

GENERAL MEETING OF THE BOARD OF DIRECTORS  
OF THE  
CENTRAL TEXAS REGIONAL MOBILITY AUTHORITY

RESOLUTION NO. ~~04-07~~ 04-10

Redesignated  
Per Resolution  
04-24 on  
May 26, 2004

WHEREAS, the Central Texas Regional Mobility Authority ("CTRMA") is pursuing the development of the US 183-A turnpike project; and

WHEREAS, the CTRMA has approved work authorizations for its General Engineering Consultant ("GEC") to pursue work necessary for the development of US 183-A; and

WHEREAS, the CTRMA has received unsolicited proposals for the development of US 183-A through a comprehensive development agreement and has authorized the issuance of a request for competing qualifications ("RFCQ"), and has reviewed all responses to that RFCQ; and

WHEREAS, the GEC has presented US 183-A Work Authorization No. 3.5 (copy attached as Exhibit A) which covers additional work necessary for US 183-A as well as work related to the issuance of a request for detailed proposals ("RFDP"), which is the next phase of the CDA process; and

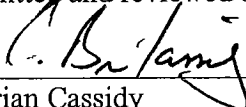
WHEREAS, the CTRMA Board of Directors must approve US 183-A Work Authorization No. 3.5 before the GEC may proceed with work thereunder; and

WHEREAS, the GEC has represented to the Board of Directors that the work reflected in US 183-A Work Authorization No. 3.5 is necessary and appropriate to pursue the development of US 183-A and the continuation of the CDA procurement process.

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors approves US 183-A Work Authorization No. 3.5 in the form attached as Exhibit A, provided that (a) no work may be undertaken that is not within the scope of what TxDOT approves as being reimbursable under the previously awarded toll-equity funds for US 183-A; and (b) any work commenced under US 183-A Work Authorization No. 3.5 be subject to the contract to be executed by the CTRMA and the GEC.

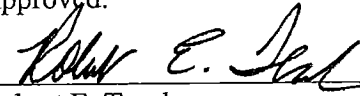
Adopted by the Board of Directors of the Central Texas Regional Mobility Authority on the 31<sup>st</sup> day of March, 2003.

Submitted and reviewed by:



C. Brian Cassidy  
General Counsel for the Central  
Texas Regional Mobility Authority

Approved:



Robert E. Tesch  
Chairman, Board of Directors  
Resolution Number 04-07  
Date Passed 03/31/04

**EXHIBIT B****WORK AUTHORIZATION****Work Authorization No. 3.5**

This Work Authorization is made as of this 26<sup>th</sup> day of March, 2004, under the terms and conditions established in the AGREEMENT FOR GENERAL CONSULTING ENGINEERING SERVICES, dated as of September 1st, 2003 (the Agreement), between the Central Texas Regional Mobility Authority (Authority) and ENTB Corporation (GEC). This Work Authorization is made for the following purpose, consistent with the services defined in the Agreement:

*Procurement & Technical Services for US 183A***Section A. - Scope of Services**

A.1. GEC shall perform the following Services:

Refer to Attachment A – Scope of Work

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

N/A

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

Refer to Attachment A – Scope of Work

**Section B. - Schedule**

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

Services under this Work Authorization are expected to be substantially complete within 12 months from the date this Work Authorization becomes effective. This Work Authorization will not expire until all tasks associated with the Scope of Services are complete.

**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 \$ \_\_\_\_\_ based on Attachment B -Fee Estimate. Compensation shall be in accordance with the Agreement.

C.2. Compensation for Additional Services (if any) shall be paid by the Authority to the GEC according to the terms of future Work Authorizations.

**Section D. - Authority's Responsibilities**

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

N/A

**Section E. - Other Provisions**

The parties agree to the following provisions with respect to this specific Work Authorization:

N/A

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

Authority: Central Texas Regional Mobility Authority

GEC: HNTB Corporation

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

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

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

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

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

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

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

**CENTRAL TEXAS RMA****ATTACHMENT A – SCOPE OF WORK****WORK AUTHORIZATION NO. 3.5****SERVICES TO BE PROVIDED BY THE GENERAL ENGINEERING CONSULTANT (GEC) – PART A (PROCUREMENT), PART B (ENVIRONMENTAL) AND PART C (PUBLIC INVOLVEMENT)****Part A – US-183A Development Procurement Management Services**

This scope of work includes the continuation of those professional services and deliverables required to complete the procurement of a development team to enter into a comprehensive development agreement (CDA) with the Central Texas Regional Mobility Authority (CTRMA) to develop and operate the US-183A toll facility. The selected development team should consist of participating firms whose abilities, professional skills, and experience qualify them to develop and operate the US-183A toll facility for the CTRMA. Only one development team will be selected to enter into the CDA for the US-183A facility.

In summary, this scope will entail those services required to assist the CTRMA in: the preparation of a Request of Detailed Proposals (RFDP); the issuance of the RFDP to a shortlist of development teams (the shortlisted proposers); and the receipt and assessment of submitted Detailed Proposals.

