



**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  
January 25, 2024  
12:00 Noon**

**PUBLIC COMMENTS:**


- 1. Public Comments.**

**ITEMS FOR DISCUSSION AND ACTION:**

- 2. Action Items.**
  - A. Consideration and Approval of the January 11, 2024, Special 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 December 2023.**
  - E. Consideration and Approval of Payment of Invoices and Release of Checks to SpawGlass for the Cameron County Veterans Bridge DAP Project.**
  - F. Consideration and Approval of Change Order 11 with Kapsch for Transitioning into the Harris County Toll Road Authority System**
  - G. Consideration and Approval of Task Order with Fagan Consulting, LLC for Transitioning into the Harris County Toll Road Authority System.**
  - H. Consideration and Approval of Work Authorization Number 09 with GDJ Engineering Regarding Sidewalk Project in the City of Los Fresnos.**
  - I. Consideration and Authorization for Chairman Frank Parker, Jr. to sign documents associated with Change Order No. 6 for the Veterans Bridge Donation Acceptance Program Project.**

**ADJOURNMENT:**

Signed this 19th day of January 2024

  
\_\_\_\_\_  
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-A      CONSIDERATION AND APPROVAL OF THE JANUARY 11, 2024  
SPECIAL MEETING MINUTES.**

THE STATE OF TEXAS           §  
COUNTY OF CAMERON       §

BE IT REMEMBERED on the 11th day of January 2024, there was conducted a Special 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 P.M.

PRESENT:

FRANK PARKER, JR.  
CHAIRPERSON

MICHAEL SCAIEF- ABSENT  
VICE CHAIRMAN

ARTURO A. NELSON  
SECRETARY

AL VILLARREAL  
TREASURER

MARK ESPARZA  
DIRECTOR

LEO R. GARZA  
DIRECTOR

JULIE GUERRA-RAMIREZ  
DIRECTOR

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The Meeting was called to order by Chairman Parker, at 12:00 P.M. 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 8<sup>th</sup> day of January 2024 at 8:52 A.M.

\_\_\_\_\_  
**PUBLIC COMMENTS**

**1 PUBLIC COMMENTS**

None.



## **ACTION ITEMS**

### **2-A Consideration and Approval of the December 15, 2023, Special Meeting Minutes**

Director Esparza moved to approve the December 15, 2023, Special Meeting Minutes. The motion was seconded by Treasurer Villarreal and carried unanimously.

### **2-B Acknowledgement of Claims.**

Mr. Victor Barron, RMA Chief Financial Officer went over the Claims and presented them into the record.

Treasurer Villarreal moved to acknowledge the Claims as presented. The motion was seconded by Director Guerra-Ramirez and carried unanimously.

**The Claims are as follows:**

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### **2-C Approval of Claims.**

Mr. Victor Barron, RMA Chief Financial Officer went over the Claims and presented them into the record. Mr. Barron also read in an invoice for TML Insurance in the amount of \$21,480.00.

Treasurer Villarreal moved to approve the Claims as presented with the invoice read in for TML Insurance in the amount of \$21,480.00. The motion was seconded by Secretary Nelson and carried as follows:

Ayes: Chairman Parker, Secretary Nelson, Treasurer Villareal, and Director Guerra-Ramirez

Nays: n/a

Abstain: Director Esparza and Director Garza

**The Claims are as follows:**

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### **2-D Consideration and Approval of Cameron County Regional Mobility Authority's Amended Travel Policy to Comply with U.S. General Services Administration (GSA) Per Diem and Internal Revenue Services (IRS) Mileage Rates 2024.**

Mr. Victor Barron, RMA Chief Financial Officer, went over Cameron County RMA's Amended Travel Policy with the updated GSA per diem rates and updated IRS mileage rates.

Secretary Nelson moved to approve Cameron County RMA's Amended Travel Policy to Comply with U.S. General Services Administration (GSA) Per Diem and Internal Revenue Services (IRS) Milage Rates for 2024. The motion was seconded by Director Guerra-Ramirez and carried unanimously.

**The Policy is as follows:**

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**2-E Consideration and Approval of Payment of Invoices and Release of Checks to SpawGlass for the Cameron County Veteran's Bridge DAP Project.**

Mr. Pete Sepulveda, Jr., RMA Executive Director advised the board of the need to approve the Payment of Invoices and Release of Checks to SpawGlass for the estimated amounts of Pay App #17 \$1,300,000 and Pay App #18 \$1,350,000 for the Cameron County Veteran's Bridge DAP Project.

Director Esparza moved to approve the payment of invoices and release of checks to SpawGlass for the estimated amounts of Pay App #17 - \$1,300,000 and Pay App #18 - \$1,350,000 for the Cameron County Veteran's Bridge DAP Project. The motion was seconded by Director Garza and carried unanimously.

**2-F Consideration and Approval of an Amendment to the CCRMA Fiscal Year 2024 Holiday Schedule.**

Director Esparza moved to take no action on the item. The motion was seconded by Director Garza and carried unanimously.

**2-G Consideration and Approval of a Resolution Supporting the East Loop Project.**

Mr. Pete Sepulveda, Jr., RMA Executive Director advised the board of the need to approve the Resolution Supporting the East Loop Project. Mr. Sepulveda explained the resolution would support the request for functional classification with Federal Highway Administration (FHWA) and allow for federal funds to be used on the East Loop Project. Mr. Sepulveda advised the board that a resolution has also been approved by Cameron County and has been submitted to the Rio Grande Valley Metropolitan Organization (RGVMPO) and staff recommends approval.

Secretary Nelson moved to approve the Resolution Supporting the East Loop Project. The motion was seconded by Director Esparza and carried unanimously.

**The Resolution is as follows:**

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**2-H Consideration and Approval of a One-year Renewal for Custodial Service Contract with Flor Muñoz.**

Mr. Pete Sepulveda, Jr, RMA Executive Director advised the board for the need to approve a One-year Renewal for Custodial Services with Flor Muñoz. Mr. Sepulveda informed the board that all terms would remain the same and staff recommends approval.

Director Guerra-Ramirez moved to approve a One-Year Renewal for Custodial Service Contract with Flor Muñoz. The motion was seconded by Director Esparza and carried unanimously.

**The Contract is as follows:**

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**2-I Consideration and Approval of a Month to Month Contract with Duncan Solutions.**

Director Garza moved to table the Month to Month Contract with Duncan Solutions. The motion was seconded by Secretary Nelson and carried unanimously.

**2-J Consideration and Approval of a One-year Renewal/ Extension on the Depository Contract with Texas Regional Bank.**

Mr. Pete Sepulveda, Jr., RMA Executive Director, advised the board for the need to approve a One-year Renewal/Extension on the Depository Contract with Texas Regional Bank. Mr. Sepulveda advised the board that the term would be for one-year and the interest rate would remain at 4.2%, all fees are waived as per the terms of the contract, and staff recommends approval.

Treasurer Villarreal moved to approve the One-year Renewal/ Extension on the Depository Contract with Texas Regional Bank. The motion was seconded by Secretary Nelson and carried as follows:

Ayes: Chairman Parker, Secretary Nelson, Treasurer Villareal, and Director Guerra-Ramirez

Nays: n/a

Abstain: Director Esparza and Director Garza

Affidavits were filed by Director Esparza and Director Garza

**The Contract is as follows:**

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**2-K Consideration and Approval of the Termination of Work Authorization No. 26 with RRP Engineers for the SPI 2<sup>nd</sup> Causeway Project.**

Mr. Pete Sepulveda, Jr., RMA Executive Director, advised the board of the need to terminate Work Authorization No. 26 between the Cameron County Regional Mobility Authority and RRP Engineers for the SPI 2<sup>nd</sup> Causeway Project. Mr. Sepulveda advised the board that the CCRMA would be working with TxDOT on the schematic and environmental and thus would be negotiating a new work authorization with the same vendor. Mr. Sepulveda also informed the board that all electronic files of work performed would be transferred to TxDOT and that a final invoice from RRP is pending to be submitted for review and approval.

Director Esparza moved to approve to terminate Work Authorization No. 26 between the Cameron County Regional Mobility Authority and RRP Engineers for the SPI 2<sup>nd</sup> Causeway Project. The motion was seconded by Director Garza and carried unanimously.

**2-L Consideration and Approval of a Resolution Approving an Amended Advance Funding Agreement between the Cameron County Regional Mobility Authority and the Texas Department of Transportation for the Whipple Road Project and Authorizing Chairman Frank Parker, Jr., to sign any Necessary Documents as may be needed by the Texas Department of Transportation.**

Mr. Pete Sepulveda, Jr., RMA Executive Director, advised the board for the need to approve a Resolution approving an Amended Advance Funding Agreement between the Cameron County Regional Mobility Authority and the Texas Department of Transportation for the Whipple Road Project and Authorizing Chairman Frank Parker, Jr. to sign any necessary documents as may be needed by the Texas Department of Transportation. Mr. Sepulveda also advised the board of the importance of the

Whipple Road project since it will connect two state roads and that the project is currently in the environmental process, working towards a final design, and staff recommends approval.

Director Esparza moved to approve a Resolution approving an Amended Advance Funding Agreement between the Cameron County Regional Mobility Authority and the Texas Department of Transportation for the Whipple Road Project and Authorizing Chairman Frank Parker, Jr., to sign any Necessary Documents as may be needed by the Texas Department of Transportation. The motion was seconded by Secretary Nelson and carried unanimously.

**The Resolution is as follows:**

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**2-M Consideration and Approval of an Agreement Between the Cameron County Regional Mobility Authority and Commonwealth of Virginia Department of Motor Vehicles.**

Mr. Pete Sepulveda, Jr., RMA Executive Director, advised the board for the need to approve the Agreement between the Cameron County Regional Mobility Authority and Commonwealth of Virginia Department of Motor Vehicles. Mr. Sepulveda also advised the board that this would be a third renewal and staff recommends approval.

Director Garza moved to approve the Agreement between the Cameron County Regional Mobility Authority and Commonwealth of Virginia Department of Motor Vehicles. The motion was seconded by Director Esparza and carried unanimously.

**The Agreement is as follows:**

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**2-N Consideration and Approval of Agreement between the Cameron County Regional Mobility Authority and Hamilton & Lucio, P.C.**

Mr. Pete Sepulveda, Jr., RMA Executive Director, advised the board of the need to Approve an Agreement between the Cameron County Regional Mobility Authority and Hamilton & Lucio, P.C. Mr. Sepulveda advised the board that a plan of action would be reported to the board and that one board member may be involved at the kickoff meeting with Hamilton & Lucio, P.C.

Director Esparza moved to approve the Agreement between the Cameron County Regional Mobility Authority and Hamilton & Lucio, P.C. The motion was seconded by Director Garza and carried unanimously.

**Director Garza motioned to go into Executive Session at 12:19 pm. The motion was seconded by Director Esparza and carried unanimously.**

**3. Executive Session**

**3-A Confer with Legal Counsel for the Cameron County Regional Mobility Authority Regarding Legal Issues with the SPI 2<sup>nd</sup> Causeway Project, Pursuant to V.T.C.A., Government Code, Section 551.071 (1).**

**3-B Confer with Legal Counsel for the Cameron County Regional Mobility Authority Regarding Legal Issues with Insurance Claim Related to SH 550 Northbound Direct Connector, Pursuant to V.T.C.A., Government Code, Section 551.071 (1).**

- 3-C Confer with Legal Counsel for the Cameron County Regional Mobility Authority Regarding Legal Issues with the Agreement with A to Be, Pursuant to V.T.C.A., Government Code, Section 551.071 (1).

Director Garza motioned to come back from Executive Session at 12:40 pm. The motion was seconded by Director Esparza and carried unanimously.

4. Possible Action Relative to Executive Session

4-A Possible Action

Director Garza moved to acknowledge the report of legal counsel and to proceed as discussed in Executive Session. The motion was seconded by Director Esparza and carried unanimously.

4-B Possible Action

Director Garza moved to acknowledge the report of legal counsel and to proceed as discussed in Executive Session. The motion was seconded by Director Esparza and carried unanimously.

4-C Possible Action

Director Garza moved to acknowledge the report of legal counsel and to proceed as discussed in Executive Session. The motion was seconded by Director Esparza and carried unanimously.

**ADJOURNMENT**

There being no further business to come before the Board and upon motion by Director Guerra-Ramirez and seconded by Treasurer Villarreal and carried unanimously, the meeting was **ADJOURNED** at 12:42 P.M.

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_ 2024.

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

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

**2-B      ACKNOWLEDGEMENT OF CLAIMS.**

# Claims for Acknowledgement



## CAMERON COUNTY REGIONAL MOBILITY AUTHORITY Claims January 19, 2024

### Operations

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
Charter Communications	185525901010124	\$ 740.07	Internet Admin/Tolls January 2024	Indirect	Y	Local	Ope
		<u>740.07</u>					

### Interlocal Agreement

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
Pathfinder Public Affairs, Inc	69-B	\$ 8,000.00	Consulting Services ILA September 2023	CC - Consulting Services PF	Y	Local	Ope
Pathfinder Public Affairs, Inc	70-B	8,000.00	Consulting Services ILA October 2023	CC - Consulting Services PF	Y	Local	Ope
Pathfinder Public Affairs, Inc	71-B	8,000.00	Consulting Services ILA November 2023	CC - Consulting Services PF	Y	Local	Ope
Pathfinder Public Affairs, Inc	72-B	8,000.00	Consulting Services ILA December 2023	CC - Consulting Services PF	Y	Local	Ope
		<u>32,000.00</u>					

## Tolls

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
Charter Communications	185399301010124	\$ 261.06	Ethernet Intrastate 2129 FM Apt 511 January 2024	Direct Connectors - SH550	Y	Local	Toll
Charter Communications	185525901010124	740.08	Internet Admin/Tolls January 2024	Indirect	Y	Local	Toll
Charter Communications	185961401010124	261.06	Ethernet Intrastate 104 N Lynnwood Trl Jan 2024	Direct Connectors - SH550	Y	Local	Toll
		<u>1,262.20</u>					

Operations	\$ 740.07
Interlocal Agree	32,000.00
Tolls	<u>1,262.20</u>
Total Transfer	<u>34,002.27</u>

Reviewed by:

Monica R. Ibarra,  
AccountantMonica R. Ibarra 1.19.24Victor J. Barron,  
Chief Financial OfficerVictor J. Barron 1.19.24Pete Sepulveda Jr.,  
Executive DirectorPSM 1.19.24





**CAMERON COUNTY REGIONAL MOBILITY AUTHORITY**  
**Claims January 17, 2024**

**Operations**

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
Aflac	611248	\$ 37.68	Employee Supplemental Insurance January 2024	Indirect	Y	Local	Ope
Amazon Capital	1MVJ-YFD9-XLYT	89.99	Office Supplies December 2023	Indirect	Y	Local	Ope
CheckMark	119054 12/23	55.92	TimeClock Service December 2023	Indirect	Y	Local	Ope
GDJ Engineering	2024-004	9,009.62	MPO Project Coordination and Planning Support Dec 2023	Indirect	Y	Local	TRZ
RingCentral, Inc.	CD_000726229	372.51	Phone System December 2023	Indirect	Y	Local	Ope
Valley Municipal Utility District	2030007806 12/23	35.61	Water & Wastewater Ste 7 Dec 2023	Indirect	Y	Local	Ope
Valley Municipal Utility District	2030007907 12/23	35.31	Water & Wastewater Ste 6 Dec 2023	Indirect	Y	Local	Ope
Valley Municipal Utility District	2030008005 12/23	35.49	Water & Wastewater Ste 4 Dec 2023	Indirect	Y	Local	Ope
Valley Municipal Utility District	2030008105 12/23	34.85	Water & Wastewater Ste 3 Dec 2023	Indirect	Y	Local	Ope
Valley Municipal Utility District	2030008306 12/23	34.21	Water & Wastewater Ste 8 Dec 2023	Indirect	Y	Local	Ope
Valley Municipal Utility District	2030008406 12/23	34.17	Water & Wastewater Ste 5 Dec 2023	Indirect	Y	Local	Ope
		<u>9,775.36</u>					

## Tolls

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
Amazon Capital	1MVJ-YFD9-XLYT	\$ 565.26	Office Supplies December 2023	Indirect	Y	Local	Toll
Huntington Sky Production, LTD	EST-138160	391.60	Tolls Office Sign	Indirect	Y	Local	Toll
Huntington Sky Production, LTD	EST-138177	128.22	Tolls Office Glass Door	Indirect	Y	Local	Toll
Matus Contractor Company	669	7,350.00	Grass, Garbage, Herbicide Paredes Line to Alton Gloor	Indirect	Y	Local	Toll
RingCentral, Inc.	CD_000726229	372.50	Phone System December 2023	Indirect	Y	Local	Toll
Valley Municipal Utility District	3010066802 12/23	48.49	Water & Wastewater Tolls Dec 2023	Indirect	Y	Local	Toll
		<u>8,856.07</u>					
Operations		\$ 9,775.36					
Tolls		<u>8,856.07</u>					
Total Transfer		<u>18,631.43</u>					

Reviewed by:

Monica R. Ibarra,  
AccountantMR 1.17.24Victor J. Barron,  
Chief Financial OfficerVJB 1.17.24Pete Sepulveda Jr.,  
Executive DirectorPJ 1.17.24



**CAMERON COUNTY REGIONAL MOBILITY AUTHORITY**  
**Claims January 12, 2024**

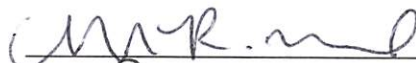


**Operations**

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
Bank of New York Mellon	252-2603522	\$ 1,500.00	TX Rev & Tax Ref Bonds Series 2016	Indirect	Y	Local	Ope
Brownsville Chamber of Commerce	734507	550.00	Classic Membership FY2024	Indirect	Y	Local	Ope
Alejandro Garcia	Travel AG Dec 2023	86.46	Travel Reimbursement AG December 2023	Indirect	Y	Local	Ope
Alejandro Garcia	Travel AG Nov 2023	78.60	Travel Reimbursement AG Nov 2023	Indirect	Y	Local	Ope
JWH and Associates, Inc.	124	4,200.00	North Railroad Alternatives & Hgn Yard Closure Dec 2023	North Rail Relocation	Y	Local	TRZ
JWH and Associates, Inc.	224	10,341.40	Gateway Bridge Pedestrian Bridge and Pres Permit Dec 2023	CC - Gateway Bridge	Y	Local	TRZ
Layer 3 Communications	62316	1,709.48	Aruba Network Switches and Wireless Access Points	Indirect	Y	Local	Ope
MPC Studios, Inc	33707	275.00	Website Hosting January 2024	Indirect	Y	Local	Ope
PEDRO SEPULVEDA JR.	Reim PSJ 12.20.23	1,193.26	Reimbursement Travel & Misc PSJ Dec 2023	Indirect	Y	Local	Ope
Rentfro, Irwin, & Irwin, P.L.L.C	2260	3,923.75	Legal Services Dec 2023	Indirect	Y	Local	Ope
Toshiba Financial Services	43889579	311.23	Printer Admin Jan 2024	Indirect	Y	Local	Ope
		<u>24,169.18</u>					

## Tolls

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
Direct Energy Business, LLC	240020053371190	\$ 5.92	Electricity 1705 Fm 511 Dec 2023	Direct Connectors - SH550	Y	Local	Toll
Law Enforcement Systems LLC	1012997	726.70	Out of State DMV Records Dec 2023	Indirect	Y	Local	Toll
International Bridge, Tunnel & Turnpike Association	INV-24267-G8B3W0	6,910.00	Operator Member Inside USA	Indirect	Y	Local	Toll
LexisNexis Risk Solutions FL Inc	1546392-20231231	116.83	Address and Name Lookup Dec 2023	Indirect	Y	Local	Toll
NSA Property Holdings LLC d/b/a Move It Storage-Los Fresnos	Unit #923 1/24	321.00	Storage Unit #923 January 2024	Indirect	Y	Local	Toll
Public Utilities Board	600710 12/23	208.71	Electricity 1100 FM 511 Hwy Bro, TX Dec 2023	Direct Connectors - SH550	Y	Local	Toll
Rentfro, Irwin, & Irwin, P.L.L.C	2260	645.00	Legal Services Dec 2023	Indirect	Y	Local	Toll
United States Postal Service	FC Stamps 1.8.24	660.00	First Class Stamps 1000 Qty	Indirect	Y	Local	Toll
		<u>9,594.16</u>					
Operations		\$ 24,169.18					
Tolls		<u>9,594.16</u>					
Total Transfer		<u>33,763.34</u>					

Reviewed by:

Monica R. Ibarra,  
Accountant 1.12.24Victor J. Barron,  
Chief Financial Officer 1.12.24Pete Sepulveda Jr.,  
Executive Director 1.12.24



**CAMERON COUNTY REGIONAL MOBILITY AUTHORITY**  
**Claims January 8, 2023**

**Operations**

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
American Express	AMEX Dec 2023	\$ 1,543.94	Credit Card Charges Dec 2023	Indirect	Y	Local	Ope
Culligan of the Rio Grande Valley	320895 12/23	43.99	Bottled Water Delivery December 2023	Indirect	Y	Local	Ope
JWH and Associates, Inc.	2423	10,585.45	Gateway Pedestrian Bridge & Presidential Permit Nov 2023	CC - Gateway Bridge	Y	Local	TRZ
RingCentral, Inc.	CD_000706300	205.99	Phone System December 2023	Indirect	Y	Local	Ope
Verizon Wireless	9952490539	75.98	Internet/Hotspot December 2023	Indirect	Y	Local	Ope
		<u>12,455.35</u>					

## Tolls

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
American Express	AMEX Dec 2023	\$ 91.41	Credit Card Charges Dec 2023	Indirect	Y	Local	Toll
Culligan of the Rio Grande Valley	320895 12/23	57.95	Bottled Water Delivery December 2023	Indirect	Y	Local	Toll
RingCentral, Inc.	CD_000706300	205.98	Phone System December 2023	Indirect	Y	Local	Toll
Texas Department of Motor Vehicles (TxDMV)	TXDMV 1.3.24	3,000.00	Name and Address Lookup December 2023-January 2024	Indirect	Y	Local	Toll
Toshiba Financial Services	43821947	296.86	Printer Tolls December 2023	Indirect	Y	Local	Toll
Verizon Wireless	9952490539	75.98	Internet/Hotspot December 2023	Indirect	Y	Local	Toll
		<u>3,728.18</u>					
	Operations	\$ 12,455.35					
	Tolls	<u>3,728.18</u>					
	Total Transfer	<u>16,183.53</u>					

Reviewed by:

Monica R. Ibarra,  
Accountant*Monica R. Ibarra* 1.8.24

DocuSigned by:

Victor J. Barron,  
Chief Financial Officer*Victor Barron*

1/8/2024

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Pete Sepulveda Jr.,  
Executive Director*PJ*

01.08.24

**2-C    APPROVAL OF CLAIMS.**



**CAMERON COUNTY REGIONAL MOBILITY AUTHORITY**  
**BOD Claims January 25, 2024**

**Operations**

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
R.R.P. Consulting Engineers, L.L.C.	U2716.339-04	\$ 18,561.29	SH 48 Master Plan WA 39 December 2023	SH 48 Master Plan	Y	Local	TRZ
		<u>18,561.29</u>					

**Interlocal Agreement**

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
R.R.P. Consulting Engineers, L.L.C.	U2716.190.222-14	\$ 340,870.59	East Loop PS&E , Geo, Utilities WA 22 December 2023	East Loop	Y	Local	Restri
R.R.P. Consulting Engineers, L.L.C.	U2716.260-13	102,624.93	South Padre Island 2nd Access WA 26 December 2023	SPI 2nd Access	Y	Local	Restri
R.R.P. Consulting Engineers, L.L.C.	U2716.334-01	30,308.35	Flor De Mayo NEPA Process WA 34 December 2023	Flor De Mayo Bridge	Y	Local	Ope
		<u>473,803.87</u>					

