

CAMINO REAL REGIONAL MOBILITY AUTHORITY BOARD RESOLUTION

WHEREAS, the Camino Real Regional Mobility Authority (CRRMA) and the Texas Parks and Wildlife Department (TPWD) have executed a Project Development Agreement, as amended, whereby TPWD will provide funding and the CRRMA, through its consultants, will pursue the development of design plans and construction activities necessary for the completion of the various components of the Wyler Aerial Tramway Project (Project); and

WHEREAS, the CRRMA and its general engineering consultant (GEC) executed a work authorization for the GEC to provide the design of a new loop road and parking area expansion at the Wyler Tramway site (Phase 1) as well as a work authorization for the GEC to design the base and aerial stations (Phase 2) of the Project; and

WHEREAS, TPWD has recently provided additional funding to the CRRMA for the design and construction of the tramway itself, which requires a new work authorization with the GEC to provide the support services necessary.

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

THAT the Executive Director be authorized to execute **Work Authorization No. 46.2** with AtkinsRéalis USA Inc. (formerly known as Atkins North America, Inc.), including any additional documents or materials as may be required, for the provision of support necessary for the procurement of a tramway provider for the Wyler Aerial Tramway Project.

PASSED AND APPROVED THIS 12TH DAY OF NOVEMBER 2025.

**CAMINO REAL REGIONAL
MOBILITY AUTHORITY**

ATTEST:

Joyce A. Wilson, Chair

Lina Ortega
Board Secretary

APPROVED AS TO CONTENT:

Raymond L. Telles
Executive Director

WORK AUTHORIZATION NO. 46.2

This **Work Authorization No. 46.2** (“Work Authorization”) is made as of the last date noted below, under the terms and conditions established in the AGREEMENT FOR GENERAL CONSULTING ENGINEERING SERVICES, dated August 22, 2022 (the “Agreement”), between the Camino Real Regional Mobility Authority (“Authority”) and AtkinsRéalis USA Inc. (formerly known as Atkins North America, Inc. and referenced herein as “GEC”). This Work Authorization is made for the purposes identified below, consistent with the services defined in the Agreement.

This Work Authorization is intended to allow the GEC to provide certain services necessary to support the Authority’s planned procurement of a tram provider for the Wyler Aerial Tramway Project. The services requested of the GEC include those activities normally associated with services required for an effort similar in nature and scope and 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 procurement support and related services to the Authority pursuant to and in accordance with **EXHIBIT A** to this Work Authorization, which is incorporated herein for all purposes.

Section B. – Schedule

The GEC shall commence the performance of the services required by **EXHIBIT A** upon the execution of this Work Authorization. The services shall be provided in accordance with a schedule to be developed by the parties upon execution of this Work Authorization.

Section C. – Compensation

In return for the performance of the obligations identified within this Work Authorization, the Authority shall pay to the GEC an amount not to exceed ONE HUNDRED TWENTY-SEVEN THOUSAND SEVEN HUNDRED FIFTY-TWO AND 24/100 DOLLARS (\$127,752.24), 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 the GEC in accordance with **EXHIBIT C**, which is attached hereto and incorporated herein for all purposes.

[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: AtkinsRéalisis USA Inc.

Signature: _____
By: Raymond L. Telles
Title: Executive Director
Date: _____

Signature: _____
By: _____
Title: _____
Date: _____

**EXHIBIT A
WORK AUTHORIZATION NO. 46.2**

SERVICES TO BE PROVIDED BY THE GEC

INTRODUCTION

The scope of this Work Authorization No. 46.2 covers the engineering services necessary to provide the required procurement documents to select a Tramway Provider and continues through the actual selection of the Tramway Provider. This includes updates and new drafts for the Request for Qualification (RFQ) documents, as well as updates and new drafts of the Request For Proposal (RFP) Documents, as necessary. It is expected that the GEC tramway engineer will be involved in the review of the qualification submittals received as well as participate in the tramway selection process once the various proposals are received.

PROJECT MANAGEMENT / TRAMWAY RFQ

The GEC will:

- Provide staff to design, administer, manage, review, and coordinate development of the procurement documents. The GEC staff will represent the Authority's interest as defined in any individual project agreements entered by the Authority and another party. The GEC will develop and maintain a staffing plan for consistency and appropriate levels of project staffing.
- Develop, update, and maintain the project schedule.
- Prepare for, attend, and conduct a kickoff meeting.
- Conduct monthly progress meetings and prepare minutes of meetings.
- Coordinate requirements for all disciplines and subcontractors.
- Use the GEC's Quality Assurance/Quality Compliance (QA/QC) Procedures and implement QA/QC reviews on all design submittals.
- Review/coordinate with the Authority and TPWD on critical deliverables and milestones.
- Develop / update RFQ and RFP documents for the selection of a new tramway provider, up to and including the actual selection of a tramway provider.
- Generate monthly project progress reports during design and construction phases, in a format acceptable to the Authority.

SCHEDULE

The parties will develop a jointly agreed upon schedule for the work contemplated by this work authorization prior to commencement of any such work. This work authorization assumes the project schedules will follow a reasonably normal project development schedule. If the GEC services or the letting schedules are delayed beyond reasonable expectations, the budget provided in Exhibit C may not cover all project development expenses.

