

THE STATE OF TEXAS                   §  
COUNTY OF CAMERON               §

BE IT REMEMBERED on the 24<sup>th</sup> day of April 2025, there was conducted a Regular Meeting of the Cameron County Regional Mobility Authority, at the CCRMA Administrative Office, 3470 Carmen Avenue, Suite 5 thereof, in Rancho Viejo, Texas, for the purpose of transacting any and all business that may lawfully be brought before the same.

THE BOARD MET AT:  
12:00 P.M.

PRESENT:  
FRANK PARKER, JR.  
CHAIRPERSON  
  
MICHAEL SCAIEF  
VICE CHAIRMAN (ABSENT)  
  
ARTURO A. NELSON  
SECRETARY  
  
AL VILLARREAL  
TREASURER  
  
MARK ESPARZA  
DIRECTOR  
  
LEO R. GARZA  
DIRECTOR (ABSENT)  
  
ALBERT GARZA III  
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 21<sup>st</sup> day of April 2025 at 08:07 A.M.

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**PUBLIC COMMENTS**

**1 PUBLIC COMMENTS**

Mr. Pete Sepulveda, Jr., RMA Executive Director, introduced Mr. Albert Garza, III as the RMA newest board member. Mr. Garza was appointed by the Cameron County Commissioners Court on Tuesday, April 22, 2024.

## **ACTION ITEMS**

### **2-A Consideration and Approval of the March 28, 2025, Special Meeting Minutes.**

Secretary Nelson moved to approve the March 28, 2025, Special Meeting Minutes. The motion was seconded by Director Esparza and carried unanimously.

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

Mr. Victor Barron, RMA Chief Financial Officer, went over the Acknowledgment of Claims and presented them into the record. Staff recommended acknowledgment.

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

**The Claims are as follows:**

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

Mr. Pete Sepulveda, Jr., RMA Executive Director advised the board that an affidavit was filed by Director Albert Garza, III for Inv. 2025-041 for GDJ Engineers for the US 281 Project and would abstain from the vote on that invoice.

Mr. Victor Barron, RMA Chief Financial Officer, went over the Claims and presented them into the record. Mr. Barron read in three additional invoices for RRP Consulting Engineers, L.L.C., Inv. #U27146.33-107 in the amount of \$28,679.88 for the Whipple Road Project; Union Pacific Railroad Inv.# 90145328 in the amount of \$89,181.23 for the Harlingen Bypass Project, and Dependable Fence for \$ 21,468.75 for repairs to the guard rail on the SH 550 toll road, bringing the total amount of the claims to \$1,160,680.74. Staff recommended approval.

Director Esparza moved to approve the Claims as presented with the additional claims read in. The motion was seconded by Secretary Nelson and carried as follows:

Ayes: Chairman Parker, Treasurer Villarreal, Secretary Nelson, and Director Esparza

Nays: n/a

Abstain: Director Albert Garza, III

**The Claims are as follows:**

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### **2-D Consideration and Approval of the Financial Statements and Budget Amendments for the Month of March 2025.**

Mr. Victor Barron, RMA Chief Financial Officer, advised the board of the need to approve the Financial Statements for the Month of March 2025. Mrs. Janett Huerta, Toll Operations

Administrator, went over the Toll Report for the Month of March 2025.

Treasurer Villarreal moved to approve the Financial Statements for the Month of March 2025. The motion was seconded by Director Esparza and carried unanimously.

**The Financials are as follows:**

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**2-E Consideration and Approval of Payment of Invoice and Release of Check to ZIWA Corporation for the Free Trade Bridge (Los Indios) Port of Entry Export Building and Renovation Donation Acceptance Program Project.**

Mr. Victor Barron, RMA Chief Financial Officer, advised the board of the need to approve an Invoice and Release of Check to ZIWA Corporation for the Free Trade Bridge (Los Indios) Port of Entry Export Building Renovation Donation Acceptance Program Project. Mr. Barron advised of Pay App #3 in the amount of \$49,875.00. Staff recommended approval.

Secretary Nelson moved to approve of the Payment of Invoice and Release of Checks to ZIWA Corporation for the Free Trade Bridge (Los Indios) Port of Entry Export Building Renovation Donation Acceptance Program Project. The motion was seconded by Director Esparza and carried unanimously.

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

Mrs. Janett Huerta, RMA Toll Operations Administrator, advised the board of the need to approve the Amended Terms and Conditions for CCRMA Fuego Tag. Mrs. Huerta further advised that the change was to ensure compliance with HCTRA regulations. She also noted that customers would need to accept the terms and conditions while setting up their accounts, making them responsible for keeping the information up to date. Staff recommended approval.

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

**The Amended Terms & Conditions are as follows:**

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**2-G Consideration and Approval of the Amended Cameron County Regional Mobility Authority's Toll Business Rules.**

Mrs. Janett Huerta, RMA Toll Operations Administrator, advised the board of the need to approve the amended Cameron County Regional Mobility Authority's Toll Business Rules. Mrs. Huerta further advised that this is just an update to two business rules that deal with the auto-replenishment amount for individual and commercial accounts. Staff recommended approval.

Director Esparza moved to approve of the Amended Cameron County Regional Mobility Authority's Toll Business Rules. The motion was seconded by Secretary Nelson and carried unanimously.

**The Amended Toll Business Rules are as follows:**

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**2-H Consideration and Approval of Work Authorization No. 05 with R.R.P. Consulting Engineers, L.L.C. for the SH 550 Maintenance Assessment Report for 2025.**

Mr. Eric Davila, RMA Chief Development Engineer, advised the board of the need to approve Work Authorization No. 05 with R.R.P. Consulting Engineers, L.L.C. for the SH 550 Maintenance Assessment Report for 2025. Mr. Davila advised that this report is part of the Annual Section 129 Compliance as required by TxDOT to report all maintenance and expenses done to the toll road and equipment. Mr. Davila further advised that this Work Authorization was for \$49,064.76. Staff recommended approval.

Secretary Nelson moved to approve of Work Authorization No. 05 with R.R.P. Consulting Engineers, L.L.C. for the SH 550 Maintenance Assessment Report for 2025. The motion was seconded by Treasurer Villarreal and carried unanimously.

**The Work Authorization is as follows:**

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**2-I Consideration and Approval of Work Authorization No. 06 with R.R.P. Consulting Engineers, L.L.C. for PS&E, Construction Phase Services, and Construction Management Support on the SH 550 Maintenance Roadside Safety/Repairs and Bridge Maintenance Project.**

Mr. Eric Davila, RMA Chief Development Engineer, advised the board of the need to approve Work Authorization No. 06 with R.R.P. Consulting Engineers, L.L.C., for PS&E, Construction Phase Services, and Construction Management Support on the SH 550 Maintenance Roadside Safety/Repairs and Bridge Maintenance Project. Mr. Davila stated that TxDOT conducted an inspection and compiled a list of necessary repairs. He further explained that this work authorization is for the engineering phase, bid phase and construction management phase and will include signage, culverts, bridge maintenance and the roadside asphalt transition. Letting is anticipated to be this summer so we can show progress on bridge maintenance, asphalt repairs, roadside safety and material testing. The cost of this work authorization is \$139,373.60. Staff recommended approval. Board inquired on the time frame of the work and the need to expedite the work.

Director Esparza moved to approve of Work Authorization No. 6 with R.R.P. Consulting Engineers, L.L.C. for PS&E, Construction Phase Services, and Construction Management Support on the SH 550 Maintenance Roadside Safety/Repairs and Bridge Management Project. The motion was seconded by Secretary Nelson and the motion carried unanimously.



**The Work Authorization is as follows:**

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**2-J Consideration and Approval of a Right of Entry for the Use of Cameron County Regional Mobility Authority Property between the Cameron County Regional Mobility Authority and the Town of Rancho Viejo and/or Its Contractors.**

Mr. Pete Sepulveda, Jr., RMA Executive Director, advised the board of the need to approve a Right of Entry for the Use of Cameron County Regional Mobility Authority Property between the Cameron County Regional Mobility Authority and the Town of Rancho Viejo and/or Its Contractors. Mr. Sepulveda further advised that he received a request from the Town of Rancho Viejo to use our property for their contractors to gain access to their newly acquired tennis courts. Staff recommended approval.

Director Esparza moved to approve of the Right of Entry for the Use of Cameron County Regional Mobility Authority Property between the Cameron County Regional Mobility Authority and the Town of Rancho Viejo and/or Its Contractors. The motion was seconded by Secretary Nelson and carried unanimously.

**The Right of Entry is as follows:**

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**2-K Consideration and Approval of a Time Extension on Professional Engineering Consulting Services Agreement with JWH & Associates, Inc. for the Engineering Services Relating to the Update of the FM 511 Roadway Analysis.**

Mr. Pete Sepulveda, Jr., RMA Executive Director, advised the board of the need to approve a Time Extension on Professional Engineering Consulting Services Agreement with JWH & Associates, Inc. for the Engineering Services Relating to the Update of the FM 511 Roadway Analysis. Mr. Sepulveda further advised that this is just a 90 day extension to June 26, 2025 and that the report is almost complete and only needs a few minor modifications. He further advised that this will be a good report to submit to TxDOT which identifies several problem areas that need to be addressed. Staff recommended approval.

Treasurer Villarreal moved to approve of a Time Extension on Professional Engineering Consulting Services Agreement with JWH & Associates, Inc. for the Engineering Services Relating to the Update of the FM 511 Roadway Analysis. The motion was seconded by Director Esparza and carried unanimously.

**The Service Agreement is as follows:**

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**2-L Discussion and Possible action regarding the Transition with the Harris County Toll Road Authority.**

No action taken on this item.

**2-M Consideration and Approval of a Resolution in Support of the Dana Avenue Project.**

Mr. Pete Sepulveda, Jr., RMA Executive Director, advised the board of the need to approve a Resolution in Support of the Dana Avenue Project. He further advised that the timeframe for community-based projects is open at the federal level for federal funding and recommends the Dana Avenue Project. He also stated that this is an updated resolution from the one that had been approved last year and the application is almost complete. Staff recommended approval.

Director Esparza moved to approve of a Resolution in Support of the Dana Avenue Project. The motion was seconded by Treasurer Villarreal and carried unanimously.

**The Resolution is as follows:**

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**ADJOURNMENT**

There being no further business to come before the Board and upon motion by Treasurer Villarreal and seconded by Secretary Nelson and carried unanimously, the meeting was **ADJOURNED** at 12:37 P.M.

APPROVED this 29th day of May 2025.

  
CHAIRMAN FRANK PARKER, JR.

ATTESTED:   
ARTURO A. NELSON, SECRETARY



**IMPROVING MORE THAN JUST ROADS**

**POSTED ON WEB  
04/21/2025  
AT 8:07 A.M.**

**AGENDA**  
**Regular Meeting of the Board of Directors**  
**of the**  
**Cameron County Regional Mobility Authority**  
**3470 Carmen Avenue, Suite 5**  
**Rancho Viejo, Texas 78575**  
**April 24, 2025**  
**12:00 PM**

**PUBLIC COMMENTS:**

**1. Public Comments.**

**ITEMS FOR DISCUSSION AND ACTION:**

**2. Action Items.**

- A. Consideration and Approval of the March 28, 2025, 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 March 2025.**
- E. Consideration and Approval of Payment of Invoice and Release of Check to ZIWA Corporation for the Free Trade Bridge (Los Indios) Port of Entry Export Building Renovation Donation Acceptance Program Project.**
- F. Consideration and Approval of the Amended Terms and Conditions for CCRMA Fuego Tag.**
- G. Consideration and Approval of the Amended Cameron County Regional Mobility Authority's Toll Business Rules.**
- H. Consideration and Approval of Work Authorization No. 05 with R.R.P. Consulting Engineers, L.L.C. for the SH 550 Maintenance Assessment Report for 2025.**
- I. Consideration and Approval of Work Authorization No. 06 with R.R.P. Consulting Engineers, L.L.C. for PS&E, Construction Phase Services, and Construction Management Support on the SH 550 Maintenance Roadside Safety/Repairs and Bridge Maintenance Project.**

- J. Consideration and Approval of a Right of Entry for the Use of Cameron County Regional Mobility Authority Property between the Cameron County Regional Mobility Authority and the Town of Rancho Viejo and/or Its Contractors.**
- K. Consideration and Approval of a Time Extension on Professional Engineering Consulting Services Agreement with JWH & Associates, Inc. for the Engineering Services Relating to the Update of the FM 511 Roadway Analysis.**
- L. Discussion and Possible Action Regarding the Transition with the Harris County Toll Road Authority.**
- M. Consideration and Approval of a Resolution in Support of the Dana Avenue Project.**

**ADJOURNMENT:**

**Signed this 21st day of April 2025**

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

**Frank Parker, Jr.  
Chairman**

**NOTE:**

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

**2-B      ACKNOWLEDGEMENT OF CLAIMS.**

# Claims for Acknowledgement



## CAMERON COUNTY REGIONAL MOBILITY AUTHORITY Claims April 16, 2025

### Operations

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
CheckMark	119054 3/25	\$ 57.00	TimeClock Services April	Indirect	Y	Local	Ope
Leadership Brownsville Incorporated	Emerald Sponsor	1,500.00	Sponsorship Emerald	Indirect	Y	Local	Ope
		<u>1,557.00</u>					

### Tolls

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
Aflac	682306	\$ 431.34	Employee Supplemental Insurance April 2025	Indirect	Y	Local	Tolls
Janett Huerta	Travel JH 4.14.25	303.24	Travel Reimbursement JH Mar-Apr 2024	Indirect	Y	Local	Tolls
Matus Contractor Company	869	6,325.00	Debris and Jersey Barrier Maintenance Zone 3	Indirect	Y	Local	Tolls
Matus Contractor Company	874	7,718.00	Grass, Garbage, Herbicide Paredes Line to Alton Gloor	Indirect	Y	Local	Tolls
Public Utilities Board	588837 4/25	183.75	Electricity 180042 SH 550 LOC April 2025	Port Spur - SH550	Y	Local	Tolls
Alfonso Salinas	0178	360.00	SH550 Road Closure 4.7.25	Indirect	Y	Local	Tolls
Hugo Dante Salinas Jr	0177	180.00	SH550 Road Closure 4.5.25	Indirect	Y	Local	Tolls
Lisa A Garcia	0167	382.50	SH550 Road Closure 4.1.25	Indirect	Y	Local	Tolls
Lisa A Garcia	0173	405.00	SH550 Road Closure 4.3.25	Indirect	Y	Local	Tolls
Lisa A Garcia	0176	180.00	SH550 Road Closure 4.5.25	Indirect	Y	Local	Tolls
Matthew T Walker	0181	450.00	SH550 Road Closure 4.8.25	Indirect	Y	Local	Tolls
Victor Rogelio Quezada	0179	427.50	SH550 Road Closure 4.7.25	Indirect	Y	Local	Tolls
		<u>17,346.33</u>					

Operations 1,557.00  
Tolls 17,346.33  
Total Transfer 18,903.33

Reviewed by:

Monica R. Ibarra, Accountant

*[Signature]* 4.16.25

Victor J. Barron,  
Chief Financial Officer

*[Signature]* 4.16.25

Pete Sepulveda Jr, Executive  
Director

*[Signature]* 4-17-25



**CAMERON COUNTY REGIONAL MOBILITY AUTHORITY**  
Claims April 11, 2025

**Operations**

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
Amazon Capital Services	1XKY-JLC7-VCKY	\$ 338.38	Office Supplies Admin/Tolls March 2025	Indirect	Y	Local	Ope
Bank of New York Mellon	00252-25-0009751	1,590.00	Vechile Registration Refinance 2019	Indirect	Y	Local	Ope
Alejandro Garcia	Travel AG Mar 2025	242.20	Travel Reimbursement AG March 2025	Indirect	Y	Local	Ope
Monica R Ibarra	Travel MRI 3.25	13.65	Travel Reimbursement MRI March 2025	Indirect	Y	Local	Ope
GDJ Engineering	2025-037	9,009.62	MPO Project March 2025	Indirect	Y	Local	Ope
Info Tech Inc., DBA Infotech	INV93188	9,000.00	Appia Construction Administration 4 Licenses	Indirect	Y	Local	Ope
JWH and Associates, Inc.	625	2,350.00	North Railroad Alternatives March 2025	North Rail Relocation	Y	Local	TRZ
JWH and Associates, Inc.	725	10,499.90	FM 511 Traffic Roadway March 2025	FM 511	Y	Local	TRZ
Lone Star Shredding Document Storage	2005834	157.50	Shredding Services March 2025	Indirect	Y	Local	Ope
MPark Consulting, LLC	5	1,572.09	Professional Service Agreement On Call March	Indirect	Y	Local	Ope
PEDRO SEPULVEDA JR.	Travel PSJ P3	3,966.09	Travel Reimbursement PSJ P3 Conference	Indirect	Y	Local	Ope
RingCentral, Inc.	CD_001075813	369.03	Phone System April 2025	Indirect	Y	Local	Ope
Rentfro, Irwin, & Irwin, P.L.L.C	2940	1,612.50	Legal Services March 2025	Indirect	Y	Local	Ope
Charter Communications	185525901040125	774.06	Internet/Phones April 2025	Indirect	Y	Local	Ope
Valley Municipal Utility District	2030007806 3/25	38.37	Water & Wastewater Ste 7 March 2025	Indirect	Y	Local	Ope
Valley Municipal Utility District	2030007907 3/25	37.12	Water & Wastewater Ste 6 March 2025	Indirect	Y	Local	Ope
Valley Municipal Utility District	20300080005 3/25	37.08	Water & Wastewater Ste 4 March 2025	Indirect	Y	Local	Ope
Valley Municipal Utility District	2030008105 3/25	37.61	Water & Wastewater Ste 3 March 2025	Indirect	Y	Local	Ope
Valley Municipal Utility District	2030008306 3/25	36.88	Water & Wastewater Ste 8 March 2025	Indirect	Y	Local	Ope
Valley Municipal Utility District	2030008406 3/25	36.88	Water & Wastewater Ste 5 March 2025	Indirect	Y	Local	Ope
		<u>41,718.96</u>					

**Interlocal Agreement**

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
CAAAREM	Diamond Sponsor	\$ 10,000.00	Sponsorship-Diamond	Indirect	Y	Local	Ope
		<u>10,000.00</u>					



**Tolls**

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
Amazon Capital Services	1XKY-JLC7-VCKY	\$ 34.70	Office Supplies Admin/Tolls March 2025	Indirect	Y	Local	Tolls
Bernard's Electric, LLC	472777	4,300.00	Replace A/C at Tolls Office	Indirect	Y	Local	Tolls
Maria D Mayorga	Reim LM 4.9.25	53.94	Travel & Misc Reimbursement HCTRA Meeting LM 4.9.25	Indirect	Y	Local	Tolls
Monica R Ibarra	Travel MRI 3.25	52.29	Travel Reimbursement MRI March 2025	Indirect	Y	Local	Tolls
Fagan Consulting LLC	BOS-2503	347.42	Back Office System Transition March 2025	Indirect	Y	Local	Tolls
LexisNexis Risk Solutions FL Inc	1100120139	123.94	Address & Name Lookup March 2025	Indirect	Y	Local	Tolls
RingCentral, Inc.	CD_001075813	369.02	Phone System April 2025	Indirect	Y	Local	Tolls
Alejandro Pena	0169	157.50	SH550 Road Closure 4.1.25	Indirect	Y	Local	Tolls
Alejandro Pena	0171	461.25	SH550 Road Closure 4.2.25	Indirect	Y	Local	Tolls
Cristian Daniel Pena	0164	382.50	SH 550 Road Closure 3.25.25	Indirect	Y	Local	Tolls
Cristian Daniel Pena	0166	382.50	SH550 Road Closure 3.26.25	Indirect	Y	Local	Tolls
Edwardo Leos	0161	157.50	SH550 Road Closure 3.24.25	Indirect	Y	Local	Tolls
Edwardo Leos	0168	225.00	SH550 Road Closure 4.1.25	Indirect	Y	Local	Tolls
Edwardo Leos	0172	382.50	SH550 Road Closure 4.3.25	Indirect	Y	Local	Tolls
Hugo Dante Salinas Jr	0170	438.75	SH550 Road Closure 4.2.25	Indirect	Y	Local	Tolls
Karen Naranjo	0174	450.00	SH550 Road Closure 4.4.25	Indirect	Y	Local	Tolls
Lisa A Garcia	0160	382.50	SH550 Road Closure 3.24.25	Indirect	Y	Local	Tolls
Lisa A Garcia	0163	382.50	SH550 Road Closure 3.25.25	Indirect	Y	Local	Tolls
Mario Gonzales	0175	450.00	SH550 Road Closure 4.4.25	Indirect	Y	Local	Tolls
Michaela Zuniga	0162	157.50	SH550 Road Closure 3.24.25	Indirect	Y	Local	Tolls
Michaela Zuniga	0165	382.50	SH550 Road Closure 3.26.25	Indirect	Y	Local	Tolls
Team Graphix & Awards	20250183	75.00	White Xtreme-Tex Shirt w/Full Color Print 3 qty	Indirect	Y	Local	Tolls
Rentfro, Irwin, & Irwin, P.L.L.C	2940	698.75	Legal Services March 2025	Indirect	Y	Local	Tolls
Charter Communications	185399301040125	590.88	Ethernet Intrastate 2129 Fm 511 Bro April 2025	Direct Connectors - SH550	Y	Local	Tolls
Charter Communications	185525901040125	774.06	Internet/Phones April 2025	Indirect	Y	Local	Tolls
Charter Communications	239414901040125	590.88	Ethernet Intrastate 7301 Metropolis Dr #6 April 2025	Direct Connectors - SH550	Y	Local	Tolls
Valley Municipal Utility District	3010066802 3/25	52.41	Water & Wastewater Tolls March 2025	Indirect	Y	Local	Tolls
		<u>12,855.79</u>					
	Operations	41,718.96					
	Interlocal Agree	10,000.00					
	Tolls	<u>12,855.79</u>					
	Total Transfer	<u>64,574.75</u>					

Reviewed by:

Monica R. Ibarra, Accountant

Victor J. Barron,  
Chief Financial Officer

Pete Sepulveda Jr, Executive  
Director

*[Signature]* 4.11.25  
*[Signature]* 4.11.25  
*[Signature]* 4.11.25





CAMERON COUNTY REGIONAL MOBILITY AUTHORITY  
Claims April 4, 2025

Tolls

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
International Bridge, Tunnel & Turnpike Association	FY 2025	\$ 6,928.00	Operator Membership FY 2025	Indirect	Y	Local	Tolls
		<u>6,928.00</u>					
	Tolls	<u>6,928.00</u>					
	Total Transfer	<u>6,928.00</u>					

Reviewed by:

Monica R. Ibarra,  
Accountant

Monica Ibarra 4.4.25

Victor J. Barron,  
Chief Financial Officer

Victor Barron 4.4.25

Pete Sepulveda Jr,  
Executive Director

Pete Sepulveda Jr 4.4.25



**CAMERON COUNTY REGIONAL MOBILITY AUTHORITY**  
Claims April 3, 2025

**Operations**

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
Culligan of the Rio Grande Valley	320895 3/25	\$ 26.97	Bottled Water Delivery March 2025	Indirect	Y	Local	Ope
Lily Anne Garcia	Reim LGF Mar 2025	142.71	Travel & Misc Reimbursement LGF March 2025	Indirect	Y	Local	Ope
MPC Studios, Inc	35319	334.00	Website Hosting April 2025	Indirect	Y	Local	Ope
PEDRO SEPULVEDA JR.	Travel PSJ 3/25	1,335.10	Travel Reimbursement PSJ March 2025	Indirect	Y	Local	Ope
Republic Services	0863-002711111	144.64	Waste Container March 2025	Indirect	Y	Local	Ope
R.R.P. Consulting Engineers, L.L.C.	U2716.190.222-22	8,314.20	East Loop PS&E, Geo, Utilities WA 22 February 2025	SH 32 (East Loop)	Y	Local	TRZ
The Lonestar Games	The Bluebonnet Spons	1,000.00	Sponsorship- The Bluebonnet	Indirect	Y	Local	Ope
Verizon Wireless	6109260299	75.98	Internet HotSpot March 2025	Indirect	Y	Local	Ope
		<u>11,373.60</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.	U2716.190.222-22	\$ 2,039.93	East Loop PS&E, Geo, Utilities WA 22 February 2025	SH 32 (East Loop)	Y	Local	Restri
GDJ Engineering	2024-244	7,864.79	Stenger Rd TASA Proj Nov 2024	Stenger Rd TASA	Y	Local	Ope
R.R.P. Consulting Engineers, L.L.C.	U2716.331-06	9,543.01	Whipple Rd WA 31 February 2025	Whipple Road	Y	Local	Restri
		<u>19,447.73</u>					