**Tolls**

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
TollPlus, LLC	US23	\$ 6,788.45	Support and Maintenance Pharr Bridge Jan 2024	Indirect	Y	Local	Toll
		<u>6,788.45</u>					

**Tolls**

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
Kapsch TrafficCom USA, Inc	486024SI01706	\$ 20,319.00	Toll System Maintenance December 2023	Indirect	Y	Local	Toll
TollPlus, LLC	US23	16,389.71	Support and Maintenance Jan 2024	Indirect	Y	Local	Toll
		<u>36,708.71</u>					

Operations	\$ 18,561.29
Interlocal	473,803.87
Tolls Interlocal	6,788.45
Tolls	<u>36,708.71</u>
Total Transfer	<u>\$ 535,862.32</u>

Reviewed by:

Victor J. Barron,  
Chief Financial Officer

Pete Sepulveda Jr, Executive  
Director

DocuSigned by:

*Victor Barron*

1/19/2024

DocuSigned by:

*Pete Sepulveda, Jr*

1/19/2024



**2-D    CONSIDERATION   AND   APPROVAL   OF   THE   FINANCIAL  
STATEMENTS AND BUDGET AMENDMENTS FOR THE MONTH OF  
DECEMBER 2023.**

# CAMERON COUNTY REGIONAL MOBILITY AUTHORITY



## DECEMBER 2023 FINANCIAL REPORT

PETE SEPULVEDA, JR., EXECUTIVE DIRECTOR  
VICTOR J. BARRON, CHIEF FINANCIAL OFFICER



**CCRMA MONTHLY FINANCIAL****TABLE OF CONTENTS****REVENUES & EXPENSES**

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## CAMERON COUNTY REGIONAL MOBILITY AUTHORITY

## Statement of Revenues and Expenditures - Monthly R&amp;E - Unposted Transactions Included

In Report From 12/1/2023 Through 12/31/2023

	Current Period Actual	Current Year Actual	YTD Budget - Original	Annual Budget Variance - Original	Prior Year Actual	Current Year % Change
Operating Revenues						
Vehicle registration fees	\$ 255,960	\$ 780,390	\$ 3,450,000	\$ (2,669,610)	\$ 760,060	2.67
Interlocal agreements	13,000	39,000	425,700	(386,700)	52,750	(26.07)
Other revenues	834	2,504	10,080	(7,576)	2,504	(0.01)
Total Operating Revenues	<u>269,794</u>	<u>821,894</u>	<u>3,885,780</u>	<u>(3,063,886)</u>	<u>815,314</u>	<u>0.81</u>
Operating Expenses						
Personnel costs	153,928	319,731	1,357,306	1,037,575	397,901	(19.65)
Professional services	17,091	48,433	282,000	233,567	40,776	18.78
Advertising & marketing	275	7,325	59,000	51,675	3,903	87.66
Data processing	2,465	14,122	30,000	15,878	2,626	437.74
Dues & memberships	245	1,245	25,000	23,755	2,695	(53.80)
Education & training	-	-	10,000	10,000	-	-
Fiscal agent fees	3,000	3,000	52,590	49,590	2,500	20.00
Insurance	309	309	9,200	8,891	5,015	(93.84)
Maintenance & repairs	850	3,246	75,000	71,754	3,462	(6.24)
Office supplies	1,458	3,724	35,150	31,426	3,684	1.08
Leases	311	934	16,235	15,301	934	-
Travel	4,476	8,956	25,000	16,044	6,013	48.96
Utilities	2,747	7,271	31,624	24,353	6,801	6.91
Contingency	-	-	132,250	132,250	-	-
Total Operating Expenses	<u>187,155</u>	<u>418,296</u>	<u>2,140,355</u>	<u>1,722,059</u>	<u>476,310</u>	<u>(12.18)</u>
Total Operating Income (Loss)	<u>82,639</u>	<u>403,598</u>	<u>1,745,425</u>	<u>(1,341,827)</u>	<u>339,004</u>	<u>19.05</u>
Non Operating Revenues						
Interest income	81,485	256,384	250,000	6,384	46,496	451.42
TRZ revenue	-	-	4,000,000	(4,000,000)	-	-
Total Non Operating Revenues	<u>81,485</u>	<u>256,384</u>	<u>4,250,000</u>	<u>(3,993,616)</u>	<u>46,496</u>	<u>451.42</u>
Non Operating Expenses						
Debt principal and interest	-	-	1,970,425	1,970,425	-	-
Debt interest-LOC	-	-	25,000	25,000	-	-
Project expenses	122,311	311,989	4,000,000	3,688,011	46,334	573.34
Total Non Operating Expenses	<u>122,311</u>	<u>311,989</u>	<u>5,995,425</u>	<u>5,683,436</u>	<u>46,334</u>	<u>573.34</u>
Total Changes in Net Position	<u>\$ 41,812</u>	<u>\$ 347,993</u>	<u>\$ -</u>	<u>\$ 347,993</u>	<u>\$ 339,165</u>	<u>2.60</u>

**CAMERON COUNTY REGIONAL MOBILITY AUTHORITY**

Toll Operations Revenues Expenses - Cash - Toll Operations Revenues Expenditures - Cash - Unposted  
Transactions Included In Report From 12/1/2023 Through 12/31/2023

	Current Period Actual	Current Year Actual	YTD Budget - Original	Annual Budget Variance - Original	Prior Year Actual	Current Year % Change
Toll Operating Revenues						
TPS Revenues	\$ 274,427	\$ 913,095	\$ 2,865,000	\$ (1,951,905)	\$ 825,275	10.64
Fuego Revenues	56,916	160,118	500,000	(339,882)	105,127	52.31
Interop Revenues						
Interop revenues	83,433	283,178	995,000	(711,822)	199,644	41.84
Bridge interoperability	40,926	134,978	520,000	(385,022)	156,594	(13.80)
Total Interop Revenues	124,359	418,156	1,515,000	(1,096,844)	356,237	17.38
Other Toll Revenues						
Interlocal agreement revenues	12,167	36,500	172,517	(136,017)	35,980	1.44
Total Other Toll Revenues	12,167	36,500	172,517	(136,017)	35,980	1.44
Total Toll Operating Revenues	467,869	1,527,868	5,052,517	(3,524,649)	1,322,618	15.52
Toll Operating Expenses						
Personnel costs	59,508	152,946	938,097	785,151	147,000	4.05
Transaction processing costs	60,825	209,664	1,046,850	837,186	204,387	2.58
Toll system maintenance/IT	23,178	69,534	288,000	218,466	68,084	2.13
Roadside maintenace	32,262	115,810	615,000	499,190	117,380	(1.34)
CSC indirect/overhead costs	7,227	48,091	570,371	522,280	47,836	0.53
Total Toll Operating Expenses	183,000	596,045	3,458,318	2,862,273	584,686	1.94
Total Operating Income (Loss)	284,869	931,823	1,594,199	(662,376)	737,933	26.27
Non Operating Revenues						
Pass through grant revenues	-	-	1,385,000	(1,385,000)	-	-
Total Non Operating Revenues	-	-	1,385,000	(1,385,000)	-	-
Non Operating Expenses						
Debt principal and interest	-	-	2,979,199	2,979,199	-	-
Total Non Operating Expenses	-	-	2,979,199	2,979,199	-	-
Changes in Net Position	\$ 284,869	\$ 931,823	\$ -	\$ 931,823	\$ 737,933	26.27

**CAMERON COUNTY REGIONAL MOBILITY AUTHORITY**  
**Combined Statement of Revenues and Expenses - Unposted Transactions Included**  
**In Report From 12/1/2023 Through 12/31/2023**

	Current Period Actual	Current Year Actual	YTD Budget - Original	Annual Budget Variance - Original	Prior Year Actual	Current Year % Change
Operating Revenues						
Vehicle registration fees	\$ 255,960	\$ 780,390	\$ 3,450,000	\$ (2,669,610)	\$ 760,060	2.67
Interlocal agreement	26,001	78,003	608,297	(530,294)	91,234	(14.50)
Toll revenues	455,702	1,491,369	4,880,000	(3,388,631)	1,286,638	15.91
Other revenue	-	-	-	-	-	100.00
Total Operating Revenues	<u>737,663</u>	<u>2,349,762</u>	<u>8,938,297</u>	<u>(6,588,535)</u>	<u>2,137,933</u>	<u>9.91</u>
Operating Expenses						
Personnel costs	213,436	472,677	2,295,403	1,822,726	544,901	(13.25)
Accounting software and services	-	-	3,000	3,000	-	-
Professional services	12,000	36,000	229,000	193,000	36,000	-
Contractual services	13,085	42,789	195,000	152,211	16,695	156.30
Advertising & marketing	3,427	36,819	159,000	122,181	17,741	107.54
Data processing	2,465	14,122	30,000	15,878	2,626	437.74
Dues & memberships	245	1,245	32,000	30,755	10,195	(87.79)
Education & training	-	-	20,000	20,000	-	-
Fiscal agent fees	3,000	3,000	57,790	54,790	2,500	20.00
Insurance	618	22,098	94,200	72,102	30,873	(28.42)
Maintenance & repairs	1,206	4,314	150,000	145,686	4,526	(4.68)
Office supplies	28,553	101,352	478,650	377,298	122,533	(17.29)
Road maintenance	68,538	206,819	959,700	752,881	204,108	1.33
Leases	929	2,783	48,297	45,514	12,610	(77.93)
Toll services	11,692	40,604	347,250	306,646	30,132	34.75
Travel	4,476	9,703	65,000	55,297	6,360	52.56
Utilities	6,486	17,956	85,024	67,068	17,899	0.32
Contingency	-	2,059	349,359	347,300	1,296	58.80
Total Operating Expenses	<u>370,155</u>	<u>1,014,341</u>	<u>5,598,673</u>	<u>4,584,332</u>	<u>1,060,996</u>	<u>(4.40)</u>
Net Change from Operations	<u>367,508</u>	<u>1,335,421</u>	<u>3,339,624</u>	<u>(2,004,203)</u>	<u>1,076,936</u>	<u>24.00</u>
Non Operating Revenue						
Pass through grant revenues	-	-	1,385,000	(1,385,000)	-	-
Interest income	81,485	256,384	250,000	6,384	46,496	451.42
TRZ Revenue	-	-	4,000,000	(4,000,000)	-	-
Total Non Operating Revenue	<u>81,485</u>	<u>256,384</u>	<u>5,635,000</u>	<u>(5,378,616)</u>	<u>46,496</u>	<u>451.42</u>
Non Operating Expenses						
Bond Debt Expense	-	-	4,949,624	4,949,624	-	-
Debt Interest - LOC	-	-	25,000	25,000	-	-
Project expenses	122,311	311,989	4,000,000	3,688,011	46,334	573.34
Total Non Operating Expenses	<u>122,311</u>	<u>311,989</u>	<u>8,974,624</u>	<u>8,662,635</u>	<u>46,334</u>	<u>573.34</u>
Changes in Net Position	<u>\$ 326,682</u>	<u>\$ 1,279,816</u>	<u>\$ -</u>	<u>\$ 1,279,816</u>	<u>\$ 1,077,098</u>	<u>18.82</u>

**CAMERON COUNTY REGIONAL MOBILITY AUTHORITY**

## Statement of Revenues and Expenditures

From 12/1/2023 Through 12/31/2023

	Cameron County	Federal Funds	State Funds	Total
Non Operating Revenues				
Revenues				
South Padre Island 2nd Access	\$ 71,959	\$ -	\$ -	\$ 71,959
FM 509	66,282	-	-	66,282
Dana Road- City of Brownsville	134,303	-	-	134,303
CC- Veterans Bridge	278,745	479,121	85,044	842,911
CC - Consulting Services PF	16,000	-	-	16,000
Total Revenues	<u>567,289</u>	<u>479,121</u>	<u>85,044</u>	<u>1,131,454</u>
Total Non Operating Revenues	<u>567,289</u>	<u>479,121</u>	<u>85,044</u>	<u>1,131,454</u>
Non Operating Expenses				
Project expenses				
South Padre Island 2nd Access	71,959	-	-	71,959
FM 509	66,282	-	-	66,282
Dana Road- City of Brownsville	134,303	-	-	134,303
CC- Veterans Bridge	278,745	479,121	85,044	842,911
CC - Consulting Services PF	16,000	-	-	16,000
Total Project expenses	<u>567,289</u>	<u>479,121</u>	<u>85,044</u>	<u>1,131,454</u>
Total Non Operating Expenses	<u>567,289</u>	<u>479,121</u>	<u>85,044</u>	<u>1,131,454</u>
Total Changes in Net Position	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**CAMERON COUNTY REGIONAL MOBILITY AUTHORITY****Statement of Revenues and Expenditures**

From 10/1/2023 Through 12/31/2023

	Cameron County	City of Brownsville	Federal Funds	State Funds	Total
<b>Non Operating Revenues</b>					
Revenues					
South Padre Island 2nd Access	\$ 71,959	\$ -	\$ -	\$ -	\$ 71,959
SH 32 (East Loop)	52,021	-	-	-	52,021
FM 509	66,282	-	-	-	66,282
Dana Road- City of Brownsville	134,303	7,210	-	-	141,513
CC- Veterans Bridge	278,745	-	479,121	85,044	842,911
CC - Gateway Bridge	2,750	-	-	-	2,750
CC - Consulting Services PF	24,000	-	-	-	24,000
CC - Administration Building & Parking Lot	16,288	-	-	-	16,288
Total Revenues	646,348	7,210	479,121	85,044	1,217,723
Total Non Operating Revenues	646,348	7,210	479,121	85,044	1,217,723
<b>Non Operating Expenses</b>					
Project expenses					
South Padre Island 2nd Access	71,959	-	-	-	71,959
SH 32 (East Loop)	52,021	-	-	-	52,021
FM 509	66,282	-	-	-	66,282
Dana Road- City of Brownsville	134,303	7,210	-	-	141,513
CC- Veterans Bridge	278,745	-	479,121	85,044	842,911
CC - Gateway Bridge	2,750	-	-	-	2,750
CC - Consulting Services PF	24,000	-	-	-	24,000
CC - Administration Building & Parking Lot	16,288	-	-	-	16,288
Total Project expenses	646,348	7,210	479,121	85,044	1,217,723
Total Non Operating Expenses	646,348	7,210	479,121	85,044	1,217,723
Total Changes in Net Position	\$ -	\$ -	\$ -	\$ -	\$ -



## CAMERON COUNTY REGIONAL MOBILITY AUTHORITY

Balance Sheet  
As of 12/31/2023

	Current Year
<b>ASSETS</b>	
Current Assets:	
Cash and cash equivalents	\$ 2,609,300
Restricted cash - projects	7,275,346
Restricted cash accounts - debt service	6,875,949
Restricted cash - bond proceeds	2,434,167
Restricted cash - Transportation Reinvestment Zone (TRZ)	9,366,296
Accounts receivable, net	
Vehicle Registration Fees - Receivable	770,835
Other	4,381,382
Total Accounts receivable, net	5,152,217
Accounts receivable - other agencies	5,617,375
Prepaid expenses	111,404
Total Current Assets:	39,442,054
Non Current Assets:	
Capital assets, net	96,482,810
Capital projects in progress	23,555,444
Unamortized bond prepaid costs	85,388
Net pension asset	164,797
Total Non Current Assets:	120,288,439
Deferred Outflow of Resources	
Deferred outflow related to pension	277,113
Total Deferred Outflow of Resources	277,113
Total ASSETS	160,007,606
<b>LIABILITIES</b>	
Current Liabilities	
Accounts payable	1,650,550
Accrued expenses	304,502
Unearned revenue	5,133,168
Total Current Liabilities	7,088,219
Non Current Liabilities	
Due to other agencies	16,134,188
Long term bond payable	72,662,883
Total Non Current Liabilities	88,797,071
Deferred Inflows of Resources	
Deferred inflows related to pension	159,202
Total LIABILITIES	96,044,492
<b>NET POSITION</b>	
Beginning net position	
	52,054,376
Total Beginning net position	52,054,376
Changes in net position	
	11,908,737
Total Changes in net position	11,908,737
Total NET POSITION	63,963,114
TOTAL LIABILITIES, DEFERRED INFLOWS AND NET POSITION	\$ 160,007,606

## CAMERON COUNTY REGIONAL MOBILITY AUTHORITY

## Statement of Cash Flows

As of 12/31/2023

	Current Period	Current Year
Cash Flows from Operating Activities		
Receipts from vehicle registration fees	\$ -	\$ 605,880
Receipts from interop toll revenues	138,264	443,361
Receipts from TPS toll revenues	345,743	1,117,796
Receipts from other operating revenues	26,001	78,003
Payments to vendors	(204,474)	(632,204)
Payments to employees	(210,529)	(473,641)
Total Cash Flows from Operating Activities	<u>95,004</u>	<u>1,139,196</u>
Cash Flows from Capital and Related Financing Activities		
Acquisitions of property and equipment	(42,535)	(96,109)
Acquisitions of construction in progress	(554,410)	(3,707,667)
Payment on interlocal project expenses	(1,237,766)	(1,505,713)
Advances and Interlocal project proceeds	(7,563)	8,540,308
Total Cash Flows from Capital and Related Financing Activities	<u>(1,842,273)</u>	<u>3,230,819</u>
Cash Flows from Investing Activities		
Receipts from interest income	<u>81,485</u>	<u>256,384</u>
Total Cash Flows from Investing Activities	<u>81,485</u>	<u>256,384</u>
Beginning Cash & Cash Equivalents	<u>30,226,843</u>	<u>23,934,659</u>
Ending Cash & Cash Equivalents	<u>\$ 28,561,059</u>	<u>\$ 28,561,059</u>

Cameron County  
Regional Mobility Authority

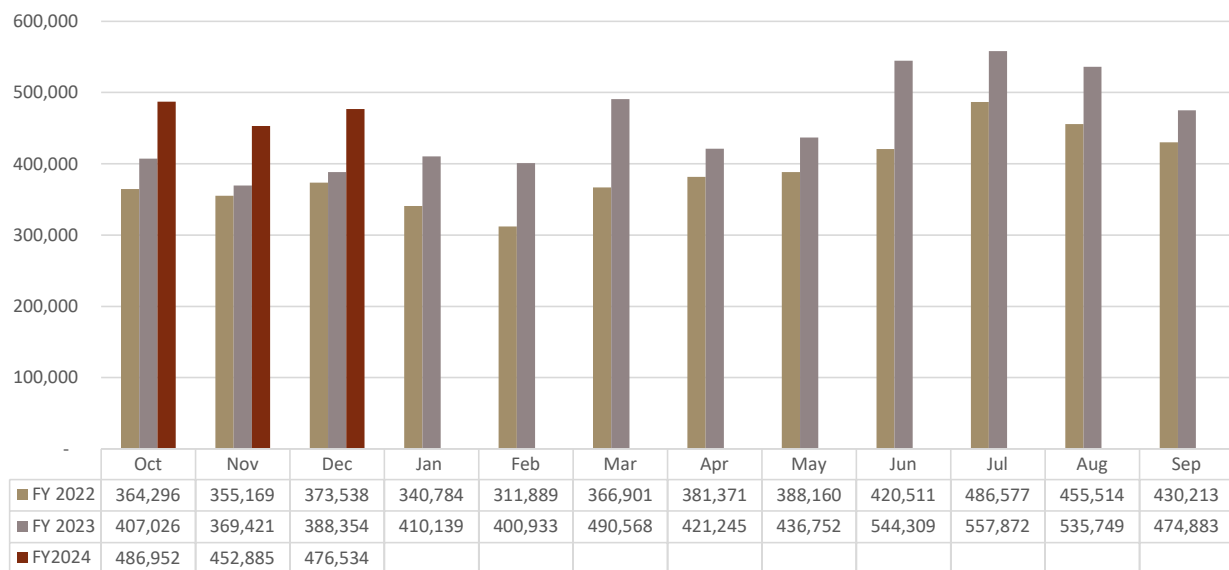
Duncan Collections FY 2024

Month	Duncan Total Collections	Duncan Reimbursed Pre-paid Base Tolls	Duncan Collections (Net of Prepaid Base Tolls)	Amount due to Duncan (Violation Fees)	Amount due to CCRMA ( Violation Fees)	Base Toll	Total
Oct-23	\$ 30,233	\$ 3,530	\$ 26,703	\$ 11,824	\$ 14,880	\$ 59,866	\$ 74,746
Nov-23	32,967	2,635	30,332	13,201	17,131	39,839	56,970
Dec-23	23,395	2,070	21,326	9,329	11,997	40,883	52,879
Jan-24			-		-		-
Feb-24			-		-		-
Mar-24			-		-		-
Apr-24			-		-		-
May-24			-		-		-
Jun-24			-		-		-
Jul-24			-		-		-
Aug-24			-		-		-
Sep-24			-		-		-
Total FY'24	86,595	8,235	78,361	34,354	44,008	140,588	184,595



## TOLL OPERATIONS REPORT DECEMBER 2023

SH 550 Transactions

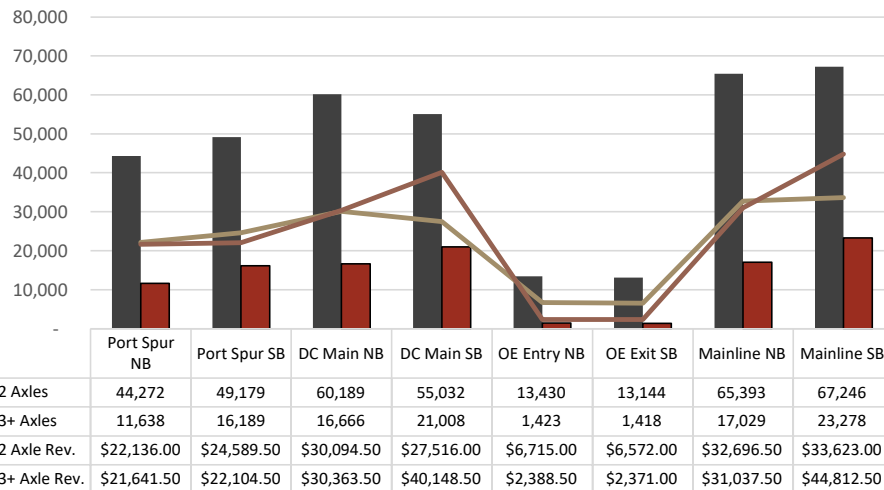


FY YEAR	TOTAL
FY 2022	4,674,923
FY 2023	5,437,251
FY 2024* *Through December	1,416,371

23 % increase compared to December 2022

SH 550  
YEAR-TO-YEAR  
TRAFFIC  
COMPARISON

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



December Transaction and Projected Revenue Data by Axle

2 Axle Passenger Vehicle vs. 3+ Axles Commercial Vehicle

per Plaza

Plaza	2 Axles	3+ Axles	2 Axle Rev.	3+ Axle Rev.
Port Spur NB	44,272	11,638	\$ 22,136.00	\$ 21,641.50
Port Spur SB	49,179	16,189	\$ 24,589.50	\$ 22,104.50
DC Main NB	60,189	16,666	\$ 30,094.50	\$ 30,363.50
DC Main SB	55,032	21,008	\$ 27,516.00	\$ 40,148.50
OE Entry NB	13,430	1,423	\$ 6,715.00	\$ 2,388.50
OE Exit SB	13,144	1,418	\$ 6,572.00	\$ 2,371.00
Mainline NB	65,393	17,029	\$ 32,696.50	\$ 31,037.50
Mainline SB	67,246	23,278	\$ 33,623.00	\$ 44,812.50
Total by Axles	367,885	108,649	\$ 183,942.50	\$ 194,867.50
Month Total		476,534	\$	378,810.00

