the Cameron County Regional Mobility Authority and Starr Camargo Bridge Company.**

Mr. Pete Sepulveda, Jr., RMA Executive Director explained to the Board the need for an Agreement between the Cameron County Regional Mobility Authority and Starr Camargo Bridge Company.



Secretary Nelson made a motion to approve subject to legal. The motion was seconded by Director Garza and carried unanimously.

**The Agreement is as follows:**

---

**2-O Consideration and Approval to Advertise for Request for Proposals for Maintenance of SH 550.**

Mr. Pete Sepulveda, Jr., RMA Executive Director explained to the Board the need to Advertise for Request for Proposals for Maintenance of SH 550.

Director Esparza made a motion to authorize Staff to proceed with advertising for Request for Proposals for Maintenance of SH 550. The motion was seconded by Director Garza and carried unanimously.

**2-P Discussion and Possible Action Regarding a Procurement Method for the Construction of the Toll Booths for the Cameron County Parks System.**

Mr. Pete Sepulveda, Jr., RMA Executive Director explained to the Board the need for a procurement method for the construction of the Toll Booths for the Cameron County Parks System

Director Garza made a motion to approve the Procurement Method for the Construction of the Toll Booths for the Cameron County Parks System. The motion was seconded by Director Esparza and carried unanimously.

**2-Q Consideration and Authorization to execute a Job Order Contracting Agreement with A & I Custom Manufacturing, LLC for construction and renovation of the Cameron County Isla Blanca Toll Booths via Contract with Choice Partners.**

Mr. Pete Sepulveda, Jr., RMA Executive Director explained to the Board the need for a Job Order Contracting Agreement with A & I Custom Manufacturing, LLC for construction and renovation of the Cameron County Isla Blanca Toll Booths via Contract with Choice Partners.

Director Esparza made a motion to approve the Job Order Contracting Agreement with A & I Custom Manufacturing, LLC for construction and renovation of the Cameron County Isla Blanca Toll Booths via Contract with Choice Partners. The motion was seconded by Secretary Nelson and carried unanimously.

**2-R Discussion and Possible Action Regarding a Procurement Method for the Construction of the Cameron County Park Administration Building.**

Mr. Pete Sepulveda, Jr., RMA Executive Director explained to the Board the need for Procurement Method for the Construction of the Cameron County Park Administration Building.

Director Esparza made a motion to approve a Procurement Method for the Construction of the Cameron County Park Administration Building. The motion was seconded by Secretary Nelson and carried unanimously.

**2-S Discussion and Possible Action regarding changes to the Cameron County Regional Mobility Authority's Purchasing Policies to comply with new State laws.**

Mr. Pete Sepulveda, Jr., RMA Executive Director explained to the Board the need for the changes to the Cameron County Regional Mobility Authority's Purchasing Policies to comply with new State laws.

Secretary Nelson made a motion to approve the Cameron County Regional Mobility Authority's Purchasing Policies to comply with new State laws. The motion was seconded by Director Garza and carried unanimously.

**2-T Discussion and Possible Action Regarding Fiscal Year 2021-2022 Annual Budget.**

Mr. Victor Barron, RMA Controller went over the Fiscal Year 2021-2022 Annual Budget.

Director Esparza made a motion to acknowledge the Fiscal Year 2021-2022 Annual Budget. The motion was seconded by Director Garza and carried unanimously.

**3 – EXECUTIVE SESSION**

- A. Deliberation Regarding Acquisition of Real property legally described as Units 3 through 8 of the Rancho Viejo Plaza Condominiums, Rancho Viejo, Cameron County, Texas, Pursuant to V.T.C.A., Government Code, Section 551.072.

Secretary Nelson made a motion to table the item. The motion was seconded by Director Esparza carried unanimously.

**4 -A Possible Action**

Item 3-A was tabled.

**ADJOURNMENT**

There being no further business to come before the Board and upon motion by Director Garza and seconded by Director Esparza and carried unanimously the meeting was **ADJOURNED** at 1:24 P.M.

**APPROVED this** 22nd **day of** September **2021.**

  
\_\_\_\_\_  
**CHAIRMAN FRANK PARKER, JR.**

**ATTESTED:**   
\_\_\_\_\_  
**ARTURO A. NELSON, SECRETARY**





## 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**  
**August 26, 2021**  
**12:00 Noon**

**PUBLIC COMMENTS:**

1. Public Comments.

**ITEMS FOR DISCUSSION AND ACTION:**

2. Action Items.

- A. Consideration and Approval of the June 24, 2021 Regular Meeting Minutes and July 22, 2021 Regular Meeting Minutes.
- B. Acknowledgement of Claims.
- C. Approval of Claims.
- D. Consideration and Approval of the Financial Statements and Budget Amendments for the Month of July 2021.
- E. Consideration and Approval Authorizing Staff to Open a Bank Account for the 2021 Bond Issue Proceeds.
- F. Consideration and Approval for Advertisement and Invitation to Bid – Cameron County Parking Lot 10 Expansion at Isla Blanca Park.
- G. Consideration and Approval of Change Order Number 05 with Toll Plus for Temporary License Plates.
- H. Consideration and Approval of an Interlocal Agreement between the Cameron County Regional Mobility Authority and the Local Government Purchasing Cooperative. (Omnia Partners).
- I. Consideration and Approval of an Interlocal Agreement between the Cameron County Regional Mobility Authority and the Local Government Purchasing Cooperative. (Choice Partners Cooperative).
- J. Consideration and Approval of the Terms and Conditions for CCRMA Fuego Tag.
- K. Consideration and Approval of the BackOffice System Business Rules.
- L. Consideration and Approval of Amendment No. 5 to the Master Service Agreement for Toll System Maintenance between the Cameron County Regional Mobility Authority and Kapsch.
- M. Consideration and Approval of Agreement between the Cameron County Regional Mobility Authority and Cintas Corporation.



- N. Consideration and Approval of an Agreement between the Cameron County Regional Mobility Authority and Starr Camargo Bridge Company.
- O. Consideration and Approval to Advertise for Request for Proposals for Maintenance of SH 550.
- P. Discussion and Possible Action Regarding a Procurement Method for the Construction of the Toll Booths for the Cameron County Parks System.
- Q. Consideration and Authorization to negotiate a Job Order Contracting Agreement with A & I Custom Manufacturing, LLC for construction and renovation of the Cameron County Isla Blanca Toll Booths via Contract with Choice Partners.
- R. Discussion and Possible Action Regarding a Procurement Method for the Construction of the Cameron County Park Administration Building.
- S. Discussion and Possible Action regarding changes to the Cameron County Regional Mobility Authority's Purchasing Policies to comply with new State laws.
- T. Discussion and Possible Action Regarding Fiscal Year 2021-2022 Annual Budget.

3. **EXECUTIVE SESSION:**

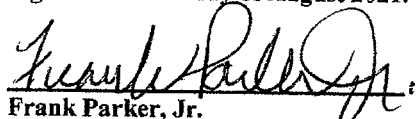
- A. Deliberation Regarding Acquisition of Real Property legally described as Units 3 through 8 of the Rancho Viejo Plaza Condominiums, Rancho Viejo, Cameron County, Texas, Pursuant to V.T.C.A., Government Code, Section 551.072.

4. **ACTION RELATIVE TO EXECUTIVE SESSION:**

- A. Possible Action

**ADJOURNMENT:**

Signed this 23rd day of August 2021.

  
Frank Parker, Jr.  
Chairman

**NOTE:**

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

**2-B    ACKNOWLEDGEMENT OF CLAIMS.**

# Claims for Acknowledgement

## CAMERON COUNTY REGIONAL MOBILITY AUTHORITY Claims August 19, 2021



### 100 Operation

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
Aflac	874855	235.82	Aflac Aug 2021	Indirect	Y	Local	Ope
Locke Lord LLP	1666343	1,612.89	Locke Lord legal services June 2021	Indirect	Y	Local	Ope
Rentfro, Irwin, & Irwin, P.L.L.C	1042	1,043.40	Rentfro legal services July 2021	Indirect	Y	Local	Ope
		<u>2,892.11</u>					

### 525 Tolls

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
Amazon	Amazon Aug 2021	25.95	Amazon Aug 2021	Indirect	Y	Local	Tolls
Law Enforcement Systems LLC	1003658	943.28	Duncan DMV Record Feb 2021	Indirect	Y	Local	Tolls
Guerra Construction Company	1239	3,000.00	Guerra Const. installation of complete GIT system	Indirect	Y	Local	Tolls
Guerra Construction Company	1240	1,025.00	Guerra Const. installation of guardrail and 2 posts	Indirect	Y	Local	Tolls
Public Utilities Board	PUB 588837 Aug 2021	223.29	PUB 588837 Aug 2021	Port Spur -	Y	Local	Tolls
Texas Department of Motor Vehicles	TxDMV Replen 8.12.21	3,000.00	TxDMV Replenishment 8.12.21	Indirect	Y	Local	Tolls
Rentfro, Irwin, & Irwin, P.L.L.C	1042	1,240.00	Rentfro legal services July 2021	Indirect	Y	Local	Tolls
Time Warner Cable Business Class	0879673081521	290.22	Spectrum 9673 Aug 2021	Direct Connectors - SH550	Y	Local	Tolls
Toshiba America Business Solutions, Inc	5486963	304.95	Toshiba Maint Aug 2021	Indirect	Y	Local	Tolls
		<u>10,052.69</u>					

Operations 2,892.11  
Tolls 10,052.69  
Total Transfer \$ 12,944.80

Reviewed by:

Monica R. Ibarra,  
Accounting Clerk

*[Signature]* 8.19.21

Victor J. Barron,  
Controller

*[Signature]* 8.19.21

Pete Sepulveda Jr.,  
Executive Director

*[Signature]* 08.19.21





CAMERON COUNTY REGIONAL MOBILITY AUTHORITY  
Claims August 16, 2021

525 Tolls

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
United States Postal Service	USPS Postage Replenishment	\$ 15,000	USPS Postage Replenishment	Indirect	Y	Local	Tolls

15,000

Tolls 15,000  
Total Transfer \$ 15,000

Reviewed by:

Victor J. Barron, Controller

*Victor Barron* 8.16.21

Pete Sepulveda Jr, Executive  
Director

*Pete Sepulveda Jr* 08-16-21

**CAMERON COUNTY REGIONAL MOBILITY AUTHORITY**  
**Claims August 11, 2021**



**100 Operation**

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
JWH and Associates, Inc.	421	4,000.00	JWH Flor De Mayo Presidential Permit Application	Flor De Mayo Bridge	Y	Local	Ope
Lone Star Shredding Document Storage	1969051	97.50	LoneStar shredding 7.29.21	Indirect	Y	Local	Ope
Pathfinder Public Affairs, Inc	43	12,000.00	Pathfinder Consulting Services July 2021	Indirect	Y	Local	Ope
Smith-Reagan & Associates, Inc DBA Smith-Reagan Insurance	71986032 MV 10.3.21	175.00	CNA Surety Maria Villalobos 10/2021- 10/2022	Indirect	Y	Local	Ope
Staples Business Credit	1636971542	384.80	Staples July 2021	Indirect	Y	Local	Ope
AIM Media Texas	40016751-0721	4,301.97	AIM Media for General Engineering Consultant Service 7.31.21	Indirect	Y	Local	Ope
Time Warner Cable Business Class	0121858080921	1,161.51	Spectrum Tolls Aug 2021	Indirect	Y	Local	Ope
Valley Municipal Utility District	VMUD Jul 2021 Ste 3	34.92	VMUD July 2021 Ste 3	Indirect	Y	Local	Ope
Valley Municipal Utility District	VMUD Jul 2021 Ste 4	36.81	VMUD July 2021 Ste 4	Indirect	Y	Local	Ope
Valley Municipal Utility District	VMUD Jul 2021 Ste 5	34.17	VMUD July 2021 Ste 5	Indirect	Y	Local	Ope
Valley Municipal Utility District	VMUD Jul 2021 Ste 6	34.92	VMUD July 2021 Ste 6	Indirect	Y	Local	Ope
Valley Municipal Utility District	VMUD Jul 2021 Ste 7	35.31	VMUD July 2021 Ste 7	Indirect	Y	Local	Ope
		<u>22,296.91</u>					

525 Tolls

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
Law Enforcement Systems LLC	1005049	757.12	Duncan DMV July 2021	Indirect	Y	Local	Tolls
LexisNexis Risk Solutions FL Inc	1546392-20210731	110.13	LexisNexis July 2021	Indirect	Y	Local	Tolls
Matus Contractor Company	347	4,500.00	Matus Section 2 cutting grass, garbage, herbicide	Indirect	Y	Local	Tolls
Quadient Leasing USA, Inc.	N8982662	1,061.10	Quadient Aug 2021	Indirect	Y	Local	Tolls
Staples Business Credit Tecsided SA	1636971542 821	917.20 2,652.25	Staples July 2021 Tecsided Maintenance July 2021	Indirect Pharr-Reynosa Intl Bridge	Y Y	Local Local	Tolls Tolls
Time Warner Cable Business Class	0121858080921	1,161.50	Spectrum Tolls Aug 2021	Indirect	Y	Local	Tolls
Time Warner Cable Business Class	2868066080321	290.22	Spectrum 8066 Aug 2021	Direct Connectors - SH550	Y	Local	Tolls
United States Postal Service	USPS FC Stp 8.6.21	5,500.00	USPS Replenishment First Class Stamps 8.6.21	Indirect	Y	Local	Tolls
United States Postal Service	USPS Int'l Stp8.6.21	240.00	USPS Replenishment International Stamps 8.6.21	Indirect	Y	Local	Tolls
Valley Municipal Utility District	VMUD Jul 2021 Tolls	39.45	VMUD July 2021 Tolls	Indirect	Y	Local	Tolls

17,228.97


Operations	\$ 22,296.91
Tolls	<u>17,228.97</u>
Total Transfer	<u>\$ 39,525.88</u>

Reviewed by:

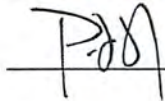
Monica R. Ibarra,  
Accounting Clerk

 8.11.21

Victor J. Barron,  
Controller

 8.11.21

Pete Sepulveda Jr.,  
Executive Director

 08.11.21





**CAMERON COUNTY REGIONAL MOBILITY AUTHORITY**  
Claims August 4, 2021

**100 Operation**

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
AGC Solutions LLC	Admin Aug 2021 Rent	4,460.00	AGC Aug 2021 monthly rent	Indirect	Y	Local	Ope
Culligan of the Rio Grande Valley	320895 7.29.21	35.95	Culligan July 2021	Indirect	Y	Local	Ope
ROL Consulting LLC	123	8,000.00	ROL Consulting Services Jul 2021	Indirect	Y	Local	Ope
Direct Energy Business, LLC	212070046310456	40.04	Direct Energy Jul 2021 Ste 4	Indirect	Y	Local	Ope
Direct Energy Business, LLC	212080046318996	41.63	Direct Energy Jul 2021 Ste 7	Indirect	Y	Local	Ope
Direct Energy Business, LLC	212080046318997	74.07	Direct Energy Jul 2021 Ste 3	Indirect	Y	Local	Ope
Direct Energy Business, LLC	212080046318998	49.82	Direct Energy Jul 2021 Ste 5	Indirect	Y	Local	Ope
Ericka Trevino	Travel ET 7.29.21	64.40	Travel Reimbursement Erika 7.29.21	Indirect	Y	Local	Ope
Monica R Ibarra	Travel MRI 7.29.21	49.62	Travel Reimbursement MRI 7.29.21	Indirect	Y	Local	Ope
MPC Studios, Inc	30565	125.00	MPC Studios Aug 2021	Indirect	Y	Local	Ope
South Padre Island Chamber of Commerce	35-2022	1,448.00	SPI Chamber 2022 Gudie to SPI 1/4 pg advertising	Indirect	Y	Local	Ope
Toshiba Financial Services	38230805	311.23	Toshiba Admin Aug 2021	Indirect	Y	Local	Ope
Texas Department of Transportation	O/P CSJ:0684-01-068	81.00	Overpayment CSJ:0684-01-068 (SH550 Est #6)	Indirect	Y	Local	Ope
		<u>14,780.76</u>					

**525 Tolls**

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
Culligan of the Rio Grande Valley	320895 7.29.21	57.95	Culligan July 2021	Indirect	Y	Local	Tolls
Direct Energy Business, LLC	212080046316665	219.68	Direct Energy Jul 2021 Tolls	Indirect	Y	Local	Tolls
Direct Energy Business, LLC	212080046318999	129.81	Direct Energy Jul 2021 570 Fm 511	Direct Connectors - SH550	Y	Local	Tolls
Direct Energy Business, LLC	212080046319000	279.07	Direct Energy Jul 2021 1895 Fm 511 #1	FM1847 - SH550	Y	Local	Tolls
Fagan Consulting LLC	CCR-2107	920.40	Fagan consulting Operation Support July 2021	Indirect	Y	Local	Tolls
Fagan Consulting LLC	TSCI-2107	368.16	Fagan Toll collection system implementation July 2021	Indirect	Y	Local	Tolls
Prisciliano Delgado	10724	250.00	Prisciliano Lawn Care Aug 2021	Indirect	Y	Local	Tolls
Public Utilities Board	PUB 600710 Jul 2021	240.47	PUB 600710 Jul 2021	Direct Connectors - SH550	Y	Local	Tolls
Verizon Wireless	9884756429	88.36	Verizon wireless July 2021	Indirect	Y	Local	Tolls

2,553.90

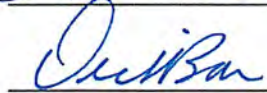
Operations	\$ 14,780.76
Tolls	<u>2,553.90</u>
Total Transfer	<u>\$ 17,334.66</u>

Reviewed by:

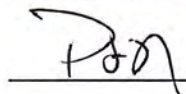
Monica R. Ibarra,  
Accounting Clerk

 8.4.21

Victor J. Barron,  
Controller

 8.4.21

Pete Sepulveda Jr.,  
Executive Director

 08.04.21

**CAMERON COUNTY REGIONAL MOBILITY AUTHORITY**  
**Claims July 29, 2021**



**525 Tolls**

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
United States Postal Service	USPS Repl 7.28.21	20,000.00	USPS Replenishment 7.28.21	Indirect	Y	Local	Tolls
		<u>20,000.00</u>					
	Tolls	\$ 20,000.00					
	Total Transfer	<u>\$ 20,000.00</u>					

Reviewed by:

Monica R. Ibarra,  
Accounting Clerk Monica R Ibarra 7.29.21

Victor J. Barron,  
Controller DocuSigned by:  
Victor Barron 7/29/2021  
011FPAF829A74DA...

Jr. Executive  
Director *PRJ* 07-29-21



**CAMERON COUNTY REGIONAL MOBILITY AUTHORITY**  
Claims July 28, 2021



**100 Operation**

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
Abila	Q-188533-1	2,421.51	Abila Inv Q-188533-1 9/2021-9/2022	Indirect	Y	Local	Ope
American Express	AMEX July 2021	4,289.97	AMEX July 2021	Indirect	Y	Local	Ope
Gexa Energy, LP	32708278	58.75	GEXA July 2021 Ste 6	Indirect	Y	Local	Ope
Pathfinder Public Affairs, Inc	42	12,000.00	Pathfinder consulting services June 2021	Indirect	Y	Local	Ope
TML Health Benefits Pool	PCAMERO62108	5,991.96	TML Health Benefits Aug 2021	Indirect	Y	Local	Ope
		<u>24,762.19</u>					

**525 Tolls**

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
American Express	AMEX July 2021	299.87	AMEX July 2021	Indirect	Y	Local	Tolls
Gexa Energy, LP	32713566	127.92	GEXA Jul 2021 1705 FM 511 & 1505 Fm 511	Direct Connectors - SH550	Y	Local	Tolls
Kapsch TrafficCom USA, Inc	486022SI00683	14,274.00	Kapsch Toll System Maint Support June 2021	Indirect	Y	Local	Tolls
Superior Alarms	768690	75.00	Superior Alarms Aug-Oct 2021	Indirect	Y	Local	Tolls
TML Health Benefits Pool	PCAMERO62108	6,460.98	TML Health Benefits Aug 2021	Indirect	Y	Local	Tolls
Toshiba Financial Services	38161368	296.86	Toshiba Tolls July 2021	Indirect	Y	Local	Tolls
		<u>21,534.63</u>					

Operations	\$ 24,762.19
Tolls	21,534.63
Total Transfer	<u>\$ 46,296.82</u>

Reviewed by:

Monica R. Ibarra, Accounting Clerk  7.28.21

Victor J. Barron, Controller  7.28.21

Pete Sepulveda Jr., Executive Director  07.28.21



**CAMERON COUNTY REGIONAL MOBILITY AUTHORITY**  
Claims July 23, 2021

**100 Interlocal Agreements**

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
Pathfinder Public Affairs, Inc	34-B	\$ 8,000.00	Pathfinder Oct 2020 ILA consulting services	CC - Consulting Services PF	Y	Local	Ope
Pathfinder Public Affairs, Inc	35-B	8,000.00	Pathfinder Consulting Services ILA Nov 2020	CC - Consulting Services PF	Y	Local	Ope
Pathfinder Public Affairs, Inc	36-B	8,000.00	Pathfinder ILA Consulting services Dec 2020	CC - Consulting Services PF	Y	Local	Ope
Pathfinder Public Affairs, Inc	37-B	8,000.00	Pathfinder Consulting services ILA Jan 2021	CC - Consulting Services PF	Y	Local	Ope
Pathfinder Public Affairs, Inc	38-B	8,000.00	Pathfinder Feb 2021 ILA	CC - Consulting Services PF	Y	Local	Ope
Pathfinder Public Affairs, Inc	39-B	8,000.00	Pathfinder consulting services ILA Mar 2021	CC - Consulting Services PF	Y	Local	Ope
Pathfinder Public Affairs, Inc	40-B	8,000.00	Pathfinder consulting services ILA Apr 2021	CC - Consulting Services PF	Y	Local	Ope
Pathfinder Public Affairs, Inc	41-B	8,000.00	Pathfinder counsulntg services ILA May 2021	CC - Consulting Services PF	Y	Local	Ope
		<u>64,000.00</u>					

**525 Tolls**

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
Leslie Esparza	LE PPE 7.15.21	\$ 337.96	LE PPE 7.15.21- manual payroll check	Indirect	Y	Local	Tolls
		<u>337.96</u>					
Oper Interlocal		\$ 64,000.00					
Tolls		<u>337.96</u>					
Total Transfer		<u>\$ 64,337.96</u>					