**Tolls**

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
Culligan of the Rio Grande Valley	320895 3/25	\$ 57.95	Bottled Water Delivery March 2025	Indirect	Y	Local	Tolls
iCheckU Drug and Alcohol Testing Services	996	120.00	Criminal Background Check EV & GS	Indirect	Y	Local	Tolls
Matus Contractor Company	867	6,325.00	Highway 550 Debris and Jersey Barrier Maintenance	Indirect	Y	Local	Tolls
NSA Property Holdings LLC d/b/a Move It Storage-Los Fresnos	Unit#923 4/25	374.00	Storage Unit#923 April 2025	Indirect	Y	Local	Tolls
Prisciliano Delgado	10633	250.00	Lawn Care March 2025	Indirect	Y	Local	Tolls
Public Utilities Board	600710 3/25	169.94	Electricity 1100 Fm 511 Hwy Mar 2025	Direct Connectors - SH550	Y	Local	Tolls
Verizon Wireless	6109260299	75.98	Internet HotSpot March 2025	Indirect	Y	Local	Tolls
		<u>7,372.87</u>					
Operations		11,373.60					
Interlocal Agree		19,447.73					
Tolls		<u>7,372.87</u>					
Total Transfer		<u>38,194.20</u>					

Reviewed by:

Monica R. Ibarra,  
Accountant

*Monica R Ibarra* 4.3.25

Victor J. Barron,  
Chief Financial Officer

*Victor J Barron* 4.3.25

Pete Sepulveda Jr.,  
Executive Director

*Pete Sepulveda Jr* 4.3.25



CAMERON COUNTY REGIONAL MOBILITY AUTHORITY  
Claims April 1, 2025

Tolls

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
HCTRA	Cash/Check Mar 24-28	\$ 2,197.46	Cash/Check Deposits March 24-28 2025	Indirect	Y	Local	PBM
		<u>2,197.46</u>					
	Tolls	<u>2,197.46</u>					
	Total Transfer	<u>2,197.46</u>					

Reviewed by:

Monica R. Ibarra, Accountant

M. Ibarra 4.1.25

Victor J. Barron,  
Chief Financial Officer

V. Barron 4.3.25

Pete Sepulveda Jr, Executive  
Director

P. Sepulveda Jr 4.3.25



**CAMERON COUNTY REGIONAL MOBILITY AUTHORITY**  
Claims March 27, 2025

**Operations**

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
American Express	AMEX March 2025	\$ 3,417.31	Credit Charges March 2025	Indirect	Y	Local	Ope
Burton McCumber & Longoria, LLP	01159442	5,000.00	Financial Audit FY 2024	Indirect	Y	Local	Ope
CDW Government LLC, CDW Government	AD2MF8V	1,168.13	HP Ink Cartridges Admin	Indirect	Y	Local	Ope
CNA Surety	72171868 AN 5.14.26	87.50	CNA Surety AN 5.14.25-5.14.26	Indirect	Y	Local	Ope
CNA Surety	72177035 5.14.26	125.00	CNA Surety AL 5.14.25-5.14.26	Indirect	Y	Local	Ope
Diamante Super Clean	33	850.00	Janitorial Services March 2025	Indirect	Y	Local	Ope
Direct Energy Business, LLC	25000056577698	178.13	Electricity Ste 4 March 2025	Indirect	Y	Local	Ope
Direct Energy Business, LLC	250800056577696	51.84	Electricity Ste 7 March 2025	Indirect	Y	Local	Ope
Direct Energy Business, LLC	250800056577697	66.86	Electricity Ste 3 March 2025	Indirect	Y	Local	Ope
Direct Energy Business, LLC	250830056587696	17.25	Electricity Ste 5 March 2025	Indirect	Y	Local	Ope
Gexa Energy, LP	28618701	54.26	Electricity Ste 6 March 2025	Indirect	Y	Local	Ope
NRG Energy, Inc	111047478726	107.32	Electricity Ste 8 Mar 2025	Indirect	Y	Local	Ope
PEDRO SEPULVEDA JR.	Travel Senate PSJ	1,024.00	Travel Reimbursement PSJ FY2025 Senate Hearing	Indirect	Y	Local	Ope
Toshiba Financial Services	551818073	307.06	Admin Printer April 2025	Indirect	Y	Local	Ope
		<u>12,454.66</u>					

**Tolls**

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
American Express	AMEX March 2025	\$ 1,844.85	Credit Charges March 2025	Indirect	Y	Local	Tolls
Bernard's Electric, LLC	190391	1,750.00	Washed the Cabinets at 550	Indirect	Y	Local	Tolls
Direct Energy Business, LLC	250830056587697	406.10	Electricity Tolls March 2025	Indirect	Y	Local	Tolls
Direct Energy Business, LLC	250840056597790	179.76	Electricity 570 Fm 511 March 2025	Direct Connectors - SH550	Y	Local	Tolls
Direct Energy Business, LLC	250840056597791	321.87	Electricity 1895 Fm 511 #1 March 2025	FM1847 - SH550	Y	Local	Tolls
Direct Energy Business, LLC	250840056598841	141.36	Electricity 1505 Fm 511 March 2025	Direct Connectors - SH550	Y	Local	Tolls
Direct Energy Business, LLC	250840056598842	107.10	Electricity 1705 Fm 511 March 2025	Indirect	Y	Local	Tolls
Matus Contractor Company	858	750.00	Asphalt Liter Clean Up Hwy 550 Section 1,2,3 March 2025	Indirect	Y	Local	Tolls
The Brownsville Herald	2025 In Ed Pro	500.00	Sponsorship Bro Herald In Edu Program 2025	Indirect	Y	Local	Tolls
University of Texas Rio Grande Valley	NS-0013012-INV	299.00	HR Management Program for JH	Indirect	Y	Local	Tolls
		<u>6,300.04</u>					
	Operations	12,454.66					
	Tolls	<u>6,300.04</u>					
	Total Transfer	<u>18,754.70</u>					

Reviewed by:

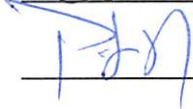
Monica R. Ibarra,  
Accountant

 3.27.25

Victor J. Barron,  
Chief Financial Officer

 3.27.25

Pete Sepulveda Jr.,  
Executive Director

 3.27.25



CAMERON COUNTY REGIONAL MOBILITY AUTHORITY  
Claims March 24, 2025

Tolls

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
HCTRA	Cash/Check Mar 17-21	\$ 3,389.00	Cash/Check Deposits March 17-21 2025	Indirect	Y	Local	PBM
		<u>3,389.00</u>					
	Tolls	<u>3,389.00</u>					
	Total Transfer	<u>3,389.00</u>					

Reviewed by:

Monica R. Ibarra, Accountant

MR Ibarra 3.24.25

Victor J. Barron,  
Chief Financial Officer

VJB 3.27.25

Pete Sepulveda Jr, Executive  
Director

PS 3.27.25

**2-C    APPROVAL OF CLAIMS.**





**CAMERON COUNTY REGIONAL MOBILITY AUTHORITY**  
**BOD Claims April 24, 2025**

**Operations**

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
Kapsch TrafficCom USA, Inc	486025SI02224	\$ 157,032.55	CO#12 Conduit Replacement Amd No1 A-1 NTP	Indirect	Y	Local	Bond Pro
Texas County District Retirement System	TCDRS Mar-Apr 2025	21,008.97	TCDRS March- April 2025	Indirect	Y	Local	Ope
TML Health Benefits	PCAMERO62505	12,969.42	Employee Health Benefits May 2025	Indirect	Y	Local	Ope
		<u>191,010.94</u>					

**Interlocal Agreement**

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
GDJ Engineering	2025-040	\$ 46,522.18	Stenger Rd TASA Proj March 2025	Stenger Rd TASA	Y	Local	Ope
GDJ Engineering	2025-041	78,869.27	US 281 Connector Proj March 2025	281 Connector	Y	Local	Restri
R.R.P. Consulting Engineers, L.L.C.	TX2434.WA2-01	411,305.55	Outer Parkway APD/SPI WA 2 March 2025	Outer Parkway	Y	Local	Ope
R.R.P. Consulting Engineers, L.L.C.	TX2434.WA2-01	192,895.77	Outer Parkway APD/SPI WA 2 March 2025	Outer Parkway	Y	Local	Ope
		<u>729,592.77</u>					

**Tolls**

Vendor Name	Invoice Number	Cash Required	Invoice/Credit Description	PROJ Title	Transfer Funds	Funding Source	Bank Account
Harris County Toll Road Authority	CCRMA March 2025	\$ 30,000.00	CCRMA Flat Service Fee Owed to HCTRA	Indirect	Y	Local	Tolls
Kapsch TrafficCom USA, Inc	486025SI	22,520.70	Toll System Maintenance Support Mar 2025	Indirect	Y	Local	Tolls
Texas County District Retirement System	TCDRS Mar-Apr 2025	9,620.39	TCDRS March- April 2025	Indirect	Y	Local	Tolls
TML Health Benefits	PCAMERO62505	11,157.08	Employee Health Benefits May 2025	Indirect	Y	Local	Tolls
TML Intergovernmental Risk Pool	9384 4.1.25	27,449.00	Insurance Coverage 4.1.25	Indirect	Y	Local	Tolls
		<u>100,747.17</u>					
	Operations	\$ 191,010.94					
	Interlocal Agree	729,592.77					
	Tolls	100,747.17					
	Total Transfer	<u>\$ 1,021,350.88</u>					

Reviewed by:

Victor J. Barron,  
Chief Financial Officer

Pete Sepulveda Jr,  
Executive Director

*Victor J. Barron* 4.17.25  
*Pete Sepulveda Jr* 4.17.25

**2-D      CONSIDERATION    AND    APPROVAL    OF    THE    FINANCIAL  
STATEMENTS AND BUDGET AMENDMENTS FOR THE MONTH OF  
MARCH 2025.**



# CAMERON COUNTY REGIONAL MOBILITY AUTHORITY

March 2025 Financial Report



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



# Administrative Operations Revenues and Expenses

- ▶ Total operating revenues Current Year Actual increased 4.99% compared to Prior Year Current Year
- ▶ Operating expenses in line with budget
- ▶ Total operating income Current Year Actual increased 10.40% compared to Prior Year Current Year.
- ▶ Current Year Actual Net Position \$(465,274).
- ▶ Negative net position due to debt payment in February
- ▶ Projected positive Current Year Actual Net Position June 2025

**CAMERON COUNTY REGIONAL MOBILITY AUTHORITY**  
Statement of Revenues and Expenses - Monthly R&E - Unposted Transactions Included  
In Report From 3/1/2025 Through 3/31/2025

	Current Period Actual	Current Year Actual	Original Budget	Annual Budget Variance - Original	Prior Year Actual	Current Year % Change
Operating Revenues						
Vehicle registration fees	\$ 356,450	\$ 1,795,310	\$ 3,490,000	\$ (1,694,690)	\$ 1,702,080	5.48
Interlocal agreements	13,000	78,000	425,700	(347,700)	78,000	-
Other revenues	-	-	-	-	4,188	(100.00)
Total Operating Revenues	369,450	1,873,310	3,915,700	(2,042,390)	1,784,269	4.99
Operating Expenses						
Personnel costs	84,069	605,983	1,532,424	926,441	592,246	2.32
Professional services	23,185	140,738	284,000	143,262	129,280	8.86
Advertising & marketing	1,209	41,647	62,000	20,353	12,921	222.32
Data processing	2,278	26,533	40,000	13,467	18,906	40.34
Dues & memberships	-	7,295	30,000	22,705	18,890	(61.38)
Education & training	-	240	10,000	9,760	-	100.00
Fiscal agent fees	3,090	3,090	52,590	49,500	5,965	(48.20)
Insurance	956	4,997	9,300	4,303	397	1,159.68
Maintenance & repairs	1,003	7,190	85,000	77,810	7,158	0.44
Office supplies	1,893	11,355	46,050	34,695	8,732	30.04
Leases	239	1,913	2,870	957	26,198	(92.70)
Travel	3,444	13,881	30,000	16,119	18,637	(25.52)
Utilities	2,235	13,020	34,150	21,130	13,522	(3.71)
Contingency	68	279	131,491	131,212	30,000	(99.07)
Total Operating Expenses	123,668	878,161	2,349,875	1,471,714	882,853	(0.53)
Total Operating Income (Loss)	245,782	995,149	1,565,825	(570,676)	901,415	10.40
Non Operating Revenues						
Interest income	128,175	700,558	425,000	275,558	502,477	39.42
TRZ revenue	-	-	9,000,000	(9,000,000)	-	-
Insurance proceeds	-	-	-	-	(49,309)	(100.00)
Total Non Operating Revenues	128,175	700,558	9,425,000	(8,724,442)	453,168	54.59
Non Operating Expenses						
Debt principal and interest	-	1,455,072	1,965,825	510,753	1,431,497	1.65
Debt interest-LOC	-	-	25,000	25,000	-	-
Project expenses	160,546	705,909	9,000,000	8,294,091	570,624	23.71
Total Non Operating Expenses	160,546	2,160,981	10,990,825	8,829,844	2,002,121	7.93
Total Changes in Net Position	\$ 213,411	\$ (465,274)	\$ -	\$ (465,274)	\$ (647,537)	(28.15)

Unaudited Financial Statements Subject to Change

# Administrative Operation Budget - Year to Date

**CAMERON COUNTY REGIONAL MOBILITY AUTHORITY**  
Statement of Revenues and Expenses - Monthly R&E - Unposted Transactions Included  
In Report From 10/1/2024 Through 3/31/2025

	Current Year Actual	Original Budget	Budget Recognized %
Operating Revenues			
Vehicle registration fees	\$ 1,795,310	\$ 3,490,000	51%
Interlocal agreements	78,000	425,700	18%
Total Operating Revenues	<b>1,873,310</b>	<b>3,915,700</b>	<b>48%</b>
Operating Expenses			
Personnel costs	605,983	1,532,424	40%
Professional services	140,738	284,000	50%
Advertising & marketing	41,647	62,000	67%
Data processing	26,533	40,000	66%
Dues & memberships	7,295	30,000	24%
Education & training	240	10,000	2%
Fiscal agent fees	3,090	52,590	6%
Insurance	4,997	9,300	54%
Maintenance & repairs	7,190	85,000	8%
Office supplies	11,355	46,050	25%
Leases	1,913	2,870	67%
Travel	13,881	30,000	46%
Utilities	13,020	34,150	38%
Contingency	279	131,491	0%
Total Operating Expenses	<b>878,161</b>	<b>2,349,875</b>	<b>37%</b>
Total Operating Income (Loss)	995,149	1,565,825	64%
Non Operating Revenues			
Interest income	700,558	425,000	165%
TRZ revenue	-	9,000,000	0%
Total Non Operating Revenues	<b>700,558</b>	<b>9,425,000</b>	<b>7%</b>
Non Operating Expenses			
Debt principal and interest	1,455,072	1,965,825	74%
Debt interest-LOC	-	25,000	0%
Project expenses	705,909	9,000,000	8%
Total Non Operating Expenses	<b>2,160,981</b>	<b>10,990,825</b>	<b>20%</b>



# Toll Operation Revenues and Expenses

- ▶ Total toll operating revenues Current Year Actual decreased 6.97% compared to Prior Year Current Year
- ▶ Operating expenses in line with budget
- ▶ Total operating income Current Year Actual decreased .15% compared to Prior Year Current Year
- ▶ Current Year Actual Net Position \$(268,285)
- ▶ Negative net position due to debt payment in February
- ▶ Projected positive Current Year Actual Net Position May 2025

## CAMERON COUNTY REGIONAL MOBILITY AUTHORITY

Toll Operations Revenues Expenses - Cash - Toll Operations Revenues Expenses - Cash - Unposted Transactions Included  
In Report From 3/1/2025 Through 3/31/2025

	Current Period Actual	Current Year Actual	Original Budget	Annual Budget Variance - Original	Prior Year Actual	Current Year % Change
Toll Operating Revenues						
TPS Revenues/Pay-By-Mail	\$ 375,148	\$ 1,800,695	\$ 3,250,000	\$ (1,449,305)	\$ 1,851,122	(2.72)
Fuego Revenues	76,248	487,013	750,000	(262,987)	377,120	29.14
Interop Revenues						
Interop revenues	128,798	688,135	1,295,000	(606,865)	666,526	3.24
Bridge interoperability	-	-	-	-	250,461	(100.00)
Total Interop Revenues	128,798	688,135	1,295,000	(606,865)	916,987	(24.96)
Other Toll Revenues						
Interlocal agreement revenues	3,333	20,776	43,600	(22,824)	75,786	(72.59)
Total Other Toll Revenues	3,333	20,776	43,600	(22,824)	75,786	(72.59)
Total Toll Operating Revenues	583,527	2,996,619	5,338,600	(2,341,981)	3,221,016	(6.97)
Toll Operating Expenses						
Personnel costs	66,005	384,684	1,164,685	780,001	341,058	12.79
Transaction processing costs	33,173	211,058	595,000	383,942	565,206	(62.66)
Roadside maintenace	48,589	280,115	716,100	435,985	255,548	9.61
CSC indirect/overhead costs	5,895	196,354	1,117,034	920,680	131,839	48.94
Total Toll Operating Expenses	153,662	1,072,212	3,592,819	2,520,607	1,293,650	(17.12)
Total Operating Income (Loss)	429,865	1,924,407	1,745,781	178,626	1,927,366	(0.15)
Non Operating Revenues						
Other Financing Sources						
Pass through grant revenues	-	-	1,385,000	(1,385,000)	-	-
Total Other Financing Sources	-	-	1,385,000	(1,385,000)	-	-
Total Non Operating Revenues	-	-	1,385,000	(1,385,000)	-	-
Non Operating Expenses						
Debt principal and interest	-	2,192,692	3,130,781	938,089	2,032,010	7.91
Total Non Operating Expenses	-	2,192,692	3,130,781	938,089	2,032,010	7.91
Changes in Net Position	\$ 429,865	\$ (268,285)	\$ -	\$ (268,285)	\$ (104,644)	156.38

Unaudited Financial Statements Subject to Change

# Toll Operation Budget – Year to Date

## CAMERON COUNTY REGIONAL MOBILITY AUTHORITY

Toll Operations Revenues Expenses - Cash - Toll Operations Revenues Expenses - Cash - Unposted  
Transactions Included In Report From 10/1/2024 Through 3/31/2025

	Current Year Actual	Original Budget	Budget Recognized %
Toll Operating Revenues			
TPS Revenues/Pay-By-Mail	\$ 1,800,695	\$ 3,250,000	55%
Fuego Revenues	487,013	750,000	65%
Interop Revenues			
Interop revenues	688,135	1,295,000	53%
Total Interop Revenues	688,135	1,295,000	53%
Other Toll Revenues			
Interlocal agreement revenues	20,776	43,600	48%
Total Other Toll Revenues	20,776	43,600	48%
Total Toll Operating Revenues	<b>2,996,619</b>	<b>5,338,600</b>	<b>56%</b>
Toll Operating Expenses			
Personnel costs	384,684	1,164,685	33%
Transaction processing costs	211,058	595,000	35%
Roadside maintnenace	280,115	716,100	39%
CSC indirect/overhead costs	196,354	1,117,034	18%
Total Toll Operating Expenses	<b>1,072,212</b>	<b>3,592,819</b>	<b>30%</b>
Total Operating Income (Loss)	1,924,407	1,745,781	110%
Non Operating Revenues			
Other Financing Sources			
Pass through grant revenues	-	1,385,000	0%
Total Other Financing Sources	-	1,385,000	0%
Total Non Operating Revenues	-	1,385,000	0%
Non Operating Expenses			
Debt principal and interest	2,192,692	3,130,781	70%
Total Non Operating Expenses	<b>2,192,692</b>	<b>3,130,781</b>	<b>70%</b>



# Combined Revenues and Expenses

- ▶ Total operating revenues Current Year Actual decreased 2.70% compared to Prior Year Current Year
- ▶ Operating expenses in line with budget
- ▶ Total net change from operations increased 3.21% compared to Prior Year Current Year
- ▶ Current Year Actual Net Position \$(733,588).