**1.0 Pre-REDP Phase**

- 1.1 Develop a management plan for the procurement of developers of the US-183A toll facility. This will entail working closely with the CTRMA in the preparation of a procurement process / protocol and reasonable time schedule to define progress achievement milestones between the issuance of the RFDP and the issuance of Notice(s) to Proceed to the selected proposer for the US-183A toll facility. This schedule will allow sufficient time for all elements of the procurement process, including: development of the RFDP by the CTRMA and GEC; preparation of Detailed Proposals by the shortlisted proposers; assessment of the Detailed Proposals by the CTRMA / GEC; selection of the “Best Value” proposal; and negotiation of the terms and execution of CDA.
- 1.2 Develop draft versions of the main sections of the RFDP for the US-183A toll facility. These main sections will include:
  - 1.2.1 Draft Instructions to Proposers – This document will contain relevant information to the shortlisted proposers regarding the project and their

associated submittals, including: an introduction and summary of the project; a procurement schedule defining the major milestone dates to be adhered to during the CDA procurement process; detailed description of the procurement process which the CTRMA will utilize during the review and evaluation of the responses to the RFDP; detailed information pertaining to the Proposal delivery, content and format; Proposal evaluation criteria and weighting; CDA award and approval process; and stipend information and amounts (if applicable).

- 1.2.2 Draft Comprehensive Development Agreement – This document will contain the actual Agreement to be executed between the CTRMA and successful proposer. It is anticipated that this section of the RFDP will be prepared by the CTRMA legal counsel and that the GEC will serve in a coordination / review role in the development of same.
  - 1.2.3 Draft Scope of Work – This document will contain detailed information, specifications, and associated guidance intended to apply specifically to the development and implementation of the US-183A toll facility.
  - 1.2.4 Draft Technical Provisions – This document will contain detailed information, specifications, and associated guidance intended to apply to the development and implementation of all toll facility projects procured by the CTRMA.
- 1.3 Conduct a series of Risk Allocation Workshops with CTRMA staff, legal counsel, financial advisors, and others to develop a policy and methodology to divide and assign the risks associated with the design, construction, operation, maintenance and financing elements of the US-183A toll facility. A Risk Allocation matrix will be developed which will divide and assign all potential risks associated with the development and implementation of the project, including:
- 1.3.1 Design Process: design defect (damages, third party injury); design defect (Nonconforming Work); system integrator (SI) delays; other cost increases and delays; accuracy of schematics and reference documents; alignment change creating need for additional right-of-way.
  - 1.3.2 Right of Way: right-of-way acquisition costs; right-of-way acquisition delays.
  - 1.3.3 Utility Relocation: delay due to Utility Adjustments, including unidentified utilities; cost of unidentified utilities; failure of Utility Owners to comply with Adjustment Agreements.
  - 1.3.4 Governmental Approvals: governmental approvals; new environmental approvals and changes to CTRMA-Provided Approvals due to changes in Final Design; governmental approvals required due to Force Majeure or CTRMA-Directed Change After NTP
  - 1.3.5 Force Majeure Events: actions of the elements; acts of war; strikes and labor disputes; archaeological, paleontological or cultural resource; threatened or endangered species; changes in law; injunctions against the Project; temporary no-work restrictions resulting from the discovery

- within the Site of any karst features; hazardous materials (third party spills after proposal date); hazardous materials (existing).
- 1.3.6 Construction, Supply and Installation: cost increase due to CTRMA-Directed Change or CTRMA-Caused Delay; differing site conditions; delay in completion (other than CTRMA-Caused Delay, Force Majeure and certain uncooperative utility delays); delay in completion due to CTRMA-Caused Delay, Force Majeure and certain uncooperative utility delays; construction defect (damages, third party injury); construction defect (Nonconforming Work); delays in opening Project for revenue service due to System Integrator work.
  - 1.4 Prepare a Revised Draft RFDP by incorporating the Risk Allocation assignments agreed to by the CTRMA under Task 1.3 into the Draft RFDP prepared under Task 1.2. An extensive internal review of this Revised Draft RFDP will be completed by senior level GEC staff having experience in CDA processes to ensure completeness. Comments developed / identified during this internal review process will be discussed with the CTRMA staff, legal counsel, and financial advisers to obtain their approval prior to modifying the Draft RFDP.
  - 1.5 Organize Reference Documents, being prepared by the GEC under previous Work Authorizations, for inclusion into the Draft RFDP as attachments. These documents will include:
    - 1.5.1 Design Schematic
    - 1.5.2 Utility Memorandums of Agreement
    - 1.5.3 Cooperative Agreements
    - 1.5.4 Environmental Permits / Agreements
    - 1.5.5 Right-of-way Acquisition DocumentationStatus assessments will be prepared for inclusion in the RFDP for those documents which have not been fully completed at the time of RFDP issuance to the shortlisted proposers.
  - 1.6 Develop an Industry Review RFDP utilizing documents / information prepared under Tasks 1.4 and 1.5 for transmittal to the shortlisted proposers for their review and comment. Written review comments / responses will be formally requested from the shortlisted proposers. Additionally, a series of individual meetings with each shortlisted proposer will be conducted to discuss the RFDP and solicit feedback; documentation of these meetings will be prepared by the GEC. All comments / responses will be reviewed by the GEC; a memo summarizing the comments / responses will be prepared for submittal to the CTRMA. Comments identified during this Industry Review process will be discussed with the CTRMA staff, legal counsel, and financial advisers to obtain their approval prior to modifying the RFDP.

- 1.7 Assist the CTRMA in obtaining Texas Department of Transportation (TxDOT) and Federal Highway Administration (FHWA) approval of the Draft RFDP (updated per the Industry Review process described in Task 1.6). The GEC will attend meetings with the CTRMA to present the Draft RFDP to TxDOT and FHWA; written comments will be formally requested from both agencies. Comments received from TxDOT and FHWA will be discussed with the CTRMA staff, legal counsel, and financial advisers to obtain their approval prior to modifying the RFDP.