# DECEMBER 2023



## DECEMBER ESTIMATE TAG PENETRATION

	CUSIOP TAGS					PBM	TOLL PLUS		
	DNT	HCTRA	KTA	OTA	TEX	OTHER	PHARR	FUEGO	Grand Total
Good Tag	4,784	16,098	395	613	44,319		14,925	40,795	121,929
Invalid Tags	2,849	6,435	224	382	21,594		1,881	10,879	44,244
Negative					1,478				1,478
Non Tag						308,883			308,883
									-
<b>Grand Total</b>	<b>7,633</b>	<b>22,533</b>	<b>619</b>	<b>995</b>	<b>67,391</b>	<b>308,883</b>	<b>16,806</b>	<b>51,674</b>	<b>476,534</b>
Percent Inv/Neg	37%	29%	36%	38%	34%		11%	21%	10%
Tag Penetration									35%
<b>Valid Tag Penetration</b>									<b>26%</b>
Estimated PBM 354,605									74%
<b>Estimated Pharr Tag Projected Revenue</b>									<b>\$ 27,716.00</b>
<b>Estimated Fuego Tag Projected Revenue</b>									<b>\$ 26,506.00</b>
<b>Estimated Tag Projected Revenue</b>									<b>\$ 45,553.00</b>
<b>Estimated PBM Projected Revenue</b>									<b>\$ 279,035.00</b>

# MEXICAN TRAFFIC REVENUE FY 2024

Month	Transactions	Revenue
October	20,047	\$ (37,285.38)
November	21,975	\$ (43,344.85)
December	20,054	\$ (42,150.49)
January		
February		
March		
April		
May		
June		
July		
August		
September		
<b>Grand Total</b>	<b>62,076</b>	<b>-\$122,780.72</b>







# Mail Report FY 2024



## InfoSend Mail Report

Month	Files Created	Postage	Mail Process Fee	Total Cost
October	74,429	\$38,732.06	\$10,636.42	\$49,368.48
November	55,008	\$28,638.69	\$7,855.18	\$36,493.87
December	50,958	\$26,595.57	\$7,348.88	\$33,944.45
January				
February				
March				
April				
May				
June				
July				
August				
September				



# PAYMENT PROCESSING FY 2024

Source	Payment Mode	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
CSC Payments	Bank												
	Cashier Check												
	Cash	\$2,665.61	\$1,742.68	\$2,425.12									
	Check	\$14,390.64	\$13,430.00	\$9,895.20									
	CreditCard	\$50,448.24	\$42,773.18	\$45,844.74									
	DebitCard	\$40,579.70	\$44,635.06	\$36,869.30									
	MoneyOrder	\$1,231.28	\$943.56	\$777.92									
	<b>Total Amount</b>	<b>\$109,315.47</b>	<b>\$ 103,524.48</b>	<b>\$ 95,812.28</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
WEB Payments													
	Bank	\$7,842.95	\$5,561.19	\$5,912.36									
	CreditCard	\$84,607.86	\$72,694.85	\$70,366.77									
	DebitCard	\$127,764.98	\$119,944.86	\$104,784.41									
	<b>Total Amount</b>	<b>\$ 220,215.79</b>	<b>\$ 198,200.90</b>	<b>\$ 181,063.54</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>Combined Total</b>	<b>\$ 329,531.26</b>	<b>\$ 301,725.38</b>	<b>\$ 276,875.82</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

YTD \$ 908,132.46



# COLLECTION TRANSFER & PAYMENTS AND OUT OF STATE BILLING & PAYMENTS



## COLLECTIONS FY 2024

Month	Invoice Count	Amount Transferred to Collections	Amount Paid to CCRMA
October	9,342	\$618,375.79	\$74,745.74
November	6,342	\$421,533.00	\$56,970.00
December	6,408	\$427,559.00	\$52,879.00
January			
February			
March			
April			
May			
June			
July			
August			
September			
<b>Total</b>	<b>22,092</b>	<b>\$1,467,467.79</b>	<b>\$184,594.74</b>

## OUT OF STATE FY 2024

Month	Number of Invoices	Invoiced Amount (w/fees)	Amount Paid	Outstanding Amount
October	782	\$14,589.05	\$4,639.01	\$9,950.04
November	572	\$8,671.05	\$2,351.15	\$6,319.90
December	577	\$4,631.78	\$849.01	\$3,782.77
January				
February				
March				
April				
May				
June				
July				
August				
September				
<b>Total</b>	<b>1,931</b>	<b>\$27,891.88</b>	<b>\$7,839.17</b>	<b>\$20,052.71</b>

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

# CSC PERFORMACE DECEMBER 2023

## Total Calls Received: 2,743

- Answered: 2,658
- Missed: 3 %



## TVC Account Settlements

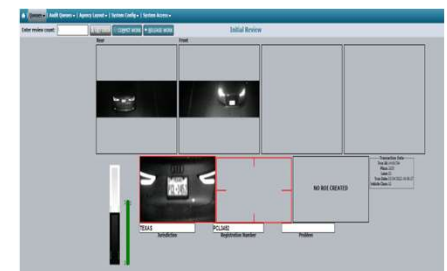
- 34 Settlements
- Total Amount Collected: \$6,102.72
- 12 Fuego Registrations

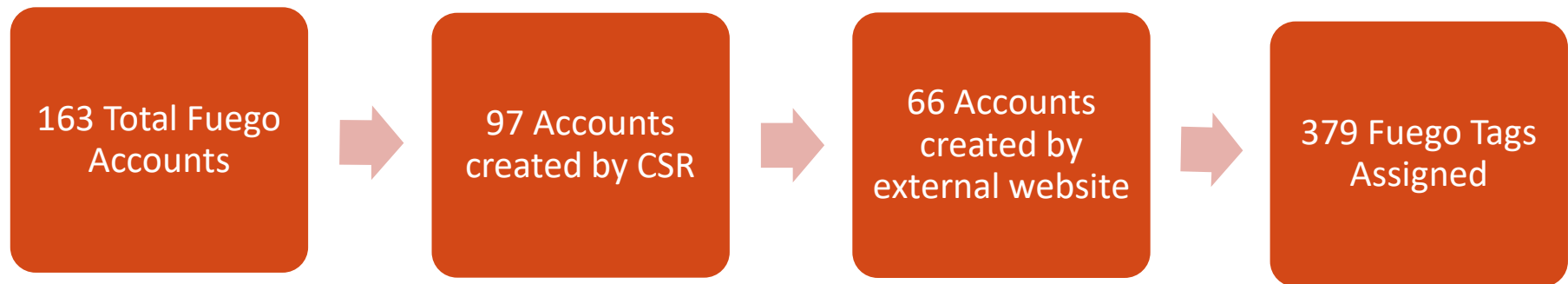
## 6 Disabled Veterans Enrollments



## Image Review

- Total Images Processed: 392,645
- Average Image/min: 13
- Average time on IR: 527 hrs.





# DECEMBER 2023 FUEGO ACCOUNTS

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# TOLL OPERATIONS MONTHLY REPORT

*JANETT HUERTA*

Toll Operations Administrator

December 2023

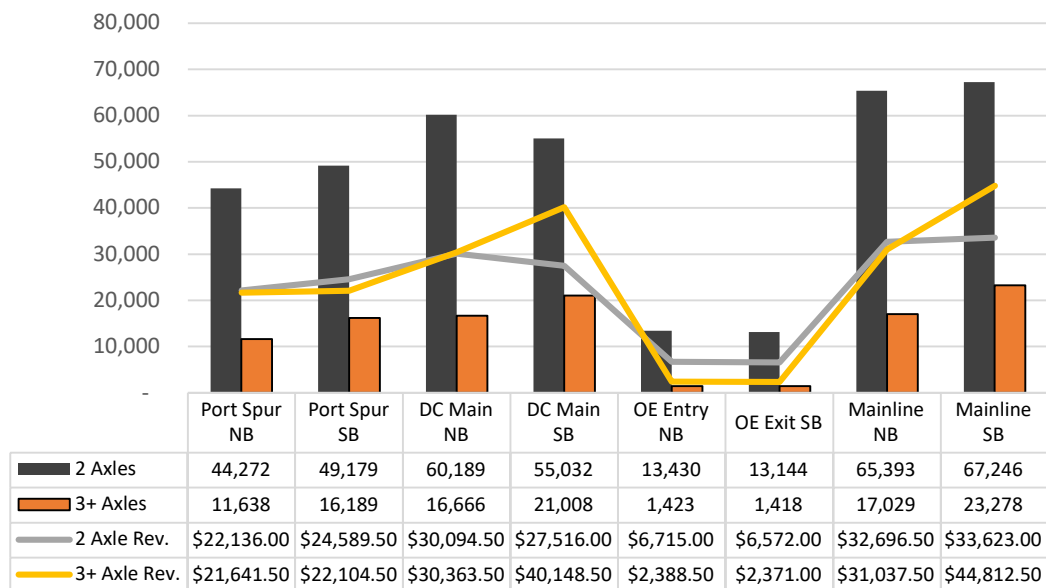






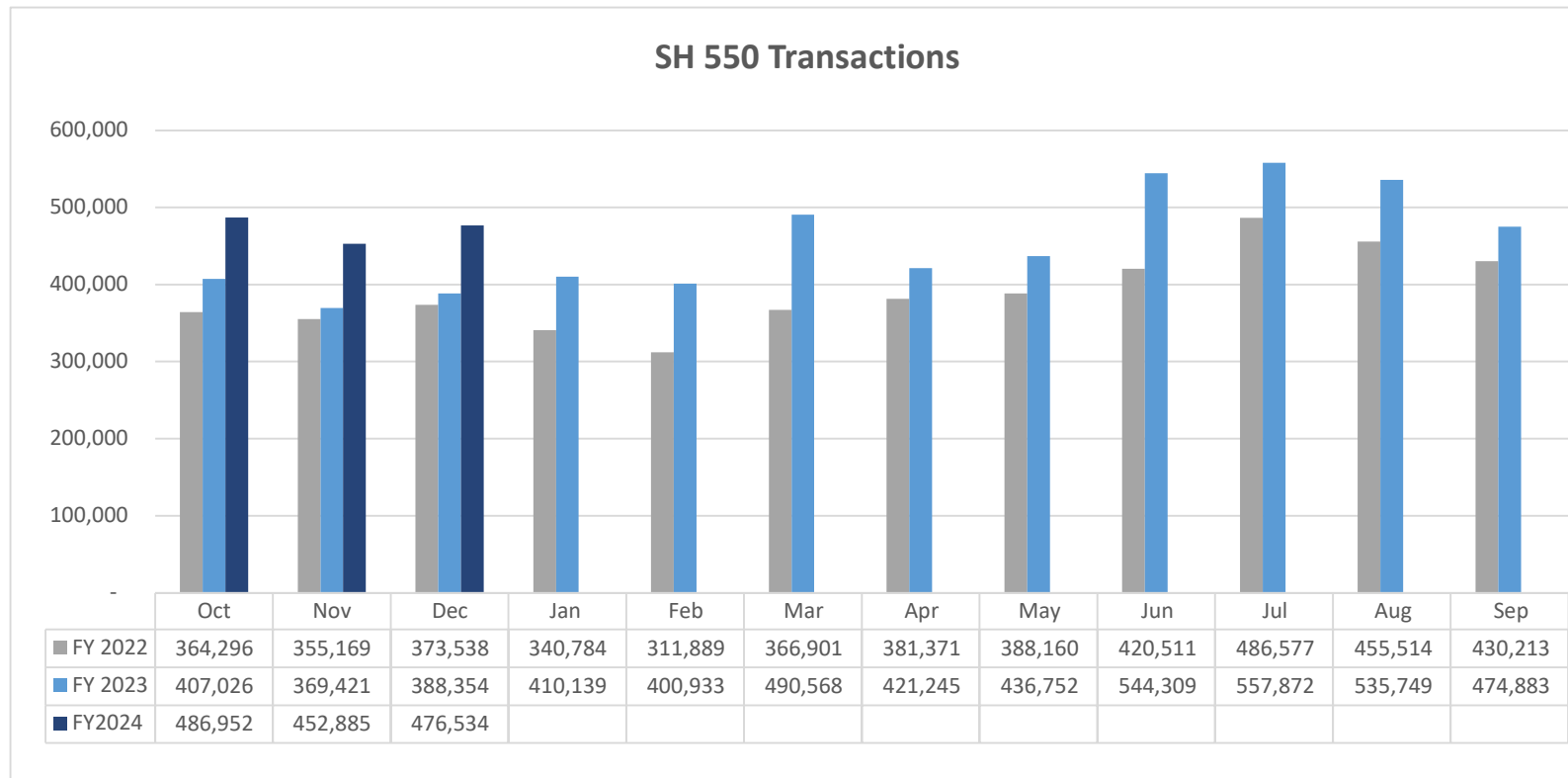
December Transaction and Projected Revenue Data by Axle				
2 Axle Passenger Vehicle vs. 3+ Axles Commercial Vehicle				
per Plaza				
Plaza	2 Axles	3+ Axles	2 Axle Rev.	3+ Axle Rev.
Port Spur NB	44,272	11,638	\$ 22,136.00	\$ 21,641.50
Port Spur SB	49,179	16,189	\$ 24,589.50	\$ 22,104.50
DC Main NB	60,189	16,666	\$ 30,094.50	\$ 30,363.50
DC Main SB	55,032	21,008	\$ 27,516.00	\$ 40,148.50
OE Entry NB	13,430	1,423	\$ 6,715.00	\$ 2,388.50
OE Exit SB	13,144	1,418	\$ 6,572.00	\$ 2,371.00
Mainline NB	65,393	17,029	\$ 32,696.50	\$ 31,037.50
Mainline SB	67,246	23,278	\$ 33,623.00	\$ 44,812.50
Total by Axles	367,885	108,649	\$ 183,942.50	\$ 194,867.50
<b>Month Total</b>		<b>476,534</b>	<b>\$</b>	<b>378,810.00</b>

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



## Year to Year Traffic Comparison

### 2022-2024



FY Year Total	
<b>FY 2022</b>	4,674,923
<b>FY 2023</b>	5,437,251
<b>FY 2024*</b>	1,416,371
*Through December	



## Tag Penetration for the Month

December 2023

	CUSIOP TAGS					PBM	TOLL PLUS		
	DNT	HCTRA	KTA	OTA	TEX	OTHER	PHARR	FUEGO	Grand Total
Good Tag	4,784	16,098	395	613	44,319		14,925	40,795	121,929
Invalid Tags	2,849	6,435	224	382	21,594		1,881	10,879	44,244
Negative					1,478				1,478
Non Tag						308,883			308,883
									-
<b>Grand Total</b>	<b>7,633</b>	<b>22,533</b>	<b>619</b>	<b>995</b>	<b>67,391</b>	<b>308,883</b>	<b>16,806</b>	<b>51,674</b>	<b>476,534</b>
Percent Inv/Neg	37%	29%	36%	38%	34%		11%	21%	10%
Tag Penetration									35%
<b>Valid Tag Penetration</b>									<b>26%</b>
Estimated PBM 354,605									74%
<b>Estimated Pharr Tag Projected Revenue</b>									<b>\$ 27,716.00</b>
<b>Estimated Fuego Tag Projected Revenue</b>									<b>\$ 26,506.00</b>
<b>Estimated Tag Projected Revenue</b>									<b>\$ 45,553.00</b>
<b>Estimated PBM Projected Revenue</b>									<b>\$ 279,035.00</b>

## SH 550 Mexican Traffic Revenue FY 2024

Month	Transactions	Revenue
October	20,047 \$	(37,285.38)
November	21,975 \$	(43,344.85)
December	20,054 \$	(42,150.49)
January		
February		
March		
April		
May		
June		
July		
August		
September		
<b>Grand Total</b>	<b>62,076</b>	<b>-\$122,780.72</b>

### Mexican License Plates Recorded

7,125

### # of Transactions

65,851 Total # of Mexican Transactions  
62,076 Posted to MX Acct  
3,775 Posted to Fuego & TVC (assumption)

1,416,371 Total Transactions for FY24  
4% Percentage of MX Transactions

## Mexican Vehicle Transaction Count by Axle

FY 2024

Month	6 Axle	5 Axle	4 Axle	3 Axle	2Axle	Total Transactions
October	4,191	5,746	132	1,720	8,258	20,047
November	6,441	5,332	144	1,047	9,011	21,975
December	6,650	4,989	128	2,079	6,208	20,054
January						-
February						-
March						-
April						-
May						-
June						-
July						-
August						-
September						-
<b>Grand Total</b>	<b>17,282</b>	<b>16,067</b>	<b>404</b>	<b>4,846</b>	<b>23,477</b>	<b>62,076</b>

<b>3axle +</b>	<b>38,599</b>	<b>62%</b>
<b>2axle</b>	<b>23,477</b>	<b>38%</b>
<b>Total No. of MX Transactions</b>	<b>62,076</b>	

*\*these transactions are not getting billed*

## Mexican License Plates Recorded

7,125

1,416,371 Total Transactions for FY 2024  
4% Percentage of MX Transactions

## Out Of State Billing and Payments

**FY 2024**



Month	Number of Invoices	Invoiced Amount (w/fees)	Amount Paid	Outstanding Amount
October	782	\$14,589.05	\$4,639.01	\$9,950.04
November	572	\$8,671.05	\$2,351.15	\$6,319.90
December	577	\$4,631.78	\$849.01	\$3,782.77
January				
February				
March				
April				
May				
June				
July				
August				
September				
<b>Total</b>	<b>1,931</b>	<b>\$27,891.88</b>	<b>\$7,839.17</b>	<b>\$20,052.71</b>

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

## Collection Transfer and Payments

**FY 2024**



Month	Invoice Count	Amount Transferred to Collections	Amount Paid to CCRMA
October	9,342	\$618,375.79	\$74,745.74
November	6,342	\$421,533.00	\$56,970.00
December	6,408	\$427,559.00	\$52,879.00
January			
February			
March			
April			
May			
June			
July			
August			
September			
<b>Total</b>	<b>22,092</b>	<b>\$1,467,467.79</b>	<b>\$184,594.74</b>

## Payment Processing

2024

Source	Payment Mode	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
CSC Payments	Bank												
	Cashier Check												
	Cash	\$2,665.61	\$1,742.68	\$2,425.12									
	Check	\$14,390.64	\$13,430.00	\$9,895.20									
	CreditCard	\$50,448.24	\$42,773.18	\$45,844.74									
	DebitCard	\$40,579.70	\$44,635.06	\$36,869.30									
	MoneyOrder	\$1,231.28	\$943.56	\$777.92									
	<b>Total Amount</b>	<b>\$109,315.47</b>	<b>\$ 103,524.48</b>	<b>\$ 95,812.28</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
WEB Payments	Bank	\$7,842.95	\$5,561.19	\$5,912.36									
	CreditCard	\$84,607.86	\$72,694.85	\$70,366.77									
	DebitCard	\$127,764.98	\$119,944.86	\$104,784.41									
	<b>Total Amount</b>	<b>\$ 220,215.79</b>	<b>\$ 198,200.90</b>	<b>\$ 181,063.54</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>Combined Total</b>	<b>\$ 329,531.26</b>	<b>\$ 301,725.38</b>	<b>\$ 276,875.82</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
												YTD	\$ 908,132.46

## Mail Batch Summary Report

FY 2024



Month	Toll Bill			1st Notice			2nd Notice			Final Notice			Total Generated
	Generated	Completed	Bad Address	Generated	Completed	Bad Address	Generated	Completed	Bad Address	Generated	Completed	Bad Address	
October	29,400	29,400	-	17,920	16,988	932	16,501	15,528	973	13,387	12,513	874	77,208
November	20,450	20,450	-	13,001	12,349	652	11,574	10,882	692	12,024	11,216	808	57,049
December	20,156	20,156	-	11,477	10,879	598	10,859	10,163	696	10,441	9,760	681	52,933
January			-			-			-			-	-
February			-			-			-			-	-
March			-			-			-			-	-
April			-			-			-			-	-
May			-			-			-			-	-
June			-			-			-			-	-
July			-			-			-			-	-
August			-			-			-			-	-
September			-			-			-			-	-
	70,006	70,006	-	42,398	40,216	2,182	38,934	36,573	2,361	35,852	33,489	2,363	187,190



## IMAGE REVIEW OVERVIEW

FY 2024

Month	1st Review	2nd Review	3rd Review	3rd Review %	Total
October	163,164	155,320	13,855	4%	332,339
November	173,451	169,460	17,051	5%	359,962
December	183,699	191,717	17,229	5%	392,645
January					-
February					-
March					-
April					-
May					-
June					-
July					-
August					-
September					-
Total p/Review	520,314	516,497	48,135		
Total Images Processed					1,084,946

## IMAGE REVIEW OVERVIEW by CSR

December 2023

CSR	1st Review	2nd Review	3rd Review	Total
Misread			365	365
Barbara	23,278	19,739		43,017
Lulu	75	250		325
Jose Luis	21,519	25,651	1,872	49,042
Juan	18,078	13,566	5,145	36,789
Keyla	27,894	30,267		58,161
Robert	26,215	54,883		81,098
Melissa	17,842	12,094		29,936
Jose	30,404	13,078		43,482
Shelby	12,858	14,636		27,494
Eduardo				-
Mary	48	3,673	1,049	4,770
Janett	2,321	490	8,798	11,609
Lily	3,167	3,390		6,557
Total Images Processed				392,645





## Code Off Report

FY 2024

GANTRY	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
SH550-Main-North	5%	6%	6%										6%
SH550-Main-South	5%	5%	6%										5%
Port Spur NB	8%	11%	9%										9%
Port Spur SB	8%	10%	7%										8%
DC North	5%	6%	6%										5%
DC South	5%	5%	5%										5%
Old Alice Rd E NB	14%	13%	14%										14%
Old Alice Rd X SB	16%	15%	15%										15%
<b>Code Off Rate to Transactions p/mo</b>	<b>4%</b>	<b>5%</b>	<b>4%</b>										<b>4%</b>

December Breakdown - Reason Codes									
	Main N	Main S	Port Spur N	Port Spur S	DC N	DC S	OA N	OA S	Total
Camera Issue	38	56	29	144	69	38	9	17	400
Image Quality	663	709	1013	811	515	570	68	164	4,513
Exempt	430	430	277	211	301	256	136	139	2,180
Unreadable	761	799	584	617	728	704	133	118	4,444
Disable Veteran	1347	1381	1043	1006	1438	1264	896	897	9,272
<b>Total per Plaza</b>	<b>3,239</b>	<b>3,375</b>	<b>2,946</b>	<b>2,789</b>	<b>3,051</b>	<b>2,832</b>	<b>1,242</b>	<b>1,335</b>	<b>20,809</b>

**Code Off Breakdown**  
by Plaza/Lane  
December 2023

	Main N				Main S				Port Spur N				Port Spur S				DC N				DC S				OA N				OA S				Total
	Ln 1	LN 2	LN 3	Total	Ln 4	LN 5	LN 6	Total	Ln 1	LN 2	LN 3	Total	Ln 1	LN 2	LN 3	Total	Ln 1	LN 2	LN 3	Total	Ln 4	LN 5	LN 6	Total	Ln 1	LN 2	LN 3	Total	Ln 1	LN 2	LN 3	Total	
Camera Issue		20	18	38	9	30	17	56	11	18		29	1	143		144	44	13	12	69	3	33	2	38		9		9		17		17	400
Image Quality		296	367	663	243	466		709	12	1001		1013	1	810		811	1	223	291	515	246	324		570		68		68		164		164	4513
Exempt		155	275	430	139	291		430		277		277		211		211		157	144	301	139	117		256		136		136		139		139	2180
Unreadable		484	277	761	138	658	3	799	27	557		584	2	615		617	7	504	217	728	175	524	5	704		133		133		118		118	4444
Disable Veteran		597	750	1347	423	957	1	1381	5	1038		1043		1006		1006		989	449	1438	527	737		1264		896		896		897		897	9272
Total per Plaza		3239				3375				2946				2789				3051				2832				1242				1335			20,809