**CAMERON COUNTY REGIONAL MOBILITY AUTHORITY**  
Combined Statement of Revenues and Expenses - Unposted Transactions Included  
In Report From 3/1/2025 Through 3/31/2025

	Current Period Actual	Current Year Actual	Original Budget	Annual Budget Variance - Original	Prior Year Actual	Current Year % Change
Operating Revenues						
Vehicle registration fees	\$ 356,450	\$ 1,795,310	\$ 3,490,000	\$ (1,694,690)	\$ 1,702,080	5.48
Interlocal agreement	16,333	98,776	469,300	(370,524)	157,975	(37.47)
Toll revenues	580,194	2,975,843	5,295,000	(2,319,157)	3,145,230	(5.39)
Total Operating Revenues	952,977	4,869,929	9,254,300	(4,384,371)	5,005,284	(2.70)
Operating Expenses						
Personnel costs	150,074	990,667	2,697,109	1,706,442	933,304	6.15
Accounting software and services	-	-	10,000	10,000	-	-
Professional services	21,572	116,983	214,000	97,017	95,027	23.11
Contractual services	2,311	28,985	95,000	66,015	95,454	(69.63)
Advertising & marketing	1,779	81,643	312,000	230,357	60,778	34.33
Data processing	2,278	26,533	40,000	13,467	18,906	40.34
Dues & memberships	-	7,295	42,000	34,705	25,800	(71.72)
Education & training	299	539	20,000	19,461	-	100.00
Fiscal agent fees	3,090	3,090	57,790	54,700	5,965	(48.20)
Insurance	8,533	70,065	117,900	47,835	51,969	34.82
Maintenance & repairs	1,308	19,109	210,000	190,891	12,736	50.04
Office supplies	4,439	24,150	183,550	159,400	195,911	(87.67)
Road maintenance	68,377	378,924	910,000	531,076	427,242	(11.31)
Leases	613	4,051	37,370	33,319	54,456	(92.56)
Toll services	2,443	28,626	230,000	201,374	98,182	(70.84)
Travel	3,794	21,694	80,000	58,306	24,350	(10.91)
Utilities	6,351	37,355	108,442	71,087	34,025	9.79
Contingency	68	110,665	577,533	466,868	42,399	161.01
Total Operating Expenses	277,330	1,950,373	5,942,694	3,992,321	2,176,503	(10.39)
Net Change from Operations	675,648	2,919,556	3,311,606	(392,050)	2,828,781	3.21
Non Operating Revenue						
Pass through grant revenues	-	-	1,385,000	(1,385,000)	-	-
Interest income	128,175	700,558	425,000	275,558	502,477	39.42
TRZ Revenue	-	-	9,000,000	(9,000,000)	-	-
Other financing sources	-	-	-	-	(49,309)	(100.00)
Total Non Operating Revenue	128,175	700,558	10,810,000	(10,109,442)	453,168	54.59
Non Operating Expenses						
Bond Debt Expense	-	3,647,764	5,096,606	1,448,842	3,463,507	5.32
Debt Interest - LOC	-	-	25,000	25,000	-	-
Project expenses	160,546	705,909	9,000,000	8,294,091	570,624	23.71
Total Non Operating Expenses	160,546	4,353,672	14,121,606	9,767,934	4,034,131	7.92
Changes in Net Position	\$ 643,276	\$ (733,558)	\$ -	\$ (733,558)	\$ (752,182)	(2.48)

Unaudited Financial Statements Subject to Change

# Interlocal Revenues and Expenses – Monthly

## CAMERON COUNTY REGIONAL MOBILITY AUTHORITY

Statement of Revenues and Expenses

From 3/1/2025 Through 3/31/2025

	Cameron County	City of Brownsville	City of Los Fresnos	Federal Funds	Total
Interlocal Revenues					
SH 32 (East Loop)	\$ 15,525	\$ 2,040	\$ -	\$ -	\$ 17,565
South Parallel Corridor	9,119	-	-	-	9,119
Whipple Road	-	-	9,543	-	9,543
North Rail Relocation	-	-	-	83,905	83,905
Flor De Mayo Bridge	29,809	-	-	-	29,809
Dana Rd	68,297	68,297	-	-	136,593
CC - Los Indios	39,805	-	-	-	39,805
CC - Consulting Services PF	10,000	-	-	-	10,000
Total Interlocal Revenues	172,555	70,336	9,543	83,905	336,339
Interlocal Expenses					
SH 32 (East Loop)	15,525	2,040	-	-	17,565
South Parallel Corridor	9,119	-	-	-	9,119
Whipple Road	-	-	9,543	-	9,543
North Rail Relocation	-	-	-	83,905	83,905
Flor De Mayo Bridge	29,809	-	-	-	29,809
Dana Rd	68,297	68,297	-	-	136,593
CC - Los Indios	39,805	-	-	-	39,805
CC - Consulting Services PF	10,000	-	-	-	10,000
Total Interlocal Expenses	172,555	70,336	9,543	83,905	336,339
Total Changes in Net Position	\$ -	\$ -	\$ -	\$ -	\$ -

Unaudited Financial Statements Subject to Change



# Interlocal Revenues and Expenses – Year to Date

## CAMERON COUNTY REGIONAL MOBILITY AUTHORITY

Statement of Revenues and Expenses

From 10/1/2024 Through 3/31/2025

	Cameron County	City of Brownsville	City of San Benito	City of Los Fresnos	Federal Funds	Military Highway Water Supply Corporation	Total
Interlocal Revenues							
West Rail Corridor	\$ 114,701	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 114,701
SH 32 (East Loop)	17,201	98,988	-	-	-	-	116,189
South Parallel Corridor	187,521	-	-	-	-	-	187,521
Whipple Road	-	-	-	149,481	-	-	149,481
COLF Hike & Bike Trail Project	-	-	-	4,625	-	-	4,625
Stenger Rd TASA	-	-	13,966	-	-	-	13,966
FM 509	16,237	-	-	-	-	-	16,237
North Rail Relocation	-	-	-	-	83,905	-	83,905
281 Connector	67,925	-	-	-	-	924,339	992,264
Flor De Mayo Bridge	57,744	-	-	-	-	-	57,744
Dana Rd	202,928	68,297	-	-	-	-	271,225
CC - Old Alice Road	10,669	-	-	-	-	-	10,669
CC - Los Indios	157,175	-	-	-	-	-	157,175
CC - Consulting Services PF	44,000	-	-	-	-	-	44,000
Total Interlocal Revenues	876,100	167,284	13,966	154,106	83,905	924,339	2,219,700
Interlocal Expenses							
West Rail Corridor	114,701	-	-	-	-	-	114,701
SH 32 (East Loop)	17,201	98,988	-	-	-	-	116,189
South Parallel Corridor	187,521	-	-	-	-	-	187,521
Whipple Road	-	-	-	149,481	-	-	149,481
COLF Hike & Bike Trail Project	-	-	-	4,625	-	-	4,625
Stenger Rd TASA	-	-	13,966	-	-	-	13,966
FM 509	16,237	-	-	-	-	-	16,237
North Rail Relocation	-	-	-	-	83,905	-	83,905
281 Connector	67,925	-	-	-	-	924,339	992,264
Flor De Mayo Bridge	57,744	-	-	-	-	-	57,744
Dana Rd	202,928	68,297	-	-	-	-	271,225
CC - Old Alice Road	10,669	-	-	-	-	-	10,669
CC - Los Indios	157,175	-	-	-	-	-	157,175
CC - Consulting Services PF	44,000	-	-	-	-	-	44,000
Total Interlocal Expenses	876,100	167,284	13,966	154,106	83,905	924,339	2,219,700
Total Changes in Net Position	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Unaudited Financial Statements Subject to Change

# Balance Sheet

CAMERON COUNTY REGIONAL MOBILITY AUTHORITY	
Balance Sheet	
As of 3/31/2025	
	Current Year
ASSETS	
Current Assets:	
Cash and cash equivalents	\$ 8,428,753
Restricted cash - projects	8,779,695
Restricted cash accounts - debt service	6,053,142
Restricted cash - bond proceeds	1,783,287
Restricted cash - Transportation Reinvestment Zone (TRZ)- South Padre Island	5,000,000
Restricted cash - Transportation Reinvestment Zone (TRZ)- East Loop	3,761,080
Restricted cash - Transportation Reinvestment Zone (TRZ)- Outer Parkway	2,000,000
Restricted cash - Transportation Reinvestment Zone (TRZ)- US 281 Connector	1,000,000
Restricted cash - Transportation Reinvestment Zone (TRZ)- Whipple Road	997,358
Restricted cash - Transportation Reinvestment Zone (TRZ)- Other Projects	3,091,862
Accounts receivable, net	
Vehicle Registration Fees - Receivable	691,825
Other	3,621,998
Total Accounts receivable, net	4,313,823
Accounts receivable - other agencies	2,595,568
Prepaid expenses	40,885
Total Current Assets:	47,845,452
Non Current Assets:	
Capital assets, net	90,283,999
Capital projects in progress	20,568,813
Unamortized bond prepaid costs	80,602
Net pension asset	289,629
Total Non Current Assets:	111,223,042
Deferred Outflow of Resources	
Deferred outflow related to pension	235,270
Total ASSETS	159,303,764
LIABILITIES	
Current Liabilities	
Accounts payable	1,601,212
Unearned revenue	8,462,221
Total Current Liabilities	10,063,432
Non Current Liabilities	
Due to other agencies	13,084,420
Long term bond payable	70,015,066
Total Non Current Liabilities	83,099,487
Deferred Inflows of Resources	
Deferred inflows related to pension	188,050
Total LIABILITIES	93,350,969
NET POSITION	
Beginning net position	63,578,810
Total Beginning net position	63,578,810
Changes in net position	
Total Changes in net position	2,373,986
Total NET POSITION	65,952,795
TOTAL LIABILITIES, DEFERRED INFLOWS AND NET POSITION	\$ 159,303,764

# Statement of Cash Flows

## CAMERON COUNTY REGIONAL MOBILITY AUTHORITY

### Statement of Cash Flows

As of 3/31/2025

	Current Period	Current Year
Cash Flows from Operating Activities		
Receipts from vehicle registration fees	\$ 525,270	\$ 1,933,330
Receipts from interop toll revenues	226,180	559,337
Receipts from TPS toll revenues	800,551	2,682,164
Receipts from other operating revenues	16,333	98,776
Payments to vendors	(9,198)	(938,681)
Payments to employees	(150,043)	(1,005,434)
Total Cash Flows from Operating Activities	1,409,093	3,329,491
Cash Flows from Capital and Related Financing Activities		
Acquisitions of property and equipment	(157,033)	(165,796)
Acquisitions of construction in progress	(342,229)	(1,281,003)
Payments on principal and interest	-	(3,945,351)
Payment on interlocal project expenses	(486,886)	(2,881,609)
Advances and Interlocal project proceeds	1,498,138	7,096,755
Total Cash Flows from Capital and Related Financing Activities	511,991	(1,177,005)
Cash Flows from Investing Activities		
Receipts from interest income	128,175	700,558
Total Cash Flows from Investing Activities	128,175	700,558
Beginning Cash & Cash Equivalents	38,845,917	38,042,132
Ending Cash & Cash Equivalents	\$ 40,895,177	\$ 40,895,177

Unaudited Financial Statements Subject to Change



# CAMERON COUNTY REGIONAL MOBILITY AUTHORITY

## March 2025 Toll Operations Report



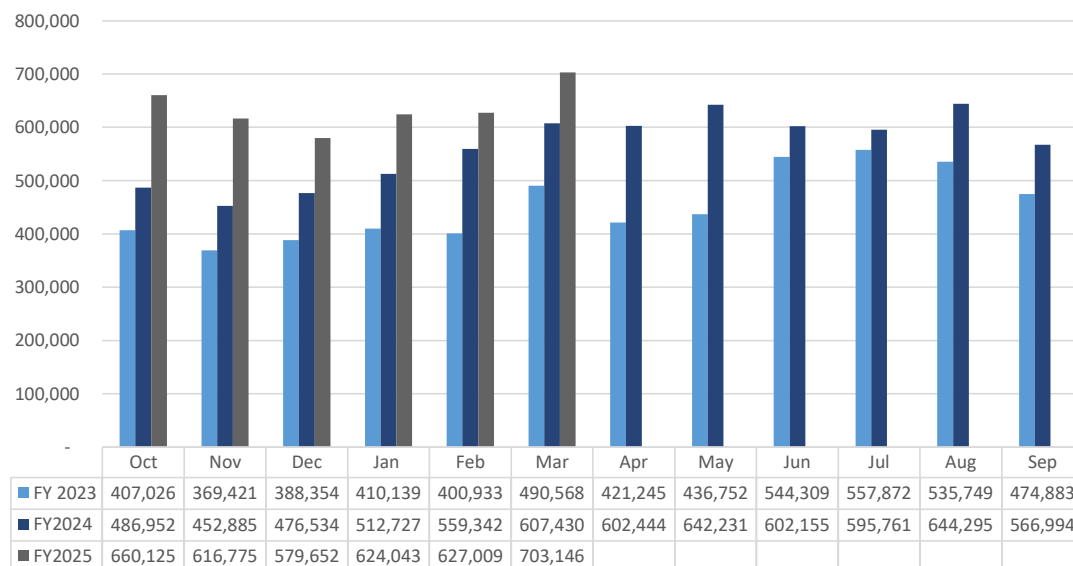
JANETT HUERTA  
TOLL OPERATIONS ADMINISTRATOR



# Year to Year Traffic Comparison

16% Increase from March 2024

SH 550 Transactions

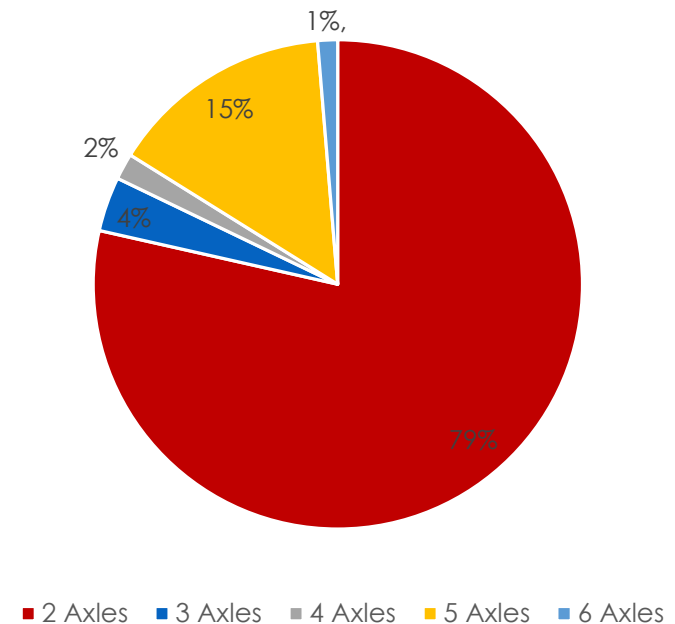


FY Year Total	
FY 2023	5,437,251
FY 2024	6,749,750
FY 2025*	3,810,749
*Through March	

# Transactions by Axle March 2025



Total Transactions 703,146



Plaza/Gantry	2 Axles	3 Axles	4 Axles	5 Axles	6 Axles	Grand Total	%
DC	175,218	7,181	4,413	35,087	2,415	224,314	79%
FM1847	198,359	7,646		41,097	4,219	251,321	4%
OAR	31,478	760	689	1,878	66	34,871	2%
PORT SPUR	147,157	9,784	2,480	26,145	2,510	188,076	15%
Grand Total	552,212	25,371	12,146	104,207	9,210	703,146	100%



# Tag Penetration March 2025



Agency	Transaction Count	Projected Revenue
FUEGO	102,395	\$ 76,247.74
HCTRA & TxTag	148,767	\$ 104,865.42
NTTA	20,283	\$ 20,098.00
KTA	1,583	\$ 1,124.50
PIKEPASS	2,399	\$ 2,399.50
BANKPASS	296	\$ 164.50
E470	2	\$ 1.00
FTE	438	\$ 267.00
<b>Total</b>	<b>276,163</b>	<b>\$ 205,167.66</b>

**Valid Tag Penetration  
39%**



# Image Review Overview

Month	Total
October	447,413
November	442,935
December	406,275
January	440,153
February	459,578
March	516,014
April	
May	
June	
July	
August	
September	
Total Images Processed	2,712,368

Code Off Report March 2025					
Breakdown - Reason Codes	Gantries				
	Direct Connector	FM1847	Old Alice	Port Spur	Total
Blurred Plate	610	1,456	122	1,970	4,158
DMV Mismatch	75	76	12	49	212
No Image	2			29	31
No Plate	944	1,206	139	766	3,055
No Vehicle	72	39	4	68	183
Partial Plate	276	326	107	445	1,154
Plate Obstruction	1,299	1,693	125	1,264	4,381
Too Bright	57	43	18	70	188
Too Dark	3	6		24	33
Unknown State	71	85	5	67	228
Total per Plaza	3,409	4,930	532	4,752	13,623

**2% Code Off Rate**

Payment Form	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
Bank	\$3,517.44	\$8,773.48	\$23,021.03	\$11,854.73	\$11,891.04	\$18,289.42						
Cash	\$1,467.48	\$7,394.28	\$3,464.08	\$2,724.96	\$5,791.57	\$3,567.54						
Check/Money Order	\$9,035.64	\$10,157.82	\$2,481.00	\$8,414.06	\$7,062.19	\$11,365.87						
CreditCard/DebitCard	\$166,466.35	\$231,212.48	\$229,993.10	\$263,858.95	\$317,730.05	\$420,235.00						
<b>Total Amount</b>	<b>\$180,486.91</b>	<b>\$ 257,538.06</b>	<b>\$258,959.21</b>	<b>\$ 286,852.70</b>	<b>\$ 342,474.85</b>	<b>\$ 453,457.83</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

YTD \$1,779,769.56

Daily Average \$5,822.16 \$ 8,584.60 \$ 8,353.52 \$ 9,253.31 \$ 12,231.24 \$ 14,627.67 \$ - \$ - \$ - \$ - \$ - \$ -

# FY 2025 Payment Processing



# FY 2025 Mail Report



Month	Toll Bill	First Notice	Second Notice	Final Notice	Total
October	24,868	100	100	100	25,168
November	24,296	10,406	8,994	9,367	53,063
December	25,512	7,151	5,248	5,000	42,911
January	28,026	7,780	8,795	3,577	48,178
February	26,343	13,363	10,491	7,730	57,927
March	26,292	10,515	7,934	8,247	52,988
April					-
May					-
June					-
July					-
August					-
September					-
Total	155,337	49,315	41,562	34,021	280,235

# FY 2025 CSR Monthly Call Report



## FY 2025 CSR Monthly Call Report

CSR Name	October	November	December	January	February	March	April	May	June	July	August	September	Total
Barbara	827	839	899	602	1,261	1,615							6,043
Itzel	482	632	746	428	986	878							4,152
Robert	1,131	634	754	1,276	787	497							5,079
Shelby	880	626	558	873	796	320							4,053
Angelica				669	1,387	562							2,618
Nadia			396	1,148	580	1,145							3,269
Veronica					44	1,182							1,226
Albert						639							639
													-
Juan	493	495	293	443	254	303							2,281
Jose Luis	383	279	271	238	90	268							1,529
Evelyn	154	480	278										
Total Answered Calls	4,350	3,985	4,195	5,677	6,185	7,409	-	-	-	-	-	-	31,801
Missed Calls	166	252	301	340	934	307							2,300
Totals Calls Received	4,516	4,237	4,496	6,017	7,119	7,716	-	-	-	-	-	-	34,101
% Missed	4%	6%	7%	6%	13%	4%							7%

# FY 2025 Fuego Accounts Registered



Fuego Accounts Registered FY 25

CSR	October	November	December	January	February	March	April	May	June	July	August	September	Total/per person
Barbara	20	13	18	29	28	27							135
Robert	14	23	26	11	22	14							110
Shelby	8	18	15	14	15	18							88
Itzel	12	5	10	22	22	13							84
Nadia			4	18	30	27							79
Angelica				6	11	31							48
Veronica					3	7							10
Albert						2							2
													0
Juan	5	4	6	13	6	6							40
Jose Luis	8	6	1	10	3	3							31
Evelyn	0	19	15										34
Total FUEGO Accts													
Opened by CSR	67	88	95	123	140	148							661
Total FUEGO Accts													
Opened	130	172	191	236	259	274							1262
Enrollment % in Office	52%	51%	50%	52%	54%	54%							52%



# CSC Activity March 2025

## March 2025 Exempt Activity

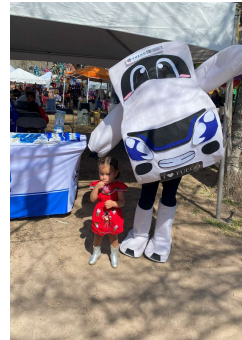
Reason	Txn Count	Total Amounts	%
Disabled Veterans	12,781	\$ 7,992.69	2%
Non-Revenue	9,549	\$ 6,351.42	1%

MONTH	Settlements	Amount Paid	Enrollments
October	2	\$ 624.72	0
November	5	\$ 1,872.44	1
December	11	\$ 1,792.54	5
January	8	\$ 4,025.41	4
February	20	\$ 8,075.24	12
March	10	\$ 2,616.06	2
April			
May			
June			
July			
August			
September			
FISCAL YEAR TOTALS:	56	\$ 19,006.41	24





# Community Outreach March 2025





**2-E      CONSIDERATION AND APPROVAL OF PAYMENT OF INVOICES AND  
RELEASE OF CHECKS TO ZIWA CORPORATION FOR THE FREE  
TRADE BRIDGE (LOS INDIOS) PORT OF ENTRY EXPORT BUILDING  
RENOVATION DONATION ACCEPTANCE PROGRAM PROJECT.**

**Pay App #3 - \$49,875.00**

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

# CCRMA - FUEGO ACCOUNT TERMS AND CONDITIONS

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

## 1. Fuego Account Services

Fuego account services include all services available for use in the Fuego account. Services include but are not limited to Fuego RFID tag, EZTAG, TxTag, TollTag, and License Plate billing. Services apply wherever Fuego account is accepted as use for tolling, access, payment method, vehicle identification, and other interoperable services. Fuego works throughout Texas, Kansas, Oklahoma, Cameron County Parks System (coming soon), Cameron County International Bridge System (coming soon), and any other toll facilities that the CCRMA may subsequently designate from time to time. Fuego is a trademarked service of the CCRMA for the use of providing various transportation solutions.

## 2. Individual and Commercial Account Types

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

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

## 3. Account Information

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

### a) Vehicle Information/License Plate

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

## 4. Fuego Account Administration

### a) Account Balance/Prepaid

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

# CCRMA - FUEGO ACCOUNT TERMS AND CONDITIONS

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

## b) Account Automatic Replenishment

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

## c) Negative Balance/Collections

Sufficient funds must be available in your Fuego account to properly maintain the account. In the event your Fuego account balance falls below zero and is not replenished, any unpaid balance will start the Pay by Mail Process, these charges include administrative fees and other charges. To avoid these charges the account should always have enough funds to cover tolls, fees, and other charges.

## 5. Customer Communications

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

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

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

## 6. Statements/Itemized Activity

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

## 7. Replacement of Fuego Account Devices

You may cancel a Fuego Tag in the event it is lost, stolen, damaged, defective, or no longer in use. Until the device is effectively canceled, you may remain responsible for tolls, fees, and charges associated with its use. You are responsible for monitoring the activity for all Fuego devices assigned to your account and notify CCRMA of any unauthorized activity. Account devices cannot be sold or transferred.

## 8. Closed Account

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

# CCRMA – CUENTA FUEGO

## TÉRMINOS Y CONDICIONES

Los servicios de cuenta Fuego son propiedad y están operados por la Autoridad Regional de Movilidad del Condado de Cameron (CCRMA, por sus siglas en inglés). Este documento establece los términos y condiciones aplicables a la cuenta Fuego, y el uso de la cuenta por parte de los clientes constituye un reconocimiento y aceptación de estos términos y condiciones. Los clientes reconocen y entienden que, sujeto a las leyes y regulaciones aplicables, la CCRMA hará cumplir los términos y condiciones a su entera y absoluta discreción, y que la CCRMA podrá modificar dichos términos y condiciones en cualquier momento. Se define como cliente a la persona responsable que abre y administra la cuenta. Al activar una cuenta Fuego, el cliente asume la responsabilidad por todos los servicios, vehículos, transacciones y obligaciones financieras asociadas con el uso de la cuenta. Tener y mantener una cuenta está condicionado al cumplimiento de los términos y condiciones. Los clientes que no estén de acuerdo con los términos y condiciones deberán comunicarse con el Centro de Atención al Cliente para aclarar dudas y proceder con el cierre de la cuenta. Cualquier ley o regulación aplicable que se promulgue o adopte después de la fecha de emisión de los términos y condiciones modificará automáticamente los mismos en la medida necesaria para cumplir con dicha nueva ley o regulación.

### 1. Servicios de Cuenta Fuego

Los servicios de cuenta Fuego incluyen todos los servicios disponibles para su uso dentro de la cuenta Fuego. Entre ellos se incluyen, entre otros, el uso de etiquetas RFID Fuego, EZTAG, TxTag, TollTag y facturación por número de placas. Los servicios son aplicables en todos los lugares donde se acepte la cuenta Fuego como medio para cobro de peajes, acceso, método de pago, identificación vehicular y otros servicios interoperables. Fuego funciona en todo Texas, Kansas, Oklahoma, el Sistema de Parques del Condado de Cameron (próximamente), el Sistema de Puentes Internacionales del Condado de Cameron (próximamente), y en cualquier otra instalación de peaje que la CCRMA designe en el futuro. Fuego es una marca registrada de la CCRMA para la prestación de soluciones de transporte diversas.

### 2. Tipos de Cuenta Individual y Comercial

Los servicios de cuenta Fuego admiten tanto cuentas individuales como comerciales.

Las cuentas individuales admiten todos los vehículos de pasajeros, incluidos vehículos recreativos.

Las cuentas individuales están destinadas a vehículos que no se utilizan con fines comerciales o de lucro, y

que no están clasificados como vehículos motorizados comerciales conforme al Departamento de Vehículos Motorizados de Texas.

Las cuentas comerciales admiten todos los vehículos, tanto de pasajeros como comerciales, que se utilicen regularmente en actividades comerciales o empresariales.

Los requisitos de saldo prepago pueden variar entre cuentas individuales y comerciales. La CCRMA también podrá establecer ciertos requisitos de saldo prepago y montos de recarga automática basados en características de la cuenta como: número de vehículos, actividad promedio, características de uso y cualquier acuerdo contractual especial celebrado directamente con la CCRMA. Consulte el anexo adjunto para más información sobre reglas de la cuenta, tarifas y cargos.

### 3. Información de la Cuenta

El cliente deberá mantener actualizada toda la información de la cuenta como datos de contacto, correos electrónicos, direcciones postales, información de vehículos y datos de pago, para evitar interrupciones en el servicio.

#### a) Información del Vehículo / Placas

El cliente es responsable de proporcionar información correcta sobre el vehículo, incluyendo marca, modelo y número de placas. En caso de que esta información cambie, el cliente deberá actualizarla para evitar interrupciones en el servicio o cargos relacionados con la falta de pago.

Los clientes comerciales deberán mantener una base de datos actualizada de sus vehículos. Esta obligación también aplica para vehículos registrados fuera del estado o del país.

En las cuentas comerciales también se podrá requerir información sobre remolques como marca, modelo y placas para que la CCRMA pueda ofrecer el mejor servicio al cliente.

