



CENTRAL TEXAS REGIONAL  
**MOBILITY AUTHORITY**

## Regular Meeting of the Board of Directors

---

**9:00 a.m.**

Wednesday, November 20, 2024

Lowell H. Lebermann, Jr., Board Room  
3300 N. IH-35, Suite 300  
Austin, Texas 78705

---

*A live video stream of this meeting may be viewed on the internet at  
[www.mobilityauthority.com](http://www.mobilityauthority.com)*

**Persons with disabilities.** If you plan to attend this meeting and may need auxiliary aids or services, such as an interpreter for those who are deaf or hearing impaired, or if you are a reader of large print or Braille, please contact Laura Bohl at (512) 996-9778 at least two days before the meeting so that appropriate arrangements can be made.

**Español.** Si desea recibir asistencia gratuita para traducir esta información, llame al (512) 996-9778.

## AGENDA

---

### ***No action on the following:***

---

1. Welcome and opportunity for public comment – See **Notes** at the end of this agenda.

### ***Consent Agenda***

---

*See **Notes** at the end of this agenda.*

2. Approve the minutes from the October 30, 2024 Regular Board Meeting and the November 1 & 2, 2024 Board Workshop.
3. Prohibit the operation of certain vehicles on Mobility Authority toll facilities pursuant to the Habitual Violator Program.

4. Approve the annual compliance report for submittal to the Texas Department of Transportation as required by 43 Texas Administrative Code §26.65.

## **Regular Items**

---

*Items to discuss, consider, and take appropriate action.*

5. Accept the unaudited financial statements for October 2024.
6. Discuss and consider approving an agreement with Felix Media Solutions for audio visual system integrator consulting services for the Traffic and Incident Management Center.

## **Briefings and Reports**

---

*Items for briefing and discussion only. No action will be taken by the Board.*

7. Project updates.
  - A. 183A Phase III.
  - B. 183 North.
8. Executive Director Report.
  - A. Recent agency staff activities.
  - B. Agency roadway performance metrics.

## **Executive Session**

---

*Under Chapter 551 of the Texas Government Code, the Board may recess into a closed meeting (an executive session) to deliberate any item on this agenda if the Chairman announces the item will be deliberated in executive session and identifies the section or sections of Chapter 551 that authorize meeting in executive session. A final action, decision, or vote on a matter deliberated in executive session will be made only after the Board reconvenes in an open meeting.*

*The Board may deliberate the following items in executive session if announced by the Chairman:*

9. Discuss acquisition of one or more parcels or interests in real property needed for a Mobility Authority headquarters, including facilities for traffic and incident management and other agency functions, pursuant to §551.071 (Consultation with Attorney) and §551.072 (Deliberation Regarding Real Property; Closed Meeting).

10. Discuss legal issues related to claims by or against the Mobility Authority; pending or contemplated litigation and any related settlement offers; or other matters as authorized by §551.071 (Consultation with Attorney).
11. Discuss legal issues relating to procurement and financing of Mobility Authority transportation projects and toll system improvements, as authorized by §551.071 (Consultation with Attorney).
12. Discuss personnel matters as authorized by §551.074 (Personnel Matters).

### ***Reconvene in Open Session.***

### ***Regular Items***

---

*Items to discuss, consider, and take appropriate action.*

13. Discuss and consider authorizing the Executive Director to take all actions necessary to exercise the Mobility Authority's rights under a Purchase and Sale Agreement, dated effective August 30, 2024, to complete the purchase of the property that may serve as the future headquarters for the Mobility Authority, including executing and delivering ancillary agreements, affidavits, and other documents required to complete the purchase.
14. Adjourn meeting.

### ***Notes***

---

***Opportunity for Public Comment.*** At the beginning of the meeting, the Board provides a period of up to one hour for public comment on any matter subject to the Mobility Authority's jurisdiction. Each speaker is allowed a maximum of three minutes. A person who wishes to address the Board must register in advance and provide the speaker's name, address, phone number and email, as well as the agenda item number and whether you wish to speak during the public comment period or during the agenda item. If a speaker's topic is not listed on this agenda, the Board may not deliberate the speaker's topic or question the speaker during the open comment period but may direct staff to investigate the matter or propose that an item be placed on a subsequent agenda for deliberation and possible action by the Board. The Board may not deliberate or act on an item that is not listed on this agenda.

***Consent Agenda.*** The Consent Agenda includes routine or recurring items for Board action with a single vote. The Chairman or any Board Member may defer action on a Consent Agenda item for discussion and consideration by the Board with the other Regular Items.

***Public Comment on Agenda Items.*** A member of the public may offer comments on a specific agenda item in open session if he or she signs the speaker registration sheet for that item before the Board takes up consideration of the item. The Chairman may limit the amount of time allowed for each speaker. Public comment unrelated to a specific agenda item must be offered during the open comment period.

*Mobility Authority Board Meeting Agenda*  
*Wednesday, November 20, 2024*

**Meeting Procedures.** The order and numbering of agenda items is for ease of reference only. After the meeting is convened, the Chairman may rearrange the order in which agenda items are considered, and the Board may consider items on the agenda in any order or at any time during the meeting.

**Participation by Telephone Conference Call.** One or more members of the Board of Directors may participate in this meeting through a telephone conference call, as authorized by Sec. 370.262, Texas Transportation Code (*see below*). Under that law, each part of the telephone conference call meeting that by law must be open to the public, shall be audible to the public at the meeting location, and will be tape-recorded or documented by written minutes. On conclusion of the meeting, the tape recording or the written minutes of the meeting will be made available to the public.

TEXAS TRANSPORTATION CODE Sec. 370.262. MEETINGS BY TELEPHONE CONFERENCE CALL.

(a) Chapter 551, Government Code, does not prohibit any open or closed meeting of the board, a committee of the board, or the staff, or any combination of the board or staff, from being held by telephone conference call. The board may hold an open or closed meeting by telephone conference call subject to the requirements of Sections 551.125(c)-(f), Government Code, but is not subject to the requirements of Subsection (b) of that section.

(b) A telephone conference call meeting is subject to the notice requirements applicable to other meetings.

(c) Notice of a telephone conference call meeting that by law must be open to the public must specify the location of the meeting. The location must be a conference room of the authority or other facility in a county of the authority that is accessible to the public.

(d) Each part of the telephone conference call meeting that by law must be open to the public shall be audible to the public at the location specified in the notice and shall be tape-recorded or documented by written minutes. On conclusion of the meeting, the tape recording or the written minutes of the meeting shall be made available to the public.

TEXAS GOVERNMENT CODE Sec. 551.125. OTHER GOVERNMENTAL BODY. (a) Except as otherwise provided by this subchapter, this chapter does not prohibit a governmental body from holding an open or closed meeting by telephone conference call.

~~(b) A meeting held by telephone conference call may be held only if:~~

~~(1) an emergency or public necessity exists within the meaning of Section 551.045 of this chapter; and~~

~~(2) the convening at one location of a quorum of the governmental body is difficult or impossible; or~~

~~(3) the meeting is held by an advisory board.~~

(c) The telephone conference call meeting is subject to the notice requirements applicable to other meetings.

(d) The notice of the telephone conference call meeting must specify as the location of the meeting the location where meetings of the governmental body are usually held.

(e) Each part of the telephone conference call meeting that is required to be open to the public shall be audible to the public at the location specified in the notice of the meeting as the location of the meeting and shall be tape-recorded. The tape recording shall be made available to the public.

(f) The location designated in the notice as the location of the meeting shall provide two-way communication during the entire telephone conference call meeting and the identification of each party to the telephone conference shall be clearly stated prior to speaking.





CENTRAL TEXAS REGIONAL  
**MOBILITY AUTHORITY**

November 20, 2024  
AGENDA ITEM #1

---

Welcome and opportunity for public  
comment

Welcome and opportunity for public comment.  
No Board action required.



CENTRAL TEXAS REGIONAL  
**MOBILITY AUTHORITY**

## November 20, 2024 AGENDA ITEM #2

---

Approve the minutes from the  
October 30, 2024 Regular Board  
Meeting and November 1 & 2, 2024  
Board Workshop

Strategic Plan Relevance: Service  
Department: Legal  
Contact: Geoff Petrov, General Counsel  
Associated Costs: N/A  
Funding Source: N/A  
Action Requested: Consider and act on motion to approve minutes

**Description/Background:** Approve the attached draft minutes for the October 30, 2024, Regular Board Meeting and the November 1 & 2, 2024 Board Workshop.

**Backup provided:** Draft October 30, 2024, Regular Board Meeting and the 1 & 2, 2024 Board Workshop.

**MINUTES**  
**Regular Meeting of the Board of Directors of the**  
**CENTRAL TEXAS REGIONAL MOBILITY AUTHORITY**

**Wednesday, October 30, 2024**  
**9:00 a.m.**

This was an in-person meeting. Notice of the meeting was posted October 25, 2024, online on the website of the Mobility Authority and in the Mobility Authority's office lobby at 3300 N. Interstate 35, #300, Austin, Texas 78705-1849. Chairman Jenkins, Vice Chair Nikelle Meade, Board Members David Armbrust, Mike Doss, Heather Gaddes\*, David Singleton, and Ben Thompson were present.

**An archived copy of the live-stream of this  
meeting is available at:**

<https://mobilityauthority.new.swagit.com/videos/319013>

After noting that a quorum of the Board was present, Chairman Jenkins called the meeting to order at 9:02 a.m. and had each Board Member state their name for the record.

1. Welcome and opportunity for public comment.

No comment was provided.

2. **Audit Committee Meeting**

Chairman Jenkins recessed the regular meeting of the Board of Directors.

- A. Audit Committee meeting called to order by Committee Chairman Singleton.

David Singleton, Chairman of the Audit Committee, called the Audit Committee Meeting to order at 9:03 a.m.

- B. Introduction of external auditors from RSM US LLP.

Jose Hernandez, Chief Financial Officer, introduced auditors Heath Jackson, Senior Manager, Marc Sewell, Partner and Tino Robledo, Senior Director with RSM US, LLP.

- C. Discuss, consider, and take appropriate action to accept the Fiscal Year 2024 Audit Reports.

Following the Board discussion, Audit Committee Chairman Singleton entertained a motion to accept the Fiscal Year 2024 Audit Reports.

**MOTION:** Accept the Fiscal Year 2024 Audit Reports.

**RESULT:** Approved (Unanimous); 6-0

**MOTION:** Nikelle Meade

**SECONDED BY:** Mike Doss

**AYE:** Armbrust, Doss, Jenkins, Meade, Singleton, Thompson

**NAY:** None.

**ADOPTED AS:** **RESOLUTION NO. 24-062**

- D. Adjourn Audit Committee.

