

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

RESOLUTION NO. 05-75

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, prudent management and fiscal oversight are overriding objectives of the CTRMA Board of Directors; and

WHEREAS, it is necessary and desirable to develop and adopt a budget for CTRMA operations at the commencement of each fiscal year; and

WHEREAS, in Resolution No. 05-53, dated June 29, 2005, the Board of Directors approved a budget for FY 2005-2006; and

WHEREAS, the budget for capital expenditures for FY 2005-2006 as approved by the Board of Directors in Resolution No. 05-53 allocates \$20,000 for a telephone system; and

WHEREAS, CTRMA staff has thoroughly researched and evaluated providers of telephone systems and has concluded that the money budgeted for such a system is not adequate to secure a telephone system that meets the needs of the CTRMA; and

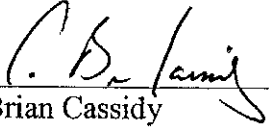
WHEREAS, CTRMA staff therefore recommends that the budget for FY 2005-2006 be amended to increase the amount allocated for a phone system under the capital expenditures budget from \$20,000 to \$38,000.

NOW THEREFORE, BE IT RESOLVED, that the CTRMA Board of Directors authorizes and approves an amendment to the CTRMA budget for FY 2005-2006 to increase the amount allocated for a phone system under the capital expenditures budget from \$20,000 to \$38,000; and

BE IT FURTHER RESOLVED, that the budget may be further amended from time-to-time with the approval of the Board of Directors.

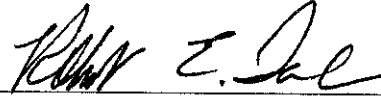
Adopted by the Board of Directors of the Central Texas Regional Mobility Authority on the 28th day of September, 2005.

Submitted and reviewed by:



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

Approved:



Robert E. Tesch
Chairman, Board of Directors
Resolution Number 05-75
Date Passed 09/28/05

- (1) Attend meetings and negotiation sessions with CTRMA to assist with technical and business terms of the proposed services of the TTA CSC and VPC.
- (2) Provide review and professional technical opinion for the contract requirements for the CSC and VPC.
- (3) Assist in the development and implementation of an “Interoperability Agreement” with TTA and certification of interoperability during implementation of the CTRMA toll system.

b) Toll Collection Operations and Facility (Toll Plaza) Maintenance

The GEC will assist CTRMA in the procurement of toll collection services, toll plaza operations services, and facility maintenance services for the 183A project. In regard to this task, the GEC will:

- (1) Develop a Request for Proposals (RFP) for toll collection services, toll plaza operations services, and facility maintenance services for the 183A project.
- (2) Assist CTRMA during the advertisement process with questions and clarifications.
- (3) Assist CTRMA in review and evaluation of proposals.
- (4) Assist CTRMA in contract negotiations and initial activities of the selected contractor.

c) FCC License(s)

The GEC will prepare the applications and follow-up during the process on behalf of CTRMA to obtain appropriate licenses for the electronic toll equipment to be installed in the field for the 183A project.

d) Banking/Armored Car Services

The GEC will assist CTRMA in the procurement of banking services and armored car services for the 183A project. In regard to this task, the GEC will:

- (1) Develop a Request for Proposals (RFP) for banking and armored car services for the 183A project.
- (2) Assist CTRMA during the advertisement process with questions and clarifications.
- (3) Assist CTRMA in review and evaluation of proposals.
- (4) Assist CTRMA in contract negotiations and initial activities of the selected contractor.

e) Police Services

The GEC will assist CTRMA in the procurement of police services for the 183A project. In regard to this task, the GEC will:

- (1) Develop a Request for Proposals (RFP) or participate in direct contract negotiations for police maintenance services.
- (2) Assist CTRMA during the advertisement process with questions and clarifications.
- (3) Assist CTRMA in review and evaluation of proposals.

f) Toll Audit Staff

The GEC will assist CTRMA in the development of position descriptions and hiring of toll audit staff for CTRMA toll operations.

