



**CENTRAL TEXAS
Regional Mobility Authority**

Meeting Date: February 24, 2016
AGENDA ITEM # 5

Approve Supplement No. 2 to Work
Authorization No. 12 for HNTB for services
related to the HERO Program.

Strategic Plan Relevance: Regional Mobility
Department: Operations
Contact: Tim Reilly, Director of Operations
Associated Costs: \$120,000 (not to exceed)
Funding Source: General Funds, Reimbursed with TxDOT Surface
Transportation Program Metropolitan Mobility (STP-MM) funds.
Action Requested: Consider and act on draft resolution

Summary:

The Board approved the Mobility Authority to enter into an agreement with HNTB on July 7, 2012 for professional services and deliverables for various tasks to the HERO Program under TxDOT Surface Transportation Program Metropolitan Mobility (STP MM) funding. This agreement was required to assist the Mobility Authority in the development and implementation of the Project. TxDOT has authorized extending the existing Advanced Funding Agreement and increasing the allocated funds to the program. Supplement No. 2 is to maximize the allocated project funds by increasing HNTB's Work Authorization by \$25,000 and extending the terms of the Contract to June 30, 2016, which is in accordance with HNTB's current expiration date of their Master Agreement.

Based on the review of the proposed supplement by Mobility Authority staff and the GEC, it was determined that the Scope of Services addresses the anticipated project requirements and the level of effort and the associated fee is appropriate. Therefore, approval of Supplement No. 6 to Work Authorization No. 12 is recommended.

Backup provided: Draft Supplement No. 2 to Work Authorization No. 12
Draft Resolution for Board Consideration

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

RESOLUTION NO. 16-0XX

**APPROVE SUPPLEMENT NO. 2 TO WORK AUTHORIZATION NO. 12 FOR HNTB
SERVICES RELATED TO THE HIGHWAY EMERGENCY RESPONSE OPERATOR
PATROL PROGRAM**

WHEREAS, the Mobility Authority approved an agreement with HNTB on July 7, 2012 for professional services and deliverables for various tasks related to the Highway Emergency Response Operator Patrol Program under the Texas Department of Transportation Surface Transportation Program Metropolitan Mobility (STP MM) funding.

WHEREAS, the Texas Department of Transportation has authorized extending the existing Advanced Funding Agreement and increasing the allocated funds to the program.

WHEREAS, Supplement No. 2 is to maximize the allocated project funds by increasing HNTB's Work Authorization by \$25,000 and extending the terms of the Contract to June 30, 2016, which is in accordance with HNTB's current expiration date of their Master Agreement.

WHEREAS, the Board has determined it is in the best interests of the Mobility Authority and the traveling public to continue and expand the HERO Program.

NOW THEREFORE, BE IT RESOLVED, that the Board hereby approves Supplement No. 6 to Work Authorization No. 12 and authorizes the Executive Director to execute the agreement extending the terms of the Contract in the form or substantially the same form attached to this resolution as Exhibit 1.

Adopted by the Board of Directors of the Central Texas Regional Mobility Authority on the 24th day of February, 2016.

Submitted and reviewed by:

Approved:

Geoffrey S. Petrov, General Counsel

Ray A. Wilkerson
Chairman, Board of Directors

Exhibit 1

APPENDIX D

WORK AUTHORIZATION SUPPLEMENT

WORK AUTHORIZATION NO. 12

SUPPLEMENT NO. 2

This Supplement No. 2 to Work Authorization No. 12.0, dated August 1, 2012, is made as of this 24th day of February, 2016, under the terms and conditions established in the AGREEMENT FOR GENERAL CONSULTING ENGINEERING SERVICES, dated as of December 23, 2009 (the "Agreement"), between the Central Texas Regional Mobility Authority ("Mobility Authority") and HNTB Corporation ("GEC"). This Supplement is made for the following purpose, consistent with the services defined in the Agreement:

HERO Program Support and Oversight

The schedule for the HERO Program has been extended; therefore, additional funding and schedule is necessary for HNTB to continue to support the Program.

The following terms and conditions of Work Authorization No. 12.0 are hereby amended, as follows:

Section A. - Scope of Services

The following scope is added to Section A.1:

The GEC will support the Mobility Authority in its efforts during the procurement process of an incident management contractor and subsequent oversight of the program. If it becomes necessary to rework the existing procurement documents, additional fee may be required.

Section B. - Schedule

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

Services defined herein shall expire June 30, 2016 or when 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 Mobility Authority shall pay to the GEC an additional \$25,000 based on a Cost Plus fee listed in Attachment B – Fee Estimate. This will increase the not to exceed amount for Work Authorization No. 12.0 from \$95,000 to \$120,000. Compensation shall be in accordance with the Agreement.

Authority:

**CENTRAL TEXAS REGIONAL
MOBILITY AUTHORITY**

By: _____

Name: Mike Heiligenstein

Title: Executive Director

Date: _____

GEC:

HNTB Corporation

By: _____

Name: _____

Title: _____

Date: _____

Attachment B: Fee Estimate (Supplemental Fee)

TASK DESCRIPTION	CLASSIFICATION						TOTAL HOURS BY TASK
	Group Director / Program Manager	Sr. Advisor / Project Director	Sr. Project Manager	Sr. Inspector	Public Involvement Rep.	Office Tech Specialist III	
HERO Program Oversight and LGPP Requirements							
a. Document Control							0
b. Prepare and Review Monthly LGPP Reimbursement Requests							16
c. Verify LGPP requirements are being met				16		16	48
d. Prepare and Review Monthly Progress Reports						16	16
e. Program Oversight & Support / Monthly / Quarterly Reports	4		4		8		16
f. Study / Report and Presentation		16					
h. Procurement Efforts			40				60
TOTAL HOURS	4	16	44	16	8	32	172
BASE RATE	\$ 106.00	\$ 72.00	\$ 69.88	\$ 45.73	\$ 29.58	\$ 41.94	
TOTAL LABOR	\$ 424	\$ 1,152	\$ 3,075	\$ 732	\$ 237	\$ 1,342	\$ 9,009
Overhead Rate 144.67%	\$ 613	\$ 1,667	\$ 4,448	\$ 1,059	\$ 342	\$ 1,942	\$ 13,034
Profit 12.00%	\$ 124	\$ 338	\$ 903	\$ 215	\$ 69	\$ 394	\$ 2,645
TOTAL	\$ 1,162	\$ 3,157	\$ 8,426	\$ 2,005	\$ 649	\$ 3,678	\$ 24,688

TOTALS	ITEM
Miscellaneous Expenses - (Estimated)	\$ 312
Labor Total	\$ 24,688
TOTAL WORK AUTHORIZATION AMOUNT	\$ 25,000