David Singleton adjourned the Audit Committee and Chairman Jenkins reconvened the regular meeting of the Board of Directors.

### **Consent Agenda**

3. Approve the minutes from the September 25, 2024 Regular Board Meeting.
4. Prohibit the operation of certain vehicles on Mobility Authority toll facilities pursuant to the Habitual Violator Program.

**ADOPTED AS:** **RESOLUTION NO. 24-063**

**MOTION:** Approve Item Nos. 3 and 4.

**RESULT:** Approved (Unanimous); 6-0

**MOTION:** David Singleton

**SECONDED BY:** Nikelle Meade

**AYE:** Armbrust, Doss, Jenkins, Meade, Singleton, Thompson

**NAY:** None.

**Regular Items**

5. Accept the unaudited financial statements for September 2024.

Presentation by Jose Hernandez, Chief Financial Officer.

\*Note: Gaddes arrived at the dais at 9:15 a.m.

**MOTION:** Accept the unaudited financial statements for September 2024.

**RESULT:** Approved (Unanimous); 7-0

**MOTION:** David Armbrust

**SECONDED BY:** David Singleton

**AYE:** Armbrust, Doss, Gaddes, Jenkins, Meade, Singleton, Thompson

**NAY:** None.

**ADOPTED AS:** **RESOLUTION NO. 24-064**

6. Discuss and consider modifying the annual toll rate escalation on Mobility Authority toll facilities and approving a toll rate adjustment for certain locations becoming effective January 1, 2025.

Presentation by Jose Hernandez, Chief Financial Officer.

**MOTION:** Modify the annual toll rate escalation on Mobility Authority toll facilities and approving a toll rate adjustment for certain locations becoming effective January 1, 2025.

**RESULT:** Approved (Unanimous); 7-0

**MOTION:** Mike Doss

**SECONDED BY:** Ben Thompson

**AYE:** Armbrust, Doss, Gaddes, Jenkins, Meade, Singleton, Thompson

**NAY:** None.

**ADOPTED AS:** **RESOLUTION NO. 24-065**

7. Discuss and consider amending the Mobility Authority Policy Code § 301.002 regarding toll rates for Mobility Authority express lane facilities.

Presentation by Jose Hernandez, Chief Financial Officer.

**MOTION:** Amend the Mobility Authority Policy Code § 301.002 regarding toll rates for Mobility Authority express lane facilities.

**RESULT:** Approved (Unanimous); 7-0

**MOTION:** Nikelle Meade

**SECONDED BY:** David Singleton

**AYE:** Armbrust, Doss, Gaddes, Jenkins, Meade, Singleton, Thompson

**NAY:** None.

**ADOPTED AS:** **RESOLUTION NO. 24-066**

8. Discuss and consider approving an amendment to the interlocal agreement with the Texas Department of Transportation for highway emergency response operations (HERO) to add services for 183 Toll, 45SW Toll, 183A Phase III and the 183N Express Lanes and remove services for MoPac south of Stratford Drive.

Presentation by Tracie Brown, Director of Operations and Fabiola Bowers, Traffic Incident Manager answered questions.

**MOTION:** Approve an amendment to the interlocal agreement with the Texas Department of Transportation for highway emergency response operations (HERO) to add services for 183 Toll, 45SW Toll, 183A Phase III and the 183N Express Lanes and remove services for MoPac south of Stratford Drive.

**RESULT:** Approved (Unanimous); 7-0

**MOTION:** Ben Thompson

**SECONDED BY:** David Singleton

**AYE:** Armbrust, Doss, Gaddes, Jenkins, Meade, Singleton, Thompson

**NAY:** None.

**ADOPTED AS:** **RESOLUTION NO. 24-067**

9. Discuss and consider approving an agreement with Penn Credit Corporation to provide process servers to support the Mobility Authority's Habitual Violator Program.

Presentation by Tracie Brown, Director of Operations.

**MOTION:** Approve an agreement with Penn Credit Corporation to provide process servers to support the Mobility Authority's Habitual Violator Program.

**RESULT:** Approved (Unanimous); 7-0

**MOTION:** Heather Gaddes

**SECONDED BY:** David Singleton

**AYE:** Armbrust, Doss, Gaddes, Jenkins, Meade, Singleton, Thompson

**NAY:** None.

**ADOPTED AS:** **RESOLUTION NO. 24-068**

10. Discuss and consider approving an agreement with Deloitte Consulting LLP for monthly toll operations and maintenance services for the Mobility Authority's Data Platform System.

Presentation by Greg Mack, Director of Information Technology.

**MOTION:** Approve an agreement with Deloitte Consulting LLP for monthly toll operations and maintenance services for the Mobility Authority's Data Platform System.

**RESULT:** Approved (Unanimous); 7-0

**MOTION:** David Singleton

**SECONDED BY:** Heather Gaddes

**AYE:** Armbrust, Doss, Gaddes, Jenkins, Meade, Singleton, Thompson

**NAY:** None.

**ADOPTED AS:** **RESOLUTION NO. 24-069**

11. Discuss and consider approving an agreement with AtkinsRéalis USA, Inc. for general engineering consulting services.

Presentation by Mike Sexton, Director of Engineering.

**MOTION:** Approve an agreement with AtkinsRéalis USA, Inc. for general engineering consulting services.

**RESULT:** Approved (Unanimous); 7-0

**MOTION:** Mike Doss

**SECONDED BY:** David Armbrust

**AYE:** Armbrust, Doss, Gaddes, Jenkins, Meade, Singleton, Thompson

**NAY:** None.

**ADOPTED AS:** **RESOLUTION NO. 24-070**

12. Discuss and consider approving an agreement with Carrington Coleman, Sloman & Blumenthal LLP for legal services for the 183A Phase III Project and the 183 North Project.

Presentation by Geoff Petrov, General Counsel.

**MOTION:** Approve an agreement with Carrington Coleman, Sloman & Blumenthal LLP for legal services for the 183A Phase III Project and the 183 North Project.

**RESULT:** Approved (Unanimous); 7-0

**MOTION:** David Singleton

**SECONDED BY:** Ben Thompson

**AYE:** Armbrust, Doss, Gaddes, Jenkins, Meade, Singleton, Thompson

**NAY:** None.

**ADOPTED AS:** **RESOLUTION NO. 24-071**

### **Briefings and Reports**

13. Project updates.

Presentation by Mike Sexton, Director of Engineering.

- A. 183A Phase III.



B. 183 North Mobility Project.

14. Executive Director Report.

Presentation by James Bass, Executive Director.

A. 183A Phase III.

B. 183 North Mobility Project.

**Executive Session**

Chairman Jenkins announced in open session at 11:12 a.m. that the Board would recess the meeting and reconvene in Executive Session to deliberate the following items:

15. Discuss acquisition of one or more parcels or interests in real property needed for a Mobility Authority headquarters, including facilities for traffic and incident management and other agency functions, pursuant to §551.071 (Consultation with Attorney) and §551.072 (Deliberation Regarding Real Property; Closed Meeting).
16. Discuss legal issues related to claims by or against the Mobility Authority; pending or contemplated litigation and any related settlement offers; or other matters as authorized by §551.071 (Consultation with Attorney).
17. Discuss legal issues related to the development of the Mopac South Project, as authorized by §551.071 (Consultation with Attorney).
18. Discuss legal issues relating to procurement and financing of Mobility Authority transportation projects and toll system improvements including potential impacts of the Texas Department of Transportation's US 183 General Purpose Lane Project on Mobility Authority Toll System financing, as authorized by §551.071 (Consultation with Attorney).
19. Discuss personnel matters as authorized by §551.074 (Personnel Matters).

After completing the executive session, the Board reconvened in open meeting at 12:35 p.m.

\*Note: Mike Doss and David Singleton did not return to the dais following Executive Session.

**Regular Items**

20. Discuss and consider approving a project development agreement with the Texas Department of Transportation for the US 183 General Purpose Lane Project and making associated determinations regarding the effect of the US 183 General Purpose Lane Project on the operation of the Mobility Authority Toll System and the ability of the Mobility Authority to comply with outstanding debt agreements and covenants.

Presentation by Jose Hernandez, Chief Financial Officer.

**MOTION:** Approve a project development agreement with the Texas Department of Transportation for the US 183 General Purpose Lane Project and making associated determinations regarding the effect of the US 183 General Purpose Lane Project on the operation of the Mobility Authority Toll System and the ability of the Mobility Authority to comply with outstanding debt agreements and covenants.

**RESULT:** Approved (Unanimous); 5-0

**MOTION:** Ben Thompson

**SECONDED BY:** Heather Gaddes

**AYE:** Armbrust, Gaddes, Jenkins, Meade, Thompson

**NAY:** None.

**ADOPTED AS:** **RESOLUTION NO. 24-072**

21. Adjourn meeting.

After confirming that no member of the public wished to address the Board, Chairman Jenkins declared the meeting adjourned at 12:39 p.m.

**MINUTES**  
**Workshop of the Board of the Board of Directors of the**  
**CENTRAL TEXAS REGIONAL MOBILITY AUTHORITY**

**Friday, November 1, 2024**

**1:00 p.m.**

**Saturday, November 2, 2024**

**8 a.m.**

This was an in-person meeting. Notice of the meeting was posted October 29, 2024, online on the website of the Mobility Authority and in the Mobility Authority's office lobby at 3300 N. Interstate 35, #300, Austin, Texas 78705-1849. Chairman Jenkins, Vice Chair Nikelle Meade\*\* and Board Members David Armbrust, Mike Doss, Heather Gaddes, David Singleton\*, and Ben Thompson were present.

Chairman Jenkins called the board workshop to order at 1:12 p.m. and had each Board Member state their name for the record.

I. Welcome and opportunity for public comment.

No comments were offered.

II. Discussion topics:

With the exception of the first item below, James Bass, Executive Director, presented the discussion topics. Geoff Petrov, General Counsel; Jose Hernandez, Chief Financial Officer; Tracie Brown, Director of Operations; Greg Mack, Director of Information Technology; Jori Liu, Director of Communications; and Mike Sexton; Acting Director of Engineering, acted as subject matter experts.

*a.* Project updates from Texas Department of Transportation and Austin Transit Partnership.

Presentations were made by Greg Canally, Executive Director of the Austin Transit Partnership, and Tucker Ferguson, District Engineer for Texas Department of Transportation – Austin District, on Project Connect and plans for regional highway projects, including IH 35, respectively.

\*David Singleton arrived during the presentation at 1:15 p.m.

*b.* Coordination with Regional Partners.

