

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

RESOLUTION NO. 04-02

WHEREAS, the Central Texas Regional Mobility Authority ("CTRMA") was created pursuant to the request of Travis and Williamson Counties and in accordance with provisions of the Transportation Code and the petition and approval process established in 46 Tex. Admin. Code § 26.01, *et. seq.* (the "RMA Rules"); and

WHEREAS, HB 3588, passed by the 78th Texas Legislature, authorizes regional mobility authorities to develop projects through use of comprehensive development agreements (CDAs); and

WHEREAS, the CTRMA has adopted procurement policies which conform to HB 3588 and which provide for the receipt and processing of unsolicited proposals for project development through use of a CDA; and

WHEREAS, the CTRMA received an unsolicited proposal for the development of U.S. 183-A from Zachary/Kiewit 183-A Partners, L.P.; and

WHEREAS, in Resolution No. 03-58 the CTRMA Board of Directors authorized the initiation of the CDA process and directed staff to issue a request for competing proposals (RFCQ) in response to the receipt of the unsolicited proposal; and

WHEREAS, in accordance with the CTRMA procurement policies, staff issued the RFCQ on December 19, 2003, and caused the RFCQ to be published in the *Texas Register*; and

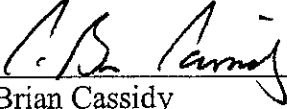
WHEREAS, the CTRMA has received responses to the RFCQ, and based on those responses and other analyses staff recommends that the CTRMA continues the CDA process and issue a Request for Detailed Proposals ("RFDP") for the development of US 183-A; and

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors of the CTRMA hereby authorizes its staff to begin work on a draft RFDP, including formulating and criteria to be used in evaluating the detailed proposals, assigning relative weight to those criteria, establishing the deadline date by which detailed proposals must be received, and to make a recommendation to the board as to the dollar amount that will be paid by CTRMA to entities submitting unsuccessful detailed proposals; and

BE IT FURTHER RESOLVED, that the staff should report back to the Board as to the status and progress of the CDA process at each of the CTRMA's regular board meetings.

Adopted by the Board of Directors of the Central Texas Regional Mobility Authority on the 25th day of February, 2004.

Submitted and reviewed by:



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

Approved:



Robert E. Tesch
Chairman, Board of Directors
Resolution Number 04-02
Date Passed 02/25/03

DEFERRED*

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

RESOLUTION NO. 04-03

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 RFDP.

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 25th day of February, 2003.

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 04-03
Date Passed 02/25/04

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

This Work Authorization is made as of this 3rd day of February, 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 HNTB 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 \$2,549,832 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 services includes the continuation of those professional services and deliverables required to plan for and manage the creation, flow, clarification, controlling, reviewing, critiquing, scheduling, and evaluation of documents associated with the procurement of competitive proposals from consortia aspiring to enter into comprehensive development agreements (CDA) with the Central Texas Regional Mobility Authority (CTRMA) to develop and operate the US-183A facility (hereinafter referred to as US-183A). Such consortia should consist of participating firms whose abilities, professional skills, and experience qualify them to develop and operate US-183A for the CTRMA. One firm will be selected.

In general, the services to be performed and delivered by the GEC are hereinafter subdivided into three phases. Services under the phases may overlap and may proceed simultaneously.

1.0 Pre RFDP Phase

- 1.1 Conduct debriefings on behalf of the CTRMA, under the guidance of general counsel of the CTRMA, for respondents to the RFQ for the US-183A that were not shortlisted, if requested by the CTRMA.
- 1.2 Conduct oral and written discussions with CTRMA staff, consultants, advisors, and counselors aimed to develop a policy and methodology to divide and assign tollway design, construction, operating, and revenue auditing risks. Develop a draft policy for consideration by the CTRMA dividing and assigning physical and fiscal risks other than the environment, warranty provisions, QC/QA failures in design and the constructed product, maintenance obligations, permit/license delays (other than the Record of Decision which will be the sole responsibility of the CTRMA), utility clearances, right-of-way acquisitions, local government approvals, legal actions, and unanticipated site conditions.
- 1.3 With the participation of the CTRMA staff, develop and plan for managing the procurement of developers of the US-183A. Prepare and submit for approval a reasonable time schedule charting progress achievement milestones between the

issuance of the RFDP and the issuance of Notices To Proceed to the proposers having been judged to have tendered the best value proposal for the US-183A, allowing time for negotiation of the terms and execution of CDA and with and without continuing long term operating and maintaining provisions. When the plans and time for development procurements have been accepted by the CTRMA, a reassessment of the scope and budget for the procurement of the CDA will be completed.

- 1.4 Working jointly and cooperatively with the CTRMA and its counselors, develop drafts of CDA for the US-183A appropriate for execution by the CTRMA. Circulate CDA among short listed proposers on the US-183A for comment. Review the responses from the short listed proposers. Group responses by category. Meet with CTRMA and its counselors to review proposer responses. Participate with CTRMA, its counselors, and invited proposers, individually or collectively, to write the final CDA to include with the RFDP the CTRMA will issue. CDA provisions shall include but not be limited to:
 - 1.4.1 The scope of work for the development of the US-183A.
 - 1.4.2 Fixing the final, completed, guaranteed, lump sum turnkey price.
 - 1.4.3 Setting of the dates for the openings and completion of the US-183A.
 - 1.4.4 General terms and conditions for developing the US-183A.
 - 1.4.5 Terms and conditions for the financial obligations of developing the US-183A.
 - 1.4.6 Establishing final negotiated design and construction standards.
 - 1.4.7 Setting terms and conditions of the QC/QA programs for development.
 - 1.4.8 Defining the QA roles to be filled by the CTRMA, TxDOT, and Federal Highway Administration (FHWA).
 - 1.4.9 Terms, conditions, and funding plan for long-term operation and maintenance of the US-183A, if any.
 - 1.4.10 Terms and conditions under which the CTRMA will review and approve sequential and repetitive office and field development progression reports.
 - 1.4.11 Provisions assigning and dividing development risks of the parties.
 - 1.4.12 Division of obligations between the parties to secure all applicable permits.
 - 1.4.13 Establishment of environment and hazardous materials reporting, mitigation, and remediation requirements and obligations.
 - 1.4.14 Terms and conditions related to any final negotiated modifications of State of Texas, FHWA, and AASHTO tollway development, operation, and maintenance standards.
 - 1.4.15 Terms and conditions under which value engineering proposals will be considered reviewed, evaluated, and authorized.
 - 1.4.16 Provisions for monitoring developer conformance with CTRMA/TxDOT HUB/DBE policies.
 - 1.4.17 Provisions for monitoring of the developers' affirmative action plans performance.
 - 1.4.18 Provisions setting minimum and types of bonding and insurance.

- 1.4.19 Provisions assigning the responsibility for funding and acquiring timely right-of-way.
 - 1.4.20 Provisions assigning responsibilities for funding and timely locating, protecting, modifying, relocating, and adjusting public and private utilities.
- 1.5 Assist CTRMA in the formulation of detail design and construction oversight management plan. The plan shall address various parties' roles and assignments. The working relationships between CTRMA, TxDOT, counselors, oversight managers, developer, agencies, utilities and railroads, shall be outlined in this position memorandum.

2.0 RFDP Phase.

- 2.1. Based upon selections by the CTRMA of a short list of qualified proposers to the RFQ issued for the US-183A and working jointly and cooperatively with the CTRMA and its counselors, develop the final RFDP. The RFDP shall have separate sections for development of the US-183A and operation and maintenance of the US-183A post development completion. Draft RFDP to incorporate revisions agreed upon under this item. Incorporate the work products of Section 1.0 into the RFDP. Information to be requested in the RFDP shall include but not be limited to the following:
- 2.1.1 Appropriate revisions to the description of the US-183A provided by the CTRMA in the RFQ.
 - 2.1.2 Revisions to the dates and schedules projected and provided by the CTRMA in the RFQ for receipt of final traffic and revenue reports.
 - 2.1.3 An introductory definition of terms and acronyms used in the RFDP or preparation of a separate appendix providing same.
 - 2.1.4 A detailed description of the process the CTRMA will follow in reviewing and evaluating the responses to the RFDP and proceeding step by step through the procurement process through execution of CDA.
 - 2.1.5 An introductory generalized summary of the obligations the CTRMA expects the developers to assume and deliver.
 - 2.1.6 Synopses of the plans of finance the CTRMA envisions for the US-183A and the government financing resources the CTRMA anticipates will be available for the US-183A.
 - 2.1.7 Descriptions of formats required for submitted responses to the RFDP and number of sets of responses to be submitted.
 - 2.1.8 A description of the three part submittal: Part I, technical and qualitative attributes; Part II, fixed, guaranteed, turnkey, priced proposals with guaranteed delivery dates (inclusive of priced respondent proposed alternate design and construction standards); and Part III, detailed long term plan (15 years) and priced proposal for operating and maintaining the US-183A.