5) MANAGEMENT AND ADMINISTRATION OF CASETA TECHNOLOGIES

The GEC will assist the Authority in the project management and administrative oversight of Caseta, the toll collection system contractor, as requested by the CTRMA, including management, coordination, project meetings, administration, cost control, and reporting. Furthermore, the GEC will provide all technical review and oversight of all work products and submittals for the design and development of the toll collection system for CTRMA. Efforts specific to 183A CDA oversight (such as gantry design and toll plaza integration oversight) are not included in this task. In regard to this task, the GEC will:

- a) Aid CTRMA in daily management and oversight of Caseta and provide technical expertise to review Caseta's product and progress specific to Caseta's overall systems implementation.
- b) Maintain an internal project cost control system to process and track Caseta's costs. Monthly progress reports will include a series of narrative descriptions and graphs detailing tasks accomplished, issues of concern, schedule status, budget status, and future activities. Prior to submittal of this information to the CTRMA, the GEC will also perform a review and acceptance of Caseta's invoices and progress reports. This final review will be conducted by the GEC Project Manager and the Project Engineer responsible for project controls; the final acceptance will be documented on the CTMRA Certification cover sheet prior to submittal to the CTRMA.
- c) Manage Caseta's software development efforts and products.
- d) Hold bi-weekly review meetings to include members of the GEC, CTRMA, and Caseta staff. This meeting will be held to coordinate activities, respond to operational and design questions, and to identify critical issues to aid Caseta in meeting their scheduled

submittals. Sub-tasks include meeting preparation, attendance and documentation / follow-up correspondence.

- e) Provide an Electronic Data Management System (EDMS) to track all correspondence, submittals, RFI's, schedules and other relative information. The GEC will provide ProCIMS hardware and software and personnel to maintain the system to support this task
- f) Provide general technology assistance as requested by the CTRMA.

6) BUSINESS RULES AND POLICIES

The GEC will work with CTRMA in the development and revision of the toll collection and operation business rules and policies. This document will set the operating and business parameters that will guide Caseta in the development of the toll system and will be used as the basis for the operations and procedures manuals that will be developed for the CTRMA facilities. The GEC will:

- a) Lead and coordinate the on-going update and revision of the business rules document that established the operating and business rules for CTRMA facilities.
- b) Lead and coordinate development and revision to the Customer Service Center (CSC) and Violation Processing Center (VPC) policies for CTRMA. These policies will be used in conjunction with the Texas Turnpike Authority (TTA) meetings and negotiations for the CSC and VPC services that are anticipated to be utilized by CTRMA.

7) COMMUNICATIONS AND NETWORK ARCHITECTURE NEEDS ASSESSMENT AND IMPLEMENTATION PLAN

HNTB will provide the Central Texas Regional Mobility Authority (CTRMA) with a needs assessment and implementation plan outlining the current and future voice, video and data communications requirements of the organization. The GEC will develop an interim and long range plan for the CTRMA toll collection facility communication network that is extensible, reliable, secure and cost effective. The GEC will also provide the CTRMA with an implementation plan outlining a phased deployment based upon the results of the aforementioned needs assessment and regional coordination activities.

- a) The identification of options to provide communication between various toll facilities on the CTRMA Turnpike System, the CTRMA Administrative Offices, CTRMA Field Operations Building(s), the Customer Service Center (CSC) and the Violation Processing Center (VPC). These options will be based on generally accepted communication network principles and standards using commercial-off-the-shelf hardware and designs. The system will use existing and shared communication facilities and infrastructure, while maintaining a secure communication network environment.

- b) Coordination with internal stakeholders and regional agencies and authorities to identify opportunities to leverage existing infrastructure(s) to meet the CTRMA Turnpike System's immediate and long-term goals and requirements.
- c) The identification and assessment of current and existing communications infrastructure(s) located throughout the region and maintained by state, counties, municipalities, and commercial providers, etc.
- d) Identify and recommend communication technologies based upon the current and projected requirements of the CTRMA.
- e) Coordination with the existing ETC contractor to identify toll-collection communications requirements based upon projected system composition and functionality.
- f) The identification of near-term and projected communications requirements based upon anticipated project construction and roadway operation dates.
- g) The identification of opportunities to incorporate communication and ITS planning and design efforts within current and projected roadway design initiatives.
- h) Provide the CTRMA with an assessment of the required network architecture, including required LAN / WAN communications equipment necessary to support ongoing toll collection and business operations.
- i) Provide a phased implementation plan addressing the short-term and projected requirements of the CTRMA. This plan shall include a prioritization of recommended projects based upon interim and long-term organizational requirements, an assessment of internal and external constraints and project dependencies and an overall timeline for project implementation and resource allocation.
- j) The identification of ongoing and recurring operations and maintenance costs, if applicable.