Discussion concerning activities of the Construction Partnership Program including the purpose, participating agencies, and current plans was led by James M. Bass, Executive Director.

c. CTRMA Finances.

Discussion on possible impacts to CTRMA due to the transition of TxTag operations to the Harris County Toll Road Authority was led by Tracie Brown, Director of Operations, and Jose Hernandez, Chief Financial Officer.

\*\*Nikelle Meade arrived during the presentation at 3:38 p.m.

d. 89<sup>th</sup> Regular Session of the Texas Legislature (2025).

Discussion on possible topics and themes during the upcoming legislative session that may impact the CTRMA was led by James M. Bass, Executive Director.

Chairman Jenkins recessed the meeting at 5:14 p.m. on November 1, 2024. Chairman Jenkins reconvened the meeting at 8:14 a.m. on November 2, 2024, with all Board Members present. After confirming that no members of the public wished to offer comments, Chairman Jenkins resumed the Workshop.

e. Potential revisions to CTRMA Policies & Procedures.

Discussion on possible changes to CTRMA's Conflict of Interest rules and the dollar limit for delegation of contracting to the Executive Director was led by James M. Bass, Executive Director.

f. Pay by Mail Program.

Discussion on the options of continuing to have Pail By Mail services provided by a private vendor or entering into a toll services agreement to have those services provided by another governmental entity was led by Tracie Brown, Director of Operation, and Greg Mack, Director of IT.

g. Headquarter update.

Discussion included updates on the due diligence activities and possibility of closing on a property this year was led by Jose Hernandez, Chief Financial Officer.

h. 2024 Strategic Planning Process.

Discussion focusing on possible revisions to the Mission, Vision, Values Statements, and Strategic Priorities and Goals was led by James M. Bass, Executive Director, and Jori Liu, Director of Communications.

III. Closing remarks.

IV. Adjourn meeting.

After confirming that no member of the public wished to address the Board, Chairman Jenkins declared the meeting adjourned at 10:54 a.m.



CENTRAL TEXAS REGIONAL  
**MOBILITY AUTHORITY**

## November 20, 2024 AGENDA ITEM #3

---

Prohibit the operation of certain  
vehicles on Mobility Authority toll  
facilities pursuant to the Habitual  
Violator Program

Strategic Plan Relevance:	Stewardship & Service
Department:	Operations
Contact:	Tracie Brown, Director of Operations
Associated Costs:	N/A
Funding Source:	N/A
Action Requested:	Consider and act on draft resolution

**Project Description/Background:** The Mobility Authority's habitual violator process prescribes two notices before habitual violator remedies go into effect. A pre-determination letter is sent 60 days before any remedies are enforced advising the customer again of their outstanding balance and providing an opportunity for resolution. Assuming no resolution, a *Notice of Determination* is mailed notifying the customer they've been determined to be a habitual violator and advising of the consequences. The customer is also informed of their right to appeal the decision and the process by which to do so.

If the customer does not contact the Authority to appeal the habitual violator determination or resolve their outstanding balance, a block is placed on the related vehicle's registration preventing renewal. The block remains in effect until all tolls and fees have been paid, a payment plan has been arranged with the Mobility Authority or the customer is determined to no longer be a habitual violator.

**Previous Actions & Brief History of the Program/Project:** State law provides that persons deemed to be habitual violators may also be prohibited from use of the Mobility Authority's toll facilities by order of the Board of Directors. Habitual violator customers operating a vehicle in violation of a ban are subject to a Class C misdemeanor with a fine up to \$500. A second or subsequent occurrence may result in impoundment of the vehicle. Similar to registration blocks, vehicle bans remain in effect until all

outstanding amounts owed to the Authority have been resolved or the customer is no longer deemed a habitual violator.

**Financing:** Not applicable.

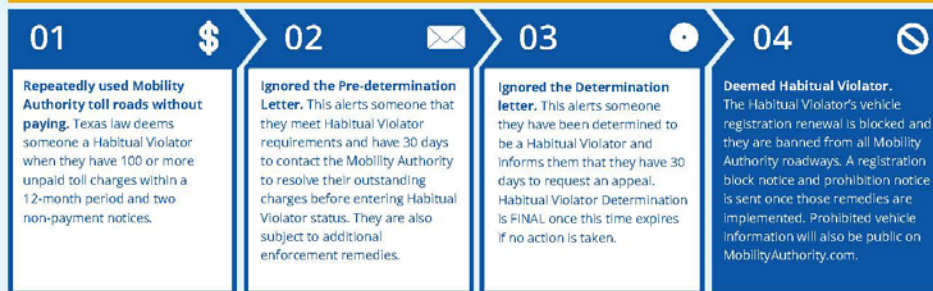
**Action requested/Staff Recommendation:** Staff affirms that all required steps have been followed and proper notice previously provided to customers determined to be habitual violators. To date, these customers have not appealed this determination or resolved their outstanding balances.

Therefore, staff recommends that the Board of Directors approve the order prohibiting certain vehicles from use of the Authority's toll facilities. Following the Board's approval of this order, a Notice of Prohibition will be mailed by first class mail advising of the ban, consequences if the ban is violated and how the customer may resolve their outstanding balance.

**Backup provided:** Habitual Violator Vehicle Ban FAQs  
Draft Resolution



## Habitual Violator Process



### Who is a Habitual Violator?

A Habitual Violator is defined in Section 372.106(a) of the Texas Transportation Code as (A) one who was issued at least two written notices of nonpayment that contained in aggregate 100 or more events of nonpayment within a period of one year and, (B) was issued a warning that failure to pay the amounts specified in the notices may result in the toll project entity's exercise of Habitual Violator remedies.

### What enforcement remedies is the Mobility Authority implementing for Habitual Violators?

To encourage equitable payment by all customers, legislation allows for enforcement remedies up to and including vehicle registration renewal blocks, prohibiting Habitual Violator's vehicles on Mobility Authority roadways, on-road enforcement of the vehicle ban, as well as posting names to the agency website of those Habitual Violators with banned vehicles. The Mobility Authority will be implementing these remedies beginning November 2019.

### How will I know I'm a Habitual Violator subject to enforcement remedies?

Habitual Violators are provided due process protections prior to any enforcement action.

- A registered vehicle owner who the Mobility Authority determines meets the Habitual Violator status is sent a letter advising them that Habitual Violator remedies may be implemented if the customer's outstanding balance is not resolved. This letter is not required by law but is sent as a courtesy to reflect the Mobility Authority's commitment to the customer.
- A registered vehicle owner who the Mobility Authority determines to be a Habitual Violator receives written notice of that determination and an opportunity for a justice of the peace hearing to challenge their Habitual Violator status.
- Habitual Violator Determination is FINAL if no action is taken, prompt in the Mobility Authority to send a Vehicle Registration Block Notice and/or a Vehicle Ban Notice. These notices urge the Habitual Violator yet again to resolve their toll debt with the Mobility Authority.
- Sufficient time is provided to respond to all notifications.

Learn more about the Habitual Violator Enforcement Program at [MobilityAuthority.com](http://MobilityAuthority.com)





**How can I resolve my Habitual Violator status and settle my toll bill balance?**

You can pay outstanding tolls and administrative fees with cash, money order or credit card (a payment plan may be available) by: calling the Mobility Authority Customer Service Center at 512-410-0562, online at [www.paymobilitybill.com](http://www.paymobilitybill.com), or in person at our walk-up center.

**Why is the Mobility Authority pursuing enforcement remedies?**

The vehicle registration block and other toll enforcement actions are intended to encourage tollway drivers to pay for services rendered to ensure fairness to the overwhelming majority of drivers who pay for the service, maintenance and safety of the toll roads.

**How will a person be notified that he or she is subject to enforcement remedies?**

A notification letter announcing that a person has met the criteria of Habitual Violator is sent to the address in the Texas Department of Motor Vehicles (TTC 372.106) database, allowing 30 days to contact to dispute their determination as a Habitual Violator or address the account balance before remedies are applied. If the Habitual Violator does not make arrangements with the Mobility Authority during this period, they will be subject to all enforcement remedies. Additionally, notification of a registration renewal block is mailed.

**Can someone dispute a toll bill?**

Yes. You may contact the Mobility Authority to review all outstanding tolls and fees, correct any errors and arrange for payment to clear your status as a Habitual Violator and the block on your registration. Habitual Violators are also given an opportunity to request an administrative hearing with a justice of the peace.

**How will I know or be notified that I am subject to a vehicle ban?**

Habitual violators subject to vehicle ban will receive notification that they have been banned, including when the ban will take effect and instructions for how to remove their status as a Habitual Violator.

**Can I dispute my toll bill that subjects me to the vehicle ban?**

Yes. You may contact the Mobility Authority to review all outstanding tolls and administrative fees, correct any errors and arrange for payment to clear your status as a Habitual Violator and remove the vehicle ban.

**What happens if I am banned, but get caught driving on a Mobility Authority toll road?**

A person commits an offense when operating a vehicle in violation of the ban and is subject to a Class C misdemeanor with a fine up to \$500. A second or subsequent occurrence of driving on the tollway in violation of a ban may result in impoundment of the vehicle.

**How will the Mobility Authority know if I'm still driving (after being banned)?**

Mobility Authority roads are equipped with technology that recognizes vehicle and license plates on our prohibited list. Individuals operating a prohibited vehicle on Mobility Authority roads will be reported to nearby law enforcement patrolling Mobility Authority roads.

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

**RESOLUTION NO. 24-0XX**

**PROHIBITING THE OPERATION OF CERTAIN MOTOR VEHICLES  
ON MOBILITY AUTHORITY TOLL FACILITIES PURSUANT TO  
THE HABITUAL VIOLATOR PROGRAM**

WHEREAS, Transportation Code, Chapter 372, Subchapter C, authorizes toll project entities, including the Central Texas Regional Mobility Authority (Mobility Authority), to exercise various remedies against certain motorists with unpaid toll violations; and

WHEREAS, Transportation Code §372.106 provides that a “habitual violator” is a registered owner of a vehicle who a toll project entity determines:

(1) was issued at least two written notices of nonpayment that contained:

(A) in the aggregate, 100 or more events of nonpayment within a period of one year, not including events of nonpayment for which: (i) the registered owner has provided to the toll project entity information establishing that the vehicle was subject to a lease at the time of nonpayment, as provided by applicable toll project entity law; or (ii) a defense of theft at the time of the nonpayment has been established as provided by applicable toll project entity law; and

(B) a warning that the failure to pay the amounts specified in the notices may result in the toll project entity’s exercise of habitual violator remedies; and

(2) has not paid in full the total amount due for tolls and administrative fees under those notices; and

WHEREAS, the Mobility Authority previously determined that the individuals listed in Exhibit A are habitual violators, and these determinations are now considered final in accordance with Transportation Code, Chapter 372, Subchapter C; and

WHEREAS, Transportation Code §372.109 provides that a final determination that a person is a habitual violator remains in effect until (1) the total amount due for the person’s tolls and administrative fees is paid; or (2) the toll project entity, in its sole discretion, determines that the amount has been otherwise addressed; and

WHEREAS, Transportation Code §372.110 provides that a toll project entity, by order of its governing body, may prohibit the operation of a motor vehicle on a toll project of the entity if:

(1) the registered owner of the vehicle has been finally determined to be a habitual violator; and

(2) the toll project entity has provided notice of the prohibition order to the registered owner; and

WHEREAS, the Executive Director recommends that the Board prohibit the operation of the motor vehicles listed in Exhibit A on the Mobility Authority's toll roads, including (1) 183A Toll; (2) 290 Toll; (3) 71 Toll; (4) MoPac Express Lanes; (5) 45SW Toll; and (6) 183 Toll.