- 2.1.9 A detailed description of information being requested from proposers for each section of the RFDP submittal requirements.
- 2.1.10 A description of the required certification of the selected developers' financing plan by the Accountancy Review Agents.
- 2.2 Prepare correspondence for execution by the CTRMA distributing the RFDP to short listed responders.
- 2.3 Plan, organize, and administer workshops for the US-183A among CTRMA, its consultants, and short listed respondents. Write and distribute documents and correspondence related to the workshops. Prepare exhibits and visual aids for the workshops, if any. Assist the CTRMA in answering questions posed during the workshops. Review and edit all workshop records.
- 2.4 Evaluate oral and written questions posed at the workshops and submitted later in writing and draft answers for consideration by the CTRMA. Assemble and distribute CTRMA answers to questions.
- 2.5 Write and distribute all addenda to the RFDP for the US-183A suggested by meetings, discussions, workshops, questions posed by potential respondents, and clarifications suggested by the CTRMA.
- 2.6 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 RFDP. E-mail shall not be an acceptable mode of communications among any of the parties after the dates of acceptance of the RFDP. Search and locate a secure site acceptable to the CTRMA to store all documents and correspondence (the "secured data") received and created on and after the date of receipt of the RFDP. With the assistance of the Director of the CTRMA, create and maintain a list of parties (the "evaluators") who have been authorized access to the secured data by the Director of the CTRMA. Create a controlled system whereunder the evaluators may check out, check in, and be recorded as holding the secured data.
- 2.7 Maintain a log of relevant telephone conversations after the date of the issuance of the RFDP.
- 2.8 Working with the CTRMA staff and counselors, develop a detailed and thorough two part procedure and methodology for evaluating (i) the qualitative and technical proposals inclusive of innovative design and construction techniques and (ii) financing assistance, innovative financing plans, and final, turnkey priced, best value proposals for developing the US-183A, recognizing the value of early opening dates for the US-183A.

- 2.9 Divide the Part I responses to the RFDP for the US-183A into the several technical qualifying/measurable components as posed in the RFDP issued by the CTRMA. The separately submitted sealed priced proposal responses shall remain unopened and shall be secured. Evaluate the thoroughness and quality of the Part I responses to each inquiry item in the RFDP utilizing the evaluation procedures and formulae adopted by the CTRMA. Provide summaries of strengths and weaknesses of the Part I responses to the RFDP for each measurable technical component. There may be alternate respondent submitted technical, contractual or financial proposals in addition to the base guidelines suggested by the CTRMA in the RFDP; such alternate responses also shall be evaluated and reported by the GEC. Participate in meetings with CTRMA staff, consultants, counselors, and advisors to discuss evaluations of RFDP Part I technical proposals and to explain the positions and reasoning of the GEC applicable to each RFDP Part I response component.
- 2.10 Divide the Part II responses to the RFDP into the various components to be evaluated inclusive of but not limited to:
Lump sum guaranteed turnkey price to develop, complete, and open the US-183A for operation.
- 2.10.1 Time required to develop the US-183A between execution of the CDA and the opening dates of the US-183A.
- 2.10.2 Detailed financing plans proposed for the US-183A, including revenue generation potential of the implementation plans.
- 2.10.3 Innovative financing techniques/plans proposed.
- 2.10.4 Proposed financing plans certifications by the independent Accountancy Review Agent (this component will be available only after a single best value selection is made for each of the US-183A).
- 2.10.5 Alternate development costs of the US-183A submitted by proposers tendering technical design and construction techniques and standards differing from those offered by the CTRMA in the RFDP for the US-183A. Jointly with the staff of the CTRMA, the financial advisor of the CTRMA, and bond and general counselors of the CTRMA, report in writing on the thoroughness, quality, reasonableness, strengths, weaknesses, and legalities of Part II of the proposals. Based on review of the Part II proposals received; fine-tune the evaluation formulae hereof to reflect collectively the range of responses to Part II of the proposals. Be available as informed resources to the evaluators to assist them interpret submitted provisions of Part II and how the provisions fit into the grading formulae.
- 2.11 Prepare and distribute agenda for meetings called at the option of the CTRMA, (the "final workshops") between individual responding consortia and the CTRMA to (i) verify that each has properly interpreted the RFDP in their responses, (ii) seek clarifications among the parties, and (iii) provide the CTRMA the opportunity to seek and explain the need for more detailed response information

and documentation. Prepare the CTRMA staff advisors, consultants, and counselors for participation in the final workshops by preparing and briefing on proper questions and areas needing more detailed responses. Request each invited consortium to submit in advance questions it desires to be answered by the CTRMA. After consultation with the CTRMA, prepare written answers to such questions for the CTRMA to consider. Prepare formal written responses and clarifications to matters discussed at the final workshops for execution by the CTRMA.

- 2.12 Working with CTRMA counselors and staff, develop a Part III list of quality and value measurable items of routine duties and service deliverables that the CTRMA should expect from developers with whom the CTRMA may enter long-term agreements (15 years) to operate and maintain the US-183A. Items shall at a minimum include:
- 2.12.1 Personnel summaries by classification, duty, and wage rates.
 - 2.12.2 Equipment (all inclusive by category) to be provided.
 - 2.12.3 Replacement cycle for equipment proposed.
 - 2.12.4 Personnel benefit programs.
 - 2.12.5 Buildings, plaza, fixtures, and grounds routine physical maintenance plans.
 - 2.12.6 Personnel uniform programs.
 - 2.12.7 Buildings and plaza major maintenance/rehabilitation plans.
 - 2.12.8 Roadway illumination maintenance programs.
 - 2.12.9 Roadway safety markings and signing maintenance plans.
 - 2.12.10 Personnel and public safety plans.
 - 2.12.11 Intelligent traffic systems maintenance plans.
 - 2.12.12 Telecommunication systems maintenance plans.
 - 2.12.13 Insurance programs, all-inclusive except for tort liability.
 - 2.12.14 Toll collection, video enforcement, and security surveillance systems maintenance plans.
 - 2.12.15 ROW maintenance plans.
 - 2.12.16 Fencing and guardrail maintenance plans.
 - 2.12.17 Pavement and shoulder maintenance and major rehabilitation plans.
 - 2.12.18 Pavement and shoulder warranty programs, if any.
 - 2.12.19 A detailed scope of routine and repetitive services required to operate and maintain the US-183A.
 - 2.12.20 GEC expanded lists refining and organizing all of the above in a format to be included in the RFDP for the US-183A that can be easily comprehended and answered in detail by proposers.
- 2.13 Working with CTRMA staff, develop for Part III a review and measurable assessment methodology for evaluating and ranking long term operating and maintaining proposals. Collect and assemble operating and maintaining costs recorded by comparable US operating US-183A. Compare and report comparable US costs to those proposed under Part III. Devise a methodology for scoring and

ranking Part III, which will reflect true short and long term, cost impacts to the CTRMA inclusive of impacts on revenues available for bond debt services.

- 2.14 Develop a self-reporting matrix format, which will reflect the financial impact of combining and implementing Part III with Parts I and II. Report in writing on whether the combining of Parts I, II, and III provides financial indications that the best value scoring grade of Parts I and II by the evaluators should be reconsidered, and, if the GEC so opines, should the final best value selection be (i) based on the scoring and ranking by the evaluators of Parts I, II, and III combined or (ii) based Parts I and II combined with the CTRMA's then either offering Part III under a separate and newly issued competitive RFDP solicitation or staffing and performing Part III as government function with its own personnel.
- 2.15 Working with the financial advisor and counselors of the CTRMA, analyze and report on the certificates prepared by the Accountancy Review Agents of the feasibility and adequacy of the financing plans proffered by the highest ranked best value proposals for the US-183A.
- 2.16 Write an outline of the procedure followed by the GEC in reviewing the responses to the RFDP received. Indicate what measurable developer performance categories were identified and individually analyzed. Using the outline write a detailed summary report of the review and analysis process followed by the GEC and describe how the evaluators used the analytical work performed by the GEC to rank the responses in a best value order.
- 2.17 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.
- 2.18 Write final reports summarizing the deliberations, actions, and recommendations of the Committee and the Board relative to the review and consideration of proposals to develop the US-183A and their final selection and designation of the developers for the US-183A based on 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 CTRMA detailing the staffing needs by number and qualifications and a recommended staffing plan. Develop a budget for implementations of this GEC recommendation, which by its nature, 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 services 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

- 1.1 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:
 - 1.1.1 Prepare "cut sheets" of the schematic design basemap for use in the WPAP application.
 - 1.1.2 Prepare utility relocation drawings (necessary for WPAP application).
 - 1.1.3 Coordinate with environmental team, as needed, to clarify construction elements associated with the WPAP application.
 - 1.1.4 Review of existing maps, aerial photographs, topography, plans, reports, schematics and technical guidance.
 - 1.1.5 Visit to the site and the general vicinity of the drainage area and potential BMP sites.
 - 1.1.6 Determine 100 year frequency drainage flows.
 - 1.1.7 Design of water quality BMPs (including preliminary size of splitter box and bypass weir) and erosion and sedimentation controls based on current schematic designs for US 183A.
 - 1.1.8 Preparation of 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.