8) HIKE AND BIKE TRAIL

The GEC will provide assistance in the development and procurement of funding for a Hike and Bike trail along the 183A Turnpike corridor. This effort will include the following tasks:

- a) The GEC will meet with the cities of Leander and Cedar Park to coordinated trail head locations and route ideas. Topography and planned design will be evaluated to determine feasibility and cost.
- b) The GEC will aid the CTRMA in determining available funding sources and prepare draft documents and plans necessary to submit with applications for funding.

DELIVERABLES:

- Correspondence for the CTRMA
- Certification of invoices and progress reports
- Reports, exhibits, presentations, and whitepapers as requested
- Documents associated with the CTRMA Board meetings
- Documents associated with the CTRMA Committee meetings
- Documents associated with the CTRMA Staff status meetings
- Monthly invoices
- Monthly progress reports
- EDMS document filing access
- Preliminary and Final drafts of mentioned proposals, reports, plans and applications

CTRM-
HNTB Corporation - MANHOUR BREAKDOWN
September 28, 2005

CTRMA
WORK AUTHORIZATION NO. 3.1
SUPPLEMENT NO. 2

SUMMARY

Task	Fee
Trust Indenture Obligations	\$83,779
General Meetings/Reporting/ & Assistance	\$398,273
O&M Plan	\$129,291
Contract Support	\$63,028
Caseta Management	\$457,413
Business Rules and Policies	\$37,330
Communications & Network Assessment	\$94,399
Hike and Bike	\$100,091
TOTAL	\$1,363,605

Manhours					
Principal	Dep PM	Senior Project Engineer	Project Engineer	Senior Admin	Admin
106	180	120	128	0	0
438	672	480	456	488	160
92	352	0	480	0	0
72	128	136	60	0	0
712	1432	104	196	0	156
48	160	0	0	0	0
40	0	400	240	32	0
32	316	0	160	236	0
1540	3240	1240	1720	756	316

Labor Costs		\$ 107,800	\$ 194,400	\$ 62,000	\$ 61,920	\$ 22,680	\$ 6,320
Overhead Costs	148.79%	\$ 160,396	\$ 289,248	\$ 92,250	\$ 92,131	\$ 33,746	\$ 9,404
Total Labor & Overhead		\$ 268,196	\$ 483,648	\$ 154,250	\$ 154,051	\$ 56,426	\$ 15,724

Direct Expenses	Cost
Trust Indenture Obligations	\$ 1,300
General Engineering Assistance	\$ 28,518
O&M Implementation	\$ 1,000
Contract Support	\$ 1,000
Caseta Management	\$ 25,000
Business Rules and Policies	\$ 250
Communications & Network Assessment	\$ 1,700
Hike and Bike	\$ 2,700
Total Direct Expenses	\$ 61,468
Total Labor & Overhead	\$ 1,132,293
Total Direct Expenses	\$ 61,468
Subtotal Project Costs	\$ 1,193,761
15.00% Project Profit	\$ 169,844
Total	\$ 1,363,605

CTRMA GEC
 HNTB Corporation - MANHOUR BREAKDOWN
 September 28, 2005

CTRMA
 WORK AUTHORIZATION NO. 3.1
 SUPPLEMENT NO. 2

Trust Indenture Obligations	MANHOURS						TOTAL
	A	B	C	D	E	F	
1.0 Trust Indenture Obligations							
a Certification of property acquisition	10						10
b Renewal and Rplacement Fund review and approval	NA	NA					0
c Project Progress Reports (Quarterly) incl graphics	40	80	80	80			280
d Application of Insurance Proceeds	NA	NA					0
e Coordination on Toll Rate	8	8		8			24
f Annual Operations Budget Coordination and Review	4	16					20
g Annual Maintenance Budget Coordination and Review	4	16					20
h Annual Capital Budget Development/ recommendations	20	20	40				80
i Review notices & reports	20	40		40			100
TOTAL GEC TEAM DIRECT LABOR	106	180	120	128	0	0	534

Direct Expenses	Cost
Misc expenses	\$ 800
Mileage	\$ 500
Total Direct Expenses	\$ 1,300
Total Labor & Overhead	\$ 71,721
Total Direct Expenses	\$ 1,300
Subtotal Project Costs	\$ 73,021
Project Profit 15.00%	\$ 10,758
Total	\$ 83,779