### 4. Administración de la Cuenta Fuego

#### a) Saldo de la Cuenta / Prepago

Las cuentas deben mantener fondos suficientes para cubrir peajes y otros cargos asociados con los servicios de la cuenta Fuego. La falta de fondos puede invalidar la cuenta y generar cargos adicionales. Cuando se acepte la cuenta Fuego como método de pago, el saldo prepago se cargará automáticamente por el uso de los vehículos registrados.

# CCRMA – CUENTA FUEGO

## TÉRMINOS Y CONDICIONES

Si el saldo prepago se agota y la cuenta entra en saldo negativo, los pagos o recargas futuras se aplicarán primero al saldo negativo, y el saldo restante quedará como crédito en la cuenta.

### b) Recarga Automática de la Cuenta

Las cuentas Fuego pueden utilizar la función de recarga automática cuando haya una tarjeta de débito o crédito válida asociada. Las recargas se procesarán conforme a los montos y umbrales establecidos para cada cuenta.

El cliente deberá asegurarse de que el método de pago electrónico asociado a su cuenta se mantenga vigente para evitar cargos administrativos u otros cargos adicionales.

### c) Saldo Negativo / Cobranza

Es necesario contar con fondos suficientes en la cuenta Fuego para su correcto funcionamiento. Si la cuenta entra en saldo negativo y no se recarga, el saldo pendiente iniciará el proceso de cobro por correo (Pay by Mail), el cual incluye cargos administrativos y otros cargos adicionales. Para evitar estos cargos, la cuenta debe contar con fondos suficientes en todo momento.

## 5. Comunicaciones con el Cliente

Las comunicaciones relacionadas con su cuenta Fuego se proporcionarán por medios electrónicos. Si alguna ley exige que la CCRMA envíe notificaciones u otros documentos por correo postal o en formato impreso, dicha exigencia se considerará cumplida si la notificación o documentos se entregan en un registro electrónico que pueda ser conservado por usted al momento de su recepción.

Como cliente, usted acepta que dicho registro electrónico puede ser impreso o almacenado en el momento de su recepción.

Usted acepta que este Acuerdo para Recibir Documentos Electrónicamente cumple con todos los requisitos establecidos en el Capítulo 322 del Código de Negocios y Comercio de Texas, en particular la Sección 322.005. Como resultado de su aceptación y consentimiento, la CCRMA proporcionará, enviará o entregará todas las notificaciones y documentos futuros relacionados con su cuenta por medios electrónicos. Le recomendamos imprimir o guardar una copia de estos términos para su referencia futura.

De conformidad con la Ley Federal de Firmas Electrónicas en el Comercio Nacional y Global (E-Sign Act) y con la Ley Uniforme de Transacciones

Electrónicas, usted brinda consentimiento afirmativo para el uso de registros electrónicos con la CCRMA, demuestra que puede acceder y conservar la información en formato electrónico, y acepta los términos de este Acuerdo.

## 6. Estados de Cuenta / Actividad Detallada

Los estados de cuenta mensuales estarán disponibles en línea, y se enviará un resumen por correo electrónico.

Los estados incluirán un resumen de la actividad del mes calendario anterior. Usted podrá descargar e imprimir estados individuales desde el portal en línea. La actividad detallada también se puede consultar en línea.

## 7. Reemplazo de Dispositivos de Cuenta Fuego

Usted puede cancelar una etiqueta Fuego en caso de pérdida, robo, daño, defecto o si ya no se utiliza. Hasta que el dispositivo no sea cancelado formalmente, usted puede seguir siendo responsable de los peajes, cargos y tarifas asociados con su uso.

Usted es responsable de monitorear la actividad de todos los dispositivos Fuego asociados a su cuenta y deberá notificar a la CCRMA sobre cualquier uso no autorizado. Los dispositivos de cuenta no pueden venderse ni transferirse.

## 8. Cierre de Cuenta

Usted puede solicitar el cierre de su cuenta mediante una solicitud por escrito enviada por correo electrónico, postal o entregada en persona al Centro de Atención al Cliente.

La CCRMA también puede cerrar la cuenta si no se mantiene un saldo suficiente conforme a estos términos, si la cuenta permanece inactiva o por cualquier otro motivo determinado por la CCRMA a su entera y absoluta discreción.

En caso de cierre de cuenta por parte de la CCRMA, el cliente reconoce y acepta que dicho cierre no implica la renuncia de la CCRMA a su derecho de recuperar los saldos pendientes asociados con la cuenta.

**2-G      CONSIDERATION AND APPROVAL OF THE AMENDED CAMERON COUNTY  
REGIONAL MOBILITY AUTHORITY'S TOLL BUSINESS RULES.**



**IMPROVING MORE THAN JUST ROADS**

## **M E M O R A N D U M**

**To: Board of Directors**

**From: Pete Sepulveda, Jr., Executive Director**

**Date: April 24, 2025**

**Subj: Item 2G- Consideration and Approval of the Amended Cameron County Regional Mobility Authority's Toll Business Rules.**

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Dear Board Members,

This memorandum is to advise you of proposed amendments to the Cameron County Regional Mobility Authority's (CCRMA) Toll Business Rules for your consideration and approval at the upcoming Board meeting. The proposed amendments concern two specific business rules: BREQ-88 and BREQ-89, both of which pertain to the automatic replenishment structure for prepaid toll accounts. These updates aim to align CCRMA's processes with the replenishment system currently utilized by the Harris County Toll Road Authority (HCTRA).

### Summary of Amendments

#### BREQ-88 – Commercial Accounts

The default automatic replenishment amount for prepaid Commercial Accounts will now be determined based on the number of active vehicles on the account. The tiered replenishment structure is as follows:

1-2 Vehicles → \$10

3-4 Vehicles → \$40

5-6 Vehicles → \$60

7-8 Vehicles → \$80

...and so on, increasing accordingly based on vehicle count





## IMPROVING MORE THAN JUST ROADS

### BREQ-89 – Individual Accounts

Similarly, the default automatic replenishment amount for prepaid Individual Accounts will be structured as follows:

1-2 Vehicles → \$10

3-4 Vehicles → \$40

5-6 Vehicles → \$60

7-8 Vehicles → \$80

...and so on, increasing accordingly based on vehicle count

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





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## Revision History

Date	Version	Author(s)	Description of Modification(s)
December 2018	0.1	Fagan Consulting	Initial Draft The CCRMA
July 17, 2019	0.2	CCRMA	Updates by CCRMA
May 11, 2020	0.3	TollPlus	Updates by TollPlus
September 2021	0.4	Fagan Consulting	Updates by Fagan Consulting
December 16, 2021	0.5	CCRMA	Updates by CCRMA
January 26, 2022	0.6	CCRMA	Updates by CCRMA
March 11, 2022	0.7	CCRMA	Updates by CCRMA
<b>January 2019</b>	1.0	Fagan Consulting	Updated
<b>July 16, 2019</b>	2.0	Fagan Consulting	Updating BR to match new Back Office System
<b>May 11, 2020</b>	3.0	Fagan Consulting	Updating 2.0 changes BR(TP-001 to TP-047)
<b>August 23, 2021</b>	4.0	Fagan Consulting	Update to 3.0 changes
<b>September 2, 2021</b>	4.1	Fagan Consulting	Made Appendix updates
<b>Board Approved December 16, 2021</b>	5.0	CCRMA	Updated BREQ-148
<b>January 26, 2022 Board Approved 03.17.22</b>	6.0	CCRMA	Updated BREQ-62, 76,77,89,100
<b>March 11, 2022 Board Approved 03.17.22</b>	7.0	CCRMA	Updated BR-53,74,103,289,293,296,297 Removed BR-102 & 134
<b>October 16, 2023 Board Approved 10.26.23</b>	8.0	CCRMA	Updated BREQ- 55,56,58
<b>May 13, 2024</b>	9.0	Fagan Consulting	Updated to align with HCTRA BOS transition
<b>May 23, 2024</b>	9.1	Fagan Consulting	Removing Pharr Bridge (PRIB) references
<b>February 12, 2025</b>	9.2	Fagan Consulting	Adding Third Party Collections business rules

## Document References

Document	Location
CCRMA Business Rules_091823 (with comments)	<a href="#">TBD</a>

## Glossary

Term / Acronym	Description
Acknowledgement File	A file sent in response to a received file indicating a successful or unsuccessful file transfer based on verification of a file's characteristics such as file size, record count, and checksum value.
AVI	Automatic Vehicle Identification
AVI Antenna	Sensor placed at the lane that reads the Coastal Parks tags / transponders
Bridge IOP Interface	The technical and procedural implementation of the Cameron County Regional Mobility Authority and Coastal Parks Interlocal agreement
Bridge Authority Provider	An Authority that operates and maintains a customer service center that issues AVI transponders for electronic payment of AVI transactions.
Canopy Light	Red/Green light to indicate if a lane is open or closed
CCRMA	Cameron County Regional Mobility Authority
CCRMA BOS	Cameron County Regional Mobility Authority Back Office System, which handles processing for all SH 550 Pay-by-Mail transactions and account management for County International Bridges and Coastal Parks
CCRMA IPS	Cameron County Regional Mobility Authority Image Processing System, which handles State Highway 550 transactions
CCRMA TFH	CCRMA Toll Facility Host
CCRMA TCS	CCRMA Toll Collection System
Electronic Toll Collection	Method of cashless toll collection typically comprised of four subsystems: automatic vehicle classification (AVC), violation enforcement system (VES), automatic vehicle identification (AVI), and transaction processing, which includes a back office and customer service center. Mobile Pass uses an RFID card or key FOB.
Gate	Allows vehicle to exit toll lanes.
Home Authority (HA)	An Authority that issues transponders to patrons, owns and manages accounts associated with those transponders, and posts transactions to those accounts.
Interface Control Document	Describes the relationship between two components of a system in terms of data items and messages passed, protocols observed, and timing and sequence of events.
Interlocal Agreement	A collaborative contract between agencies with the goal of providing more efficient, less costly public services
Island Traffic Signal	Signal light to indicate when a vehicle can exit a lane
Lane Controller	Computer in the toll lane that monitors all the lane's equipment and activities
Laser Curtain	Sensor that detects when a vehicle has passed by and identifies the end of a transaction

Term / Acronym	Description
Manual Lane Terminal (MLT)	Interactive touch screen used in the toll booth to record and process transactions
OCR	Optical Character Recognition
Pay-by-Mail	Process by which customers traveling on CCRMA owned and operated toll roads receive a Toll Bill, and subsequent Notices of Toll Violations if payment is not made in full, based on their vehicle license plate and registered owner information.
Patron Fare Display	Indicates toll amount due, plus any information the customer needs to know about their account; i.e. low balance
Toll Facility Host (TFH)	Facility management and administration system that processes transactions, and images if applicable, captured in the lane system.
Receipt Printer	Allows receipts to be printed
State Highway 550 (SH 550)	State Highway 550 (SH 550) is a limited access all electronic toll route around the northern and eastern edges of Brownsville, Texas, partly replacing and expanding FM 511 providing a new entry point for truck traffic to the Port of Brownsville as well as connecting I-69E and US 77/US 83 southeastward to FM 3248.
Tag Validation List (TVL)	A comprehensive list of transponders issued by each interoperable Authority (full).
Tag Validation List (TVL) Update	A list of Tag Validation List (TVL) changes since the last TVL Update or TVL (incremental).
Visited Authority	Any authority that is not the customer's Home Authority. The Visited Authority shall submit the transaction to the customer's Home Authority for posting.

## 1 INTRODUCTION AND OVERVIEW

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

### 1.1 PURPOSE

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

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

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

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

### 2.1 OPERATIONAL RULES

Table 1: CCRMA Operational Rules

ID	Rule
BREQ-1	<p>The standard hours of operation for toll collection at the SH-550 are <b>[00:00]</b> to <b>[23:59]</b>, <b>[Sunday through Saturday]</b> (inclusive).</p> <p>Customer Service Center standard hours of operation for toll collection and customer payments are Monday through Friday, <b>8:00am-5:00pm</b>.</p>
BREQ-2	There shall be at least one Maintenance Technician on call for emergency technical incidents occurring after normal work hours.

ID	Rule
BREQ-3	General customer service inquiries and account related questions related to the use of the partner agency facility (bridge, parks) shall be directed to the CCRMA partner agency Customer Service Center (CSC).
BREQ-4	General customer service inquiries and account related questions (registration, management, etc.) related to the use of CCRMA Toll Road facilities shall be directed to the CCRMA TPS Customer Service Center (CSC).

## 2.2 CCRMA TOLL RATES AND VEHICLE CLASSIFICATION BUSINESS RULES

Table 2: Operational Rules

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

Table 3: Operational Rules – SH550 Specific

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

Table 4: Operational Rules – Bridges

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

## 2.3 IN-LANE

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

Table 5: In-Lane Business Rules

ID	Rule
BREQ-24	Tolling will be in effect 24 hours a day, seven days a week.
BREQ-25	All vehicles passing a gantry (detection point) in the lane shall be detected.
BREQ-26	A minimum of [1] frontal image(s) are captured and saved when a vehicle is detected.
BREQ-27	A minimum of [1] rear image(s) are captured and saved when a vehicle is detected.
BREQ-28	The default vehicle classification shall be the AVC classification.



ID	Rule
BREQ-29	If AVC is degraded, the vehicle classification shall be the transponder class (if present), else Class 2.
BREQ-30	Vehicles with a properly mounted CCRMA (Fuego Tag) or CUSIOP transponder with a valid Tag Validation List (TVL) status may have their home account charged for usage of CCRMA toll road facilities.
BREQ-31	If multiple transponders are read in the lane for 1 vehicle, and 1 transponder has a valid status, the valid transponder is picked as the transponder for billing and assigned to the transaction. Other transponders may be recorded but not processed as the billing transponder.
BREQ-32	<p>If multiple transponders are read in the lane for a single vehicle, and more than one transponder has a valid status per the most recent TVL, a single transponder is assigned to the transaction for billing based on the following hierarchy:</p> <ol style="list-style-type: none"> <li>1. Valid CCRMA (Fuego Tag) transponders</li> <li>2. Valid CUSIOP transponders</li> </ol> <p>CCRMA transactions not eligible for processing by a valid transponder are eligible for further processing by license plate.</p>
BREQ-33	<p>CCRMA shall process transactions with no valid transponder utilizing the imaged based tolling process based on the following hierarchy:</p> <ul style="list-style-type: none"> <li>- Exempt Vehicles</li> <li>- CCRMA accounts</li> <li>- CUSIOP accounts</li> <li>- CCRMA Pay-by-Mail accounts (if no plate match to any of the above)</li> </ul>
BREQ-34	No transaction will be sent to the BOS when the lane is closed.
BREQ-35	Tag reads that cannot be associated with a vehicle are recorded but not processed as a transaction.
BREQ-36	All vehicles using a CCRMA toll road facility, which does not qualify to be toll exempt shall be charged a toll.
BREQ-37	Vehicles that use a CCRMA Toll Facility without a transponder or license plate associated to a CCRMA or CUSIOP account are subject to Pay-by-Mail processing.

## 2.4 HOST TRANSACTION PROCESSING

Table 6: Host Transaction Processing Business Rules

ID	Rule
BREQ-38	<p>Exemption from Toll Payment Policy:</p> <ul style="list-style-type: none"> <li>In accordance with CCRMA policies, CCRMA shall allow exemptions for emergency and military vehicles, public transit vehicles, eligible disabled veterans, in accordance with CCRMA Toll Collection Operations Policy found in the following document: <a href="https://ccrma.org/wp-content/uploads/2018/07/CCRMA-Toll-Collection-Operations-Policies-Revised-9-8-16.pdf">https://ccrma.org/wp-content/uploads/2018/07/CCRMA-Toll-Collection-Operations-Policies-Revised-9-8-16.pdf</a>.</li> </ul>
BREQ-39	Valid transponder transactions must have a rejected disposition from the home agency before being sent to image review.
BREQ-40	The TFH should wait <b>[48 hours]</b> for a disposition from the CUSIOP before alerting CCRMA of a potential problem.
BREQ-41	The TFH should wait <b>[15 days]</b> for a disposition from the CCRMA Image Processing System (IPS) before alerting CCRMA of a potential problem.
BREQ-42	The TFH shall store images in accordance with CCRMA's data retention policy.
BREQ-43	The TFH shall support an exempt vehicle list maintained within the TFH so that vehicles, in accordance with the CCRMA's toll exempt policies.
BREQ-44	Transactions must be sent to the CCRMA BOS within <b>[15 days]</b> for processing.

## 2.5 OTHER PROJECT INTEROPERABILITY TRANSACTION PROCESSING

Table 7: Interoperability Transaction Processing Business Rules

ID	Rule
BREQ-45	Bridges Payment Handling: Registered customers payments are collected at bridges should be sent to BOS system. Separate ICD to be provided for them.
BREQ-46	Ability to provide the pass details to the parks host system and do the balance inquiry real time.
BREQ-47	Ability to share the bulk and differential TVL files for parks and bridges lane system based on the customer balance.

ID	Rule
BREQ-48	Ability to receive Daily Pass transactions from the Park lane system and post them to the respective customers.
BREQ-49	Ability to receive Tags/Mobile Pass transactions from the Bridges and post them to the respective customers.

## 2.6 CCRMA IMAGE PROCESSING BUSINESS RULES

Table 8: Image Processing Business Rules

ID	Rule
BREQ-50	The first image review within the IPS shall be by Optical Character Recognition (OCR) software.
BREQ-51	<b>[&gt;60%]</b> OCR confidence value required to bypass manual image review.
BREQ-52	<b>[30% to 60%]</b> OCR confidence value required for one manual review.
BREQ-53	A second manual review will be required if the first human review and OCR plate value are not the same.
BREQ-54	<b>[&lt;30%]</b> OCR confidence value required for a double-blind manual review.
BREQ-55	A third manual review will be required if the first and second double-blind manual review plate values are not the same.
BREQ-56	All images entering the manual Image Review process may be reviewed and validated by a human reviewer, unless constraints mandate a code off (e.g., image too long in image review, maximum number of reviews reached).
BREQ-57	Maximum number of time an image requires a manual review, before Code Off: <b>[4]</b>
BREQ-58	Maximum number of days an image should be in the IPS, before code off: <b>[20]</b> (Operational requirement)
BREQ-59	The manual image review process may require a double-blind human review.
BREQ-60	Minimum number of times an image may be manually reviewed, before Code Off: <b>[3]</b>
BREQ-61	Number of times an image review must match to OCR results and/or a previous human review, before the review is accepted: <b>[1]</b>
BREQ-62	At any time prior to code off a user with proper IPS permissions (e.g., supervisor) may override previous image review(s) and the review will be accepted.
BREQ-63	A human reviewer may flag an image for review by a user with specific permissions (e.g., supervisor).
BREQ-64	For any image that is not readable, the human reviewer may reject an image with an appropriate Code Off reason. Code Off reasons represent a terminal state.
BREQ-65	The IPS will not be able to automatically “code off” any transaction.

ID	Rule
BREQ-66	After Image Review, rejected images (a.k.a. “code offs”) shall not be pursued further.
BREQ-67	Equipment Image “Code Off” reasons allowed during human image review: <ul style="list-style-type: none"> <li>- Camera Issue</li> <li>- Image Quality</li> </ul>
BREQ-68	Vehicle Image “Code Off” reasons allowed during human image review: <ul style="list-style-type: none"> <li>- Exempt Vehicle</li> <li>- Temp Plate</li> <li>- Unreadable plate</li> <li>- Out of Country</li> </ul>

## 2.7 CCRMA ACCOUNT (FUEGO TAG)

Table 9: CCRMA Account Business Rules

ID	Rule
BREQ-69	Accounts are categorized as one of the following types: <ul style="list-style-type: none"> <li>• Commercial</li> <li>• Individual</li> </ul>
BREQ-70	Valid accounts are eligible for use of the following account electronic toll collection modes, when referred to collectively in this document shall be “ <u>ETC Modes</u> ” <ul style="list-style-type: none"> <li>• CCRMA Transponder/Tag (6C/Headlamp/Specialty)</li> <li>• CCRMA Mobile Pass (RFID Card/FOB)</li> <li>• Passes (Daily/Monthly/Annual) (Regular/Veteran/Disabled Veteran)</li> </ul> <p>Note: Passes can only be associated with 6C tags</p>
BREQ-71	Valid accounts shall have the option to be assigned one of the following attributes: <ul style="list-style-type: none"> <li>• Personal account</li> <li>• Corporate account</li> <li>• CCRMA Non-Revenue account</li> </ul>
BREQ-72	Individual Accounts may have an unlimited number of vehicles for each account. Commercial accounts may have an unlimited number of vehicles for each account.
BREQ-73	Accounts are active and assigned an account number when the following required information is entered: <ul style="list-style-type: none"> <li>• Business Name (If commercial)</li> <li>• Individual Name (If Individual)</li> </ul>

ID	Rule
	<ul style="list-style-type: none"> <li>• Business/Individual Address</li> <li>• Business/Individual Phone number</li> <li>• Primary email address</li> <li>• Minimum Deposit (with the exception of Zero Balance Accounts)</li> <li>• <i>Vehicle, Transponder, and/or Mobile Pass added (operational only and may not apply for a zero balance account).</i></li> </ul>
BREQ-74	Commercial and Individual CCRMA Accounts shall require a configurable prepaid deposit. Deposit may be overridden for Zero Balance accounts.
BREQ-75	<p>Commercial account initial deposit shall be based on the number of active vehicles. The initial deposit amount tiered structure is:</p> <p><b>[1-2 Vehicles -&gt; \$10</b>  <b>3-4 Vehicles -&gt; 40</b>  <b>5-6 Vehicles -&gt; 60</b>  <b>7-8 Vehicles -&gt; 80]</b></p> <p>And so on...</p>
BREQ-76	<p>Individual account initial deposit shall be based on the number of active vehicles. The initial deposit amount tiered structure is:</p> <p><b>[1-2 Vehicles -&gt; \$10</b>  <b>3-4 Vehicles -&gt; 40</b>  <b>5-6 Vehicles -&gt; 60</b>  <b>7-8 Vehicles -&gt; 80]</b></p> <p>And so on...</p>
BREQ-77	<p>CCRMA Accounts shall have the following balance thresholds:</p> <ul style="list-style-type: none"> <li>• Low Balance - Low balance serves as the notification trigger for customers as well as the auto replenishment trigger for the account.</li> <li>• Minimum Balance - Minimum balance serves as the notification trigger for customers as well as the threshold in which the account becomes invalid for transaction processing.</li> </ul>
BREQ-78	An authorized CSR may manually adjust the required initial deposit for CCRMA accounts.
BREQ-79	Default low balance threshold for a prepaid Commercial Account shall be based on the number of active vehicles.

