



CENTRAL TEXAS REGIONAL  
**MOBILITY AUTHORITY**

May 29, 2024  
**AGENDA ITEM #6**

Discuss and consider the Executive Director’s recommendation for award of a contract for general engineering consulting services

Strategic Plan Relevance: Stewardship

Department: Engineering

Contact: Mike Sexton, P.E., Director of Engineering

Associated Costs: TBD

Funding Source: Project Funds/General Fund/Operating Fund/Bond Sale Funds

Action Requested: Consider and act on draft resolution

**Summary:**

The Mobility Authority entered into an agreement with Atkins North America, Inc. for general engineering consulting (GEC) services on December 19, 2017. The termination date of that agreement is December 31, 2024.

Staff initiated procurement efforts for GEC services with the issuance of a request qualifications (RFQ) on March 7, 2024. A chronology is provided below:

March 7, 2024	Issued Request for Qualifications (RFQ)
April 12, 2024	RFQ Response Deadline
April 29, 2024	Final Scoring of Responses to the RFQ

The following three firms submitted statements of qualifications (SOQs):

- AtkinsRealis
- HDR Engineering, Inc.
- LJA Engineering, Inc.

Scoring was based upon an evaluation of the SOQs. An overview of the process, scoring and recommendation will be presented at the Board meeting.

**Action requested/Staff Recommendation:** Staff recommends that the Board award the contract for GEC services and authorize the Executive Director to negotiate a contract with the recommended GEC.

**Backup provided:** Draft Resolution

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

**RESOLUTION NO. 24-0XX**

**AWARD A CONTRACT FOR GENERAL  
ENGINEERING CONSULTING SERVICES**

WHEREAS, in anticipation of the expiration of the current agreement for general engineering consulting services with AtkinsRéalis (formerly known as Atkins North America), the Executive Director initiated a procurement for a consultant to provide general engineering services to the Mobility Authority; and

WHEREAS, the Mobility Authority issued a request for qualifications to firms interested in providing general engineering consulting services to the Mobility Authority on March 7, 2024; and

WHEREAS, on April 12, 2024, the Mobility Authority received responses to its request for qualifications from three eligible firms; and

WHEREAS, Mobility Authority staff reviewed and evaluated the responses in accordance with the procedures set forth in the request for qualifications and the Mobility Authority Policy Code; and

WHEREAS, based on the results of the evaluation, the Executive Director recommends that the Board select and authorize negotiation of a contract for general engineering consulting services with \_\_\_\_\_.

NOW THEREFORE, BE IT RESOLVED that the Board hereby approves the selection of \_\_\_\_\_ to provide general engineering consulting services to the Mobility Authority; and

BE IT FURTHER RESOLVED that the Executive Director is authorized to negotiate a general engineering consulting services contract with \_\_\_\_\_. If the Executive Director and \_\_\_\_\_ cannot agree on the terms of a contract, the Executive Director may elect not to contract with \_\_\_\_\_, and may enter into negotiations with the next most highly ranked respondent as provided in Section 401.27 of the Mobility Authority Policy Code; and

BE IT FURTHER RESOLVED that once an agreement is reached, the Executive Director shall present that proposed contract to the Board for its approval.

Adopted by the Board of Directors of the Central Texas Regional Mobility Authority on the 29<sup>th</sup> day of May 2024.

Submitted and reviewed by:

Approved:

\_\_\_\_\_  
James M. Bass  
Executive Director

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Robert W. Jenkins, Jr.  
Chairman, Board of Directors