## 2.0 **RFDP Phase**

- 2.1. Based upon the completion of Tasks 1.1 thru 1.7 and working jointly and cooperatively with the CTRMA, compile the Final RFDP. The GEC will prepare correspondence for execution by the CTRMA distributing the Final RFDP to shortlisted proposers.
- 2.2. Develop a secure system for receiving, handling, distributing, tracking, storing, and dating all documents, correspondence, facsimile transmissions, and other telecommunications after the date of acceptance of the Final RFDP. Search and locate a secure site acceptable to the CTRMA to store all documents and correspondence received and created on and after the date of receipt of the Final RFDP. With the assistance of the CTRMA Executive Director, create and maintain a list of parties who have been authorized access to the secured data by the CTRMA Executive Director. Create a controlled system in which the evaluators must check out, check in, and be recorded as holding the secured data.
- 2.3. Plan, organize, and administer a series of workshops to be attended by CTRMA staff, legal counsel, financial advisers, GEC staff, and shortlisted respondents. These workshops will be held to allow shortlisted proposers the opportunity to ask questions / request clarifications on the Final RFDP; it will also provide the shortlisted proposers the opportunity to solicit preliminary feedback regarding potential Alternative Technical Concepts they intend to include in their Technical Proposals. The GEC will solicit information from the shortlisted proposers such that agendas and related documents / exhibits can be prepared and distributed prior to the workshops; minutes of all workshops will also be prepared by the GEC. The GEC will evaluate questions (oral and written) posed at the workshops (and submitted later in writing) and draft answers for consideration by the CTRMA. Upon receipt of CTRMA approval, the GEC will assemble and distribute CTRMA answers to questions.
- 2.4. Assess status of Reference Documents being prepared by the GEC under previous Work Authorizations. These documents include:
  - 2.4.1 Design Schematic
  - 2.4.2 Utility Memorandums of Agreement

- 2.4.3 Cooperative Agreements
- 2.4.4 Environmental Permits / Agreements
- 2.4.5 Right-of-way Acquisition Documentation

Documentation describing the status of the Reference Documents will be prepared for submission to the shortlisted proposers by way of addenda to the Final RFDP such that the shortlisted proposers can include additional efforts in their Proposals for the completion of these items, if required.

2.5 Prepare and issue all addenda to the Final RFDP, if required, suggested by meetings, discussions, workshops, questions posed by potential respondents, and clarifications suggested and / or approved by the CTRMA; addenda will also include status updates on Reference Documents originally included in the RFDP, if required.

2.6 Working with the CTRMA staff and counselors, develop a detailed and thorough two (2) part procedure and methodology for evaluating the Proposals to be submitted by the shortlisted proposers, as follows:

2.6.1 Initial Proposals, which include conceptual information pertaining to Alternate Technical Concepts (ATCs) and Aesthetic Screenings, will be evaluated. The evaluation procedure and methodology for the Initial Proposals will include a detailed review by a Technical Subcommittee approved by the CTRMA; this review will be completed such that recommendations of "Accepted", "Conditionally Approved" or "Rejected" will be made for each component of the Initial Proposal.

2.6.2 Technical Proposals, which include detailed information pertaining to the development of the minimum interim build scenario of the US-183A toll facility as defined in the Final RFDP, innovative financing plans, opening schedule, and overall approach to the project will be evaluated. The evaluation procedure and methodology for the Technical Proposals will utilize the "Best Value Concept" process and will include detailed reviews by a series of specialized Technical Subcommittees approved by the CTRMA. The findings of each Technical Subcommittees' review will be documented for presentation to the Detailed Proposal Evaluation Committee (appointed by the CTRMA) such that a five level adjectival evaluation process (Excellent, Very Good, Good, Fair, or Poor) can be completed by each Committee member for each proposal. Upon completion of the individual Committee member evaluation / scoring, an average of all scores will be prepared for each Proposal.

Upon receipt of CTRMA approval on the evaluation procedures and methodologies, a workshop will be held to convey this information to the Detailed Proposal Evaluation Committee appointed by the CTRMA.

2.7 Receive and commence review of the Initial Proposals submitted by the shortlisted proposers, which include information pertaining to Alternate Technical



Concepts (ATCs) and Aesthetic Screenings. The GEC will establish a series of specialized Technical Subcommittees approved by the CTRMA to evaluate the thoroughness and quality of the Initial Proposal responses to each inquiry item contained in the Final RFDP utilizing the evaluation procedures and formulae adopted by the CTRMA. The GEC will prepare documentation of the findings resulting from the Technical Subcommittee evaluations; meetings with CTRMA staff, legal counsel, and financial advisors will also be held to discuss same.