ID	Rule
	<p>The replenishment amount tiered structure is:</p> <p>[1-2 Vehicles -&gt; \$10</p> <p>3-4 Vehicles -&gt; 40</p> <p>5-6 Vehicles -&gt; 60</p> <p>7-8 Vehicles -&gt; 80]</p> <p>And so on...</p>
BREQ-80	<p>Default low balance threshold for a prepaid Individual Account shall be based on the number of active vehicles.</p> <p>The replenishment amount tiered structure is:</p> <p>[1-2 Vehicles -&gt; \$10</p> <p>3-4 Vehicles -&gt; 40</p> <p>5-6 Vehicles -&gt; 60</p> <p>7-8 Vehicles -&gt; 80]</p> <p>And so on...</p>
BREQ-81	The default minimum balance for a Commercial Account is <b>[\$0.00]</b> .
BREQ-82	The default minimum balance for an Individual Account is <b>[\$0.00]</b> .
BREQ-83	The low balance threshold may be set to any amount greater than the minimum balance limit.
BREQ-84	If the replenishment method for customer is cash the customer will receive <b>[1]</b> email every <b>[3]</b> days when the low balance threshold is reached.
BREQ-85	If the replenishment method for customer is card, the BOS shall attempt an account replenishment when the low balance threshold is reached. Customer will receive email notification with auto replenishment success or failure.
BREQ-86	The customer will receive an email alert and or a text message when the minimum balance threshold is reached and account <u>ETC Modes</u> shall become invalid for non-home agencies.
BREQ-87	Every account needs to have at least <b>[1]</b> plate per vehicle. No new account can be created with no plate information or payment information.
BREQ-88	<p>The default automatic replenishment amount is based on the number of active vehicles for a prepaid Commercial Account</p> <p>The replenishment tiered structure is:</p>



ID	Rule
	<p><b>[1-2 Vehicles -&gt; \$10</b></p> <p><b>3-4 Vehicles -&gt; 40</b></p> <p><b>5-6 Vehicles -&gt; 60</b></p> <p><b>7-8 Vehicles -&gt; 80]</b></p> <p>And so on...</p>
BREQ-89	<p>The default automatic replenishment amount is based on the number of active vehicles for a prepaid Individual Account</p> <p>The replenishment tiered structure is:</p> <p><b>[1-2 Vehicles -&gt; \$10</b></p> <p><b>3-4 Vehicles -&gt; 40</b></p> <p><b>5-6 Vehicles -&gt; 60</b></p> <p><b>7-8 Vehicles -&gt; 80]</b></p> <p>And so on...</p>
BREQ-90	An authorized CSR may manually adjust the replenishment amount for any account type.
BREQ-91	Accounts with a valid credit card are eligible for auto replenishment.
BREQ-92	Transponder fees are waived for customers with auto replenishment until the <b>[8<sup>th</sup>]</b> transponder. A transponder fee of <b>[\$2]</b> per transponder from the <b>[9<sup>th</sup>]</b> transponder on.
BREQ-93	Transponder fees are waived for cash customers until the <b>[8<sup>th</sup>]</b> transponder. A transponder fee of <b>[\$2]</b> per transponder from the <b>[9<sup>th</sup>]</b> transponder on.
BREQ-94	Transponders shall be required for individual account vehicles.
BREQ-95	Transponders shall be optional for commercial account vehicles.
BREQ-96	A transponder fee of <b>[\$0]</b> is charged for lost or replacement transponders.
BREQ-97	A mobile pass fee of <b>[\$xx]</b> is charged for every newly issued and replacement Mobile Pass.
BREQ-98	A CSR may waive the fee(s) for newly issued and replacement Transponder/Mobile Pass.
BREQ-99	<u>ETC Modes</u> are considered in “low balance” status if the account balance is less than the low balance threshold <u>and</u> greater than the minimum balance limit.
BREQ-100	<p>Accepted payment methods for manual account replenishment payments are the following:</p> <ul style="list-style-type: none"> <li>• Cash</li> <li>• Check</li> <li>• Credit Card</li> </ul>

ID	Rule
	<ul style="list-style-type: none"> <li>• Money Order</li> <li>• Debit Card</li> <li>• ACH Payment</li> <li>• Cashier Check</li> </ul>
BREQ-101	<p>Accepted forms of credit card are the following:</p> <ul style="list-style-type: none"> <li>• American Express</li> <li>• Discover</li> <li>• MasterCard</li> <li>• Visa</li> </ul>
BREQ-102	Apply a credit card processing fee of <b>[0%]</b> for credit card transactions.
BREQ-103	An authorized CSR may apply a Non-sufficient funds (NSF) fee of <b>[\$30]</b> for returned checks.
BREQ-104	Customers shall receive a confirmation alert via email for all failed and successful automatic replenishment attempts.
BREQ-105	Each contact username shall default to the user email address with the ability to modify.
BREQ-106	All accounts shall support US, Mexico, or Canada as the Country for each address type.
BREQ-107	All CCRMA accounts shall support a primary and secondary email address.
BREQ-108	Only Primary email address shall receive account communications.
BREQ-109	All accounts require a minimum of one valid email address.
BREQ-110	Notifications will be generated based on the Account Notification Preferences set up by the customer.
BREQ-111	CCRMA accounts shall have option to opt in for text message alerts. Text message alerts shall default to Mobile Phone when customer opts in to receive alerts.
BREQ-112	<p>All accounts shall support the following Phone number types:</p> <ul style="list-style-type: none"> <li>• Mobile Phone</li> <li>• Work Phone (including extension)</li> </ul>
BREQ-113	Each account shall have the ability to subscribe to specific correspondence / newsletters.

ID	Rule
BREQ-114	<p>Account Preferences for customer related emails and mailed correspondence</p> <ul style="list-style-type: none"> <li>Language preference can be English/Spanish</li> </ul>
BREQ-115	<p>All CCRMA accounts shall have one of the following Account statuses:</p> <ul style="list-style-type: none"> <li>Active (Account is open and accepting transactions to post.)</li> <li>Closed (Account is in a closed status after being sent to collection or at customer request and pending closed wait period has elapsed.)</li> <li>Negative Balance (Account status shall trigger Payment Modes to invalid and shall not be allowed for payment at partnering agencies. CCRMA transactions shall be allowed to post for <b>[90]</b> days in this status.</li> <li>Pending Closed (A Transit status between Active and Closed. It triggers payment modes to become invalid. For <b>[10]</b> days it will allow older or pending transactions to post to account)</li> <li>Inactive (A status in which the account has not been active for <b>[365]</b> days with no transactions posting. Account shall remain in Inactive status for a period of <b>[365]</b> days before moving to pending closed status or refund request status)</li> <li>Refund Request (Status given when the account is being Closed with a balance &gt; \$<b>[0]</b>.)</li> <li>Collection Pending (Status when the account balance has been negative for <b>[120]</b> or more days and is awaiting being sent to collections. License plates, transponders, and passes are end dated on the account and no other transactions shall post to the account.)</li> <li>Collection (Status when the account has been sent to collection and awaiting collection acceptance.)</li> </ul>
BREQ-116	<p>Any CCRMA account in Negative Balance status for a period of <b>[120]</b> days shall move to a Collection Pending status, but the vehicle and/or transponders will continue to be active on the account.</p> <p>Account will move to the Pay-by-Mail process prior to being sent to Collections.</p>

ID	Rule
BREQ-117	A CCRMA account in Inactive status is eligible for posting new transactions and automatically returns to Active status when a financial transaction occurs.
BREQ-118	A CCRMA account in Negative Balance status is eligible for posting of additional tolls from CCRMA owned toll facilities.
BREQ-119	Any account in Pending Closed Status for a period of <b>[7 days]</b> is updated to Closed status automatically by the BOS. If the account balance > \$0.00 the account shall enter Refund Request Status.
BREQ-120	Any account with a negative balance may not be updated to Inactive.
BREQ-121	<p>Tolls are able to post to CCRMA Transponder Accounts with the following statuses:</p> <ul style="list-style-type: none"> <li>• Active</li> <li>• Inactive</li> <li>• Pending Closed</li> <li>• Low Balance</li> <li>• Negative Balance (only CCRMA toll facilities and others designated by CCRMA see BREQ-138)</li> </ul>
BREQ-122	CCRMA Transponder accounts with Closed status may be reopened or made Active.
BREQ-123	CCRMA Transponder accounts with Inactive and Refund Request statuses may be made Active.
BREQ-124	<p>All CCRMA Accounts shall support the following vehicle information:</p> <ul style="list-style-type: none"> <li>• License plate number (required)</li> <li>• License plate country (required) <ul style="list-style-type: none"> <li>○ US, Canada, Mexico</li> </ul> </li> <li>• License plate state (required)</li> <li>• Numero Economico (optional)</li> <li>• Vehicle year (optional)</li> <li>• Vehicle make (optional)</li> <li>• Vehicle model (optional)</li> <li>• Start effective date / time (HH:MM) (optional)</li> <li>• End effective date / time (HH:MM) (optional)</li> </ul>

ID	Rule
	NOTE: If no date entered, then the system applies the current date for the start date and end date is set based upon the Maximum Vehicle End Effective Date (system configurable value).
BREQ-125	Multiple transponders may be associated with a single CCRMA account, but each transponder may only be associated with a single vehicle.
BREQ-126	Transponder to License Plate relationship is one-to-one.
BREQ-127	Multiple Mobile Passes may be associated with a single CCRMA account. A mobile pass does not require a relationship to a License Plate.
BREQ-128	Vehicles on PBM accounts with an outstanding balance shall be required to pay the balance prior to creating a new Account.
BREQ-129	<p>Provision for fulfillment of transponders: Transponders will be manually assigned by the CSR from the fulfillment queue for shipping. Transponder will be attached to the account and batched up for shipping to customer.</p> <p>System should not send any physical mail if the address is non-domestic (Ex: Mexico). Pick-up option to be available by the customers in such cases from the central customer service center (Main office).</p>
BREQ-130	System to display MX and CN in the state field respectively for MEXICO and CANADA while managing vehicles and addresses.
BREQ-131	An Account should be treated as a Negative Balance account when the account balance is less than zero.
BREQ-132	<p>Park users will have the below passes: Daily Pass: Buying this pass allows the customer to travel any number of times for the day. This pass can be bought directly at the lane system.</p> <p>30-Day Pass: Ability to assign 30 days pass for the customer and generate a pass receipt.</p> <p>Annual pass: Ability to assign Annual pass for the customer and generate a pass receipt.</p> <p>RV Pass: RV passes have a flexible date range, and zero toll amount is collected when a vehicle with the pass crosses the toll plaza but the Pass receipt should be generated.</p> <p>30-Day and Annual Pass should be available for regular and veteran/disabled veteran. Veteran/disabled veteran receive passes with a [50%] off discount.</p> <p>Note: When opening a new prepaid account, existing park passes are added to the account without being charged.</p>
BREQ-133	The system allows the approved user to modify/edit license plates of existing vehicles with assigned tags

ID	Rule																																
BREQ-134	<p>Notifications shall be sent to the customer immediately, then again after <b>[30 days]</b>, when the following occurs:</p> <ul style="list-style-type: none"><li>- when account balance reaches the low balance threshold</li><li>- when account balance falls below the defined minimum balance</li></ul> <p>Accounts that do not update payment information or do not submit payment will be handled as Pay-by-Mail accounts and follow escalation rules accordingly.</p>																																
BREQ-135	<p>The system shall send customer details to the collection agency if the customer has at least one unpaid trip. Collection fee shall be applied to the account when moving from collection pending to collections stage.</p> <p>A final statement shall be generated and communicated to the customer from the Collections team.</p>																																
BREQ-136	<p>Ability to generate monthly statement and mail to the customer including all home agency trip amounts, bridges toll amounts, parks toll amounts, payments/credits, Other charges, previous balance and new balance in the duration.</p>																																
BREQ-137	<p>BOS shall allow transponders to have one of the following statuses:</p> <table><tr><th>BOS Transponder Status</th><th>Bulk Transponder TVL Status <sup>1,2</sup></th><th>Differential Transponder TVL status</th><th>Prepaid Balance (at time of TVL generation)</th></tr><tr><td>Valid</td><td>“V”</td><td>“V”</td><td>Greater than Low balance threshold</td></tr><tr><td>Lost</td><td>omitted</td><td>“I”</td><td>Any</td></tr><tr><td>Stolen</td><td>omitted</td><td>“I”</td><td>Any</td></tr><tr><td>Damaged / Defective</td><td>omitted</td><td>“I”</td><td>Any</td></tr><tr><td>Low Balance</td><td>“Z”</td><td>“Z”</td><td>Less than Low balance threshold, greater than negative balance limit</td></tr><tr><td>Zero/Negative balance</td><td>“Z”</td><td>“Z”</td><td>Less than or equal to negative balance limit</td></tr><tr><td>Inactive</td><td>omitted</td><td>“V”</td><td>Any</td></tr></table>	BOS Transponder Status	Bulk Transponder TVL Status <sup>1,2</sup>	Differential Transponder TVL status	Prepaid Balance (at time of TVL generation)	Valid	“V”	“V”	Greater than Low balance threshold	Lost	omitted	“I”	Any	Stolen	omitted	“I”	Any	Damaged / Defective	omitted	“I”	Any	Low Balance	“Z”	“Z”	Less than Low balance threshold, greater than negative balance limit	Zero/Negative balance	“Z”	“Z”	Less than or equal to negative balance limit	Inactive	omitted	“V”	Any
BOS Transponder Status	Bulk Transponder TVL Status <sup>1,2</sup>	Differential Transponder TVL status	Prepaid Balance (at time of TVL generation)																														
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Zero/Negative balance	“Z”	“Z”	Less than or equal to negative balance limit																														
Inactive	omitted	“V”	Any																														

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

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

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

(I) Invalid: only used for Differential TVL



## 2.8 PAY-BY-MAIL

Table 10: Pay-by-Mail Business Rules

ID	Rule
BREQ-138	Transactions with unknown record types shall be rejected by the Pay-by-Mail process.
BREQ-139	Transactions with an authority code that does not match the file's header record shall be rejected by the Toll Bill process.
BREQ-140	Duplicate transactions shall be rejected by the Toll Bill process.
BREQ-141	Vehicles that use a facility without a valid transponder may be subject to Toll Bill toll rates and Pay-by-Mail processing.
BREQ-142	All transactions containing License Plates will be accepted in the Toll Bill process.
BREQ-143	Transactions greater than <b>[365 days]</b> shall be rejected in the Toll Bill process.
BREQ-144	\$0 Transactions shall not be processed to a Toll Bill.
BREQ-145	A "First-Time User" is a user that has not previously incurred tolls on CCRMA operated toll facilities.
BREQ-146	Attempts are made to find a match against the Texas Department of Motor Vehicles (DMV) database <b>[1]</b> once per day.
BREQ-147	There is no maximum number of attempts to find a match against the Texas DMV database.
BREQ-148	In-State transactions where an owner cannot be located within or equal to <b>[365]</b> days from the transaction date shall not be pursued.
BREQ-149	<p>Use the Renewal Recipient Address as the primary mailing address when provided. If no Renewal Recipient Address is present, then base the mailing address on the following conditions.</p> <ul style="list-style-type: none"> <li>• Owner Name &amp; Renewal Name &amp; Address are the SAME: USE Owner Name &amp; Address</li> <li>• Owner Name &amp; Renewal Name SAME &amp; Renewal Address DIFFERENT: USE Owner Name &amp; Renewal Address</li> <li>• Owner Name &amp; Renewal Name DIFFERENT &amp; Renewal Address is the SAME: USE Owner Name &amp; Address</li> <li>• Owner Name &amp; Renewal Name DIFFERENT &amp; Address is DIFFERENT: USE Renewal Name &amp; Address</li> <li>• Owner Name &amp; NO Renewal Name &amp; Renewal Address is DIFFERENT: USE Owner Name &amp; Renewal Address</li> </ul>
BREQ-150	Video Transactions shall be compared against the Exempt Vehicle database and not processed onto a Toll Bill if there is a match.
BREQ-151	Overpayments are applied to a registered account balance, but refunded on violator accounts and disputes requiring refunds may only be initiated until <b>[90]</b> days after payment.

ID	Rule
BREQ-152	<p>Allowable payment methods:</p> <ul style="list-style-type: none"> <li>- Cash</li> <li>- Check</li> <li>- Money Order</li> <li>- Cashier's Check</li> <li>- ACH</li> <li>- Swipe</li> <li>- American Express</li> <li>- Discover</li> <li>- MasterCard</li> <li>- Visa</li> </ul>
BREQ-153	NSF fee of <b>[\$30]</b> is applied to the customer account for insufficient funds.
BREQ-154	Allow the CSR user to adjust the trip amount to the AVI amount.
BREQ-155	Allow the CSR user to link PBM trips to the Registered account.
BREQ-156	System allows the CSR user to view multiple address responses from the OOSP DMV to aid in identifying the correct owner.
BREQ-157	System shall include a credit card processing fee of <b>[0%]</b> for all credit card transactions.

## 2.8.1 TOLL BILL PROCESSING

Table 11: Toll Bill Processing Business Rules

ID	Rule
BREQ-158	A Toll Bill will be issued for transactions where the vehicle is identified by license plate or transponder and a valid account does not exist to which the toll may be posted.
BREQ-159	Total amount of toll transactions required for a Toll Bill to be issued for the billing cycle is <b>[1 or greater]</b> .
BREQ-160	Minimum number of Tolls required to produce a Toll Bill is <b>[1]</b> .
BREQ-161	Maximum number of Tolls on a single Toll Bill is <b>[1000]</b> .
BREQ-162	Maximum number of license plates invoiced on one Toll Bill is <b>[1]</b> .
BREQ-163	If the minimum number of transactions required to produce a Toll Bill has been met, then for a given license plate, a Toll Bill shall be generated every 30 days from the date of the last Toll Bill for that license plate, or as soon after 30 days that the minimum number of transactions has been met.
BREQ-164	Toll Bill Processing Fee (for each Toll Bill generated) is <b>[\$1.00]</b> .
BREQ-165	The “Due Date” (Balance Due Date) will be printed on the Toll Bill.
BREQ-166	Value for the “Due Date” calculated by a number of days from the creation date of the Toll Bill is <b>[33]</b> days.
BREQ-167	“Grace Period” value for the Toll Bill, which is a number of days within which payment may be received after the “Due Date” before any further actions are taken or penalties applied is <b>[5]</b> days.
BREQ-168	An option shall be provided online for customer to opt in for emailed notices. The option to opt in shall be provided at the time of logging into the website to pay for a toll bill. If the customer opts in, the email address shall be stored, and future toll bills shall be emailed versus mailed.
BREQ-169	An option shall be provided online to the customer to opt in for text message notifications for when a toll bill is available for payment. The option to opt in and store a mobile number shall be provided at the time of logging into the website to pay for a toll bill.

## 2.8.2 NOTICE OF TOLL VIOLATION PROCESSING

Table 12: Notice of Toll Violation Business Rules

ID	Rule
BREQ-170	The Next Step in the processing (after Toll Bill), if full payment is not received, is the Notice of Toll Violation.
BREQ-171	If a Toll Bill is not paid in full and reaches the next step in processing, any unpaid Tolls and / or Fees shall be listed on the Notice of Toll Violation.
BREQ-172	Maximum number of toll transactions on a single Notice of Toll Violation is <b>[1000]</b> .
BREQ-173	Maximum number of license plates invoiced on one Notice of Toll Violation is <b>[1]</b> .
BREQ-174	The Notice of Toll Violation will contain the most legible image of the vehicle license plate, but may contain multiple transactions.
BREQ-175	<p>Notice of Toll Violation Processing Fee (an administrative fee for each Notice of Toll Violation generated) is <b>[\$15.00]</b>.</p> <p>In the case that the Toll Bill is returned undeliverable using the DMV mailing address, mail will be escalated to first Notice of Toll Violation without Violation Processing fee applied and resent to a new address.</p>
BREQ-176	The “Due Date” (Balance Due Date) will be printed on the Notice of Toll Violation.
BREQ-177	Value for the “Due Date” calculated by a number of days from the creation date of the Notice of Toll Violation is <b>[33]</b> days.
BREQ-178	“Grace Period” value for the Notice of Toll Violation, which is a number of days within which payment may be received after the “Due Date” before any further actions are taken or penalties applied is <b>[5]</b> days.
BREQ-179	An option shall be provided online for customer to opt in for emailed notices. The option to opt in shall be provided at the time of logging into the website to pay for notice. If the customer opts in, the email address shall be stored, and future notices shall be emailed versus mailed.
BREQ-180	An option shall be provided online to the customer to opt in for text message notification for when a notice is available for payment. The option to opt in and store a mobile number shall be provided at the time of logging into the website to pay for a notice.

## 2.8.3 SECOND NOTICE OF TOLL VIOLATION PROCESSING

Table 13: Second Notice of Toll Violation Business Rules

ID	Rule
BREQ-181	The Next Step in the processing (after Notice of Toll Violation), if full payment is not received, is the Second Notice of Toll Violation.
BREQ-182	If a Notice of Toll Violation is not paid in full and reaches the next step in processing, any amount not paid in full, and the associated unpaid transactions shall be listed on the next notice iteration in the process.
BREQ-183	Maximum number of toll transactions on a single Second Notice of Toll Violation is <b>[1000]</b> .

ID	Rule
BREQ-184	Maximum number of license plates invoiced on one Second Notice of Toll Violation is <b>[1]</b> .
BREQ-185	The Second Notice of Toll Violation will contain the most legible image of the vehicle license plate, but may contain multiple transactions.
BREQ-186	The Second Notice of Toll Violation Processing Fee (an administrative fee for each Notice of Toll Violation generated) is <b>[\$15.00]</b> .
BREQ-187	The Second Notice of Toll Violation Processing Fee shall be waived automatically by the system for First-Time Users.
BREQ-188	A “Due Date” (Balance Due Date) will be printed on the Second Notice of Toll Violation.
BREQ-189	Value for the “Due Date” calculated by a number of days from the creation date of the Second Notice of Toll Violation is <b>[33]</b> days.
BREQ-190	A “Grace Period” value for the Second Notice of Toll Violation, which is a number of days within which payment may be received before any further actions are taken or penalties applied is <b>[5]</b> days.
BREQ-191	An option shall be provided online for customer to opt in for emailed notices. The option to opt in shall be provided at the time of logging into the website to pay for notice. If the customer opts in, the email address shall be stored, and future notices shall be emailed versus mailed.
BREQ-192	An option shall be provided online to the customer to opt in for text message notification for when a notice is available for payment. The option to opt in and store a mobile number shall be provided at the time of logging into the website to pay for a notice.

## 2.8.4 FINAL NOTICE OF TOLL VIOLATION PROCESSING

Table 14: Final Notice of Toll Violation

ID	Rule
BREQ-193	If a Second Notice of Toll Violation is not paid in full and reaches the next step in processing, any amount not paid in full, and the associated unpaid transactions shall be listed on the next notice iteration in the process.
BREQ-194	The Next Step in the processing (after Second Notice of Toll Violation), if full payment is not received, is the Final Notice of Toll Violation.
BREQ-195	Maximum number of toll transactions on a single Final Notice of Toll Violation is <b>[1000]</b> .
BREQ-196	Maximum number of license plates invoiced on one Final Notice of Toll Violation is <b>[1]</b> .
BREQ-197	The Final Notice of Toll Violation will contain the most legible image of the vehicle license plate, but may contain multiple transactions.
BREQ-198	Final Notice of Toll Violation Processing Fee (an administrative fee for each Final Notice of Toll Violation generated) is <b>[\$30.00]</b> .
BREQ-199	The Final Notice of Toll Violation Processing Fee shall be waived automatically by the system for First-Time Users.
BREQ-200	A “Due Date” (Balance Due Date) will be printed on the Final Notice of Toll Violation.

ID	Rule
BREQ-201	Value for the “Due Date” calculated by a number of days from the creation date of the Final Notice of Toll Violation is <b>[33]</b> days.
BREQ-202	A “Grace Period” value for the Final Notice of Toll Violation, which is a number of days after the “Due Date” within which payment may be received, before any further actions are taken or penalties applied is <b>[5]</b> days.
BREQ-203	Next step in the collections process (after Final Notice of Toll Violation) if full payment is not received shall be the Court Selection process.
BREQ-204	An option shall be provided online for customer to opt in for emailed notices. The option to opt in shall be provided at the time of logging into the website to pay for a notice. If the customer opts in, the email address shall be stored, and future notices shall be emailed versus mailed.
BREQ-205	An option shall be provided online to the customer to opt in for text message notification for when a notice is available for payment. The option to opt in and store a mobile number shall be provided at the time of logging into the website to pay for a notice.

## 2.8.5 COURT SELECTION AND COURT PROCESSING RULES

Table 15: Court Selection (Pre-Court Process) Business Rules

ID	Rule
BREQ-206	Customers may be manually selected for the Court Selection Process by authorized users.
BREQ-207	Customers chosen in the Court Selection Process shall be referred to as “Pre-court Customers”.
BREQ-208	Customers chosen for the Court Selection Process shall be selected by amount of outstanding tolls.
BREQ-209	Customers are chosen [Monthly] for the Court Selection Process.
BREQ-210	<b>[\$2.01]</b> is the minimum amount of tolls outstanding required for Customers selected for Court Group 1.
BREQ-211	<b>[\$99.99]</b> is the maximum amount of tolls outstanding required for customers selected to Court Group 1.
BREQ-212	<b>[TBD]</b> is the number of customers randomly selected to Court Group 1.
BREQ-213	<b>[\$100]</b> is the minimum amount of tolls outstanding required for Customers selected for Court Group 2.
BREQ-214	<b>[\$249.99]</b> is the maximum amount of tolls outstanding required for customers selected to Court Group 2.
BREQ-215	<b>[TBD]</b> is the number of customers randomly selected to Court Group 2.
BREQ-216	<b>[\$250]</b> is the minimum amount of tolls outstanding required for Customers selected for Court Group 3.
BREQ-217	<b>[Unlimited]</b> is the maximum amount of tolls outstanding required for customers selected to Court Group 3.