- 1.1.9 Collation and submittal of the WPAP Application.
- 1.1.10 Project management including correspondence, project documentation and invoicing; and meetings with the GEC and TCEQ.

2.0 Jurisdictional Waters Assessment

- 2.1 GEC will conduct a jurisdictional waters assessment for all potential jurisdictional water crossings with the right-of-way of Alternative 1 alignment of US 183A. This shall include the performance of the following services:
 - 2.1.1 Review all provided previous field work and documentation conducted for the proposed US 183A alignment related to jurisdictional waters.
 - 2.1.2 Conduct necessary field work to identify and delineate all potential jurisdictional water crossings associated with Alternative 1 alignment of US 183A.
 - 2.1.3 Calculate area of impacts to jurisdictional waters associated with the construction of US 183A.
 - 2.1.4 Prepare a written report of all findings and advise CTRMA Board as to future Section 404 permitting requirements for the US 183A project.
 - 2.1.5 Seek USACE concurrence as to no impacts to jurisdictional waters assuming all jurisdictional waters are free-spanned.
 - 2.1.6 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 services 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

- 1.1 The 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, 183-A development, and a proposed Comprehensive Regional Mobility Plan thru a series of targeted outreach activities aimed at educating those potentially affected by the 183-A project.

2.0 Project Graphic Design

- 2.1 The 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:
 - 2.1.1 Complete general graphics design and marketing efforts associated with the project.
 - 2.1.2 Compile engineering maps for greater public understanding, incorporating maps from TxDot, TTA, CAMPO, and the CTRMA Team as needed.
 - 2.1.3 Create and illustrate brochures for information dissemination.
 - 2.1.4 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.
 - 2.1.5 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.
 - 2.1.6 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.
 - 2.1.7 Interface with the media to get them the mapping and graphics digital files for use in their articles.
 - 2.1.8 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.

CTRMA GEC & US 183A
HNTB Corporation - MANHOUR BREAKDOWN
February 20, 2004

CTRMA

Work Authorization 3.5

Summary

Procurement Process	\$ 2,287,574
Environmental	\$ 106,013
Public Involvement	\$ 156,245
	<hr/>
	\$ 2,549,832

C A GEC & US 183A
 HNTB Corporation - MANHOUR BREAKDOWN
 February 20, 2004

CTRMA

Work Authorization 3.5

Procurement Process

Task	Work Description	MANHOURS						TOTAL HRS
		A	B	C	D	E	F	
	(Labor Rate \$)	70.00	60.00	50.00	40.00	30.00	20.00	
1.0	Pre RFDPP Phase	672	1440	1440	1920			5472
2.0	RFDPP Phase	672	3040	3040	1920			8672
3.0	Post RFDPP Phase	160	320					480

TOTAL HNTB DIRECT LABOR

	1504	4800	4480	3840	0	0	14624
	10.28%	32.82%	30.63%	26.26%	0.00%	0.00%	
Labor Costs	\$ 105,280	\$ 288,000	\$ 224,000	\$ 153,600	\$ -	\$ -	\$ 770,880
Overhead Costs	\$ 161,636	\$ 442,166	\$ 343,907	\$ 235,822	\$ -	\$ -	\$ 1,183,532
Profit	\$ 40,037	\$ 109,525	\$ 85,186	\$ 58,413	\$ -	\$ -	\$ 293,162
Total Loaded Labor	\$ 306,954	\$ 839,691	\$ 653,093	\$ 447,835	\$ -	\$ -	\$ 2,247,574

Direct Expenses
 Plotting and Reproduction \$10,000
 Mail and Deliveries \$5,000
 Travel and Field Expenses \$25,000
Total Direct Expenses \$40,000

Total Cost - Procurement Process

\$2,287,574

CL...LA GEC & US 183A
 HNTB Corporation - MANHOUR BREAKDOWN
 February 20, 2004

CTRMA

Work Authorization 3.5

Task	MANHOURS						TOTAL HRS
	A	B	C	D	E	F	
	(Labor Rate \$ 70.00	\$ 60.00	\$ 50.00	\$ 40.00	\$ 30.00	\$ 20.00	
Environmental							
Water Pollution Abatement Plan (WPAP) Development							
Preliminary Drainage Design			80		40		40
Prepare "cutsheets" of Schematic Design Basemaps						40	40
Prepare Utility Relocation Drawings							40
Coordination w/ Environmental Staff							40
Application Preparation							
Existing Data Review & Collection			8	4	10	10	32
Site Visit			12	12	12	8	44
Determine 100 year drainage flows			2	4	12		18
Water Quality BMP Design			64	80	80	40	264
Erosion / Sedimentation Control			30	24	60		114
WPAP Preparation			16	8	20	40	84
WPAP Compilation			4	8	20	40	72
Project Management & Meetings			20	16	40		76
Jurisdictional Waters Assessment							
			40		70	50	160

TOTAL HNTB DIRECT LABOR		0	0	156	316	364	228	1064
% Total by Classification		0.00%	0.00%	14.66%	29.70%	34.21%	21.43%	
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
Total Loaded Labor	\$	-	\$	22,742	\$ 36,853	\$ 31,839	\$ 13,295	\$104,738

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

Total Cost - Environmental \$106,013

C. A GEC & US 183A
 HNTB Corporation - MANHOUR-BREAKDOWN
 February 20, 2004

CTRMA

Work Authorization 3.5

Task	MANHOURS						TOTAL HRS
	A	B	C	D	E	F	
(Labor Rates)	\$ 70.00	\$ 60.00	\$ 50.00	\$ 40.00	\$ 30.00	\$ 20.00	
Public Involvement							
Government Communications	40		40	40			120
Project Graphic Design							
Graphics design / marketing	16		40		80	80	216
Compile maps (from TxDot, TTA, CAMPO, CTRMA) as needed					40	40	80
Create / illustrate brochures	24		40		40	160	264
Coordinate w/ TxDOT on presentation materials	24		40		40	40	144
Prepare graphics for Covers and Title pages for of various reports					40	40	80
Assist in development of print advertisements / flyers	24		40		40	160	264
Interface with media re: graphics coordination					40	80	200
Design interior and exterior signage (Trade Shows, Presentations)					40	40	160

TOTAL HNTB DIRECT LABOR		128	0	280	40	440	680	1568
% Total by Classification		8.16%	0.00%	17.86%	2.53%	28.06%	43.37%	
Labor Costs	\$ 8,960	\$ -	\$ 14,000	\$ 1,600	\$ 13,200	\$ 13,600	\$ 13,600	\$ 51,360
Overhead Costs	15353	13,756	21,494	2,456	20,266	20,880	20,880	78,853
Profit	15.0%	3,407	-	5,324	608	5,020	5,172	19,532
Total Loaded Labor	\$ 26,124	\$ -	\$ 40,819	\$ 4,665	\$ 38,486	\$ 39,653	\$ 39,653	\$149,745

Direct Expenses	
Travel / Mileage	\$500
Reproduction	\$5,000
Maps / Photos	\$1,000
Total Direct Expenses	\$6,500

Total Cost - Public Involvement \$156,245

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

RESOLUTION NO. 04-04

WHEREAS, the Central Texas Regional Mobility Authority ("CTRMA") was created pursuant to the request of Travis and Williamson Counties and in accordance with provisions of the Transportation Code and the petition and approval process established in 46 Tex. Admin. Code § 26.01, *et. seq.* (the "RMA Rules"); and

WHEREAS, HB 3588, passed by the 78th Texas Legislature, authorizes regional mobility authorities to develop projects through use of comprehensive development agreements (CDAs); and

WHEREAS, the CTRMA has adopted procurement policies which conform to HB 3588 and which provide for the receipt and processing of unsolicited proposals for project development through use of a CDA; and

WHEREAS, on or about September 15, 2003, the CTRMA received an unsolicited proposal from Zachary/Kiewit 183-A Partners, L.P. for a CDA for the development of the US 183-A project in Williamson County; and

WHEREAS, on November 5, 2003, the Board of Directors of the CTRMA authorized the publication of a notice announcing receipt of the unsolicited proposal, and authorized the CTRMA staff to prepare the RFCQ; and

WHEREAS, staff issued the RFCQ on December 19, 2003, with a response deadline of February 2, 2004.