- 2.8 Perform detailed reviews of Alternative Technical Concepts (ATCs) submitted by the shortlisted proposers. These ATCs will include proposed changes to the minimum project requirements set forth in the Final RFDP. The GEC will establish an ATC Review Core Team composed of senior level staff to lead the review of these Concepts. Upon completion of the GEC review, recommendations will be made to the CTRMA regarding which ATCs should be accepted, conditionally approved, or rejected. Upon acceptance of the GEC's recommendations by the CTRMA, the GEC will assist the CTRMA in obtaining necessary agency approvals, including Texas Department of Transportation (TxDOT) and Federal Highway Administration (FHWA), if required. The GEC will attend meetings with the CTRMA to present and discuss the selected ATCs with TxDOT and FHWA; written comments will be formally requested from both agencies.
- 2.9 Prepare correspondence for execution by the CTRMA transmitting the findings of the CTRMA's evaluation of the Initial Proposals (as defined in Tasks 2.7 and 2.8). This correspondence will be utilized by the shortlisted proposers during their preparation of their Technical Proposals.
- 2.10 Receive and commence detailed reviews of the Technical Proposals submitted by the shortlisted proposers, which include detailed information pertaining to the development of the minimum interim build scenario of the US-183A toll facility as defined in the Final RFDP, innovative financing plans, opening schedule, and overall approach to the project; review of the associated price proposals submitted by the shortlisted proposers defining their maximum price for the aforementioned minimum interim build scenario of the US-183A toll facility will also be reviewed. The GEC will establish a series of specialized Technical Subcommittees approved by the CTRMA to evaluate the thoroughness and quality of the Technical Proposal responses to each inquiry item contained in the Final RFDP utilizing the evaluation procedures and formulae adopted by the CTRMA. There may be other unsolicited technical, contractual or financial proposals in addition to the base guidelines provided by the CTRMA in the Final RFDP; such alternate responses also shall be evaluated and reported by the GEC. The GEC will prepare documentation of the findings resulting from the Technical Subcommittee evaluations; meetings with CTRMA staff, legal counsel, and financial advisors will also be held to discuss same.

- 2.11 Prepare and distribute agenda for meetings called at the option of the CTRMA for final deliberations pertaining to the Proposals. These meetings will allow the CTRMA the opportunity to discuss any remaining questions / issues related to the Proposals prior to the identification of the "Best Value" Proposal. Documentation of these meetings will be prepared by the GEC.
  - 2.12 Assist the CTRMA in the identification and selection of the "Best Value" Proposal. An evaluation outline will be prepared which documents the procedure followed during the evaluation of the Proposals, indicating what measurable developer performance categories were identified and individually analyzed. Using the outline, a detailed summary report of the review and analysis process followed by the GEC will be prepared, describing how the evaluators used the analytical work performed by the GEC to rank the responses in a best value order.
  - 2.13 Serve as a resource participant with the evaluators and the CTRMA staff in delivering final reports and recommendations for best value developer selections and designations to the Committee and to the Board. GEC will also prepare final reports summarizing the deliberations, actions, and recommendations of the Committee and the Board relative to the review and consideration of the Proposals and their final selection and designation of the developer for the US-183A toll facility based on the "Best Value" evaluations.
- 3.0 Post RFDP Phase.**
- 3.1 With the full participation of the CTRMA staff, formulate a future needs forecast encompassing staffing for the GEC and CTRMA during the further implementation of the US-183A project through construction, operation & maintenance, including floor space, office equipment, and computer hardware and software needs. Review the management requirements and challenges facing the CTRMA and prepare a recommendation to the CTRMA detailing the staffing needs by number and qualifications and a recommended staffing plan. Develop a budget for implementation of this GEC recommendation which will illustrate the number of employees for each identified service. If requested by the CTRMA, prepare a job/duties description for each identified position with qualifications.
  - 3.2 In conjunction with the developers and the CTRMA, jointly and cooperatively develop QC/QA programs for materials and construction quality assurance.
  - 3.3 Conduct debriefings on behalf of the CTRMA, under the guidance of general counsel of the CTRMA, for respondents to the RFDP that were not selected to enter CDA with the CTRMA.
  - 3.4 Prepare a benchmarking evaluation report to capture lessons learned through out the process and identify alternative or refined strategies that CTRMA should consider for future procurements. The report shall be based upon a series of

interviews to be held with CTRMA, proposers, CTRMA counselors, and other appropriate parties. Issues to be addressed include; risk shifting, potential for contract change orders, quality, time savings, life cycle cost, design and construction management changes, total project cost, etc.

## **Part B – US-183A Development Environmental Services**

This scope of work includes the continuation of those professional services and deliverables required to effectively comply with environmental regulations and permitting necessary for the efficient development and implementation of the US-183A corridor.

### **1.0 Water Pollution Abatement Program**

GEC will prepare a Water Pollution Abatement Plan (WPAP) for the Design Schematic prepared by the GEC for the US-183A corridor. This shall include the performance of the following services:

- 1.1 Prepare “cut sheets” of the schematic design basemap for use in the WPAP application.
- 1.2 Prepare utility relocation drawings (necessary for WPAP application).
- 1.3 Coordinate with environmental team, as needed, to clarify construction elements associated with the WPAP application.
- 1.4 Review existing maps, aerial photographs, topography, plans, reports, schematics and technical guidance.
- 1.5 Visit site and the general vicinity of the drainage area and potential BMP sites.
- 1.6 Determine 100 year frequency drainage flows.
- 1.7 Design water quality BMPs (including preliminary size of splitter box and bypass weir).
- 1.8 Design erosion and sedimentation controls based on current schematic designs for US-183A.
- 1.9 Prepare water quality portions of the WPAP. The water quality portions of the WPAP referred to here are Form 0584 – WPAP Application, Form 0602 – Temporary Stormwater Section and Form 0600 – Permanent Stormwater Section. This work will include preparation of these forms as well as all required maps, designs and other attachments.
- 1.10 Collate and submit the WPAP Application.
- 1.11 Complete associated project management including correspondence, project documentation and invoicing; and meetings with the GEC and TCEQ.