NOW THEREFORE, BE IT RESOLVED that the motor vehicles listed in Exhibit A are prohibited from operation on the Mobility Authority's toll roads, effective November 20, 2024; and

BE IT FURTHER RESOLVED that the Mobility Authority shall provide notice of this resolution to the individuals listed in Exhibit A, as required by Transportation Code §372.110; and

BE IT IS FURTHER RESOLVED that the prohibition shall remain in effect for the motor vehicles listed in Exhibit A until the respective habitual violator determinations are terminated, as provided by Transportation Code §372.110.

Adopted by the Board of Directors of the Central Texas Regional Mobility Authority on the 20<sup>th</sup> day of November 2024.

Submitted and reviewed by:

Approved:

---

James M. Bass  
Executive Director

---

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

**Exhibit A**

LIST OF PROHIBITED VEHICLES

*(To be provided at the Board Meeting)*



CENTRAL TEXAS REGIONAL  
**MOBILITY AUTHORITY**

November 20, 2024  
**AGENDA ITEM #4**

---

Approve the annual compliance report for submittal to the Texas Department of Transportation as required by 43 Texas Administrative Code §26.65

Strategic Plan Relevance: Stewardship  
Department: Finance  
Contact: José Hernández, Chief Financial Officer  
Associated Costs: N/A  
Funding Source: N/A  
Action Requested: Consider and act on draft resolution

**Project Description/Background:** Pursuant to 43 Texas Administrative Code §26.65, the Mobility Authority is required to submit a report to TxDOT confirming that the Mobility Authority has complied with all the responsibilities it is required to perform under Texas Administrative Code, Title 43, Chapter 26, Subchapter G. The compliance report must be in the form prescribed by TxDOT, approved by official action of the Board of Directors, and certified as correct by the Executive Director.

**Previous Actions & Brief History of the Program/Project:** N/A

**Financing:** N/A

**Action requested/Staff Recommendation:** Staff recommends approving the attached resolution.

Backup Provided: Draft Resolution  
Compliance Report

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

**RESOLUTION NO. 24-0XX**

**APPROVING THE ANNUAL COMPLIANCE REPORT FOR  
SUBMITTAL TO THE TEXAS DEPARTMENT OF TRANSPORTATION**

WHEREAS, the Texas Transportation Commission has adopted rules codified at Title 43, Chapter 26, Subchapter G of the Texas Administrative Code (TAC) that require regional mobility authorities to file certain reports and conduct certain audits, as specified therein; and

WHEREAS, pursuant to 43 TAC § 26.65(a), the Central Texas Regional Mobility Authority (Mobility Authority) is required to file a report with the Texas Department of Transportation (TxDOT) confirming that the Mobility Authority has complied with all the duties it is required to perform under Title 43, Chapter 26, Subchapter G of the Texas Administrative Code; and

WHEREAS, the Executive Director has prepared a compliance report containing the information in the form required by 43 TAC § 26.65(a) which is attached hereto as Exhibit A; and

WHEREAS, the compliance report must be approved by the Board prior to submission to TxDOT; and

WHEREAS, the Executive Director certifies to the Board that the information contained in the compliance report attached hereto as Exhibit A is true and correct.

NOW THEREFORE, BE IT RESOLVED, that the Board hereby approves the compliance report in the form attached hereto as Exhibit A; and

BE IT FURTHER RESOLVED, that the Board directs the Executive Director to perform all actions necessary to submit the compliance report to the Texas Department of Transportation in accordance with 43 TAC § 26.65(a).

Adopted by the Board of Directors of the Central Texas Regional Mobility Authority on the 20<sup>th</sup> day of November 2024.

Submitted and reviewed by:

Approved:

---

James M. Bass  
Executive Director

---

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

**Exhibit A**

# Central Texas Regional Mobility Authority

## Compliance Report

Texas Administrative Code Title 43, Part I, Chapter 26, Subchapter G  
 §26.65(a) Annual Reports to the Commission

Compliance Rule	Compliance Statement	Certification
<i>Rule §26.61 Written Reports:</i>		
The annual operating and capital budgets adopted by the RMA year.	The Mobility Authority submits copies of the annual operating and capital budget adopted for the Fiscal Year 2025 beginning July 1, 2023, to Travis County and Williamson County.	The Board of Directors approved the FY 2025 Operating Budget by Resolution No. 24-032 and the Capital Budget by Resolution No. 24-031 both enacted on June 26, 2024.
Any annual financial information and notices of material events required to be disclosed under Rule 15c2-12 of the SEC.	The RMA annual financial audit and continuing disclosure information are required to be filed on the Electronic Municipal Market Access website.	The CTRMA annual audit and continuing disclosure information were filed in November 2024.
To the extent not disclosed in another report required in this compliance report, a statement of any surplus revenue held by the RMA and a summary of how it intends to use the surplus revenue.	The Mobility Authority did not hold any "surplus revenue" in FY 2024, as that term is defined by §370.003(12) of the Transportation Code.	No action needed.
An independent auditor's review of the reports of investment transactions prepared under Government Code, §2256.023.	Included as part of the FY 2024 annual audit.	See certification below.
<i>Rule §26.62 Annual Audit:</i>		
The RMA shall maintain its books and records in accordance with generally accepted accounting principles in the United States and shall have an annual financial and compliance audit of such books and records.	The Mobility Authority received an unqualified opinion for FY 2024 from an independent certified public accountant.	The FY 2024 annual audit was accepted by the Board of Directors (acting through the Audit Committee) by resolution number 24-052 enacted on October 30, 2024.
The annual audit shall be submitted to each county or city that is a part of the RMA within 120 days after the end of the fiscal year and conducted by an independent certified public accountant.	The Mobility Authority submitted electronic copies of the FY 2024 annual audit to Travis County and Williamson County.	The Mobility Authority provided Travis County and Williamson County an electronic copy of the FY 2024 audited Annual Financial Report.
All work papers and reports shall be retained for a minimum of four years from the date of the audit.	Work papers and reports are and will be retained for a minimum of four years.	CTRMA adheres to this retention policy.
<i>Rule §26.63 Other Reports to Counties and Cities:</i>		
Provide other reports and information regarding its activities promptly when requested by the counties or cities.	The Mobility Authority promptly provides reports and information regarding its activities when requested by Travis County or Williamson County. There are no cities that are a part of the Central Texas Regional Mobility Authority.	CTRMA provides reports in a timely manner when requested.
<i>Rule §26.64 Operating Records:</i>		
The Department will have access to all operating and financial records of the RMA. The executive director will provide notification if access is desired by the department.	The Mobility Authority will provide the Texas Department of Transportation access to all its operating and financial records when requested by the Department's executive director.	CTRMA provides any financial information in a timely manner when requested.





CENTRAL TEXAS REGIONAL  
**MOBILITY AUTHORITY**

November 20, 2024  
**AGENDA ITEM #5**

---

Accept the unaudited financial  
statements for October 2024

Strategic Plan Relevance: Stewardship  
Department: Finance  
Contact: José Hernández, Chief Financial Officer  
Associated Costs: N/A  
Funding Source: N/A  
Action Requested: Consider and act on draft resolution

**Project Description/Background:** Presentation and acceptance of the unaudited financial statements for October 2024.

**Previous Actions & Brief History of the Program/Project:** N/A

**Financing:** N/A

**Action requested/Staff Recommendation:** Accept the unaudited financial statements for October 2024.

**Backup provided:** Draft Resolution  
Draft unaudited financial statements for October 2024

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

**RESOLUTION NO. 24-0XX**

**ACCEPT THE UNAUDITED FINANCIAL STATEMENTS FOR OCTOBER 2024**

WHEREAS, the Central Texas Regional Mobility Authority (Mobility Authority) 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 is responsible to insure accurate financial records are maintained using sound and acceptable financial practices; and

WHEREAS, close scrutiny of the Mobility Authority's expenditures for goods and services, including those related to project development, as well as close scrutiny of the Mobility Authority's financial condition and records is the responsibility of the Board and its designees through procedures the Board may implement from time to time; and

WHEREAS, the Board has adopted policies and procedures intended to provide strong fiscal oversight and which authorize the Executive Director, working with the Mobility Authority's Chief Financial Officer, to review invoices, approve disbursements, and prepare and maintain accurate financial records and reports; and

WHEREAS, the Executive Director, working with the Chief Financial Officer, has reviewed and authorized the disbursements necessary for the month of October 2024 and has caused financial statements to be prepared and attached to this resolution as Exhibit A; and

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors accepts the unaudited financial statements for October 2024, attached hereto as Exhibit A.

Adopted by the Board of Directors of the Central Texas Regional Mobility Authority on the 20<sup>th</sup> day of November 2024.

Submitted and reviewed by:

Approved:

---

James M. Bass  
Executive Director

---

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

**Exhibit A**

*(To be provided at the Board Meeting)*



CENTRAL TEXAS REGIONAL  
**MOBILITY AUTHORITY**

November 20, 2024  
**AGENDA ITEM #6**

---

Discuss and consider approving an agreement with Felix Media Solutions for audio visual system integrator consulting services for the Traffic and Incident Management Center

Strategic Plan Relevance:	Innovation
Department:	Operations/ IT
Contact:	Greg Mack, Director of IT and Toll Systems
Associated Costs:	Not to Exceed \$1,000,000
Funding Source:	FY25 Capital Budget TIM Center Video Wall Technology Replacement
Action Requested:	Approve a contract with Felix Media Solutions to provide Audio Visual System Integration Services

**Project Background / Description:** The Central Texas Regional Mobility Authority (Mobility Authority) invited bids to provide audio visual System Integration consultant services to support the Mobility Authority’s Traffic and Incident Management (TIM) operations. These services include advising and recommending hardware and software necessary to support TIM operations, ensuring compatibility with existing or planned systems, providing audio and visual equipment, systems, and applications to ensure functionality and interoperability as prescribed by the Mobility Authority, and assisting with procurement and installation of hardware and software, including a Video Wall Display System.

