

**CAMINO REAL REGIONAL MOBILITY AUTHORITY
BOARD RESOLUTION**

WHEREAS, the Camino Real Regional Mobility Authority (CRRMA) and the Texas Transportation Institute (TTI) entered into an Interlocal Cooperation Agreement, whereby TTI agreed to provide various transportation studies, research, evaluations and other services to the CRRMA on an as-needed basis;

WHEREAS, the CRRMA issued a procurement for the selection of a contractor for the toll system integration and maintenance services necessary for the CRRMA's Loop 375 César Chávez Managed Lanes Project; and

WHEREAS, the CRRMA desires TTI to provide support in the evaluation of the respondents to the CRRMA's Request for Proposals that solicits firms for said toll system integration and maintenance services, which requires an amendment to the Interlocal Cooperation Agreement between the CRRMA and TTI;

NOW, THEREFORE, BE IT RESOLVED BY THE CAMINO REAL REGIONAL MOBILITY AUTHORITY:

THAT the Executive Director be authorized to execute an amendment to the Interlocal Cooperation Agreement with the Texas Transportation Institute, including any additional documents or materials as may be required, for the provision of evaluation services to assist in the CRRMA's selection of a toll systems integrator and maintenance provider for the Loop 375 César Chávez Managed Lanes Project.

PASSED AND APPROVED THIS 29TH DAY OF AUGUST 2012.

**CAMINO REAL REGIONAL
MOBILITY AUTHORITY**

ATTEST:

Scott McLaughlin, Chair

Susan A. Melendez, Board Secretary

APPROVED AS TO CONTENT:

Raymond L. Telles
Executive Director

AMENDMENT NO. 1
for
AUTHORIZATION OF WORK

This **Amendment No. 1** is made as of this ____ day of _____, 2012, under the terms and conditions established in the INTERLOCAL COOPERATION AGREEMENT, dated as of September 17, 2007 (the "Agreement"), between the Camino Real Regional Mobility Authority (the "CRRMA") and the Texas Transportation Institute ("TTI"). This **Amendment No. 1** is made for the purposes identified below, consistent with the services defined in the Agreement.

This **Amendment No. 1** is intended to provide support to the CRRMA by TTI for the procurement of a contractor for the toll system integration and maintenance for Loop 375 César Chávez Project. TTI will provide support in the competitive selection of respondents to the CRRMA's Request for Proposals that solicits firms for said services. The support services provided by TTI shall include selection of a contractor as more fully defined herein.

Therefore and in consideration of the mutual covenants and agreement between the parties, the CRRMA and TTI hereby agree to the following.

Section A. – Scope of Services

TTI shall provide procurement support services related to selection of a contractor for the CRRMA's toll system integration and maintenance RFP pursuant to and in accordance with **EXHIBIT "A"**, which is attached hereto and incorporated herein for all purposes.

Section B – Schedule

TTI shall commence services required by **EXHIBIT "A"** at the time the CRRMA provides a Notice to Proceed to TTI, which is contingent upon execution of this **Amendment No. 1**.

Section C – Compensation

In return for the performance of the obligations identified within this **Amendment No. 1** the CRRMA shall pay to TTI an amount not to exceed TEN THOUSAND SEVEN HUNDRED FORTY SIX AND 00/100 DOLLARS (\$10,746.00), based on the Fee Estimate Summary, which is attached hereto for all purposes as **EXHIBIT "B"**. Compensation shall be made in accordance with the Agreement. Invoices shall be provided by TTI in accordance with **EXHIBIT "C"**, which is attached hereto and incorporated herein for all purposes.

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

CRRMA: Camino Real Regional Mobility
Authority

Signature: _____

By: Raymond L. Telles

Title: Executive Director

Date: _____

TTI: Texas Transportation Institute

Signature: _____

By: _____

Title: _____

Date: _____

**EXHIBIT A
AMENDMENT NO. 1**

INTRODUCTION

The scope of this **Amendment No. 1** covers the TTI involvement in the selection committee for the Loop 375 César Chávez Project toll system integration and maintenance contractor procurement. The services contained herein are in support of the Project Development Agreement between the Texas Department of Transportation (TxDOT) and the CRRMA for the Loop 375 César Chávez Project executed March of 2012. The following tasks further define the work efforts to be performed, and shall include all applicable reporting requirements.

1. TASK 1 – TOLL SYSTEM SELECTION COMMITTEE

The selection committee is tasked with reviewing and understanding the scope of the Request for Proposal (RFP), reviewing and understanding evaluation methodologies and procurement protocol, reading and evaluating the proposals received in response to the RFP, scoring each proposal against the criteria set forth in the RFP independently of each other proposal and making a final recommendation to the CRRMA for selection.