Reviewed by:

Monica R. Ibarra,  
Accounting Clerk

*[Signature]* 7.23.21

Victor J. Barron,  
Controller

*[Signature]* 7.23.21

Pete Sepulveda Jr.,  
Executive Director

*[Signature]* 072321

**CAMERON COUNTY REGIONAL MOBILITY AUTHORITY**  
**Claims July 21, 2021**



**100 Operation**

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
Aflac	477336	\$ 235.82	Aflac July 2021	Indirect	Y	Local	Ope
Amazon	Amazon July 2021	149.99	Amazon July 2021	Indirect	Y	Local	Ope
Lone Star Shredding Document Storage	1968846	67.50	LoneStar Inv 1968846	Indirect	Y	Local	Ope
S&B Infrastructure, LTD	U2716.400-06	1,261.78	S&B SH550 GAP II May 2021	SH550 GAP II	Y	Local	Ope
		<u>1,715.09</u>					

**100 Interlocal Agreements**

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
S&B Infrastructure, LTD	U2716.400-06	\$ 5,047.12	S&B SH550 GAP II May 2021	SH550 GAP II	Y	Local	Ope
		<u>5,047.12</u>					

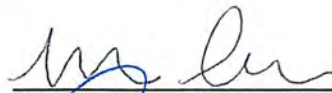
525 Tolls

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
Amazon	Amazon July 2021	\$ 139.55	Amazon July 2021	Indirect	Y	Local	Tolls
Time Warner Cable	0879673071521	281.27	Spectrum 9673 July 2021	Direct Connectors - SH550	Y	Local	Tolls
Business Class		<u>420.82</u>					

Operations	\$ 1,715.09
Oper Interlocal	5,047.12
Tolls	420.82
Total Transfer	<u>\$ 7,183.03</u>

Reviewed by:

Monica R. Ibarra,  
Accounting Clerk

 7.21.21

Victor J. Barron,  
Controller

 7.21.21

Pete Sepulveda Jr.,  
Executive Director

 0721.21



**2-C APPROVAL OF CLAIMS.**



**CAMERON COUNTY REGIONAL MOBILITY AUTHORITY**  
**BOD Claims August 26, 2021**

**100 Operations**

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
HALFF Associates, Inc.	10057435	\$ 38,448.40	Maintenance Asset Report for SH550: IH69E to SH48	SH550	Y	Local	Ope
		<u>\$ 38,448.40</u>					

**100 Interlocal Agreements**

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
S&B Infrastructure, LTD	U2716.500-13	\$ 23,710.44	S&B East Loop APD WA 5 June 2021	SH 32 (East Loop)	Y	Local	Ope
		<u>\$ 23,710.44</u>					

**525 Interlocal Agreements**

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
TollPlus LLC	US2100098	\$ 6,461.34	TollPlus support and maintenance July 2021	Pharr-Reynosa Intl Bridge	Y	Local	Toll
		<u>\$ 6,461.34</u>					

**525 Tolls**

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
TollPlus LLC	US2100098	\$ 15,600.00	TollPlus support and maintenance July 2021	Indirect	Y	Local	Toll
		<u>\$ 15,600.00</u>					

Operations	\$ 38,448.40
Oper Interlocal	23,710.44
Tolls Interlocal	6,461.34
Tolls	15,600.00
Total Transfer	<u>\$ 84,220.18</u>

Revised by:

Victor J. Barron,  
Controller

*Victor J. Barron*

8.20.21

Pete Sepulveda Jr.,  
Executive Director

*PS*

08.23.21

**2-D    CONSIDERATION AND APPROVAL OF THE FINANCIAL  
STATEMENTS AND BUDGET AMENDMENTS FOR THE MONTH OF  
JULY 2021.**



## **JULY 2021 FINANCIAL REPORT**

**PETE SEPULVEDA, JR., EXECUTIVE DIRECTOR**

**VICTOR J. BARRON, CONTROLLER**





**CCRMA MONTHLY FINANCIAL**

**TABLE OF CONTENTS**

**REVENUES & EXPENSES**

ADMINISTRATIVE REVENUES AND EXPENSES ..... 1

TOLL OPERATIONS REVENUES AND EXPENSES - CASH ..... 2

COMBINED REVENUES AND EXPENSES ..... 3

STATEMENT OF REVENUES AND EXPENDITURES - MONTHLY PROJECTS ..... 4

**FINANCIALS**

BALANCE SHEET ..... 5

STATEMENT OF CASH FLOW ..... 6

**CAMERON COUNTY REGIONAL MOBILITY AUTHORITY**  
Statement of Revenues and Expenditures - Monthly R - Unposted  
Transactions Included In Report From 7/1/2021 Through 7/31/2021

	Current Period Budget - Original	Current Period Budget - Variance Original	Current Year Actual	Annual Budget - Original	Annual Budget Variance - Original	Percent of Budget	Prior Year Actual	
Operating Revenues								
Vehicle registration fees	\$ 302,890	\$ 270,833	\$ 32,057	\$ 2,938,441	\$ 3,250,000	\$ (311,559)	90.4%	\$ 2,705,834
Interlocal agreements	10,000	10,000	-	100,000	120,000	(20,000)	83.3%	104,716
Total Operating Revenues	312,890	280,833	32,057	3,038,441	3,370,000	(331,559)	90.2%	2,810,550
Operating Expenses								
Personnel costs	102,168	84,934	(17,234)	800,204	1,019,206	219,002	78.5%	770,998
Professional services	20,000	25,342	5,342	234,393	304,100	69,707	77.1%	249,769
Contractual services	1,043	4,333	3,290	33,638	52,000	18,362	64.7%	24,532
Advertising & marketing	5,875	1,375	(4,500)	7,000	16,500	9,500	42.4%	8,765
Data processing	154	833	679	8,406	10,000	1,594	84.1%	7,544
Dues & memberships	79	1,667	1,588	16,059	20,000	3,941	80.3%	17,917
Education & training	175	833	658	354	10,000	9,646	3.5%	920
Fiscal agent fees	-	4,467	4,467	9,795	53,600	43,805	18.3%	14,195
Insurance	-	167	167	586	2,000	1,414	29.3%	411
Maintenance & repairs	-	417	417	609	5,000	4,391	12.2%	1,456
Office supplies	4,417	2,250	(2,167)	8,307	27,000	18,693	30.8%	10,113
Leases	4,771	5,563	792	53,439	66,755	13,316	80.1%	49,454
Travel	156	2,083	1,927	1,084	25,000	23,916	4.3%	12,810
Utilities	1,803	2,250	447	16,452	27,000	10,548	60.9%	8,588
Contingency	-	7,847	7,847	-	94,164	94,164	0.0%	-
Total Operating Expenses	140,642	144,360	3,718	1,190,327	1,732,325	541,998	68.7%	1,177,473
Total Operating Income (Loss)	172,248	136,473	35,775	1,848,115	1,637,675	210,440	112.8%	1,633,077
Non Operating Revenues								
Project revenues	-	-	-	-	-	-	0.0%	3,311
Interest income	5,823	4,167	1,656	53,649	50,000	3,649	107.3%	53,248
TRZ revenue	2,208,261	109,255	2,099,006	2,208,261	1,311,065	897,196	168.4%	1,311,065
Total Non Operating	2,214,084	113,422	2,100,662	2,261,910	1,361,065	900,845	166.2%	1,367,625
Non Operating Expenses								
Debt interest	-	150,015	150,015	1,266,531	1,800,175	533,644	70.4%	333,431
Debt interest-LOC	-	2,125	2,125	428	25,500	25,072	1.7%	3,550
Project expenses	6,050	97,755	91,705	168,920	1,173,065	1,004,145	14.4%	279,446
Total Non Operating Expenses	6,050	249,895	243,845	1,435,879	2,998,740	1,562,861	47.9%	616,427
Total Changes in Net Position	\$ 2,380,283	\$ -	\$ 2,380,283	\$ 2,674,145	\$ -	\$ 2,674,145		\$ 2,384,275

# CAMERON COUNTY REGIONAL MOBILITY AUTHORITY

Toll Operations Revenues Expenses - Cash - Toll Operations Revenues Expenditures -  
Cash - Unposted Transactions Included In Report From 7/1/2021 Through 7/31/2021

	Current Period Actual	Current Period Budget - Original	Current Period Budget - Variance	Current Year Actual	Annual Budget - Original	Annual Budget Variance - Original	Percent of Budget	Prior Year Actual
Toll Operating Revenues								
TPS Revenues	\$144,227	\$ 142,917	\$ 1,310	\$ 1,747,831	\$ 1,715,000	\$ 32,831	101.9%	\$ 1,540,917
Interop Revenues								
Interop revenues	107,678	61,667	46,011	758,503	740,000	18,503	102.5%	663,035
Bridge	53,615	35,000	18,615	437,812	420,000	17,812	104.2%	408,728
Total Interop Revenues	161,292	96,667	64,626	1,196,315	1,160,000	36,315	103.1%	1,071,763
Other Toll Revenues								
Interlocal agreement	12,121	11,656	465	112,860	139,876	(27,016)	80.7%	118,334
Total Other Toll	12,121	11,656	465	112,860	139,876	(27,016)	80.7%	118,334
Total Toll Operating	317,641	251,240	66,401	3,057,007	3,014,876	42,131	101.4%	2,731,014
Toll Operating Expenses								
Personnel costs	47,189	43,439	(3,750)	407,426	521,270	113,844	78.2%	609,559
Transaction processing	55,512	33,417	(22,095)	348,745	401,000	52,255	87.0%	280,651
Toll system maintenance/IT	29,783	27,613	(2,170)	282,301	331,353	49,052	85.2%	275,367
Roadside maintnenace	36,448	41,639	5,191	362,929	499,662	136,733	72.6%	365,472
CSC indirect/overhead costs	4,325	18,344	14,019	109,413	220,123	110,710	49.7%	120,367
Total Toll Operating	173,256	164,451	(8,806)	1,510,814	1,973,408	462,594	76.6%	1,651,417
Total Operating Income	144,384	86,789	57,595	1,546,193	1,041,468	504,725	148.5%	1,079,597
Non Operating Revenues								
Pass through grant	-	115,417	(115,417)	-	1,385,000	(1,385,000)	0.0%	1,385,000
Total Non Operating	-	115,417	(115,417)	-	1,385,000	(1,385,000)	0.0%	1,385,000
Non Operating Expenses								
Debt interest	-	202,206	202,206	1,418,045	2,426,468	1,008,423	58.4%	1,222,615
Total Non Operating	-	202,206	202,206	1,418,045	2,426,468	1,008,423	58.4%	1,222,615
Changes in Net Position	\$144,384	\$ -	\$ 144,384	\$ 128,148	\$ -	\$ 128,148		\$ 1,241,981



**CAMERON COUNTY REGIONAL MOBILITY AUTHORITY**  
**Combined Statement of Revenues and Expenses - Unposted**  
**Transactions Included In Report From 7/1/2021 Through 7/31/2021**

	Current Period Actual	Current Period Budget - Original	Current Period Budget - Variance	Current Year Actual	Annual Budget Original	Annual Budget Variance - Original	Percent of Budget	Prior Year Actual
Operating Revenues								
Vehicle registration fees	\$ 302,890	\$ 270,833	\$ 32,057	\$ 2,938,441	\$ 3,250,000	\$ (311,559)	90.4%	\$ 2,705,834
Interlocal agreement	22,121	21,656	465	212,860	259,876	(47,016)	81.9%	223,050
Toll revenues	305,519	239,583	65,936	2,944,146	2,875,000	69,146	102.4%	2,612,680
Total Operating Revenues	630,531	532,073	98,457	6,095,448	6,384,876	(289,428)	95.5%	5,541,564
Operating Expenses								
Personnel costs	149,357	128,373	(20,984)	1,207,630	1,540,476	332,846	78.4%	1,380,557
Accounting software and services	-	208	208	2,274	2,500	226	91.0%	1,206
Professional services	20,000	25,133	5,133	232,120	301,600	69,480	77.0%	248,563
Contractual services	2,283	6,500	4,217	40,160	78,000	37,840	51.5%	31,904
Advertising & marketing	5,875	6,375	500	34,333	76,500	42,167	44.9%	40,398
Data processing	154	833	679	8,406	10,000	1,594	84.1%	7,544
Dues & memberships	79	2,250	2,171	18,999	27,000	8,001	70.4%	20,957
Education & training	175	1,667	1,492	453	20,000	19,547	2.3%	920
Fiscal agent fees	-	4,883	4,883	14,945	58,600	43,655	25.5%	14,195
Insurance	16,302	6,750	(9,552)	73,226	81,000	7,774	90.4%	72,731
Maintenance & repairs	370	2,083	1,713	4,985	25,000	20,015	19.9%	18,776
Office supplies	40,582	20,083	(20,499)	205,083	241,000	35,917	85.1%	167,792
Road maintenance	51,797	63,301	11,504	580,843	759,615	178,772	76.5%	565,640
Leases	6,321	9,698	3,377	88,684	116,378	27,694	76.2%	81,394
Toll services	15,425	13,208	(2,217)	122,143	158,500	36,357	77.1%	97,402
Travel	156	3,083	2,927	4,249	37,000	32,751	11.5%	22,649
Utilities	5,022	6,533	1,511	62,607	78,400	15,793	79.9%	56,262
Contingency	-	7,847	7,847	-	94,164	94,164	0.0%	-
Total Operating Expenses	313,898	308,811	(5,087)	2,701,141	3,705,733	1,004,592	72.9%	2,828,891
Net Change from	316,633	223,262	93,371	3,394,308	2,679,143	715,165	126.7%	2,712,673
Non Operating Revenue								
Pass through grant revenues	-	115,417	(115,417)	-	1,385,000	(1,385,000)	0.0%	1,385,000
Project revenues	-	-	-	-	-	-	0.0%	3,311
Interest income	5,823	4,167	1,656	53,649	50,000	3,649	107.3%	53,248
TRZ Revenue	2,208,261	109,255	2,099,006	2,208,261	1,311,065	897,196	168.4%	1,311,065
Total Non Operating	2,214,083	228,839	1,985,245	2,261,909	2,746,065	(484,156)	82.4%	2,752,625
Non Operating Expenses								
Bond Debt Expense	-	352,183	352,183	2,684,576	4,226,193	1,541,617	63.5%	1,556,046
Debt Interest - LOC	-	2,163	2,163	428	25,950	25,522	1.6%	3,550
Project expenses	6,050	97,755	91,705	168,920	1,173,065	1,004,145	14.4%	279,446
Total Non Operating	6,050	452,101	446,050	2,853,925	5,425,208	2,571,283	52.6%	1,839,042
Changes in Net Position	\$ 2,524,666	\$ -	\$ 2,524,666	\$ 2,802,292	\$ -	\$ 2,802,292		\$ 3,626,256



# CAMERON COUNTY REGIONAL MOBILITY AUTHORITY

## Statement of Revenues and Expenditures - Monthly Project I/S - Unposted Transactions Included In Report From 7/1/2021 Through 7/31/2021

	Current Period Actual	Current Year Actual
Non Operating Revenues		
Grant revenues		
Federal Revenue		
SH550 GAP II	\$ 5,047	\$ 251,011
Whipple Road	-	103,739
Total Federal Revenue	5,047	354,750
State Revenue		
Whipple Road	-	18,414
Total State Revenue	-	18,414
Local Revenue		
West Rail Corridor	-	28,997
SH 32 (East Loop)	18,923	95,250
Whipple Road	-	7,521
Flor De Mayo Bridge	4,000	38,687
CC - Old ALice Road	91,947	182,387
CC - Consulting	8,000	80,000
CC - Administration	-	59,486
Building & Parking Lot		
Total Local Revenue	122,869	492,328
Total Grant revenues	127,916	865,492
Total Non Operating	127,916	865,492
Non Operating Expenses		
Project expenses		
West Rail Corridor	-	28,997
SH550 GAP II	5,047	251,011
SH 32 (East Loop)	18,923	95,250
Whipple Road	-	129,674
Flor De Mayo Bridge	4,000	38,687
CC - Old ALice Road	91,947	182,387
CC - Consulting	8,000	80,000
CC - Administration	-	59,486
Building & Parking Lot		
Total Project expenses	127,916	865,492
Total Non Operating Expenses	127,916	865,492
Total Changes in Net Position	\$ -	\$ -

**CAMERON COUNTY REGIONAL MOBILITY AUTHORITY**Balance Sheet  
As of 7/31/2021

	<u>Current Year</u>
<b>ASSETS</b>	
Current Assets:	
Cash and cash equivalents	\$ 5,610,306
Restricted cash accounts - debt service	7,233,713
Accounts receivable, net	
Vehicle Registration Fees - Receivable	304,935
Other	<u>3,567,868</u>
Total Accounts receivable, net	3,872,803
Accounts receivable - other agencies	2,607,767
Accrued interest	<u>-</u>
Total Current Assets:	19,324,590
Non Current Assets:	
Capital assets, net	99,160,214
Capital projects in progress	24,154,657
Unamortized bond prepaid costs	99,746
Net pension asset	<u>58,990</u>
Total Non Current Assets:	123,473,607
Deferred Outflow of Resources	
Deferred outflows related to bond refunding	145,267
Deferred outflow related to pension	<u>138,002</u>
Total Deferred Outflow of Resources	283,269
Total ASSETS	<u>\$ 143,081,466</u>
<b>LIABILITIES</b>	
Current Liabilities	
Accounts payable	\$ 463,739
Deferred revenue	<u>354,567</u>
Total Current Liabilities	818,305
Non Current Liabilities	
Due to other agencies	16,184,188
Long term bond payable	<u>75,293,488</u>
Total Non Current Liabilities	91,477,675
Deferred Inflows of Resources	
Deferred inflows related to pension	<u>31,006</u>
Total LIABILITIES	<u>92,326,987</u>
<b>NET POSITION</b>	
Beginning net position	
	<u>45,795,242</u>
Total Beginning net position	45,795,242
Changes in net position	
	<u>4,959,237</u>
Total Changes in net position	4,959,237
Total NET POSITION	<u>50,754,479</u>
TOTAL LIABILITIES, DEFERRED INFLOWS AND NET POSITION	<u>\$ 143,081,466</u>

**CAMERON COUNTY REGIONAL MOBILITY AUTHORITY**

## Statement of Cash Flows

As of 7/31/2021

	<u>Current Period</u>	<u>Current Year</u>
Cash Flows from Operating Activities		
Receipts from vehicle registration fees	\$ 634,050	\$ 3,181,140
Receipts from interop toll revenues	149,543	1,167,801
Receipts from TPS toll revenues	150,929	2,122,400
Receipts from other operating revenues	2,227,049	2,419,822
Payments to vendors	(212,034)	(1,881,200)
Payments to employees	(143,247)	(1,212,186)
Total Cash Flows from Operating Activities	<u>2,806,290</u>	<u>5,797,778</u>
Cash Flows from Capital and Related Financing Activities		
Acquisitions of construction in progress	(181,210)	(738,942)
Payments on principal and interest	0	(2,996,103)
Line of credit payment	0	(462,643)
Proceeds related to redevelopment assets	(1,838,769)	1,303,977
Payment on interlocal project expenses	(125,966)	(954,412)
Interlocal project proceeds	5,047	373,164
Total Cash Flows from Capital and Related Financing Activities	<u>(2,140,898)</u>	<u>(3,474,960)</u>
Cash Flows from Investing Activities		
Receipts from interest income	5,823	53,649
Total Cash Flows from Investing Activities	<u>5,823</u>	<u>53,649</u>
Beginning Cash & Cash Equivalents	<u>12,172,806</u>	<u>10,467,554</u>
Ending Cash & Cash Equivalents	<u>\$ 12,844,020</u>	<u>\$ 12,844,020</u>



To: Pete Sepulveda

From: Victor J. Barron

*W2*

Date: 8/26/2021

Re: Budget Amendment #1 FY2021

---

**Description:**

**100 Operations Fund**

GL#	GL Description	Current	Budget Amended	Net Change
1 41150	Interlocal agreement revenue	\$ 120,000	\$ 143,491	23,491
2 51100	Payroll - Direct	434,932	453,683	18,751
3 51200	Payroll taxes	62,732	64,167	1,435
4 51300	Payroll Benefits -TCDRS - Retirement	71,160	72,923	1,763
5 51310	Payroll Benefits - TCDRS - GTL	998	1,018	20
6 51400	Payroll Benefits - Health	64,289	65,811	1,522
	Total Fund 100	\$ 754,111	\$ 801,093	46,982

GL#	GL Description	Current	Amended	Net Change
60110	Accounting software and services	2,500	4,700	2,200
60140	Data processing	10,000	11,000	1,000
60189	Postage	500	650	150
60200	Travel	25,000	21,650	(3,350)
	Total Fund 100	\$ 38,000	\$ 38,000	\$ -



**525 Toll Fund**

GL#	GL Description	Budget Current	Amended	Net Change
1 60120	Advertising & Marketing	\$ 60,000	\$ 30,000	\$ (30,000)
2 60130	Contractual	1,000	-	(1,000)
3 60135	Legal Expense	25,000	12,000	(13,000)
4 60160	Education & Training	10,000	1,000	(9,000)
5 60161	Fiscal Agent Fees	3,200	5,200	2,000
6 60165	Maintenance & Repairs	20,000	8,000	(12,000)
7 60168	Trustee fees	1,800	-	(1,800)
8 60170	Maintenance - SH 550	124,262	124,262	-
9 60171	Toll equipment	30,000	8,800	(21,200)
10 60176	Interop Collection Fees	82,000	102,000	20,000
11 60179	PBM Pre-Court Program	8,000	2,000	(6,000)
12 60188	Office Furniture	1,500	-	(1,500)
13 60189	Postage	180,000	215,000	35,000
14 60192	Lease - Copier	3,562	5,562	2,000
15 60194	Rental - Maintenance equipment	6,000	2,500	(3,500)
16 60195	Rental - Storage Unit	2,160	2,560	400
17 60196	Shipping charges	2,500	1,900	(600)
18 60200	Travel	12,000	10,700	(1,300)
19 60205	Utilities	36,400	41,400	5,000
20 70110	Bridge Interoperability Maintenance	60,353	81,353	21,000
21 70120	Toll Road Property Insurance	79,000	74,000	(5,000)
22 70130	Toll Operational Support	50,000	70,000	20,000
23 70140	Toll System Provider Maintenance	215,000	200,500	(14,500)
24 70145	BOS System Provider Maintenance	270,000	265,000	(5,000)
25 70150	Merchant Card Services	60,000	67,500	7,500
26 70152	Tx DMV	-	22,000	22,000
27 70155	Out of State DMV	18,500	9,000	(9,500)
Total Fund 525		\$ 1,362,237	\$ 1,362,237	\$ -