WHEREAS, the CTRMA received six responses to the RFCQ, one of which has been withdrawn; and

WHEREAS, the CTRMA Executive Director appointed an RFCQ Evaluation Committee to review the five remaining responses and make a recommendation of a short-list of teams to participate in the detailed proposal phase of the CDA process; and


WHEREAS, pursuant to the RFCQ, the CTRMA procurement policies, and the Evaluation Procedures adopted by the RFCQ Evaluation Committee, the Evaluation Committee has reviewed the competing proposals and has concluded that Austin Flatiron, Hill Country Constructors, and San Gabriel River Constructors as the best qualified teams to short-list for participation in the next phase of the CDA process; and

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors hereby approves the short-list recommended by the Chair of the Evaluation Committee and authorize the CTRMA staff to issue a request for detailed proposal to each firm once such request is finalized; and

BE IT FURTHER RESOLVED, that the CTRMA Board expresses its appreciation to all of the teams that submitted responses to the RFCQ.

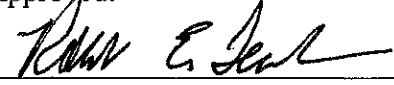
Adopted by the Board of Directors of the Central Texas Regional Mobility Authority on the 25th day of February, 2004.

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 04-04
Date Passed 02/25/04

DEFERRED*

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

RESOLUTION NO. 04-05

WHEREAS, the Central Texas Regional Mobility Authority ("CTRMA") was created pursuant to the request of Travis and Williamson Counties and in accordance with provisions of the Transportation Code and the petition and approval process established in 46 Tex. Admin. Code § 26.01, *et. seq.* (the "RMA Rules"); and

WHEREAS, the Board of Directors of the CTRMA desires its employees to partake in the Texas County and District Retirement System (TCDRS), which is a multi-employer, defined benefit pension plan under section 401(a) of the Internal Revenue Code; and

WHEREAS, the Texas Legislature has established the Texas County and District Retirement System (hereinafter called "TCDRS") pursuant to Section 67 of Article XVI of the Texas Constitution; and

WHEREAS, the governing statute Subtitle F, Title 8, Government Code (hereinafter "TCDRS Act") directs that the governing body shall determine whether a district (hereinafter, "CTRMA") shall participate in TCDRS¹ so established; and

WHEREAS, the CTRMA board has reviewed, and upon passage of this Resolution No. 04-05, shall execute the TCDRS "Acknowledgment of Conditions Governing TCDRS Participation" attached as Exhibit A to this Resolution; and

WHEREAS, the CTRMA board has determined that it is in the public interest that the CTRMA participate in TCDRS, to more adequately provide for the retirement security of its eligible employees;

NOW THEREFORE, BE IT RESOLVED:

I. Election to Participate

Pursuant to the provisions of the TCDRS Act, CTRMA hereby elects to participate in, and have its employees participate in the TCDRS, such participation to begin and be effective on the date approved by the TCDRS Board of Trustees.

¹ In this resolution, the respective terms "contributions," "employee," "prior service," "service," and "System" have the meanings defined for such terms by the TCDRS Act.

II. Membership of Employees

All persons who are employees of CTRMA on the effective date of participation prescribed above shall become members of TCDRS and shall be allowed credit for prior service in accordance with the provisions of the TCDRS Act and the Rules and Regulations of the TCDRS Board of Trustees. Each person who shall become an employee of the CTRMA subsequent to the effective date of participation who is not already a member of TCDRS, shall become a member on the date of employment.

III. Adoption of Plan Selections

Pursuant to the provisions of the TCDRS Act, CTRMA hereby makes the plan selections authorized by Subchapter H of Chapter 844 of the said TCDRS Act.

A. Basic Plan Benefit Eligibility

(Ten-year credited service requirement for vesting and service/disability retirement)

Effective the date of participation, the CTRMA adopts the 10-year/Age 60 Retirement Eligibility described in Section 844.207 of the TCDRS Act, under which:

- (a) Any TCDRS member who has ten (10) or more years of service credit with CTRMA and other subdivisions that have adopted the provisions of Section 844.207 or 844.210, is a vested member under Section 844.207(d) and shall have the right to retire and receive a service retirement annuity after attaining age 60, unless the Optional 8-year/Age 60 Retirement Eligibility described under Section 844.210 is adopted in this resolution (refer to Section IV of this resolution).
- (b) Any TCDRS member who is a vested member may terminate employment with all participating subdivisions prior to attaining age 60, and remain eligible to retire and receive a service retirement annuity after attaining age 60 provided his or her membership is not terminated other than by retirement.
- (c) Any TCDRS member who is a vested member under Section 844.207(d) may retire and receive a disability retirement annuity if he or she is certified as disabled in accordance with Section 844.303(b)(2).
- (d) Any TCDRS member who is a vested member under Section 844.207(d) or who is described in Section 844.207(e) shall have the right to retire and receive a service retirement annuity when the member's years of credited service added to his or her attained age equals or exceeds the sum of eighty (80), unless the Optional Rule of 75 Retirement Eligibility described under Section 844.211 is adopted in this resolution (refer to Section IV of this resolution).

B. *Survivor Annuity Death Benefit*
(Four year credited service retirement for survivor annuity death benefit)

By adopting this resolution, the provisions of Section 844.407, "Survivor Annuity Death Benefit," shall apply to CTRMA. Any TCDRS member who has four (4) or more years of service credit with CTRMA and other subdivisions that are subject to Section 844.407(a)(1) is an eligible member for purposes for the "Survivor Annuity Death Benefit" provided under Section 844.407.

C. *Employee Deposit Rate*

For each payroll period from and after the effective date of participation, member deposits of each eligible CTRMA employee shall be made to TCDRS at the rate of 7.0 %² of compensation; and such deposits shall be certified by the subdivision correspondent and transmitted to TCDRS for deposit to the individual employee account.

D. *Current Service Credit Percentage*

For service performed for the CTRMA on or after the effective date of participation, each member shall receive *multiple matching credit*, which, when added to the rate used to determine the *current service credit* allowable under Section 843.403, will total 250% of the member's deposits.

E. *Prior Service Credit Percentage*

Allocated (special) prior service credits granted to any member by CTRMA shall be computed at 250% of the maximum (special) prior service credit of each member affected.

IV. *Selection and Adoption of Optional Credits and Benefits*

Pursuant to Section 844.704 of the TCDRS Act, CTRMA adopts the following additional rights, credits and benefits, effective as of the date of participation. **The presiding officer of the governing board must sign in the space preceding each option selected.**

_____ **Optional 8-year/Age 60 Retirement Eligibility under Section 844.210**
8-year service eligibility requirement for vesting, service and disability retirement

_____ **Optional Rule of 75 Retirement Eligibility under Section 844.211**
A member shall have the right to retire and receive a service retirement annuity when the years of such credited service added to his or her years of attained age equals or exceeds seventy-five(75).

_____ **Optional 20-year/Any Age Retirement Eligibility under Section 844.212**

² Four, five, six, or seven percent unless a lower percentage is required under Section 844.703(h) of the TCDRS Act.

A member shall have the rights to retire and receive a service retirement annuity when the years of such credited service equals or exceeds twenty (20).

Credited Service for Qualified Military Service under Section 843.601(c)

Military service typically performed prior to becoming an employee of the CTRMA. An eligible member is one who has service equaling at least the minimum period required to retire at age sixty (60) with the CTRMA.

Partial Lump-Sum Distribution on Service Retirement under Section 844.009

The option of Partial Lump-Sum Distribution (PLSD) at retirement allows your current members who are eligible for service retirement to receive a portion of their retirement benefit in the form of a partial lump-sum distribution that cannot exceed 100 percent of their account balance. This distribution is made in addition to a lifetime monthly annuity under one of the TCDRS retirement options.