Hourly rates included in Exhibit B are for budgetary purposes. TTI's selection committee member shall invoice the CRRMA based upon actual employee W2 rates with appropriate multiplier, if applicable. Expenses shall be in accordance with Exhibit C.

[END OF EXHIBIT]

EXHIBIT B

Title: Task 1: Toll System Integration Procurement Support
Sponsor: Camino Real Regional Mobility Authority

C2007313.1
OSRS# 1215763

Proposed Budget Period: 9/1/2012 to 10/31/2012

1.	DIRECT MATERIALS		Est Cost	Est Cost
	Total Direct Materials			-
2.	MATERIAL OVERHEAD			-
3.	DIRECT LABOR	% Effort	Est. Hours	Rate/Hour
	a. Salaries and Wages			Est Cost
	Principal Investigator			
	Roberto Macias	45.98%	80	116.08
				9,286
	Subtotal Hours		80	
	Total Direct Labor Costs (a+b+c)			9,286
4.	LABOR OVERHEAD			-
5.	SPECIAL EQUIPMENT			-
6.	TRAVEL			
	a. Roberto Macias - travel expenses			<u>900</u>
	Total Travel			900
7.	SUBCONTRACTS			
	Total Subcontracts			-
8.	OTHER DIRECT COSTS			
	a. Shipping expenses			<u>100</u>
	Total Other Direct Costs			100
9.	TOTAL DIRECT COST AND OVERHEAD			<u>10,286</u>
10.	INDIRECT COST @ 46.0% MTDC	base= 1,000		460
11.	ROYALTIES			-
12.	TOTAL ESTIMATED COST			<u>10,746</u>

BUDGET NOTES:

*All facilities and equipment necessary to accomplish the required work are available.
The Texas A&M University System serves people of all ages, regardless of socioeconomic level, race, color, sex, religion, disability or national origin.
3. Rate/Hour includes medical, fringe, escalation, computer operations, and indirect.*

EXHIBIT C**Invoice Reimbursement Checklist**

Direct Labor/ Timesheets: The invoice must clearly identify each employee name, title, hours worked, time period of performance, task or project description, rate per hour and/or cost, and office/company location.

Transportation Costs and Reimbursable Limits: Efforts must be made to secure a *reasonable* and/or lowest rate available in the marketplace.

Airline Costs: TxDOT will only reimburse for airline costs at the Economy or Coach Class rate. Extra insurance costs are unallowable. Airline ticket "reissue or change fee" is reimbursable only if the change was at CRRMA's/TxDOT's request or change in meeting because of CRRMA and/or TxDOT.

Personal Automobile Mileage: Up to the state approved rate of .555 cents per mile or the current state rate applicable at the time cost is incurred. Expense report must clearly identify the dates, destinations, and purpose of trip.

Automobile Rentals: Not to exceed \$50.00 per day (or current State guidelines) plus applicable taxes. Extra optional insurance or rental company gasoline costs are unallowable. Weekly or Monthly rates should be used when applicable. Use of automobile rental not related to the project is unallowable. Legible itemized receipts are required.

Hotel Rates: Weekly and Monthly rates are encouraged and expected when applicable. Reimbursable costs shall not exceed \$85.00 per day plus applicable city/state/county taxes or current state rate applicable at the time cost is incurred.

Meals (Food Costs): Meal receipts are not required. Actual costs are allowable up to a maximum Per Diem allowance of \$36.00 per day or current state rate applicable at the time cost is incurred. Meals are only reimbursable with overnight lodging away from headquarters. *Tips and alcohol are not reimbursable. Per meal maximums for partial day travel are as follows: Breakfast \$8.00, Lunch \$10.00 and Dinner \$18.00 and are adjusted proportionately to a change in the current state rate.*

Other - Taxi, Bus, Limousine, Subway, etc.: Only reasonable and prudent costs (with explanations) are reimbursable. Legible itemized receipts are required. *Tips are not reimbursable.*

Entertainment Costs: Entertainment costs are not reimbursable such as: 1. Movie costs for "Pay for View" or Cable service. 2. Alcohol costs. 3. Monetary

Tips (tipping) for any and all services related to all forms of travel (and/or entertainment).

Communication Costs: Long Distance telephone calls need to be identified and strictly related to work performed under this Agreement in order to be reimbursable by TxDOT. A log is preferred showing the date, person's name called, and explanation. Cell phone monthly charges are reimbursable if usage is strictly related to work performed under this Agreement. Legible itemized cell phone records are required.

Receipts: Legible itemized receipts are required for the following: 1. Hotel (lodging) costs. 2. Airfare travel costs. 3. Parking costs. 4. Automobile or Equipment Rental costs. 5. Taxi, Limousine, Bus, Subway, or other travel costs. 6. Reproduction. 7. Shipping and Handling. 8. Local Postage/Deliveries (courier services). *Tips and alcohol are not reimbursable.*