Code Off Rate to Transactions  
for the month

4%

### FY 2024 CSR Monthly Call Report

CSR Name	October	November	December	January	February	March	April	May	June	July	August	September	Total
Barbara	646	506	411										1,563
Juan	560	487	386										1,433
Jose Luis	542	353	344										1,239
Keyla	691	334	221										1,246
Robert	372	261	226										859
Melissa	123	447	511										1,081
Shelby		230	271										501
Jose Lopez	304	229	178										711
Mary	111	53	39										203
Lily	70	73	56										199
Janett	20	12	15										47
Cameron	225												225
Eduardo	15												15
<b>Total Answered Calls</b>	3679	2,985	2,658										9,322
<b>Missed Calls</b>	192	144	85										421
<b>Totals Calls Received</b>	3871	3,129	2,743										9,743
<b>% Missed</b>	5%	5%	3%										4%

Fuego Accounts Registered FY 24													
CSR	October	November	December	January	February	March	April	May	June	July	August	September	Total/per person
Barbara	28	28	11										67
Juan	28	22	14										64
Jose Luis	5	5	12										22
Jose Lopez	2	5	3										10
Keyla	11	16	9										36
Robert	19	20	9										48
Melissa		31	25										56
Shelby		4	13										17
Lily	2	5											7
Mary	1												1
Janett	2		1										3
													0
Eduardo	2												2
Cameron	3												3
Total FUEGO Accts Opened by CSR	103	136	97										336
Total FUEGO Accts Opened	172	209	163										544
Enrollment % in Office	60%	65%	60%										62%

**2-E      CONSIDERATION AND APPROVAL OF PAYMENT OF INVOICES AND  
RELEASE OF CHECKS TO SPAWGLASS FOR THE CAMERON  
COUNTY VETERAN'S BRIDGE DAP PROJECT.**

**2-F      CONSIDERATION AND APPROVAL OF CHANGE ORDER 11 WITH KAPSCH  
FOR   TRANSITIONING   INTO   THE   HARRIS   COUNTY   TOLL   ROAD  
AUTHORITY SYSTEM**



# System Integration Agreement

CCRMA Toll Systems Integration



CCRMA CO #11 – Kapsch RTCS to HCTRA BOS Integration

1/12/2024

## Change Request Description

<b>Request ID</b>	CCRMA CO #11
<b>Request Date</b>	1/12/2024
<b>System Module</b>	Kapsch RTCS to HCTRA BOS Integration
<b>Change Type</b>	Hardware/Software
<b>Description</b>	
Design, develop, and deploy new interfaces, between Kapsch's RTCS and HCTRA BOS, enabling the successful transmission of transaction data and images.	
<b>Affected Systems</b>	
<input checked="" type="checkbox"/> <b>Hardware</b>  <input checked="" type="checkbox"/> <b>Software - Apex</b>  <input checked="" type="checkbox"/> <b>Software - Host</b>  <input checked="" type="checkbox"/> <b>Database</b>	
<b>Solution Details</b>	
<p><b>Update Transaction Workflow</b></p> <ul style="list-style-type: none"> <li>• Decommission / shut down             <ul style="list-style-type: none"> <li>○ Transaction/image transfer interfaces and processes from CCRMA Host to TollPlus BOS</li> <li>○ Transaction transfer interfaces and processes from CCRMA Host to CTRMA Host/DPS</li> <li>○ TVL file processing for PHARR tag list</li> <li>○ TVL file processing for IOPHUB tag list</li> </ul> </li> <li>• Design, develop, deploy             <ul style="list-style-type: none"> <li>○ Transaction/image transfer process from CCRMA Host to HCTRA BOS (see HCTRA BOS ICD)</li> <li>○ Transaction Ack / NACK process from HCTRA BOS to CCRMA Host (see HCTRA BOS ICD)</li> <li>○ Transaction workflow modifications                 <ul style="list-style-type: none"> <li>▪ Remove valid and invalid AVI tag logic</li> <li>▪ Remove revenue and non-revenue logic</li> <li>▪ Update fare assignment logic to assign full fare (PBM rate) to all transactions</li> <li>▪ Remove payment reconciliation logic</li> <li>▪ Remove transaction transfer routing logic</li> </ul> </li> </ul> </li> </ul> <p><b>Integration Testing</b></p> <ul style="list-style-type: none"> <li>• Testing/Validation with ETCC/HCTRA BOS Team             <ul style="list-style-type: none"> <li>○ ETC to provide tests cases/plan/schedule</li> <li>○ Scope limited to 160 hours</li> </ul> </li> </ul> <p><b>Equipment Relocation</b></p> <ul style="list-style-type: none"> <li>• CCRMA/CTRMA Segregation             <ul style="list-style-type: none"> <li>○ Remove CCRMA Application Server, Host Server, and Tape Backup from CTRMA facility in Cedar Park, TX</li> <li>○ Relocate the removed equipment to CyrusOne Colo in Austin, TX</li> </ul> </li> <li>• Procure and Configure New Equipment</li> </ul>	



- DMZ Server (Dell r650 or equivalent)
- Network Switches (C9300-48T-E or equivalent)
- Firewalls (FPR2110-NGFW-K9 or equivalent)
- Installation at Colo
  - Install/commission new network equipment
  - Install CCRMA Application Server, Host Server, and Tape Backup

**Key Notes and Assumptions:**

- Integration testing, with the HCTRA BOS, shall be coordinated by ETCC and limited to 160 hours of support from Kapsch.
- A monthly data center rental fee of \$1,500 will be added to the ongoing monthly Maintenance Fee. This fee covers server rack space, 5kw of power, shared internet circuit of 400mbps, and physical and virtual security monitoring of the CyrusOne Colo facility.
- Kapsch will provide a Project Schedule within 30 days of Change Order execution.
- Pricing valid for 30 days from Initial Submission.

**Impact**☒ High☐ Medium☐ Low**COST SUMMARY**

Material / Equipment / Subcontract	Qty	Amount	15% Markup	Extended Price
Cisco Switch - C9300-48T-E w/36-month license and service contract	2	\$19,364.68	\$2,904.70	\$22,269.38
Cisco Firewall - FPR2110-NGFW-K9 w/36-month license and service contract	2	\$25,379.30	\$3,806.90	\$29,186.20
DMZ Server - Dell r650	1	\$8,500.00	\$1,275.00	\$9,775.00
<b>Total Material / Equipment / Subcontractor:</b>				<b>\$61,230.58</b>

Labor	No. of Hours	Hr. Contract Rate	Total
Maint SW/DB/Admin Support	40.00	\$215.95	\$8,638.00
Sys/Network Engineer /Sys Admin	86.00	\$244.16	\$20,997.76
Lead Technician	24.00	\$128.99	\$3,095.76
Install/Maint – Manager	0.00	\$232.56	\$0.00
Host/DB SW/HW Engineer	780.00	\$199.33	\$155,477.40
Gen Support (Admin, Purchasing)	0.00	\$143.97	\$0.00
Testing Support	16.00	\$199.33	\$3,189.28
Lane SW/HW Engineer	0.00	\$199.33	\$0.00
PM/Asst PM	190.00	\$292.36	\$55,548.40
<b>Total Hours:</b>	<b>1136</b>	<b>Total Labor:</b>	<b>\$246,946.60</b>

**Total Amount Due:****\$308,177.18**

### Payment Milestones

#	Milestone	% Paid	Cum. % Paid	Amount	Cum. \$'s
A-1	Notice to Proceed	20.0%	20.0%	\$61,635.44	\$61,635.44
A-2	Equipment Ordered/Received	15.0%	35.0%	\$46,226.58	\$107,862.01
A-3	Relocation to Colo Complete	15.0%	50.0%	\$46,226.58	\$154,088.59
A-4	Interfaces Deployed to Production	20.0%	70.0%	\$61,635.44	\$215,724.03
A-5	Integration Testing Begins	10.0%	80.0%	\$30,817.72	\$246,541.74
A-6	Integration Testing Complete	10.0%	90.0%	\$30,817.72	\$277,359.46
A-7	Final System Acceptance	10.0%	100.0%	\$30,817.72	\$308,177.18
<b>Total:</b>		<b>100.0%</b>	<b>100.0%</b>	<b>\$308,177.18</b>	<b>\$308,177.18</b>

#### Client Acceptance:

Client name	
Date	
Signature	

#### Kapsch Acceptance

Kapsch Name	Mark Stewart
Date	1/12/2024
Signature	



























#### 1 Reference Documents:

- N/A

#### 2 Document Version History

Version	Created	Created by	Comments
1.0	1/12/2024	Mark Stewart	Initial Submission

CO 11 - Kapsch RTCS to HCTRA BOS Integration Project Schedule.mpp

ID	Task Mode	Task Name	Duration	Start	Finish	Predecessors	% Complete
0		<b>CO 11 - Kapsch RTCS to HCTRA BOS Integration</b>	<b>101 days</b>	<b>Mon 1/29/24</b>	<b>Mon 6/17/24</b>		<b>0%</b>
1		Milestone A-1: NTP	0 days	Mon 1/29/24	Mon 1/29/24		0%
2		Milestone A-2: Equipment Ordered and Received	0 days	Fri 4/5/24	Fri 4/5/24	10	0%
3		Milestone A-3: Relocation to Colo Complete	0 days	Tue 4/23/24	Tue 4/23/24	14	0%
4		Milestone A-4: Interfaces Deployed to Production	0 days	Fri 5/3/24	Fri 5/3/24	15	0%
5		Milestone A-5: Integration Testing Begins	0 days	Tue 5/7/24	Tue 5/7/24	25SS	0%
6		Milestone A-6: Integration Testing Complete	0 days	Mon 6/17/24	Mon 6/17/24	25	0%
7		Milestone A-7: Final System Acceptance	0 days	Mon 6/17/24	Mon 6/17/24	25	0%
8		<b>Equipment Procurement</b>	<b>50 days</b>	<b>Mon 1/29/24</b>	<b>Fri 4/5/24</b>	<b>1</b>	<b>0%</b>
9		Purchase Order Submitted	10 days	Mon 1/29/24	Fri 2/9/24		0%
10		Equipment Received	8 wks	Mon 2/12/24	Fri 4/5/24	9	0%
11		<b>Equipment Relocation</b>	<b>12 days</b>	<b>Mon 4/8/24</b>	<b>Tue 4/23/24</b>	<b>10</b>	<b>0%</b>
12		Configure/install new infrastructure equipment at Colo	10 days	Mon 4/8/24	Fri 4/19/24		0%
13		Remove CCRMA equipment from CTRMA facility	1 day	Mon 4/22/24	Mon 4/22/24	12	0%
14		Install CCRMA equipment at Colo	1 day	Tue 4/23/24	Tue 4/23/24	13	0%
15		<b>Interface Development</b>	<b>60 days</b>	<b>Mon 2/12/24</b>	<b>Fri 5/3/24</b>	<b>1FS+10 days</b>	<b>0%</b>
16		Develop transaction/image interface	30 days	Mon 2/12/24	Fri 3/22/24		0%
17		Develop Ack/NACK process	15 days	Mon 3/25/24	Fri 4/12/24	16	0%
18		Modify transaction workflows	15 days	Mon 4/15/24	Fri 5/3/24	17	0%
19		<b>Decommissioning Existing Interfaces</b>	<b>3 days</b>	<b>Mon 5/6/24</b>	<b>Wed 5/8/24</b>	<b>15</b>	<b>0%</b>
20		Terminate transaction/image interface w/ TollPlus	3 days	Mon 5/6/24	Wed 5/8/24		0%
21		Terminate transaction interface w/CTRMA	3 days	Mon 5/6/24	Wed 5/8/24		0%
22		Terminate PHARR/IOPHUB TVL processes	1 day	Mon 5/6/24	Mon 5/6/24		0%
23		<b>Integration Testing</b>	<b>81 days</b>	<b>Mon 2/26/24</b>	<b>Mon 6/17/24</b>		<b>0%</b>
24		Review/provide input for test cases	15 days	Mon 2/26/24	Fri 3/15/24	1FS+20 days	0%
25		Testing with HCTRA/ETC	30 days	Tue 5/7/24	Mon 6/17/24	24,22	0%

**2-G     CONSIDERATION AND APPROVAL OF TASK ORDER WITH FAGAN CONSULTING, LLC FOR TRANSITIONING INTO THE HARRIS COUNTY TOLL ROAD AUTHORITY SYSTEM.**



Task Order Number 2024 - 1

**CAMERON COUNTY REGIONAL MOBILITY AUTHORITY**

*Task Order Number: 2024 - 1*

*Task Order Name: CCRMA Back Office System Transition Support*

*Task Order Effective Date: January 25, 2024*

*CCRMA Contact for this Task Order: Jeff Saurenmann*

**I. Introduction (Statement of Purpose and Need)**

Cameron County Regional Mobility Authority (CCRMA) operates and maintains the SH 550 toll facility utilizing an Electronic Toll Collection System (ETCS) and Pay By Mail Back Office System (BOS) to collect tolls from customers traveling on the SH 550.

CCRMA has entered into an Agreement with Harris County Toll Road Authority (HCTRA) allowing the Agencies to exchange customer transponder and license plate information, and for HCTRA to provide Back Office System services and support to CCRMA.

The CCRMA BOS Transition Project includes the tasks related to the design, development, testing, and transition of CCRMA's systems into the HCTRA BOS. The CCRMA BOS Transition Project includes the following phases and subtasks:

**CCRMA BOS migration to HCTRA BOS**

- HCTRA BOS to configure the CCRMA's SH550 lanes as HCTRA's managed agency.
- HCTRA BOS should receive all CCRMA AVI and Video transactions through HCTRA BOS webservice and process CCRMA transactions in BOS for HCTRA local posting and CUSIOP posting. Any remaining unposted video transactions will be processed through the Pay By Mail process.
- HCTRA BOS to allow CCRMA Customer Service to manage their accounts and customers independently of HCTRA Customer Service
- The Pay By Mail process will follow the current invoicing escalation process in place at CCRMA which includes four levels of invoices and escalation to collections.
- HCTRA BOS to perform the image review for CCRMA video transactions.
- HCTRA BOS should track the CCRMA transactions with valid SL scenarios as per transaction posting status.



- Standalone customer facing website with Fuego/CCRMA account management and payment for CCRMA Pay By Mail capabilities will be provided.
- CCRMA will possibly procure a new toll debt collection solution in early 2024. CCRMA will continue to develop toll debt collection capabilities in the HCTRA BOS.
- HCTRA BOS should provide access to reports on CCRMA's transactions.
- HCTRA BOS System validations (functional, UAT) and integration testing to be performed by HCTRA BOS Vendor QA team before Go-Live.
- Migrate CCRMA BOS pre-paid accounts (~5K Fuego accounts) to HCTRA BOS
- Migrate PBM accounts with open receivables to HCTRA BOS with no more than six months of historical data
- Migrate open un-invoiced violations to HCTRA BOS
- Migrate active Private Accounts with no more than six months of historical data

#### **Move CUSIOP interface from CTRMA to HCTRA**

- Within HCTRA's BOS, modify the HCTRA TVL that is deliver to CUSIOP Hub to include Fuego tags
- Within HCTRA's BOS, update Inbound Transaction processing software for transactions from
- CUSIOP agencies using Fuego. Also, integrate Outbound Reconciliation processing software to include responses on Fuego tags
- Modify external interface software to account for Fuego tags in the CUSIOP TVL
- Testing of changes for Fuego tags in CUSIOP TVL

#### **PRIB (Pharr Reynosa International Bridge) BOS migration to HCTRA BOS**

- All the activities listed in the CCRMA BOS transition will be in scope except violation migration and related functions as Pharr bridge is gated and there will be no video transactions that is currently supported in the system
- Booklet feature will be developed, and current data related to Booklet will be migrated to HCTRA BOS

In support of these efforts, Fagan Consulting will assist CCRMA by providing subject matter experts, technical support, and oversight of the CCRMA BOS Transition Project performed by HCTRA.

Fagan Consulting will assist in this process as requested/directed by CCRMA.

Fagan Consulting will closely coordinate with CCRMA's staff during all phases of the Project, and work with their partners, vendors, and contractors as directed by CCRMA.



## ***II. Scope of Work***

Fagan Consulting understands its primary tasks regarding the CCRMA BOS Transition project include the following:

1. Evaluate the project's impact from a technological and operational perspective as directed by CCRMA.
2. Participate in project meetings as the toll system subject matter expert.
3. Review, provide comments, and if required by CCRMA, develop documentation to ensure accuracy and efficiency of integrating the new systems/operations with CCRMA's existing systems/operations.
4. Oversee work and review work product resulting from the project scope described above including technical design, test reports, project management, and other project related documentation.
5. Oversee system testing to ensure compliance with CCRMA's project requirements.
6. Support CCRMA Staff's possible procurement of a new toll debt collection solution.

## ***III. Task Outputs by Consultant***

Outputs from the task include the following:

1. Technical consultation as requested/required by CCRMA.
2. Provide comments related to all submitted documentation regarding efforts described above as requested/required by CCRMA
3. Validation of testing as required.

## ***IV. Work Schedule***

The duration of the task is estimated to last from January 2024 through December 2024.



**V. Compensation** (NOTE: Compensation will be based on actual hours worked and direct billable expenses incurred. The following is a budgetary Maximum-not-to-Exceed amount).

**VI. Task Order Maximum-not-to-Exceed Amount** (If applicable).

The maximum-not-to-exceed amount of this task order is **\$50,000**

**VII. Governing Terms**

*This Task Order #2024-1 will be governed by the terms and conditions of the Professional Services Contract between the Cameron County Regional Mobility Authority and Fagan Consulting, LLC dated June 26, 2014, if and as amended (the "Contract"), which is incorporated herein by reference. Any capitalized terms not defined in this Task Order shall have the definitions ascribed to them in the Contract.*

*The Parties have signed, sealed, and delivered this Task Order #2024-1 effective as of this Task Order Effective Date set forth above.*

Cameron County Regional Mobility Authority

Fagan Consulting, LLC (SEAL)

By: \_\_\_\_\_

By: Ronald A. Fagan  
Ron Fagan





## RYAN RAYA

### FAGAN CONSULTING

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### EDUCATION

M.A., International Commerce,  
George Mason University,  
Fairfax, Virginia

B.A., Economics,  
Elon University,  
Elon, North Carolina

B.A., Sociology,  
Elon University,  
Elon, North Carolina

### SUPPORT LOCATION

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Austin, Texas

### PROFESSIONAL AFFILIATIONS

International Bridge, Tunnel, and  
Turnpike Association (IBTTA)

Project Management Institute (PMI)

### CERTIFICATIONS

Project Management Professional  
(PMP®), Project Management  
Institute

### PROFILE

*Ryan joined Fagan Consulting in 2022 as an experienced toll systems and operations program manager who has solid management experience outside of tolling as well. During his time in tolling from 2013 to 2017, Ryan managed the ITS and tolling system designs for the Virginia I-66 project, which were specifically called out for “innovation and creativity” by VDOT. Ryan has provided oversight of both small and large-scale projects including Back Office System implementations and Intelligent Roadside Systems at the SH130, LBJ, and NTE toll roads, key of which was the integration of HOV Mobile applications into the BOS. In 2017 Ryan switched gears from tolling and took over the operation and planning of a company in a non-traditional market, increasing revenues and profits while being responsible for a multi-million-dollar facility expansion.*

*Ryan has significant experience with managed lanes, dynamic pricing, Intelligent Transportation Systems, and traditional tolling projects. Ryan understands how to work with tolling agencies on all aspects of ETC Systems including procurement, development & testing, change order scope/management & contracts negotiations, plus can rely on outside experience in MEP design, vendor management, and project implementation & commissioning.*

*Ryan’s experience includes program management, project management, stakeholder management, BOS & ITS requirements development, process improvement, and vendor supervision. Ryan has worked with Public/Private Partnerships, system enhancements including CRM/ERP, and RFP responses. Ryan’s experience managing people, expectations, and timelines on a variety of tolling and non-tolling implementations allows him to ensure tolling operators’ high-level goals are met.*

### TOLLING PROJECT EXPERIENCE

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#### GEORGIA STATE ROAD AND TOLLWAY AUTHORITY (SRTA)

Conducted functional assessment of the existing and past commercial back-office solutions used by SRTA and investigated operational industry best business practices to create a new system procurement RFP. The RFP was built in such a way to leverage software functionalities available in the tolling industry, out of the box, to reduce implementation risk and costs. An innovative approach using system demonstrations, down-select stages, proof of concept, and gap analysis was adopted to support the traditional procurement process and validate that RFP requirements were being met.

#### OKLAHOMA TURNPIKE AUTHORITY (OTA)

While with Fagan in 2022, Ryan is working with the Oklahoma Turnpike Authority to assess the health of their gantry systems via lane audits, designed to identify potential technical issues at the roadside that may be leading to leakage or other inefficiencies.

#### CINTRA PROCESS IMPROVEMENT TEAM

From 2013 to 2017, Ryan researched, wrote, trained, and implemented 210 operational procedures to streamline and standardize tolling and reporting across the many North American projects in the Cintra portfolio. Delivered resource allocation strategy, budgets, and business policies in accordance with the time-sensitive needs of stakeholders with KPIs across a multitude of functional areas. Led Business Intelligence UX project in support of a multi-million-dollar Data Warehouse creation and report roll-out.

## TOLLING PROJECT EXPERIENCE – CONTINUED

### CTS BACK OFFICE SYSTEM

Helped Cintra Tolling Services develop a more useable and customized BOS for concessions in the United States. Created a number of leakage-minimizing protocols and testing scenarios for initial deployment. Directed the investigation into adding CRM and ERP functionality to the BOS in an information-gathering and scoping capacity.

### I-66 MANAGED LANES

Provided and wrote innovative technical concepts for inclusion in the project proposal, which included firsthand research at the Southwest Institute of Technology and its autonomous vehicle program. Many of these are coming to life as can be seen at <http://aiviasmartroads.com>.

### I-77 MANAGED LANES

Aligned project needs across executive staff to create an organizational chart, hiring strategy, and roadmap to concession opening. Managed process creation project that set the baseline for tolling operations and aligned them with RFP requirements.

### LBJ AND NTE EXPRESSWAYS

Provided project oversight of a revenue leakage management system through tolling enforcement alternatives, HOV phone application development, and coordination with local authorities for violation administration.

**2-H      CONSIDERATION AND APPROVAL OF WORK AUTHORIZATION NUMBER  
09 WITH GDJ ENGINEERING REGARDING SIDEWALK PROJECT IN THE  
CITY OF LOS FRESNOS.**

## **WORK AUTHORIZATION**

### **WORK AUTHORIZATION NO. 9**

This Work Authorization is made as of this 25<sup>th</sup> day of January, 2024, under the terms and conditions established in the AGREEMENT FOR GENERAL CONSULTING ENGINEERING SERVICES, dated as of March 17, 2022 (the “Agreement”), between the Cameron County Regional Mobility Authority (“Authority”) and GDJ Engineering, LLC (“GEC”).

This Work Authorization is made for the following purpose, consistent with the Services defined in the Agreement: *Los Fresnos Hike & Bike Trail Project*.