Attachment B - Fee Estimate

CTRMA GEC
 HNTB Corporation - MANHOUR BREAKDOWN
 September 28, 2005

CTRMA
 WORK AUTHORIZATION NO. 3.1
 SUPPLEMENT NO. 2

	MANHOURS						TOTAL
	A	B	C	D	E	F	
2 General Meetings/ Reporting/ Assistance							
a Attendance at Authority Meetings							
CTRMA Board Meetings (12 total)	48	48		48			144
CTRMA Committee Meetings	48	48					96
CTRMA Status Meetings	52	52		52			156
b Consultations (8 hrs per month)	48	48					96
c Assistance with Strategic Plan	10		80	40	40		170
d Attendance at regional meetings as requested (24 total)	48	48		48			144
e Support for civic and other group meetings (12)	48	48		48			144
f Presentation aides/ audio video, papers	24		400		200		624
g Drafting Assistance				40	40		80
h review/ comment on documents and studies	10	10		40			60
i Keep staff apprised	10	10					20
j Services as required	80	80		100			260
Project Management / Administration							0
Maintain internal project control system (12 months)		48					48
Prepare, review & approve monthly invoices & progress rep	12	24					36
Administer subconsultant contracts (12 months total)		208		40	208		456
Receptionist / Office Admin - 2 months						160	160
TOTAL GEC TEAM DIRECT LABOR	438	672	480	456	488	160	2694

Direct Expenses	Cost	
CTRMA office - 3 x 5301.62	\$ 15,905	
production equipment (\$ 471/ mo for 3 months)	\$ 1,413	
Communications (\$1400/mo for 3 months)	\$ 4,200	WorldCom, Singular, Avia
Misc expenses	\$ 5,000	
Mileage	\$ 2,000	
Total Direct Expenses	\$ 28,518	
Total Labor & Overhead	\$ 321,526	
Total Direct Expenses	\$ 28,518	
Subtotal Project Costs	\$ 350,044	
Project Profit 15.00%	\$ 48,229	
Total	\$ 398,273	

Attachment B - Fee Estimate

CTRMA GEC
 HNTB Corporation - MANHOUR BREAKDOWN
 September 28, 2005

CTRMA
 WORK AUTHORIZATION NO. 3.1
 SUPPLEMENT NO. 2

Maintenance and Facility Operations Plan	MANHOURS						TOTAL
	A	B	C	D	E	F	
3.0 Maintenance and Facility Operation Implementation							
Assist Development of Maintenance Plan	40	160		200			400
Attend meetings w/ Williamson County & TxDOT	16	16		40			72
							0
Assist Development of Facility operations Plan	20	160		200			380
Attend meetings w/ Williamson County & DPS	16	16		40			72
							0
							0
							0
TOTAL GEC TEAM DIRECT LABOR	92	352	0	480	0	0	924

Direct Expenses	Cost
Misc expenses	\$ 200
Mileage	\$ 800
Total Direct Expenses	\$ 1,000
Total Labor & Overhead	\$ 111,557
Total Direct Expenses	\$ 1,000
Subtotal Project Costs	\$ 112,557
Project Profit 15.00%	\$ 16,734
Total	\$ 129,291

Attachment B - Fee Estimate

CTRMA GEC
 HNTB Corporation - MANHOUR BREAKDOWN
 September 28, 2005

CTRMA
 WORK AUTHORIZATION NO. 3.1
 SUPPLEMENT NO. 2

Contract Support

MANHOURS

	A	B	C	D	E	F	TOTAL
4 Contract Support							
a CSC and VPC Contract Negotiations							0
1 Meetings w/ TTA	40	40					80
2 Technical Reviews		40	80				120
3 Interoperability Agreement and Certification	24	40	40				104
							0
b FCC License(s)							0
1 Application and process for FCC License	8	8	16	60			92
							0
							0
							0
TOTAL GEC TEAM DIRECT LABOR	72	128	136	60	0	0	396

Direct Expenses

Cost

Misc expenses	\$	200
Mileage	\$	800
Total Direct Expenses	\$	<u>1,000</u>
Total Labor & Overhead	\$	53,938
Total Direct Expenses	\$	1,000
Subtotal Project Costs	\$	<u>54,938</u>
Project Profit	15.00%	\$ 8,091
Total	\$	<u><u>63,028</u></u>