Pete Sepuvleda, Jr. Executive Director

08.23.21

Date

**2-E      CONSIDERATION AND APPROVAL AUTHORIZING STAFF TO OPEN  
A BANK ACCOUNT FOR THE 2021 BOND ISSUE PROCEEDS.**

**2-F      CONSIDERATION AND APPROVAL FOR ADVERTISEMENT AND  
INVITATION TO BID – CAMERON COUNTY PARKING LOT 10  
EXPANSION AT ISLA BLANCA PARK.**

**2-G      CONSIDERATION AND APPROVAL OF CHANGE ORDER NUMBER  
05 WITH TOLL PLUS FOR TEMPORARY LICENSE PLATES.**



<b>Request No:</b> CCRMA-CO-05-Aug232021		<b>Project/System:</b> CCRMA Back-Office System	
<b>Name of the Client:</b> Cameron County Regional Mobility Authority ("CCRMA")			
<b>Originator:</b> CCRMA		<b>Affected Area:</b> CCRMA BOS	
<b>Date Raised:</b> Mar-18-2021		<b>Priority:</b>	<b>Normal</b>
<b>Type:</b> Change Order		<b>Phase/Milestone:</b> See below	
<b>Change Authority:</b>  <p>This CO is issued pursuant to Article 4 of the Agreement for Back-Office System Implementation and Management ("BOS Agreement") dated May 2, 2016, between TollPlus, LLC, and CCRMA. CCRMA has requested a CO for certain changes to the Cameron County Regional Mobility Authority ("CCRMA") Back-Office System to implement the ETag Interface as an additional registered owner lookups functionality. Any terms not defined in this CO will have the meanings defined in the BOS Agreement. This CO is subject to the terms of the BOS Agreement, including without limitation its provisions regarding obligations, variations, coordination, delay and force majeure.</p>			
<b>Background:</b>  <p>This CO is issued in response to a request by CCRMA for a cost estimate to extend the existing Texas Department of Motor Vehicles (TxDMV) interface of the Back-Office System to begin generating and processing the ETag files, also known as Temporary or Paper Plates, for registered owner information.</p>			
<b>Change Description:</b>  <p>The Back-Office System for CCRMA needs to be updated to support the following requirements:</p> <ol style="list-style-type: none"> <li>1. Implement updates to process the ETag file.</li> <li>2. Update PBM registered owner vehicle(ROV) search and transaction processing to include the ETag as an ROV source per CCRMA's business rules.</li> </ol>			
<b>Assumptions:</b>  <ol style="list-style-type: none"> <li>1. CCRMA's business rules will be updated with rules defining when to send the plate for existing DMV request versus an ETag lookup.</li> <li>2. No new reports or report updates will be required.</li> <li>3. No design documentation or updates to Training manuals will be required.</li> <li>4. The ETag Weekly File ICD will use the ICD in Appendix 1.</li> <li>5. This estimate doesn't include any storage or hardware upgrades, should they be required.</li> <li>6. No retention of historical file data will be required.</li> <li>7. NTP for this CO is not expected until after the Go-Live of the integration work required under Change Order 4, which is tentatively planned for October 21, 2021.</li> </ol>			
<b>Actions to be taken and impacted areas:</b> <ul style="list-style-type: none"> <li>• Based upon the current ETag ICD, make updates to process ETag file from the TxDMV.</li> <li>• Update the Back-Office System transaction processing to use the ETag file information when creating accounts with the registered owner information.</li> <li>• Integration Test new file processing with TxDMV.</li> <li>• Test Back-Office System processes including Invoice Generation.</li> </ul>			
<b>Total CO Cost:</b> \$105,660.00 for Design, Development, and Implementation			
<b>Milestone Payment Schedule:</b> NTP - 20% Dev complete - 30% Testing approved - 20% Go-Live - 30%			

**Estimated time for completion:** 08 weeks from NTP

The price and timelines in the CO are valid until December 31, 2021. The estimated time for completion is only an estimate and could change depending on when CCRMA gives the NTP, how promptly CCRMA provides necessary approvals, and based on the other work priorities at the time of NTP.


Sincerely,



Mark Cantelli, VP & Global Head of Delivery  
TollPlus, LLC

Accepted by:

Cameron County Regional Mobility Authority

Signature: 

Name: Frank Parker, Jr.

Title: Chairman

Date: August 26, 2021

## Appendix

### 1. e-TAG Weekly File Format



eTAG-Weekly File  
Format.docx

**2-H    CONSIDERATION AND APPROVAL OF AN INTERLOCAL  
AGREEMENT BETWEEN THE CAMERON COUNTY REGIONAL  
MOBILITY AUTHORITY AND THE LOCAL GOVERNMENT  
PURCHASING COOPERATIVE. (OMNIA PARTNERS).**

# OMNIA<sup>®</sup>

## PARTNERS

(<https://www.omniapartners.com?hsLang=en>)

**Become a Participant**

OMNIA<sup>®</sup>  
PARTNERS



### **MASTER INTERGOVERNMENTAL COOPERATIVE PURCHASING AGREEMENT**

This Master Intergovernmental Cooperative Purchasing Agreement (this "**Agreement**") is entered into by and between those certain government agencies that execute a Principal Procurement Agency Certificate ("**Principal Procurement Agencies**") with National Intergovernmental Purchasing Alliance Company, a Delaware corporation d/b/a OMNIA Partners, Public Sector and/or Communities Program Management, LLC, a California limited liability company d/b/a U.S. Communities (collectively, "**OMNIA Partners**"), in its capacity as the cooperative administrator, to be appended and made a part hereof and such other public agencies ("**Participating Public Agencies**") who register to participate in the cooperative purchasing programs administered by OMNIA Partners and its affiliates and subsidiaries (collectively, the "**OMNIA Partners Parties**") by either registering on the OMNIA Partners website ([www.omniapartners.com/publicsector](http://www.omniapartners.com/publicsector) ([www.omniapartners.com/publicsector?hsLang=en](http://www.omniapartners.com/publicsector?hsLang=en)) or any successor website), or by executing a copy of this Agreement.

### **RECITALS**

**WHEREAS**, after a competitive solicitation and selection process by Principal Procurement Agencies, in compliance with their own policies, procedures, rules and regulations, a number of suppliers have entered into "**Master Agreements**" (herein so called) to provide a variety of goods, products and services ("**Products**") to the applicable Principal Procurement Agency and the Participating Public Agencies;



**WHEREAS**, Master Agreements are made available by Principal Procurement Agencies through the OMNIA Partners Parties and provide that Participating Public Agencies may purchase Products on the same terms, conditions and pricing as the Principal Procurement Agency, subject to any applicable federal and/or local purchasing ordinances and the laws of the State of purchase; and

**WHEREAS**, in addition to Master Agreements, the OMNIA Partners Parties may from time to time offer Participating Public Agencies the opportunity to acquire Products through other group purchasing agreements.

**NOW, THEREFORE**, in consideration of the mutual promises contained in this Agreement, and of the mutual benefits to result, the parties hereby agree as follows:

1. Each party will facilitate the cooperative procurement of Products.
2. The Participating Public Agencies shall procure Products in accordance with and subject to the relevant federal, state and local statutes, ordinances, rules and regulations that govern Participating Public Agency's procurement practices. The Participating Public Agencies hereby acknowledge and agree that it is the intent of the parties that all provisions of this Agreement and that Principal Procurement Agencies' participation in the program described herein comply with all applicable laws, including but not limited to the requirements of 42 C.F.R. § 1001.952(j), as may be amended from time to time. The Participating Public Agencies further acknowledge and agree that they are solely responsible for their compliance with all applicable "safe harbor" regulations, including but not limited to any and all obligations to fully and accurately report discounts and incentives.
3. The Participating Public Agency represents and warrants that the Participating Public Agency is not a hospital or other healthcare provider and is not purchasing Products on behalf of a hospital or healthcare provider; provided that the foregoing shall not prohibit Participating Public Agency from furnishing health care services so long as the furnishing of healthcare services is not in furtherance of a primary purpose of the Participating Public Agency.
4. The cooperative use of Master Agreements shall be in accordance with the terms and conditions of the Master Agreements, except as modification of those terms and conditions is otherwise required by applicable federal, state or local law, policies or procedures.
5. The Principal Procurement Agencies will make available, upon reasonable request, Master Agreement information which may assist in improving the procurement of Products by the Participating Public Agencies.
6. The Participating Public Agency agrees the OMNIA Partners Parties may provide access to group purchasing organization ("GPO") agreements directly or indirectly by enrolling the Participating Public Agency in another GPO's purchasing program, provided that the purchase of Products through the OMNIA Partners Parties or any other GPO shall be at the Participating Public Agency's sole discretion.
7. The Participating Public Agencies (each a "Procuring Party") that procure Products through any Master Agreement or GPO Product supply agreement (each a "GPO Contract") will make timely payments to the distributor, manufacturer or other vendor (collectively, "Supplier") for Products received in accordance with the terms and conditions of the Master Agreement or GPO Contract, as applicable. Payment for Products and inspections and acceptance of Products ordered by the Procuring Party shall be the exclusive obligation of such Procuring Party. Disputes between Procuring Party and any Supplier shall be resolved in accordance with the law and venue rules of the State of purchase unless otherwise agreed to by the Procuring Party and Supplier.
8. The Procuring Party shall not use this Agreement as a method for obtaining additional concessions or reduced prices for purchase of similar products or services outside of the Master Agreement. Master Agreements may be structured with not-to-exceed pricing, in which cases the Supplier may offer the Procuring Party and the Procuring Party may accept lower pricing or additional concessions for purchase of Products through a Master Agreement.
9. The Procuring Party shall be responsible for the ordering of Products under this Agreement. A non-procuring party shall not be liable in any fashion for any violation by a Procuring Party, and, to the extent permitted by applicable law, the Procuring Party shall hold non-procuring party harmless from any liability that may arise from the acts or omissions of the Procuring Party.
10. WITHOUT LIMITING THE GENERALITY OF THE FOREGOING, THE OMNIA PARTNERS PARTIES EXPRESSLY DISCLAIM ALL EXPRESS OR IMPLIED REPRESENTATIONS AND WARRANTIES REGARDING ANY PRODUCT, MASTER AGREEMENT AND GPO CONTRACT. THE OMNIA PARTNERS PARTIES SHALL NOT BE LIABLE IN ANY WAY FOR ANY SPECIAL, INCIDENTAL, INDIRECT, CONSEQUENTIAL, EXEMPLARY, PUNITIVE, OR RELIANCE DAMAGES, EVEN IF THE OMNIA PARTNERS PARTIES ARE ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. FURTHER, THE PROCURING PARTY ACKNOWLEDGES AND AGREES THAT THE OMNIA PARTNERS PARTIES SHALL HAVE NO LIABILITY FOR ANY ACT OR OMISSION BY A SUPPLIER OR OTHER PARTY UNDER A MASTER AGREEMENT OR GPO CONTRACT.
11. This Agreement shall remain in effect until termination by either party giving thirty (30) days' written notice to the other party. The provisions of Paragraphs 6 - 10 hereof shall survive any such termination.

12. This Agreement shall take effect upon (i) execution of the Principal Procurement Agency Certificate, or (ii) registration on the OMNIA Partners website or the execution of this Agreement by a Participating Public Agency, as applicable.

☐ By checking this box, I indicate that I have read and agree to the Terms and Conditions

☐ By checking this box, I indicate that I have read and understand our [Privacy Notice](https://info.omniapartners.com/hubfs/Policies/OMNIA-Partners-Website-Privacy-Notice.pdf?hsLang=en)

(<https://info.omniapartners.com/hubfs/Policies/OMNIA-Partners-Website-Privacy-Notice.pdf?hsLang=en>) and accept and agree to be bound by these [Terms of Use](https://info.omniapartners.com/hubfs/Policies/OMNIA-Partners-Terms-of-Use.pdf?hsLang=en) (<https://info.omniapartners.com/hubfs/Policies/OMNIA-Partners-Terms-of-Use.pdf?hsLang=en>)

**CONTINUE**

**2-I      CONSIDERATION AND APPROVAL OF AN INTERLOCAL AGREEMENT  
BETWEEN THE CAMERON COUNTY REGIONAL MOBILITY AUTHORITY  
AND THE LOCAL GOVERNMENT PURCHASING COOPERATIVE. (CHOICE  
PARTNERS COOPERATIVE).**

**Interlocal Agreement**  
**between Harris County Department of Education**  
**& Cameron County Regional Mobility Authority**

Pursuant to the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code, and Chapter 271, Subchapter F of the Texas Local Government Code, and other similar, applicable laws of other states, this Interlocal Agreement (“Agreement”) is made and entered into by and between Harris County Department of Education (“HCDE”), located in Houston, Texas, and Cameron County Regional Mobility Authority, a local governmental entity and/or political subdivision (“LGE”), located in Rancho Viejo (city), TX (state), for the purpose of contracting for the performance of governmental functions and services. The undersigned may be referred to in this Agreement individually as a “Party” and collectively as the “Parties.”

**Preamble**

HCDE is a local governmental entity established to promote education in Harris County, Texas and is duly authorized to provide programs and services in the State of Texas. Both HCDE and LGE desire to set forth, in writing, the terms and conditions of their agreement.

**General Terms and Conditions**

In consideration of the mutual covenants and conditions contained in this Agreement and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties, intending to be legally bound, agree as follows:

1. Term. The term of this Agreement shall commence on the date of the first signature of this Agreement (“Effective Date”) and shall automatically renew annually, unless either Party gives thirty (30) days prior written notice of non-renewal.
2. Agreement. The terms of this Agreement shall apply and will be considered a part of any addendum, purchase order, or contract for programs and services delivered by HCDE. This Agreement and the attached and incorporated addenda, purchase orders, or exhibits, if any, contain the entire agreement of the parties, and there are no representations, agreements, arrangements, or undertakings, oral or written, between the Parties to this Agreement other than those set forth in this Agreement and duly executed in writing.
3. Purpose and Scope of Work.
  - A. HCDE agrees to:**
    - Provide LGE with descriptive offerings of each of the programs and services that HCDE provides.
    - Provide programs and services upon LGE’s submission of independent contracts or purchase orders to HCDE and HCDE’s acceptance thereof. HCDE’s obligations to provide programs and services is contingent on HCDE acquiring and maintaining sufficient staffing through reasonable efforts to satisfy HCDE’s obligations under this Agreement and all similar obligations under its contracts with other local governmental entities.
    - Conduct, at a minimum, an annual audit or survey, as appropriate, for each of the programs and services that HCDE delivers.
  - B. LGE agrees to:**
    - Participate in any or all of the programs and services that HCDE offers, in LGE’s sole discretion.



- Submit purchase order(s) or independent contract(s) for each of the HCDE programs and/or services that LGE desires to purchase and/or collaborate.
  - Agree to follow the terms and conditions of each independent contract or purchase order.
  - Designate a person to act as LGE's representative to each respective HCDE program and/or service delivered.
4. As is. HCDE makes this Agreement available to HCDE participating entities "as is" and is under no obligation to revise the terms, conditions, scope, prices, and/or any requirements of the Agreement for the benefit of LGE.
5. Master Contract. This Agreement can be utilized as a Master Contract. The general terms and conditions in this Agreement will serve to outline the working relationship between HCDE and LGE.

LGE agrees to adhere to the specific terms and conditions set forth for the HCDE programs and/or services as contracted by LGE. In the case of a conflict between this Agreement and any addendum, purchase order, or individual contract for a specific HCDE program or service, the provisions of the addendum, purchase order, or individual contract will govern.

6. Payments. The Parties agree that all payments made under this Agreement will be in an amount that fairly compensates the performing Party for the services or functions performed under this Agreement. The Parties further agree that each Party paying for the performance of governmental functions or services pursuant to this Agreement must make those payments from current revenues available to the paying Party.
7. Invoices. HCDE will invoice LGE for the HCDE programs and services that LGE purchases from HCDE. LGE agrees to remit payment to HCDE within thirty (30) days after the later of the following: (1) the date LGE receives the goods; (2) the date the performance of the service is completed; or (3) the date LGE receives an invoice for the goods or service. If LGE makes a payment to HCDE with a credit card, LGE agrees to pay to HCDE a surcharge fee consisting of any applicable credit card fees and/or costs incurred by HCDE, including, without limitation, the processing fee(s) charged to HCDE by the credit card company(ies).
8. Participation in HCDE's Cooperative Purchasing Program. If LGE elects to participate in HCDE's cooperative purchasing program, Choice Partners, LGE shall be permitted to purchase goods and services using the contracts competitively procured by HCDE. HCDE does not assess a fee to LGE for participation in Choice Partners. LGE shall make payments directly to vendors. LGE shall be responsible for ordering, inspecting, and accepting the goods and services purchased through Choice Partners. LGE shall further be responsible for the vendors' compliance with provisions relating to the specific quality of goods and services delivered and terms of delivered, as set forth between LGE and the vendor. HCDE is not responsible or liable for the performance of any vendor used by LGE as a result of this Agreement or LGE's participation in Choice Partners.
9. Compliance with Laws. Each Party is responsible for complying with applicable laws and regulations relating to this Agreement and any purchase made under this Agreement.

10. Termination. This Agreement may be terminated prior to the expiration of the Term hereof as follows:

- By either Party, with or without cause, upon thirty (30) days' prior written notice;
- By mutual written agreement of the Parties; or
- By either Party immediately if the other Party commits a material breach of any of the terms of this Agreement and no remedial action can be agreed upon by the Parties.

Termination of this Agreement by a Party shall not terminate an existing purchase order or individual contract between HCDE and LGE or between LGE and an HCDE cooperative purchasing program vendor. In the event of termination of this Agreement or any purchase order or individual contract, LGE shall be responsible for compensating HCDE for programs and services provided by HCDE up to the effective date of termination.

11. Assignment. Neither this Agreement nor any duties or obligations entered in subsequent contracts because of this agreement shall be assignable by either party without the prior written acknowledgment and authorization of both parties.
12. Conflict of Interest. During the Term of HCDE's service to LGE, LGE, its personnel and agents, shall not, directly or indirectly, whether for LGE's own account or with any other person or entity whatsoever, employ, solicit or endeavor to entice away any person who is employed by HCDE.
13. Contract Amendment. This Agreement may be amended only by the mutual agreement of all Parties, in writing, to be attached to and incorporated into this Agreement.
14. Notice. Any notice provided under the terms of this Agreement by either party to the other shall be in writing and shall be sent by **certified mail, return receipt requested**. Notice to shall be sufficient if made or addressed as follows:

Harris County Department of Education  
Attn: James Colbert, Jr.  
County School Superintendent  
6300 Irvington Blvd.  
Houston, Texas 77022  
713-694-6300

Cameron County Regional Mobility Authority ("LGE")  
Attn: Pete Sepulveda, Jr.  
Title: Executive Director  
Address: 3461 Carmen Avenue  
City, State, Zip: Rancho Viejo, TX 78575  
Phone: 956-621-5571  
Email: psepulveda@ccrma.org

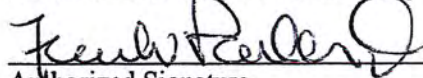
15. Relation of Parties. It is the intention of the parties that LGE is independent of HCDE and not an employee, agent, joint venturer, or partner of HCDE and nothing in this Agreement shall be interpreted or construed as creating or establishing the relationship of employer and employee, agent, joint venturer or partner, between HCDE and LGE or HCDE and any of LGE's representatives.
16. Non-Exclusivity of Services. Nothing in this Agreement may be construed to imply that HCDE has exclusive right to provide LGE with programs or services. During the Term of this Agreement, LGE reserves the right to use all available resources to procure other programs and services as needed and, in doing so, will not violate any rights of HCDE.

17. Disclaimer. HCDE DOES NOT WARRANT THAT THE OPERATION OR USE OF HCDE PROGRAMS AND/OR SERVICES WILL BE UNINTERRUPTED OR ERROR FREE. HCDE HEREBY DISCLAIMS ANY AND ALL WARRANTIES, EXPRESS OR IMPLIED, IN REGARD TO ANY INFORMATION, PRODUCT, PROGRAM, OR SERVICE FURNISHED UNDER THIS AGREEMENT, INCLUDING, WITHOUT LIMITATION, ANY AND ALL IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.
18. Limitation of Liability. Without waiver of the Disclaimer in Article 17 of this Agreement, the Parties agree that:
- Neither Party waives any immunity afforded to it under applicable law; and
  - Neither Party shall be liable to the other Party for special, incidental, or exemplary damages with regard to any lawsuit or formal adjudication arising out of or relating to this Agreement.
19. Severability. In the event that any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions, and the Agreement shall be construed as if such invalid, illegality, or unenforceable provision had never been contained in it.
20. Governing Law and Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas, without regard to its conflicts of laws provisions. The mandatory and exclusive venue for the adjudication or resolution of any dispute arising out of this Agreement shall be in Houston, Harris County, Texas.
21. No Waiver. Nothing in this Agreement shall be deemed to waive, modify, or amend any legal defense available at law or equity to a Party, including the defense(s) of immunity. No failure on the part of either Party at any time to require the performance by the other Party of any term hereof shall be taken or held to be a waiver of such term or in any way affect such Party's right to enforce such term, and no waiver on the part of either Party of any term hereof shall be taken or held to be a waiver of any other term hereof or the breach thereof. No waiver, alteration, or modification of any of the provisions of this Agreement shall be binding unless in writing and signed by duly authorized representatives of the Parties hereto.
22. Benefit for Signatory Parties Only. Neither this Agreement, nor any term or provisions hereof, not any inclusion by reference, shall be construed as being for the benefit of any party not in signatory hereto.
23. Authorization. Each party acknowledges that the governing body of each Party to the Agreement has authorized and approved this Agreement.
24. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original constituting one and the same instrument.

In witness whereof, HCDE and LGE have executed this Agreement to be effective on the date specified in Article 1. Term above:

Cameron County Regional Mobility Authority

Name of Local Governmental Entity



Authorized Signature

Frank Parker, Jr.

Printed Name

Chairman

Title

August 26, 2021

Date

Harris County Department of Education



James Colbert (Nov 17, 2021 15:51 CST)

James Colbert, Jr.