V. *Employer Contribution Rate*

The CTRMA hereby undertakes to make monthly normal contributions and prior service contributions to the System at an employer contribution rate that equals or exceeds the total calculated employer contribution rate (*i.e.*, the calculated employer contribution rate plus the rates for any optional rights, benefits and credits elected in Section IV), determined from year to year by the actuary of the System, and approved by the Board of Trustees of the System as provided by Subchapter H of Chapter 844 of the TCDRS Act; such rates (excluding those for "picked-up" contributions under Section 845.403(i) of the TCDRS Act and those, if any, to the Supplemental Death Benefits Fund under Section 845.406) not to exceed the statutory maximum, currently 11 percent, prescribed by Section 844.703(c) of said Act, unless the CTRMA's governing board elects to waive that statutory limit. Any waiver of the statutory maximum rate made in accordance with Section 844.703(c) shall remain in effect until January 1 of the year following the year in which the waiver is repealed by the CTRMA's governing board. An employer contribution rate adopted by the CTRMA's governing board that exceeds the total calculated employer contribution rate shall remain in effect for each subsequent year until rescinded by the CTRMA's governing board. **Effective the date of participation, the CTRMA shall make subdivision contributions to the System at the employer rate of 13.35%³ for the first two years of participation.**

³ The employer contribution rate should equal either (a) or (b):

(a) The Calculated Employer Contribution Rate shown in Exhibit One, plus the sum of additional rates for optional credits and benefits selected.

(b) Any percentage rate (e.g., 4%, 4.50%, 7%, 8%, 8.75%, 9.90%, 10%, 11%) that is equal to or greater than the rate computed in accordance with the instructions set out in (a) immediately above. The CTRMA may elect to contribute at a total calculated employer contribution rate in excess of 11% (as determined by the actuary) or at an elected rate in excess of 11% only if the CTRMA waives the statutory maximum employer contribution rate limit in accordance with Section 844.703(c). The waiver of the statutory maximum employer contribution rate remains in effect until revoked by the CTRMA's governing board. If the CTRMA elects to contribute at a rate above the required rate, that elected rate will remain in effect unless changed by a subsequent CTRMA's governing board

V. *Employer Contribution Rate (continued)*

Election to waive the Statutory Maximum Employer Contribution Rate Limit

Please note that the presiding officer of the governing board must sign the following election, but **ONLY IF**:

1. The CTRMA's governing board is adopting optional rights, credits or benefits that produce an employer contribution rate in excess of 11%; or
2. The CTRMA's governing board is adopting an elected employer contribution rate in excess of 11%.

Effective the date of participation, the CTRMA's governing board elects to waive the statutory maximum employer contribution rate limit as prescribed in Section 844.703(c).

Adopted by the Board of Directors of the Central Texas Regional Mobility Authority on the 25th day of February, 2003.

Submitted and reviewed by:

Approved:

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

Robert E. Tesch
Chairman, Board of Directors
Resolution Number 04-05
Date Passed 02/25/03

resolution. However, if the total calculated employer contribution rate exceeds the elected rate in a subsequent year, the CTRMA must pay at the higher calculated employer contribution rate or higher elected rate.

Part Three: Secretary's Certification

I, Robert E. Tesch, Chairman⁴ of the Central Texas Regional Mobility Authority,⁵ and custodian of its official records, do hereby certify that the foregoing is a full, true and correct copy of : **Resolution Authorizing TCDRS Participation and Making Plan Selections Thereunder, and of the official minutes pertaining to its adoption, as the same appear of record in the official minutes of the CTRMA.**

Given under my hand and seal of office this 25th day of February, 2004.

Chairman

⁴ The Chairman or the Vice-Chairman of the Board may complete Part Three in the absence of the Board Secretary

⁵ Name of subdivision



Acknowledgment of Conditions Governing TCDRS Participation

General Conditions

- ❑ The Texas County and District Retirement System (TCDRS) is a qualified retirement plan under Section 401(a) of the Internal Revenue Code. The TCDRS Act (Subtitle F, Title 8, Texas Government Code) is the basis for administration of the retirement system. *In all cases, the actual provisions of state and federal governing law take precedence over information provided in any other form.*
- ❑ The assets of all TCDRS members and employer plans are pooled for investment purposes. Neither an individual member nor the District directs the investment of those assets.
- ❑ Information held by TCDRS that is identifiable with an individual member's personal account, benefit amounts or beneficiary designations is confidential under state law and may be disclosed to the District's governing board only if it is necessary for the local administration of the District's TCDRS plan.

Plan Funding and Employer Contributions

- ❑ *The TCDRS plan of each participating county or district is treated actuarially and financially as a separate retirement plan.* There is no pooling of costs or benefits.
- ❑ *Employer contribution rates are actuarially determined by TCDRS.* An employer cannot determine its own required rate, but may elect to contribute at an optional higher rate.
- ❑ Employer contributions are held in trust by TCDRS and may not be returned to the District. Employer assets can be used only to fund benefits for plan participants.
- ❑ TCDRS is authorized to impose remedial measures on any plan determined to have a funding deficiency if its governing board declines to take corrective action.
- ❑ Monthly reports and employee/employer contributions must be received by TCDRS no later than 5 p.m. of the 15th day following the month for which they are submitted. *Contributions or reports received after the deadline are deemed late and incur a \$500 penalty. Late contributions also incur penalty interest at the annual rate of 12% for each day the contributions are past due.* Reports may be filed electronically and monthly contributions may be submitted by ACH Debit to ensure their timely submission.

Employee Participation and Benefit Elections

- ❑ *Participation in TCDRS may not be terminated by the District.* The District may elect to discontinue the enrollment of future new hires starting on a specified date, but it is legally obligated to continue the participation of all previously enrolled members.
- ❑ *TCDRS participation is mandatory for all eligible employees.* All participating employees must contribute the same percentage of salary as elected by the governing board.
- ❑ The governing board of the District is responsible for establishing the initial employee deposit level, benefit levels and retirement eligibility factors for the District's retirement plan. The Board may adopt future plan changes based on selected optional benefits and rates provided by TCDRS and may request employer rates for other allowable benefit options.



Acknowledgment of Conditions Governing TCDRS Participation

Actuarial Assumptions and Cost/Benefit Projections

- ❑ Projections of employer costs and contribution rates are based on actuarial assumptions, the most important being the assumed annual allocation of 9% interest to employer accounts, and assumed levels of member withdrawals and payroll growth. *Investment return and interest allocations are assumed, but not guaranteed. Actual employer interest allocations or plan experience that differ significantly from assumptions can result in significant rate variation, especially in smaller plans.* Actuarial assumptions are reviewed every four years and may be adjusted by TCDRS, with the adjustments affecting employer rates.
- ❑ Projections of benefit payments provided now or in the future are not guarantees of payments, but estimates. These estimates assume the continued existence of the District, its ongoing employer contributions and no decrease in the number of contributing employees. *Termination of the District or a significant decrease in the number of its depositing members can cause funding problems for its TCDRS plan and prevent it from providing current or future benefits at promised levels.*

Board Members' Acknowledgment

(All Board members should sign below. It is not necessary to include titles.)

We hereby acknowledge that we have been advised of the conditions governing the participation of the _____ in the Texas County and District Retirement System. Witness our hands officially on this _____ day of _____ 200__.

Attest (By Other Than Board Member):

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

RESOLUTION NO. 04-06

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

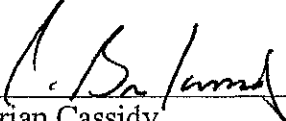
WHEREAS, close scrutiny of CTRMA expenditures for goods and services, including those related to project development, is the responsibility of the Board of Directors and its designees through procedures the board may implement from time to time; and

WHEREAS, the Executive Director, working with the CTRMA's accountant, has reviewed and recommends approval of the disbursements listed on Attachment "A";

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors authorizes and approves of the disbursements identified on Attachment "A".

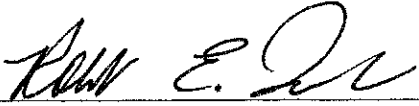
Adopted by the Board of Directors of the Central Texas Regional Mobility Authority on the 25th day of February, 2004.