ID	Rule
BREQ-218	<b>[TBD]</b> is the number of customers randomly selected to Court Group 3.
BREQ-219	<b>[0]</b> is the number of days referred to as the “Active Collection Period”.
BREQ-220	The Active Collection Period starts when the customer is selected as a Pre-Court Customer.
BREQ-221	<b>[1]</b> is the total number of tolls required to use skip tracing If customer phone number is not known:
BREQ-222	If the owner of the vehicle is a company, as identified by the Texas Vehicle Title & Registration (VTR) or skip tracing, the registered agent address shall be identified using the State Corporation Commission.
BREQ-223	Just prior to sending to court, a Last Chance Letter is generated and sent to customer with the opportunity to pay outstanding amount owed.
BREQ-224	If a registered agent is located, the Last Chance Letter shall be sent to the registered agent as well as the registered owner of the vehicle.
BREQ-225	<b>[20]</b> is the number of days allowed for the customer to respond to the Last Chance Letter before sending to court:
BREQ-226	The company name listed with the VTR database for commercial customers, is the name sent to court.
BREQ-227	Court evidence packets are prepared for every Pre-Court Customer that has a minimum amount of outstanding tolls due required for court at the end of the Active Collection.
BREQ-228	<b>[30]</b> is the number of days after the summons is prepared and the court case becomes live if there is no response from the Court Selected customer.
BREQ-229	If there is no response to the Summons, an Arrest Warrant is generated and sent to the Customer by the JP Court.
BREQ-230	<b>[730]</b> days from the date the transaction occurred at the lane is the maximum age of a transaction that can be sent to court.
BREQ-231	<b>[1]</b> license plate is the number of notices sent to court at a time with the complete pending license plate balance.
BREQ-232	<b>[\$XX]</b> is the maximum amount sent to court at a time per commercial account.
BREQ-233	<b>[\$28.30]</b> is the Court Administrative Fee amount CCRMA will add to the amount owed The court administrative fee consists of costs incurred for evidence packet preparation and VTR and / or skip-tracing look-ups.
BREQ-234	The Court Evidence Packet shall, at a minimum, consist of the following items: <ul style="list-style-type: none"> <li>• Affidavit,</li> <li>• Summary of Current Complaint,</li> <li>• Proof of Ownership – DMV Receipt,</li> <li>• Toll Bill and Notices,</li> <li>• Summary of everything owed by Customer</li> </ul>
BREQ-235	Items which may be paid with a plea of Guilty or No Contest are: Tolls, Fees, and Court Fees

ID	Rule
BREQ-236	The first action taken with a Not Guilty plea shall be a Trial Hearing.
BREQ-237	If a customer has been through the court process, found guilty and has outstanding notices, the customer is contacted and payment is requested.
BREQ-238	<b>[60]</b> days from the date of the court disposition is the time allowed after payment is not made on the outstanding notices from a customer who has been found guilty in court a second Court Evidence Packet is prepared for court submission.

## 2.8.6 THIRD PARTY COLLECTIONS BUSINESS RULES

Table 16: Third Party Collections Business Rules

ID	Rule
BREQ-239	The Collections Contractor shall allow the transaction selected for court to be recalled from collections, and Collections will need to alter the invoice total from which the transaction was removed.
BREQ-240	The Collections Contractor shall make an up-front non-refundable payment to the CCRMA for 100% of the actual Tolls and Processing Fees (but not Administrative Fees) associated with each Violation from all license plate Violations that are included in each and every Data Set (the "Advance Payment") placed with the Contractor for collection
BREQ-241	The Collections Contractor will make payment of an amount equal to the cumulative amount of the Base Tolls and Processing Fees for all Violations included in each Periodic Data Set on the last Business Day of the month following the month in which each Periodic Data Set was furnished to the Contractor.
BREQ-242	For Collection Proceeds collected by the Contractor and applied to the Administrative Fee amount of each violation, [71.5%] of proceeds will be retained by the Contractor, and the remaining [28.5%] of proceeds will be remitted to the CCRMA (net of the Contractor's earned portion of the proceeds).
BREQ-243	Payment to CCRMA of its share of the Collection Proceeds shall be made monthly on an arrears basis
BREQ-244	Payments shall be made via automated clearinghouse ("ACH") to the CCRMA's designated bank account by the tenth (10th) Day of the month following the month that the applicable Collection Proceeds are received.
BREQ-245	If the Collections Contractor is late in making payment to the CCRMA of the Advance Payment or the Collection Proceeds or if the amount of the Advance Payment or Collection Proceeds paid to CCRMA at any given time is incorrect, then the Contractor shall owe to the CCRMA, in addition to that amount that is properly due to the CCRMA and 1.5% interest per month (or any portion thereof) or the maximum amount of interest allowed by law, whichever is lower, on the amount that was not paid but should have been paid from the date the amount was originally owed to the date on which payment was actually made.
BREQ-246	CCRMA shall have thirty (30) days to review the payment application and determine, in its sole and absolute discretion, whether the payment application satisfies the requirements herein and in the Contract Documents.

ID	Rule
BREQ-247	<p>At a minimum, the payment application shall detail the following information:</p> <ul style="list-style-type: none"> <li>• Unique payment application number</li> <li>• Contractor's name, address, and telephone number</li> <li>• Date of payment application and/or billing period</li> <li>• Applicable Contract No.</li> <li>• Applicable Purchase Order No.</li> <li>• Brief description of services rendered, including applicable time frame, total hours being billed for each service at each detailed site, and at the approved rate (may be submitted in the form of a report)</li> <li>• Supporting documentation for the payment application</li> <li>• Total dollar amount being currently billed</li> </ul>
BREQ-248	HCTRA shall process data flows with the collections contractor per the "Collections and Hearings Interface Control Document Version 5.12"
BREQ-249	When the Collections Contractor collects payment on an account per customer direction, the payments shall be applied oldest to newest based on the transaction date or fee date for any payments without specific direction.
BREQ-250	Partial payments will be accepted and applied oldest to newest based on the transaction date or fee date for any payments without specific customer direction.
BREQ-251	The Collections Contractor shall suspend collection action on any account assigned to the Contractor upon notification by the CCRMA, either written or via the system interface.
BREQ-252	Any payments received by the Collections Contractor within 60 days of the account recall/return shall be subject to a contingency fee the same as the initial collections fee split. No contingency fee shall be due to the Contractor for amounts collected by the Contractor or the CCRMA after expiration of this 60-day period.
BREQ-253	In the event the CCRMA receives notice that a customer has filed for bankruptcy, CCRMA will notify the Collections Contractor, and the Contractor shall immediately discontinue collection attempts. The Collections Contractor shall immediately discontinue collection efforts on an account if the Contractor becomes aware by any other means that the debtor has filed for bankruptcy protection and shall notify the CCRMA immediately.
BREQ-254	The CCRMA will not transmit account placements to the Contractor with an outstanding debt less than five dollars (\$5.00).

## 2.9 CUSTOMER SERVICE

### 2.9.1 REVENUE COLLECTION

Table 17: Revenue Collection Business Rules

ID	Rule
BREQ-255	Tier 1 Level of negotiation (fees only minimum amount) <ul style="list-style-type: none"> <li>• <b>[\$2.50]</b> total on the Notice of Toll Violation</li> <li>• <b>[\$2.50]</b> on the Second Notice of Toll Violation</li> <li>• <b>[\$0.00]</b> on the Final Notice of Toll Violation</li> </ul>
BREQ-256	Tier 2 Level of negotiation (fees only minimum amount) <ul style="list-style-type: none"> <li>• <b>[\$5.00]</b> fees on the Notice of Toll Violation</li> <li>• <b>[\$5.00]</b> fees on the Second Notice of Toll Violation</li> <li>• <b>[\$10.00]</b> fees on the Final Notice of Toll Violation</li> </ul>
BREQ-257	Tier 3 Level of negotiation (fees only minimum amount) <ul style="list-style-type: none"> <li>• <b>[\$10.00]</b> fees on the Notice of Toll Violation</li> <li>• <b>[\$10.00]</b> fees on the Second Notice of Toll Violation</li> <li>• <b>[\$15.00]</b> fees on the Final Notice of Toll Violation</li> </ul>
BREQ-258	Overpayments are applied to a registered account balance, but refunded on violator accounts.

## 2.9.2 DISPUTE PROCESSING BUSINESS RULES

Table 18: Dispute Processing Business Rules

ID	Rule
BREQ-259	For tolls to be dismissed, a vehicle owner must demonstrate one of these conditions. <ul style="list-style-type: none"> <li>• The vehicle was sold or transferred to another party before the referenced travel</li> <li>• The vehicle was reported stolen before the referenced travel</li> <li>• The vehicle was leased or rented during a time period including than the referenced travel</li> <li>• An error, such as a duplicate, incorrect toll rate, or incorrect license plate</li> </ul>
BREQ-260	<b>[999]</b> days is the maximum period of time from the date of the transaction which the customer may submit a dispute:
BREQ-261	Tolls will not be dismissed until the customer provides the required paperwork validated by a CSR.
BREQ-262	Registered owner may submit disputes online if the required paperwork is attached at the time of submission.
BREQ-263	Upon review by the CSR, if the dispute is rejected, the Registered Owner will receive a dispute confirmation letter.
BREQ-264	Upon review by the CSR, if the dispute is accepted, the Registered Owner will receive a dispute confirmation letter.
BREQ-265	For sold vehicle disputes, the transactions are assigned to the new Owner if: <ul style="list-style-type: none"> <li>• The New owner has registered the vehicle and Texas DMV and the vehicle record reflects the new Owner's name and address.</li> </ul>
BREQ-266	For sold vehicle disputes, the transaction(s) are assigned to a temporary account if: <ul style="list-style-type: none"> <li>• The new Owner has not registered their vehicle with the Texas DMV and the vehicle record does not reflect the new Owner's name and address.</li> </ul>
BREQ-267	For rented or leased vehicles, the transaction is reassigned from the Registered Owner to the renter or lessee if: <ul style="list-style-type: none"> <li>• The Registered Owner provides a copy of the lease/rental agreement, including the name and address of the renter/lessee.</li> <li>• In lieu of a copy of the lease/rental agreement, the Registered Owner may provide the name and address of renter/lessee in an electronic format agreed to by CCRMA and the Registered Owner.</li> </ul>
BREQ-268	For stolen vehicle disputes, the Registered Owner is relived of liability if: <ul style="list-style-type: none"> <li>• The Registered Owner provides a police report indicating that the vehicle was stolen, and the theft was reported to the appropriate law enforcement authority prior to the occurrence of the toll transaction or 8 hours after the discovery of the theft, whichever is earlier.</li> </ul>
BREQ-269	Transactions filed with the court are ineligible for the dispute process and must be handled through the court process.
BREQ-270	<b>[1]</b> is the number of times a customer may dispute a transaction.

## 2.9.3 PAYMENT PLAN BUSINESS RULES

Table 19: Payment Plan Business Rules

ID	Rule
BREQ-271	There is no minimum account balance (tolls and fees) required to establish a payment plan.
BREQ-272	There is no maximum term restrictions for setting up a payment plan.
BREQ-273	There is no minimum term restrictions for setting up a payment plan.
BREQ-274	There is no minimum initial payment restriction for setting up a payment plan.
BREQ-275	Any outstanding transactions that have not yet been included on a Toll Bill will be included when the payment plan is established. Outstanding transactions do not need to be paid separately.
BREQ-276	Any outstanding Account Fees will be included when the payment plan is established. Outstanding account fees do not need to be paid separately.
BREQ-277	Any Toll Bill(s) or Notice(s) of Toll Violation with an outstanding balance must be included in the payment plan, excluding any Toll Bill(s) or Notice(s) of Toll Violation that include a transaction filed with the court.
BREQ-278	<p>Payment plan installment payments will be applied in the following order:</p> <ol style="list-style-type: none"> <li>1. Oldest unpaid Notice of Toll Violation, until paid in full <ul style="list-style-type: none"> <li>• Violation fee(s)</li> <li>• Mailing fee(s)</li> <li>• Toll(s),</li> </ul> </li> <li>2. Oldest unpaid Toll Bill, until paid in full <ul style="list-style-type: none"> <li>• Mailing fees</li> <li>• Tolls</li> </ul> </li> </ol>
BREQ-279	Toll Bill(s) and Notice(s) of Toll Violation with active payment plans are exempt from additional fees.
BREQ-280	Any additional transactions that post to the customer's account not included in the payment plan are subject to normal Pay-by-Mail processing, including additional fees.
BREQ-281	If an email address is provided, the customer will receive an automatic email reminders <b>[7]</b> days prior to each installment payment due date.
BREQ-282	There is no maximum outstanding account balance (tolls and fees) that is eligible for a 30-day hold.
BREQ-283	Customers with prior payment plan defaults may establish a payment plan.
BREQ-284	Customers with one prior payment plan default may establish a new payment plan without need for supervisor approval.
BREQ-285	There is no maximum number of payment plans a customer may establish per year, however there can only be <b>[1]</b> active payment plan per agency, plate, and account.



ID	Rule
BREQ-286	<p>Individuals that may establish a payment plan:</p> <ul style="list-style-type: none"> <li>• Registered Owner</li> <li>• Spouse of Registered Owner</li> <li>• Authorized user given written authorization by the Registered Owner</li> </ul>
BREQ-287	<p>Information required to establish a payment plan:</p> <ul style="list-style-type: none"> <li>• Registered Owner's name</li> <li>• Contact Name</li> <li>• Current mailing address</li> <li>• Primary phone*</li> </ul> <p>Optional information:</p> <ul style="list-style-type: none"> <li>• Primary Email address</li> <li>• Secondary phone</li> </ul>
BREQ-288	<p>Method of payment accepted for payment plan installment:</p> <ul style="list-style-type: none"> <li>• Cash</li> <li>• Check</li> <li>• Credit Card* (In person and Card Not Present)</li> <li>• Cashier Check</li> <li>• Debit Card</li> <li>• ACH</li> </ul> <p>*Required if customer is making automatic installment payments</p>
BREQ-289	Customer must sign and return a copy of the Payment Plan Agreement with terms and conditions before the payment plan can be established.
BREQ-290	The account with active payment plans will be flagged as "Payment Plan" status.
BREQ-291	<b>[30]</b> business days is the grace period after the payment plan installment date the customer is allowed to make a payment without defaulting.
BREQ-292	As a one-time courtesy, a customer may be granted an extension for an installment due date if request is made prior to the end of the grace period.
BREQ-293	Account with a defaulted payment will be flagged as "Default Payment Plan".
BREQ-294	There is no maximum payment plan term for customers with prior payment plan default(s).

### 3 CCRMA GENERAL REQUIREMENTS

#### 3.1 INVENTORY MANAGEMENT CENTER (IMC)

Table 20: Inventory Management Center Rules

ID	Rule
BREQ-295	IMC shall account for CCRMA ETC Modes: Transponders, and Mobile Pass.
BREQ-296	Capability to show totals of each CCRMA ETC Mode or allow a toggle to see totals and details of each individual ETC Mode in Dashboard.
BREQ-297	IMC shall allow for and identify various locations for inventory management and reporting. CCRMA shall be able to assign inventory to Partnering Agencies (Cameron County Bridges, Parks, etc...) and track within the IMC module.
BREQ-298	Customer fulfillment shall require account number and inventory location to be entered and selected prior to showing fulfillment order in a pending status.
BREQ-299	Ability to provide location wise expansion for Tags and Mobile Passes.
BREQ-300	IMC shall provide the ability to manage Vendors, Contracts, Warranties and Shipments.
BREQ-301	IMC shall provide the ability to add new purchase orders.
BREQ-302	IMC shall provide the ability to manage Tags.
BREQ-303	IMC shall provide the ability to distribute Tags/Mobile passes across locations.

#### 3.2 SYSTEM ADMINISTRATION CENTER (SAC)

Table 21: SAC Business Rules

ID	Rule
BREQ-304	SAC shall allow for General Configuration of all Administrative Functions.
BREQ-305	SAC shall allow for the configuration of fees.
BREQ-306	SAC shall allow for the configuration of interoperability fees unique to agency. Each agency fee may be a different percentage which shall be configurable.
BREQ-307	Bulk email functionality shall be allowed in the SAC including the option of the attachment of files.
BREQ-308	Management of Users and Roles shall be allowed in the SAC module.

Section 3: CCRMA GENERAL REQUIREMENTS

ID	Rule
BREQ-309	A Roles and privileges shall allow the CCRMA to customize user controls for Partnering Agencies without compromising security.
BREQ-310	User Management shall allow controls over the dollar amounts allowed to be waived by role.
BREQ-311	SAC shall allow for the setup of Partnering agencies.

### 3.3 CCRMA DISCOUNT REQUIREMENTS

Table 22: CCRMA BOS Discounts Business Rules

ID	Rule
BREQ-312	<p>All types of discounts may be configured to be applied based on usage from any number of selected roadways including the following agencies' roadways:</p> <ul style="list-style-type: none"> <li>• CCRMA</li> <li>• HCRMA</li> <li>• Cameron County Parks</li> <li>• Cameron County <a href="#">International</a> Bridges (Veterans, Gateway, Free Trade)</li> </ul>

ID	Rule
BREQ-313	<p>Commercial Value Discount</p> <p>Discount A - Customers that pay over <b>[\$15,000]</b> and less than <b>[\$20,000]</b> during a <b>[1 month]</b> period receive a <b>[3%]</b> discount</p> <p>Discount B - Customers that pay over <b>[\$20,000]</b> and less than <b>[\$25,000]</b> during a <b>[1 month]</b> period receive a <b>[4%]</b> discount</p> <p>Discount C - Customers that pay over <b>[\$25,000]</b> and less than <b>[\$30,000]</b> during a <b>[1 month]</b> period receive a <b>[5%]</b> discount</p> <p>Discount D - Customers that pay over <b>[\$30,000]</b> and less than <b>[\$35,000]</b> during a <b>[1 month]</b> period receive a <b>[6%]</b> discount</p> <p>Discount E - Customers that pay over <b>[\$35,000]</b> and less than <b>[\$40,000]</b> during a <b>[1 month]</b> period receive a <b>[7%]</b> discount</p> <p>Discount F - Customers that pay over <b>[\$40,000]</b> during a <b>[1 month]</b> period receive a <b>[8%]</b> discount</p>
BREQ-314	<p><u>Employee Discount Program</u>. Customers shall receive a <b>[20%]</b> discount on all toll charges on CCRMA toll facilities during a <b>[1 month]</b> period as an employee discount program.</p> <p>Discount shall be applied at time of the transaction posting to the account. Account must be coded with Employee Attribute including the identification of <u>Employer</u>. Employer must be enrolled in an Employee Discount Program with CCRMA. Each customer enrolled in this discount program must have a valid transponder on an active account.</p>
BREQ-315	<p><u>550 Members Discount</u> Customers enrolled in this discount shall have every 5<sup>th</sup> toll trip in a given month discounted by 50%. Customers would be required to maintain an account in active status for more than 1 year to be eligible for this discount.</p>

### 3.4 CCRMA ACCOUNT CUSTOMER WEBSITE REQUIREMENTS

Table 23: CCRMA BOS Website Business Rules

ID	Rule
BREQ-316	<p>Customers may make payment via the following credit card types online:</p> <ul style="list-style-type: none"> <li>• American Express</li> <li>• Discover</li> <li>• MasterCard</li> <li>• Visa</li> </ul>
BREQ-317	<p>Customers may export transaction history in .xls or .csv format. Transaction history details include the following:</p> <ul style="list-style-type: none"> <li>• Date</li> <li>• Time</li> <li>• Plaza / Lane</li> <li>• Toll Amount</li> <li>• Transaction ID</li> <li>• Transponder ID</li> <li>• License Plate</li> <li>• Payment status</li> <li>• Outstanding amount</li> <li>• Tag type</li> <li>• Transaction Type</li> <li>• Fleet Number</li> </ul>
BREQ-318	<p>Customer may update the following contact information:</p> <ul style="list-style-type: none"> <li>• Title</li> <li>• Suffix</li> <li>• First name</li> <li>• Middle Initial</li> <li>• Last name</li> <li>• Email</li> </ul>

ID	Rule
BREQ-319	<p>Customers may add new or edit existing vehicles including the following attributes:</p> <ul style="list-style-type: none"> <li>• License plate number</li> <li>• License plate state (registered state or jurisdiction)</li> <li>• License plate country (US, Canada, Mexico)</li> <li>• Start effective date / time (HH:MM)</li> <li>• End effective date / time (HH:MM)</li> <li>• Vehicle status (active / inactive)</li> </ul>
BREQ-320	<p>Customers are directed to the Account Summary page after successful login displaying the following subsections:</p> <ul style="list-style-type: none"> <li>• Activity History</li> <li>• Registered Vehicles</li> <li>• Transaction History</li> <li>• Additional Account Contacts</li> </ul>
BREQ-321	<p>Customers may select Statement and Activity from menu to view one of the following submenu categories:</p> <ul style="list-style-type: none"> <li>• Account History</li> <li>• Transaction History</li> <li>• Statement Details</li> </ul>
BREQ-322	<p>Customers may select Payments from menu to view one of the following submenu categories:</p> <ul style="list-style-type: none"> <li>• Make Payment</li> <li>• Payment History</li> <li>• Card Information</li> <li>• Manage Auto Pay</li> </ul>




Section 3: CCRMA GENERAL REQUIREMENTS

ID	Rule
BREQ-323	<p>Customers may select Account Management from menu to view one of the following submenu categories:</p> <ul style="list-style-type: none"> <li>• Contact Information</li> <li>• Additional Account Contacts</li> </ul>
BREQ-324	<p>Customers may select Vehicles from menu to view one of the following submenu categories:</p> <ul style="list-style-type: none"> <li>• Manage Vehicles</li> </ul>
BREQ-325	<p>Customers may select Documents from menu to view one of the following submenu categories:</p> <ul style="list-style-type: none"> <li>• Received Documents</li> <li>• Sent Documents</li> </ul>
BREQ-326	<p>The following shall be allowed regarding transponders on the customer website:</p> <ul style="list-style-type: none"> <li>• Mark the transponder Lost or Stolen</li> <li>• Request a new transponder</li> <li>• Request a transponder replacement</li> <li>• Automatic transponder deactivation when a linked vehicle is end dated</li> </ul>
BREQ-327	System should not allow partial payments for invoices thus requiring full payment of outstanding balance.
BREQ-328	Requirement for LP only search to show balances owed with reference number.
BREQ-329	Ability for the customer to request for Mobile Passes from Customer Web portal.
BREQ-330	Provide Web chat option to the customers to chat with the CSR in real time.

Section 3: CCRMA GENERAL REQUIREMENTS

ID	Rule
BREQ-331	Provide PBM customer the option to login to the site using License plate number and the timeframe of Travel to view amount owed.
	System should display all the accounts if a License plate number have more than one account.
	Provide option to the Customer to select each account to make payments for the invoices.
	Provide an option to the Customer to select unbilled trips and pay for them.

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

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

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



SH 550 PBM tolls are processed by TPS|CCRMA located in Rancho Viejo, TX.