County School Superintendent

Nov 17, 2021

Date

Type of Local Governmental Entity (*select one*):

- ☐ School District      ☐ Charter School  
☐ County      ☐ City/Municipality  
☐ University      ☐ College  
☐ State Entity  
☒ Governmental entity/other: \_\_\_\_\_



2-J      **CONSIDERATION AND APPROVAL OF THE TERMS AND  
CONDITIONS FOR CCRMA FUEGO TAG.**

## TPS|CCRMA - FUEGO ACCOUNT TERMS AND CONDITIONS

The Fuego account services are owned and operated by the Cameron County Regional Mobility Authority (CCRMA). This document outlines the terms and conditions applicable to the Fuego account and use by customers of the Fuego account constitutes a customer acknowledgement and acceptance of these terms and conditions. The customers acknowledge and understand that, subject to applicable laws and regulations, the CCRMA enforces the terms and conditions in the CCRMA's absolute sole discretion, and that the CCRMA may amend the terms and conditions at any time. Customers are defined as the responsible person who opens and administers the account. In activating a Fuego account, the customer has taken the responsibility for all services, vehicles, transactions, and financial obligations associated with usage of the account, unless a valid dispute has been presented to the CCRMA through its dispute process. Having and maintaining an account is contingent upon customers' compliance with the terms and conditions. Customers that do not agree with the terms and conditions, shall contact the Customer Service Center with questions and proceed with closing of the account. Any applicable law or regulation that is enacted or adopted subsequent to the date of the terms and conditions, shall automatically amend the terms and conditions to the extent necessary to comply with such new law or regulation.

### 1. Fuego Account Services

Fuego account services, includes all services available for use in the Fuego account. Services include but are not limited to; Fuego RFID tag, Fuego Mobile Pass, Fuego Ticket Vouchers, and License Plate billing. Services apply wherever Fuego account is accepted as use for tolling, access, payment method, vehicle identification, and other interoperable services. Fuego is accepted at the SH 550 toll road, Cameron County Park System (coming soon) and Cameron County International Bridge System (coming soon). Fuego tag is not currently accepted at any other toll facility, and it is not part of the TxTag system, but has the option to be accepted in the future. Fuego is a trademarked service of the CCRMA for the use of providing various transportation solutions.

### 2. Individual and Commercial Account Types

Fuego Account services support both individual and commercial account types. Individual accounts support all passenger type vehicles including

recreational vehicles. Individual accounts support vehicles that are not used for business or commercial profit and are not defined as commercial motor vehicles as per the Texas Department of Motor Vehicles. Commercial accounts support all vehicles both passenger and commercial that are used in a regular trade or business. Prepaid balance requirements may vary between individual and commercial accounts. The CCRMA may also require certain prepaid balance requirements and automatic replenishment amounts based off account attributes such as: number of vehicles, average activity in the account, usage characteristics, and any unique contractual arrangements made directly with the CCRMA. See attached schedule for additional information on account rules, fees, and charges.

### 3. Account Information

Customer must keep all account information such as contact information, email address, mailing addresses, vehicle information, and payment information up to date on the account to avoid interruption in services.

#### a) Vehicle Information/License Plate

Customer is responsible for providing the correct information regarding the vehicle such as make, model, and license plate. In the event this information changes, customer must provide updated information in order to avoid account interruptions or fees or charges related to non-payment of your account. Commercial customers will be required to maintain an updated database of its vehicles. The same requirements apply to vehicle registered out of State or Out of Country. Commercial accounts may also require trailer information such as make, model, and license plate information to be provided for CCRMA to provide the best support and service to the customer.

### 4. Fuego Account Administration

#### a) Account Balance/Prepaid

Accounts must maintain sufficient funds to cover tolls and other charges for services within your Fuego account. Insufficient funds in your account may cause your account to become invalid and result in additional fees and charges. When your Fuego account is accepted for payment, your prepaid balance will be automatically charged for the usage associated with your vehicle(s). In the event that the prepaid balance

## TPS|CCRMA - FUEGO ACCOUNT TERMS AND CONDITIONS

has been charged in full and the account becomes negative due to insufficient funds any new payments or replenishments will be first applied to the negative balance and the remaining balance will remain as a credit on the account.

### b) Account Automatic Replenishment

Fuego accounts will accept an automatic payment feature when a valid credit or debit card is attached to the account. Replenishments will be processed in accordance with the automatic replenishment amounts and low balance thresholds set for each account. You must ensure the form of electronic payment associated with your account remains valid to avoid possible fees and other possible charges. For more information see the attached schedule of rules, fees, and other charges.

### c) Negative Balance/Collections

Sufficient funds must be available in your Fuego account to properly maintain the account. In the event your Fuego account balance falls below zero and is not replenished within the ninety (90) days, the account will be closed and any unpaid balance will be sent to collections. In collections your account will incur late fees and other charges. To avoid these charges the account should always have enough funds to cover tolls, fees, and other charges.

### 5. Customer Communications

Communications in your Fuego account will be provided by electronic means and that, if a law requires the CCRMA to send notice or other documents by first class mail or otherwise in paper form, such requirement is satisfied if the notice or other documents are provided, sent, or delivered, as the case may be, in an electronic record capable of retention by you at the time of receipt. As the customer you agree that an electronic record capable of retention at the time of your receipt constitutes a record that you can print or store at the time of receipt.

You agree that this Agreement to Receive Documents Electronically satisfies all requirements under TEX. BUS. & COM. CODE Chapter 322 and, in particular, § 322.005. As a result of your agreement and consent, and the representations you make herein, the CCRMA will provide, send, or deliver all future notices and other documents concerning your account to you by electronic means. Please carefully review these terms.

We encourage you to print or download these terms and retain them with your records for future reference.

In accordance with the U.S. Electronic Signatures in Global and National Commerce Act, known as the E-Sign Act, and the Uniform Electronic Transactions Act, you are providing affirmative consent to the use of electronic records for this account with the CCRMA, demonstrating that you can access and retain information in the electronic form that will be used to provide the information that is the subject of this consent, and otherwise agreeing to the terms of this Agreement to Receive CCRMA Documents Electronically.

### 6. Statements/Itemized Activity

Monthly statements will be made available online and a statement summary will be provided by email for your account. Statements will include a summarized activity of your account activity for the previous calendar month. You will be able to download and print individual statements online. Detailed activity can be accessed online.

### 7. Replacement of Fuego Account Devices

You may cancel a Fuego Tag, Mobile Pass, Ticket Vouchers or other devices in the event they are lost, stolen, damaged, defective, or no longer in use. Until such devices are effectively canceled, you may remain responsible for tolls, fees, and charges associated with their use. In the event a transaction is processed in your account without your authority, you must submit a dispute to CCRMA for the transactions in question. You are responsible to monitor the activity for all Fuego devices assigned to your account and notify CCRMA of any unauthorized activity. Account devices cannot be sold or transferred.

### 8. Closed Account

You may request to close an account by submitting such request in writing by email, by mail, or by hand delivery to our Customer Service Center. The CCRMA may also close the account if a sufficient balance in accordance with these terms and conditions is not maintained on the account., the account has been inactive for at least 730 days, or for another reason as determined by the CCRMA in its sole and absolute discretion. In the event that the CCRMA closes an account, the Customer acknowledges and agrees that the CCRMA, by closing the account, does not waive

**TPS|CCRMA - FUEGO ACCOUNT  
TERMS AND CONDITIONS**

any of its rights for any unpaid amounts owed on that account.



**2-K      CONSIDERATION AND APPROVAL OF THE BACKOFFICE SYSTEM  
BUSINESS RULES.**

**CAMERON COUNTY REGIONAL MOBILITY  
AUTHORITY TOLL ROADS, INTERNATIONAL  
BRIDGES, AND COASTAL PARKS BUSINESS RULES  
DOCUMENT**



Revision #	Change Reason	Reviewer	QA Checked By	Status	Date Completed
1.0	Updated	Jeff Saurenmann		Complete	January 2019
2.0	Updating BR to match new Back Office System	Adrian Rincones	Adrian	Complete	July 16, 2019
3.0	Updating 2.0 changes BR(TP-001 to TP-047)			Complete	May 11, 2020
4.0	Update to 3.0 changes	Amy Bishop		Complete	August 23, 2021

## Table of Contents

<b>1</b>	<b>Introduction and overview .....</b>	<b>8</b>
1.1	Purpose.....	8
<b>2</b>	<b>Cameron County Regional Mobility Authority (CCRMA) Rules .....</b>	<b>9</b>
2.1	Operational Rules .....	9
2.2	CCRMA Toll Rates and Vehicle Classification Business Rules .....	9
2.3	In-Lane .....	11
2.4	Host Transaction Processing .....	12
2.5	Pharr-Reynosa International Bridge (PRIB) Interoperability Transaction Processing .....	13
2.6	Other project Interoperability Transaction Processing .....	13
2.7	CCRMA Image Processing Business Rules .....	14
2.8	CCRMA Account (Fuego Tag) .....	16
2.9	Pay-by-Mail .....	24
2.9.1	Toll Bill Processing.....	26
2.9.2	Notice of Toll Violation Processing .....	27
2.9.3	Second Notice of Toll Violation Processing.....	27
2.9.4	Final Notice of Toll Violation Processing.....	28
2.9.5	Court Selection and Court Processing Rules .....	30
2.10	Customer Service .....	32
2.10.1	Revenue Collection .....	32
2.10.2	Dispute Processing Business Rules .....	33
2.10.3	Payment Plan Business Rules.....	34
<b>3</b>	<b>CCRMA GENERAL REQUIREMENTS.....</b>	<b>36</b>
3.1	INVENTORY MANAGEMENT CENTER (IMC).....	36
3.2	system administration center (sac) .....	36
3.3	CCRMA Discount Requirements.....	37
3.4	CCRMA Account Customer Website Requirements.....	39

## Table 1: Table of Tables

Table 1:	Table of Tables .....	3
----------	-----------------------	---



Table 2:	Table of Figures .....	5
Table 3:	Revision History.....	5
Table 4:	Document References.....	5
Table 5:	Glossary .....	6
Table 6:	CCRMA Operational Rules .....	9
Table 7:	Operational Rules.....	9
Table 8:	Operational Rules – SH550 Specific.....	10
Table 9:	Operational Rules – Bridges.....	10
Table 10:	In-Lane Business Rules.....	11
Table 11:	Host Transaction Processing Business Rules.....	12
Table 12:	PRIB Interoperability Transaction Processing Business Rules.....	13
Table 15:	CCRMA Account Business Rules.....	16
Table 16:	Pay-by-Mail Business Rules .....	24
Table 17:	Toll Bill Processing Business Rules .....	26
Table 18:	Notice of Toll Violation Business Rules .....	27
Table 19:	Second Notice of Toll Violation Business Rules .....	27
Table 20:	Final Notice of Toll Violation .....	28
Table 22:	Revenue Collection Business Rules.....	32
Table 23:	Dispute Processing Business Rules.....	33
Table 24:	Payment Plan Business Rules.....	34
Table 26:	SAC BUSINESS RULES .....	36
Table 27:	CCRMA BOS Discounts Business Rules .....	37
Table 28:	CCRMA BOS WEBSITE BUSINESS RULES .....	39



---

## Section 1: Introduction and overview

---

**Table 2: Table of Figures**

No table of figures entries found.

**Table 3: Revision History**

Date	Version	Author(s)	Description of Modification(s)
December 2018	V 0.1	Fagan Consulting	Initial Draft The CCRMA
July 17, 2019	V0.2	CCRMA	Updates by CCRMA
May 11, 2020	V0.3	TollPlus	Updates by TollPlus
May 2021	V0.4	Fagan Consulting	Updates by Fagan Consulting

**Table 4: Document References**

Document	Location
TBD	<a href="#">TBD</a>

Table 5: Glossary

Term / Acronym	Description
Acknowledgement File	A file sent in response to a received file indicating a successful or unsuccessful file transfer based on verification of a file's characteristics such as file size, record count, and checksum value.
AVI	Automatic Vehicle Identification
AVI Antenna	Sensor placed at the lane that reads the Pharr-Reynosa County International Bridges and Coastal Parks tags / transponders
Bridge IOP Interface	The technical and procedural implementation of the Cameron County Regional Mobility Authority and Pharr-Reynosa County International Bridges and Coastal Parks Interlocal agreement
Bridge Authority Provider	An Authority that operates and maintains a customer service center that issues AVI transponders for electronic payment of AVI transactions.
Canopy Light	Red/Green light to indicate if a lane is open or closed
CCRMA	Cameron County Regional Mobility Authority
CCRMA BOS	Cameron County Regional Mobility Authority Back Office System, which handles processing for all SH 550 Pay by Mail transactions and account management for County International Bridges and Coastal Parks
CCRMA IPS	Cameron County Regional Mobility Authority Image Processing System, which handles State Highway 550 transactions
CCRMA TFH	CCRMA Toll Facility Host
CCRMA TCS	CCRMA Toll Collection System
Electronic Toll Collection	Method of cashless toll collection typically comprised of four subsystems: automatic vehicle classification (AVC), violation enforcement system (VES), automatic vehicle identification (AVI), and transaction processing, which includes a back office and customer service center. Mobile Pass uses an RFID card or key FOB. Coupons/Tickets is a barcoded ticket identified with a customer account for payment.
Gate	Allows vehicle to exit toll lanes.



## Section 1: Introduction and overview

Home Authority (HA)	An Authority that issues transponders to patrons, owns and manages accounts associated with those transponders, and posts transactions to those accounts.
Interface Control Document	Describes the relationship between two components of a system in terms of data items and messages passed, protocols observed, and timing and sequence of events.
Interlocal Agreement	A collaborative contract between agencies with the goal of providing more efficient, less costly public services
Island Traffic Signal	Signal light to indicate when a vehicle can exit a lane
Lane Controller	Computer in the toll lane that monitors all the lane's equipment and activities
Laser Curtain	Sensor that detects when a vehicle has passed by and identifies the end of a transaction
Manual Lane Terminal (MLT)	Interactive touch screen used in the toll booth to record and process transactions
OCR	Optical Character Recognition
Pay by Mail	Process by which customers traveling on CCRMA owned and operated toll roads receive a Toll Bill, and subsequent Notices of Toll Violations if payment is not made in full, based on their vehicle license plate and registered owner information.
Patron Fare Display	Indicates toll amount due, plus any information the customer needs to know about their Pharr-Reynosa International Bridge account; i.e. low balance
Toll Facility Host (TFH)	Facility management and administration system that processes transactions, and images if applicable, captured in the lane system.
Receipt Printer	Allows receipts to be printed
State Highway 550 (SH 550)	State Highway 550 (SH 550) is a limited access all electronic toll route around the northern and eastern edges of Brownsville, Texas, partly replacing and expanding FM 511 providing a new entry point for truck traffic to the Port of Brownsville as well as connecting I-69E and US 77/US 83 southeastward to FM 3248.
Tag Validation List (TVL)	A comprehensive list of transponders issued by each interoperable Authority (full).

Tag Validation List (TVL) Update	A list of Tag Validation List (TVL) changes since the last TVL Update or TVL (incremental).
Visited Authority	Any authority that is not the customer's Home Authority. The Visited Authority shall submit the transaction to the customer's Home Authority for posting.

## 1 INTRODUCTION AND OVERVIEW

The Business Rules for the Cameron County Reginal Mobility Authority are presented for implementation in the CCRMA Toll Collection System (TCS). Business Rules may be revised by formal action of the Pharr-Reynosa International Staff and / or Bridge Board and Cameron County International Bridges and Coastal Parks. Revisions to this document may be necessary to address operational changes, changes in law that affect the CCRMA, or other changes initiated by the CCRMA management staff and approved by the CCRMA Board. As such, this is a living document that shall be updated as the business rules evolve in accordance with the changes in policy.

### 1.1 PURPOSE

The CCRMA Business Rules document defines the rules by which the CCRMA TCS shall operate and interact with the CCRMA Back Office System (BOS). It contains business rules that shall be translated into operational procedures as well as software system design.

Existing statewide Central United States Interoperability (CUSIOP) and Pay by Mail processes in use by CCRMA today shall not be altered by the business rules contained herein and are governed by CCRMA's existing BOS Business Rules and any Toll Transaction Processing Agreement with other agencies.





## Section 2: Cameron County Regional Mobility Authority (CCRMA) Rules

*Configurable parameters shall be enclosed in square brackets ([ ]).*

## 2 CAMERON COUNTY REGIONAL MOBILITY AUTHORITY (CCRMA) RULES

### 2.1 OPERATIONAL RULES

Table 6: CCRMA Operational Rules

ID	Rule
BREQ-1	The standard hours of operation for toll collection at the SH-550 are [00:00] to [23:59], [Sunday through Saturday] (inclusive).  Customer Service Center standard hours of operation for toll collection and customer payments are Monday through Friday, 8:00am-5:00pm.
BREQ-2	There shall be at least one Maintenance Technician on call for emergency technical incidents occurring after normal work hours.
BREQ-3	General customer service inquiries and account related questions related to the use of the partner agency facility (bridge, parks) shall be directed to the CCRMA partner agency Customer Service Center (CSC).
BREQ-4	General customer service inquiries and account related questions (registration, management, etc.) related to the use of CCRMA Toll Road facilities shall be directed to the CCRMA TPS Customer Service Center (CSC).

### 2.2 CCRMA TOLL RATES AND VEHICLE CLASSIFICATION BUSINESS RULES

Table 7: Operational Rules

ID	Rule
BREQ-5	The system shall support an AVI Toll Rate based on axle count
BREQ-6	The system shall support a Pay-by-Mail Toll Rate based on axle count
BREQ-7	An "Axle Based" Vehicle classification methodology shall be used; a vehicle's axle count, as detected at the lane, shall determine the vehicle's classification.
BREQ-8	The CCRMA toll road facility toll rate schedule is set within the CCRMA Toll Facility Host (TFH).



Section 2: Cameron County Regional Mobility Authority (CCRMA) Rules

Table 8: Operational Rules – SH550 Specific

ID	Rule
BREQ-9	A vehicle, such as an automobile, pick-up or motorcycle, having an axle count of two or less shall be identified as Class 2.
BREQ-10	A vehicle having an axle count of 3 shall be identified as Class 3.
BREQ-11	A vehicle having an axle count of 4 shall be identified as Class 4.
BREQ-12	A vehicle having an axle count of 5 shall be identified as Class 5.
BREQ-13	A vehicle having an axle count of 6 or greater shall be identified as Class 6.
BREQ-14	Current CCRMA SH550 toll rates provided in Appendix A

Table 9: Operational Rules – Bridges

ID	Rule
BREQ-15	A non-commercial vehicle, such as an automobile, pick-up or motorcycle, having an axle count of two or less shall be identified as Class 1.
BREQ-16	A commercial vehicle, such as an automobile, pick-up or motorcycle, having an axle count of two or less shall be identified as Class 2.
BREQ-17	A vehicle having an axle count of 3 shall be identified as Class 3.
BREQ-18	A vehicle having an axle count of 4 shall be identified as Class 4.
BREQ-19	A vehicle having an axle count of 5 shall be identified as Class 5.
BREQ-20	A vehicle having an axle count of 6 or greater shall be identified as Class 6.
BREQ-21	A vehicle such as a bus or recreational vehicle having an axle count of 2 shall be identified as Class 8.
BREQ-22	A Special Crossing vehicle, such as wide load or vehicle with multiple axles (ex. 15 axles) shall be identified as Class 11.
BREQ-23	Current CCRMA Bridge toll rates provided in Appendix A

### 2.3 IN-LANE

CCRMA shall utilize a combination of Automatic Vehicle Identification (AVI) tolling and Video based tolling for transactions occurring at CCRMA Toll Road facilities.

Table 10: In-Lane Business Rules

ID	Rule
BREQ-24	Tolling will be in effect 24 hours a day, seven days a week.
BREQ-25	All vehicles passing a gantry (detection point) in the lane shall be detected.
BREQ-26	A minimum of <b>[1]</b> frontal image(s) are captured and saved when a vehicle is detected.
BREQ-27	A minimum of <b>[1]</b> rear image(s) are captured and saved when a vehicle is detected.
BREQ-28	The default vehicle classification shall be the AVC classification.
BREQ-29	If AVC is degraded, the vehicle classification shall be the transponder class (if present), else Class 2.
BREQ-30	Vehicles with a properly mounted CCRMA (Fuego Tag), PRIB, or CUSIOP transponder with a valid Tag Validation List (TVL) status may have their home account charged for usage of CCRMA toll road facilities.
BREQ-31	If multiple transponders are read in the lane for 1 vehicle, and 1 transponder has a valid status, the valid transponder is picked as the transponder for billing and assigned to the transaction. Other transponders may be recorded but not processed as the billing transponder.
BREQ-32	<p>If multiple transponders are read in the lane for a single vehicle, and more than one transponder has a valid status per the most recent TVL, a single transponder is assigned to the transaction for billing based on the following hierarchy:</p> <ol style="list-style-type: none"> <li>1. Valid CCRMA (Fuego Tag) transponders</li> <li>2. Valid PRIB transponders</li> <li>3. Valid CUSIOP transponders</li> </ol> <p>CCRMA transactions not eligible for processing by a valid transponder are eligible for further processing by license plate.</p>



Section 2: Cameron County Regional Mobility Authority (CCRMA) Rules

ID	Rule
BREQ-33	CCRMA shall process transactions with no valid transponder utilizing the imaged based tolling process based on the following hierarchy: <ul style="list-style-type: none"> <li>- Exempt Vehicles</li> <li>- CCRMA accounts</li> <li>- PRIB accounts</li> <li>- CUSIOP accounts</li> <li>- CCRMA Pay by Mail accounts (if no plate match to any of the above)</li> </ul>
BREQ-34	The Toll Rate charged when the lane is closed shall be [\$0.00].
BREQ-35	Tag reads that cannot be associated with a vehicle are recorded but not processed as a transaction.
BREQ-36	All vehicles using a CCRMA toll road facility, which does not qualify to be toll exempt shall be charged a toll.
BREQ-37	Vehicles that use a CCRMA Toll Facility without a transponder or license plate associated to a CCRMA, PRIB, or CUSIOP account are subject to Pay-by-Mail processing.

