

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

**RESOLUTION NO. 09-26**

**Procurement of General Engineering Consulting Services**

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 43 Tex. Admin. Code § 26.01, *et seq.* (the "RMA Rules"); and

WHEREAS, the Board of Directors of the CTRMA has been constituted in accordance with the Transportation Code and the RMA Rules; and

WHEREAS, the CTRMA has adopted procurement policies (the "Procurement Policies") that provide for various methods for procurement of goods and services; and

WHEREAS, in Resolution No. 03-26, dated April 30, 2003, the CTRMA Board of Directors authorized the issuance of a Request for Qualifications ("RFQ") for the selection of a general engineering consultant ("GEC"); and

WHEREAS, in Resolution No. 03-36, dated July 15, 2003, the CTRMA Board of Directors approved the selection of HNTB as the GEC to the CTRMA, and the CTRMA and HNTB entered into an Agreement for General Consulting Civil Engineering Services effective as of September 1, 2003 (the "Agreement"); and

WHEREAS, the original term of the Agreement was scheduled to terminate as of August 31, 2008, but was extended until December 31, 2009 by the Board of Directors in Resolution No. 08-05, dated January 30, 2008; and

WHEREAS, the Board of Directors desires that a new RFQ be developed and issued consistent with the Procurement Policies seeking responses from firms interested in providing general engineering consulting services to the CTRMA after the termination of the Agreement.

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors of the CTRMA hereby authorizes the Executive Director and staff to develop and issue an RFQ consistent with the Procurement Policies seeking responses from firms interested in providing general engineering consulting services to the CTRMA after the termination of the Agreement; and

BE IT FURTHER RESOLVED, that the Executive Director and staff shall implement a process to review the responses to the RFQ consistent with the Procurement Policies and develop recommendations for the Board of Directors as to the best qualified entity or entities to provide the general engineering consulting services described in the RFQ; and


BE IT FURTHER RESOLVED, the authorization granted herein by the Board of Directors shall only extend to the development and issuance of the RFQ and the review of the responses received, and recommendations based on the review of the responses to the RFQ shall be presented by staff and the Executive Director to the Board of Directors for final approval.

Adopted by the Board of Directors of the Central Texas Regional Mobility Authority on the 29th day of April, 2009.

Submitted and reviewed by:

  
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Tom Nielson  
General Counsel for the Central  
Texas Regional Mobility Authority

Approved:

  
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Robert E. Tesch  
Chairman, Board of Directors  
Resolution Number 09-26  
Date Passed 4/29/09



# MEMORANDUM

**TO:** Mike Heiligenstein, Executive Director **DATE:** April 20, 2009  
**FROM:** Wesley M. Burford, P.E., Director of Engineering *WB*  
**SUBJECT:** Recommendation for General Engineering Consultant Procurement

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As we have discussed, our current contract for General Engineering Consultant services is due to expire on December 31, 2009. As we explore options to maintain GEC type services, I would like to make a couple of recommendations;

1. Advertise and evaluate prospective GEC firms through the professional services procurement process. This methodology should promote a sense of transparency about the agency and allow the CTRMA to evaluate the maximum number of options in terms of potential service.
2. We should have the option to procure more than one prime firm acting as a GEC resource for the agency. The CTRMA has been innovative from its inception with the success of the 183A cashless program as well as other initiatives that are underway. Having the ability to engage more than one prime firm will allow our staff to access the very best talent to perform activities for the agency.

Rarely does one prime firm perform every function better than any other firm. All firms have relative strengths and weaknesses and the consequence of having two firms from which to draw resources allows the CTRMA to get the very best from each.

The Florida Turnpike Enterprise is set up in a similar fashion with two prime GEC firms from which to staff. Although Florida uses individual GEC resources to staff its offices, conversations with them indicate that the competition for assignment has led to a more productive operation.

One of the Denver Turnpike authorities has a similar arrangement and they extol the benefits of having two prime GEC firms as well.

There is no requirement that a single GEC be responsible for all projects or all activities within a toll authority and we could conceivably have as many GEC appointments as we deem necessary.

3. The procurement should be limited to prime firms with no sub-consultants listed in the proposals. This important methodology will allow us to preclude the arduous and oft times political task of prime firms making sub-consultants "exclusive" to a particular prime firm. The CTRMA will make work assignments to the prime consultants on an as needed basis and the prime firm has the ability to request approval of sub-consultant resources to accomplish the particular task or assignment. Approving sub-consultants on an as needed basis will allow the CTRMA and the prime GEC the maximum flexibility in fulfilling all contractual requirements.

Many times when a prime brings forward a team with sub-consultants, there are expectations on the part of the sub-consultants that may go unfulfilled. Since our assignments are generally management type assignments, the prime firms should have no trouble responding to the core functions we perform. There will, however, be assignments whereby the prime needs to engage a sub-consultant and the flexibility of allowing that process to happen at the time of specific assignment, should allow the prime to respond with the most appropriate and efficient resources.

4. The procurement process should begin immediately. This procurement will likely take several months to complete as the resources for the procurement team are limited. Allowing this process to begin now, will result in a more thorough selection process and could also allow for more "overlap" time prior to the existing contract expiration. Maximizing any overlap time will prove to be a significant benefit to the CTRMA should we find ourselves in a position of having a new GEC.

Please let me know if you would like to discuss any of the above recommendations in more detail.