**Previous Actions & Brief History of the Program/Project:** The Mobility Authority is planning to move the TIM Command Center to a new location. Equipment and systems in use at the current TIM Command Center will remain in place, necessitating the need to purchase and implement a new video wall system in the new location of the TIM Command Center.

The Mobility Authority has participated in demonstrations with vendors over the past several months to understand the systems available and technology that could be utilized in a new location.

**Current Action:** The Mobility Authority issued a Scope of Work (SOW) for Audio Visual System Integrator Consulting Services to Texas Department of Information Systems vendors. The SOW included information about the current systems in place and the scope of consulting services being requested.

The SOW was provided to three (3) vendors for response.

- 10/25/2024 – SOW v1.0 sent via email to proposers
- 10/30/2024 – SOW questions answered to all proposers
- 10/30/2024 – SOW v1.1 updated with new response due date
- 11/05/2024 – SOW responses received

Three responses were received from Felix Media Solutions, Skyline, STS360. The responses were evaluated based on thoroughness of the response, review of similar projects described, and comparison of hourly consulting rates.

After evaluation, it was determined that the response submitted by Felix Media Solutions provides the best value to the Mobility Authority. The Mobility Authority will work with the selected proposer to determine requirements and the best value option for installation of a new TIM Command Center Video Wall, as well as additional scope as authorized under the agreement and specified in additional work authorizations.

Total estimated cost for consulting services and the procurement and installation of the video wall is \$1,000,000. Additional consulting services and scope may be added as needed during the initial term within the not to exceed authorized amount. The initial term for these services is two (2) years.

**Financing:** FY25 Capital Budget

**Action Requested/Staff Recommendation:** Staff recommends approving a contract with Felix Media Solutions to provide Audio Visual System Integration Services.

**Backup provided:** Draft Resolution  
CTRMA Audio Visual System Integrator Scope of Work v1.1

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

**RESOLUTION NO. 24-0XX**

**APPROVING AN AGREEMENT WITH FELIX MEDIA SOLUTIONS FOR AUDIO  
VISUAL SYSTEM INTEGRATION CONSULTANT SERVICES RELATED TO THE  
RELOCATION OF THE TRAFFIC AND INCIDENT MANAGEMENT CENTER**

WHEREAS, the Mobility Authority's Traffic and Incident Management (TIM) Command Center will be relocated requiring the purchase of new equipment and the implementation of a new video wall system in the TIM Command Center; and

WHEREAS, on October 25, 2024, the Executive Director issued a scope of work (SOW) seeking responses from Texas Department of Information Resources (DIR) vendors interested in providing TIM Audio Visual System Integrator Services; and

WHEREAS, three responses to the SOW were received by the November 5, 2024 deadline; and

WHEREAS, each response was reviewed and ranked by an evaluation committee who considered technical criteria and pricing information; and

WHEREAS, based on the rankings developed by the evaluation committee, the Executive Director recommends awarding an agreement for TIM Audio Visual System Integrator Services to Felix Media Solutions through DIR Contract No. DIR-CPO-5104 (the DIR Cooperative Contract); and

WHEREAS, the Executive Director has negotiated a proposed Scope of Work with Felix Media Solutions in an amount not to exceed \$1,000,000.00 for TIM Audio Visual System Integrator Services, a copy of which is attached hereto as Exhibit A; and

WHEREAS, pursuant to Texas Government Code Section 2054.0565 and Mobility Authority Policy Code Section 401.008, the Mobility Authority may utilize procedures established by the DIR to procure goods and services through DIR cooperative contracts; and

WHEREAS, the Executive Director recommends entering into an agreement with Felix Media Solutions for TIM Audio Visual System Integrator Services in an amount not to exceed \$1,000,000.00 through their DIR Cooperative Contract.

NOW THEREFORE BE IT RESOLVED that the Board of Directors hereby approves the Scope of Work for TIM Audio Visual System Integrator Services, a copy of which is attached hereto as Exhibit A; and

BE IT FURTHER RESOLVED, that the Executive Director is authorized to enter into an agreement with Felix Media Solutions in an amount not to exceed \$1,000,000.00 through their

cooperative contract with the Texas Department of Information Resources for TIM Audio Visual System Integrator Services.

Adopted by the Board of Directors of the Central Texas Regional Mobility Authority on the 20<sup>th</sup> day of November 2024.

Submitted and reviewed by:

Approved:

---

James M. Bass  
Executive Director

---

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

**Exhibit A**





CENTRAL TEXAS REGIONAL  
**MOBILITY AUTHORITY**

## **Statement of Work**

# **Traffic and Incident Management Audio Visual System Integrator Services**

**October 25, 2024**



## Contents

1. Introduction.....	3
2. Background.....	3
3. Scope .....	3
4. Period of Performance .....	4
5. Invoices.....	4
6. Governing Terms and Conditions .....	4
7. Vendor Response.....	4
7.1. Contact Information .....	5
7.2. Vendor Information.....	5
7.3. Vendor Experience .....	5
7.4. Pricing.....	5
7.5. Proposed Implementation for Pricing .....	5
8. Schedule of Events and Response Guidelines .....	6
8.1. Questions.....	6
8.2. Point of Contact.....	6



## 1. Introduction

The Central Texas Regional Mobility Authority (“Mobility Authority”), a regional mobility authority and political subdivision of the State of Texas, seeks a Texas Department of Information Resources (TxDIR) Vendor (“Vendor”) to provide Traffic and Incident Management (TIM) Audio Visual System Integrator consultant services as more fully described in Section 3 – Scope. In no case does the issuance of this SOW or award to a Respondent guarantee any assigned work or fees.

## 2. Background

The Mobility Authority is in discussions to purchase a facility to be used for a new headquarters including space to build out the Traffic and Incident Management Command Center. The Mobility Authority is completing due diligence at this time and expects the facility to be fully vetted in early 2025.

The TIM Command Center will staff up to 12 operators per shift working in a tiered seating environment. Current systems in use by the Mobility Authority include at a minimum the following systems and interfaces:

- Rekor
- Traffic Vision
- NOAA Weather
- Tomorrow (Weather Monitoring)
- Waze and X integration
- Claris (Video sharing)
- Vanguard (DMS status)
- City of Austin API into Rekor for active incidents being worked
- HAAS Alerts incident information
- TxDOT incidents
- BlinkLink WWD
- Google Maps (future)

## 3. Scope

The services to be provided to the Mobility Authority are general consulting services, including but not limited to:

1. Advise and recommend hardware and software necessary to support TIM operations, ensuring compatibility with existing or planned systems.
2. Provide audio and visual equipment, systems, and applications to ensure functionality and interoperability as prescribed by the Mobility Authority.
3. Utilize the existing or provided network, video management system, and based web applications.
4. Assist with procurement and installation of hardware and software, including but not limited to:
  - a. Video Wall Display System (wall display system controller / associated server hardware)



- b. Facility Access Control
  - c. Operations System Software
5. Provide a bill of material (BOM), design drawings (Example: rack elevations, wire diagrams, workflows, interconnections, mechanical layout, etc.) per the Mobility Authority requests.
6. The BOM shall include the component / material manufacturer and model numbers of all components. All proposed system components must have warranties. All warranties will include durations, terms, and scope of the warranty.
7. Roadside Access Control
8. Environmental Monitoring
9. Collaborate with Mobility Authority on developing installation plans, test plans, and acceptance criteria as needed.
10. Ongoing maintenance of implemented and installed systems.

#### **4. Period of Performance**

The Mobility Authority seeks to secure a contract with an initial term of one year, with three potential one-year extensions, subject to the Mobility Authority's periodic review, approval, and satisfaction with the Vendor's performance. The Agreement may be terminated by the Mobility Authority at any time upon a stipulated notice period. Any changes in scope, costs, and duration of the engagement must be approved in writing by the Mobility Authority.

#### **5. Invoices**

The selected Vendor shall prepare and submit monthly invoices and progress reports to the Mobility Authority via email. Prior to any Mobility Authority system/network changes, defined as needed software updates to the system(s) or network updates, the selected Vendor shall obtain the Mobility Authority's review and approval.

#### **6. Governing Terms and Conditions**

This procurement shall be governed by the terms and conditions contained herein and Mobility Authority Procurement and Protest Policies on the Mobility Authority website at <https://www.mobilityauthority.com/about/policy-disclaimers/code>.

#### **7. Vendor Response**

The procurement process outlined herein is in accordance with the Mobility Authority's Policy Code and all other applicable rules and laws. The Mobility Authority will select the vendor that offers the best value as determined by the information provided in the Vendor's response. The following information shall be provided in the Vendor's response.





### 7.1. Contact Information

Include a cover letter, including the designated point of contact name, phone number, and email address.

### 7.2. Vendor Information

1. Brief history of the responding firm and personnel.
2. Vendor must demonstrate key personnel and staff roles that possess the skills necessary to perform services outlined in this SOW.
  - a. For key personnel in leadership positions, provide the names and resumes of the consultants available for this engagement.
3. Corporate address and any other office locations and addresses.
4. Vendor shall indicate their agreement to comply with the Conflict of Interest Disclosure Statement (provided in Appendix A).

### 7.3. Vendor Experience

Vendor shall provide a summary of the firm's experience providing similar services from 2021 to present, including client information, contact name, hardware and software utilized, project timeline and budget.

Vendor shall provide a list of items available for resell through their TxDIR contract.

### 7.4. Pricing

The main purpose of this section is to detail the pricing for the System Integrator consulting services. The Vendor shall include the appropriate TxDIR contract number and hourly rates by position as approved in the Vendor's current TxDIR contract. Vendor shall propose and provide pricing for System Integration services to be delivered on an as-needed basis, referencing the services included in Section 3 – Scope. Vendor should also provide a summary of any assumptions and exclusions.

### 7.5. Proposed Implementation for Pricing

The Mobility Authority may request the System Integrator to assist with the selection, purchase, and implementation of the Video Wall for a new Traffic and Incident Management Center.

Vendor shall provide a non-binding example of a video wall system recommendation, approximately 30 feet by 10 feet, to be installed in a new headquarters location. Vendor shall provide the following:

- Sample system recommendations based on the Mobility Authority's systems and industry experienced
- Sample implementation plan and timeline
- Pricing or pricing model for hardware and software
- Proposed pay structure for invoicing
- Pricing or pricing model for system implementation consulting services
- Assumptions and exclusions



## 8. Schedule of Events and Response Guidelines

The following dates represent the Mobility Authority’s desired schedule of events associated with this SOW inquiry. The Mobility Authority reserves the right to modify these dates at any time, with notice provided to prospective Vendors.