#### **Section A. - Scope of Services**

A.1. GEC shall perform the following Services:

*See Exhibit 1 – Scope of Services to be Provided by the Engineer as requested by the Authority.*

#### **Section B. - Schedule**

GEC shall perform the Services and deliver the related Documents (if any) according to the following schedule as shown on **Exhibit 2**.

*See Exhibit 2 – Project Schedule as requested by the Authority.*

#### **Section C. - Compensation**

C.1. In return for the performance of the foregoing obligations, the Authority shall pay to the GEC the amount not to exceed \$586,567.31, based on the attached fee estimate as shown in **Exhibit 1**. Compensation shall be in accordance with the Agreement.

C.2. The Authority shall pay the GEC under the following acceptable payment method: Lump Sum payment method.

#### **Section D. – Authority’s Responsibilities**

D.1. Provide GEC with a Notice to Proceed

D.2. Payment for work performed by the GEC and accepted by Authority in accordance with this Agreement.

D.3. Assistance to the GEC as necessary, to obtain the required data and information from other local, regional, State and Federal agencies that the GEC cannot easily obtain

D.4. Provide timely review and decisions in response to the GEC’s request for information and/or required submittals and deliverables, in order for the GEC to maintain an agreed-upon work schedule referred to in Exhibit 2.

**Section E. - Other Provisions**

The parties agree to the following provisions with respect to this specific Work  
Authorization: NONE

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


Authority: Cameron County Regional  
Mobility Authority

GEC: GDJ Engineering, LLC

By: \_\_\_\_\_

By: Robert Macheska

Signature: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

Signature:   
Title: Exec. VP/COO  
Date: January 25, 2024

**EXHIBIT “1”**  
**SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER**

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**PROJECT DESCRIPTION**

The services designated herein as “Services provided by the ENGINEER” shall include the performance of all engineering services for the following described facility:

COUNTY/CITY: CCRMA

CONTROL: \_\_\_\_\_

PROJECT/DESCRIPTION: Los Fresnos Hike & Bike Trail

LENGTH: 2.1 Miles

HIGHWAY: Various (Circles the City of Los Fresnos)

LIMITS: 0.2 Miles South of Old Port Rd to S. Arroyo Blvd.

**PROJECT CLASSIFICATION**

(Place an “X” in only one Project Classification)

- ☐ Surface Treatment
- ☐ Overlay
- ☐ Rehabilitation Existing Road (Scarify & Reshape)
- ☐ Convert Non-Freeway to Freeway
- ☐ Widen Freeway
- ☐ Widen Non-Freeway
- ☐ New Location Toll Freeway
- ☐ New Location Non-Freeway
- ☐ Interchange (New or Reconstruct)
- ☐ Bridge Widening or Rehabilitation
- ☐ Bridge Replacement
- ☐ Upgrade to Standards - Freeway
- ☐ Upgrade to Standards - Non-Freeway
- ☒ Sidewalk/Hike & Bike Project

ENGINEER shall mean GDJ Engineering.

LPA shall mean CCRMA.

EXHIBIT “1”  
SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER

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**ROUTE AND DESIGN STUDIES**

(Function Code 110)

**ROUTE AND DESIGN STUDIES:**

The ENGINEER will perform any of the following tasks needed for the route and design studies:

1. Develop Roadway Design Criteria
2. Prepare the Design Schematic
  - a. Horizontal and Vertical Alignment
  - b. Schematic Layout
    - i. Identify the location of intersections as applicable.
    - ii. Develop vertical and horizontal alignment. The degree of horizontal curves and vertical curve data, including “K” values, shall also be shown for ease of reviewing the schematic.
    - iii. Show the location and text of the proposed guide signs. Lane lines and/or arrows indicating the number of lanes shall also be shown.
    - iv. Provide a complete explanation of the sequence and methods of stage construction, if proposed.
    - v. Identify the tentative ROW limits
      1. Provide a roadway Design System (RDS) or (GEOPAK) computer tape of the preliminary earthwork to verify ROW requirements.
      2. Provide a graphics file containing the approved schematic.
    - vi. Provide the geometric configuration (pavement cross slopes, lane and shoulder widths, slope rates for fills and cuts) of the typical sections.
    - vii. Label the direction of traffic flow on all roadways.
    - viii. Identify the location and width of any proposed median openings for highways without access control.
3. Coordinate and Attend a Preliminary Design Concept Conference
4. General Guidelines for Project Development
  - a. A preliminary schematic layout shall be prepared which indicates the general geometric features and location requirements peculiar to the project. An uncontrolled aerial mosaic will be provided for this use. The schematic layout shall be submitted through the district to the Design Division for approval. **No geometric design is to be performed until the LPA has given the engineer written approval of the preliminary schematic layout.**
  - b. All geometric design shall be in conformance with the State's Design Division, Operations and Procedures Manual, except where variances are permitted in writing by the STATE.
  - c. The schematic layout shall include basic information which is necessary for the proper review and evaluation including the items listed above and in the schematic checklist provided by the STATE.
  - d. Handling of traffic during construction shall be a consideration in the development of the schematic.
  - e. Upon approval of the schematic layout by Design Division (FHWA on Federal-aid projects), it shall be the basis for an exhibit at any required public hearing prior to final development of the project. If there are any changes to the schematic after the Design Division and FHWA approval and before the public hearing, the revised schematic, as displayed at the hearing, shall be submitted either prior to or accompanying the public hearing data. If there are no changes in the schematic as displayed at the hearing, only

## EXHIBIT “1”

## SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER

photographs of the schematic and other displays shall be submitted with the public hearing data.

- f. On complex projects, informal contact through the district with the Design Division and FHWA personnel is encouraged with regard to development of preliminary design prior to official schematic submission.
  - g. The engineer shall furnish a project tape that is compatible with the STATE's computer system, a project listing, and a cross section plot showing the original design sections containing the earthwork input and original cross sections for the project. **Accuracy of the earthwork design is of utmost importance since it is the basis for contractor payments and construction staking.**
5. Traffic Analysis and Projections
- a. If the project is Off-System, the ENGINEER will provide all traffic analysis and projection data for the project as previously provided by TxDOT's Transportation Planning and Programming Division. The analysis will follow the STATE's SOP and the data will be approved by the STATE.
6. Geotechnical Investigations, Engineering & Report
- a. The ENGINEER shall provide geotechnical explorations and laboratory testing as needed for the project. All exploration and test procedures will be performed in general accordance with the latest Texas Department of Transportation Geotechnical Manual and TEX methods (or ASTM methods as required).
  - b. The ENGINEER shall provide geotechnical engineering and analysis of the explorations and laboratory testing.  
The ENGINEER shall provide a signed/sealed geotechnical report of all findings including relevant recommendations for pavement design (lime percentage, salvage, thicknesses, etc...)

## SOCIAL, ECONOMIC AND ENVIRONMENTAL STUDIES AND PUBLIC INVOLVEMENT

(Function Code 120)

- 1. Environmental Reports (All Environmental Reports shall be in accordance with 43 Texas Administrative Code (TAC) 2.40-2.51, Code of Federal Regulations, Title 23, Part 771 and Highway Design Operations and Procedures Manual, Part II-B.)
- 2. Public Involvement (All Public Involvement procedures shall be in accordance with 43 Texas Administrative Code (TAC) 2.101-2.110, Code of Federal Regulations Title 23, Part 771 and Highway Design Operations and Procedures Manual, Part II-B.)
  - a. A public involvement meeting(s)/hearing(s) shall be scheduled, coordinated and conducted.\*
  - b. Technical assistance, meeting(s)/hearing(s) preparation, maintenance of contracts lists, minutes of meeting(s), exhibit preparation, and other tasks outlined by the LPA, shall be provided.
- 3. Cultural Resources (Formal consultation with the State Historic Preservation Office (SHPO) and the Texas Historical Commission (THC) will be conducted by the LPA.)
  - a. Historic Structure Studies



## EXHIBIT “1”

SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER

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- i. A records search and reconnaissance survey shall be performed, and documentation prepared regarding identification efforts, National Register eligibility and potential impacts to historic properties in accordance with the state’s historic structure requirements.
  - b. Archeological Studies
    - i. Files searches shall be conducted to determine if known archeological sites are present; to identify whether these sites have been listed or determined eligible for the National Register of Historic Places or have been designated State Archeological Landmarks; and to identify the need (if any) to perform additional archeological investigations.
    - ii. Archeological reconnaissance will be performed under a Texas Antiquities Permit (13 TAC 26) signed for the Sponsor by a professional archeologist with the STATE.
    - iii. Archeological survey shall be performed under a Texas Antiquities Permit (13 TAC 26) signed for the Sponsor by a professional archeologist with the STATE.
- 4. Technical Reports
 

Technical reports will be scoped with TxDOT’s Work Plan Development Tool (WPD) and prepared in accordance with the TxDOT Environmental Toolkit.

  - a. Biological Assessment
    - i. A Species Analysis and Site Assessment will be completed in accordance with the STATE’S guidelines. The assessment shall be provided as a Technical Report and results included in the administratively complete document for the project.
  - b. Water Resources
    - i. A Surface Water Analysis will be completed in accordance with the STATE’S guidelines. The analysis shall be provided as a Technical Report and results included in the administratively complete document for the project.
  - c. Community Impact Analysis
    - i. A Community Impact Assessment will be completed in accordance with the STATE’S guidelines. The analysis shall be provided as a Technical Report and results included in the administratively complete document for the project.
- 5. General Guidelines for Preparation of Environmental Documents
  - a. All technical reports will be submitted electronically to TxDOT.
  - b. All cultural resource reports (i.e. Archeological and Historical Project Coordination Requests (PCRs), background and reconnaissance surveys), if required, will be submitted electronically to TxDOT.
  - c. The draft administratively complete document will be submitted to TxDOT electronically.
  - d. The administratively complete document will be prepared in accordance with the content and format of TxDOT Administrative Code 43 TAC §2.48 and the TxDOT Environmental Toolkit.
  - e. The administratively complete document will be submitted to TxDOT electronically.
  - f. Upon completion and approval of the administratively and technically complete document, the Engineer will provide one (1) hard copy to the Client.
  - g. Exhibits in the environmental document shall be color copies and text shall be black and white.

## EXHIBIT “1” SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER

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### RIGHT-OF-WAY DATA (Function Code 130)

**NOTE:** No work involving right-of-way (ROW) data is to be performed until the LPA has given the ENGINEER written approval of the final location of the proposed ROW lines.

The ENGINEER shall perform the following Right-Of-Way Data duties:

1. Provide Ownership Data in a .dgn file
  - a. For the entire project limits
  - b. Compensable utility ownership that has property rights on ROW shall be researched and provided.
  - c. For each drainage outfall property
  - d. For each irrigation structure pipe
2. Parcel Plats
  - a. Parcel plats and field notes shall be prepared and furnished.
  - b. All plats and field notes must be signed and sealed by a Registered Professional Land Surveyor (RPLS).
3. Utilities (Compensable)
  - a. Property ownership with recording information shall be shown on ROW Map and Parcel Plats with distance ties to property corners in an effort to locate utility.
4. Field Notes
  - a. Field notes and plats shall be provided, signed and sealed by a Registered Professional Land Surveyor, for all parcels on the ROW Map.
  - b. Computation sheets for survey closure and area of each parcel shall be provided.
  - c. Ground surveys and preparation of parcel maps, legal descriptions, and ROW maps
5. Survey and Stake Right-of-Way
6. Records as required by the LPA and State
  - a. Records used to establish property ownership

#### **PROJECT SPECIFIC SCOPE OF SERVICES**

**FC 130 – RIGHT-OF-WAY DATA** – Abstract analysis, development of ROW Map sheets including parcel plats and field notes with Metes & Bounds field descriptions, and Title Commitments.

**FC 150 – FIELD SURVEYING FOR PARCEL MAPPING** – Recover horizontal & vertical control, locate and field tie existing ROW and boundary corners. Update topography, and reestablish corners for ROW map revisions.

#### **SURVEYING SCOPE OF SERVICES FOR PARCEL MAPPING**

##### **FC 130 – RIGHT-OF-WAY DATA**

Right-of-Way Documents - The SURVEYOR will utilize State examples and provide the following:

##### **GENERAL**

- a. Abstracting: The SURVEYOR will determine Ownership Data.

**EXHIBIT "1"****SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER**

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- b. Prepare individual parcel maps and field notes as needed to properly describe the right-of-way the State is to acquire.
- c. All procedures involving right-of-way maps will be in accordance with the STATE'S Right-of-Way Book I and Book II, the State's local operating procedures and according to the Texas Board of Professional Land Surveying Practices Act.
- d. All required documents will be in English units.
- e. The SURVEYOR will monument all corners with a 5/8 inch iron rod with a Surveyor's plastic cap on all parcel boundary corners.
- f. The SURVEYOR will provide to the STATE a copy of Instruments of Record.
- g. The SURVEYOR will attach graphics files compatible with the latest version of Micro-Station graphics software.
- h. The SURVEYOR will attach documents or text files compatible with the latest version of Word software.

**PARCEL PLATS**

- a. A parcel plat will be prepared for each parcel of land to be acquired. The STATE has developed standard formats for parcel plats, copies of which the SURVEYOR will request and secure for all purposes
- b. Parcel boundary lines will be delineated with appropriate bearings, distances, and curve data.
- c. Private property lines will be delineated with appropriate bearings, distances, and curve data to the extent necessary to describe the individual parcels of land to be acquired.
- d. League lines and survey lines will be shown and identified by name and abstract number.
- e. A north arrow will be shown on each sheet and, if possible, in the upper right hand corner.
- f. Monumentation set or found will be shown and described as to material and size.
- g. A station and offset will be shown for each PC, PT, and angle point in the proposed right-of-way lines and the existing right-of-way lines in areas of no proposed acquisition.
- h. Intersecting streets will be shown and identified by name and right-of-way width.
- i. A parent tract inset will be shown for each parent tract.
- j. A note will be included on each map sheet stating the basis of bearings, coordinates, and datum used.
- k. Appropriate notes will be included on the title sheet stating the following:
  - a. Month(s) and year abstracting was performed upon which the map is based.
  - b. Month(s) and year field surveys were conducted upon which the map is based.
  - c. Month and year map was completed by the SURVEYOR.
- l. The right-of-way account number and R.O.W. CSJ if available will be shown on each parcel map sheet.
- m. All parcel maps should be 8-1/2" x 11" signed and sealed by a Registered Professional Land Surveyor and note referencing legal description.
- n. The acreage of the part taken should be shown to three decimal places, rounded.

**FIELD NOTE DESCRIPTIONS**

## EXHIBIT "1"

### SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER

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A field note description will be prepared for each parcel of land to be acquired. Field note descriptions will include, but need not be limited to, the following:

- a. The field note description will begin with a general description that will include, as a minimum:
  - (1) State, county, and city within which the proposed parcel of land to be acquired is located.
  - (2) A reference to unrecorded and recorded subdivisions by name, lot, block, and recording data to the extent applicable.
  - (3) A reference, by name, to the grantor and grantee, date, and recording data of the most current instrument(s) of conveyance describing the parent tract.
- b. The field note description will continue with a metes and bounds description that will include, as a minimum:
  - (1) A point of commencing (outside property corner).
  - (2) A point of beginning on proposed R.O.W. line.
  - (3) A series of courses, identified by number and proceeding in a clockwise direction, describing the perimeter of the parcel of land to be acquired, and delineated with appropriate bearings, distances, and curve data.
  - (4) A description (8-1/2" x 11") of all monumentation set or found to include, as a minimum, size and material.
  - (5) All field note descriptions will be signed and sealed by a Registered Professional Land Surveyor.
  - (6) Note referencing parcel plat.

### FIELD SURVEYING AND PHOTOGRAMMETRY

(Function Code 150)

#### **TOPOGRAPHY AND CONSTRUCTION SURVEYS:**

The SURVEYOR will perform Topography and Construction Surveying for the project which will include:

1. Primary Project Control: 3 to 5 mile spacing (Precision shall be 1 part in 20,000 or better, unless otherwise directed by the ENGINEER).
  - a. Establish Horizontal Control Points
  - b. Establish Vertical Control Points

NOTE: ALL BEARING AND DISTANCE SHALL BE BASED ON THE STATE PLANE COORDINATE SYSTEM NAD 1983, SOUTH ZONE.

ALL DISTANCES AND COORDINATES SHALL BE SURFACE AND MAY BE CONVERTED TO GRID BY MULTIPLYING BY A COMBINED SCALE FACTOR OF 0.999960

2. Secondary Project Control (Surveyor shall recover and/or reset H&V Control Points as provided by the Engineer and create Survey Data Sheets for inclusion in the Project Plans).
  - a. No traverse should exceed 25 angle points. Planimetrics shall be 20 ft Lt & Rt from the proposed ROW as per the schematic provided by the Engineer.
  - b. The unadjusted angular error should not exceed 2 seconds per angle, plus 14 seconds.
  - c. The unadjusted ratio of precision should be one part in 10,000 or better (The ratio of precision is the total length of the traverse divided by the total error.).
  - d. The unadjusted vertical error should not exceed 0.03 foot per mile of traverse.

## EXHIBIT "1"

SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER

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## 3. Other Field Surveying

- a. **The limit of the Design surveys shall be 1,500-ft before and after the limits of the project as identified by the Project Engineer on the schematic. Establish horizontal and vertical control.** Set benchmarks at 1000-ft intervals along the project proposed right-of-way. Provide x, y, z for each Benchmark. Provide a BM along each outfall identified on the Hydrologic Map. The BM's shall be #5 I.R. 2-ft in depth set in concrete. **The surveyor shall provide an H&V Book (a Sample shall be provided by the Engineer to the Surveyor).** The Surveyor will provide a 3-pt reference sketch with ties to the BMs for inclusion the existing H&V Control Book. Establish benchmark circuit throughout the project with a tolerance of 0.03'/ft per mile error vertically.
- b. The Surveyor shall provide complete topographic and cross section survey, data processing, and CADD mapping (2D & 3D) for the limits of the project.
- c. The Surveyor shall locate all visible utilities, data processing and CADD mapping (2D & 3D) including irrigation lines. Follow sample provided by the Engineer.
- d. The Surveyor shall field locate cross culverts, driveway culverts, inverts, irrigation lines, within the project limits, data processing and CADD mapping (2D & 3D).
- e. Right of Entry, Right of Way Research, and Appraisal District Records is the responsibility of the Surveyor.
- f. The Surveyor shall also paint the proposed centerline on the existing pavement as approved by the ENGINEER (at 500-ft stations and a tick mark at 100-ft stations, 12 inches long with approved paint by ENGINEER) before construction for the purpose of utility adjustments and project location.
- g. Profile and cross section intersecting streets for ties into project (500-ft. beyond the proposed ROW per schematic and 20-ft wider than the existing ROW of intersecting street). Reference missing voids as per CD provided by the Engineer.
- h. Cross section irrigation crossings for a distance of 20-ft beyond the proposed ROW at 100-ft intervals in a DTM file. Provide a complete description of irrigation appurtenances as identified by the engineer sample layout.
- i. Tie Horizontally and Vertically the existing storm drain system that lies within the existing proposed ROW including the elevation of the outfall of said recovered existing storm drain systems.
- j. Tie to existing underground and overhead utilities (location, elevation and direction)
  - i. Horizontally - The surveyor shall call the 1-800 number for the utilities to be marked on the ground as well as any city water and sewer lines. He shall tie all visible utility crossings with name, address and Phone #'s of utility companies. The engineer will coordinate with the utility companies and jointly the Surveyor and the Engineer will identify which utilities were missed and need to be tied down.
  - ii. Vertically - The engineer shall identify all utilities that are potential conflicts and that need to be tied vertically. The engineer will advise the surveyor in writing of the needed vertical ties and the surveyor will tie the lines vertically once the surveyor has coordinated the exposure and provide the information to the engineer.
- k. Additional Field Surveying as shown below:
  - i. Irrigation Lines - The surveyor will meet with the engineer before he ties down any irrigation lines. The Engineer will provide him the existing Irrigation District Maps and the A&M Data of existing irrigation lines that are identified of record. He will follow the sample given to him by the engineer and tie the structures horizontally and vertically and provide Field Books to the engineer.
  - ii. Outfalls - The surveyor will provide a complete 2D & 3D File including utilities of the outfall identified on the Hydrologic Map.

## EXHIBIT “1”

### SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER

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- I. Driveways and Turnouts
  - i. Inventory commercial entrances, public roads and side streets separately.
  - ii. Obtain centerline station (Width at ROW, Pavement and existing radius).
  - iii. Inventory by type (dirt, caliche, gravel or paved). If paved, indicate condition in terms of no patches, has patches or has potholes.
  - iv. Obtain width at ROW line
  - v. Obtain elevations at both edges of the driveway or turnout in line with any side drain.
- m. ROW Staking (Existing and proposed @ 1,000 ft stations, PC's, PT's and Angle points as per ROW Map)
- n. Soil core hole staking
- o. Determine changes in topography from voids and outdated maps due to development, erosion, etc.
- p. Profile existing drainage facilities, if applicable
- q. Measure hydraulic openings under existing bridges, if applicable
- r. Obtain elevations of manholes and valves of utilities, if applicable
- s. Provide temporary signs, traffic control, flags, safety equipment, etc.
- t. Provide ties to existing bridges or culverts that may conflict with new construction
- u. If there is a Bridge widening, provide top of deck and/or top of cap elevations at the Profile Grade Line (PGL) and the edges of slab at bent locations.
- v. Inventory signs, mailboxes and driveways
- w. Survey controlled data sheets as per STATE guidelines

#### **ADDITIONAL RESPONSIBILITIES**

##### **A. TRAFFIC CONTROL:**

The SURVEYOR shall control traffic in and near surveying operations adequately to comply with provisions of the latest edition of the TxDOT Manual on Uniform Traffic Control Devices – Part VI and the latest edition of the Occupational Safety Manual both of which can be found on the TxDOT internet site.

In the event field crew personnel must divert traffic or close traveled lanes, a Traffic Control Plan based upon principles outlined in the latest edition of the TxDOT Manual on Uniform Traffic Control Devices – Part VI shall be prepared by the SURVEYOR and approved by the ENGINEER prior to commencement of field work. A copy of the approved plan shall be in the possession of field crew personnel on the job site at all times and shall be made available to the ENGINEER for inspection upon request.

##### **B. INVOICING:**

Payment requests shall include a SURVEYOR's invoice. With each payment request, the SURVEYOR shall submit a project status report which will, as a minimum, include the percentage of total work complete as of the date of the payment request and a description of current work activity. The percentage of total work complete shall not be based simply on the percentage of funds expended, but shall be based on the best judgment of the SURVEYOR as to the percentage of actual work complete.

##### **C. EASEMENTS, LETTERS OF PERMISSION, ETC.**

The SURVEYOR shall be responsible for delineating easements. The SURVEYOR will be responsible for securing the necessary legal instruments and obtaining all Right-of-Entries (ROEs).

## EXHIBIT “1”

SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER

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**D. MEETINGS:**

The ENGINEER shall setup the necessary meetings with the SURVEYOR in order to assure all field information is provided on-time and products are delivered in accordance with TxDOT's/LPA's specifications. SURVEYOR must attend all meetings involving data provided if requested by ENGINEER.

**E. PROJECT MANAGER/SURVEYOR COMMUNICATION:**

The SURVEYOR shall designate one Texas Registered Professional Land Surveyor (RPLS) to be responsible throughout the project for project surveying coordination and all communications, including billing, with the ENGINEER.

**F. OFFICE LOCATION:**

The SURVEYOR will perform the services to be provided under this agreement out of a local office and have a crew available to perform requested tasks within 24 hours of request. The coordinating SURVEYOR's Project Manager (RPLS) shall be accessible at all times and working from the local office.