CTRMA GEC
 HNTB Corporation - MANHOURL BREAKDOWN
 September 28, 2005

CTRMA
 WORK AUTHORIZATION NO. 3.1
 SUPPLEMENT NO. 2

Caseta management

	MANHOURS						TOTAL
	A	B	C	D	E	F	
5.0 Caseta Management/ reporting							
a Daily management of product and progress (4 hrs /week *2)	208	208					416
b Expert Review / invoice certification (2 days per month)	192						192
c Software Development management (16hr per weekx52weeks)		832					832
d Meetings (Assume 1 /week @4 hours)	208	208					416
e EDMS- document control (3 hours per week- 2 people)				156		156	312
ProCIMS project set up (160 hr)and management (2 hrs/week)		160	104	40			304
f General Technology Assistance (2 hrs/week * 2 people)	104	104					208
TOTAL GEC TEAM DIRECT LABOR	712	1512	104	196	0	156	2680

Direct Expenses	Cost
ProCIMS-	\$ 1,500
Vendor Expertise ProCIMS	\$ 6,000
Travel	\$ 16,000
Misc expenses	\$ 500
Mileage	\$ 1,000
Total Direct Expenses	\$ 25,000
Total Labor & Overhead	\$ 387,953
Total Direct Expenses	\$ 25,000
Subtotal Project Costs	\$ 412,953
Project Profit 15.00%	\$ 58,193
Total	\$ 471,146

Attachment B - Fee Estimate

CTRMA GEC
 HNTB Corporation - MANHOUR BREAKDOWN
 September 28, 2005

CTRMA
 WORK AUTHORIZATION NO. 3.1
 SUPPLEMENT NO. 2

	MANHOURS						TOTAL
	A	B	C	D	E	F	
6.0 Business Rules and Policies							
a Update and revision of business rules document	24	80					104
b CSC and VPC Policies	24	80					104
TOTAL GEC TEAM DIRECT LABOR	48	160	0	0	0	0	208

Direct Expenses	Cost	Remarks
misc expense	\$ 250	
Travel		
Total Direct Expenses	\$ 250	
Total Labor & Overhead	\$ 32,243	
Total Direct Expenses	\$ 250	
Subtotal Project Costs	\$ 32,493	
Project Profit 15.00%	\$ 4,836	
Total	\$ 37,330	

CTRMA GEC
 HNTB Corporation - MANHOUR BREAKDOWN
 September 28, 2005

CTRMA
 WORK AUTHORIZATION NO. 3.1
 SUPPLEMENT NO. 2

Communication & Network Architecture Needs Assessment	MANHOOURS						TOTAL
	A	B	C	D	E	F	
7.0 Communication & Network Architecture Needs Assessment							
Communications and Network Needs Assessment	20		200	120	16		356
Implementation Plan	20		200	120	16		356
TOTAL GEC TEAM DIRECT LABOR	40	0	400	240	32	0	712

Direct Expenses	Cost	Remarks
Printing	\$ 200	
Travel	\$ 1,500	
Total Direct Expenses	\$ 1,700	
Total Labor & Overhead	\$ 80,608	
Total Direct Expenses	\$ 1,700	
Subtotal Project Costs	\$ 82,308	
Project Profit	15.00% \$ 12,091	
Total	\$ 94,399	

CTRMA GEC
 HNTB Corporation - MAN-HOUR BREAKDOWN
 September 28, 2005

CTRMA
 WORK AUTHORIZATION NO. 3.1
 SUPPLEMENT NO. 2

Hike and Bike Trail

	MAN-HOURS						TOTAL
	A	B	C	D	E	F	
10.0 Hike and Bike Trail							
a Development of Hike and Bike Plan							
Meetings with Leander and Cedar Park (4 meetings per city)		32			32		64
Evaluation of topography and HCC design cross sections	4	40			60		104
Determination of trail head connections and general requirement	4	40			120		164
Sub Administrative		24			24		
b Funding Efforts							
Identify funding sources and research requirements	8	80					88
Aid CTRMA in developing proposals	8	80		80			168
Develop plans as necessary to determine costs and feasibility	8	20		80			108

TOTAL GEC TEAM DIRECT LABOR	32	316	0	160	236	0	696
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Direct Expenses	Cost	Remarks
Travel	\$ -	
Misc expenses	\$ 1,500	
Mileage	\$ 1,200	
Total Direct Expenses	\$ 2,700	
Total Labor & Overhead	\$ 84,688	
Total Direct Expenses	\$ 2,700	
Subtotal Project Costs	\$ 87,388	
Project Profit	\$ 12,703	15.00%
Total	\$ 100,091	