DELIVERABLES

RFQ and RFP documentation

[END OF EXHIBIT]

EXHIBIT B**Fee Schedule**

AtkinsRéalis Wyler Aerial Tramway RFQ Work Authorization No. 46.2		
Task	AtkinsRéalis	Total
A. Project Management	\$44,407.24	\$44,407.24
B. Tramway RFQ	\$75,216.00	\$75,216.00
Sub Totals	\$119,623.24	\$119,623.24
Direct Expenses	\$8,129.00	\$8,129.00
Totals	\$127,752.24	\$127,752.24
Grand Total		\$127,752.24

AtkinsRéalis						
Wyer Aerial Tramway	Management			Tramway RFQ		
Task Description	Project Director	Sr. Engineer IV	Project Coordinator II	Senior Analyst IV	TOTAL LABOR HOURS	TOTAL LABOR COST
A. Project Management						
1. Project Management/Work Plan						\$ 17,429.59
1.1 Develop a Project Management/Work Plan	26	26	5		57	\$ 15,089.07
1.2 Develop a Quality Management Plan	4	2	5		11	\$ 2,340.52
2. Progress Reporting						\$ 17,554.81
2.1 Prepare and Submit Monthly Progress Reports for CRRMA	2	26	30		58	\$ 11,825.97
2.2 Prepare and Submit Invoices	4	2	30		36	\$ 5,728.84
3. Coordination/Administration						\$ 1,108.57
3.1 Prepare and Attend One (1) Kick-off Meeting	2	2			4	\$ 1,108.57
4. Project Control/Scheduling						\$ 8,314.27
4.1 Develop and Maintain a Master Schedule	4	26			30	\$ 8,314.27
HOURS SUB-TOTALS	42	84	70	0	196	
CONTRACT RATE PER HOUR	\$277.14	\$277.14	\$135.53	\$313.40		
TOTAL LABOR COSTS	\$11,639.98	\$23,279.96	\$9,487.30	\$0.00		\$44,407.24
% DISTRIBUTION OF STAFF HOURS	21.43%	42.86%	35.71%			
B. Tramway RFQ						
1. Project Control						\$ 75,216.00
1.1 RFQ Updates				40	40	\$ 12,536.00
1.2 RFQ Support (Meetings, etc.)				20	20	\$ 6,268.00
1.3 RFP Updates				120	120	\$ 37,608.00
1.4 RFP Support (Meetings, etc.)				20	20	\$ 6,268.00
1.5 Miscellaneous Support				40	40	\$ 12,536.00
HOURS SUB-TOTALS	0	0	0	240	240	
CONTRACT RATE PER HOUR	\$277.14	\$277.14	\$135.53	\$313.40		
TOTAL LABOR COSTS	\$0.00	\$0.00	\$0.00	\$75,216.00		\$75,216.00
% DISTRIBUTION OF STAFF HOURS	0.00%	0.00%	0.00%	100.00%		
TOTAL PROJECT HOURS	42	84	70	240	436	Total Hrs
Atkins: Overhead 157.53%, Profit 12%, Multiplier 2.8843						
	\$11,639.98	ELP-PM \$23,279.96	\$9,487.30	Tramway RFQ \$75,216.00	Total	\$119,623.24
		\$44,407.24		\$75,216.00		\$119,623.24

PROJECT: Wyler Aerial Tramway				
AtkinsRéalis (PRIME)				
OTHER DIRECT EXPENSES				
Other Direct Expenses	QTY	UNITS	RATE	TOTAL
Lodging/Hotel (Taxes/fees not included) (Current state rate)	6	night	\$92.00	\$552.00
Lodging/Hotel Taxes/fees	6	night	\$27.00	\$162.00
Meals (overnight stay required) (Excluding alcohol)	18	day	\$75.00	\$1,350.00
Rental Car (Tax/fees not included)	6	day	\$50.00	\$300.00
Rental Car Taxes/fees	6	day	\$35.00	\$210.00
Rental Car Fuel	6	day	\$30.00	\$180.00
Air Travel	3	each	\$690.00	\$2,070.00
Parking	6	day	\$30.00	\$180.00
11"x17" B/W Paper Copies	1500	each	\$0.75	\$1,125.00
Newspaper Advertisement	2	each	1,000.00	\$2,000.00
Other Direct Expense Total				\$8,129.00

[END OF EXHIBIT]

EXHIBIT C
Invoice Reimbursement Checklist

Direct Labor/Timesheets: The invoice must clearly identify each employee name, title, hours worked, date 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: Authority will only reimburse for airline costs at the Economy or Coach Class rate. Extra insurance and luggage costs are unallowable. Airline ticket “reissue fee” is reimbursable only if the change was at Authority’s request or change in meeting because of Authority.

Personal Automobile Mileage: Up to the state approved rate of **62.5 cents** per mile or the **current state rate** applicable at the time cost is incurred. Expense report must clearly identify the departure/arrival time, To/From destinations and purpose of trip.

Automobile Rentals: Not to exceed **\$50.00 per day** plus applicable taxes or **current state rate**. Extra optional insurance or rental company gasoline costs are unallowable. Weekly or Monthly rates should be used when applicable. Upgrades beyond economy-sized require an explanation. Use of automobile rental not related to the project is unallowable.

Hotel Rates: Weekly and Monthly rates are encouraged and expected when applicable. Reimbursable costs shall not exceed **\$98.00 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 **\$64.00 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 \$14.00, Lunch \$16.00 and Dinner \$29.00 & \$5.00 incidental expenses 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. *Tips are not reimbursable.*

Entertainment Costs: Entertainment costs are not reimbursable, including: 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 Authority. 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). 9. Communication Costs. *Tips and alcohol are not reimbursable.*

[END OF EXHIBIT]