**ROADWAY DESIGN CONTROLS**

(Function Code 160)

**ROADWAY DESIGN:**

The ENGINEER will perform roadway design services for the needed construction repairs along the project limits. The services will include:

1. Geometric Design
  - a. Horizontal Alignment
  - b. All geometric design shall be in conformance with the State's Design Division, Operations and Procedures Manual, except where variances are permitted in writing by the LPA.
  - c. Handling of traffic during construction shall be a consideration in the development of designs.
2. Exhibits for Airway/Highway clearance permits (if within airport vicinity)
3. Grading Design
  - a. Refine the horizontal alignment including the following items
    - i. Typical Sections
    - ii. Design Cross Sections
    - iii. Determine Cut and Fill Quantities

**DRAINAGE**

(Function Code 161)

**DRAINAGE DESIGN:**

The ENGINEER will perform drainage design services for the needed construction repairs along the project limits. All hydraulic design shall be in accordance with TxDOT's Hydraulic Manual, except where variances are permitted in writing by the LPA. The services will include:

1. Hydrologic & Hydraulic Studies, Discharges
  - a. Hydrologic Map showing drainage areas, contours and drainage Q's.

## EXHIBIT “1”

SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER

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- b. Drainage area maps showing existing conditions and proposed improvements.
  - c. Hydrologic data/discharge determination
- 2. Hydraulic Drainage Study & Documentation
  - a. Hydraulic Computations, if applicable
    - i. Storm water detention available within the ROW (linear ft. along side drain ditch).
    - ii. Storm water detention available outside the ROW (as per local Drainage District)
    - iii. Culverts
    - iv. Bridge Waterways
    - v. Channels
    - vi. Storm sewers/inlets
    - vii. Pump Stations
    - viii. Storm Water Management Facilities
    - ix. Irrigation Canals/Siphons
  - b. Hydraulic Reports
  - c. Federal Emergency Management Agency (FEMA) floodway requirements
  - d. Determine impact of proposed drainage plan on Drainage District or Irrigation District receiving streams
- 3. Layout, Structural Design and Detailing of Drainage Features
  - a. Culverts
    - i. New Culverts
    - ii. Culvert widening and/or lengthening
    - iii. Culvert replacements
  - b. Storm Sewers
    - i. New storm sewers
    - ii. Modify existing storm sewers
    - iii. Inlets
    - iv. Manholes
    - v. Trunk lines
  - c. Outfall channel(s) within the ROW
  - d. Outfall channel(s) outside the ROW
  - e. Summary of Quantities
- 4. Storm Water Pollution Prevention Plan (SW3P)

**SIGNING, MARKINGS AND SIGNALIZATION**

(Function Code 162)

**PAVEMENT MARKINGS:**

The ENGINEER will provide pavement marking layouts for the needed construction repairs along the project limits. The services will include:

- 1. Signing and Markings Layout
  - a. Roadway layout
  - b. Center line with station numbering
  - c. ROW lines
  - d. Culverts and other structures that present a hazard to traffic
  - e. Location of utilities, if not shown on plan and profile
  - f. Existing signs to remain, to be removed, to be relocated



## EXHIBIT “1”

### SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER

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- g. Proposed signs (illustrated and numbered)
  - h. Existing overhead sign bridges to remain, to be revised, removed or relocated
  - i. Proposed overhead sign bridges indicating location by plan layout (electrical details need not be shown on this layout)
  - j. Proposed markings (illustrated and quantified) which include pavement markings, object markings and delineation
  - k. Quantities of existing pavement markings to be removed
  - l. Proposed delineators and object markers
2. For projects involving freeway to freeway or other types of directional interchanges, projects including left-hand ramps or connections, the following information must be provided:
    - a. The location of interchanges, main lanes, grade separations, frontage roads and ramps
    - b. Complete explanation of the sequence and methods of stage construction, where applicable, which would include the initial and ultimate proposed treatment of crossovers and ramps
    - c. The number of lanes in each section of proposed highway and the location of changes in number of lanes
    - d. The projected traffic volumes as provided by the STATE (20 year traffic projection, unless otherwise determined by the District Engineer)
    - e. Tentative ROW limits
    - f. Direction of traffic flow on all roadways
    - g. Main lane, ramp, frontage road and necessary cross road profiles at proposed interchanges or grade separations
  3. Summary of Small Sign Tabulation
  4. Summary of Large Sign Tabulation including all Guide Signs (if applicable)
  5. Sign Detail Sheets
    - a. All signs except for route markers
    - b. Design details for large guide signs
    - c. Dimensions of letters, shields, borders, corner radii, etc.
    - d. Designation of shields attached to guide signs
    - e. Designation of arrow used on exit direction signs

### MISCELLANEOUS ROADWAY

(Function Code 163)

#### **TRAFFIC CONTROL PLAN, DETOURS AND SEQUENCE OF CONSTRUCTION:**

The ENGINEER will provide a Traffic Control Plan (TCP) for the needed construction repairs along the project limits. TCP's are required for all projects; therefore a detailed TCP shall be developed when traffic handling during construction involves complications for which a feasible solution is not covered by the Texas MUTCD or the current Barricade and Construction (BC) standards. The following items are required on all TCP Layouts:

1. The Sequence of Construction and method of handling traffic during each phase
2. Roadway layout
3. Center line with station numbering
4. The existing and proposed traffic control devices that will be used to handle traffic during each construction sequence. Include signals, regulatory signs, warning signs, construction warning

## EXHIBIT “1”

SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER

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signs, guide signs, route markers, construction pavement markings, channelizing devices, portable changeable message signs, flashing arrow boards, barricades, barriers, etc...

5. The proposed traffic control devices (stop signs, signals, flag person, etc.) at grade intersections during each construction sequence.
6. Where detours are provided, typical cross sections shall be shown.
7. Road construction work hours shall be developed after an investigation of the traffic volumes has been performed.

**COMPUTE AND TABULATE QUANTITIES:**

The ENGINEER will provide a summary of quantities sheet in the plans identifying all estimated project quantities.

**PROJECT ESTIMATE:**

The ENGINEER will provide a project estimate summarizing all estimated construction costs.

**SPECIFICATIONS AND GENERAL NOTES:**

The ENGINEER will provide all relevant project specification and general notes to the project construction activities.

**PROJECT MANAGEMENT**

(Function Code 164)

**MEETINGS, COORDINATION & SUPPORT FOR PROJECT MANAGEMENT:**

The ENGINEER shall assist and coordinate with LPA staff for meetings and coordination efforts with all relevant entities (i.e. County, Regional Mobility Authority, Texas Department of Transportation, Rio Grande Valley Metropolitan Planning Organization, etc...) and other affected parties. The Engineer shall coordinate with the Owner's staff on all Project related items.

**CONSTRUCTION PHASE SERVICES**

(Function Code 320)

The ENGINEER will provide engineering support services for letting the Project or portions of the Project approved by the LPA. Specific (basic and special) services for CONSTRUCTION MANAGEMENT AND SUPPORT by the ENGINEER will include the following:

**CONSTRUCTION BIDDING:**

1. The ENGINEER will furnish the LPA the necessary copies of approved plans, specifications, notices to bidders, and proposals as prepared under PS&E.
2. The ENGINEER will assist the LPA in the development of the Bid Documents for the purpose of providing to potential bidders to the project.
3. The ENGINEER will assist the LPA on the tabulation of bids, recommendations to the Owner as to the proper action on all bid proposals received, and the preparation of formal contract documents for the award of each construction contract.

EXHIBIT “1”  
SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER

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**ADDITIONAL RESONSIBILITIES**

**EASEMENTS, LETTERS OF PERMISSION, ETC.:**

The ENGINEER shall be responsible for delineating easements. The ENGINEER will be responsible for securing the necessary legal instruments.

**MEETINGS:**

Meetings will be held with the FHWA, State Officials, local governments, property owners, utility owners, railroad companies, other consulting firms, etc., as needed or required by the LPA. The ENGINEER shall coordinate through the LPA for the development of this project with any local entity having jurisdiction or interest in the project (i.e., city, county, etc).

**SPECIFICATIONS, SPECIAL PROVISIONS, SPECIAL SPECIFICATIONS:**

Use the State's standard specifications or previously approved special provisions and/or special specifications. If a special provision and/or special specification is developed for this project, it shall be in the State's format and incorporate references to approved State test procedures.

**PROJECT MANAGER/ENGINEER COMMUNICATION:**

The ENGINEER shall designate one Texas Registered Professional Engineer to be responsible throughout the project for project management and all communications, including billing, with the LPA's Director. Any replacements to the ENGINEER's designated Project Manager/Engineer must be approved by the LPA.

Engineering documents produced for the department's engineering projects shall be signed, sealed and dated or CADD sealed in accordance with Administrative Order No. 5-89 and Administrative Circular No. 26-91.

**DESIGN RESPONSIBILITIES:**

The ENGINEER is responsible for design errors and/or omissions that become evident before, during or after construction of the project. The ENGINEER's responsibility for all questions arising from design errors and/or omissions will be determined by the LPA and all decisions shall be final and binding. This would include, but not necessarily be limited to:

1. All design errors and/or omissions resulting in additional design work to correct the errors and/or omissions.
2. Preparation of design documents and detail drawings necessary for a field change due to design errors and/or omissions.
3. Revision of original tracings to the extent required for a field change due to design errors and/or omissions.

The ENGINEER shall promptly make necessary revisions or corrections resulting from the ENGINEER's errors, omissions or negligent acts without additional compensation. Acceptance of the work by the LPA will not relieve the ENGINEER of the responsibility for subsequent correction of any such errors or omissions or for clarification of any ambiguities.

**DOCUMENT AND INFORMATION EXCHANGE:**

Data, Plan Sheets, General Notes and/or Specifications provided to the LPA shall be furnished via file share links complete with a table of contents on what is transmitted. The Table of Contents shall indicate the locations of files within the directory structure of the documentation.

EXHIBIT “1”  
SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER

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General Notes and specifications shall be provided in the latest Office 365 file formats (.docx, .xlsx, etc...). Plan sheets shall be provided in Microstation Open Roads Designer (ORD)/Power GEOPAK format. PDF copies of plan sheets shall also be provided.

Two copies of the documentation shall be provided to the LPA.

**PROPOSAL TIME:**

The time indicated in the proposal and the contract shall include time necessary for reviews, approval, etc.

**OFFICE LOCATION:**

The ENGINEER will perform all services to be provided under this agreement out of their office located at: 2805 Fountain Plaza Blvd., Suite A, Edinburg, Texas 78539

"Exhibit 1"  
Fee Estimate



Los Fresnos Hike & Bike Trail Project - CCRMA

Los Fresnos Hike & Bike Trail (From 0.2 Miles South of Old Port Rd to South Arroyo Blvd.) Cameron County Regional Mobility Authority		MANHOURS											
		Senior Project Manager/ Principal	Project Manager	Project Engineer	Utility/ Environmental Manager	Environmental Specialist	EIT	Senior Engineering Tech	GIS Operator	Engineering Tech	Admin/Clerical	Total Hours	Total Line Item Cost
TASK													
	Preliminary Engineering												
1	Data Collection			8	0		18	28	28	0		82	\$ 7,415.12
2	Feasability Study/Alternatives	SEE SUBCONSULTANT FEE SCHEDULE (PAGE 1 OF 6)											\$ 4,683.68
3	Geometric Schematic Work												
3A	Import Survey Data into Schematic File & Analyze Data			4	10		16	18		28		76	\$ 6,780.20
3B	Design Plan View Layout		4	12			16	18		28		78	\$ 7,177.00
3C	Detail Plan View Layout		4	8			16	28		34		90	\$ 8,013.82
3D	Design Profile View Layout		4	16			16	28		34		98	\$ 9,125.18
3E	Detail Profile View Layout		4	6			16	28		34		88	\$ 7,735.98
3F	Develop Proposed Cross Section Roll Plot for Schematic Purposes		6	12			16	28		34		96	\$ 8,873.82
4	Corridor & Route Alternatives	SEE SUBCONSULTANT FEE SCHEDULE (PAGE 1 OF 6)											\$ 4,683.68
5	Development of Typical Sections		4	6			8	10				28	\$ 2,987.44
6	Aerial Mapping/Survey	SEE SUBCONSULTANT FEE SCHEDULE (PAGE 2 OF 6)											\$ 31,690.78
7	Geotechnical Studies	SEE SUBCONSULTANT FEE SCHEDULE (PAGES 3-4 OF 6)											\$ 54,421.24
	Hydrologic/Hydraulic Studies	TASK NOT NEEDED											\$ -
	Traffic Studies	TASK NOT NEEDED											\$ -
8	Project Cost Estimates		4	8	4		8					24	\$ 2,831.36
9	Engineering Summary Report		4	8	4		6					22	\$ 2,685.84
10	Quality Assurance/Quality Control		4	16			8					28	\$ 3,413.44
11	LGPP Checklist for Preliminary Engineering		4	6	4							14	\$ 1,971.44
	Subtotal (Preliminary Engineering)	0	42	110	22	0	144	186	28	192	0	724	\$ 164,490.02
	Environmental												
12	Data Collection			2	20	64	40		24			150	\$ 14,154.96
	Environmental Work Plan (WPD I & II)	TASK NOT NEEDED											\$ -
	CE, EA, EIS Environmental Document	TASK NOT NEEDED											\$ -
13	Perform Species Analysis				8	106			42			156	\$ 15,023.68
14	Surface Water Analysis/Wetland Delineation				8	106			24			138	\$ 13,546.96
15	Technical Report - Cultural Resources	SEE SUBCONSULTANT FEE SCHEDULE (PAGES 5-6 OF 6)											\$ 8,763.00
16	Coastal Boundary Assessment			2	8	106			16			132	\$ 13,168.48
17	Technical Report - Hazmat				8	82			16			106	\$ 10,508.88
18	Technical Report - Community Impacts				8	106			16			130	\$ 12,890.64
19	Public Involvement/Meeting/MAPO/Agency Coordination	4	8	16	40	60	26	26	26	26	24	256	\$ 25,059.18
	Subtotal (Environmental)	4	8	20	100	630	66	26	164	26	24	1068	\$ 113,115.78
	ROW & Utilities												
20	Data Collection				4		14	18	8	24		68	\$ 5,655.20
21	ROW Mapping	ROW MAPPING COST = \$4,304.94/PARCEL (TOTAL FEE TBD PENDING PARCEL COUNT)											\$ -
22	ROW Coordination	2	6	10			20					38	\$ 4,088.16
23	Subsurface Utility Engineering (SUE)	SEE SUBCONSULTANT FEE SCHEDULE (PAGE 2 OF 6)											\$ 13,039.05
24	Utility Coordination	2	4	8	36				8			58	\$ 7,386.72
25	ROW Cost Estimates	2	4	12			8					26	\$ 3,188.56
26	Utility Cost Estimates	2	4	8	18							32	\$ 4,432.56
	Subtotal (ROW & Utilities)	8	18	38	58	0	42	18	8	32	0	222	\$ 37,790.25

## "Exhibit 1"

### Fee Estimate



## Los Fresnos Hike & Bike Trail Project - CCRMA

Los Fresnos Hike & Bike Trail (From 0.2 Miles South of Old Port Rd to South Arroyo Blvd.) Cameron County Regional Mobility Authority		MANHOURS											
		Senior Project Manager/ Principal	Project Manager	Project Engineer	Utility/ Environmental Manager	Environmental Specialist	EIT	Senior Engineering Tech	GIS Operator	Engineering Tech	Admin/Clerical	Total Hours	Total Line Item Cost
TASK													
	Plans, Specifications & Estimate (PS&E)												
27	Design Conference	2	2	2	4	4	2				16	\$ 1,984.72	
28	Environmental Permits, Issues & Commitmnets (EPIC)		2	2	4	4	4		2		18	\$ 1,942.54	
29	Hydrologic Studies	6	16	44			62				128	\$ 14,050.56	
30	Final Alignments	4	16	22	16		32	32		48	170	\$ 17,114.48	
31	Roadway Design												
31A	Roadway Geometric Design	6	24	48	16		42	22		58	216	\$ 22,754.38	
31B	Develop & Detail Final Profiles	4	18	48			42	22		58	192	\$ 19,393.50	
31C	Develop Final Cross Sections	6	24	40			56	38		58	222	\$ 22,085.66	
31D	Develop Plan & Profile PS&E Sheets	4	24	48			50	40		68	234	\$ 23,337.80	
31E	Detail Removal Items		12	16	10		34	40		46	158	\$ 14,989.78	
31F	Roadway Design Coordination Efforts (TxDOT, City, County, etc...)	8	24	32	40					8	112	\$ 15,153.60	
32	Drainage Design												
32A	Develop & Detail Utilitiy & Drainage (U&D) PS&E Sheets	2	40	58			82	44		96	322	\$ 31,547.76	
32B	Utility Accomodation and Conflict Resolution	10	28	48	42					8	136	\$ 18,580.40	
32C	Drainage Design Coordination Efforts (Drainage District, Irrigation District)	10	32	58	50					8	158	\$ 21,636.80	
	Bridge Design/Structures	TASK NOT NEEDED										\$ -	
33	Traffic Control Plan	SEE SUBCONSULTANT FEE SCHEDULE (PAGE 1 OF 6)										\$ 9,367.36	
34	Design Review	8	32	40	40						120	\$ 17,041.92	
35	Cost Estimate	4	8	20			16				48	\$ 5,821.44	
36	Bid Package	4	8	24							36	\$ 5,212.96	
37	Letting	2	12	18			26				58	\$ 6,549.04	
38	LGPP Checklist for Design & Bid Documents	2	6	6	4						18	\$ 2,606.56	
	Subtotal (Plans, Specifications & Estimate (PS&E))	82	328	574	226	8	448	238	0	434	24	2362	\$ 271,171.26
	Total Hours	94	396	742	406	638	700	468	200	684	48	4376	
Labor Hours		94	396	742	406	638	700	468	200	684	48	4376	
Contract Rate		\$ 165.40	\$ 152.16	\$ 138.92	\$ 132.32	\$ 99.24	\$ 72.76	\$ 96.32	\$ 82.04	\$ 71.55	\$ 55.04		
Total Labor Costs		\$ 15,547.60	\$ 60,255.36	\$ 103,078.64	\$ 53,721.92	\$ 63,315.12	\$ 50,932.00	\$ 45,077.76	\$ 16,408.00	\$ 48,940.20	\$ 2,641.92	\$ 459,918.52	\$ 586,567.31

LINE ITEM EXPENSES

N/A

\$ -

### Total Expenses

\$ -

### GDJ Engineering Total Cost

**\$ 586,567.31**

"Attachment D"  
Fee Estimate

Los Fresnos Hike & Bike Trail - Circles the City of Los Fresnos (Approx. 2.1 miles)

Fee Proposal Task Description	Project Principal	Project Manager	Quality Manager	Senior Engineer	Design Engineer	Senior Engineer Tech	Administrative/ Clerical	TOTAL LABOR HOURS	COST PER TASK
Feasibility Study / Alternatives		1		6	12	12		31	\$ 4,683.68
Corridor & Route Alternatives		1		6	12	12		31	\$ 4,683.68
Traffic Studies		0		0	0	0	0	0	\$ -
TCP		2		12	24	24		62	\$ 9,367.36
Total Labor Hours	0	4	0	24	48	48	0	124	
Contract Rate	\$300.17	\$264.62	\$244.11	\$198.51	\$152.83	\$116.17	\$70.30		
TOTAL LABOR COSTS	\$0.00	\$1,058.48	\$0.00	\$4,764.24	\$7,335.84	\$5,576.16	\$0.00	\$18,735	

<b>Project:</b> Los Fresnos Hike and Bike Trail (2.1 Miles) <b>County:</b> Cameron County, Texas <b>From:</b> Los Fresnos , <b>Description of Work:</b> Row Mapping (FC130)/ Design Survey (FC 150)/ SUE Level A Test Holes											
TASK AND DESCRIPTION FC 130 Right of Way Mapping, FC 150 Field Surveying, SUE Level A	Sr. RPLS/ Principle	Project RPLS	Sr. Survey Technician	Survey Technician	3-man Survey Crew	2-man Survey Crew	Lidar/UAS Technician	Abstractor	Admin/ Clerical	Total Hours	Cost
HOURLY RATE	\$142.15	\$112.53	\$77.00	\$61.60	\$160.16	\$135.52	\$86.24	\$59.23	\$49.28		
FC-130 Right of Way Mapping (Parcel Count to Be Determined)	*Note FC 130 Cost Not Included in Total Fee- Parcel Count to Be Determined										
I. Parcel Exhibits (Per Parcel Fee)											
A. Exhibits	2	4	8	24		4		4	4	50	\$ 3,804.94
B. Title Report (Per Parcel)											\$ 500.00
Subtotal Hours	2	4	8	24	0	4	0	4	4	50	
Subtotal Cost	\$284.30	\$450.12	\$616.00	\$1,478.40	\$0.00	\$542.08	\$0.00	\$236.92	\$197.12		\$ 4,304.94
FC 150- Design Surveys											
I. Horizontal and Vertical Control											
A. Field 5/8" iron rods with plastic cap set in concrete every 1000'		1	1		24					26	\$ 4,033.37
B. RTK- GPS			1	4		8				13	\$ 1,407.56
C. Level Loops			1	4		16				21	\$ 2,491.72
II. Design Surveys (Field Data Collection, Photogrammetry, Lidar Extraction)											
A. Cross Sections (Roadway and Drainage)			2	2		32	4			40	\$ 4,958.80
B. Structures (Irrigation, Drainage, Inverts, Bridges, Resacas)			2	2		8	4			16	\$ 1,706.32
C. Utility Investigation			2	2				8	0	12	\$ 751.04
D. Abstracting								8	0	8	\$ 473.84
E. Field Property corner Recon			4	4		24				32	\$ 3,806.88
F. Abstract Map/Base Map	1	4	6	12					0	23	\$ 1,793.47
G. ROW Staking	1	2	6	6		16				31	\$ 3,367.13
H. Right of Entry									0	0	\$ -
I. Aerial Survey/UAS						8	8			16	\$ 1,774.08
1. Mobilization (One Time Fee)											\$ 500.00
III. Final Report and Deliverables											
A. CADD file (2D & 3D) for limits of project				8					0	8	\$ 492.80
B. Final Report and Deliverables	1	1	4	4			4	2	0	16	\$ 1,272.50
C. Horizontal/ Vertical Control Sheets	1	1	4	4					0	10	\$ 809.08
D. Survey Report	1	4	2	2					24	33	\$ 2,052.19
Subtotal Hours	5	13	35	54	24	112	20	18	24	305	
Subtotal Cost	\$710.75	\$1,462.89	\$2,695.00	\$3,326.40	\$3,843.84	\$15,178.24	\$1,724.80	\$1,066.14	\$1,182.72		\$ 31,690.78
SUE Level A Test Holes (Est. 10 Per Mile)											
I. Test Holes											
A. Data Collection/ Field Verification		1	24			80		4		109	\$ 13,039.05
Subtotal Hours	0	1	24	0	0	80	0	4	0	109	
Subtotal Cost	\$0.00	\$112.53	\$1,848.00	\$0.00	\$0.00	\$10,841.60	\$0.00	\$236.92	\$0.00		\$ 13,039.05
Total Fee FC 150 and SUE Level A											
	\$710.75	\$1,575.42	\$4,543.00	\$3,326.40	\$3,843.84	\$26,019.84	\$1,724.80	\$1,303.06	\$1,182.72	414	\$ 44,729.83