## 2.4 HOST TRANSACTION PROCESSING

Table 11: Host Transaction Processing Business Rules

ID	Rule
BREQ-38	Exemption from Toll Payment Policy: <ul style="list-style-type: none"> <li>• In accordance with CCRMA policies, CCRMA shall allow exemptions for emergency and military vehicles, public transit vehicles, eligible disabled veterans, in accordance with CCRMA Toll Collection Operations Policy found in the following document: <a href="https://ccrma.org/wp-content/uploads/2018/07/CCRMA-Toll-Collection-Operations-Policies-Revised-9-8-16.pdf">https://ccrma.org/wp-content/uploads/2018/07/CCRMA-Toll-Collection-Operations-Policies-Revised-9-8-16.pdf</a>.</li> </ul>
BREQ-39	Valid transponder transactions must have a rejected disposition from the home agency before being sent to image review.
BREQ-40	The TFH should wait [48 hours] for a disposition from the CUSIOP before alerting CCRMA of a potential problem

## Section 2: Cameron County Regional Mobility Authority (CCRMA) Rules

ID	Rule
BREQ-41	The TFH should wait [15 days] for a disposition from the CCRMA Image Processing System (IPS) before alerting CCRMA of a potential problem
BREQ-42	The TFH shall store images in accordance with CCRMA's data retention policy.
BREQ-43	The TFH shall support an exempt vehicle list maintained within the TFH so that vehicles, in accordance with the CCRMA's toll exempt policies.
BREQ-44	Transactions must be sent to the CCRMA BOS within [15 days] for processing.

### 2.5 PHARR-REYNOSA INTERNATIONAL BRIDGE (PRIB) INTEROPERABILITY TRANSACTION PROCESSING

Table 12: PRIB Interoperability Transaction Processing Business Rules

ID	Rule
BREQ-45	The CCRMA currently has an interoperable agreement with the Pharr International Bridge PRIB tags. This interoperability is a one-way interoperability wherein the PRIB tags are accepted on CCRMA facilities and charged to PRIB prepaid accounts held in Pharr Back office. More information is available in the CCRMA/Pharr Business Rules.
BREQ-46	Ability to include CCRMA Issuance Tags in the same TVL file by merging with PHARR TVL file and share to the host system
BREQ-47	Ability to split the transaction file received from the Host based on the agency and share to the PHARR and CCRMA
BREQ-48	Ability to merge the reconciliation files of PHARR and CCRMA and share to the host system

### 2.6 OTHER PROJECT INTEROPERABILITY TRANSACTION PROCESSING



Table 13: Interoperability Transaction Processing Business Rules

ID	Rule
BREQ-49	Bridges Payment Handling: Registered customers payments are collected at bridges should be sent to BOS system. Separate ICD to be provided for them.
BREQ-50	Ability to provide the pass details to the parks host system and do the balance inquiry real time.
BREQ-51	Ability to share the bulk and differential TVL files for parks and bridges lane system based on the customer balance.
BREQ-52	Ability to receive Daily Pass transactions from the Park lane system and post them to the respective customers
BREQ-53	Ability to receive Tags/Mobile Pass/Tickets transactions from the Bridges and post them to the respective customers

## 2.7 CCRMA IMAGE PROCESSING BUSINESS RULES

Table 14: Image Processing Business Rules

ID	Rule
BREQ-54	The first image review within the IPS shall be by Optical Character Recognition (OCR) software.
BREQ-55	[>95%] OCR confidence value required to bypass manual image review.
BREQ-56	[85% to 95%] OCR confidence value required for one manual review.
BREQ-57	A second manual review will be required if the first human review and OCR plate value are not the same.
BREQ-58	[<70%] OCR confidence value required for a double-blind manual review.
BREQ-59	A third manual review will be required if the first and second double-blind manual review plate values are not the same.
BREQ-60	All images entering the manual Image Review process may be reviewed and validated by a human reviewer, unless constraints mandate a code off (e.g., image too long in image review, maximum number of reviews reached).
BREQ-61	Maximum number of time an image requires a manual review, before Code Off: <b>[4]</b>
BREQ-62	Maximum number of days an image should be in the IPS, before code off: <b>[20]</b>
BREQ-63	The manual image review process may require a double-blind human review.
BREQ-64	Minimum number of times an image may be manually reviewed, before Code Off: <b>[3]</b>
BREQ-65	Number of times an image review must match to OCR results and/or a previous human review, before the review is accepted: <b>[1]</b>



## Section 2: Cameron County Regional Mobility Authority (CCRMA) Rules

ID	Rule
BREQ-66	At any time prior to code off a user with proper IPS permissions (e.g., supervisor) may override previous image review(s) and the review will be accepted.
BREQ-67	A human reviewer may flag an image for review by a user with specific permissions (e.g., supervisor).
BREQ-68	For any image that is not readable, the human reviewer may reject an image with an appropriate Code Off reason. Code Off reasons represent a terminal state.
BREQ-69	The IPS will not be able to automatically “code off” any transaction.
BREQ-70	After Image Review, rejected images (a.k.a. “code offs”) shall not be pursued further.
BREQ-71	Equipment Image “Code Off” reasons allowed during human image review: <ul style="list-style-type: none"> <li>- Camera Issue</li> <li>- Image Quality</li> </ul>
BREQ-72	Vehicle Image “Code Off” reasons allowed during human image review: <ul style="list-style-type: none"> <li>- Exempt Vehicle</li> <li>- Temp Plate</li> <li>- Unreadable plate</li> <li>- Out of Country</li> </ul>

## 2.8 CCRMA ACCOUNT (FUEGO TAG)

Table 13: CCRMA Account Business Rules

ID	Rule
BREQ-73	Accounts are categorized as one of the following types: <ul style="list-style-type: none"> <li>• Commercial</li> <li>• Individual</li> </ul>
BREQ-74	Valid accounts are eligible for use of the following account electronic toll collection modes, when referred to collectively in this document shall be “ <u>ETC Modes</u> ” <ul style="list-style-type: none"> <li>• CCRMA Transponder/Tag (6C/Headlamp/Specialty)</li> <li>• CCRMA Mobile Pass (RFID Card/FOB)</li> <li>• CCRMA Coupons (Tickets) – reserved for future use</li> <li>• Passes (Daily/Monthly/Annual) (Regular/Veteran/Disabled Veteran)</li> </ul> <p>Note: Passes can only be associated with 6C tags</p>
BREQ-75	Valid accounts shall have the option to be assigned one of the following attributes: <ul style="list-style-type: none"> <li>• Standard Account (PrePaid)</li> <li>• Non-Revenue Default - CCRMA facilities only. NOTE: Non-Revenue on other facilities shall be available at the account level by selection.</li> <li>• Zero Balance Account - Post Paid account, for Commercial customers, with traffic on the 550 roadway.</li> </ul>
BREQ-76	All Accounts may have a maximum of <b>[1000]</b> vehicles on the account.
BREQ-77	Accounts are active and assigned an account number when the following required information is entered: <ul style="list-style-type: none"> <li>• Business Name (If commercial)</li> <li>• Individual Name (If Individual)</li> <li>• Business/Individual Address</li> <li>• Business/Individual Phone number</li> <li>• Primary email address</li> <li>• Minimum Deposit (with the exception of Zero Balance Accounts)</li> <li>• Vehicle, Transponder, and/or Mobile Pass added</li> </ul>
BREQ-78	Commercial and Individual CCRMA Accounts shall require a configurable prepaid deposit. Deposit may be overridden for Zero Balance accounts.



## Section 2: Cameron County Regional Mobility Authority (CCRMA) Rules

BREQ-79	Commercial account initial deposit shall be <b>[\$100.00]</b> . Deposit amount is tied to account type and not the number of vehicles on the account.
BREQ-80	Individual account initial deposit shall be <b>[\$15.00]</b> . Deposit amount is tied to account type and not the number of vehicles on the account.
BREQ-81	CCRMA Accounts shall have the following balance thresholds: <ul style="list-style-type: none"> <li>• Low Balance - Low balance serves as the notification trigger for customers as well as the auto replenishment trigger for the account.</li> <li>• Minimum Balance - Minimum balance serves as the notification trigger for customers as well as the threshold in which the account becomes invalid for transaction processing</li> </ul>
BREQ-82	An authorized CSR may manually adjust the required initial deposit for CCRMA accounts.
BREQ-83	Default low balance threshold for a prepaid Commercial Account is <b>[\$50.00]</b>
BREQ-84	Default low balance threshold for a prepaid Individual Account is <b>[\$5.00]</b>
BREQ-85	The default minimum balance for a Commercial Account is <b>[\$0.00]</b>
BREQ-86	The default minimum balance for an Individual Account is <b>[\$0.00]</b>
BREQ-87	The low balance threshold may be set to any amount greater than the minimum balance limit.
BREQ-88	If the replenishment method for customer is cash the customer will receive <b>[1]</b> email and or <b>[1]</b> text message alert per business day when the low balance threshold is reached.
BREQ-89	If the replenishment method for customer is card, the BOS shall attempt an account replenishment when the low balance threshold is reached.
BREQ-90	The customer will receive an email alert and or a text message when the minimum balance threshold is reached and account <u>ETC Modes</u> shall become invalid for non-home agencies.
BREQ-91	A prepaid payment is not required for accounts without vehicles (i.e. Zero Balance Accounts)
BREQ-92	The default automatic replenishment amount is <b>[\$100]</b> for a prepaid Commercial Account
BREQ-93	The default automatic replenishment amount is <b>[\$15]</b> for a prepaid Individual Account
BREQ-94	An authorized CSR may manually adjust the replenishment amount for any account type
BREQ-95	Accounts with a valid credit card are eligible for auto replenishment
BREQ-96	Transponder fees are waived for customers with auto replenishment
BREQ-97	A transponder fee of <b>[\$5]</b> is charged for transponders issued to cash customers
BREQ-98	Transponders shall be required for individual account vehicles.

Section 2: Cameron County Regional Mobility Authority (CCRMA) Rules

BREQ-99	Transponders shall be optional for commercial account vehicles.
BREQ-100	A transponder fee of <b>[\$0]</b> is charged for lost and replacement (due to manufacturer damage) transponders
BREQ-101	A mobile pass fee of <b>[\$xx]</b> is charged for every newly issued and replacement mobile pass
BREQ-102	A Coupon booklet fee of <b>[\$xx]</b> is charged for every newly issued and replacement booklet
BREQ-103	A CSR may waive the fee(s) for newly issued and replacement Transponder/Mobile Pass/Coupon Booklet
BREQ-104	<u>ETC Modes</u> are considered in “low balance” status if the account balance is less than the low balance threshold <u>and</u> greater than the minimum balance limit.
BREQ-105	For Zero Balance Accounts, an authorized CSR may set the negative balance to an amount up to negative \$100,000 (-\$100,000).
BREQ-106	Accepted payment methods for manual account replenishment payments are the following: <ul style="list-style-type: none"> <li>• Cash</li> <li>• Check</li> <li>• Credit Card</li> <li>• Money Order</li> <li>• Debit Card</li> <li>• ACH Payment</li> <li>• Cashier Check</li> </ul>
BREQ-107	Accepted forms of credit card are the following: <ul style="list-style-type: none"> <li>• American Express</li> <li>• Discover</li> <li>• MasterCard</li> <li>• Visa</li> </ul>
BREQ-108	Apply a credit card processing fee of <b>[0%]</b> for credit card transactions.
BREQ-109	An authorized CSR may apply a Non-sufficient funds (NSF) fee of <b>[\$35]</b> for returned checks
BREQ-110	Customers shall receive a confirmation alert via email for all failed and successful automatic replenishment attempts
BREQ-111	Each contact username shall default to the user email address with the ability to modify
BREQ-112	All accounts shall support US, Mexico, or Canada as the Country for each address type



## Section 2: Cameron County Regional Mobility Authority (CCRMA) Rules

BREQ-113	All CCRMA accounts shall support a primary and secondary email address
BREQ-114	Both Primary and Secondary email addresses shall receive account communications
BREQ-115	All accounts require a minimum of one valid email address
BREQ-116	All accounts shall require electronic email correspondence.
BREQ-117	CCRMA accounts shall have option to opt in for text message alerts. Text message alerts shall default to Mobile Phone when customer opts in to receive alerts.
BREQ-118	<p>All accounts shall support the following Phone number types:</p> <ul style="list-style-type: none"> <li>• Mobile Phone</li> <li>• Work Phone (including extension)</li> </ul>
BREQ-119	Each account shall have the ability to subscribe to specific correspondence / newsletters
BREQ-120	<p>Account Preferences for customer related emails and mailed correspondence</p> <ul style="list-style-type: none"> <li>• Language preference can be English/Spanish</li> </ul>
BREQ-121	<p>All CCRMA accounts shall have one of the following Account statuses:</p> <ul style="list-style-type: none"> <li>• Active (Account is open and accepting transactions to post.)</li> <li>• Closed (Account is in a closed status after being sent to collection or at customer request and pending closed wait period has elapsed.)</li> <li>• Negative Balance (Account status shall trigger Payment Modes to invalid and shall not be allowed for payment at partnering agencies. CCRMA transactions shall be allowed to post for <b>[90]</b> days in this status.</li> <li>• Pending Closed (A Transit status between Active and Closed. It triggers payment modes to become invalid. For <b>[10]</b> days it will allow older or pending transactions to post to account)</li> <li>• Inactive (A status in which the account has not been active for <b>[365]</b> days with no transactions posting. Account shall remain in Inactive status for a period of <b>[365]</b> days before moving to pending closed status or refund request status)</li> <li>• Refund Request (Status given when the account is being Closed with a balance &gt; <b>[\$0].</b>)</li> <li>• Collection Pending (Status when the account balance has been negative for <b>[90]</b> or more days and is awaiting being sent to collections. License plates,</li> </ul>



Section 2: Cameron County Regional Mobility Authority (CCRMA) Rules

	<p>transponders, and passes are end dated on the account and no other transactions shall post to the account.)</p> <ul style="list-style-type: none"> <li>Collection (Status when the account has been sent to collection and awaiting collection acceptance.)</li> </ul>
BREQ-122	Any CCRMA account in Negative Balance status for a period of <b>[90]</b> days shall move to a Collection Pending status and automatically end date all license plates, transponders and passes on the account preventing new transactions from posting.
BREQ-123	A CCRMA account in Inactive status is eligible for posting new transactions and automatically returns to Active status when a financial transaction occurs.
BREQ-124	A CCRMA account in Negative Balance status is eligible for posting of additional tolls from CCRMA owned toll facilities.
BREQ-125	Any account in Pending Closed Status for a period of <b>[10 days]</b> is updated to Closed status automatically by the BOS. If the account balance > \$0.00 the account shall enter Refund Request Status.
BREQ-126	Any account with a negative balance may not be updated to Inactive.
BREQ-127	<p>Tolls are able to post to CCRMA Transponder Accounts with the following statuses:</p> <ul style="list-style-type: none"> <li>Active</li> <li>Inactive</li> <li>Pending Closed</li> <li>Low Balance</li> <li>Negative Balance (only CCRMA toll facilities and others designated by CCRMA see BREQ-138)</li> </ul>
BREQ-128	CCRMA Transponder accounts with Closed status may not be reopened or made Active.
BREQ-129	CCRMA Transponder accounts with Inactive and Refund Request statuses may be made Active by an Authorized CSR or by the posting of a toll trip or transaction.
BREQ-130	<p>All CCRMA Accounts shall support the following vehicle information:</p> <ul style="list-style-type: none"> <li>License plate number (required)</li> <li>License plate country (required) <ul style="list-style-type: none"> <li>US, Canada, Mexico</li> </ul> </li> <li>License plate state (required)</li> </ul>

## Section 2: Cameron County Regional Mobility Authority (CCRMA) Rules

	<ul style="list-style-type: none"> <li>• Numero Economico (optional)</li> <li>• Vehicle year (optional)</li> <li>• Vehicle make (optional)</li> <li>• Vehicle model (optional)</li> <li>• Start effective date / time (HH:MM) (optional)</li> <li>• End effective date / time (HH:MM) (optional)</li> </ul> <p>NOTE: If no date entered, then the system applies the current date for the start date and end date is set based upon the Maximum Vehicle End Effective Date (system configurable value).</p>
BREQ-131	Multiple transponders may be associated with a single CCRMA account, but each transponder may only be associated with a single vehicle.
BREQ-132	Transponder to License Plate relationship is one-to-one.
BREQ-133	Multiple Mobile Passes may be associated with a single CCRMA account. A mobile pass does not require a relationship to a License Plate.
BREQ-134	Multiple Ticket Booklets may be associated with one account. Tickets do not require a relationship to a License Plate.
BREQ-135	Vehicles on PBM accounts with an outstanding balance shall be required to pay the balance prior to creating a new Account
BREQ-136	<p>Provision for Auto fulfillment of tags (6C/Mobile Passes) If Shipment by Post option is selected, tags should automatically be assigned by the system. Tag issuance letter should go along with the tags via physical mail.</p> <p>System should not send any physical mail if the address is non-domestic (Ex: Mexico). Pick-up option to be available by the customers in such cases from the central customer service center (Main office)</p>
BREQ-137	System to display MX and CN in the state field respectively for MEXICO and CANADA while managing vehicles and addresses.
BREQ-138	An Account should be treated as a Negative Balance account when the account balance is less than zero.
BREQ-139	<p>Park users will have the below passes: Daily Pass: Buying this pass allows the customer to travel any number of times for the day. This pass can be bought directly at the lane system.</p> <p>30-Day Pass: Ability to assign 30 days pass for the customer and generate a pass receipt.</p> <p>Annual pass: Ability to assign Annual pass for the customer and generate a pass receipt.</p>



Section 2: Cameron County Regional Mobility Authority (CCRMA) Rules

	<p>RV Pass: RV passes have a flexible date range, and zero toll amount is collected when a vehicle with the pass crosses the toll plaza but the Pass receipt should be generated.</p> <p>30-Day and Annual Pass should be available for regular and veteran/disabled veteran. Veteran/disabled veteran receive passes with a [50%] off discount.</p> <p>Note: When opening a new prepaid account, existing park passes are added to the account without being charged.</p>			
BREQ-140	The system allows the approved user to modify/edit license plates of existing vehicles with assigned tags			
BREQ-141	Notifications shall be sent to the customer when the following occurs: - when account balance reaches the low balance threshold -when account balance falls below the defined minimum balance - when account balance is negative notify at 30, 45, 60 and 75 days.			
BREQ-142	The system shall send customer details to the collection agency if the customer has at least one unpaid trip. Collection fee shall be applied to the account when moving from collection pending to collections stage. A final statement shall be generated and communicated to the customer from the Collections team.			
BREQ-143	Ability to generate monthly statement and mail to the customer including all home agency trip amounts, bridges toll amounts, parks toll amounts, payments/credits, Other charges, previous balance and new balance in the duration.			
BREQ-144	BOS shall allow transponders to have one of the following statuses:			
	<b>BOS Transponder Status</b>	<b>Bulk Transponder TVL Status <sup>1,2</sup></b>	<b>Differential Transponder TVL status</b>	<b>Prepaid Balance (at time of TVL generation)</b>
	Valid	“V”	“V”	Greater than Low balance threshold
	Lost	omitted	“I”	Any
	Stolen	omitted	“I”	Any
	Damaged / Defective	omitted	“I”	Any

<sup>1</sup> Omitting a tag from a Bulk TVL automatically makes the tag invalid.

<sup>2</sup> (V) Valid: applies to both Bulk and Differential TVL

(Z) Zero/Negative Balance/Low Balance: applies to both Bulk and Differential TVL

(I) Invalid: only used for Differential TVL



---

## Section 2: Cameron County Regional Mobility Authority (CCRMA) Rules

---

	Low Balance	"Z"	"Z"	Less than Low balance threshold, greater than negative balance limit <sup>3</sup>
	Zero/Negative balance	"Z"	"Z"	Less than or equal to negative balance limit
	Inactive	omitted	"V"	Any

---

<sup>3</sup> Negative balance limit is \$0.00 by default but may be adjusted to any amount up to (-\$100,000) by an authorized user. Balances less than \$0.00 are allowed for ticket accounts.



## 2.9 PAY-BY-MAIL

Table 14: Pay-by-Mail Business Rules

ID	Rule
BREQ-145	Transactions with unknown record types shall be rejected by the Pay-by-Mail process.
BREQ-146	Transactions with an authority code that does not match the file's header record shall be rejected by the Toll Bill process.
BREQ-147	Duplicate transactions shall be rejected by the Toll Bill process.
BREQ-148	Vehicles that use a facility without a valid transponder may be subject to Toll Bill toll rates and Pay-by-Mail processing.
BREQ-149	Transactions containing License Plates with less than [4] characters shall be rejected in the Toll Bill process.
BREQ-150	Transactions greater than [60 days] shall be rejected in the Toll Bill process.
BREQ-151	\$0 Transactions shall not be processed to a Toll Bill
BREQ-152	A "First-Time User" is a user that has not previously incurred tolls on CCRMA operated toll facilities
BREQ-153	Attempts are made to find a match against the Texas Department of Motor Vehicles (DMV) database [1] once per day
BREQ-154	A maximum of [60] attempts are made to find a match against the Texas DMV database
BREQ-155	In-State transactions where an owner cannot be located within or equal to [60] days from the transaction date shall not be pursued.
BREQ-156	<p>Use the Renewal Recipient Address as the primary mailing address when provided. If no Renewal Recipient Address is present, then base the mailing address on the following conditions.</p> <ul style="list-style-type: none"> <li>• Owner Name &amp; Renewal Name &amp; Address are the SAME: USE Owner Name &amp; Address</li> <li>• Owner Name &amp; Renewal Name SAME &amp; Renewal Address DIFFERENT: USE Owner Name &amp; Renewal Address</li> <li>• Owner Name &amp; Renewal Name DIFFERENT &amp; Renewal Address is the SAME: USE Owner Name &amp; Address</li> <li>• Owner Name &amp; Renewal Name DIFFERENT &amp; Address is DIFFERENT: USE Renewal Name &amp; Address</li> <li>• Owner Name &amp; NO Renewal Name &amp; Renewal Address is DIFFERENT: USE Owner Name &amp; Renewal Address</li> </ul>
BREQ-157	Video Transactions shall be compared against the Exempt Vehicle database and not processed onto a Toll Bill if there is a match.
BREQ-158	<p>Overpayments are applied to the next Toll Bill generated on the same license plate.</p> <p>NOTE: The overpayment shall remain on the account up to 30 days.</p>



## Section 2: Cameron County Regional Mobility Authority (CCRMA) Rules

ID	Rule
BREQ-159	Allowable payment methods: <ul style="list-style-type: none"> <li>- Cash</li> <li>- Check</li> <li>- Money Order</li> <li>- Cashier's Check</li> <li>- ACH</li> <li>- Swipe</li> <li>- American Express</li> <li>- Discover</li> <li>- MasterCard</li> <li>- Visa</li> </ul>
BREQ-160	NSF fee of <b>[\$30.00]</b> is applied to the customer account for insufficient funds
BREQ-161	Allow the CSR user to adjust the trip amount to the AVI amount
BREQ-162	Allow the CSR user to link PBM trips to the Registered account
BREQ-163	System allows the CSR user to view multiple address responses from the OOSP DMV to aid in identifying the correct owner.
BREQ-164	System shall include a credit card processing fee of <b>[0%]</b> for all credit card transactions

### 2.9.1 TOLL BILL PROCESSING

Table 15: Toll Bill Processing Business Rules

ID	Rule
BREQ-165	A Toll Bill will be issued for transactions where the vehicle is identified by license plate or transponder and a valid account does not exist to which the toll may be posted.
BREQ-166	Total amount of toll transactions required for a Toll Bill to be issued for the billing cycle is <b>[1 or greater]</b>
BREQ-167	Minimum number of Tolls required to produce a Toll Bill is <b>[1]</b>
BREQ-168	Maximum number of Tolls on a single Toll Bill is <b>[1000]</b>
BREQ-169	Maximum number of license plates invoiced on one Toll Bill is <b>[1]</b>
BREQ-170	If the minimum number of transactions required to produce a Toll Bill has been met, then for a given license plate, a Toll Bill shall be generated every 15 days from the date of the last Toll Bill for that license plate, or as soon after 15 days that the minimum number of transactions has been met.
BREQ-171	Toll Bill Processing Fee (for each Toll Bill generated) is <b>[\$1.00]</b>
BREQ-172	The "Due Date" (Balance Due Date) will be printed on the Toll Bill.
BREQ-173	Value for the "Due Date" calculated by a number of days from the creation date of the Toll Bill is <b>[33]</b> days
BREQ-174	"Grace Period" value for the Toll Bill, which is a number of days within which payment may be received after the "Due Date" before any further actions are taken or penalties applied is <b>[5]</b> days
BREQ-175	An option shall be provided online for customer to opt in for emailed notices. The option to opt in shall be provided at the time of logging into the website to pay for a toll bill. If the customer opts in, the email address shall be stored, and future toll bills shall be emailed versus mailed.
BREQ-176	An option shall be provided online to the customer to opt in for text message notifications for when a toll bill is available for payment. The option to opt in and store a mobile number shall be provided at the time of logging into the website to pay for a toll bill.