### **2.0 Jurisdictional Waters Assessment**

GEC will conduct a jurisdictional waters assessment for all potential jurisdictional water crossings with the right-of-way of the US-183A facility. This shall include the performance of the following services:

- 2.1 Review all provided previous field work and documentation conducted for the proposed US-183A alignment related to jurisdictional waters.
- 2.2 Conduct necessary field work to identify and delineate all potential jurisdictional water crossings associated with Alternative 1 alignment of US-183A.
- 2.3 Calculate area of impacts to jurisdictional waters associated with the construction of US-183A.
- 2.4 Prepare a written report of all findings and advise CTRMA Board as to future Section 404 permitting requirements for the US-183A project.
- 2.5 Seek USACE concurrence as to no impacts to jurisdictional waters assuming all jurisdictional waters are free-spanned.

Actual preparation (and associated costs / efforts) of particular Section 404 permits are not included in this Work Authorization.

### **Part C – US-183A Public Involvement Services**

This scope of work includes the continuation of those professional services and deliverables required to provide effective public involvement activities during the development and implementation of the US-183A corridor.

#### **1.0 Government Communications**

GEC will continue to tailor communication efforts to effectively and proactively develop an “informed consent” process whereby government leaders, community leaders and stakeholders are informed of the CTRMA, the serious regional congestion problem, US-183A development, and a proposed Comprehensive Regional Mobility Plan thru a series of targeted outreach activities aimed at educating those potentially affected by the US-183A project.

#### **2.0 Project Graphic Design**

GEC will develop graphic materials to communicate key CTRMA message points and raise the overall awareness of the CTRMA’s mission and goals. This shall include the performance of the following services:

- 2.1 Complete general graphics design and marketing efforts associated with the project.
- 2.2 Compile engineering maps for greater public understanding, incorporating maps from TxDot, TTA, CAMPO, and the CTRMA Team as needed.
- 2.3 Create and illustrate brochures for information dissemination.
- 2.4 Work with TxDOT on creation of slides and presentation materials for a cohesive message of the mobility crisis and the solutions that can be implemented.
- 2.5 Work with GEC technical staff in identification and development of their graphics needs such as Covers and Title pages for Feasibility Studies, Bonding Reports,

- Board Briefings, and other documents that may enhance the professional image of the CTRMA.
- 2.6 Work with PR firms and the CTRMA Public Involvement and Outreach Team to create print advertisements and flyers that may be needed for a cohesive campaign incorporating the different concepts and ideas, such as toll tags, which may assist the media in getting the correct information out to the public.
  - 2.7 Interface with the media to get them the mapping and graphics digital files for use in their articles.
  - 2.8 Design interior and exterior signage that may be needed for Trade Shows and Presentations promoting a professional image to the public.

### **DELIVERABLES FOR THE DEVELOPMENT OF US-183A**

- Draft policy dividing and assigning physical and fiscal risks.
- Management plan and schedule for the procurement of developers of the US-183A.
- Draft CDA document for the purposes of Industry Review.
- Draft detail design and construction oversight management plan.
- Final Request for Detailed Proposals (RFDP) document.
- Transmittal correspondence for the RFDP.
- Workshop documentation.
- Question & answer documentation.
- RFDP Addenda documents, if required.
- Document control & security system plan.
- Log of telephone conversations relevant to the procurement process.
- Detailed Proposal Evaluation Criteria & Methodology.
- Self-reporting matrix documenting outcome of Detailed Proposal evaluations.
- Detailed summary report of the review and analysis process followed by the GEC in reviewing the responses to the RFDP.
- Final reports summarizing the deliberations, actions, and recommendations of the Committee and the Board.
- Future needs forecast encompassing staffing for the GEC and CTRMA, floor space, office equipment, and computer hardware and software.
- Benchmarking evaluation report documenting "lessons learned" through out the process and identifying alternative or refined strategies that CTRMA should consider for future procurements.
- Water quality Best Management Plan design drawings.
- Erosion and sedimentation control design sheets.
- WPAP forms 0584, 0602, 0600.
- Final Compilation of WPAP.
- Documentation of jurisdictional waters assessment, estimate of potential impacts, and determination of any required Section 404 permit(s).
- Compiled engineering maps for greater public understanding, incorporating maps from TxDot, TTA, CAMPO, and the CTRMA Team as needed.
- Brochures for information dissemination.

- Technical Report Covers and Title pages
- Print advertisements and flyers
- Interior and exterior signage.

**NOTES:**

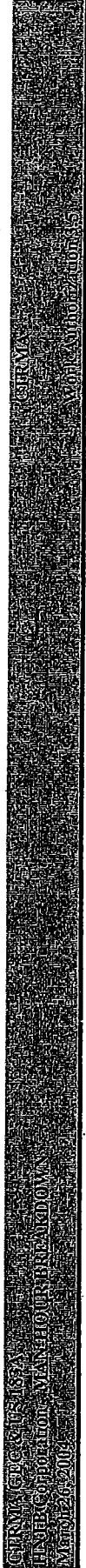
- 1) All design shall be in accordance with TxDOT design criteria, except where variances are permitted in writing by CTRMA.
- 2) The GEC is responsible for purchasing all references, which are required for the project.