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



**CAMERON COUNTY** ★  
a team working to serve you  
**INTERNATIONAL BRIDGE SYSTEM**

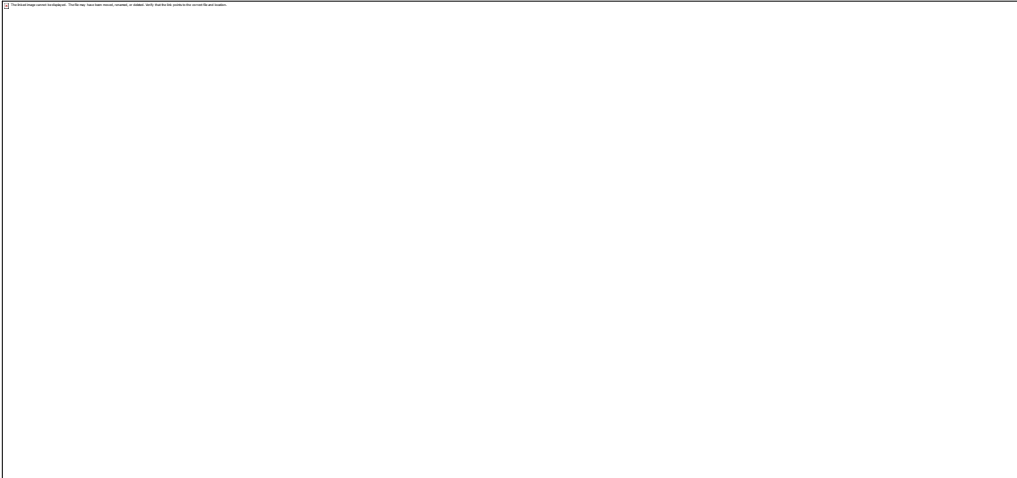
**NOTICE**  
**Schedule of Toll Fares**  
Effective October 1, 2022

Class	Description	Axles	US Fare	Mex Fare* (26x1)	AVI Fare
1	Auto, Pick-up, Motorcycle	2	\$4.00	\$104.00	\$3.75
2	Truck, 2 axles	2	\$11.00	\$286.00	\$9.50
3	Truck, 3 axles	3	\$15.00	\$390.00	\$13.50
4	Truck, 4 axles	4	\$17.25	\$448.50	\$15.50
5	Truck, 5 axles	5	\$22.00	\$572.00	\$19.25
6	Truck, 6 axles	6	\$25.00	\$650.00	\$23.25
7	Bicycle		\$1.00	\$26.00	\$1.00
8	Bus or Rec. Vehicle	2	\$10.00	\$260.00	\$10.00
9	Transmigrant - 1	2	\$7.75	\$201.50	\$7.75
10	Transmigrant - 2	2	\$11.25	\$292.50	\$11.25
11	Special Crossing		\$30.00	\$780.00	\$30.00
Peds.	Pedestrian		\$1.00	\$26.00	\$1.00
	Extra Axle (Class 1)		\$3.00	\$78.00	\$3.00
	Extra Axle (Commercial)		\$3.50	\$91.00	\$3.50

\*Peso rate as of 10/1/2022

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

## APPENDIX C: PARK RATES



**APPENDIX D: CCRMA BOS CORRESPONDENCE**

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

Section 3: CCRMA GENERAL REQUIREMENTS

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



Section 3: CCRMA GENERAL REQUIREMENTS

<b>TVC Continued</b>	Non-Sufficient Funds Fee		✓	
	TVC Payment		✓	
	TVC Partial Payment Notification	✓	✓	
	TVC Payment Failed		✓	
	Last Chance Letter	✓	✓	
	Off Cycle Letter	✓	✓	

**2-H    CONSIDERATION AND APPROVAL OF WORK AUTHORIZATION NO. 5  
WITH R.R.P. CONSULTING ENGINEERS, L.L.C. FOR THE SH 550  
MAINTENANCE ASSESSMENT REPORT FOR 2025.**

## **WORK AUTHORIZATION NO. 5**

This Work Authorization is made as of this 24th day of April, 2025, under the terms and conditions established in the AGREEMENT FOR GENERAL CONSULTING CIVIL ENGINEERING SERVICES, dated as of October 31, 2024 (the “Agreement”), between the Cameron County Regional Mobility Authority (“Authority”) and R.R.P. Consulting Engineers, L.L.C. (“GEC”).

This Work Authorization is made for the following purpose, consistent with the Services defined in the Agreement: *SH 550 Maintenance Assessment 2025*.

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

A.1. GEC shall perform the following Services:

GEC shall perform the Services as listed in Exhibit B and 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 C.

### **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 \$49,064.76, based on the attached estimate shown on Exhibit D. 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.
- C.3. Compensation for Additional Services (if any) shall be paid by the Authority to the GEC according to the terms of a future Work Authorization.

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

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

### **Section E. - Other Provisions**

The parties agree to the following provisions with respect to this specific Work Authorization. – None.

-SIGNATURES ON NEXT PAGE-

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: R.R.P. Consulting Engineers, L.L.C.

By: Frank Parker, Jr.

By: Ahmed Abd-El-Meguid, PhD, PE

Signature: 

Title: Chairman

Date: April 24, 2025

Signature: Ahmed Abd-EL-Meguid, PhD, PE  
Digitally signed by Ahmed Abd-EL-Meguid, PhD, PE  
DN: cn=Ahmed Abd-EL-Meguid, PhD, PE,  
c=US, o=RRP Consulting Engineers, LLC,  
email=ameguid@rrpeng.com  
Date: 2025.04.25 11:28:01 -0500

Title: Vice President

Date: 4 / 25 / 2025

#### LIST OF EXHIBITS

Exhibit A - Authority's Responsibilities

Exhibit B - Services to be Provided by GEC

Exhibit C - Work Schedule

Exhibit D - Cost Proposal

## **EXHIBIT A**

### **Authority's Responsibilities**

The following provides an outline of the services to be provided by the Authority in the development of the Project for this work authorization.

#### **GENERAL**

The Authority will provide the GEC the following:

- (1) Provide GEC with a Notice to Proceed.
- (2) Payment for work performed by the GEC and accepted by Authority in accordance with this Agreement.
- (3) Assistance to the GEC as necessary, to obtain the required data and information from other local, regional, State and Federal agencies that the Engineer cannot easily obtain.
- (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.
- (5) Provide previous Annual reports and certification letters for project.
- (6) Data and records available that would assist in the completion of the Maintenance Assessment and the support of inspection assessment services being provided.
- (7) Provide TxDOT bridge inspection reports for each bridge class structure in the corridor.

## EXHIBIT B

### SERVICES TO BE PROVIDED BY THE ENGINEER/GEC

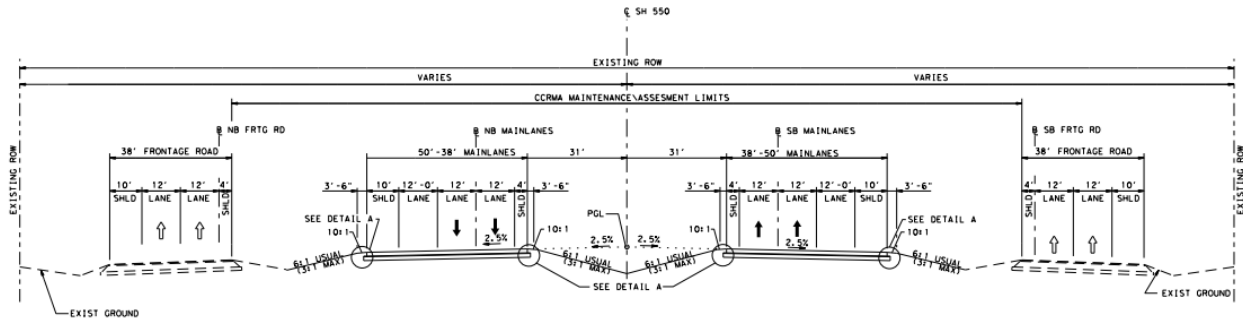
**County:** Cameron  
**Highway:** SH 550  
**Limits:** From IH 69E to SH 48  
**Project Length:** Approximately 10.0 miles

The work to be performed by the Engineer shall consist of engineering services to include a corridor visual asset maintenance assessment for the CCRMA SH 550 Mainlanes and associated portion of CCRMA ownership of the median areas (edge of inside frontage road to edge of frontage road) from IH 69E to SH 48, a distance of approximately 10.0 miles in Cameron County, Texas.

#### LOCATION MAP



## EXISTING SH 550 TYPICAL SECTION



Maintenance certification shall be prepared in accordance with Title 23, Section 129, Cameron County Regional Mobility Authority, CCRMA. At this time an asset inventory is not being completed or associated with this work order.

The Engineer shall direct and coordinate the various elements and activities associated with this work authorization, including project management, inspection services, reporting, QA/QC of deliverables, and billings. The following scope items are similar to previous annual work order assignments in order to have a consistent yearly evaluation process:

### **TASK 1: FIELD INSPECTION: BY ASSET TYPE**

The Engineer shall utilize data and reports provided by the Authority and conduct field reconnaissance data collection as necessary to complete the assessment, by utilizing a three-person field crew to measure, photo, and assess the following:

1. **Pavement:** assess and document pavement condition and maintenance activities and/or needs in relation to current service life.
2. **Bridge Class Structures:** review TxDOT bridge inspection reports and assess field conditions in relation to said reports, document maintenance activities and/or needs.
3. **Drainage Structures:** assess and document drainage structure condition and maintenance activities and/or needs in relation to desired performance.
4. **Roadside Safety Elements:** assess and document roadside safety element condition and maintenance activities and/or needs in relation to desired performance, including nighttime visibility.
5. **Signage:** assess visually, not by use of reflectivity measurements, the condition and maintenance activation and/or needs in relation to desired performance.
6. **Pavement Markings:** assess visually, not by use of reflectivity measurements, the condition and maintenance activation and/or needs in relation to desired performance.
7. **Geotechnical:** assess slopes, erosion, and other geotechnical assets to evaluate general stability in relation to desired performance.
8. **Electrical:** visually assess illumination, and other electrical assets that are readily accessible. Contents within electrical control boxes will not be assessed.
9. **Assets NOT Included:** ITS and Tolling equipment assets.



## **TASK 2: ENGINEERING REPORTING: BY ASSET TYPE**

The Engineer shall compile results of the field reconnaissance and data collection into a report format necessary to address the maintenance findings.

### **Reporting:**

- Compile findings from the field assessment, to include photos, other documentation, recommendations, and/or findings.
- Provide executive Summary of Findings

## **TASK 3: QA/QC & DELIVERABLES**

The Engineer shall review and deliver:

**SH 550 Maintenance Assessment with respect to Asset Report:** to align with requirements set forth in the referenced governing regulation, to include a maintenance certification letter.

## **TASK 4: PROJECT MANAGEMENT**

The Engineer shall direct and coordinate the various elements and activities associated with this work authorization, including day-to-day project management and administration, monthly reporting, and billing.

## **EXHIBIT C**

### **Schedule of Work**

The GEC will diligently pursue the completion of the Project as defined by the milestones and deliverable due dates.

The GEC will inform the Authority (in reasonable advance of the delay) should the GEC encounter delays that would prevent the performance of all work in accordance with the established schedule(s) of work.

#### **Notice To Proceed – Upon Execution**

Field Assessment	6 weeks from NTP
Maintenance Asset Report	3 week from Field Assessment

<b>Work Order Complete:</b>	August 31, 2025
-----------------------------	-----------------

PROJECT: SH 550 Maintenance Assessment 2025  
 CLIENT: CCRMA  
 CONTRACT: General Engineering Consulting Contract  
 CSI:  
 COUNTY: Cameron  
 RRP JOB NO.: TX2434 WA# 5

EXHIBIT D -- FEE ESTIMATE

FUNCTION CODE	DESCRIPTION Attachment B	FIRM	SERVICE	MAN-HOURS												ESTIMATED FEE	TOTALS
				Project Manager	Env Scientist IV	Env Scientist III	Engineer (Senior)	Engineer (Project)	Engineer (Design)	Engineer in Training II	Engineer Technician	CADD operator - Senior	Administrative / Clerical	TOTAL HOURS			
	MAINTENANCE ASSESSMENT & REPORTING																
	Assessment Survey	RRP	BASIC					8	20	80					108	\$12,300.36	
	Review of Findings	RRP	BASIC	4			4	8	10	24					50	\$7,165.34	
	Review of TxDOT Bridge Inspections	RRP	BASIC				8	2							10	\$2,276.74	
	Draft Report	RRP	BASIC	6			8	5	20	24		16	10		89	\$12,063.85	
	Final Report	RRP	BASIC	8				5	5	10		8	10		46	\$6,280.76	
	Sub Total (MAINTENANCE ASSESSMENT & REPORTING)			18	0	0	20	28	55	138	0	24	20	303		\$40,087.05	
145	PROJECT MANAGEMENT & ADMINISTRATION																
	Internal Coordination/Administration & Scheduling (2 months)	RRP	BASIC	4			4						4	12	\$2,375.28		
	Progress Meetings (3 meetings)	RRP	BASIC	4			4	9		9			6	32	\$4,840.53		
	Sub Total (145 - PROJECT MANAGEMENT & ADMINISTRATION)			8	0	0	8	9	0	9	0	0	10	44		\$7,215.81	
	Total Hours			26	0	0	28	37	55	147	0	24	30	347		\$47,302.86	
	LABOR TOTALS															\$47,302.86	
	Total Hours	MULTIPLIER		26	0	0	28	37	55	147	0	24	30	347			
	CONTRACT RATES: (\$/MAN-HOUR)	2.464		273.50	135.52	76.38	246.40	152.77	135.03	104.72	78.85	108.42	73.92				
	BASE RATES: (\$/MAN-HOUR )			111.00	55.00	31.00	100.00	62.00	54.80	42.50	32.00	44.00	30.00				
160	NON LABOR	RRP (nl)	SPECIAL														
	Travel - Lodging including taxes	RRP (nl)	SPECIAL	Persons = 1	Nights = 2				Cost per Night =	\$155.00					\$310.00		
	Travel - Meals	RRP (nl)	SPECIAL	Persons = 1	Days = 4				Cost per Day =	\$68.00					\$272.00		
	Travel - Airfare	RRP (nl)	SPECIAL	Persons = 1	Trips = 1				Cost per Trip =	\$530.00					\$530.00		
	Travel - Mileage to Project Site	RRP (nl)	SPECIAL		Mileage Rate =	\$0.67		Mileage =	130		Trips = 5				\$435.50		
	Travel - Mileage Inspecting Project Limits	RRP (nl)	SPECIAL		Mileage Rate =	\$0.67		Mileage =	20		Trips = 16				\$214.40		
	Sub Total (160 - NON LABOR)															\$1,761.90	
	NON LABOR TOTAL														\$1,761.90		
	BASIC SERVICE TOTAL														\$47,302.86		
	SPECIAL SERVICE TOTAL														\$0.00		
	PROJECT TOTAL															\$49,064.76	

**2-I      CONSIDERATION AND APPROVAL OF WORK AUTHORIZATION NO. 06  
WITH R.R.P. CONSULTING ENGINEERS, L.L.C. FOR PS&E, CONSTRUCTION  
PHASE SERVICES, AND CONSTRUCTION MANAGEMENT SUPPORT ON  
THE SH 550 MAINTENANCE ROADSIDE SAFETY/REPAIRS AND BRIDGE  
MAINTENANCE PROJECT.**

## WORK AUTHORIZATION NO. 6

This Work Authorization is made as of this 24th day of April, 2025, under the terms and conditions established in the AGREEMENT FOR GENERAL CONSULTING CIVIL ENGINEERING SERVICES, dated as of October 31, 2024 (the “Agreement”), between the Cameron County Regional Mobility Authority (“Authority”) and R.R.P. Consulting Engineers, L.L.C. (“GEC”).

This Work Authorization is made for the following purpose, consistent with the Services defined in the Agreement: ***Professional services for development of maintenance and rehabilitation solutions for the SH 550 corridor from IH69E to SH48.***

### Section A. - Scope of Services

A.1. GEC shall perform the following Services:

GEC shall perform the Services as listed in Exhibit B and 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 C.

### 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 \$139,373.60, based on the attached estimate shown on Exhibit D. 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.
- C.3. Compensation for Additional Services (if any) shall be paid by the Authority to the GEC according to the terms of a future Work Authorization.

### Section D. - Authority’s Responsibilities

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

### Section E. - Other Provisions

The parties agree to the following provisions with respect to this specific Work Authorization. – None.

-SIGNATURES ON NEXT PAGE-

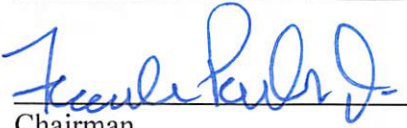
Except to the extent expressly modified herein, all terms and conditions of the Agreement shall continue in full force and effect.

Authority: Cameron County Regional  
Mobility Authority

GEC: R.R.P. Consulting Engineers, L.L.C.

By: Frank Parker, Jr.

By: Ahmed Abd-El-Meguid, PhD, PE

Signature: 

Title: Chairman

Date: 04/24/2025

Signature: 

Title: Vice President

Date: 4/25/2025

#### LIST OF EXHIBITS

- Exhibit A - Authority's Responsibilities
- Exhibit B - Services to be Provided by GEC
- Exhibit C - Work Schedule
- Exhibit D - Cost Proposal

## **EXHIBIT A**

### **Authority's Responsibilities**

The following provides an outline of the services to be provided by the Authority in the development of the Project for this work authorization.

#### *GENERAL*

The Authority will provide to the GEC the following:

- (1) Provide GEC with a Notice to Proceed.
- (2) Payment for work performed by the GEC and accepted by Authority in accordance with this Agreement.
- (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.
- (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 C.
- (5) Day to Day Inspection during construction, including verified field quantities and regular work updates.



## **EXHIBIT B**

### **SERVICES TO BE PROVIDED BY THE GEC**

**County:** Cameron  
**Highway:** SH 550  
**Limits:** From IH 69E to SH 48  
**Project Length:** Approximately 10.0 miles

The work to be performed by RRP Consulting Engineers, LLC (GEC) under this Work Authorization shall consist of the following professional engineering services associated with the Tolled Main Lanes of the SH 550 Corridor.

The GEC understands that the Authority requires assistance in the preparation of plans and specifications for conducting maintenance activities along the mainlanes and at various bridges within the above referenced corridor. These activities are loosely broken into the following categories: 1) Signage, 2) Roadside Safety, 3) Drainage, 4) Pavement, 5) Bridge Maintenance, and 6) Erosion Control. As part of the facility maintenance plans, the Texas Department of Transportation (TxDOT) conducted inspections at various facilities in June 2023 which included action/comments recommended for implementation by the Authority as part of the maintenance program.

The GEC's objective is to prepare plans and specifications for each bridge facility to conduct repair/rehabilitation maintenance activities to address the various actions/comments presented by TxDOT in their follow-up action worksheets and to combine them with previously developed Maintenance Plans, Specifications and Estimates for Letting. It is understood by the GEC and the Authority that there may be multiple lettings to capture all maintenance aspects mentioned.

#### **GENERAL**

All documents for the **Project** shall be prepared in the English language and in English units. The GEC shall furnish all equipment, materials, supplies, and incidentals as needed to perform these services, except as otherwise specified in EXHIBIT "A".

The GEC shall perform all work efforts and prepare all deliverables in accordance with the applicable/current requirements of the American Association of State Highway and Transportation Officials (AASHTO), the American Society for Testing and Materials (ASTM), the Texas Department of Transportation's (TxDOT) 2014 Standard Specifications for Construction and Maintenance of Highways, Streets and Bridges, and 2014 Design Manual and the TxDOT Bridge Design Manual. Whenever possible, TxDOT's standard drawings, standard specifications or previously approved special provisions and/or special specifications will be used. If a special provision and/or special specification must be developed for this project it shall, to the extent possible, incorporate references to approved TxDOT test procedures.

The GEC shall provide traffic control in accordance with the Texas Manual of Uniform Traffic Control Devices (MUTCD) when performing any field activities associated with this Agreement.

The GEC shall proactively manage the development of the Project in accordance with the general coordination requirements outlined under FC 164 shown at the end of this exhibit. The following is a list of detailed descriptions of services to be provided by the GEC:

#### **FC 163 – Miscellaneous Roadway**

1. The GEC shall prepare plans, specifications, and estimates (PS&E) for an Asphalt Depth Repair along the Northbound Mainlines near Paredes Line Rd. Including General Notes, Layouts, Estimated Quantities, Details, Stormwater Pollution Prevention Plan, EPIC sheets, and standard details.
2. The GEC shall combine included maintenance details prepared as part of this work authorization with previously prepared plans for a single letting.

#### **FC 164 – Project Management**

The GEC shall provide project management in the development of this Work Authorization:

1. **Internal Coordination:** The GEC shall provide internal coordination for the development of the Project progress reports and budget reports, responses to requests for information, and review/preparation of billing and invoicing, as well as coordination with all Project Team members in the development of the project, including quality control / quality assurance, internal project meetings and providing technical assistance.
2. **Progress Meetings:** The GEC shall formally meet with the Authority to present the project plans and estimates following the development of the project documents.
3. **Quality Control / Quality Assurance:** In addition to peer review by the Project Manager, the GEC shall perform quality control and assurance (QC/QA) on all deliverables.

#### **FC 170 – Bridge Design**

Under this Work Authorization, GEC will provide the following for the corridor:

1. Review and evaluate TxDOT's Bridge Summary Reports and Bridge Inspection Follow-up Action Worksheets, dated June 2023. Specifically, the following maintenance activities recommended by TxDOT shall be reviewed:
  - **STRUCTURE # 21-031-0039-08-433**
    - i. East backwall has moderate cracks, spalls, and delamination at south end.
    - ii. North backwall has moderate cracks, spalls, and delamination.
  - **STRUCTURE # 21-031-0684-01-248**
    - i. Concrete strip along north wingwall has fractured and settled.
    - ii. Section of concrete along east wingwall has collapsed.
    - iii. Moderate erosion at east corner drainage flume has completely undermined top of flume.
    - iv. Edge of pavement at east corner is exposed 1' due to runoff erosion.
    - v. Ground wire for NE chain link fence rail need to connect at SE end.
    - vi. Asphalt approach roadways have up to 2" wide crack and 12" deep along north

shoulder at northwest approach.

- **STRUCTURE # 21-031-0684-01-249**
    - i. Section of concrete along south wingwall has settled with 2' deep void at toe.
  - **STRUCTURE # 21-031-0684-01-250**
    - i. Southeast abutment joint sealant has failed at south and east bridge corner.
  - **STRUCTURE # 21-031-0684-01-253**
    - i. Runoff erosion of 2.5' at east and west embankments.
    - ii. Bent 4 joint sealant has failed.
    - iii. NW abutment joint sealant has failed.
  - **STRUCTURE # 21-031-3622-01-001**
    - i. Up to 4' deep runoff erosion gullies formed at east corner of bridge.
    - ii. Up to 2' deep runoff erosion gullies formed at north corner of bridge.
    - iii. Top of west corner riprap has settlement -2" deep.
  - **STRUCTURE # 21-031-3622-01-255**
    - i. Moderate erosion gullies up to 3'.
    - ii. Embankment erosion at SW corner has exposed and undermined riprap and drainage flume.
2. Conduct field site visits to corroborate findings from the various reports referenced above, as applicable; collect information of areas/structural items in need of rehabilitation and/or action; and perform overall visual bridge observation to identify any other conditions and/or features that may be deemed of importance for inclusion into the documents.
  3. Perform engineering analysis of conditions noted and develop repair and/or rehabilitation recommendations for each structural item or feature, as applicable

### **Deliverables**

The GEC will provide the following deliverables:

1. Technical Plans and Specifications for the proposed maintenance repair/rehabilitation activities for the various bridge facilities; and
2. Engineer's cost estimate by bridge facility, for the recommended repair/rehabilitation activity.

### **FC 320 – Construction Management**

1. The GEC will assist the Authority during one (1) bid phase for construction/implementation of the repairs/upgrades of the various items identified for each bridge facility. The GEC will review notices to be published by the Authority, review and evaluate contractor's bid(s) received, and formally recommend an action to this effect.
2. The GEC will assist the Authority during construction/maintenance activities with receiving and responding to Requests for Information (RFIs) related to interpretation of design details, specifications, standard construction details, and construction plans.

TX2434.WA06 SH 550 Bridge Maintenance  
Work Authorization 6 – Exhibit B

**The Scope of Services for Construction Engineering Inspection (CEI), would be Tasks (3) and (4) below if requested by the CCRMA. If requested, frequency of inspection activities would be needed to prepare the appropriate fee as part of the work authorization.**

3. The GEC will coordinate and attend a pre-construction meeting as part of the construction management of the project.
4. The GEC will assist the Authority during construction of the project by providing the following construction management services:
  - a. Advise and assist the Authority in evaluating and resolving construction problems and providing guidance in matters related to construction quality assurance.
  - b. Review construction contract shop drawings, erection drawings, working drawings, samples, material and product certifications, and catalog cuts and brochure submittals for general conformance with the design plans and specifications.
  - c. Review mill and shop inspection, laboratory tests and field tests performed by testing engineer and testing verification engineer if applicable.
  - d. Perform periodic field inspections, especially during major items of work, that may have been identified as part of the repair/rehabilitation activities, such as cleaning and resealing of expansion joints and concrete spalling repair.
  - e. Review and recommend approval of progress payment requests, schedules, progress reports, including certificates of completion.
  - f. Verify and certify final inspection reports of the completed construction items.