## 2.9.2 NOTICE OF TOLL VIOLATION PROCESSING

Table 16: Notice of Toll Violation Business Rules

ID	Rule
BREQ-177	The Next Step in the processing (after Toll Bill), if full payment is not received, is the Notice of Toll Violation.
BREQ-178	If a Toll Bill is not paid in full and reaches the next step in processing, any unpaid Tolls and / or Fees shall be listed on the Notice of Toll Violation.
BREQ-179	Maximum number of toll transactions on a single Notice of Toll Violation is <b>[1000]</b>
BREQ-180	Maximum number of license plates invoiced on one Notice of Toll Violation is <b>[1]</b>
BREQ-181	The Notice of Toll Violation will contain the most legible image of the vehicle license plate, but may contain multiple transactions
BREQ-182	Notice of Toll Violation Processing Fee (an administrative fee for each Notice of Toll Violation generated) is <b>[\$15.00]</b>
BREQ-183	The “Due Date” (Balance Due Date) will be printed on the Notice of Toll Violation.
BREQ-184	Value for the “Due Date” calculated by a number of days from the creation date of the Notice of Toll Violation is <b>[33]</b> days
BREQ-185	“Grace Period” value for the Notice of Toll Violation, which is a number of days within which payment may be received after the “Due Date” before any further actions are taken or penalties applied is <b>[5]</b> days
BREQ-186	An option shall be provided online for customer to opt in for emailed notices. The option to opt in shall be provided at the time of logging into the website to pay for notice. If the customer opts in, the email address shall be stored, and future notices shall be emailed versus mailed.
BREQ-187	An option shall be provided online to the customer to opt in for text message notification for when a notice is available for payment. The option to opt in and store a mobile number shall be provided at the time of logging into the website to pay for a notice.

## 2.9.3 SECOND NOTICE OF TOLL VIOLATION PROCESSING

Table 17: Second Notice of Toll Violation Business Rules

ID	Rule
BREQ-188	The Next Step in the processing (after Notice of Toll Violation), if full payment is not received, is the Second Notice of Toll Violation.
BREQ-189	If a Notice of Toll Violation is not paid in full and reaches the next step in processing, any amount not paid in full, and the associated unpaid transactions shall be listed on the next notice iteration in the process.
BREQ-190	Maximum number of toll transactions on a single Second Notice of Toll Violation is <b>[1000]</b>
BREQ-191	Maximum number of license plates invoiced on one Second Notice of Toll Violation is <b>[1]</b>
BREQ-192	The Second Notice of Toll Violation will contain the most legible image of the vehicle license plate, but may contain multiple transactions



Section 2: Cameron County Regional Mobility Authority (CCRMA) Rules

BREQ-193	The Second Notice of Toll Violation Processing Fee (an administrative fee for each Notice of Toll Violation generated) is <b>[\$15.00]</b>
BREQ-194	The Second Notice of Toll Violation Processing Fee shall be waived automatically by the system for First-Time Users
BREQ-195	A “Due Date” (Balance Due Date) will be printed on the Second Notice of Toll Violation.
BREQ-196	Value for the “Due Date” calculated by a number of days from the creation date of the Second Notice of Toll Violation is <b>[33]</b> days
BREQ-197	A “Grace Period” value for the Second Notice of Toll Violation, which is a number of days within which payment may be received before any further actions are taken or penalties applied is <b>[5]</b> days
BREQ-198	An option shall be provided online for customer to opt in for emailed notices. The option to opt in shall be provided at the time of logging into the website to pay for notice. If the customer opts in, the email address shall be stored, and future notices shall be emailed versus mailed.
BREQ-199	An option shall be provided online to the customer to opt in for text message notification for when a notice is available for payment. The option to opt in and store a mobile number shall be provided at the time of logging into the website to pay for a notice.

#### 2.9.4 FINAL NOTICE OF TOLL VIOLATION PROCESSING

Table 18: Final Notice of Toll Violation

ID	Rule
BREQ-200	If a Second Notice of Toll Violation is not paid in full and reaches the next step in processing, any amount not paid in full, and the associated unpaid transactions shall be listed on the next notice iteration in the process.
BREQ-201	The Next Step in the processing (after Second Notice of Toll Violation), if full payment is not received, is the Final Notice of Toll Violation.
BREQ-202	Maximum number of toll transactions on a single Final Notice of Toll Violation is <b>[1000]</b>
BREQ-203	Maximum number of license plates invoiced on one Final Notice of Toll Violation is <b>[1]</b>
BREQ-204	The Final Notice of Toll Violation will contain the most legible image of the vehicle license plate, but may contain multiple transactions
BREQ-205	Final Notice of Toll Violation Processing Fee (an administrative fee for each Final Notice of Toll Violation generated) is <b>[\$30.00]</b>
BREQ-206	The Final Notice of Toll Violation Processing Fee shall be waived automatically by the system for First-Time Users.
BREQ-207	A “Due Date” (Balance Due Date) will be printed on the Final Notice of Toll Violation.
BREQ-208	Value for the “Due Date” calculated by a number of days from the creation date of the Final Notice of Toll Violation is <b>[33]</b> days
BREQ-209	A “Grace Period” value for the Final Notice of Toll Violation, which is a number of days after the “Due Date” within which payment may be received, before any further actions are taken or penalties applied is <b>[5]</b> days





---

## Section 2: Cameron County Regional Mobility Authority (CCRMA) Rules

---

BREQ-210	Next step in the collections process (after Final Notice of Toll Violation) if full payment is not received shall be the Court Selection process.
BREQ-211	An option shall be provided online for customer to opt in for emailed notices. The option to opt in shall be provided at the time of logging into the website to pay for a notice. If the customer opts in, the email address shall be stored, and future notices shall be emailed versus mailed.
BREQ-212	An option shall be provided online to the customer to opt in for text message notification for when a notice is available for payment. The option to opt in and store a mobile number shall be provided at the time of logging into the website to pay for a notice.

### 2.9.5 COURT SELECTION AND COURT PROCESSING RULES

Table 21: Court Selection (Pre-Court Process) Business Rules

ID	Rule
BREQ-213	Customers may be manually selected for the Court Selection Process by authorized users.
BREQ-214	Customers chosen in the Court Selection Process shall be referred to as “Pre-court Customers”.
BREQ-215	Customers chosen for the Court Selection Process shall be selected by amount of outstanding tolls.
BREQ-216	Customers are chosen [Monthly] for the Court Selection Process
BREQ-217	<b>[\$2.01]</b> is the minimum amount of tolls outstanding required for Customers selected for Court Group 1
BREQ-218	<b>[\$99.99]</b> is the maximum amount of tolls outstanding required for customers selected to Court Group 1
BREQ-219	<b>[TBD]</b> is the number of customers randomly selected to Court Group 1
BREQ-220	<b>[\$100]</b> is the minimum amount of tolls outstanding required for Customers selected for Court Group 2
BREQ-221	<b>[\$249.99]</b> is the maximum amount of tolls outstanding required for customers selected to Court Group 2
BREQ-222	<b>[TBD]</b> is the number of customers randomly selected to Court Group 2
BREQ-223	<b>[\$250]</b> is the minimum amount of tolls outstanding required for Customers selected for Court Group 3
BREQ-224	<b>[Unlimited]</b> is the maximum amount of tolls outstanding required for customers selected to Court Group 3
BREQ-225	<b>[TBD]</b> is the number of customers randomly selected to Court Group 3
BREQ-226	<b>[0]</b> is the number of days referred to as the “Active Collection Period”.
BREQ-227	The Active Collection Period starts when the customer is selected as a Pre-Court Customer.
BREQ-228	<b>[1]</b> is the total number of tolls required to use skip tracing If customer phone number is not known:
BREQ-229	If the owner of the vehicle is a company, as identified by the Texas Vehicle Title & Registration (VTR) or skip tracing, the registered agent address shall be identified using the State Corporation Commission.
BREQ-230	Just prior to sending to court, a Last Chance Letter is generated and sent to customer with the opportunity to pay outstanding amount owed.
BREQ-231	If a registered agent is located, the Last Chance Letter shall be sent to the registered agent as well as the registered owner of the vehicle.
BREQ-232	<b>[20]</b> is the number of days allowed for the customer to respond to the Last Chance Letter before sending to court:



## Section 2: Cameron County Regional Mobility Authority (CCRMA) Rules

BREQ-233	The company name listed with the VTR database for commercial customers, is the name sent to court.
BREQ-234	Court evidence packets are prepared for every Pre-Court Customer that has a minimum amount of outstanding tolls due required for court at the end of the Active Collection.
BREQ-235	<b>[30]</b> is the number of days after the summons is prepared and the court case becomes live if there is no response from the Court Selected customer.
BREQ-236	If there is no response to the Summons, an Arrest Warrant is generated and sent to the Customer by the JP Court.
BREQ-237	<b>[730]</b> days from the date the transaction occurred at the lane is the maximum age of a transaction that can be sent to court.
BREQ-238	<b>[1]</b> license plate is the number of notices sent to court at a time with the complete pending license plate balance
BREQ-239	<b>[\$XX]</b> is the maximum amount sent to court at a time per commercial account
BREQ-240	<b>[\$28.30]</b> is the Court Administrative Fee amount CCRMA will add to the amount owed The court administrative fee consists of costs incurred for evidence packet preparation and VTR and / or skip-tracing look-ups.
BREQ-241	The Court Evidence Packet shall, at a minimum, consist of the following items: <ul style="list-style-type: none"> <li>• Affidavit,</li> <li>• Summary of Current Complaint,</li> <li>• Proof of Ownership – DMV Receipt,</li> <li>• Toll Bill and Notices,</li> <li>• Summary of everything owed by Customer</li> </ul>
BREQ-242	Items which may be paid with a plea of Guilty or No Contest are: Tolls, Fees, and Court Fees
BREQ-243	The first action taken with a Not Guilty plea shall be a Trial Hearing.
BREQ-244	If a customer has been through the court process, found guilty and has outstanding notices, the customer is contacted and payment is requested.
BREQ-245	<b>[60]</b> days from the date of the court disposition is the time allowed after payment is not made on the outstanding notices from a customer who has been found guilty in court a second Court Evidence Packet is prepared for court submission.

## 2.10 CUSTOMER SERVICE

### 2.10.1 REVENUE COLLECTION

Table 19: Revenue Collection Business Rules

ID	Rule
BREQ-246	<p>Tier 1 Level of negotiation (fees only minimum amount)</p> <ul style="list-style-type: none"> <li>• <b>[\$2.50]</b> total on the Notice of Toll Violation</li> <li>• <b>[\$2.50]</b> on the Second Notice of Toll Violation</li> <li>• <b>[\$0.00]</b> on the Final Notice of Toll Violation</li> </ul>
BREQ-247	<p>Tier 2 Level of negotiation (fees only minimum amount)</p> <ul style="list-style-type: none"> <li>• <b>[\$5.00]</b> fees on the Notice of Toll Violation</li> <li>• <b>[\$5.00]</b> fees on the Second Notice of Toll Violation</li> <li>• <b>[\$10.00]</b> fees on the Final Notice of Toll Violation</li> </ul>
BREQ-248	<p>Tier 3 Level of negotiation (fees only minimum amount)</p> <ul style="list-style-type: none"> <li>• <b>[\$10.00]</b> fees on the Notice of Toll Violation</li> <li>• <b>[\$10.00]</b> fees on the Second Notice of Toll Violation</li> <li>• <b>[\$15.00]</b> fees on the Final Notice of Toll Violation</li> </ul>
BREQ-249	Less than or equal to <b>[90]</b> is the number of days overpayments shall be applied to the next Toll Bill or any iteration of the Notice of Toll Violation generated on the same License Plate
BREQ-250	Greater than <b>[90]</b> is the number of days overpayments not applied to a subsequent Toll Bill or an iteration of the Notice of Toll Violation shall be returned:
BREQ-251	Greater than <b>[\$2.50]</b> is the amount of overpayments refunded to the customer, if not applied to a subsequent Toll Bill or any iteration of the Notice of Toll Violation
BREQ-252	Less than or equal to <b>[\$2.50]</b> is the amount of overpayments held in escrow, if not applied to a Toll Bill or iteration of the Notice of Toll Violation



## 2.10.2 DISPUTE PROCESSING BUSINESS RULES

Table 20: Dispute Processing Business Rules

ID	Rule
BREQ-253	For tolls to be dismissed, a vehicle owner must demonstrate one of these conditions. <ul style="list-style-type: none"> <li>• The vehicle was sold or transferred to another party before the referenced travel</li> <li>• The vehicle was reported stolen before the referenced travel</li> <li>• The vehicle was leased or rented during a time period including than the referenced travel</li> <li>• An error, such as a duplicate, incorrect toll rate, or incorrect license plate</li> </ul>
BREQ-254	[999] days is the maximum period of time from the date of the transaction which the customer may submit a dispute:
BREQ-255	Tolls will not be dismissed until the customer provides the required paperwork validated by a CSR
BREQ-256	Registered owner may submit disputes online if the required paperwork is attached at the time of submission
BREQ-257	Upon review by the CSR, if the dispute is rejected, the Registered Owner will receive a dispute confirmation letter
BREQ-258	Upon review by the CSR, if the dispute is accepted, the Registered Owner will receive a dispute confirmation letter
BREQ-259	For sold vehicle disputes, the transactions are assigned to the new Owner if: <ul style="list-style-type: none"> <li>• The New owner has registered the vehicle and Texas DMV and the vehicle record reflects the new Owner's name and address</li> </ul>
BREQ-260	For sold vehicle disputes, the transaction(s) are assigned to a temporary account if: <ul style="list-style-type: none"> <li>• The new Owner has not registered their vehicle with the Texas DMV and the vehicle record does not reflect the new Owner's name and address</li> </ul>
BREQ-261	For rented or leased vehicles, the transaction is reassigned from the Registered Owner to the renter or lessee if: <ul style="list-style-type: none"> <li>• The Registered Owner provides a copy of the lease/rental agreement, including the name and address of the renter/lessee</li> <li>• In lieu of a copy of the lease/rental agreement, the Registered Owner may provide the name and address of renter/lessee in an electronic format agreed to by CCRMA and the Registered Owner</li> </ul>
BREQ-262	For stolen vehicle disputes, the Registered Owner is relived of liability if: <ul style="list-style-type: none"> <li>• The Registered Owner provides a police report indicating that the vehicle was stolen, and the theft was reported to the appropriate law enforcement authority prior to the occurrence of the toll transaction or 8 hours after the discovery of the theft, whichever is earlier.</li> </ul>
BREQ-263	Transactions filed with the court are ineligible for the dispute process and must be handled through the court process
BREQ-264	[1] is the number of times a customer may dispute a transaction



### 2.10.3 PAYMENT PLAN BUSINESS RULES

Table 21: Payment Plan Business Rules

ID	Rule
BREQ-265	<b>[\$100]</b> is the minimum outstanding account balance (tolls and fees) required to establish a payment plan
BREQ-266	Maximum payment plan terms: Duration = <b>[12]</b> months Installments = <b>[12]</b> monthly or <b>[26]</b> biweekly
BREQ-267	Minimum payment plan term: Duration = <b>[2]</b> months Installments = <b>[2]</b> monthly or <b>[4]</b> biweekly
BREQ-268	Initial payment required to establish the payment plan is <b>[10%]</b> or <b>[\$100]</b> , whichever is less
BREQ-269	Any outstanding transactions that have not yet been included on a Toll Bill must be paid in addition to the initial down payment when the payment plan is established
BREQ-270	Any outstanding Account Fees must be paid in addition to the initial down payment (e.g. Non-sufficient fund fees) when the payment plan is established
BREQ-271	Any Toll Bill(s) or Notice(s) of Toll Violation with an outstanding balance must be included in the payment plan, excluding any Toll Bill(s) or Notice(s) of Toll Violation that include a transaction filed with the court.
BREQ-272	Payment plan installment payments will be applied in the following order: 1. Oldest unpaid Notice of Toll Violation, until paid in full <ul style="list-style-type: none"> <li>• Violation fee(s)</li> <li>• Mailing fee(s)</li> <li>• Toll(s),</li> </ul> 2. Oldest unpaid Toll Bill, until paid in full <ul style="list-style-type: none"> <li>• Mailing fees</li> <li>• Tolls</li> </ul>
BREQ-273	Toll Bill(s) and Notice(s) of Toll Violation with active payment plans are exempt from additional fees
BREQ-274	Any additional transactions that post to the customer's account not included in the payment plan are subject to normal Pay-by-Mail processing, including additional fees
BREQ-275	If an email address is provided, the customer will receive an automatic email reminders 3 days prior to each payment due date
BREQ-276	<b>[\$100]</b> is the maximum outstanding account balance (tolls and fees) that is eligible for a 30-day hold
BREQ-277	Customers with no prior payment plan defaults may establish a payment plan

## Section 2: Cameron County Regional Mobility Authority (CCRMA) Rules

ID	Rule
BREQ-278	Customers with one prior payment plan default may establish a new payment plan with supervisor approval.
BREQ-279	<b>[1]</b> is the maximum number of payment plans a customer may establish per year
BREQ-280	Individuals that may establish a payment plan: <ul style="list-style-type: none"> <li>• Registered Owner</li> <li>• Spouse of Registered Owner</li> <li>• Authorized user given written authorization by the Registered Owner</li> </ul>
BREQ-281	Information required to establish a payment plan: <ul style="list-style-type: none"> <li>• Registered Owner's name</li> <li>• Contact Name</li> <li>• Current mailing address</li> <li>• Primary phone*</li> </ul> Optional information: <ul style="list-style-type: none"> <li>• Primary Email address</li> <li>• Secondary phone</li> </ul>
BREQ-282	Method of payment accepted for payment plan installment: <ul style="list-style-type: none"> <li>• Cash</li> <li>• Check</li> <li>• Credit Card* (In person and Card Not Present)</li> <li>• Cashier Check</li> <li>• Debit Card</li> <li>• ACH</li> </ul> *Required if customer is making automatic installment payments
BREQ-283	Customer must sign and return a copy of the Payment Plan Agreement with terms and conditions before the payment plan can be established.
BREQ-284	The account with active payment plans will be flagged as "Payment Plan" status
BREQ-285	<b>[5]</b> business days is the grace period after the payment plan installment date the customer is allowed to make a payment without defaulting
BREQ-286	As a one-time courtesy, a customer may be granted an extension for an installment due date if request is made prior to the end of the grace period
BREQ-287	Account with a defaulted payment will be flagged as "Default Payment Plan"
BREQ-288	<b>[6]</b> months is the maximum payment plan term for customers with 1 prior payment plan default



### 3 CCRMA GENERAL REQUIREMENTS

#### 3.1 INVENTORY MANAGEMENT CENTER (IMC)

Table 25: INVENTORY MANAGEMENT CENTER RULES

ID	Rule
BREQ-289	IMC shall account for CCRMA ETC Modes: Transponders, Mobile Pass, and Coupons separately
BREQ-290	Capability to show totals of each CCRMA ETC Mode or allow a toggle to see totals and details of each individual ETC Mode in Dashboard.
BREQ-291	IMC shall allow for and identify various locations for inventory management and reporting. CCRMA shall be able to assign inventory to Partnering Agencies (Cameron County Bridges, Parks, etc...) and track within the IMC module
BREQ-292	Customer fulfillment shall require account number and inventory location to be entered and selected prior to showing fulfillment order in a pending status
BREQ-293	Ability to provide location wise expansion for booklets, same as for Tags and Mobile Passes.
BREQ-294	IMC shall provide the ability to manage Vendors, Contracts, Warranties and Shipments.
BREQ-295	IMC shall provide the ability to add new purchase orders.
BREQ-296	IMC shall provide the ability to manage Tags and Booklets.
BREQ-297	IMC shall provide the ability to distribute Tags/Mobile passes/Booklets across locations