**DRAFT**

CFRVA GIC & US 187A  
FINTE Corporation - MANHATTAN HOUR BREAKDOWN  
March 26, 2004  
CFRVA  
Work Authorizations

Summary

Part A -- Procurement	\$ 2,287,574
Part B -- Environmental	\$ 106,013
Part C -- Public Involvement	\$ 156,245
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	\$ 2,549,832



PART A -- PROCUREMENT

TASK / WORK DESCRIPTION	MAN-HOURS						TOTAL HOURS FRS
	0:00	10:00	20:00	30:00	40:00	50:00	
1.0 Pre RFDP Phase	80	40	40	40	40	200	
1.1 Develop Procurement Management Plan							
1.2 Develop Draft RFDP	40	80				640	
1.2.1 Draft Instructions to Proposers							
1.2.2 Draft Comprehensive Development Agreement							
Assist CTRMA Legal Counsel (as required)	80	80				320	
1.2.3 Draft Scope of Work	100	320				1280	
1.2.4 Draft Technical Provisions	100	320				1280	
1.3 Risk Allocation Workshops (incl. preparations)	24	48				96	
1.3.1 Design Process Risks	24	48				96	
1.3.2 Right of Way Risks	24	48				96	
1.3.3 Utility Relocation Risks	24	48				96	
1.3.4 Governmental Approval Risks	24	48				96	
1.3.5 Force Majeure Event Risks	24	48				96	
1.3.6 Construction, Supply & Installation Risks	24	48				96	
1.4 Internal Review Draft RFDP							
Update Draft RFDP (per Risk Allocation Workshops)		120				144	
Conduct Internal Review of Revised Draft RFDP	20	120				140	
Incorporate Comments from Internal Review				40		40	
1.5 Organize Reference Documents							
1.5.1 Design Schematic		8				8	
1.5.2 Utility Memorandums of Agreement		8				8	
1.5.3 Cooperative Agreements		8				8	
1.5.4 Environmental Permits / Agreements		8				8	
1.5.5 Right of Way Acquisition Documentation		8				8	
1.6 Industry Review RFDP							
Compile Industry Review RFDP				40		40	
Transmit Industry Review RFDP				8		8	
Receive / review Industry Review Comments				80		80	
Industry Review Meetings (1 per proposer, 3 total)							
Meeting Preparations	8	8				56	
Meeting Participation	24	12				60	
Meeting Documentation	12	12				64	
Incorporate Comments from Industry Review				80		160	

DRAFT



Attachments - Fee Estimate



PART A - PROCUREMENT

TASK / WORK DESCRIPTION

MAN-HOURS

(Labor Rates)

\$ 70.00	\$ 60.00	\$ 50.00	\$ 40.00	\$ 30.00	\$ 20.00
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- 1.7 TxDOT & FHWA Approval Process
  - Agency Review Meetings (1 per Agency; 2 total)
    - Meeting Preparations 24
    - Meeting Participation 16
    - Meeting Documentation 16
  - Incorporate Comments from Agency Review 8

24  
16  
16  
8

40

TOTAL HNTB DIRECT LABOR

	672	1440	1440	1920	0	0	5472
Labor Costs	\$ 47,040	\$ 86,400	\$ 72,000	\$ 76,800	\$ -	\$ -	\$ 282,240
Overhead Costs	\$ 72,221	\$ 132,650	\$ 110,542	\$ 117,911	\$ -	\$ -	\$ 433,323
Profit	\$ 17,889	\$ 32,857	\$ 27,381	\$ 29,207	\$ -	\$ -	\$ 107,334
<b>Total Loaded Labor</b>	<b>\$ 137,150</b>	<b>\$ 251,907</b>	<b>\$ 209,923</b>	<b>\$ 223,918</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 822,898</b>

Direct Expenses  
 Plotting and Reproduction \$ 4,000  
 Mail and Deliveries \$ 2,500  
 Travel and Field Expenses \$ 5,000  
**Total Direct Expenses \$ 11,500**

Total Cost - CDA Procurement Task 1.0 \$ 834,398

DRAFT

Attachment - Fee Estimate

CURVA CONSULTANTS  
 HNTB CORPORATION  
 10000 W. HAWTHORNE BOULEVARD  
 SUITE 200  
 GREENWICH, CT 06030  
 CURVA CONSULTANTS  
 HNTB CORPORATION  
 10000 W. HAWTHORNE BOULEVARD  
 SUITE 200  
 GREENWICH, CT 06030

PART A -- PROCUREMENT

TASK / WORK DESCRIPTION

MAN-HOURS

(Labor Rates \$ 10.00 \$ 60.00 \$ 30.00 \$ 40.00 \$ 50.00 \$ 20.00 HRS)

TASK / WORK DESCRIPTION	8	4	8	24	80	40	128
2.0 RFDP Phase							
2.1 Compile Final RFDP	8				80	40	128
2.2 Develop Secure Document Storage / Handling System	4	4			80		88
2.3 RFDP Workshops (2 per proposer, 6 total)			8	24	40	40	96
Meeting Preparations			8		40		96
Meeting Participation	24		24		48		32
Meeting Documentation		8			24		32
Follow-up Documentation		8			24		32
2.4 Assess Status of Reference Documents							
2.4.1 Design Schematic					16		16
2.4.2 Utility Memorandums of Agreement					16		16
2.4.3 Cooperative Agreements					16		16
2.4.4 Environmental Permits / Agreements					16		16
2.4.5 Right of Way Acquisition Documentation					16		16
2.5 RFDP Addenda (Assume 2 total)							
Preparation of Addenda	4	8			80	120	212
Issuance of Addenda		4			28	60	92
2.6 Develop Evaluation Procedure / Methodology							
2.6.1 Initial Proposal Evaluation	40	40	40		40		120
2.6.2 Technical Proposal Evaluation	40	40	400		40	80	120
2.7 Initial Proposal Evaluation	40	400			200		720
2.8 Alternative Technical Concepts (ATCs) Review	120	1200			900	900	3120
2.9 Issuance of Comments for Initial Proposal Evaluation	24	24			80	80	208
2.10 Technical Proposal Evaluation	120	1200			1200	600	3120
2.11 Final Meetings / Deliberations	80	24			80		184
2.12 Assist in "Best Value" Selection	80	24			8		112
2.13 Assist in Recommendation to CIRMA Board	80	24			8		112