Schedule of Events	Date
SOW Issue Date	Friday, October 25, 2024
Deadline for questions submitted to the Mobility Authority	Tuesday, October 29, 2024, 4:00 PM CT
Responses to SOW questions from the Mobility Authority	Wednesday, October 30, 2024
Deadline for Submitting Responses to SOW	<del>Tuesday, November 5, 2024, 4:00 PM CT</del> Friday, November 1, 2024, 4:00 PM CT
Anticipated Board Approval	Wednesday, November 20, 2024
Anticipated Notice to Proceed	December 2024

### 8.1. Questions

All questions regarding the SOW must be submitted in writing. Informal verbal inquiries are not allowed. Written questions concerning this SOW must be submitted via email to [ITProcurement@CTRMA.org](mailto:ITProcurement@CTRMA.org).

The deadline for receipt of questions is Tuesday, October 29, 2024, 4:00 PM CT. Absent any change to deadlines evidenced through a subsequently issued addenda to this SOW, no questions will be accepted after this deadline. The Mobility Authority anticipates that it will provide responses to all questions received no later than Wednesday, October 30, 2024. Responses will be emailed to all potential Vendors.

The Mobility Authority reserves the right to contact the person submitting a question to clarify the question received, if necessary. The Mobility Authority further reserves the right to modify, summarize or otherwise alter the content of a question to protect the identity of the requestor and to provide responses that the Mobility Authority believes will best inform interested parties of potentially relevant information. The Mobility Authority further reserves the right to decline to answer questions. Each clarification, supplement, or addenda to this SOW, if any, will be emailed to all Vendors.

### 8.2. Point of Contact

All communications for this SOW must be directed via email to [ITProcurement@CTRMA.org](mailto:ITProcurement@CTRMA.org).

Upon issuance of this SOW, employees and representatives of the Mobility Authority will not discuss the contents of this SOW with any Vendor, potential Vendor, or their representatives. **Failure of a Vendor and any of its representatives to observe this restriction may result in disqualification of any related response.** This restriction does not preclude discussions between affected parties for the purpose of conducting business unrelated to this procurement.





**Appendix A**

**CONFLICT OF INTEREST DISCLOSURE STATEMENT**

This Disclosure Statement outlines potential conflicts of interest as a result of a previous or current business relationship between the undersigned individual (and/or the firm for which the individual works) and an individual or firm submitting a Qualification Statement or otherwise under consideration for a contract associated with **CTRMA's Traffic and Incident Management System Integrator Services Procurement.**

Section I of this Disclosure Statement Form describes the potential conflicts of interest. Section II of this Disclosure Statement Form describes the Respondent's management plan for dealing with potential conflicts of interest as described in Section I of this form. This Disclosure Statement is being submitted in compliance with the Central Texas Regional Mobility Authority's Conflict of Interest Policy for Consultants. The undersigned acknowledges that approval of the proposed management plan is within the sole discretion of the Central Texas Regional Mobility Authority.

**SECTION I. Description of Potential Conflicts of Interest.**

---

---

---

**SECTION II. Management Plan for Dealing with Potential Conflicts of Interest.**

---

---

---

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

PRINTED NAME AND TITLE: \_\_\_\_\_

REPRESENTING: \_\_\_\_\_

**SECTION III. APPROVED BY THE CENTRAL TEXAS REGIONAL MOBILITY AUTHORITY**

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

NAME AND TITLE: \_\_\_\_\_



# PROFESSIONAL QUALIFICATIONS

## CONTACT INFORMATION

### Commercial Audio/Video & Security Integrator

Security License # B17854201

3601 South Congress Avenue, H200

Austin, TX 78704

512-572-1777

[sales@felixmediasolutions.com](mailto:sales@felixmediasolutions.com)

Designated Point of Contact

Lionel Felix

512-716-5522

[lionel@felixmediasolutions.com](mailto:lionel@felixmediasolutions.com)

Specialties:

- Commercial AV, Video Conferencing and Sound Masking
- CCTV, Intrusion, Access Control systems
- Smart City / Smart Building design, implementation, maintenance
- GPS / AVL tracking hardware and software for your fleets and equipment
- Wireless WAN / SD-WAN 4G/5G TAA internet routers for failover, remote offices, vehicles
- EOC, Courtrooms, Auditoriums, Commissioners Courts
- Board Rooms, Training Rooms, Classrooms
- Video Walls
- Sound Masking
- Comprehensive Support contracts

Through our contracts, you can purchase equipment with excellent discounts off MSRP for procuring Samsung, Cisco, Crestron, Extron, QSC, and many more.

Based in Austin, TX, we travel all over Texas, the US, and the world.

TX DIR Cooperative Purchasing Contracts you have access to through Felix Media Solutions:

- <https://dir.texas.gov/contracts/dir-cpo-5104>
- <https://dir.texas.gov/contracts/dir-cpo-4472>
- <https://dir.texas.gov/contracts/dir-cpo-5077>
- <https://dir.texas.gov/contracts/dir-cpo-5096>
- AggieBuy Vendor





## VENDOR INFORMATION ABOUT US

We believe that each audio-visual solution is as unique as our clients themselves. Combining a strong foundation in technology with a premium client experience, Felix Media Solutions has been translating our technical mastery into smart, easy-to-use, and scalable audio-visual solutions since 2014. The Felix Media Solutions team brings years of experience managing end-to-end audio-visual, IT, access control, and IoT projects from conception, budgeting, product selection, installation, and management to post-installation support.

Founded in 2014 by Lionel Felix and Lindsey Rima, FMS was created in response to the need in Austin for a design-build AV integration firm with solid IT skills and customer service. Lionel Felix started his tech career in the 90s in IT, working for Sony Pictures, Frog Design, and WPP. He started working on AV projects in his IT role starting in 2008 and founded FMS in 2014. Lindsey Rima has a scientific background in high-magnification optics and imaging systems and took over the CEO role in March of 2024. Ben Lanclos, veteran Green Barret, joined FMS in 2016 and heads up the operations side of the business as COO. All three senior executives have deep, hands-on design and implementation experience.

The programming, design, and commissioning team comprises Michael Raiborn, Cisco CCNA, Crestron Certified, Extron Certified, and QSYS Certified. Trey Oberpriller, Extron, and QSYS certified, and Brandon Strickland, who manages the support team and handles commissioning across all platforms.

Our access control team includes lead tech and designer Ben Brinkley, technical sales rep Helen Peil and two other certified and licenses access control professionals.

Environmental Monitoring, IoT, INFOSEC and Smart Building design and strategy is headed up by Lionel Felix who consults on large-scale IoT projects and speaks at conferences on Smart Building and Smart City technology. His experience includes design, integration monitoring and management of large-scale global systems.

Our full-time service desk has three employees responsible for keeping your AV project running smoothly for its entire service life.

Beyond delivering a well-designed and functional audio-visual experience, Felix Media Solutions believes that our clients' satisfaction and experience are equally crucial to the quality of the solution they select. Our steadfast dedication to exceeding our client's expectations is why we are the fastest-growing audio-visual company in Texas. From new construction to retrofit commercial interiors ranging from 2,000 to 1,000,000+ square feet, the Felix Media Solutions team has created exceptional audio-visual solutions for hundreds of prominent business locations across all industries, including

**Teachers Retirement System, ERCOT, TX DOT, City of Austin, Texas Department of Agriculture, ABIA, Texas Facilities Commission, UT, City of Buda, Cameron County, Austin Convention Center, TMRS, Department of Public Safety, Texas Dept of Criminal Justice, Texas Health and Human Services Commission, City of Addison, Bell County, City of Georgetown, Austin Energy, City of Killeen, Anne Richards School, Austin Community College, PBS, City of Dripping Springs, Texas Education Agency and many more.**



**Commercial Integrator Magazine - Fastest-Growing AV Companies**  
2018, 2019



**Inc. 5000**  
2019, 2020,  
2021, 2022



**Inc. 500 Texas**  
2020



**Bizjournals Best CEO Nominee, Small Business**  
2018, 2019



**Bizjournals Best CFO Nominee, Small Business**  
2019

## Commercial INTEGRATOR

**Felix Media Solutions,**  
2023 **Integrator of the Year**

## WHAT WE SPECIALIZE IN

Conference Rooms	Video Conferencing	Digital Signage	Access Control
Board Rooms	LED Video Walls	PA & Mass Notification	AV support contracts
Smart City & Smart Building	Sound Masking Systems	Room Scheduling	Security Cameras
Training Rooms	Fiber, 4G LTE, 5G	Zoom & Microsoft Teams	IoT & LoRa WAN
	Multi-zone Audio	TCP/IP, INFOSEC	Wireless Presentation



**Warehouse & Office Space:** 12,000 sq/ft. with loading docks

**Total Employees:** 26

Support and Programming: 4

Field Techs: 11

Finance, Ops and Exec: 4

Project Managers: 3

Sales and Design: 4

**Core Project Types:** Conference Rooms, Board Rooms, Training Spaces, All-Hands Spaces, Huddle Rooms, Fitness, Multi-Purpose Rooms, Divisible Rooms, Warehouses, Lobby Displays, Digital Signage

**Core Technology Systems:** Video Conferencing (Zoom, Cisco, Webex, Hangouts, etc), Zone-Audio, Voice Conferencing, Video Walls, Digital Signage, Sound Masking, Room Scheduling & Wayfinding, Streaming Media

**Certifications:** CTS, CTS-I Cisco CCNA, Extron, Crestron, Biamp, Zoom, Polycom, OSHA 10 & 30, A+ IT, MCSE

**Employee Makeup:** All of FMS are W-2 employees and have premium health insurance, 2 weeks PTO, 1 week of sick leave, access to maternity and paternity leave, and bank holidays

**Corporate Data:** Texas S-Corp based in Austin, TX. Privately owned. No bankruptcies, no litigation, no OSHA incidents, no insurance claims.

**D&B:** 047561947

**Trade References:** Extron - J.C Arellano, (800) 633-9876; Stampede - Michael Butler, (800) 398-5652; Biamp - Holly Loftus, (877) 242-6796

**Vetting:** All employees are drug tested and have undergone a background check

**Safety:** On-site safety officer. No OSHA reportable injuries 2015-present. All field crew OSHA 10, all leads and PMs OSHA 30.