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 04-06
Date Passed 02/25/04

Central Texas Regional Mobility Authority
Summary of Expenditures and Unpaid Invoices

Checks Issued				
Vendor	Date	Check #	Amount	Approval (initials)
Williamson County	01/05/04	10046	\$ 5,607.50	
Mike Heiligenstein	01/06/04	10047	650.00	
Williamson County	01/20/04	10049	5,575.04	
FormaDoc, Inc.	01/22/04	10050	60.00	
Kennedy Reporting Svcs	01/22/04	10051	321.10	
Mike Heiligenstein	01/22/04	10052	650.00	
Pena Swayze & Co, LLP	01/22/04	10053	4,360.00	
Prime Strategies	01/22/04	10054	39,368.28	
Round Rock Minuteman Express	01/22/04	10055	500.56	
TML Intergovernmental Risk Poo	01/22/04	10056	1,798.38	
Locke Liddell & Sapp, LLP	01/23/04	10057	18,446.72	
HNTB Corporation	01/23/04	10058	15,000.00	
HNTB Corporation	01/23/04	2	15,000.00	
Williamson County	02/02/04	3	5,591.26	
Locke Liddell & Sapp, LLP	01/30/04	11001	14,784.32	
Prime Strategies	01/30/04	11002	21,214.90	
HNTB Corporation	02/13/04	11003	624,647.47	
Locke Liddell & Sapp, LLP	02/13/04	11004	28,740.25	
Prime Strategies	02/13/04	11005	26,366.38	
CTRMA - Transfer to Savings	02/13/04	11006	5,575.12	
Williamson County	02/16/04	11007	5,591.26	
Cingular Wireless	02/20/04	11008	360.41	
FormaDoc, Inc.	02/20/04	11009	65.00	
Locke Liddell & Sapp, LLP	02/20/04	11010	13,668.11	
Mike Heiligenstein	02/20/04	11011	1,393.44	
Pena Swayze & Co, LLP	02/20/04	11012	2,731.00	
Prime Strategies	02/20/04	11013	18,189.19	
Total			<u>\$ 876,255.69</u>	

Invoices awaiting final approval		
US 183A		
Vendor Name	Invoice Number	Amount
HNTB Corporation	5-38773-PL-005	\$ 51,646.93
HNTB Corporation	5-38773-PL-003	124,823.47
HNTB Corporation	5-38773-PL-006	204,763.54
HNTB Corporation	5-38773-PL-004	58,633.26
Locke Liddell & Sapp, LLP		31,207.32
Owen Consulting	04-002	2,700.00
Total		<u>\$ 473,774.52</u>

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

RESOLUTION NO. 04-07

WHEREAS, the Texas Transportation Code authorizes the creation of regional mobility authorities for the purposes of constructing, maintaining, and operating one or more transportation projects in regions of this state; and

WHEREAS, the Central Texas Regional Mobility Authority (CTRMA) was created pursuant to the request of Travis and Williamson Counties and in accordance with provisions of the Transportation Code and the petition and approval process of 46 Tex. Admin. Code § 26.01 *et. seq.* (the "RMA Rules"); and

WHEREAS, the CTRMA requires that bank accounts be established for the receipt, maintenance and disbursement of funds to be administered by the CTRMA; and

WHEREAS, the Board of Directors previously authorized the establishment of temporary banking arrangements until permanent financial accounts could be established with the assistance of a financial advisor and/or accounting firm; and

WHEREAS, the CTRMA's accountant has recommended the establishment of additional bank accounts and one or more money market accounts to efficiently and economically manage CTRMA funds.


NOW THEREFORE, BE IT RESOLVED, that the Board of Directors of the CTRMA hereby authorizes the establishment of banking arrangements for the receipt, maintenance, and disbursement of CTRMA funds; and

BE IT FURTHER RESOLVED, that the banking arrangements only allow funds to be withdrawn from any CTRMA account on the check, draft or other order of payment bearing the CTRMA account number(s), when signed by any two of the four following CTRMA board members and personnel: Robert E. Tesch; Robert L. Bennett, Jr.; Henry H. Gilmore; and Mike Heiligenstein; and

BE IT FURTHER RESOLVED, that the initiation of the following activities require either the signature of, or instructions by, any two of the four individuals listed above: (1) initiation of any Automated Clearing House ("ACH") debits; (2) initiation of payments by use of Depository Transfer Checks ("DTC") without a signature other than the name of CTRMA printed on the DTC; or (3) giving instructions to bank, by means other than the signing of an item, with respect to any account transaction, including but not limited to the payment, transfer or withdrawal of funds by wire, computer or other electronic means, or otherwise, or use of money, credits, items of property at any time held by the bank for the account of CTRMA ("Instructions").


Adopted by the Board of Directors of the Central Texas Regional Mobility Authority on the 25th day of February 2004.

Submitted and reviewed by:



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

Approved:



Robert E. Tesch
Chairman, Board of Directors
Resolution Number 04-07
Date Passed 2/25/04

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

RESOLUTION NO. 04-08

WHEREAS, the Central Texas Regional Mobility Authority ("CTRMA") was created pursuant to the request of Travis and Williamson Counties and in accordance with provisions of the Transportation Code and the petition and approval process established in 46 Tex. Admin. Code § 26.01, *et. seq.* (the "RMA Rules"); and

WHEREAS, pursuant to Chapter 370 of the Texas Transportation Code RMAs are authorized to pursue and develop a wide variety of transportation projects, including congestion management projects; and

WHEREAS, the Texas Department of Transportation (TxDOT) has published proposed amendments to rules which address the operation of congestion mitigation facilities; and

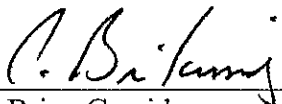
WHEREAS, it is the recommendation of CTRMA staff that clarification of the rules is warranted to assure that the ability of RMAs to pursue the development and operation of congestion mitigation facilities is not adversely affected by the rules;

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors of the CTRMA hereby authorizes staff and legal counsel to file comments on the proposed amendments to TxDOT's rules concerning the operation of congestion mitigation facilities; and

BE IT FURTHER RESOLVED, that the CTRMA staff and legal counsel are directed to update the Board of Directors on the rulemaking process and the content of the rules finally adopted by the Texas Transportation Commission.

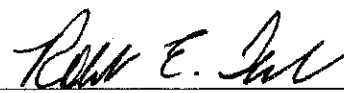
Adopted by the Board of Directors of the Central Texas Regional Mobility Authority on the 25th day of February, 2004.

Submitted and reviewed by:



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

Approved:

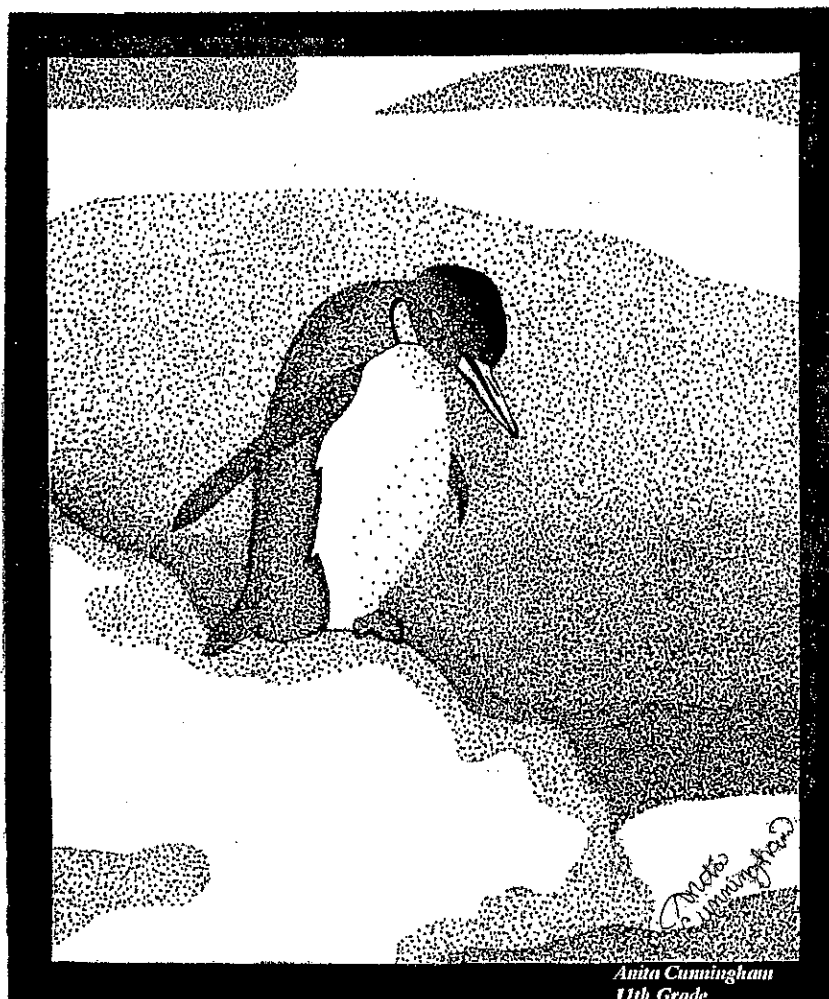


Chairman, Board of Directors
Resolution Number 04-08
Date Passed 02/25/04

TEXAS REGISTER

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Anita Cunningham
11th Grade

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**CHAPTER 25. TRAFFIC OPERATIONS
SUBCHAPTER C. CONGESTION
MITIGATION FACILITIES**

43 TAC §§25.40 - 25.47

The Texas Department of Transportation (department) proposes amendments to §§25.40 - 25.43 and new §§25.44 - 25.47, concerning congestion mitigation facilities.