TOTAL HNTB DIRECT LABOR

672	3040	3040	1920	0	0	8672
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Labor Costs

\$ 47,040	\$ 182,400	\$ 152,000	\$ 76,800	\$ -	\$ -	\$ 458,240
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Overhead Costs

1.5353 \$ 72,221	\$ 280,039	\$ 233,366	\$ 117,911	\$ -	\$ -	\$ 703,536
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Profit

15.0% \$ 17,889	\$ 69,366	\$ 57,805	\$ 29,207	\$ -	\$ -	\$ 174,266
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Total Loaded Labor

\$ 137,150	\$ 531,805	\$ 443,170	\$ 223,918	\$ -	\$ -	\$ 1,336,042
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PART A - PROCUREMENT

TASK / WORK DESCRIPTION

MAN-HOURS

(Labor Rates)	70,000	60,000	50,000	40,000	30,000	20,000	TOTAL
							HRS

Direct Expenses	
Plotting and Reproduction	\$ 6,000
Mall and Deliveries	\$ 2,500
Travel and Field Expenses	\$ 20,000
<b>Total Direct Expenses</b>	<b>\$ 28,500</b>

Total Cost - CDA Procurement Task 2.0 \$ 1,364,542

Attachment - Fee Estimate

CHRYSLER GROUP LLC  
 ANUB CORPORATION VAN HOUR BREAKDOWN  
 MARCH 2004  
 CHRYSLER GROUP LLC  
 ANUB CORPORATION  
 VAN HOUR BREAKDOWN  
 MARCH 2004  
 CHRYSLER GROUP LLC  
 ANUB CORPORATION  
 VAN HOUR BREAKDOWN  
 MARCH 2004

PART A - PROCUREMENT

TASK / WORK DESCRIPTION

TASK / WORK DESCRIPTION	MAN-HOURS	LABOR RATES	TOTAL
3.0 Post RFDP Phase			
3.1 Future Needs Forecast	80		128
3.2 QC / QA Program Development	160		240
3.3 Conduct Briefings of Non-Selected Proposers	16		16
3.4 Prepare Benchmarking Evaluation Report	80		96

TOTAL HNTB DIRECT LABOR

LABOR COSTS	160	320	0	0	0	0	0	480
Labor Costs	\$ 11,200	\$ 19,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,400
Overhead Costs	\$ 17,195	\$ 29,478	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 46,673
Profit	\$ 4,259	\$ 7,302	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,561
Total Loaded Labor	\$ 32,655	\$ 55,979	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 88,634

Direct Expenses

Plotting and Reproduction	\$ -
Mail and Deliveries	\$ -
Travel and Field Expenses	\$ -
Total Direct Expenses	\$ -
Total Cost - CDA Procurement Task 3.0	\$ 88,634

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GCRV AGC 03/05/18  
 EMB-Corridor 16-17 MANHOURS BREAKDOWN  
 March 2018  
 GCRVA  
 Work Authorization 15

**PART B - ENVIRONMENTAL**

TASK / WORK DESCRIPTION	MANHOURS										TOTAL HOURS
	0000	1000	2000	3000	4000	5000	6000	7000	8000	9000	

1.0 Water Pollution Abatement Plan (WPAP) Development											40	40
1.1 Prepare "cutsheets" of Schematic Design Basemaps											80	80
1.2 Prepare Utility Relocation Drawings											40	40
1.3 Coordination w/ Environmental Staff											4	4
1.4 Existing Data Review & Collection											8	8
1.5 Site Visit											12	12
1.6 Determine 100 year drainage flows											2	2
1.7 Water Quality BMP Design											64	64
1.8 Erosion / Sedimentation Control											30	30
1.9 WPAP Preparation											16	16
1.10 WPAP Compilation											4	4
1.11 Project Management & Meetings											20	20
2.0 Jurisdictional Waters Assessment												
2.1 Review previous field work											4	4
2.2 Conduct necessary field work											24	24
2.3 Calculate area of impacts											16	16
2.4 Prepare written report											8	8
2.5 Seek USACE concurrence											24	24

TOTAL HNTB DIRECT LABOR	0	0	156	316	364	228	1064
Labor Costs	\$	\$	\$ 7,800	\$ 12,640	\$ 10,920	\$ 4,560	\$ 35,920
Overhead Costs	\$	\$	\$ 11,975	\$ 19,406	\$ 16,765	\$ 7,001	\$ 55,148
Profit	\$	\$	\$ 2,966	\$ 4,807	\$ 4,153	\$ 1,734	\$ 13,660
<b>Total Loaded Labor</b>	\$	\$	\$ 22,742	\$ 36,853	\$ 31,839	\$ 13,295	\$104,728

Direct Expenses	
Travel / Mileage	\$305
Reproduction	\$440
Maps / Photos	\$540
<b>Total Direct Expenses</b>	<b>\$1,285</b>