#### 3.2 SYSTEM ADMINISTRATION CENTER (SAC)

Table 22: SAC BUSINESS RULES

ID	Rule
BREQ-298	SAC shall allow for General Configuration of all Administrative Functions
BREQ-299	SAC shall allow for the configuration of fees
BREQ-300	SAC shall allow for the configuration of interoperability fees unique to agency. Each agency fee may be a different percentage which shall be configurable
BREQ-301	Bulk email functionality shall be allowed in the SAC including the option of the attachment of files



ID	Rule
BREQ-302	Management of Users and Roles shall be allowed in the SAC module
BREQ-303	A Roles and privileges shall allow the CCRMA to customize user controls for Partnering Agencies without compromising security
BREQ-304	User Management shall allow controls over the dollar amounts allowed to be waived by role
BREQ-305	SAC shall allow for the setup of Partnering agencies

### 3.3 CCRMA DISCOUNT REQUIREMENTS

Table 23: CCRMA BOS Discounts Business Rules

ID	Rule
BREQ-306	<p>All types of discounts may be configured to be applied based on usage from any number of selected roadways including the following agencies' roadways:</p> <ul style="list-style-type: none"> <li>• CCRMA</li> <li>• HCRMA</li> <li>• Cameron County Parks</li> <li>• Cameron County <a href="#">International</a> Bridges (Veterans, Gateway, Free Trade)</li> </ul>

Section 3: CCRMA GENERAL REQUIREMENTS

ID	Rule
BREQ-307	<p>Commercial Value Discount</p> <p>Discount A - Customers that pay over <b>[\$15,000]</b> and less than <b>[\$20,000]</b> during a <b>[1 month]</b> period receive a <b>[3%]</b> discount</p> <p>Discount B - Customers that pay over <b>[\$20,000]</b> and less than <b>[\$25,000]</b> during a <b>[1 month]</b> period receive a <b>[4%]</b> discount</p> <p>Discount C - Customers that pay over <b>[\$25,000]</b> and less than <b>[\$30,000]</b> during a <b>[1 month]</b> period receive a <b>[5%]</b> discount</p> <p>Discount D - Customers that pay over <b>[\$30,000]</b> and less than <b>[\$35,000]</b> during a <b>[1 month]</b> period receive a <b>[6%]</b> discount</p> <p>Discount E - Customers that pay over <b>[\$35,000]</b> and less than <b>[\$40,000]</b> during a <b>[1 month]</b> period receive a <b>[7%]</b> discount</p> <p>Discount F - Customers that pay over <b>[\$40,000]</b> during a <b>[1 month]</b> period receive a <b>[8%]</b> discount</p>
BREQ-308	<p><u>Employee Discount Program</u>. Customers shall receive a <b>[20%]</b> discount on all toll charges on CCRMA toll facilities during a <b>[1 month]</b> period as an employee discount program.</p> <p>Discount shall be applied at time of the transaction posting to the account. Account must be coded with Employee Attribute including the identification of <u>Employer</u>. Employer must be enrolled in an Employee Discount Program with CCRMA. Each customer enrolled in this discount program must have a valid transponder on an active account.</p>
BREQ-309	<p><u>550 Members Discount</u> Customers enrolled in this discount shall have every 5<sup>th</sup> toll trip in a given month discounted by 50%. Customers would be required to maintain an account in active status for more than 1 year to be eligible for this discount.</p>

### 3.4 CCRMA ACCOUNT CUSTOMER WEBSITE REQUIREMENTS

Table 24: CCRMA BOS WEBSITE BUSINESS RULES

ID	Rule
BREQ-310	<p>Customers may make payment via the following credit card types online:</p> <ul style="list-style-type: none"> <li>• American Express</li> <li>• Discover</li> <li>• MasterCard</li> <li>• Visa</li> </ul>
BREQ-311	<p>Customers may export transaction history in .xls or .csv format. Transaction history details include the following:</p> <ul style="list-style-type: none"> <li>• Date</li> <li>• Time</li> <li>• Plaza / Lane</li> <li>• Toll Amount</li> <li>• Transaction ID</li> <li>• Transponder ID</li> <li>• License Plate</li> <li>• Payment status</li> <li>• Outstanding amount</li> <li>• Tag type</li> <li>• Transaction Type</li> <li>• Fleet Number</li> </ul>
BREQ-312	<p>Customer may update the following contact information:</p> <ul style="list-style-type: none"> <li>• Title</li> <li>• Suffix</li> <li>• First name</li> <li>• Middle Initial</li> <li>• Last name</li> <li>• Email</li> </ul>




ID	Rule
BREQ-313	<p>Customers may add new or edit existing vehicles including the following attributes:</p> <ul style="list-style-type: none"> <li>• License plate number</li> <li>• License plate state (registered state or jurisdiction)</li> <li>• License plate country (US, Canada, Mexico)</li> <li>• Start effective date / time (HH:MM)</li> <li>• End effective date / time (HH:MM)</li> <li>• Vehicle status (active / inactive)</li> </ul>
BREQ-314	<p>Customers are directed to the Account Summary page after successful login displaying the following subsections:</p> <ul style="list-style-type: none"> <li>• Activity History</li> <li>• Registered Vehicles</li> <li>• Transaction History</li> <li>• Additional Account Contacts</li> </ul>
BREQ-315	<p>Customers may select Statement and Activity from menu to view one of the following submenu categories:</p> <ul style="list-style-type: none"> <li>• Account History</li> <li>• Transaction History</li> <li>• Statement Details</li> </ul>
BREQ-316	<p>Customers may select Payments from menu to view one of the following submenu categories:</p> <ul style="list-style-type: none"> <li>• Make Payment</li> <li>• Payment History</li> <li>• Card Information</li> <li>• Manage Auto Pay</li> </ul>

ID	Rule
BREQ-317	<p>Customers may select Account Management from menu to view one of the following submenu categories:</p> <ul style="list-style-type: none"> <li>• Contact Information</li> <li>• Additional Account Contacts</li> </ul>
BREQ-318	<p>Customers may select Vehicles from menu to view one of the following submenu categories:</p> <ul style="list-style-type: none"> <li>• Manage Vehicles</li> </ul>
BREQ-319	<p>Customers may select Documents from menu to view one of the following submenu categories:</p> <ul style="list-style-type: none"> <li>• Received Documents</li> <li>• Sent Documents</li> </ul>
BREQ-320	<p>The following shall be allowed regarding transponders on the customer website:</p> <ul style="list-style-type: none"> <li>• Mark the transponder Lost or Stolen</li> <li>• Request a new transponder</li> <li>• Request a transponder replacement</li> <li>• Automatic transponder deactivation when a linked vehicle is end dated</li> </ul>
BREQ-321	System should not allow partial payments for invoices thus requiring full payment of outstanding balance.
BREQ-322	Requirement for LP only search to show balances owed with reference number
BREQ-323	Ability for the customer to request for Mobile Passes from Customer Web portal.
BREQ-324	Provide Web chat option to the customers to chat with the CSR in real time.

ID	Rule
BREQ-325	<p>Provide PBM customer the option to login to the site using License plate number and the timeframe of Travel to view amount owed.</p> <p>System should display all the accounts if a License plate number have more than one account.</p> <p>Provide option to the Customer to select each account to make payments for the invoices.</p> <p>Provide an option to the Customer to select unbilled trips and pay for them.</p>



**APPENDIX A: CAMERON COUNTY SH550 TOLL RATES**

CAMERON COUNTY REGIONAL MOBILITY AUTHORITY <b>TOLL RATES 2021</b>										
 <b>SH 550 Toll Road</b>	2 Axle Vehicles		3 Axle Vehicles		4 Axle Vehicles		5 Axle Vehicles		6 Axle Vehicles	
	Tag Rate	PBM	Tag Rate	PBM	Tag Rate	PBM	Tag Rate	PBM	Tag Rate	PBM
<b>Paredes Line Road</b>	\$ 0.50	\$ 0.67	\$ 1.00	\$ 1.33	\$ 1.50	\$ 2.00	\$ 2.00	\$ 2.66	\$ 2.50	\$ 3.33
<b>Port Spur</b>	\$ 0.50	\$ 0.67	\$ 1.00	\$ 1.33	\$ 1.50	\$ 2.00	\$ 2.00	\$ 2.66	\$ 2.50	\$ 3.33
<b>Direct Connector</b>	\$ 0.50	\$ 0.67	\$ 1.00	\$ 1.33	\$ 1.50	\$ 2.00	\$ 2.00	\$ 2.66	\$ 2.50	\$ 3.33
<b>Old Alice Road</b>	\$ 0.50	\$ 0.67	\$ 1.00	\$ 1.33	\$ 1.50	\$ 2.00	\$ 2.00	\$ 2.66	\$ 2.50	\$ 3.33

*PBM rates have an additional \$1.00 mail processing fee per invoice.*

**APPENDIX B: CAMERON COUNTY BRIDGE TOLL RATES**

Class	Description	Axles	US Fare	Mex Fare* (26x1)	AVI Fare
1	Auto, Pick-Up, Mtrcycle (non-commercial)	2	\$3.75	\$97.50	\$3.75
2	Auto, Pick-Up, Mtrcycle (commercial)	2	\$11.00	\$286.00	\$9.50
3	Truck, 3 axles	3	\$15.00	\$390.00	\$13.50
4	Truck, 4 axles	4	\$17.25	\$448.50	\$15.50
5	Truck, 5 axles	5	\$22.00	\$572.00	\$19.25
6	Truck, 6 axles	6	\$25.00	\$650.00	\$23.25
7	Bicycle		\$1.00	\$26.00	\$1.00
8	Bus or Rec. Vehicle	2	\$10.00	\$260.00	\$10.00
9	Transmigrant – 1	2	\$7.75	\$201.50	\$7.75
10	Transmigrant – 2	2	\$11.25	\$292.50	\$11.25
11	Special Crossing		\$30.00	\$780.00	\$30.00
Peds.	Pedestrian		\$1.00	\$26.00	
	Extra Axle (Class 1)		\$3.00	\$78.00	\$3.00
	Extra Axle (Commercial)		\$3.50	\$91.00	\$3.50

\*Peso rate as of 3/13/2020

Note: Trucks 80,000 lbs or over = .1% of total weight

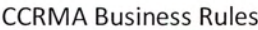
**APPENDIX C: CCRMA BOS CORRESPONDENCE**

Alert Group	ALERT TYPE DESC	Print and Mail from OMS 500	Mandatory to send Email notification	IS SMS is Required?
<b>Payments</b>	Auto replenishment Success		✓	
	Auto replenishment Fail		✓	✓
	NSF Fee for Replenishment			N/A
	Customer Payment		✓	✓
	Welcome Email Notification from External Web		✓	
	Payment failed notification		✓	✓
	Payment Failed 2 <sup>nd</sup> Notice		✓	✓
	Partial Payment Notification		✓	
<b>Threshold Alerts</b>	Minimum Balance Email		✓	✓
	Low Balance Alert Email		✓	
	30 Days Past Due Balance		✓	✓
	45 Days Past Due Balance		✓	✓
	60 Days Past Due Balance		✓	✓
	75 Days Past Due Balance	✓	✓	✓
	Account Closed and transferred to collections		✓	✓
<b>Account Information</b>	Welcome Email Notification		✓	✓
	Welcome Email Notification External		✓	✓
	Customer Statement	✓	✓	✓
	Credit Card Expired		✓	✓
	Credit Card Expiration alert		✓	✓
	Account Status update notification			N/A
	Pending Closed to Refund Request		✓	
	Refund Request to Closed Account		✓	
	Pending Closed to Account Activated		✓	
	Account status updated from Inactive to Active		✓	
	Account Inactivity alert		✓	
	Wrong mail address notification		✓	
	Auto Replenishment Setup		✓	
	Tag Fulfillment/Tag Request by Mail		✓	



Section 3: CCRMA GENERAL REQUIREMENTS

<b>Contact Information</b>	Change Address		✓	
	Change Phone Number		✓	
	Change Email Address		✓	
<b>Payment Plans</b>	Payment plan failed for the customer		✓	✓
	Payment plan success for the customer		✓	
	Payment Plan notification		✓	✓
	Payment Reminder		✓	✓
	TVC Payment		✓	
<b>For CSR User's</b>	CSR forgot password			
	CSR update password		✓	
<b>Communication</b>	Bulk email notification		✓	
	Bulk SMS Notification			✓
<b>Park Pass Holders</b>	Pass Enrollment (30 Day & Annual)		✓	✓
<b>RV Pass Holders</b>	RV Pass Enrollment		✓	✓
<b>Pass Holders</b>	Monthly Pass expiry notification		✓	✓
	Annual pass expiring notification		✓	✓
<b>Security Information</b>	Reset Password		✓	
	Forget User Name		✓	
	Forget Password		✓	
	Pin Generation		✓	
	Security Questions			
	Monthly Pass Expiration		✓	✓
	Annual Pass Expiration		✓	✓
	Invalid Email			✓
	Account Transponder/Mobile Pass Request		✓	
	TVC Invoices (All Invoice Notices by email and text)		✓	✓
<b>TVC Invoices (All Invoice Notices)</b>	TVC Final	✓	✓	✓
	TVC Second Notice	✓	✓	✓
	TVC First Notice	✓	✓	✓

[illegible]

## Section 3: CCRMA GENERAL REQUIREMENTS

[illegible]






**2-L    CONSIDERATION AND APPROVAL OF AMENDMENT NO. 5 TO THE  
MASTER SERVICE AGREEMENT FOR TOLL SYSTEM  
MAINTENANCE BETWEEN THE CAMERON COUNTY REGIONAL  
MOBILITY AUTHORITY AND KAPSCH.**

**AMENDMENT NUMBER FIVE**

**TO**

**MASTER SERVICES AGREEMENT FOR TOLL SYSTEM MAINTENANCE**

This Amendment Number Five (the "Amendment 5") 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 Mobile Authority ("CCRMA") dated November 12, 2015, is hereby amended by mutual agreement of the parties as of August 26, 2021 ("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 entered into Amendment Number Four effective as of March 25, 2021 and such amendment is set to expire on its own terms on September 30, 2021;

**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:

1. Amendment Number Four to the Agreement, which will terminate on September 30, 2021, per its terms, is hereby extended and will remain in effect for an additional year, to terminate on September 30, 2022. Notwithstanding the foregoing, either party may terminate the Agreement without cause upon providing the other party with sixty (60) days' written notice. Company will continue to provide all Software and System Maintenance Services and any other services being provided as of the date of this Amendment.
2. 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.

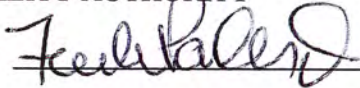
Sign: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

CAMERON COUNTY REGIONAL  
MOBILITY AUTHORITY

Sign:  \_\_\_\_\_

Name: Frank Parker, Jr.

Title: Chairman

Date: August 26, 2021

**2-M    CONSIDERATION AND APPROVAL OF AGREEMENT BETWEEN  
THE CAMERON COUNTY REGIONAL MOBILITY AUTHORITY AND  
CINTAS CORPORATION. (TABLED)**



## FACILITIES SOLUTIONS AGREEMENT

Location No. 538

Contract No. \_\_\_\_\_

Customer No. \_\_\_\_\_

Main Corporate Code → **New CC 13218**Date 08/05/2021Customer/Participating Agency Cameron County Regional Mobility AuthorityPhone 956-621-5571Address 3461 Carmen AveCity Rancho ViejoState Tx Zip 78575

## UNIFORM PRODUCT RENTAL PRICING:

Item #	Description	Unit Price
275	Hi Performance Polo	\$0.346
66275	Womens Hi Performance Polo	\$0.346
273	High Image Shirt	\$0.255
66273	Womens High Image Shirt	\$0.255
374	Oxford Dress Shirt	\$0.255
66528	Womens Oxford Shirt	\$0.255

- This agreement is effective as of this date from \_\_\_\_\_ to \_\_\_\_\_, with a minimum term of 36 months. The length of this rental agreement will commence with the actual uniform rental, not affiliated with the start date of the Master Agreement. Any negotiations of price, terms or discounts must be approved by Prince William County Public Schools for the Master Agreement. Any such changes shall take effect on the anniversary date of the master agreement. All requests for price changes must be justified and based upon verifiable criteria which may include the Bureau of Labor Statistics Consumer Price Index (CPI-U).
- Name Emblem \$ N/A ea • Company Emblem \$ N/A ea
- Customer Emblem \$ N/A ea • Embroidery \$ N/A ea
- COD Terms \$ N/A per week charge for prior service (if Amount Due is Carried to Following Week)
- Automatic Lost Replacement Charge: Item N/A % of Inventory N/A \$ N/A Ea.
- Automatic Lost Replacement Charge: Item N/A % of Inventory N/A \$ N/A Ea.
- Minimum Charge \$ 35.00 per delivery.
- Make-Up charge \$ N/A per garment.
- Non-Standard/Special Cut Garment (i.e., non-standard, non-stocked unusually small or large sizes, unusually short or long sleeve or length, etc.) premium \$ .153 per garment.
- Seasonal Sleeve Change \$ N/A per garment.
- Under no circumstances will the Company accept textiles bearing free liquid. Shop towels may not be used to clean up oil or solvent spills.
- Artwork Charge for Logo Mat \$ N/A
- Size Change: Customer agrees to have employees measured by a Cintas representative using garment "size samples". A charge of \$ 15.00 per garment will be assessed for employee's size changed within 4 weeks of installation.
- Other \_\_\_\_\_

## FACILITY SERVICES PRODUCTS PRICING:

Bundle*	Item #	Description	Rental Freq.	Inventory	Unit Price

\*Indicated bundled items/services

☐ Initial and check box if Unilease. All Garments will be cleaned by customer

Date \_\_\_\_\_

☐ Initial and check box if receiving Linen Service. Company will take periodic physical inventories of items in possession or under control!

Date \_\_\_\_\_

☐ Initial and check box if receiving direct embroidery. If service is discontinued for any employee or Customer deletes any of the garments direct embroidery for any reason, or terminates this agreement for any reason or fails to renew this agreement, Customer will purchase all direct embroidered garments at the time they are removed from service at the then current replacement values.

Date \_\_\_\_\_

Cintas Loc. No: 538

CUSTOMER:

Please Sign Name \_\_\_\_\_

By: Roger Rodriguez X:Please Print Name X:Title: Uniform Program ConsultantPlease Print Title X:

Accepted-GM: \_\_\_\_\_

Email X:





## FACILITIES SOLUTIONS AGREEMENT

Location No. 538

Contract No. \_\_\_\_\_

Customer No. \_\_\_\_\_

Main Corporate Code → **New CC 13218**Date 08/05/2021Customer/Participating Agency Cameron County Regional Mobility AuthorityPhone 956-621-5571Address 3461 Carmen AveCity Rancho ViejoState Tx Zip 78575

## UNIFORM PRODUCT RENTAL PRICING:

Item #	Description	Unit Price
935	Comfort Shirt	\$0.173
23945	2.0 Men's Stretch Pant	\$0.55
23390/23395	2.0 Womens Stretch Pant	\$0.55

- This agreement is effective as of this date from \_\_\_\_\_ to \_\_\_\_\_, with a minimum term of 36 months. The length of this rental agreement will commence with the actual uniform rental, not affiliated with the start date of the Master Agreement. Any negotiations of price, terms or discounts must be approved by Prince William County Public Schools for the Master Agreement. Any such changes shall take effect on the anniversary date of the master agreement. All requests for price changes must be justified and based upon verifiable criteria which may include the Bureau of Labor Statistics Consumer Price Index (CPI-U).

- Name Emblem \$ N/A ea • Company Emblem \$ N/A ea
- Customer Emblem \$ N/A ea • Embroidery \$ N/A ea
- COD Terms \$ N/A per week charge for prior service (if Amount Due is Carried to Following Week)
- Automatic Lost Replacement Charge: Item N/A % of Inventory N/A \$ N/A Ea.
- Automatic Lost Replacement Charge: Item N/A % of Inventory N/A \$ N/A Ea.
- Minimum Charge \$ 35.00 per delivery.
- Make-Up charge \$ N/A per garment.
- Non-Standard/Special Cut Garment (i.e., non-standard, non-stocked unusually small or large sizes, unusually short or long sleeve or length, etc.) premium \$ .153 per garment.
- Seasonal Sleeve Change \$ N/A per garment.
- Under no circumstances will the Company accept textiles bearing free liquid. Shop towels may not be used to clean up oil or solvent spills.
- Artwork Charge for Logo Mat \$ N/A

- Size Change: Customer agrees to have employees measured by a Cintas representative using garment "size samples". A charge of \$ 15.00 per garment will be assessed for employee's size changed within 4 weeks of installation.

- Other \_\_\_\_\_

## FACILITY SERVICES PRODUCTS PRICING:

Bundle*	Item #	Description	Rental Freq.	Inventory	Unit Price

\*Indicated bundled items/services

☐ Initial and check box if Unilease. All Garments will be cleaned by customer

Date \_\_\_\_\_

☐ Initial and check box if receiving Linen Service. Company will take periodic physical inventories of items in possession or under control

Date \_\_\_\_\_

☐ Initial and check box if receiving direct embroidery. If service is discontinued for any employee or Customer deletes any of the garments direct embroidery for any reason, or terminates this agreement for any reason or fails to renew this agreement, Customer will purchase all direct embroidered garments at the time they are removed from service at the then current replacement values.