## **EXHIBIT C**

### **Schedule of Work**

The GEC will diligently pursue the completion of the Project as defined by the milestones and deliverable due dates.

The GEC will inform the Authority (in reasonable advance of the delay) should the GEC encounter delays that would prevent the performance of all work in accordance with the established schedule(s) of work.

#### **Notice To Proceed – Upon Execution**

Field Investigations:	3 Weeks from Notice to Proceed
Maintenance Details:	6 Weeks from Notice to Proceed
Bidding Documents:	7 Weeks from Notice to Proceed

#### **Work Order Complete – Upon Approval of All Listed Deliverables**

PROJECT: SH 550 Bridge Maintenance  
 CLIENT: CCRMA  
 COUNTY: Cameron  
 JOB NO.: TX2434 WA6

Exhibit D - FEE ESTIMATE

TASK CODE	DESCRIPTION	FIRM	SERVICE	MAN-HOURS											ESTIMATED FEE	TOTALS
				Project Manager - PS&E ID	Support Manager - TPP Planning	Deputy Project Manager	Technical Advisor - Senior	Engineer (Senior)	Engineer (Project)	Engineer (Design)	Engineer-In-Training II	CADD Operator - Senior	Administrative / Clerical	TOTAL		
PROJECT MANAGEMENT																
	Internal Project Management/Administration															
	Internal Coordination (Administration and Scheduling) 1 (2 Hrs/Wk)	RRP	BASIC	22				16	32					70	\$14,848.04	
	2 Proposed Meetings (3 Meetings)	RRP	BASIC	2				6	6		6			20	\$3,570.34	
	3 Sub Consultant Coordination	RRP	BASIC	2										2	\$547.00	
	4 Project Secretary / Clerical (2 Hrs/Wk)	RRP	BASIC										72	72	\$5,322.24	
	Sub Total (Internal Project Management/Administration)			26	0	0	0	22	38	0	6	0	72	164		\$24,287.62
MISCELLANEOUS ROADWAY																
	Roadway Maintenance (Signage, Roadside Safety, Drainage, Pavement)															
	1 Initial Investigation for Asphalt Depth Repair	RRP	BASIC	2					8		8			18	\$2,606.92	
	2 Preparation of Maintenance Details	RRP	BASIC					2	8		8	8		26	\$3,420.08	
	Preparation of Bid Packages / Update Existing 3 Maintenance Plans	RRP	BASIC	2					16		32	40		90	\$10,679.16	
	Sub Total (Miscellaneous Roadway)			4	0	0	0	2	32	0	48	48	0	134		\$16,706.16
MAINTENANCE PLANS, SPECIFICATONS AND ESTIMATES																
	FC 170 Bridge Maintenance Plan Details															
	Structure #21-031-0039-08-433	RRP	SPECIAL											0	\$0.00	
	Repair E. and N. BKWL for spalls, crack, delamination	RRP	SPECIAL					3	2			5		10	\$1,586.84	
	Structure #21-031-0684-01-248	RRP	SPECIAL											0	\$0.00	
	Repair E. and N. wingwall concrete	RRP	SPECIAL					3	2			5		10	\$1,586.84	
	Fill erosion at east pavement and flume	RRP	SPECIAL					2				2		4	\$709.64	
	Fix chain link fence at NE end	RRP	SPECIAL					2				2		4	\$709.64	
	Repair approach 2" crack at NW	RRP	SPECIAL					3	2			5		10	\$1,586.84	
	Structure #21-031-0684-01-249	RRP	SPECIAL											0	\$0.00	
	Fix settled S. wing and fill void at toe	RRP	SPECIAL					6	4			10		20	\$3,173.68	
	Structure #21-031-0684-01-250	RRP	SPECIAL											0	\$0.00	
	Fix JT sealant at SE bridge corner	RRP	SPECIAL					2				2		4	\$709.64	
	Structure #21-031-0684-01-253	RRP	SPECIAL											0	\$0.00	
	Fill erosion at E. and W. embankments	RRP	SPECIAL						2			2		4	\$709.64	
	Fix bent 4 and NW abut JT sealant	RRP	SPECIAL					2				2		4	\$709.64	
	Structure #21-031-3622-01-001	RRP	SPECIAL											0	\$0.00	
	Fill erosions and repair riprap	RRP	SPECIAL					4				4		8	\$1,419.28	
	Structure #21-031-3622-01-255	RRP	SPECIAL											0	\$0.00	
	Fill erosions, repair riprap and drainage flume	RRP	SPECIAL					3	2			5		10	\$1,586.84	
	Field Trip (2 persons, 2.5 days)	RRP	SPECIAL					16	24					40	\$7,608.88	
	Sub Total (Maintenance Assessment & Reporting)			0	0	0	0	48	36	0	0	44	0	128		\$22,097.40

PROJECT: SH 550 Bridge Maintenance  
 CLIENT: CCRMA  
 COUNTY: Cameron  
 JOB NO.: TX2434 WA6

Exhibit D - FEE ESTIMATE

TASK CODE	DESCRIPTION	FIRM	SERVICE	MAN-HOURS											ESTIMATED FEE	TOTALS
				Project Manager - PS&E ID	Support Manager - TPP Planning	Deputy Project Manager	Technical Advisor - Senior	Engineer (Senior)	Engineer (Project)	Engineer (Design)	Engineer-In-Training II	CADD Operator - Senior	Administrative / Clerical	TOTAL		
CONSTRUCTION PHASE SERVICES																
	CONSTRUCTION BIDDING	RRP														
	RFI's/Addenda	RRP	SPECIAL	1					5			10		16	\$2,121.55	
	Pre Bid Meeting	RRP	SPECIAL	3					3					6	\$1,278.81	
	Bid Opening	RRP	SPECIAL	4					4					8	\$1,705.08	
	Bid Tabulation / Recommendation of Award	RRP	SPECIAL	2					12		24			38	\$4,893.52	
	Progress Meetings During Construction (Bi-Weekly)	RRP	SPECIAL	4				8			8			20	\$3,902.96	
	DURING CONSTRUCTION	RRP												0	\$0.00	
	Weekly Inspection Support / Final Drawings and Pay Estimate	RRP	SPECIAL	6					60		160		4	230	\$27,858.08	
	CMT	BZZ	SPECIAL											0	\$30,000.00	
	REVIEW OF SHOP DRAWINGS	RRP												0	\$0.00	
	Concrete Mix Design	RRP	SPECIAL						2		4			6	\$724.42	
	Sub Total (Construction Phase Services)			20	0	0	0	8	86	0	196		4	324		\$72,484.42
	SUBTOTAL (LABOR)			50	0	0	0	80	192	0	250	92	76	750		\$135,575.60
	Total Hours	MULTIPLIER		50	0	0	0	80	192	0	250	92	76			
	CONTRACT RATES: (\$/MAN-HOUR)	2.464		273.50	271.04	246.40	308.00	246.40	152.77	135.03	104.72	108.42	73.92			
	BASE RATES: (\$/MAN-HOUR )			111.00	110.00	100.00	125.00	100.00	62.00	54.80	42.50	44.00	30.00			
NON LABOR																
	Travel - Lodging	RRP (nl)	SPECIAL	Persons =	2	Nights =	2	Cost per Night=	\$	130.00					\$520.00	
	Travel - Meals	RRP (nl)	SPECIAL	Persons =	2	Days =	3	Cost per Day =	\$	59.00					\$354.00	
	Travel - Airfare	RRP (nl)	SPECIAL	Persons =	2	Trips=	2	Airfare per Trip=	\$	530.00					\$2,120.00	
	Travel - Mileage To Project Site	RRP (nl)	SPECIAL	Miles =	100	Trips=	12	Mileage per Trip=	\$	0.67					\$804.00	
	SUBTOTAL (NON-LABOR)															\$3,798.00
WORK AUTHORIZATION TOTAL																\$139,373.60

**2-J      CONSIDERATION AND APPROVAL OF A RIGHT OF ENTRY FOR THE USE  
OF CAMERON COUNTY REGIONAL MOBILITY AUTHORITY PROPERTY  
BETWEEN THE CAMERON COUNTY REGIONAL MOBILITY AUTHORITY  
AND THE TOWN OF RANCHO VIEJO AND/OR ITS CONTRACTORS.**



## RIGHT OF ENTRY AGREEMENT

This Right of Entry Agreement ("Right of Entry") is entered as of the date of the last party to sign this Right of Entry (the "Effective Date") by and between the Cameron County Regional Mobility Authority (the "Authority") and the Town of Rancho Viejo, Texas (the "Town"). The Authority and the Town are collectively referred to as the "Parties".

### RECITALS

WHEREAS, the Authority is the owner in fee of that certain real property and improvements generally located at Property ID 106246 and more particularly described as Sandra Sue Estates Subdivision, Lot Thirteen (13) (the "Authority's Property"); and,

WHEREAS, the Property is adjacent to certain real property and improvements owned by the Town and generally located at Property ID 106245 and more particularly described as Sandra Sue Estates Subdivision, Lot Twelve (12) (the "Town's Property"); and,

WHEREAS, the Town desires to obtain the Authority's permission to enter onto the Property, on a limited basis, for the purposes of the Town completing the construction project for a multi-use facility on the Town's Property (the "Project"); and,

WHEREAS, the Authority and the Town wish to enter into this Right of Entry which sets forth the conditions on which the Authority will allow the Town and its agents to enter the Authority's Property for the purposes described herein.

NOW, THEREFORE, the Authority and the Town agree, as follows:

### AGREEMENT

1. **Right of Entry.** The Authority hereby grants the Town and its agents, employees, and contractors a temporary right to enter onto the Authority's Property for purpose of completing the Project. The Town agrees that the term of this Right of Entry is limited to the duration of the Project. The Town relies solely on its own investigation in its decision to use the Authority's Property for the Purpose and acknowledges the Authority has made no representations or warranties regarding the suitability or fitness of the Authority's Property for this Right of Entry. The Town acknowledges that its obligations under this Right of Entry shall extend to the actions or omissions of its contractors, agents, employees, or any other persons or entities under the exclusive control of the Town.
2. **Term.** The term of this Right of Entry shall automatically terminate on the earlier to occur of one (1) year or the final completion of the Project, unless earlier terminated as provided herein. The term may be extended by written notice to the Town in the sole and absolute discretion of the Authority.

3. **Subordination.** This Right of Entry is subordinate to all prior and future rights and obligations of the Authority in the Authority's Property, except that the Authority shall grant no rights inconsistent with the reasonable exercise by the Town of its rights under this Right of Entry.
4. **Liens.** The Town shall not permit to be placed against the Authority's Property, or any part thereof, any design professionals', mechanics', materialmen's, contractor's, or any other kind of lien with regard to the Town's actions on the Authority's Property. The Town agrees to hold the Authority harmless for any loss or expense, including reasonable attorney's fees and costs, arising from any such liens which might be filed against the Property as a result of the Town's actions.
5. **Indemnification.** The Town hereby agrees to indemnify, defend, and hold harmless the Authority and its respective officers, employees, agents, and representatives from all actions, suits, penalties, liabilities, damages to property, or injuries to persons, to the extent caused by the Town or the Town's agents under this Right of Entry, and whether such damage or claim shall accrue or be discovered before or after termination of this Right of Entry. The indemnity and other rights afforded to the Authority by this section shall survive revocation, expiration, or termination of this Right of Entry.
6. **Compliance with Laws/Permit.** The Town shall, in all activities undertaken pursuant to this Right of Entry, comply and cause its contractors, agents, and employees to comply with all federal, state, and local laws, statutes, orders, ordinances, rules, regulations, plans, policies, and decrees. Without limiting the generality of the foregoing, the Town, shall obtain any applicable permits which may be required by any law, regulation, or ordinance for the activities the Town contemplates conducting pursuant to this Right of Entry, and further represents and warrants that such activities will be performed in a manner that is safe and appropriate to protect public property and the health and safety of others.
7. **No Real Property Interest.** It is expressly understood that this Right of Entry does not in any way whatsoever grant or convey any permanent easement, lease, fee, or other interest in the Authority's Property to the Town. This Right of Entry is not exclusive and the Authority specifically reserves the right to grant other rights of entry within the vicinity of the Authority's Property provided that Authority shall make reasonable efforts to ensure that any other rights of entry do not unreasonably interfere with the Town's rights under this Right of Entry.
8. **Attorney's Fees.** In the event of a dispute between the Parties with respect to the terms or conditions of this Right of Entry, the prevailing party shall be entitled to collect from the other its reasonable attorney's fees as established by the Court presiding over such dispute.
9. **Revocable Licenses and Termination.** The right of entry granted herein is revocable and may be terminated by the Authority's Executive Director in accordance with the terms of this Right of Entry. This Right of Entry may be terminated at any time by either party upon three (3) business day's prior notice in writing to be served on the other party. In cases of an emergency or a breach of this Right of Entry by the Town, this Right of Entry may be



terminated by the Authority immediately. Upon termination, the Town's rights hereunder shall terminate immediately, but its obligations to indemnify Authority and restore the Authority's Property, only to the extent damage is caused by the Town, shall survive termination hereof.

10. **Restoration of the Authority's Property.** The Town represents and warrants to the Authority that it does not anticipate any damage to the Authority's Property from the Town's performance of the Project, but that the Town agrees, as its sole cost and expense, to restore the Authority's Property to the same or as close to the same condition as possible. Further, if, at any point during the term of this Right of Entry, the Authority determines, in its sole reasonable discretion, that repairs to the Authority's Property are necessary to protect public property and the health and safety of others, the Authority may immediately terminate the Town's right of entry hereunder until such repairs and restoration to address damage caused by the Town are performed by the Town, as are reasonably necessary as determined in the Authority's sole discretion. In the event the Town fails to promptly meet its obligations under this Section, the Authority reserves the right to perform such repairs and restoration at the Town's expense.
11. **Insurance.** The Town represents and warrants that the Town and its agents shall maintain liability insurance naming the Authority as an additional insured for so long as this Right of Entry is in full force and effect.
12. **Continuing Liability.** No termination of this Right of Entry shall release the Town from any liability or obligation to the extent they result from any acts, omissions, or events happening prior to the termination of this Right of Entry and restoration of the Authority's Property.
13. **Venue, Governing Law.** Venue for any action arising out of this Right of Entry shall be mandatory in State District Court in Cameron County, Texas. This Right of Entry shall be governed and interpreted under Texas law.
14. **Governmental Immunity.** Nothing herein shall be considered a waiver of the Authority's governmental immunity.
15. **Counterparts.** This Right of Entry may be executed in one or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument.

**(Signature Page to Follow)**

IN WITNESS WHEREOF, as of the Effective Date, the Parties hereto have executed this Right of Entry.

**CAMERON COUNTY REGIONAL MOBILITY AUTHORITY**



Frank Parker, Jr., Chairman of the Board

Attested to by:



Arturo A. Nelson, Jr., Secretary

**TOWN OF RANCHO VIEJO, TEXAS**



Isabel Perales, Interim Town Administrator

**2-K    CONSIDERATION AND APPROVAL OF A TIME EXTENSION ON  
PROFESSIONAL ENGINEERING CONSULTING SERVICES AGREEMENT  
WITH JWH & ASSOCIATES, INC. FOR THE ENGINEERING SERVICES  
RELATING TO THE UPDATE OF THE FM 511 ROADWAY ANALYSIS.**

# JWH & Associates, Inc.

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3014 Fairway Drive Sugar Land, Texas 77478  
956.793.3870 Cell Phone [jhudson8@comcast.net](mailto:jhudson8@comcast.net) Email

**April 16, 2025**

**Mr. Pete Sepulveda  
Executive Director  
Cameron County Regional Mobility Authority  
3461 Carmen Ave., Suite 5  
Rancho Viejo, Texas 78575**

**Re: Request for time extension on Professional Engineering Consulting Services  
Agreement for the Engineering services relating to the update of the FM 511  
roadway analysis.**

Dear Mr. Sepulveda,

I request a time extension for the FM 511 traffic study. Such extension is requested base on additional information recently obtained and needed to be included within the study. Such information included the Texas Department of Transportation right of way drawings on FM 511 recently obtained, information provided during the recent Texas Department of Transportation public hearing on SH 4, further information regarding crashes along FM 511, and information regarding the Brownsville/South Padre Airport runway extension. The analysis of these items is critical for the report and will impact the recommendations. I've included additional time for presentations of the report

The original project agreement was for 120 days beginning November 26, 2024. I request that the time extension of an addition 90 days that would move the completion date to June 26, 2025.

## Authorization

The ENGINEER shall be authorized to continue with the proposed services for the PROJECT upon execution of this agreement.

If to the ENGINEER:

JWH AND ASSOCIATES, INC.  
3014 Fairway Drive  
Sugar Land, Texas 77478  
Attention: John W. Hudson, Jr., P. E.  
Phone: 956-793-3870  
E-mail [jhudson8@comcast.net](mailto:jhudson8@comcast.net)

By



Date: April 16, 2025

If to the OWNER:

**Cameron County Regional Mobility Authority**

Approved

By:



Title: Chairman

Date: 04/24/2025

## **Exhibit A**

### **JWH and Associates, Inc. Billing Rate Table**

#### **Staff**

<b>Classifications</b>	<b>Billing Rate</b>
<b>Principal- John Hudson</b>	<b>\$275.00</b>
<b>Engineer Associate- Dustin Qualls</b>	<b>\$150.00</b>
<b>CADD Technician</b>	<b>\$100.00</b>
<b>Administrative Assistant</b>	<b>\$80.00</b>
<b>Assistant</b>	<b>\$50.00</b>

#### **Reimbursable Expenses Billing Rate**

<b>Parking</b>	<b>Actual cost</b>
<b>Printing</b>	<b>Actual cost</b>
<b>Mileage</b>	<b>65.5 Cents/mile</b>
<b>Airfare</b>	<b>Actual cost</b>
<b>Rent Car</b>	<b>Actual cost</b>
<b>Lodging</b>	<b>Actual cost</b>
<b>Means (per diem)</b>	<b>\$60.00/day</b>
<b>Subcontract services</b>	<b>Actual cost + 10%</b>



	<b>EXHIBIT A</b>									
	<b>Project Cost Estimate</b>									
<b>Scope Proposal by J W H &amp; Assoc., Inc</b>										
<b>Project:</b>	<b>Update of the FM 511 Report Transportation Analysis</b>									
	<b>Cameron County</b>									
<b>Client:</b>	<b>Cameron County Regional Mobility Authority</b>									
<b>Cost Estimate for Scope of Services</b>										
<b>Date: October 29, 2024</b>										
<b>Time Period: 120 days</b>	<b>Principal</b>	<b>Engr. Ass't.</b>	<b>CADD</b>	<b>Admin. Asst.</b>	<b>Sub-Contract</b>			<b>Total</b>	<b>Total cost</b>	
<b>Hourly Rate</b>	<b>\$275.00</b>	<b>\$150.00</b>	<b>\$100.00</b>	<b>\$80.00</b>	<b>\$1,000</b>			<b>Man hours</b>		
	<b>Man hours</b>	<b>Man hours</b>	<b>Man hours</b>	<b>Man hours</b>						
<b>Task 1: Project preparation for Kickoff meeting</b>	4							4	\$1,100.00	
<b>Task 2: Field surveys, photos, land use inventory, drone flights</b>	16							16	\$4,400.00	
<b>Task 3: Collection of traffic volumes, future data from City of Brownsville</b>	12							12	\$3,300.00	
<b>Task 4: Turning movement counts - 6 locations-subcontracted</b>	6				6			12	\$7,650.00	
<b>Task 5: Reseach existing right-of-way , drawings on aerals</b>	12	4						16	\$3,900.00	
<b>Task 6: Special wide and long loads analysis - autocad turn analysis</b>	8	4	6					18	\$3,400.00	
<b>Task 7: Plan improvements, cad drawings</b>	16	4	10					30	\$6,000.00	
<b>Task 8: Capacity Analysis at 4 intersections</b>	4	8						12	\$2,300.00	
<b>Task 9: Develop Report of finding and Power point presentation</b>	16	4		4				24	\$5,320.00	
<b>Task 10: Presentations</b>	4							4	\$1,100.00	
<b>Total</b>	<b>98</b>	<b>24</b>	<b>16</b>	<b>4</b>		<b>0</b>	<b>0</b>	<b>148</b>	<b>\$38,470.00</b>	
<b>Expenses</b>	<b>Unit</b>	<b>No.</b>	<b>Unit</b>	<b>Total</b>						
	<b>Cost</b>									
<b>Mileage</b>	\$0.66	1600	miles	\$1,048.00						
<b>Per diem (meals)</b>	\$60.00	4	Days	\$240.00						4
<b>Airfare</b>	\$500.00	0	Rd. trip	\$0.00						
<b>Parking</b>	\$40.00	0	Days	\$0.00						
<b>Rent car</b>	\$75.00	0	Days	\$0.00						
<b>Lodging</b>	\$125.00	3	Days	\$375.00						
<b>Rent car fuel</b>	\$20.00	0	Each	\$0.00						
<b>Printing/reproductions</b>	\$150.00	1	Lump sum	\$150.00						
<b>Total Expense cost</b>				<b>\$1,813.00</b>						
<b>Total Project Cost Estimate</b>										<b>\$40,283.00</b>

**2-L      DISCUSSION AND POSSIBLE ACTION REGARDING THE TRANSITION  
WITH THE HARRIS COUNTY TOLL ROAD AUTHORITY.**

**No Action Taken on this Item**

**2-M      CONSIDERATION AND APPROVAL OF A RESOLUTION IN SUPPORT OF  
THE DANA AVENUE PROJECT.**

**THE STATE OF TEXAS  
COUNTY OF CAMERON**

**RESOLUTION**

BE IT RESOLVED THAT ON THE 24TH DAY OF APRIL, 2025, THE CAMERON COUNTY REGIONAL MOBILITY AUTHORITY CONVENED IN REGULAR SESSION, AND UPON THE REQUEST OF THE CAMERON COUNTY REGIONAL MOBILITY AUTHORITY BOARD OF DIRECTORS, THE FOLLOWING ITEM WAS OFFERED AND ADOPTED, TO WIT:

**“CONSIDERATION AND APPROVAL OF A RESOLUTION IN SUPPORT OF THE DANA AVENUE PROJECT”**

**WHEREAS:** the City of Brownsville, Cameron County and the Cameron County Regional Mobility Authority (CCRMA) are developing the Dana Avenue Project; and the Texas Department of Transportation (TxDOT) is a partner with the City of Brownsville, Cameron County and the CCRMA; and

**WHEREAS,** the Dana Avenue project would widen and reconstruct Dana Avenue from FM 3248 to FM 802 to improve mobility and safety, reduce congestion, and provide pedestrian and bicyclist accommodations.

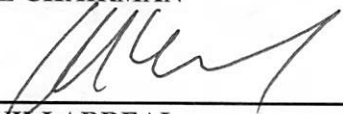
**NOW, THEREFORE, BE IT RESOLVED** that the Cameron County Regional Mobility Authority Board of Directors supports the Dana Avenue Project and will continue to work with the Texas Department of Transportation to ensure that the Project is completed.

Passed, Approved and Adopted on this 24<sup>th</sup> day of April 2025.

**CAMERON COUNTY REGIONAL MOBILITY AUTHORITY**

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

(ABSENT)  
\_\_\_\_\_  
**MICHAEL F. SCAIEF**  
**VICE CHAIRMAN**

  
\_\_\_\_\_  
**AL VILLARREAL**  
**TREASURER**

(ABSENT)  
\_\_\_\_\_  
**LEO R. GARZA**  
**DIRECTOR**

  
\_\_\_\_\_  
**ARTURO A. NELSON**  
**SECRETARY**

  
\_\_\_\_\_  
**MARK ESPARZA**  
**DIRECTOR**

  
\_\_\_\_\_  
**ALBERT GARZA III**  
**DIRECTOR**