EXPLANATION OF PROPOSED AMENDMENTS AND NEW SECTIONS

House Bill 1208, 78th Legislature, Regular Session, 2003, expands the authority of the department to enter into agreements with various transportation entities for the design, construction, operation, and maintenance of high-occupancy vehicle (HOV) lanes and toll lanes established for the purpose of congestion mitigation.

House Bill 1208 also allows the Texas Transportation Commission (commission) to authorize the use of HOV lanes by low-emission vehicles (LEV) and motorcycles regardless of the minimum number of occupants of these vehicles as long as this does not jeopardize the receipt or use of federal funds by the department.

The legislation also gives the commission the authority to designate one or more lanes of a portion of the state highway as an exclusive lane for one or more classes of vehicles. The commission must follow specific criteria contained in the statute before it may designate an exclusive lane. The commission may also establish tolls on an exclusive lane under certain conditions.

House Bill 1208 also notes that restrictions contained in Transportation Code, Chapter 224, Subchapter F do not apply to police or emergency vehicles, that the department is responsible for installation and maintenance of traffic control devices installed under that subchapter, and that motorists are responsible for obeying these traffic control devices.

SECTION BY SECTION ANALYSIS

Section 25.40 is amended to reflect the expanded authority of the department established by House Bill 1208 to enter into agreements with transportation entities for HOV and toll lanes.

Section 25.41 is amended to incorporate new definitions for "exclusive lanes," "HOV authority," "level of service C," "low-emission vehicle," "seriously degraded," "toll entity," and "toll lane." The term "authority" is deleted and replaced with "HOV authority" to distinguish it from the definition of "toll entity." The definition of "low-emission vehicle" is designed to ensure that only very clean single occupancy vehicles have access to the HOV lanes.

Section 25.42 is amended to reflect the department's authority to create toll lanes on any portion of the state highway system for congestion mitigation purposes and to create exclusive lanes.

Section 25.43 is amended to include toll lanes.

New §25.44 allows, but does not require, the department to authorize the use of HOV lanes by low-emission vehicles and motorcycles without meeting the minimum occupancy requirements of the facility. Before such authorization may occur, the department must find that the HOV lane or lanes will be able to adequately absorb the additional traffic volume without suffering adverse operational impacts. The new section also establishes the criteria the department will follow before suspending or rescinding the use of an HOV facility by these vehicles. The section notes that no such authorization may be given by the department if it would jeopardize the state's ability to receive or use federal transportation funds.

New §25.45 allows the commission to designate and the department to finance, design, construct, operate, or maintain exclusive lanes on a portion of the state highway system. In order to designate an exclusive lane, the commission must find that the designation will improve transportation safety, mobility, or air quality. In accordance with House Bill 1208, the department may charge a toll for the use of an exclusive lane if the lanes or multi-lane facility adjacent to the exclusive lane are also tolled or a vehicle authorized to use the tolled exclusive lane is authorized to use non-tolled adjacent lanes or an adjacent non-tolled multi-lane facility. The new section also allows the department to enter into a third-party agreement with various entities for the design, construction, operation, or maintenance of a toll exclusive lane.

New §25.46 states that the department is responsible for the installation and maintenance of all official traffic control devices installed under this subchapter. The section does allow the department to authorize an entity with which it contracts to operate a toll lane under this subchapter to install and maintain the necessary traffic control devices.

New §25.47 provides that police and emergency vehicles may use any lane of the state highway system regardless of the restrictions imposed by this subchapter.

FISCAL NOTE

James Bass, Director, Finance Division, has determined that for each of the first five years the amendments and new sections as proposed are in effect, there will be no fiscal implications for local government and there will be minimal fiscal implications for state government as a result of enforcing or administering the amendments and new sections. Positive fiscal impact may be experienced as a result of possible expanded use of tolls on the state highway system for congestion mitigation purposes; however, exact fiscal impact cannot be determined. The proposed

changes will be accomplished using existing department staff and additional costs for roadway signing should not be significant. There should be no other fiscal impacts associated with the amendments and new sections. There could be an economic cost for persons choosing to utilize the toll lanes. That cost cannot be estimated because the toll charges will be set according to the needs of each particular project.

Carlos A. Lopez, P.E., Director, Traffic Operations Division, has certified that there will be no significant impact on local economies or overall employment as a result of enforcing or administering the amendments and new sections.

PUBLIC BENEFIT

Mr. Lopez has also determined that for each of the first five years the amendments and new sections are in effect, the public benefit anticipated as a result of enforcing or administering the amendments and new sections will be to provide a safer, more efficient driving environment for the traveling public. There will be no adverse economic effect on small businesses.

SUBMITTAL OF COMMENTS

Written comments on the proposed amendments and new sections may be submitted to Carlos A. Lopez, P.E., Director, Traffic Operations Division, 125 East 11th Street, Austin, Texas 78701-2483. The deadline for receipt of comments is 5:00 p.m. on March 15, 2004.

STATUTORY AUTHORITY: The amendments and new sections are proposed under Transportation Code, §201.101, which provides the commission with the authority to establish rules for the conduct of the work of the department, and specifically Transportation Code, 224.151(8) which authorizes the commission to define a low-emissions vehicle, and Transportation Code, §224.159 which authorizes the commission to adopt rules for Transportation Code, Chapter 224, Subchapter F.

CROSS REFERENCE TO STATUTE: Transportation Code, Chapter 224, Subchapter F.

§25.40. Purpose.

Transportation Code, Subchapter F, Chapter 224, authorizes the Texas Department of Transportation (the department) to finance, design, construct, operate, or maintain one or more lanes on a state highway facility as high occupancy vehicle (HOV) or exclusive lanes and to charge a toll for these lanes. The department may also enter into agreements with various transportation entities for the design, construction, operation, and maintenance of HOV and toll lanes. [Transportation Code, §224.153 and §224.154, authorize the commission to designate, and the department or a transportation corporation to design, construct, operate, or maintain, high occupancy vehicle (HOV) lanes on the state highway system, and to charge a toll for the use of one or more lanes of a state highway facility, including an HOV lane, for the purpose of congestion mitigation.] In order to support the construction of infrastructure and traffic operation strategies designed to decrease traffic congestion, improve air quality, improve safety, and enhance the use of existing highways, this subchapter prescribes requirements for the designation, funding, and operation of HOV lanes, toll lanes, and exclusive lanes [and high occupancy toll (HOT) lanes] on the state highway system.

§25.41. Definitions.

The following words and terms, when used in this subchapter, shall have the following meanings, unless the context clearly indicates otherwise.

[(1) Authority--A regional tollway authority created under Transportation Code, Chapter 366; a metropolitan rapid transit authority created under Transportation Code, Chapter 451; a regional transportation authority created under Transportation Code, Chapter 452; or a municipal transit department created under Transportation Code, Chapter 453.]

(1) [(2)] Commission--The Texas Transportation Commission.

(2) [(3)] Department--The Texas Department of Transportation.

(3) Exclusive lane--A lane of a highway or segment of a highway on the state highway system the use of which is restricted to one or more specific classifications of motor vehicle.

(4) - (7) (No change.)

(8) HOV Authority--A transit authority created under Transportation Code, Chapter 451, 452, or 453; a regional mobility authority created under Transportation Code, Chapter 361 or 370; a municipality; or a transportation corporation.

(9) Level of Service C--A measure of highway congestion as defined by the latest edition of the Highway Capacity Manual published by the United States Transportation Research Board.

(10) Low-emission vehicle--A vehicle that has been certified by regulations of the federal Environmental Protection Agency to meet the Tier II Bin 1 or Bin 2 emission level established for that make and model year.

(11) Seriously degraded--When a lane or lanes fail to achieve at least a level of Service C for 90% of the time over a consecutive 90-day period during weekday peak travel periods.

(12) Toll entity--A regional tollway authority created under Transportation Code, Chapter 366; a transit authority created under Transportation Code, Chapter 451, 452, or 453; a regional mobility authority created under Transportation Code, Chapter 361 or 370; a county acting under Transportation Code, Chapter 284; or a transportation corporation.