Date \_\_\_\_\_

Cintas Loc. No: 538

CUSTOMER:

Please Sign Name \_\_\_\_\_

By: Roger Rodriguez XPlease Print Name XTitle: Uniform Program ConsultantPlease Print Title X

Accepted-GM: \_\_\_\_\_

Email X

Omnia Partners Public Sector Participating Public Agencies Terms

1. Participating Public Agencies: Supplier agrees to extend the same terms, covenants agreed to under the Master Agreement with Lead Public Agency Prince William County Public Schools to other government agencies ("Participating Public Agencies") that, in their discretion, desire to access the Master Agreement in accordance with all terms and conditions contained herein or attached hereto. Each participating Public Agency will be exclusively responsible and deal directly with Supplier on matters relating to length of agreement, ordering, delivery, inspection, acceptance, invoicing, and payment for products and services in accordance with the terms and conditions of the Master Agreement. Any disputes between a Participating Public Agency and Supplier will be resolved directly between them in accordance with and governed by the laws of the State in which the Participating Public Agency exists.
2. Master Agreement available at <https://www.omniapartners.com/publicsector>

Supplier General Service Terms Section

3. **Prices** Customer agrees to rent from Company, and Company agrees to provide to Customer, the Merchandise, inventory and services described on Exhibit A, "Merchandise & Pricing" at the prices set forth in Exhibit A. There will be a minimum charge of thirty-five dollars (\$35.00) per week for each Customer location required to purchase its rental services from Company as set forth in this Agreement.
4. **Buyback of Non-Standard Garments** Customer has ordered from Company a garment rental service requiring embroidered garments that may not be standard to Company's normal rental product line. Those non-standard products will be designated as such under Garment Description in Exhibit C. In the event Customer deletes a non-standard product, alters the design of the non-standard product, fails to renew the Agreement, or terminates the Agreement for any reason other than documented quality of service reasons which are not cured, Customer agrees to buy back all remaining non-standard products allocated to Customer that the Company has in service and out of service at the then current Loss/Damage Replacement Values.
5. **Service Guarantee:** Company guarantees to deliver the highest quality textile rental service at all times. Any complaints about the quality of the service which have not been resolved in the normal course of business must be sent by registered letter to Company's General Manager. If Company then fails to resolve any material complaint in a reasonable period of time, Customer may terminate this agreement provided all rental items are paid for at the then current replacement values or returned to Company in good and usable condition.
6. **Garments' Lack of Flame Retardant or Acid Resistant Features** Unless specified otherwise in writing by the Company, the garments supplied under this Agreement are not flame retardant or acid resistant and contain no special flame retardant or acid resistant features. They are not designed for use in areas of flammability risk or where contact with hazardous materials is possible. Flame resistant and acid resistant garments are available from Company upon request. Customer warrants that none of the employees for whom garments are supplied pursuant to this Agreement require flame retardant or acid resistant clothing.
7. **Logo Mats** In the event that Customer decides to delete any mat bearing the Customer's logo (Logo Mat) from the rental program, changes the design of the Logo Mats, terminates this agreement for any reason or fails to renew this Agreement, the Customer will purchase at the time of deletion, design change or termination, all remaining Logo mats that the Company has in service and out of service held in inventory at the then current Loss/Damage Replacement Value.
8. **Adding Employees** Additional employees and Merchandise may be added to this Agreement at any time upon written or oral request by the Customer to the Company. Any such additional employees or Merchandise shall automatically become a part of and subject to the terms of this Agreement. If such employees are employed at a Customer location that is then participating under this Agreement, the Customer shall pay Company the one-time preparation fee indicated on Exhibit A. Customer shall not pay Company any one-time preparation fee for garments for employees included in the initial installation of a Customer location. There will be a one-time charge for name and/or company emblems when employees are added to the program in garments requiring emblems.
9. **Emblem Guarantee** Customer has requested that Company supply emblems designed exclusively for Customer featuring Customer's logo or other specific identification (hereinafter "Customer Emblems"). Company will maintain a sufficient quantity of Customer Emblems in inventory to provide for Customer's needs and maintain a low cost per emblem through quantity purchases.
10. In the event Customer decides to discontinue the use of Customer Emblems, changes the design of the Customer Emblems, terminates this Agreement for any reason or fails to renew this Agreement, the Customer will purchase at the time of deletion, design change, termination or expiration, all remaining Customer Emblems that the Company allocated to Customer at the price indicated on Exhibit A of this Agreement. In no event shall the number of Customer Emblems allocated to Customer exceed the greater of (a) twelve (12) months' volume for each unique Customer Emblem or (b) a quantity agreed to by Company and Customer and noted on Exhibit A.
11. **Terminating Employees** Subject to the provisions of this Agreement, the weekly rental charge attributable to any individual leaving the employ of the Customer, or on a temporary leave of absence of three (3) weeks or more, shall be terminated upon oral or written notice by the Customer to the Company but only after all garments issued to that individual, or value of same at the then current Loss/Damage Replacement Values, are returned to Company.
12. **Replacement** In the event any Merchandise is lost, stolen or is not returned to Company, or is destroyed or damaged by fire, welding damage, acid, paint, ink, chemicals, neglect or otherwise, the Customer agrees to pay for said Merchandise at the then current Loss/Damage Replacement Values.
13. **Indemnification** To the fullest extent permitted by law, Company agrees to defend, indemnify, pay on behalf of and save harmless the Participating Public Agency, its elected and appointed officials, agents, employees and authorized volunteers against any and all claims, liability, demands, suits or loss, including reasonable attorneys' fees and all other costs connected therewith, arising out of or connected to the services provided by Company under this Contract, but only to the extent of Company's negligence.
14. **Additional Items:** Additional customer employees, products and services may be added to this agreement and shall automatically become a part of and subject to the terms hereof and all of its provisions. If this agreement is terminated early for convenience, the parties agree that the damages sustained by Company will be substantial and difficult to ascertain. Therefore, if this agreement is terminated by Customer prior to the applicable expiration date for any reason other than documented quality of service reasons which are not cured, or

terminated by Company for non-payment by Customer at any time Customer will pay to Company, as termination charges and not as a penalty based upon the following schedule:

If this agreement is cancelled for convenience in the first twelve months of the term, Customer shall pay as termination charges equal to 50 weeks of rental service.

If this agreement is cancelled for convenience in months thirteen (13) through eighteen (18) of the term, Customer shall pay as termination charges equal to 36 weeks of rental service.

If this agreement is cancelled for convenience in months nineteen (19) through twenty-four (24) of the term, Customer shall pay as termination charges equal to 23 weeks of rental service.

If this agreement is cancelled for convenience after 24 months of service, Customer shall pay as termination charges of 10 weeks of rental service.

Customer shall also be responsible to return all of the Merchandise allocated to such Customer locations terminating this Agreement at the then current Loss/Damage Replacement Values and for any unpaid charges on Customer's account prior to termination.



**2-N      CONSIDERATION AND APPROVAL OF AN AGREEMENT BETWEEN  
THE CAMERON COUNTY REGIONAL MOBILITY AUTHORITY AND  
STARR CAMARGO BRIDGE COMPANY.**

STATE OF TEXAS            )  
  )  
COUNTY OF CAMERON    )

**AGREEMENT**

THIS Agreement is entered into and between the STARR-CAMARGO BRIDGE COMPANY hereinafter referred to as "SCBC" and the CAMERON COUNTY REGIONAL MOBILITY AUTHORITY, hereinafter referred to as "CCRMA", whereby SCBC and the CCRMA agree, as follows:

1. PURPOSE OF THE AGREEMENT AND PROJECT(S) TO BE COMPLETED: To collaborate with Starr-Camargo Bridge Company to assist the SCBC in procuring and installing basic turnstiles at the Starr-Camargo Bridge.
2. Any monies paid by the SCBC shall be paid from the current revenues of the SCBC. The CCRMA will submit to the SCBC the scope and fee for the Project(s) and will not commence work without SCBC approval of the scope and fee.
3. It is specifically understood and agreed that in the event insufficient funds are appropriated and/or budgeted concerning the obligations under this Agreement on behalf of either of the Parties, then the Party with the insufficient funds shall notify the other Parties and this Agreement shall thereafter terminate and be null and void on the last day of the fiscal period for which appropriations were made without penalty, liability or expense to the Party. Notwithstanding the foregoing, this provision only applies to CCRMA Staff time and expenses not yet incurred at the time of insufficient funds being appropriated and/or budgeted concerning the obligations under this Agreement.
4. This Agreement constitutes a one-time Agreement between the Parties and does not constitute a continuing Agreement for the SCBC and CCRMA. The Agreement expires when the Project is completed or a 30 day termination notice is given by either SCBC or CCRMA. In the event that either party delivers a 30 day termination notice to the other party, the SCBC shall reimburse CCRMA for CCRMA Staff time and expenses incurred as of the date of the delivery of the termination notice.
5. The Rules, Regulations and Orders of the CCRMA shall govern this Agreement and the Parties agree that the CCRMA shall supervise the performance of this Agreement. It is also agreed that the CCRMA has the authority to employ personnel to engage in other services necessary to fulfill the terms of this Agreement.
6. This Agreement shall have no legal force or effect until such time as it is properly Adopted and Approved by the STARR-CAMARGO BRIDGE COMPANY'S BOARD OF DIRECTORS and the CAMERON COUNTY REGIONAL MOBILITY AUTHORITY BOARD OF DIRECTORS.
7. Venue for any cause of action arising out of or related to this Agreement shall be in Cameron County, Texas.
8. If any obligations of CCRMA under this Agreement first need to be approved by TxDOT or another governmental entity, then CCRMA shall not be obligated to perform that obligation until approval is first received from such entity.

9. All notices to the SCBC shall be sent by Certified or Registered Mail, addressed to:

Sam F. Vale  
Starr Camargo Bridge Company Owner  
804B W. Main St. - P.O. Box 156  
Rio Grande City, TX 78582  
\_\_\_\_\_  
\_\_\_\_\_

All notices to the CCRMA shall be sent by Certified or Registered Mail, addressed to:

Frank Parker, Jr.  
CCRMA Chairman  
3461 Carmen Avenue  
Rancho Viejo, Texas 78575

Executed on this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

Attested by: \_\_\_\_\_

Printed Name/Title

\_\_\_\_\_

Printed Name/Title

Executed on this 26th day of August, 2021.

Attested by:  \_\_\_\_\_

Arturo Nelson, Jr.  
CCRMA Secretary



Frank Parker, Jr.  
CCRMA Chairman

**2-O    CONSIDERATION AND APPROVAL TO ADVERTISE FOR REQUEST  
FOR PROPOSALS FOR MAINTENANCE OF SH 550.**



**2-P      DISCUSSION AND POSSIBLE ACTION REGARDING A  
PROCUREMENT METHOD FOR THE CONSTRUCTION OF THE  
TOLL BOOTHS FOR THE CAMERON COUNTY PARKS SYSTEM.**

**2-Q    CONSIDERATION AND AUTHORIZATION TO EXECUTE A JOB  
ORDER CONTRACTING AGREEMENT WITH A & I CUSTOM  
MANUFACTURING, LLC FOR CONSTRUCTION AND RENOVATION  
OF THE CAMERON COUNTY ISLA BLANCA TOLL BOOTHS VIA  
CONTRACT WITH CHOICE PARTNERS.**

# A & I Custom Manufacturing, LLC

**Contract Category:** Construction-JOC (JOC-IDIQ)

**Contract Number:** 20/017MR-01

**Contract Terms:**

**Initial Award Date:** February 26, 2020

**1<sup>st</sup> Renewal Start Date:** February 26, 2021

**Current Expiration Date:** February 25, 2022

**Renewals Remaining:** 2

**CP Contract Manager:**

**Michael Robles**

[mrobles@hcde-texas.org](mailto:mrobles@hcde-texas.org)

713-316-4254

**Contract Partner:** A & I Custom Manufacturing, LLC

**Approved Market Area:**

**2-R      DISCUSSION AND POSSIBLE ACTION REGARDING A  
PROCUREMENT METHOD FOR THE CONSTRUCTION OF THE  
CAMERON COUNTY PARK ADMINISTRATION BUILDING.**



**2-S      DISCUSSION AND POSSIBLE ACTION REGARDING CHANGES TO  
THE CAMERON COUNTY REGIONAL MOBILITY AUTHORITY'S  
PURCHASING POLICIES TO COMPLY WITH NEW STATE LAWS.**

**FOURTH AMENDMENT TO THE POLICIES AND PROCEDURES  
GOVERNING PROCUREMENT OF GOODS AND SERVICES**

**WHEREAS**, the Board of Directors of the Cameron County Regional Mobility Authority (the "CCRMA") adopted the CCRMA's Policies and Procedures Governing Procurement of Goods and Services on December 18, 2007 (the "Procurement Policy");

**WHEREAS**, the Board of Directors of the CCRMA made certain amendments to the Procurement Policy on or about December 22, 2016, October 17, 2017, and May 17, 2018;

**WHEREAS**, the CCRMA wishes to make additional amendments to the Procurement Policy and to have the Procurement Policy otherwise continue in full force and effect;

**NOW, THEREFORE**, this Fourth Amendment to the Procurement Policy consists of the following amendments, effective as of September 1, 2021:

1. Section 17, Implementation of the State of Texas Procurement and Contract Management Guide, TEX. GOV'T CODE § 2262.051, shall be added to the Procurement Policy, as follows:


"SECTION 17. IMPLEMENTATION OF THE STATE OF TEXAS  
PROCUREMENT AND CONTRACT MANAGEMENT GUIDE.

To the extent applicable, the Authority will incorporate required or recommended contract clauses into the Authority's solicitations and contracts pursuant to the State of Texas Procurement and Contract Management Guide issued by the Texas Comptroller."

2. Subject to the provisions of this Fourth Amendment, the Procurement Policy shall otherwise continue in full force and effect.

ADOPTED by the Board of Directors of the Cameron County Regional Mobility Authority on this 26th day of August 2021.

**ATTESTED BY:**

  
\_\_\_\_\_  
Frank Parker, Jr., Chairman of the Board

  
\_\_\_\_\_  
Arturo A. Nelson, Secretary

**2-T      DISCUSSION AND POSSIBLE ACTION REGARDING FISCAL YEAR  
2021-2022 ANNUAL BUDGET.**

**Appendix A - Administrative Operations  
Budget Detail FY2022**



Account	Account name	Budget 2021	Budget 2022	Increase/(Decrease) in Dollars
<b>Operating Revenue</b>				
41100	Vehicle registration fees	\$ 3,250,000	\$ 3,400,000	\$ 150,000
41150	Interlocal revenue			
41150	Admin Services	120,000	120,000	-
41150	Construction Manager	-	91,000	91,000
41150	ROW Project Coordinator	-	65,000	65,000
41150	Marketing Coordinator	-	75,000	75,000
41175	Lease revenue (Ste 8)	-	9,600	9,600
<b>Total Operating Revenue</b>		<b>3,370,000</b>	<b>3,760,600</b>	<b>390,600</b>
<b>Salaries and Benefits</b>				
51100	Salaries	820,027	995,860	175,833
51200	Payroll taxes	62,732	76,183	13,451
51300	Retirement	71,160	107,752	36,592
51400	Health insurance	64,288	100,798	36,510
51310	Life insurance	999	1,394	395
<b>Total Salaries and Benefits</b>		<b>1,019,206</b>	<b>1,281,987</b>	<b>262,781</b>
<b>Administrative and Office Expenses</b>				
60110	Accounting software and services	2,500	2,500	-
60120	Advertising and marketing	15,000	15,000	-
60121	Audit services	31,000	32,000	1,000
60123	Board meetings	2,000	2,000	-
60126	Computer equipment and accessories	7,000	7,000	-
60127	Consulting	270,600	270,600	-
60128	Contingency	94,164	125,000	30,836
60130	Contractual	2,000	-	(2,000)
60140	Data processing	10,000	12,000	2,000
60150	Dues and memberships	20,000	20,000	-
60160	Education and training	10,000	10,000	-
60161	Fiscal agent fees	50,000	50,000	-
60162	Insurance and surety bonds	2,000	2,000	-
70120	Insurance - building	-	6,000	6,000
60167	Interest - computer lease	500	-	(500)
60166	Interest - line of credit	25,000	25,000	-
60206	Internet/Phones	15,000	15,000	-
60190	Lease - building	53,520	-	(53,520)
60191	Lease - computer equipment	9,500	-	(9,500)
60192	Lease - copier	3,735	3,735	-
60135	Legal expenses	50,000	50,000	-
60165	Maintenance and repairs	5,000	20,000	15,000



**Appendix A - Administrative Operations**  
**Budget Detail FY2022**

Account	Account name	Budget 2021	Budget 2022	Increase/(Decrease) in Dollars
60188	Office furniture	2,500	2,500	-
60180	Office supplies	15,000	15,000	-
60189	Postage	500	500	-
60200	Travel	25,000	25,000	-
60168	Trustee fees	3,600	3,600	-
60206	Utilities	12,000	12,000	-
60207	Website maintenance	1,500	1,500	-
<b>Total Administrative and Office Expenses</b>		<b>738,619</b>	<b>727,935</b>	<b>(10,684)</b>
<b>Total Operating Expenses</b>		<b>1,757,825</b>	<b>2,009,922</b>	<b>252,097</b>
<b>Operating Income (Loss)</b>		<b>1,612,175</b>	<b>1,750,678</b>	<b>138,503</b>
<b>Non-Operating Revenues (Expenses)</b>				
60182	2014 Refunding 2010A Interest	(32,175)	(10,800)	21,375
69050	2014 Refunding 2010A Principal	(940,000)	(960,000)	(20,000)
60185	2017 Refunding 2010A Interest	(178,800)	(178,800)	-
60186	2019 Refunding 2010B Interest	(649,200)	(649,200)	-
60197	2021 VRF Revenue Bond Interest	-	(106,878)	(106,878)
14000	Capital Outlay (SH550 Tolling equipment, etc.)	-	(3,450,000)	(3,450,000)
30000	2021 Bond Proceeds Reserve	-	3,450,000	3,450,000
41300	TRZ Revenue	1,311,065	1,800,000	488,935
70350	TRZ Expense	(1,173,065)	(1,695,000)	(521,935)
44000	Interest income	50,000	50,000	-
<b>Total Non-Operating Revenues (Expenses)</b>		<b>(1,612,175)</b>	<b>(1,750,678)</b>	<b>(138,503)</b>
<b>Net Increase (Decrease) after Non-Operating Revenues (Expenses)</b>				
		\$ -	\$ -	\$ -

**Appendix B - Toll Operations  
Budget Detail FY 2022**



Account	Account name	Budget 2021	Budget 2022	Increase/(Decrease) in Dollars
<b>Operating Revenue</b>				
41240	TPS revenue	\$ 1,715,000	\$ 1,950,000	\$ 235,000
41210	CUSIOP interop	740,000	850,000	110,000
41250	Pharr bridge interop	420,000	500,000	80,000
41150	Interlocal revenue	139,876	161,880	22,004
<b>Total Operating Revenue</b>		<b>\$ 3,014,876</b>	<b>\$ 3,461,880</b>	<b>\$ 447,004</b>
<b>Expenses</b>				
<b>Salaries and Benefits</b>				
51100	Salaries	379,984	460,012	80,028
51200	Payroll taxes	29,068	34,932	5,864
51300	Retirement	36,441	49,773	13,332
51400	Health Insurance	75,302	83,601	8,299
51310	Life Insurance	475	644	169
<b>Total Salaries and Benefits</b>		<b>521,270</b>	<b>628,962</b>	<b>107,692</b>
<b>Transaction processing costs</b>				
60176	HUB interop collection fees	82,000	102,000	20,000
60179	PBM court collections	8,000	5,000	(3,000)
60189	Postage	180,000	200,000	20,000
70130	Operational support	50,000	-	(50,000)
70150	Merchant card services & return payment fees	60,000	70,000	10,000
70152	TxDMV	-	50,000	50,000
70155	Out of state DMV	18,500	12,000	(6,500)
<b>Total transaction processing costs</b>		<b>398,500</b>	<b>439,000</b>	<b>40,500</b>
<b>Toll system maintenance / IT</b>				
60130	Contractual	1,000	-	(1,000)
70110	Bridge interoperability collection cost	60,353	75,000	14,647
70145	Back office system maintenance	270,000	273,000	3,000
<b>Total toll system maintenance / IT</b>		<b>331,353</b>	<b>348,000</b>	<b>16,647</b>
<b>Roadside maintenance</b>				
60170	Facility landscaping and maintenance	124,262	144,000	19,738
60171	Toll equipment	30,000	-	(30,000)
60194	Rental - maintenance equipment	6,000	6,000	-
60195	Rental - storage unit	2,160	2,700	540
60196	Shipping charges	2,500	2,500	-
60210	Utilities - electricity SH550	23,400	23,400	-
70120	Property insurance	79,000	79,000	-
70140	Toll system maintenance and monitoring	215,000	210,000	(5,000)
<b>Total roadside maintenance</b>		<b>482,322</b>	<b>467,600</b>	<b>(14,722)</b>

**Appendix B - Toll Operations  
Budget Detail FY 2022**

<b>Account</b>	<b>Account name</b>	<b>Budget 2021</b>	<b>Budget 2022</b>	<b>Increase/(Decrease) in Dollars</b>
<b>CSC Indirect/overhead</b>				
60120	Advertising and marketing	60,000	75,000	15,000
60126	Computer equipment and accessories	5,000	7,000	2,000
60135	Legal expense	25,000	25,000	-
60150	Dues & memberships	7,000	7,000	-
60160	Education and training	10,000	10,000	-
60161	Fiscal agent fees	3,200	5,200	2,000
60165	Maintenance & repairs	20,000	20,000	-
60167	Interest - computer lease	450	-	(450)
60168	Trustee fees	1,800	-	(1,800)
60180	Office supplies	25,000	32,000	7,000
60188	Office furniture	1,500	1,500	-
60191	Lease - computer equipment	4,550	-	(4,550)
60192	Lease - copier	3,562	3,562	-
60193	Lease - postage equipment	33,351	40,250	6,899
60200	Travel	12,000	15,000	3,000
60206	Internet/ Phones	15,000	15,000	-
60208	Maintenance/excess- copier	-	3,000	3,000
60209	Uniform - lease	-	6,500	6,500
60205	Utilities	13,000	15,000	2,000
60128	Contingency	-	19,540	19,540
<b>Total CSC Indirect/overhead</b>		<b>240,413</b>	<b>300,552</b>	<b>60,139</b>
<b>Total Operating Expenses</b>		<b>1,973,858</b>	<b>2,184,114</b>	<b>210,256</b>
<b>Operating Income (Loss)</b>		<b>1,041,018</b>	<b>1,277,766</b>	<b>236,748</b>
<b>Non-Operating Revenues (Expenses)</b>				
42150	Pass through revenue agreement	1,385,000	1,385,000	-
60164	2012 Toll Revenue Bonds Principal & Interest	(32,750)	(671,375)	(638,625)
60181	2014 CO Toll Revenue Bonds Principal & Interest	(169,550)	(430,244)	(260,694)
60183	2015 CO Toll Revenue Bonds Interest	(146,688)	(144,556)	2,132
60184	2016 Toll Refund Bonds Principal & Interest	(649,700)	(804,700)	(155,000)
60187	2020 Toll Refund Bonds Principal & Interest	(1,427,330)	(611,891)	815,439
<b>Total Non-Operating Revenues (Expenses)</b>		<b>(1,041,018)</b>	<b>(1,277,766)</b>	<b>(236,748)</b>
<b>Net Increase (Decrease) after Non-Operating Revenues (Expenses)</b>				
		\$ -	\$ -	\$ -