<b>Los Fresnos Hike and Bike Trail</b> <b>CCRMA</b> <i>Millennium Engineers</i>				
TASK DESCRIPTION	Unit	Hourly Rate	Estimated Hours	Task Cost
<b>FC 110 - GEOTECHNICAL (ENGINEERING ANALYSIS) PM Hours</b>				
Initial Project Setup	hour	\$229.15	2	\$ 458.30
Laying out Needed Drilling Scheme & Plan View of Boring Logs	hour	\$229.15	2	\$ 458.30
2 Project Site Visits	hour	\$229.15	16	\$ 3,666.40
Coordination of Utilities and Staking Out Boring Locations	hour	\$229.15	2	\$ 458.30
Coordination and Meetings	hour	\$229.15	2	\$ 458.30
Preliminary Geotechnical Report, Soil Geology, Site Soils, Analyses, Recs.	hour	\$229.15	3	\$ 687.45
Structural Evaluation of Borings (Soil Shear Strength Computations)	hour	\$229.15	3	\$ 687.45
Evaluation of Pavement Criteria	hour	\$229.15	3	\$ 687.45
Pavement Cycle Analyses	hour	\$229.15	3	\$ 687.45
Pavement Design Options	hour	\$229.15	3	\$ 687.45
Pavement Design - HMAc for Locations 1, 2 and 3	hour	\$229.15	5	\$ 1,145.75
Creation of Final Boring Logs with TCP and Soil Index Testing Data	hour	\$229.15	3	\$ 687.45
Geotechnical Report, Soil Geology, Site Soils, Analyses, Recs.	hour	\$229.15	3	\$ 687.45
<b>FC 110 - GEOTECHNICAL (ENGINEERING ANALYSIS) Geotechnical Engineer Hours</b>				
Initial Project Setup	hour	\$155.23	8	\$ 1,241.84
Laying out Needed Drilling Scheme & Plan View of Boring Logs	hour	\$155.23	8	\$ 1,241.84
2 Project Site Visits	hour	\$155.23	16	\$ 2,483.68
Coordination of Utilities and Staking Out Boring Locations	hour	\$155.23	8	\$ 1,241.84
Coordination and Meetings	hour	\$155.23	8	\$ 1,241.84
Preliminary Geotechnical Report, Soil Geology, Site Soils, Analyses, Recs.	hour	\$155.23	10	\$ 1,552.30
Structural Evaluation of Borings (Soil Shear Strength Computations)	hour	\$155.23	10	\$ 1,552.30
Evaluation of Pavement Criteria	hour	\$155.23	10	\$ 1,552.30
Pavement Cycle Analyses	hour	\$155.23	10	\$ 1,552.30
Pavement Design Options	hour	\$155.23	10	\$ 1,552.30
Pavement Design - HMAc for Locations 1, 2 and 3	hour	\$155.23	20	\$ 3,104.60
Creation of Final Boring Logs with TCP and Soil Index Testing Data	hour	\$155.23	10	\$ 1,552.30
Geotechnical Report, Soil Geology, Site Soils, Analyses, Recs.	hour	\$155.23	10	\$ 1,552.30
<b>FC 110 - GEOTECHNICAL (ENGINEERING ANALYSIS) Admin Hours</b>				
Administrative Hours - Report Preparation and Billing	hour	\$73.92	8	\$ 591.36
<b>SUB-TOTAL - GEOTECHNICAL ENGINEERING &amp; ANALYSIS</b>			206	\$ 35,170.74
<b>TOTAL DIRECT EXPENSES (FROM BELOW)</b>				\$ 2,965.60
<b>SUB-TOTAL - GEOTECHNICAL EXPLORATIONS AND LABORATORY TESTING (See Page 2 of 2)</b>				\$ 16,284.90
<b>GRAND TOTAL</b>				<b>\$ 54,421.24</b>
<b>DIRECT EXPENSES</b>	<b>Units</b>	<b>Unit Cost</b>	<b>Quantity</b>	
Mileage	Mile	0.58	320	\$ 185.60
PPE (Protective Equipment)	each	250	2	\$ 500.00
Mobilization and Demobilization of Drilling Rig (Trips within 100 miles from office to site)	trip	600	1	\$ 600.00
Construction Truck	day	125	2	\$ 250.00
Shelby Tubes Transportation Box	per box	175	2	\$ 350.00
Portable Message Board (Traffic Control)	day	500	2	\$ 1,000.00
Geotechnical Report Printing (Estimated at 1 copies) at \$80.00 each	Print / Sheet	80	1	\$ 80.00
<b>TOTAL DIRECT EXPENSES</b>				<b>\$ 2,965.60</b>
Scope of Work:				
14' ROW with a 10' HMAc Hike and Bike Trail			2.1 miles in	
total				

**Los Fresnos Hike and Bike Trail**  
**CCRMA**  
*Millennium Engineers*

**Limits: 0.9 miles west along drainage canal parallel to Canal St., then 0.7 miles south parallel to Mesquite St., then 0.5 miles east between 10th St. and Arroyo Blvd.**

TASK DESCRIPTION	Unit	Fixed Cost	Total Estimated	Task Cost
<b>FC 110 - GEOTECHNICAL (DRILLING AND TESTING)</b>				
LOCATION 1 - North Side of Primera Road (4 Proposed 10ft. Boring)	LF	\$40.00	40	\$ 1,600.00
LOCATION 2 - Parallel to Mesquite St. Along Drainage Canal Easement (3 Proposed 10ft. Boring)	LF	\$35.00	30	\$ 1,050.00
LOCATION 3 - Between 10th St. and Arroyo Blvd. (3 Proposed 10ft. Boring)	LF	\$35.00	20	\$ 700.00
Texas Cone Penetration (Tex-132-E) (2 per bore)	each	\$45.00	20	\$ 900.00
Standard Penetration Test (SPT) (ASTM1586)	LF	\$38.00	45	\$ 1,710.00
Concrete/AC Patch ~ <i>Proposed on 10 Pavement Borings</i>	each	\$68.00	10	\$ 680.00
Field Technician: Collect Samples ~ <i>Estimated at 10 hour days for 3 days of drilling</i>	hour	\$33.00	30	\$ 990.00
Sample Preparation (Tex-101-E) ~ Proposed for each boring	each	\$103.49	10	\$ 1,034.90
Moisture Content (Tex-103-E) ~ <i>Proposed on all samples, 2 ft. intervals for upper 10 ft</i>	each	\$17.00	50	\$ 850.00
Atterburg Limits (Tex-104E) ~ <i>Proposed at 2 per boring for pavements</i>	each	\$43.00	20	\$ 860.00
Atterburg Limits (Tex-105-E) ~ <i>Proposed at 2 per boring for pavements</i>	each	\$43.00	20	\$ 860.00
Atterburg Limits (Tex-106-E) ~ <i>Proposed at 2 per boring for pavements</i>	each	\$44.00	20	\$ 880.00
Percent Passing No. 200 Sieve (Tex-111-E) ~ <i>Proposed at 2 per boring for pavements</i>	each	\$61.00	20	\$ 1,220.00
Sulfate Content in Soils (Tex-145-E) ~ <i>Proposed at 10 locations on the pavement borings</i>	each	\$95.00	10	\$ 950.00
Soil-Lime Testing (Tex-121-E)	each	\$375.00	10	\$ 3,750.00
<b>SUB-TOTAL - GEOTECHNICAL EXPLORATIONS AND LABORATORY TESTING</b>				<b>\$ 16,284.90</b>

10 bores:  
10.00



**Proposal**  
**Cultural Resource Investigations**  
**Los Fresnos Hike and Bike Trail**  
**City of Los Fresnos,**  
**Cameron County, Texas**

## **PROJECT DESCRIPTION**

GDJ Engineering (GDJ) has requested a scope of work and cost estimate from AmaTerra Environmental, Inc. (AmaTerra) to prepare a cultural resources investigation for the Cameron County Mobility Authority (CCRMA), Los Fresnos Hike and Bike Trail. The proposed trail would be 10-ft in wide, placed within an existing 14-ft wide right-of-way (ROW). The conceptual alignment will start where the previous trail ends on the northeast corner of the City where Retama Street meets the existing trail, and then will head 0.9 miles west past Mesquite Street. The proposed trail will then head 0.7 miles south along the drainage canal easement that bounds the western City limits before turning east 0.5 miles between 10<sup>th</sup> Street and the drainage canal easement and stopping at Arroyo Boulevard. The depths of impact are unknown. The project will receive federal funds and will be overseen by TxDOT, therefore Section 106 compliance is required.

## **PROJECT SCOPE**

### Task 1: Historical Studies

AmaTerra shall prepare a short form Project Coordination Request for Historical Studies Project (PCR) for review and comment by TxDOT-ENV. The PCR shall conform to the TxDOT *PCR Review Standard* (July 2021 Version 6).

### Task 3: Archeological Studies

AmaTerra shall prepare an Archeological Background Study (ABS) for review and comment by TxDOT-ENV. The background study will involve review of existing files held by the Texas Archeological Research Laboratory (TARL) and the Texas Historical Commission (THC) to determine if any previously recorded sites or archeological surveys occur within or near the proposed project area. The location of any previously recorded sites and surveys will be plotted onto USGS 7.5-minute topographic maps for use in the compliance coordination process. Archeologists will also consult relevant USDA NRCS soil survey maps, aerial photography, historical maps, land use maps, and the Geologic Atlas of Texas to assess the likelihood for unrecorded archeological resources and make recommendations regarding the need for field survey. The results of this effort will be integrated into a background study report that conforms to TxDOT's *Review Standards for Archeological Background Studies* for review and comment by TxDOT-ENV.

## **SCHEDULE**

To be determined in consultation with Client.

**Cultural Resources Investigations, Los Fresnos Hike and Bike Trail,  
City of Los Fresnos, Cameron County, Texas**

### ASSUMPTIONS AND CONDITIONS

The following is a list of assumptions on which the project costs are based. Any work not discussed in the tasks above may be considered outside of this scope and may require a supplemental agreement or fee adjustment. The scope and fee estimate are valid for 9 months after this document's date.

- 1) Client will provide shapefiles and all GIS mapping to prepare the PCR and Background Studies Report.
- 2) AmaTerra assumes that there may be up to one design change following the receipt of spatial data for the project, and any additional design changes may warrant a supplemental fee increase.
- 3) Client will provide project area photographs for the project.
- 4) AmaTerra assumes one round of comments from the client and the regulatory agency for the reports.
- 5) Client will submit all documents directly into the TxDOT ECOS.

### COMPENSATION

Client will compensate AmaTerra on a time and materials basis (T&M) of **\$8,763.00**. AmaTerra will invoice GDJ monthly based on percentage of completion. A cost breakdown is provided below.

COST BREAKDOWN							
LABOR	Task 1 PCR	Task 2 Background Studies Report	Admin and Project Mgmt	Total	Unit	Unit Price	Cost
Support Manager	0	0	2	2	hr	\$ 289.00	\$ 578.00
Quality Manager	1	1	2	4	hr	\$ 172.00	\$ 688.00
Sr Archaeologist/PI	0	4	0	4	hr	\$ 136.00	\$ 544.00
Archeologist IV	0	10	0	10	hr	\$ 108.00	\$ 1,080.00
Senior Historian	16	0	0	16	hr	\$ 171.00	\$ 2,736.00
Architectural Historian	4	0	0	4	hr	\$ 137.00	\$ 548.00
Admin/Clerical	2	2	4	8	hr	\$ 126.00	\$ 1,008.00
GIS Operator	4	8	0	12	hr	\$ 131.00	\$ 1,572.00
TOTAL LABOR							\$ 8,754.00
EXPENSES	Task 1 PCR	Task 2 Background Studies	Admin and Project Mgmt	Total	Unit	Unit Price	Cost
8 1/2 x 11 Copies, b/w	20	20	20	60	each	\$ 0.15	\$ 9.00
TOTAL EXPENSES							\$ 9.00
<b>TOTAL</b>							<b>\$ 8,763.00</b>

**2-I      CONSIDERATION AND AUTHORIZATION FOR CHAIRMAN FRANK PARKER, JR. TO SIGN DOCUMENTS ASSOCIATED WITH CHANGE ORDER NO. 6 FOR THE VETERANS BRIDGE DONATION ACCEPTANCE PROGRAM PROJECT.**

WITHIN SCOPE CHANGE  
TO DONATION ACCEPTANCE AGREEMENT DATED MARCH 5, 2021 BETWEEN  
THE U.S. DEPARTMENT OF HOMELAND SECURITY, U.S. CUSTOMS AND  
BORDER PROTECTION, AND THE U.S. GENERAL SERVICES ADMINISTRATION,  
PUBLIC BUILDINGS SERVICE, AND CAMERON COUNTY, TEXAS AND CAMERON  
COUNTY REGIONAL MOBILITY AUTHORITY

1. PARTIES AND PURPOSE

The United States of America ("United States"), acting by and through the U.S. Department of Homeland Security, U.S. Customs and Border Protection ("CBP"), the U.S. General Services Administration ("GSA"), and Cameron County, Texas ("Donor"), a body politic of the State of Texas, and Cameron County Regional Mobility Authority ("Donor"), a political subdivision of Cameron County, Texas, agree to a within-scope change (hereinafter referred to as the "Agreement") to the original Donation Acceptance Agreement, dated 5 March 2021.

2. AUTHORITY

The proposal for this donation was originally accepted for consideration under the authority of 559 of title V of division F of the Consolidated Appropriations Act, 2014 (6 U.S.C. § 211 note; Public Law 113-76) and can continue under that authority in accordance with 6 U.S.C. § 301b. In addition, GSA and CBP now have authority to accept such donations under 6 U.S.C. § 301a, and more generally, the Homeland Security Act of 2002, 6 U.S.C. § 112 et seq., as amended.

3. LIMITATION OF PURPOSE

Except for the agreed changes to the infrastructure improvements hereinafter set forth, all other terms, conditions, warranties, covenants, and agreements contained in the original Donation Acceptance Agreement shall remain in full force and effect.

4. AGREED CHANGE TO INFRASTRUCTURE IMPROVEMENTS

(a) EXECUTION

In accordance with the Donation Acceptance Agreement, the Parties agree to a within-scope change to the project that consists of interior modifications to the Headhouse that affects MEP systems, technology and interior finishes. A true and correct copy of the agreed modifications is attached hereto as "Attachment 1", which is hereby fully incorporated and made a part hereof (the "work"). The Donor provided the attached Construction Contract Change Order and Architectural Supplemental Instructions as part of their submission request for review. The Parties agree that this within-scope change is at no cost to the Government and becomes part of the donated property.

Pursuant to Section 27 of the Agreement, this additional work is considered a within-scope change to the ongoing donation project. Section 27 states that "[o]nce the Project Documents have been approved by all Parties, any modification to the project scope of work, including changes to the plans, specifications, drawings, design, or method or manner of performance of work and associated cost, must be reviewed and approved.

## 5. ADDITIONAL AGREEMENTS

Donor is required not to deviate from the approved Project Documents without the express prior written consent of GSA and CBP. GSA and CBP will only accept the donation once all terms and conditions are satisfied, and they have verified that the property and the improvements constructed thereon are in keeping with the GSA and CBP design specifications. Donor further covenants and agrees that it is solely responsible for all costs associated in the completion of all work under the original Donation Acceptance Agreement as modified by this Agreement.

## 6. COUNTERPARTS

This Agreement may be executed in counterparts, each of which will be deemed to be a duplicate original, and which together will constitute one and the same instrument.

*[Remainder of page intentionally left blank.  
Signature page to follow.]*

IN WITNESS WHEREOF, the Parties have executed this modification to the original Donation Acceptance Agreement on the dates noted below.

FOR THE U.S. CUSTOMS AND BORDER PROTECTION

\_\_\_\_\_  
Date: \_\_\_\_\_  
Ryan H. Flanagan  
Director, Alternative Funding Programs  
Office of Field Operations  
U.S. Customs and Border Protection  
U.S. Department of Homeland Security

FOR THE U.S. GENERAL SERVICES ADMINISTRATION

\_\_\_\_\_  
Date: \_\_\_\_\_  
Christopher Anzaldúa  
Border Program Manager, Donations Program  
Public Buildings Service, Region 7  
U.S. General Services Administration

FOR CAMERON COUNTY REGIONAL MOBILITY AUTHORITY

\_\_\_\_\_  
Date: \_\_\_\_\_  
Frank Parker, Jr  
Chairman  
Cameron County Regional Mobility Authority

FOR CAMERON COUNTY, TEXAS

\_\_\_\_\_  
Date: \_\_\_\_\_  
Eddie Treviño, Jr  
Cameron County Judge  
Cameron County, Texas





## CONSTRUCTION CONTRACT CHANGE ORDER NUMBER: 06

1. CONTRACTOR: SpawGlass Contractors
2. Change Order Work Limits: Sta. \_\_\_\_\_ to Sta. \_\_\_\_\_
3. Type of Change (on federal-aid non-exempt projects) **MINOR** (Major/Minor)
4. Describe the change and the reason for the change order. When necessary, include exceptions to this agreement.

Owner Change Order #006 - ASI-02 R1 consists of interior modifications to the Headhouse that affects MEP, technology and interior finishes.

CCSJ: 0921-06-313

Project: Veteran's PDV Expansion

Highway: Los Tomates PQE

County: Cameron

District: Pharr

Contract Number: 2022-VETS-1

5. New or revised plan sheet(s) are attached and numbered: \_\_\_\_\_

Each signatory hereby warrants that each has the authority to execute this Change Order.

<p>By signing this change order, the contractor agrees to waive any and all claims for additional compensation due to any and all other expenses, additional changes for time, overhead and profit, or loss of compensation as a result of this change. Further, the contractor agrees that this agreement is made in accordance with item 4 and the Contract. Exceptions should be noted in the response for #5 above.</p>	<p>The following information must be provided</p>	
	<p>Time Ext. #: <u>0</u> Days added on this C.O.: <u>0</u></p> <p>Amt. added by this change order: <u>\$97,497.69</u></p>	<p>For TxDOT use only:</p>
<p>THE CONTRACTOR</p> <p>By <u>Carla Cadengo</u> Date _____</p> <p>Typed/Printed Name <u>Carolina Cadengo</u></p> <p>Typed/Printed Title <u>Project Manager</u></p>	<p>Days participating: _____</p> <p>Amount participating: _____</p>	<p>Signature _____ Date _____</p> <p>Name/Title _____</p>

## RECOMMENDED FOR EXECUTION:

Frank Parker, Jr. 10/26/2023 Beth A. R.E. 10/25/23  
 Name/Title Frank Parker, Jr., Chairman Date \_\_\_\_\_ Name/Title \_\_\_\_\_ Date \_\_\_\_\_  
☒ APPROVED ☐ REQUEST APPROVAL

Name/Title \_\_\_\_\_ Date \_\_\_\_\_ Name/Title \_\_\_\_\_ Date \_\_\_\_\_  
☐ APPROVED ☐ REQUEST APPROVAL

Name/Title \_\_\_\_\_ Date \_\_\_\_\_ Name/Title \_\_\_\_\_ Date \_\_\_\_\_  
☐ APPROVED ☐ REQUEST APPROVAL

Name/Title \_\_\_\_\_ Date \_\_\_\_\_ Name/Title \_\_\_\_\_ Date \_\_\_\_\_  
☐ APPROVED

Engineer's Seal

CONSTRUCTION CONTRACT CHANGE ORDER NUMBER : 06

Estimated Cost: \$ 118,997.23

CCSJ: 0921-06-313

Paid by Invoice? (YES\_\_ NO\_\_)

Table A: Force Account Work and Materials Placed into Stock

LABOR	HOURLY RATE	EQUIPMENT	HOURLY RATE

TABLE B: Contact items

				Original + Previously Revised		NEW		
ITEM	DESCRIPTION	UNIT	UNIT PRICE	QUANTITY	ITEM COST	QUANTITY	ITEM COST	OVERRUN/ UNDERRUN
9000-5004	CHANGES TO FIRE SPRINKLER SYSTEM - ALLIED FIRE (OCO 6)	LS	\$ 3,255.00	0	\$ -	1	\$ 3,255.00	\$ 3,255.00
9000-5004	CHANGES TO MILLWORK - BND MILLWORK (OCO 6)	LS	\$ (1,995.00)	1	\$ (1,995.00)	0	\$ -	\$ (1,995.00)
9000-5004	CHANGES TO DUCTWORK - CAHS (OCO 6)	LS	\$ 5,040.00	0	\$ -	1	\$ 5,040.00	\$ 5,040.00
9000-5004	CHANGES TO PLUMBING PIPING - FARRELL PLUMBING (OCO 6)	LS	\$ 5,164.55	0	\$ -	1	\$ 5,164.55	\$ 5,164.55
9000-5004	GLAZED BLOCK INFILL AT RM 104 - LIMON MASONRY (OCO 6)	LS	\$ 1,659.00	0	\$ -	1	\$ 1,659.00	\$ 1,659.00
9000-5004	PAINTING - M&A PAINTING (ADD OCO 6)	LS	\$ 2,704.80	0	\$ -	1	\$ 2,704.80	\$ 2,704.80
9000-5004	PAINTING - M&A PAINTING (DEDUCT OCO 6)	LS	\$ (805.00)	1	\$ (805.00)	0	\$ -	\$ (805.00)
9000-5004	ELECTRICAL REWORK - METRO ELECTRIC (OCO 6)	LS	\$ 85,207.50	0	\$ -	1	\$ 85,207.50	\$ 85,207.50
9000-5004	ADDITION OF POLISH CONCRETE FLOORING - MODERN DAY CONCRETE (OCO 6)	LS	\$ 1,706.25	0	\$ -	1	\$ 1,706.25	\$ 1,706.25
9000-5004	ADD CHAIR RAIL - SPAWGLASS SELF PERFORM (OCO 6)	LS	\$ 546.61	0	\$ -	1	\$ 546.61	\$ 546.61
9000-5004	SELF-PERFORM EQUIPMENT - SPAWGLASS SELF PERFORM (OCO 6)	LS	\$ 1,511.44	0	\$ -	1	\$ 1,511.44	\$ 1,511.44
9000-5004	SELECTIVE DEMOLITION - SPAWGLASS SELF-PERFORM (OCO 6)	LS	\$ 1,584.00	0	\$ -	1	\$ 1,584.00	\$ 1,584.00
9000-5004	ADD METAL STUD PARTITION	LS	\$ 2,525.80	0	\$ -	1	\$ 2,525.80	\$ 2,525.80
9000-5004	ADD INSULATION	LS	\$ 2,042.00	0	\$ -	1	\$ 2,042.00	\$ 2,042.00
9000-5004	ADD GYPSUM BOARD	LS	\$ 2,438.00	0	\$ -	1	\$ 2,438.00	\$ 2,438.00
9000-5004	ADD WOOD BLOCKING	LS	\$ 4,084.00	0	\$ -	1	\$ 4,084.00	\$ 4,084.00
9000-5004	REMOVE 3 DOOR FRAMES AT RM 101, RM 133 & RM 134	LS	\$ 594.00	0	\$ -	1	\$ 594.00	\$ 594.00
9000-5004	INSTALL 2 DOOR FRAMES AT RM 101 & RM 134	LS	\$ 396.00	0	\$ -	1	\$ 396.00	\$ 396.00
9000-5004	CONCRETE PATCHBACK	LS	\$ 1,539.85	0	\$ -	1	\$ 1,539.85	\$ 1,539.85
9000-5004	CHANGES TO FURNITURE AND EQUIPMENT SCHEDULE-1 - SELF-PERFORM (OCO 6)	LS	\$ (3,980.71)	1	\$ (3,980.71)	0	\$ -	\$ (3,980.71)
9000-5006	GENERAL REQ./GENERAL COND.	LS	\$ 3,779.15	0	\$ -	1	\$ 3,779.15	\$ 3,779.15
The Totals from Table B of the Previous work sheet:								
TOTALS					\$ (6,780.71)		\$ 125,777.95	\$ 118,997.23