(13) Toll lane--A lane or lanes of the state highway system, including an HOV lane, on which a toll has been authorized by order of the commission under Transportation Code, Chapter 224, Subchapter F.

(14) [(8)] Transportation corporation--A corporation created by the commission under §§15.80 - 15.93 of this title (relating to Transportation Corporations).

§25.42. Development of HOV, Exclusive, and Toll Lanes [and HOT Lanes].

(a) Criteria. The department may expend funds to perform studies and analyses of project alternatives that include the development of an HOV (including a HOT lane), toll, or exclusive [or HOT] lane on the state highway system for the purposes of congestion mitigation as described under this subchapter. In performing studies and project planning, the department will consider whether a potential HOV, toll, or exclusive [or HOT] lane will:

(1) - (4) (No change.)

(5) provide connectivity to or enhance the effectiveness of existing HOV, toll, or exclusive [or HOT] lanes;

(6) - (8) (No change.)

(b) Project development. After completion of all necessary studies and project planning, the department will submit a proposal to

the commission requesting the designation of one or more lanes on a state highway facility as dedicated HOV, toll, or exclusive [or HOT] lanes, and requesting approval to design and construct an HOV, toll, or exclusive [or HOT] lane project. In determining whether to make a designation and grant approval, the commission will consider the criteria prescribed in subsection (a) of this section. As part of the designation and approval process, the commission will consider the studies and planning documents prepared by the department under subsection (a) of this section.

§25.43. Operation of HOV and Toll [HOT] Lanes.

(a) Eligibility requirements. The executive director, in cooperation with an HOV authority with which the department contracts under this subchapter [subsection (d) of this section], will establish eligibility requirements for vehicles authorized to use HOV [or HOT] lanes on the state highway system, including eligible vehicle classes and occupancy requirements. These requirements may be established based on the type and location of the transportation facility and on the time of day. In establishing these requirements, the executive director will consider:

(1) the level of service on the HOV [or HOT] lanes;

(2) the level of service on general purpose lanes that are part of the highway facility on which HOV [or HOT] lanes are located or are proposed to be located;

(3) - (6) (No change.)

(b) Toll charges.

(1) The commission by minute order will establish charges for the use of toll lanes or will authorize an HOV authority or toll entity with which the department contracts to set the amount of toll charges [HOT lanes]. Variable toll charges may be established based on severity of congestion, time of day, classification of vehicle, type and location of facility, and vehicle occupancy. In establishing toll charges, the commission will consider the results of traffic and revenue studies and operational plans [s] prepared by the department or an HOV authority or toll entity [an authority] with which the department contracts under this subchapter [under subsection (d) of this section], and the criteria prescribed in subsection (a) of this section.

(2) A governmental entity that contributes substantial funding for a toll [HOT] lane project may recommend a toll charge to be set by commission minute order. The commission will approve the recommended toll charge if the commission determines that the charge:

(A) - (B) (No change.)

(c) Administrative fee. The commission by minute order, or an HOV authority or toll entity with which the department contracts by order of its governing body, will establish an administrative fee charged to owners of vehicles that use toll lanes established under this subchapter [HOT lanes] without paying the proper toll. In establishing an administrative fee, the commission will consider:

(1) the estimated cost to the department to collect unpaid tolls on tolled [HOT] lanes on the state highway system; and

(2) the existing or estimated violation rate on tolled [HOT] lanes on the state highway system.

(d) Operating agreements. The department may enter into an agreement with an HOV authority or toll entity to operate one or more HOV or toll [HOT] lanes. The agreement will contain terms necessary for the safe and efficient operation of the HOV or toll [HOT] lane, including, but not limited to:

(1) - (3) (No change.)

(4) responsibilities for setting toll charges and administrative fees;

(5) [(4)] indemnification of the department; and

(6) [(5)] distribution of revenue between the department and the HOV authority or toll entity.

§25.44. Use of HOV Lanes by Motorcycles and Low-Emissions Vehicles.

(a) The department may allow motorcycles and low-emissions vehicles to use HOV lanes without meeting the minimum occupancy requirements of the facility.

(b) In determining whether to allow these vehicles to use an HOV lane or lanes without meeting the minimum occupancy requirements, the department will consider the ability of the HOV lane or lanes to absorb the additional traffic volume without suffering adverse operational impacts.

(c) The department may suspend or rescind this authorization if:

(1) the department believes that the operation of the HOV lane or lanes has become, or is in danger of becoming, seriously degraded; or

(2) the use of an HOV facility by these vehicles without meeting the minimum occupancy requirement would jeopardize or impair the state's ability to receive or use federal funds.

§25.45. Exclusive Lanes.

(a) The commission by minute order may designate, and the department may finance, design, construct, operate, or maintain an exclusive lane or lanes on a portion of the state highway system.

(b) In designating an exclusive lane, the commission must find that such a designation will improve transportation safety, mobility, or air quality.

(c) Before designating an exclusive lane, there must be:

(1) two or more lanes adjacent to the proposed exclusive lane for the use of other vehicles; or

(2) a multi-lane facility adjacent to the proposed exclusive lane for the use of other vehicles.

(d) The department may charge a toll for the use of an exclusive lane if the toll is expected to enhance safety or mobility, improve congestion or air quality, and:

(1) the lanes or multi-lane facility adjacent to the exclusive lane are also tolled; or

(2) a vehicle authorized to use the tolled exclusive lane is authorized to use non-tolled adjacent lanes or an adjacent non-tolled multi-lane facility.

(e) Lanes that are adjacent to an exclusive lane may be designated as exclusive lanes themselves for differing classes of motor vehicles.

(f) The department may enter into an agreement with a regional mobility authority created under Transportation Code, Chapter 361 or 370, a county acting under Transportation Code, Chapter 282, or a transportation corporation to design, construct, operate, or maintain a toll exclusive lane created under this section.

§25.46. Traffic Control Devices.

(a) The department is responsible for the installation and maintenance of all official traffic control devices necessary to implement and ensure compliance with lane restrictions designated under this subchapter.

(b) If the department enters into a contract with an entity to operate a toll lane under this subchapter, the department may authorize the contracted entity to erect and maintain the necessary traffic control devices.

(c) All traffic control devices installed under this subchapter must be in compliance with the Texas Manual on Uniform Traffic Control Devices.

(d) Motorists are required to obey traffic control devices installed under this subchapter as required under Transportation Code, §544.004.

§25.47. Police and Emergency Vehicles.

A police or emergency vehicle as defined by Transportation Code, §541.201, may use any lane of the state highway system regardless of restrictions imposed under this subchapter.

This agency hereby certifies that the proposal has been reviewed by legal counsel and found to be within the agency's legal authority to adopt.

Filed with the Office of the Secretary of State on January 30, 2004.

TRD-200400606

Richard D. Monroe

General Counsel

Texas Department of Transportation

Earliest possible date of adoption: March 14, 2004

For further information, please call: (512) 463-8630

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

RESOLUTION NO. 04-09

WHEREAS, the Central Texas Regional Mobility Authority (CTRMA) was created pursuant to the request of Travis and Williamson Counties and in accordance with provisions of the Transportation Code and the petition and approval process of 46 Tex. Admin. Code § 26.01 *et seq.* (the "RMA Rules"); and

WHEREAS, oversight and management of CTRMA expenditures is a vital element of the CTRMA's operations; and

WHEREAS, the CTRMA has implemented and utilized procedures intended to provide for close scrutiny and oversight of expenditures and disbursements; and


WHEREAS, the CTRMA Executive Director, working with the authority's accountant, has developed modified procedures, reflected on Attachment A, intended to increase the efficiency of the processes used to review and authorize CTRMA expenditures;

NOW THEREFORE, BE IT RESOLVED, the CTRMA Board of Directors hereby approves the process and procedures depicted on Attachment A for the review and approval of CTRMA expenditures; and

BE IT FURTHER RESOLVED, that the Executive Director shall periodically report to the Board of Directors on the effectiveness of the approved procedures and shall make such recommendations as are necessary or appropriate to improve such procedures in the future.

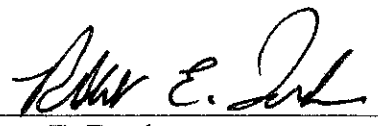
Adopted by the Board of Directors of the Central Texas Regional Mobility Authority on the 25th day of February 2004.

Submitted and reviewed by:



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

Approved:



Robert E. Tesch
Chairman, Board of Directors
Resolution Number 04-09
Date Passed 02/25/04

Central Texas Regional Mobility Authority Invoice Process Flow Chart