## PRESS

[Diversified, Level 3, IMS and Cenero Among 2019 Inc 5000 Fastest-Growing US Companies](#)

[New wildlife sanctuary opens in Austin to help care for more animals](#)

[Austin Business Journal Best CEO Award Picture](#)

[Austin's Felix Media Solutions follows clients around the globe, grows annual revenue to nearly \\$5M](#)

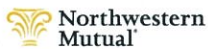
[Felix Media Solutions 'Years Ahead' of Competitors Who Can't Build AV/IT Trust](#)

[18 Fast-Growing AV Integration Firms and What You Should Learn from Them](#)

## Compliance

**FMS agrees to and will comply with the "Conflict of Interest Disclosure Statement" in Appendix A**

# VENDOR EXPERIENCE - CUSTOMERS



AUCTANE



TESLA



PirkeyBarber



PERKINS  
+ WILL

Akin Gump  
STRAUSS HAUER & FELD LLP





# PROJECTS



## Silicon Labs

FMS upgraded all Silabs offices in Austin and provides AV services globally. FMS built their 9' x 32' LED video wall, which was the largest indoor display in Austin at the time. Silicon Labs has spent \$1,800,00 with FMS.

Jonathan Jensen

AV Manager

[Jonathan.Jensen@silabs.com](mailto:Jonathan.Jensen@silabs.com)





## Nutrabolt HQ

This \$1.4M AV project completed in May 2024 included a spectacular basketball court with suspended projection screens and projector and twenty thousand watts of audio. We supplied conference rooms, board rooms, and AV equipment for all spaces.

Brian Moore

Sr. Manager, IT Service Delivery

[bmoore@nutrabolt.com](mailto:bmoore@nutrabolt.com)

+1-512-966-7497





## Cirrus Logic

Our long-time customer has had us working on their offices across the United States. We have provided services for AV support, room upgrades, and campus upgrades, including a \$650,000 project in 2023. We cannot provide photos of the interiors of their space.

Eyad Khalil  
IT Unified Communications Engineer  
+1-512-851-5043  
[Eyad.Khalil@cirrus.com](mailto:Eyad.Khalil@cirrus.com)



## Khoros

We have been working with both Lithium and Spredfast since 2016. When they merged and decided to take on a new space in 2020, we were there to help them. We set up and installed a new all-hands space, conference rooms, divisible spaces, and more. \$700K





## Sailpoint

We were brought on to design and install more than 50 conference rooms, their large multi-purpose conference rooms, and all-hands spaces. \$720,000

Viren Gill  
[viren.gill@sailpoint.com](mailto:viren.gill@sailpoint.com)





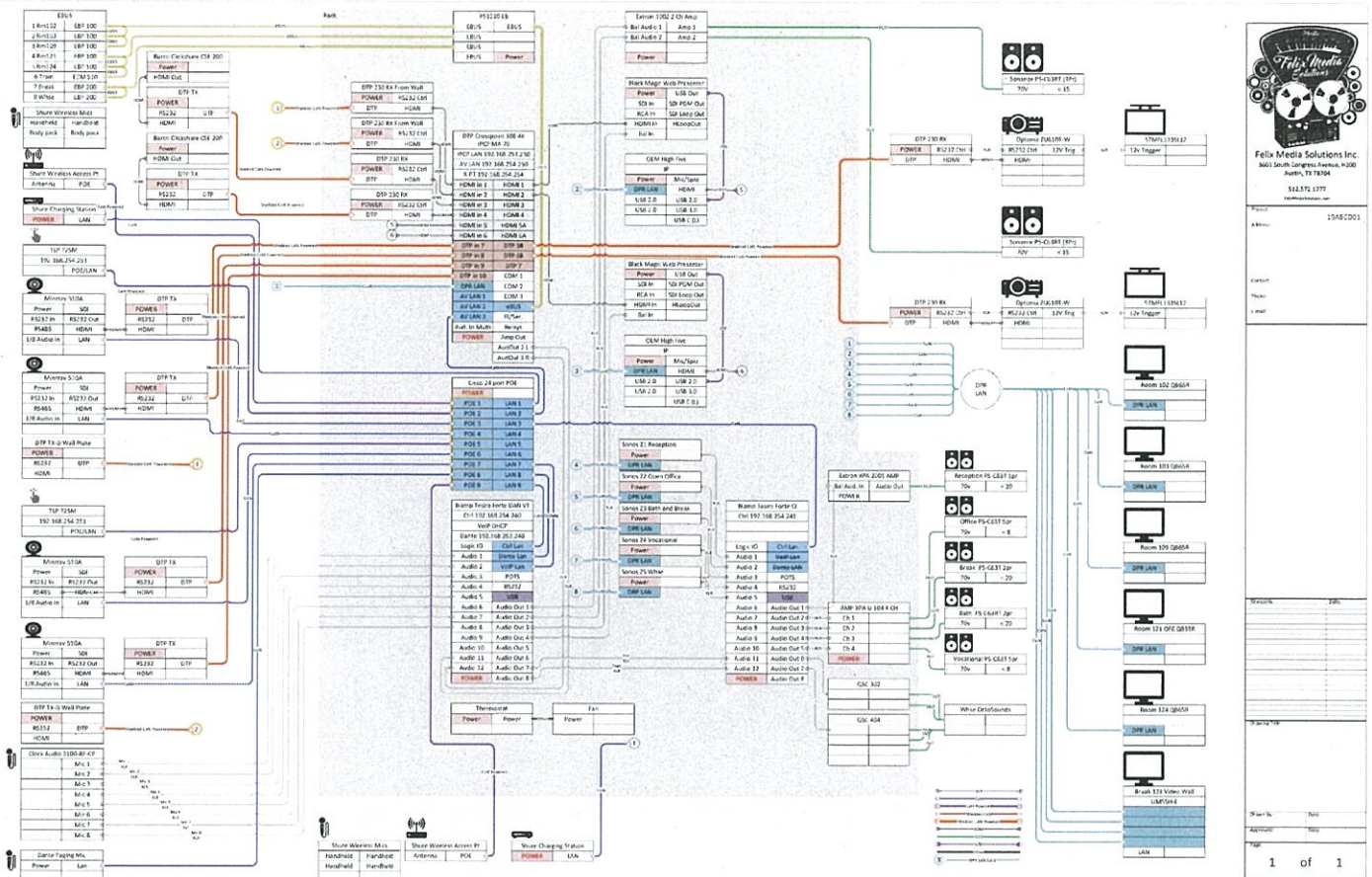
## DPR Offices

Conference rooms (small, medium, large), public spaces (lobby, break room, patio) and training room for 50 people. Room schedulers. Distributed audio and video throughout public spaces. \$350,000

### **Hardware and Software:**

Across all projects, FMS has always led with technology that meets or exceeds the highest standards in quality, support, and security standards. Our IT and Infosec background dictates that we focus on secure and reliable technology. We use Extron, QSC QSYS, RGB Spectrum, ATEN, Shure, and a short list of companies that offer TAA and non-Chinese manufactured equipment and components. While each project is different, our palette is a consistent mix of best-of-breed, made-in-USA or TAA equipment for our clientele that spans technology, state, and military.

# SAMPLE DRAWING



Our drawings are done in-house by the same team that designs the work. The design package is versioned, tracked, double-checked, and pushed out to the team as updates are available so everyone is always on the same page.



**Felix Media Solutions Inc.**  
 3601 South Congress Avenue, #H200  
 Austin, TX 78704  
 512.572.1777  
 sales@felixmediasolutions.com

Project: 1548C001  
 Client: [Redacted]  
 Date: [Redacted]  
 Version: [Redacted]

1 of 1



## Contact FMS

Phone: +1-512-572-1777

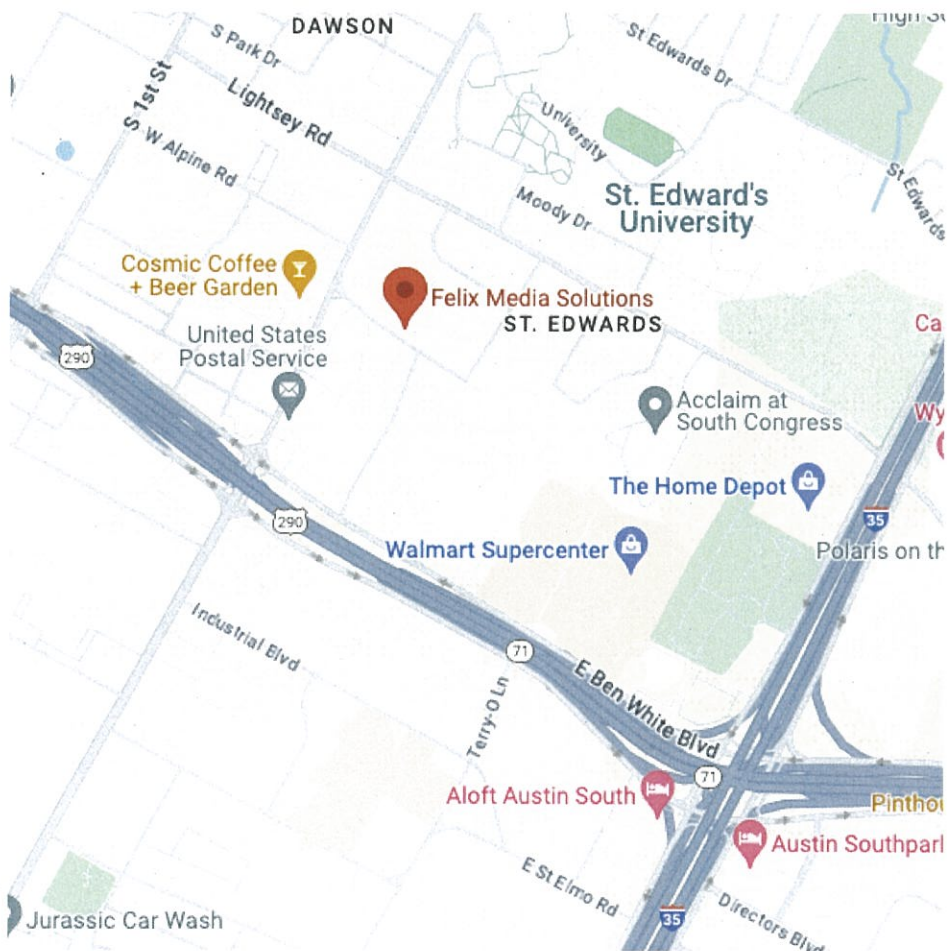
Sales: [sales@felixmediasolutions.com](mailto:sales@felixmediasolutions.com)

RFP: [estimating@felixmediasolutions.com](mailto:estimating@felixmediasolutions.com)

Support: [fms-support@felixmediasolutions.com](mailto:fms-support@felixmediasolutions.com)

Website: <http://felixmediasolutions.com>

Address: [3601 South Congress Avenue, H200](#)  
[Austin, TX 78704](#)



Environmental monitoring and control will be designed to comply with all applicable federal, state and local Infosec regulations and will be accompanied by warranty, support and documentation.

