

CAMINO REAL REGIONAL MOBILITY AUTHORITY BOARD RESOLUTION

WHEREAS, the Camino Real Regional Mobility Authority (CRRMA) and the County of El Paso (County) have agreed to work together on the development of the El Paso County Transit Facility Project (Project); and

WHEREAS, the CRRMA and its general engineering consultant (GEC) team executed a work authorization for the GEC to provide the services necessary to acquire certain rights of way that are necessary for the Project; and

WHEREAS, the County has requested that the CRRMA develop the design plans necessary for the Project and the CRRMA now desires to engage the GEC to provide design oversight services, which requires a revision to the referenced work authorization.

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

THAT the Executive Director be authorized to execute an amendment to **Work Authorization No. 58** with Atkins North America, Inc., including any additional documents or materials as may be required, for the addition of design oversight services required for the El Paso County Transit Facility Project.

PASSED AND APPROVED THIS 10TH DAY OF JANUARY 2024.

**CAMINO REAL REGIONAL
MOBILITY AUTHORITY**

ATTEST:

Joyce A. Wilson, Chair

Dorothy M. (Sissy) Byrd
Board Treasurer / Secretary

APPROVED AS TO CONTENT:

Raymond L. Telles
Executive Director

WORK AUTHORIZATION NO. 58

AMENDMENT NO. 1

This **Amendment No. 1** to **Work Authorization No. 58** is made as of this _____ day of _____, 2024 (the “Amendment”), under the terms and conditions established in the AGREEMENT FOR GENERAL CONSULTING ENGINEERING SERVICES, dated as of August 22, 2022, (the “Agreement”), between the Camino Real Regional Mobility Authority (“Authority”) and Atkins North America, Inc. (“GEC”). This Amendment is made for the purposes identified below, consistent with the services defined in the Agreement.

The Authority and the GEC previously executed **Work Authorization No. 58** for the GEC to provide certain right of way acquisition services necessary for the El Paso County Transit Facility Project (Project). This **Amendment No. 1** is intended to supplement **Work Authorization No. 58** to allow the GEC to provide certain oversight services necessary for completion of the design component of the Project, as requested by El Paso County. The terms and additional compensation for this Amendment are more fully enumerated herein.

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

Section A. – Scope of Services

The GEC shall provide additional general engineering support and related services to the Authority pursuant to and in accordance with **EXHIBIT A-1** to this Work Authorization, which is incorporated herein for all purposes. These additional services shall supplement those originally identified within **Work Authorization No. 58**.

Section B. – Schedule

The GEC shall commence the performance of the additional services contemplated herein, upon execution of this Amendment.

Section C. – Compensation

In return for the performance of the additional services requested herein, the Authority shall pay to the GEC an additional not to exceed amount of FORTY-FOUR THOUSAND FOUR HUNDRED EIGHTY-ONE AND 85/100 DOLLARS (\$44,481.85), based on the Fee Estimate Summary, which is attached hereto for all purposes as **EXHIBIT B-1**. Accordingly, the total not to exceed amount from **Work Authorization No. 58** and this **Amendment No. 1** shall be NINETY-SEVEN THOUSAND SIX HUNDRED FORTY-SEVEN AND 23/100 DOLLARS (\$97,647.23). Compensation shall be made in accordance with the Agreement. Invoices shall continue to be provided by the GEC in accordance with **EXHIBIT C** of **Work Authorization No. 58**.

[SIGNATURES BEGIN ON THE FOLLOWING PAGE]

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

Authority: Camino Real Regional Mobility Authority GEC: Atkins North America, Inc.

Signature:	_____	Signature:	_____
By:	<u>Raymond L. Telles</u>	By:	_____
Title:	<u>Executive Director</u>	Title:	_____
Date:	_____	Date:	_____

EXHIBIT A1
WORK AUTHORIZATION NO. #58

SERVICES TO BE PROVIDED BY THE GEC

INTRODUCTION

The scope of this Work Authorization No. #58 covers the services requested of the GEC for program management administration and oversight of profession services contracts for engineering services (the “Engineer”), and the preparation of letting package for the following project:

- El Paso County Transit Facility

Payment for work performed under this work authorization is subject to the Agreement for General Engineering Consulting Services between the Authority and the GEC.

1. TASK 1 – PROGRAM MANAGEMENT

The GEC will provide staff to administer, manage, review and coordinate the development of the El Paso County Transit Facility Project. This staff will represent the Authority’s interest as defined in any individual project agreements entered into by the Authority and another party. The GEC will develop and maintain a staffing plan for consistency and appropriate levels of project staffing Activities in this task include:

a. Program Scheduling and Cost Estimating

The GEC shall update program cost estimates. Completion of this Task shall include a complete review of all available data on the El Paso County Transit Facility Project provided by the El Paso County. Estimate will include probable costs for completion of the project, including but not limited to:

- Preliminary Engineering;
- Concept Exhibits;
- Final Engineering (PS&E);
- Procurement;
- Construction;
- Construction Management and Oversight;
- Testing;
- Inflation; and
- Other Services as Deemed Necessary.

Upon completion of this evaluation, an approach will be developed for the implementation of the El Paso County Transit Facility Project. A Master Program Schedule will be prepared that will show critical activities and milestones for the Project. The following major tasks will be included:

- Final Engineering (PS&E).
- Permits; and
- Construction Letting.

b. Project Reporting

- Prepare and issue monthly reports on the status of the El Paso County Transit Facility Project, which will document any issues, delay encountered, and corrective actions as necessary.