**Total Cost - Environmental**

**\$106,013**

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CHRYSLER CREDIT FINANCE CORPORATION  
 1000 BROADWAY  
 NEW YORK, NY 10018  
 TEL: 212-850-0100

**PART C - PUBLIC INVOLVEMENT**

**TASK / WORK DESCRIPTION**

**MANHOURS**

(Labor Rates)

TASK / WORK DESCRIPTION	140	240	160	160	700	TOTAL HOURS
1.0 Government Communications	8					8
2.0 Project Graphic Design						
2.1 Graphics design / marketing	8		20			28
2.2 Compile maps (from TxDot, TTA, CAMPO, CTRMA) as needed	8		20			28
2.3 Create / illustrate brochures	8		20			28
2.4 Coordinate w/ TxDOT on presentation materials	8		20			28
2.5 Prepare graphics for Covers and Title pages for of various reports	8		20			28
2.6 Assist in development of print advertisements / flyers	8		20			28
2.7 Interface with media re: graphics coordination	8		20			28
2.8 Design interior and exterior signage (Trade Shows, Presentations)	8		20			28

**TOTAL HNTB DIRECT LABOR**

	204	240	320	160	0	0	924
Labor Costs	\$ 14,280	\$ 14,400	\$ 16,000	\$ 6,400	\$ -	\$ -	\$ 51,080
Overhead Costs	\$ 21,924	\$ 22,108	\$ 24,565	\$ 9,826	\$ -	\$ -	\$ 78,423
Profit	\$ 5,431	\$ 5,476	\$ 6,085	\$ 2,434	\$ -	\$ -	\$ 19,425
<b>Total Loaded Labor</b>	<b>\$ 41,635</b>	<b>\$ 41,985</b>	<b>\$ 46,650</b>	<b>\$ 18,660</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$148,929</b>

**Direct Expenses**

Travel / Mileage	\$1,316
Reproduction	\$5,000
Maps / Photos	\$1,000
<b>Total Direct Expenses</b>	<b>\$7,316</b>

**Total Cost - Public Involvement**

**\$156,245**

**DRAFT**

GENERAL MEETING OF THE BOARD OF DIRECTORS  
OF THE  
CENTRAL TEXAS REGIONAL MOBILITY AUTHORITY

RESOLUTION NO. ~~04-08~~ 04-11

Re-designated  
Per Resolution  
04-24 ON  
May 26, 2004

WHEREAS, the Central Texas Regional Mobility Authority ("CTRMA") is empowered to procure such goods and services as it deems necessary to assist with its operations and to study and develop potential transportation projects; and

WHEREAS, close scrutiny of CTRMA expenditures for goods and services, including those related to project development, is the responsibility of the Board of Directors and its designees through procedures the board may implement from time to time; and

WHEREAS, the Board of Directors has adopted policies and procedures intended to provide strong fiscal oversight and which authorize the Executive Director, working with the CTRMA's accountant, to review invoices and approve disbursements; and

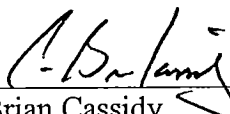
WHEREAS, the Executive Director, working with the CTRMA's accountant, has reviewed and authorized the disbursements listed on Disbursements Report included herewith as Attachment "A";


NOW THEREFORE, BE IT RESOLVED, that the Board of Directors accepts the Disbursements Report included as Attachment "A".

Adopted by the Board of Directors of the Central Texas Regional Mobility Authority on the 31st day of March, 2004.

Submitted and reviewed by:

Approved:

  
\_\_\_\_\_  
C. Brian Cassidy  
General Counsel for the Central  
Texas Regional Mobility Authority

  
\_\_\_\_\_  
Robert E. Tesch  
Chairman, Board of Directors  
Resolution Number 04-08  
Date Passed 03/31/04

Central Texas Regional Mobility Authority  
Summary of Expenditures

Checks Issued				
Vendor	Date	Check #	Description	Amount
Williamson County	03/02/04	11014	Executive Director Compensation	\$ 5,591.26
Cynthia Forkner	03/05/04	11017	Administrative Asst Compensation	235.49
Chase Bank	03/04/04	11018	Payroll Taxes for Admin Asst	39.02
Kennedy Reporting Services	03/04/04	11019	Minutes	211.20
Pena Swayze & Co., L.L.P.	03/04/04	11020	Accounting Services	5,721.25
Prime Strategies, Inc.	03/08/04	11022	Consulting	17,814.19
Central Texas RMA	03/08/04	11023	Transfer to payroll account	6,000.00
Central Texas RMA	03/10/04	11024	Transfer to payroll account	6,000.00
AT&T Wireless	03/10/04	11025	Exec Director Cell Phone	274.10
Mike Heiligenstein	03/12/04	11026	Reimbursed expenses	547.35
Chase Bank	03/19/04	11027	Payroll Taxes for Admin Asst	267.90
Cynthia Forkner	03/19/04	11028	Administrative Asst Compensation	575.80
Communicators	03/25/04	11029	Printing	484.54
FormaDoc	03/25/04	11030	Board Meeting	20.00
Mike Heiligenstein	03/25/04	11031	Auto Allowance	650.00
Prime Strategies, Inc.	03/25/04	11032	Consulting	4,310.29
HNTB, Inc.	03/25/04	11033	Engineering	439,867.20
Locke, Liddell & Sapp	03/25/04	11034	Legal Fees	31,207.32
Owen Consulting	03/25/04	11035	Review of engineering bills	2,700.00
Williamson County	03/16/04	ACH	Executive Director Compensation	5,591.28
				528,108.19