TYPE = LA (LABOR), MA (MATERIAL), LS (LUMP SUM), EQ (EQUIPMENT), PO (PURCHASE ORDER), SU (SUBCONTRACT), TXDOT (UNIT PRICE BID ITEM)

GRAND TOTAL	\$118,997.23
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NO.	SCHEDULE OF VALUES	DESCRIPTION	SHEET #	SUBCONTRACTOR	INCLUSIONS	TYPE	Qty	Unit	\$/Unit	Cost	MARKUP	SUBTOTAL	Sum of TOTAL	NOTES
1	9000-5004	CHANGES TO FIRE SPRINKLER SYSTEM	FX-101	ALLIED FIRE	EXISTING SPRINKLER SYSTEM SHALL BE MODIFIED AND EXTRA HEADS ARE TO BE ADDED AT HEADHOUSE. MODIFYING EXISTING SPRINKLER SYSTEM TO ADD HEADS AT NEW CORRIDOR & NEW CONTROL ROOM	SU	1.00	LS	\$ 3,100.00	\$ 3,100.00	\$ 155.00	\$ 3,255.00	\$ 3,255.00	
2	9000-5004 Total											SUBTOTAL	\$ 3,255.00	
3	9000-5004	CHANGES TO MILLWORK	I-101	BND MILLWORK	2'-1" X 7'-0" MILLWORK REMOVED	SU	1.00	LS	\$ (1,900.00)	\$ (1,900.00)	\$ (95.00)	\$ (1,995.00)	\$ (1,995.00)	
4	9000-5004 Total											SUBTOTAL	\$ (1,995.00)	
5	9000-5004	CHANGES TO DUCTWORK	M-111 & M-211	CAHS	RELOCATION OF FCU & DUCTWORK. RECOVER/RE-PIPE THE FCU.	SU	1.00	LS	\$ 4,800.00	\$ 4,800.00	\$ 240.00	\$ 5,040.00	\$ 5,040.00	
6	9000-5004 Total											SUBTOTAL	\$ 5,040.00	
7	9000-5004	CHANGES TO PLUMBING PIPING	P-101, P-111, P-201 & P-211	FARRELL PLUMBING	DEMO EXISTING CONCRETE & PLUMBING CONNECTIONS AT ICE MACHINE ICM1 AT RM 134.	MA	1.00	LS	\$ 2,719.00	\$ 2,719.00	\$ 679.75	\$ 3,398.75	\$ 3,398.75	
8	9000-5004	CHANGES TO PLUMBING PIPING	P-101, P-111, P-201 & P-211	FARRELL PLUMBING	DEMO EXISTING CONCRETE & PLUMBING CONNECTIONS AT ICE MACHINE ICM1 AT RM 134.	LA	1.00	LS	\$ 981.00	\$ 981.00	\$ 784.80	\$ 1,765.80	\$ 1,765.80	
9	9000-5004 Total											SUBTOTAL	\$ 5,164.55	
10	9000-5004	GLAZED BLOCK INFILL AT RM 104	A-102, A-102.1 & A-102.2	LIMON MASONRY	AN INFILL OF THE GLAZED CMU THAT WAS REQUIRED AT HEADHOUSE SINCE DOOR 101.2 IS BEING RELOCATED	SU	1.00	LS	\$ 1,580.00	\$ 1,580.00	\$ 79.00	\$ 1,659.00	\$ 1,659.00	
11												SUBTOTAL	\$ 1,659.00	
12	9000-5004	PAINTING	I-600	M&A PAINTING	PAINTING OF GYPSUM BOARD FOR THE NEW WALLS AT HEADHOUSE	SU	1.00	LS	\$ 2,576.00	\$ 2,576.00	\$ 128.80	\$ 2,704.80	\$ 2,704.80	
13	9000-5004	PAINTING	I-600	M&A PAINTING	CREDIT FOR REMOVAL OF PAINTING SCOPE OF WORK	SU	1.00	LS	\$ (766.67)	\$ (766.67)	\$ (38.33)	\$ (805.00)	\$ (805.00)	
14	9000-5004 Total											SUBTOTAL	\$ 1,899.80	
15	9000-5004	ELECTRICAL REWORK	E-111, E-211, E-211M, E-311, E-501, TY-101, TY-601 & TY-602	METRO ELECTRIC	MODIFICATIONS REQUIRED TO SCOPE ALREADY INSTALLED. ADDITIONAL LIGHTING, CONTROLS, POWER, STRUCTURED CABLING, CAMERAS, LABOR FOR MICROPHONES, FIRE ALARM, AUDIO & VISUAL DEVICES FOR NEW NII ROOM LAYOUT	SU	1.00	LS	\$ 81,150.00	\$ 81,150.00	\$ 4,057.50	\$ 85,207.50	\$ 85,207.50	
16	9000-5004 Total											SUBTOTAL	\$ 85,207.50	
17	9000-5004	ADDITION OF POLISH CONCRETE FLOORING AT ROOM 136B	I-100 & I-601	MODERN DAY CONCRETE	ADDITION OF POLISH CONCRETE FLOORING AT ROOM 136B	SU	1.00	LS	\$ 1,625.00	\$ 1,625.00	\$ 81.25	\$ 1,706.25	\$ 1,706.25	
18	9000-5004 Total											SUBTOTAL	\$ 1,706.25	
19	9000-5004	ADD CHAIR RAIL	A-404 & F-100	SPAWGLASS SELF PERFORM	PURCHASE ORDER OF CHAIR RAILS. ADDITIONAL CHAIR RAILS AT RM134	PO	1.00	LS	\$ 183.85	\$ 183.85	\$ 45.96	\$ 229.81	\$ 229.81	
20	9000-5004	ADD CHAIR RAIL	A-404 & F-100	SPAWGLASS SELF PERFORM	INSTALLATION OF CHAIR RAILS	LA	8.00	MH	\$ 22.00	\$ 176.00	\$ 140.80	\$ 316.80	\$ 316.80	
21	9000-5004	SELF-PERFORM EQUIPMENT	N/A	SPAWGLASS SELF PERFORM	SCISSOR LIFT - WESTLAND	EQ	1.00	LS	\$ 1,209.15	\$ 1,209.15	\$ 302.29	\$ 1,511.44	\$ 1,511.44	

TYPE = LA (LABOR), MA (MATERIAL), LS (LUMP SUM), EQ (EQUIPMENT), PO (PURCHASE ORDER), SU (SUBCONTRACT), TXDOT (UNIT PRICE BID ITEM)

GRAND TOTAL	\$118,997.23
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NO.	SCHEDULE OF VALUES	DESCRIPTION	SHEET #	SUBCONTRACTOR	INCLUSIONS	TYPE	Qty	Unit	\$/Unit	Cost	MARKUP	SUBTOTAL	Sum of TOTAL	NOTES
22	9000-5004	SELECTIVE DEMOLITION	A-102, A-102.1 & A-102.2	SPAWGLASS SELF PERFORM	DEMOLITION OF FRAMING FOR RM 133. REMOVING 20LF.	LA	40.00	MH	\$ 22.00	\$ 880.00	\$ 704.00	\$ 1,584.00	\$ 1,584.00	
23	9000-5004	ADD METAL STUD PARTITION	A-102, A-102.1 & A-102.2	SPAWGLASS SELF PERFORM	PURCHASING OF MATERIAL OF METAL STUD AT HEADHOUSE	MA	50.00	LF	\$ 10.00	\$ 500.00	\$ 125.00	\$ 625.00	\$ 625.00	
24	9000-5004	ADD METAL STUD PARTITION	A-102, A-102.1 & A-102.2	SPAWGLASS SELF PERFORM	INSTALLATION OF METAL STUDS AT HEADHOUSE	LA	48.00	MH	\$ 22.00	\$ 1,056.00	\$ 844.80	\$ 1,900.80	\$ 1,900.80	
25	9000-5004	ADD INSULATION	A-102, A-102.1 & A-102.2	SPAWGLASS SELF PERFORM	PURCHASING OF INSULATION AT RM 101 & 134	MA	600.00	SF	\$ 1.67	\$ 1,000.00	\$ 250.00	\$ 1,250.00	\$ 1,250.00	
26	9000-5004	ADD INSULATION	A-102, A-102.1 & A-102.2	SPAWGLASS SELF PERFORM	INSTALLATION OF THE CAVITY MEMBRANE AT HEADHOUSE	LA	20.00	MH	\$ 22.00	\$ 440.00	\$ 352.00	\$ 792.00	\$ 792.00	
27	9000-5004	ADD GYPSUM BOARD	A-102, A-102.1 & A-102.2	SPAWGLASS SELF PERFORM	PURCHASING OF MATERIAL OF THE GYPSUM BOARD AT HEADHOUSE	MA	1200.00	SF	\$ 0.83	\$ 1,000.00	\$ 250.00	\$ 1,250.00	\$ 1,250.00	
28	9000-5004	ADD GYPSUM BOARD	A-102, A-102.1 & A-102.2	SPAWGLASS SELF PERFORM	INSTALLATION OF MATERIAL OF THE GYPSUM BOARD AT HEADHOUSE	LA	30.00	MH	\$ 22.00	\$ 660.00	\$ 528.00	\$ 1,188.00	\$ 1,188.00	
29	9000-5004	ADD WOOD BLOCKING	A-102, A-102.1 & A-102.2	SPAWGLASS SELF PERFORM	PURCHASING OF MATERIAL OF THE WOOD BLOCKING AT HEADHOUSE AT RM 101	MA	320.00	SF	\$ 6.25	\$ 2,000.00	\$ 500.00	\$ 2,500.00	\$ 2,500.00	
30	9000-5004	ADD WOOD BLOCKING	A-102, A-102.1 & A-102.2	SPAWGLASS SELF PERFORM	INSTALLATION OF MATERIAL OF THE WOOD BLOCKING AT HEADHOUSE AT RM 101	LA	40.00	MH	\$ 22.00	\$ 880.00	\$ 704.00	\$ 1,584.00	\$ 1,584.00	
31	9000-5004	REMOVE 3 DOOR FRAMES AT RM 101, RM 133 & RM 134	A-102, A-102.1 & A-102.2	SPAWGLASS SELF PERFORM	REMOVAL OF 3 EXISTING DOOR FRAMES CURRENTLY AT THE HEADHOUSE	LA	15.00	MH	\$ 22.00	\$ 330.00	\$ 264.00	\$ 594.00	\$ 594.00	
32	9000-5004	INSTALL 2 DOOR FRAMES AT RM 101 & RM 134	A-102, A-102.1 & A-102.2	SPAWGLASS SELF PERFORM	INSTALLATION OF 2 PROPOSED DOOR FRAMES AT THE HEADHOUSE	LA	10.00	MH	\$ 22.00	\$ 220.00	\$ 176.00	\$ 396.00	\$ 396.00	
33	9000-5004	CONCRETE PATCHBACK	I-100, P-101, P-111, P-201 & P-211	SPAWGLASS SELF PERFORM	PATCHING UP A CONCRETE HOLE FOR A FIXTURE BEING RELOCATED WITHIN RM AT 134 AT THE HEADHOUSE	LA	16.00	MH	\$ 22.00	\$ 352.00	\$ 281.60	\$ 633.60	\$ 633.60	
34	9000-5004	CONCRETE PATCHBACK	I-100, P-101, P-111, P-201 & P-211	SPAWGLASS SELF PERFORM	PURCHASING OF THE APPROVED SLUMP MIX FOR CHANGES TO THE ICE MACHINE ICM1 LOCATION	MA	5.00	YD	\$ 145.00	\$ 725.00	\$ 181.25	\$ 906.25	\$ 906.25	



## ARCHITECTURAL SUPPLEMENTAL INSTRUCTION

PROJECT NAME: *Los Tomates Land Port of Entry POV Expansion*

PROJECT NO: *17-0012-000*

DATE: August 18, 2023

ASI NO.: *ASI No. 02*

This architectural supplemental instruction shall be carried out in accordance with the following supplemental instructions issued in accordance with the Contract Documents without change in Contract Sum or Contract Time. Proceeding with the Work in accordance with these instructions indicates your acknowledgment that there will be no change in the Contract Sum or Contract Time. All other provisions of the documents remain unchanged.

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### CHANGES TO DOCUMENTS ARE AS FOLLOWS:

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*General: The documents contained within this Architectural Supplemental Instruction (ASI) summarize the modifications required for the following Scope of Work (SOW). The work has been bubbled and identified as Delta Mark 6. The respective sheet revision notes are noted as ASI 002.*

1. *NII Command Center modification*
  - a. *The command center replaces the CBP Officer Work Area by creating a new enclosed room.*
  - b. *The walls around the new space will have 8 monitors.*
  - c. *Room door 101.2 relocated.*
  - d. *NII Command Center furniture modifications to be provided by others.*
  - e. *Monitors modified along with location adjustments.*
  - f. *Security Camera added.*
2. *Breakroom modification.*
  - a. *The breakroom area is to be expanded by removing File Storage 133.*
  - b. *The ice machine within the room is to be relocated.*
3. *Command Center modification*
  - a. *Microphone added.*
4. *Lan/ Telco Room modifications*
  - a. *Rack added.*
5. *Updates to sheets reflecting RFI 36.*
  - a. *Removed window type "O".*

### SPECIFICATIONS

1. *Specification 0871000-FINISH HARDWARE – Sheet 17 of 20*

- a. Updated hardware set No. 13 to include door 101.4 for NII Command Center 101.

#### GENERAL (G) SHEETS

1. Sheet G-003.1 - ADA COMPLIANCE – Updated floor plan
  - a. Floor plan updated for new room configuration and door modifications.
    - i. NII Command Center modification
    - ii. Breakroom modification
    - iii. Lan/ Telco Room modification

#### LIFE SAFETY (LS) SHEETS

1. Sheet LS-101 - LIFE SAFETY PLAN – Updated floor plan
  - a. Floor plan updated for new room configuration and door modifications.
  - b. Relocated FEC.
  - c. Updated Occupant Loads

#### CIVIL (C) SHEETS – No Work

#### STRUCTURAL (S) SHEETS – No Work

#### ARCHITECTURAL (A) SHEETS

1. Sheet A-101 – ENLARGED NB SECONDARY INSPECTION FLOOR PLAN
  - a. Floor plan updated
    - i. NII Command Center modification
    - ii. Breakroom modification
    - iii. Lan/ Telco Room modification
2. Sheet A-102 – ENLARGED HEADHOUSE FLOOR PLAN – Floor plan updated.
  - a. New room configuration and door modifications.
    - i. NII Command Center modification
    - ii. Breakroom modification
    - iii. Lan/ Telco Room modification
3. Sheet A-102.1 – ENLARGED DIMENSIONAL PLAN – Floor plan updated.
  - a. Dimensions provided for new walls and relocated door 101.2.
    - i. NII Command Center modification
    - ii. Breakroom modification
4. Sheet A-102.2 – ENLARGED PARTITION PLAN – Floor plan updated.

- a. *Partition markers updated.*
  - i. *NII Command Center modification*
  - ii. *Breakroom modification*
- 5. *Sheet A-121 – ENLARGED HEADHOUSE RCP PLAN*
  - a. *Reflected ceiling plan updated.*
    - i. *NII Command Center modification – Ceiling at 12' AFF.*
    - ii. *Corridor – Ceiling lowered to 10' AFF.*
    - iii. *Breakroom modification*
- 6. *Sheet A-300 – HEADHOUSE BUILDING SECTIONS*
  - a. *Building Sections updated to show interior modifications.*
- 7. *Sheet A-400 – ENLARGED FLOOR PLANS - Floor plan updated*
  - a. *Interior modifications including relocation of door 101.2.*
  - b. *Annotation for wall mounted monitors.*
  - c. *Annotation for future wall mounted monitors on adjacent walls.*
  - d. *Added rack in Lan/ Telco Room*
- 8. *Sheet A-402 – ENLARGED FLOOR PLANS - Floor plan updated*
  - a. *Updated enlarged floor plans 1 and 3 to show plan modifications.*
  - b. *Elimination of room 133 and door 133.1.*
- 9. *Sheet A-403 – ENLARGED FLOOR PLANS - Floor plan updated*
  - a. *Updated enlarged floor plan 1. Eliminated door 101.2.*
  - b. *Adjusted reference to detail 7/A-509.*
- 10. *Sheet A-404 – ENLARGED FLOOR PLANS - Floor plan updated*
  - a. *NII Command Center modification*
  - b. *Breakroom modification*
  - c. *Provided notation for wall-mounted monitors.*
  - d. *Elimination of room 133 and door 133.1*
  - e. *Eliminated window "O". Added white board and infilled wall.*
  - f. *Provided annotation for future wall mounted monitors.*
  - g. *Added keynote for monitors.*



11. *Sheet A-600 – DOOR SCHEDULE*

- a. Relocated door 101.2 – Added floor transition / Threshold removed.*
- b. Eliminated door 133.1 - Floor transition / Threshold removed.*

12. *Sheet A-601 – WINDOW AND STOREFRONT SCHEDULE AND TYPES*

- a. Removed Window Type “O”.*

INTERIOR (I) SHEETS

1. *Sheet I-100 – HEADHOUSE FINISH FLOOR PLAN - Floor plan updated*

- a. NII Command Center modification*
- b. Breakroom modification*
- c. Lan/ Telco Room modification – (1) new rack added*
- d. Reduced the area of carpet*
- e. Increased the area of polished concrete*

2. *Sheet I-101 – HEADHOUSE PAINT PLAN - Floor plan updated*

- a. NII Command Center modification*
- b. Breakroom modification*
- c. Provided paint selections and locations.*

3. *Sheet I-102 – HEADHOUSE MILLWORK PLAN - Floor plan updated*

- a. NII Command Center modification – Eliminated millwork*
- b. Breakroom modification – Eliminated storage room and associated millwork*

4. *Sheet I-200 – INTERIOR ELEVATIONS*

- a. Updated elevation 3 to show wall-mounted monitors*

5. *Sheet I-203 – INTERIOR ELEVATIONS*

- a. Removed elevation 6.*
- b. Added elevation 17 to show wall-mounted monitors and furniture.*

6. *Sheet I-601 – ROOM FINISH SCHEDULE & MATERIAL SCHEDULE*

- a. Updated schedule to add room 101*
- b. Updated schedule to eliminate room 133*

FURNITURE (F) SHEETS

1. *Sheet F-100 – FURNITURE PLAN - Floor plan updated*
  - a. *NII Command Center modification*
    - i. *Added new furniture type DSK2, provided by others*
    - ii. *Monitors are to be mounted on one wall only. Monitors and bracket to be by others*
  - b. *Breakroom modification*
    - i. *Relocated ice machine*
    - ii. *Relocated wall-mounted board.*
    - iii. *Added note for TVM1*
  - c. *Lan/Telco Room modification*
    - i. *Added new rack*
2. *Sheet F-600 – FURNITURE AND EQUIPMENT SCHEDULE*
  - a. *Updated schedule for CH3, CMP1, and DSK2 at NII Command Center.*
3. *Sheet F-601 – FURNITURE AND EQUIPMENT SCHEDULE*
  - a. *Updated schedule to add TVM1 at room 101*
  - b. *Updated furniture plan 3*
  - c. *Removed furniture plans 5 and 6*

#### SPRINKLER / FIRE ALARM (FA-FX) SHEETS

1. *Sheet FA-101 – FIRE ALARM PLAN – HEADHOUSE- Floor plan updated*
  - a. *NII Command Center modification*
    - i. *Updated annunciator locations*
    - ii. *Relocated FACP*
  - b. *Breakroom modification*
    - i. *Updated annunciator locations*
2. *Sheet FX-101 – SPRINKLER HAZARD AREAS – HEADHOUSE – Floor plan updated*
  - a. *NII Command Center modification*
  - b. *Breakroom modification*

#### PLUMBING (P) SHEETS

1. *Sheet P101 – UNDERFLOOR PLUMBING PLAN*

- a. Relocated floor sink in Break Rm. 134 for the associated ice maker.
2. Sheet P111 – PLUMBING FLOOR PLAN
  - a. Relocated floor sink and water connection box in Break Rm. 134 for associated ice maker.
3. Sheet P201 – PLUMBING ENLARGED PLANS
  - a. Relocated floor sink in Break Rm. 134 for associated ice maker.
4. Sheet P211 – PLUMBING ENLARGED PLANS
  - a. Relocated floor sink and water connection box in Break Rm. 134 for associated ice maker.

#### MECHANICAL (M) SHEETS

1. Sheet M111 – MECHANICAL FLOOR PLAN - Floor plan updated
  - a. Revised mechanical layout to accommodate new Command Center and Corridor.
2. Sheet M211 – MECHANICAL PIPING FLOOR PLAN - Floor plan updated
  - a. Revised piping layout to accommodate new Command Center and Corridor.

#### ELECTRICAL (E) SHEETS

1. Sheet E111 – LIGHTING FLOOR PLAN- Floor plan updated
  - a. Relocated exit sign and light switch in NII Command Center 101.
2. Sheet E211 – POWER FLOOR PLAN - Floor plan updated
  - a. Added systems furniture power to NII Command Center 101.
  - b. Deleted power from the west wall in NII Command Center 101.
  - c. Added six (6) convenience receptacles in NII Command Center 101.
  - d. Added Keyed Note 12 and Special Legend Notes.
  - e. Revised 4/E211 to indicate mounting height of receptacles serving monitors in NII Command Center 101.
  - f. Revised Keyed Note 11.
  - g. Detail 3: Added a fifth data rack with related receptacles in LAN / Telco Room 115
3. Sheet E211M – MECHANICAL POWER FLOOR PLAN - Floor plan updated
  - a. Revised electrical connections to mechanical equipment as indicated.
4. Sheet E311 – DATA FLOOR PLAN- Floor plan updated
  - a. Deleted data from west wall in NII Command Center 101.
5. Sheet E501 - ELECTRICAL PANEL SCHEDULES

- a. *Revised circuits in Panel 'SCLU' related to NII Command Center 101.*
- b. *Added 20/3 circuit breaker serving systems furniture in NII Command Center 101.*
- c. *Add a new 30A/2P circuit breaker to Panel "SCLUD" and relocated an existing spare circuit breaker.*

### SIGNAGE (EG) SHEETS

1. *Sheet EG-101 – SIGNAGE PLAN – HEADHOUSE - Floor plan updated*
  - a. *NII Command Center modification*
    - i. *Adjusted door location.*
  - b. *Breakroom modification*
  - c. *Signage eliminated with door 133.1*
  - d. *Added signage for room 101*
2. *Sheet EG-600 – SIGNAGE SCHEDULE*
  - a. *Updated signage schedule as noted per room. Door 133.1 removed and door 101.2 relocated*
  - b. *Added signage for room 101*

### SECURITY (TY) SHEETS

1. *Sheet TY-101 – SECURITY – FLOOR PLANS – HEADHOUSE - Floor plan updated*
  - a. *NII Command Center modification*
    - i. *Adjusted door location.*
    - ii. *Security camera added.*
  - b. *Breakroom modification*
  - c. *Command center – microphone added*
  - d. *Added access control at door 101.2*
2. *Sheet TY-601 – SECURITY – SCHEDULE – HEADHOUSE – Schedule updated*
  - a. *NII Command Center modification – Security camera added.*
3. *Sheet TY-602 – RACK/ CABINET – SCHEDULE – HEADHOUSE - Schedule updated*
  - a. *Command Center – microphone added*

Los Tomates Land Port of Entry POV Expansion

ASI No. 02

August 18, 2023

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END OF ASI #02



ISSUED BY THE ARCHITECT

  
Signature

Steve J. Patmon, AIA

08/18/23

Printed Name and Title