- Provide a monthly update to the Authority on key milestones accomplished during the preceding month, meetings, and key activities for the upcoming month, and identify outstanding issues requiring resolution.
- Assist in the development of any reports required of the Authority by El Paso County or other stakeholders.

c. Project Meetings & Documentation

Facilitate the following project meetings to assess progress, schedule, and quality of services being provided as well as identify issues:

- Stakeholder coordination meetings
- Project Progress Meetings
- Issue Resolution Meetings

d. Project Agreement Support

The GEC shall support the Authority as requested with the development of project agreements necessary for the implementation and completion of the •El Paso County Transit Facility Project. Such support could include assisting and coordination with Authority staff, financial advisors, and others to develop project agreements.

e. Document Controls

- Develop and implement a document control plan.
- Maintain project files for the duration of the • El Paso County Transit Facility Project.
- Transfer program files to the Authority and/or the County upon completion of the work or as directed by the Authority.
- Assist Engineer with compiling and maintaining technical support data.

2. Task 2 – MANAGEMENT OF ENGINEERING SERVICES

This will include the work required to administer the CRRMA's professional services consultant contract(s) with the Engineer(s) for the engineering services on the • El Paso County Transit Facility Project.

a. Project Coordination

- Coordinate the details of and participate in project kick-off meetings.
- Work with the Authority, County, TxDOT, Engineer, third party consultants, utility companies, and public agencies to coordinate project development.

b. Project Management Plan (PMP)

Review and comment on the Engineer's PMP, components of which will include:

- Project administration
- Design quality management plan
- Communications management
- Document controls

c. Administration

- Review and report on the Engineer's submittals of records and reports as required for the Project by the Authority and El Paso County.
- Report project progress and issues in a timely manner.
- Review, monitor, and report on Engineer's project schedule.

- Maintain accurate records of the costs involved in potential change order work. These records will include labor times in the portion of the work in dispute.

d. Design Criteria

The GEC will work with the Engineer to establish the design criteria to be used by the design team in the production of the deliverables.

e. Production Schedule

The GEC will work with the Engineer to understand the design submittal schedule and provide GEC staffing levels to accommodate the Engineer's proposed design production schedule. The Engineer's production schedule will be coordinated with the Authority and County to keep Project stakeholders informed of key milestone dates and design review schedules.

f. Work Group Meetings

The GEC will attend the Engineer's design work group meetings. In these meetings, the GEC will stay informed of design development issues and provide guidance to the Engineer when required.

g. Design Reviews

After a design submittal has been through the Engineer's design quality control and the design quality assurance reviews, the GEC will perform a design quality oversight review. This review will:

- Audit records to verify compliance with the approved design criteria.
- Audit design to confirm all previous review comments have been incorporated.

The GEC will work with the Authority and the County to determine each project's required design reviews, which could include:

- Design Summary Report
- Cost Estimate
- Geopak and MicroStation .DGN files
- Technical memorandums on drainage analysis; lighting, and aesthetic
- Over the shoulder PS&E
- 50% PS&E
- 100% PS&E
- Final PS&E

Other design reviews may include:

- Request for Information (RFI) submittals

[END OF EXHIBIT]

EXHIBIT B1**FEE ESTIMATE SUMMARY****El Paso County Transit Facility Project
Work Authorization #58 Amendment #1**

<u>TASK</u>	<u>TOTAL</u>
TASK 1 PROGRAM MANAGEMENT	\$ 26,900.25
TASK 2 MANAGEMENT OF ENGINEERING SERVICES	\$ 17,581.60
TOTAL	\$ 44,481.85

MONTH	1	2	3	4	5	6	Hourly Rate	Burden Rate	Sum Hrs.	Total Dollars
TASK 1 PROGRAM MANAGEMENT										
a. Program Scheduling and Cost Estimating										
Project Director (Atkins)	1	1	1	1	1	1	\$101.31	\$258.27	6	1,549.62
									Sub-Total	1,549.62
b. Project Reporting										
Project Director (Atkins)	1	1	1	1	1	1	\$101.31	\$258.27	6	1,549.64
Assoc. Construction Manager (Atkins)	4	4	4	4	4	4	\$80.00	\$203.95	48	9,789.48
									Sub-Total	11,339.13
c. Project Meetings & Documentation										
Project Director (Atkins)	1	1	1	1	1	1	\$101.31	\$258.27	6	1,549.64
Assoc. Construction Manager (Atkins)	2	2	2	2	2	2	\$80.00	\$203.95	36	7,342.11
Project Coordinator I (Atkins)	2	2	2	2	2	2	\$38.90	\$99.17	12	1,190.03
									Sub-Total	10,081.79
d. Project Agreement Support										
Project Director (Atkins)	1	1	1	1	1	1	\$101.31	\$258.27	6	1,549.64
Project Coordinator I (Atkins)	2	2	2	2	2	2	\$38.90	\$99.17	12	1,190.03
									Sub-Total	2,739.68
e. Document Controls										
Project Coordinator I (Atkins)	2	2	2	2	2	2	\$38.90	\$99.17	12	1,190.03
									Sub-Total	1,190.03
									Total Task	26,900.25
TASK 2 MANAGEMENT OF ENGINEERING SERVICES										
a. Project Coordination/Administration										
Project Director (Atkins)	1	1	1	1	1	1	\$101.31	\$258.27	6	1,549.64
									Sub-Total	1,549.64
b. Project Management Plan/Design Criteria										
Project Director (Atkins)	1	1	1	1	1	1	\$101.31	\$258.27	6	1,549.64
Sr Project Director (Atkins)	8	8	8	8	8	8	\$118.35	\$301.71	48	14,482.31
Atkins Overhead 127.62%, Profit 12%, Multiplier 2.5493									Sub-Total	16,031.96
									Total Task	17,581.60
									TOTAL=	44,481.85

[END OF EXHIBIT]