Consulting Services will be provided based on the DIR Professional Services noted in the DIR contracts above allowing the Mobility Authority to select services and pricing that is appropriate and favorable.

Implementation and project pricing will be provided through the relevant DIR products and services not limited to those listed above as DIR and Cooperative purchasing agreements will be added through 2025 and 2026. Pricing for projects, support services, maintenance will be priced based on the project and requirements provided by the Mobility Authority.

#### Assumptions:

Work will be performed in the Central Texas Area, within 100 miles of Austin, TX.

#### Exclusions:

Permitting costs for construction, access control, electrical will be the responsibility of the Mobility Authority.

## Proposed Implementation for Pricing

### Sample System: 10x30 Video Wall & Control

Based on existing best-practices and other similar road management organizations, the combination of Planar DVLED walls and RGB Spectrum Gallileo Series IPKVM system which facilitates HDMI, Display Port, KVM, H.265/H.265 virtual inputs allowing for a completely cohesive singular experience and media routing system. These systems include security protocols, layout presets, free-motion windowing, expansion to accommodate 3rd party systems. Pricing will be dependant on final design and requirements. Estimated pricing for Galileo system, racks, IO, cabling, and labor is estimated at \$95,000. Price excludes content management systems, 3rd party integration, storage arrays, backup, generators, UPS, transfer switches and other systems not directly involved in the core KVM and video switching plant.

The KVM system is accompanied by a Planar TVF Ultra 2x Wide HD 219in Diagonal Video Wall, 16x8 1.2mm pitch, w/ VC controller, wall mount, trim, cables and spares for an estimated \$425,000 Installed.



Implementation will follow the project schedule and work within the construction milestones. All materials will be ordered and expected to arrive at least 30 days prior to installation for testing and shop building. Wire rough-in phase is planned in conjunction with electrical rough in and walls at the one-sided phase. Rough in will take one week. Installation, commissioning and trim out begins as paint is drying and furniture is being installed. Walls go up in a week and are in a parallel process as racks are bought on site, cable is terminated, labeled and qualified. The project plan includes timelines associated with all other software and hardware integration for camera system tie-in, environmental monitoring and cutting over services from existing locations. The entire project plan is laid out in a Gantt chart format and covered in weekly OAC meetings.

Pricing for implementation will follow the Mobility Authority's cooperative agreement buying programs. FMS will provide work based on DIR open-ended PO-based consulting, specific project pricing, module pricing, straight labor pricing, manufacturer discount off MSRP pricing, support agreement pricing and other models that best accommodate different phases of the project and needs through the lifecycle of the systems.

Should the Mobility Authority decide to purchase directly from FMS, FMS will honor DIR pricing models for all current and future purchases of products and services, allowing for the same discount model for new, unlisted products.

## Public Records Act Agreement

Contractor acknowledges and agrees that all records, documents, drawings, plans, specifications and other materials in the Authority's possession, including materials submitted by Contractor, are subject to the provisions of the Texas Public Information Act (see Texas Government Code § 552.001). Contractor shall be solely responsible for all determinations made by it under such law, and for clearly and prominently marking each and every page or sheet of materials with "Trade Secret" or "Confidential", as it determines to be appropriate. Contractor is advised to contact legal counsel concerning such law and its application to Contractor.

If any of the materials submitted by the Contractor to the Authority are clearly and prominently labeled "Trade Secret" or "Confidential" by Contractor, the Authority will endeavor to advise Contractor of any request for the disclosure of such materials prior to making any such disclosure. Under no circumstances, however, will the Authority be responsible or liable to Contractor or any other person for the disclosure of any such labeled materials, whether the disclosure is required by law, or court order, or occurs through inadvertence, mistake or negligence on the part of the Authority or its officers, employees, contractors or consultants.

In the event of litigation concerning the disclosure of any material marked by Contractor as "Trade Secret" or "Confidential," the Authority's sole obligation will be as a stakeholder retaining the material until otherwise ordered by a court, and Contractor shall be fully responsible for otherwise prosecuting or defending any action concerning the materials at its sole cost and risk; provided, however, that the Authority reserves the right, in its sole discretion, to intervene or participate in the litigation in such manner as it deems necessary or desirable. All costs and fees, including reasonable attorneys' fees and costs, incurred by the Authority in connection with any litigation, proceeding or request for disclosure shall be reimbursed and paid by Contractor.

**FELIX MEDIA SOLUTIONS**

**CENTRAL TEXAS REGIONAL  
MOBILITY AUTHORITY**

---

Lionel Felix  
CEO

---

James M. Bass  
Executive Director

---

Date

---

Date

## DIR Vendor Agreement

This is to signify that the Central Texas Regional Mobility Authority and Felix Media Solutions have entered into a two-year Agreement **in an amount not to exceed \$1,000,000.00** pursuant to Texas Government Code Section 2054.0565 utilizing Texas Department of Information Resources Contract No. #DIR-CPO-5104 for the services described in this proposal. All terms and conditions of Texas Department of Information Resources Contract No. #DIR-CPO-4937 are applicable to and made part of this agreement.

**FELIX MEDIA SOLUTIONS**

**CENTRAL TEXAS REGIONAL  
MOBILITY AUTHORITY**

---

Lionel Felix  
CEO

---

James M. Bass  
Executive Director

---

Date

---

Date





CENTRAL TEXAS REGIONAL  
**MOBILITY AUTHORITY**

November 20, 2024  
AGENDA ITEM #7

---

Project Updates

Strategic Plan Relevance: Stewardship, Service & Safety  
Department: Engineering  
Contact: Mike Sexton, Director of Engineering  
Associated Costs: N/A  
Funding Source: N/A  
Action Requested: Briefing and Board Discussion Only

**Project Description/Background:**

Projects under construction:

- A. 183A Phase III Project
- B. 183 North Mobility Project

**Backup provided:** None



CENTRAL TEXAS REGIONAL  
**MOBILITY AUTHORITY**

November 20, 2024  
**AGENDA ITEM #8**

---

Executive Director Board Report

Strategic Plan Relevance: Stewardship, Collaboration, Innovation, Service & Safety

Department: Executive

Contact: James M. Bass, Executive Director

Associated Costs: N/A

Funding Source: N/A

Action Requested: Briefing and Board Discussion Only

**Project Description/Background:**

Executive Director Report.

- A. Recent agency staff activities.
- B. Agency performance metrics.

**Backup provided:** None



CENTRAL TEXAS REGIONAL  
**MOBILITY AUTHORITY**

November 20, 2024  
AGENDA ITEM #9

---

Executive Session

*Executive Session:*

Discuss the acquisition of one or more parcels or interests in real property need for a Mobility Authority headquarters, including facilities for traffic and incident management and other agency functions, pursuant to §551.071 (Consultation with Attorney) and §551.072 (Deliberation Regarding Real Property; Closed Meeting).



CENTRAL TEXAS REGIONAL  
**MOBILITY AUTHORITY**

November 20, 2024  
AGENDA ITEM #10

---

Executive Session

***Executive Session:***

Discuss legal issues related to claims by or against the Mobility Authority; pending or contemplated litigation and any related settlement offers; or other matters as authorized by §551.071 (Consultation with Attorney).



CENTRAL TEXAS REGIONAL  
**MOBILITY AUTHORITY**

November 20, 2024  
AGENDA ITEM #11

---

Executive Session

*Executive Session:*

Discuss legal issues relating to procurement and financing of Mobility Authority transportation projects and toll system improvements, as authorized by §551.071 (Consultation with Attorney).



CENTRAL TEXAS REGIONAL  
**MOBILITY AUTHORITY**

November 20, 2024  
AGENDA ITEM #12

---

Executive Session

*Executive Session:*

Discuss personnel matters related to the executive director's employment agreement, as authorized by §551.074 (Personnel Matters).



CENTRAL TEXAS REGIONAL  
**MOBILITY AUTHORITY**

November 20, 2024  
**AGENDA ITEM #13**

---

Discuss and consider authorizing the Executive Director to take all actions necessary to exercise the Mobility Authority's rights under a Purchase and Sale Agreement, dated effective August 30, 2024, to complete the purchase of the property that may serve as the future headquarters for the Mobility Authority, including executing and delivering ancillary agreements, affidavits, and other documents required to complete the purchase

Strategic Plan Relevance:	Stewardship
Department:	Executive
Contact:	James M. Bass, Executive Director
Associated Costs:	N/A
Funding Source:	FY 2024 Capital Budget
Action Requested:	Consider and act on draft resolution

**Project Description/Background:** The Central Texas Regional Mobility Authority (CTRMA or Authority) is identifying the optimal real estate solution for the organization, is focusing on the acquisition of a freestanding office building within the Austin metropolitan area. CTRMA has identified potential available options relevant to our needs, has selected and vetted one building after viewing several, and is now ready to proceed toward a purchase.

**Previous Actions & Brief History of the Program/Project:** CTRMA has been in its office space since 2010 under a lease agreement. The Authority has considered purchasing or building a new location for the CTRMA headquarters in lieu of leasing as a more economical method of securing long-term office space. The Executive Director informed

the board of the procurement of a real estate consultant to provide related services at the June 26, 2023 board meeting. Funds were also allocated in the fiscal year (FY) 2024 capital budget for the potential purchase of a CTRMA headquarters building.

After examining several properties, Authority staff narrowed the search down to one property for purchase consideration. On August 30, 2024 the Executive Director signed a Purchase and Sale Agreement (PSA) for the selected office building which started a 90-day diligence process to investigate the property and its mechanical systems. At the June 26, 2024 meeting, the Board authorized the Executive Director to retain the consultants needed to perform those diligence activities.

Executing the PSA with the seller also required the Authority to deposit \$250,000 of earnest money with a title company. Upon completion of the diligence investigations, within the 90-day period, the Authority must reach a determination on whether to finalize the purchase of the building and proceed to closing or terminate the PSA and receive a return of the earnest money deposit.

**Financing:** FY 2024 Capital Budget

**Action requested/Staff Recommendation:** Authorize the Executive Director to negotiate final business terms and execute a Purchase and Sale Agreement to acquire real property needed for a Mobility Authority headquarters.

**Backup provided:** Draft Resolution to be provided at the board meeting.





CENTRAL TEXAS REGIONAL  
**MOBILITY AUTHORITY**

November 20, 2024  
AGENDA ITEM #14

---

Adjourn Meeting

Adjourn Board Meeting.