

HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY

NOTICE OF AND AGENDA FOR A WORKSHOP AND REGULAR MEETING TO BE HELD BY THE BOARD OF DIRECTORS

DATE: TUESDAY, AUGUST 27, 2019
TIME: 5:30 PM
PLACE: PHARR CITY HALL
2nd FLOOR CITY COMMISSION CHAMBERS
118 SOUTH CAGE, BLVD.
PHARR, TEXAS 78577

PRESIDING: S. DAVID DEANDA, JR, CHAIRMAN

PLEDGE OF ALLEGIANCE

INVOCATION

CALL TO ORDER OF A WORKSHOP

1. Hidalgo County Regional Mobility Authority Board of Directors Annual Ethics and Compliance Training.

ADJOURNMENT OF WORKSHOP

CALL TO ORDER AND ESTABLISHMENT OF A QUORUM FOR A REGULAR MEETING

1. REPORTS

- A. Report on Program Manager Activity for 365 Tollway Project and IBTC Environmental Clearance Document – Eric Davila, HCRMA.

2. **CONSENT AGENDA** *(All matters listed under Consent Agenda are considered to be routine by the Governing Body and will be enacted by one motion. There will be no separate discussion of these items; however, if discussion is desired, that item(s) will be removed from the Consent Agenda and will be considered separately. The Governing Body may also elect to go into Executive Session on any item on this agenda, whether or not such item(s) are posted as an Executive Session Item, at any time during the meeting when authorized by provisions of the Open Public Meeting Act.)*

- A. Approval of Minutes for the Regular Meeting held July 23, 2019.
- B. Approval of Project & General Expense Report for the period from July 6, 2019 to August 9, 2019.
- C. Approval of Financial Reports for July 2019.
- D. Resolution 2019-31 – Approval of Work Authorization 4 with Quintanilla, Headley and Associates, Inc. for control and construction staking for the DCP utility adjustment in the 365 Tollway Project.
- E. Resolution 2019- 32 - Approval of Contract Amendment 6 to the Professional Service Agreement with Quintanilla, Headley and Associates, Inc. to increase the maximum payable amount for Work Authorization Number 4.

3. REGULAR AGENDA

- A. Resolution 2019-30 – Approval of Consultant Agreement with Pathfinders Public Affairs to provide external, legislative, governmental, and outreach services to the Hidalgo County Regional Mobility Authority.

4. CHAIRMAN'S REPORT

- A. None.

5. TABLED ITEMS

- A. None.

6. EXECUTIVE SESSION, CHAPTER 551, TEXAS GOVERNMENT CODE, SECTION 551.071 (CONSULTATION WITH ATTORNEY), SECTION 551.072 (DELIBERATION OF REAL PROPERTY), AND SECTION 551.074 (PERSONNEL MATTERS)

- A. Consultation with Attorney on legal issues pertaining to the Texas Department of Transportation State Infrastructure Bank Loan for the 365 Tollway Project (Section 551.071 T.G.C.)
- B. Consultation with Attorney on legal issues pertaining to Professional Service Agreements for Engineering, Surveying and Environmental Services (Section 551.071 T.G.C.).
- C. Consultation with Attorney on legal issues pertaining to the voluntary acquisition of real property for various parcels for the 365 Tollway Project and International Bridge Trade Corridor Project (Sections 551.071 and 551.072 T.G.C.).
- D. Consultation with Attorney on legal issues pertaining to the acquisition, including the use of Eminent Domain, for property required to complete the project alignments of the 365 Tollway Project (Sections 551.071 and 551.072 T.G.C.).
- E. Consultation with Attorney on legal issues pertaining to the Environmental Clearance Document for the International Bridge Trade Corridor Project (Section 551.071 T.G.C.).
- F. Consultation with Attorney on legal issues pertaining to the issuance of one or more Series of Hidalgo County Regional Mobility Authority bonds and related agreements and provisions relating to the subject (Section 551.071 T.G.C.).
- G. Consultation with Attorney on legal issues pertaining to the Toll System Installation, Integration and Maintenance Contract for the 365 Tollway Project (Section 551.071 T.G.C.).
- H. Consultation with Attorney on legal issues pertaining to a rescope and re-bid of the 365 Tollway Project (Section 551.071 T.G.C.).

PUBLIC COMMENT

ADJOURNMENT OF REGULAR MEETING

CERTIFICATION

I, the Undersigned Authority, do hereby certify that the attached agenda of the Hidalgo County Regional Mobility Authority Board of Directors is a true and correct copy and that I posted a true and correct copy of said notice on the Hidalgo County Regional Mobility Authority Web Page (www.hcrma.net) and the bulletin board in the Hidalgo County Court House (100 North Clossner, Edinburg, Texas 78539), a place convenient and readily accessible to the general public at all times, and said Notice was posted on the 21st day of **August 2019** at **5:00 pm** and will remain so posted continuously for at least 72 hours preceding the scheduled time of said meeting in accordance with Chapter 551 of the Texas Government Code.

Maria E. Alaniz
Administrative Assistant

Note: If you require special accommodations under the Americans with Disabilities Act, please contact Maria E. Alaniz at 956-402-4762 at least 24 hours before the meeting.

PUBLIC COMMENT POLICY

Public Comment Policy: "At the end of each HCRMA meeting, the HCRMA will allow for an open public forum/comment period. This comment period shall not exceed one-half (1/2) hour in length and each speaker will be allowed a maximum of three (3) minutes to speak. Speakers addressing the Board through a translator will be allowed a maximum of six (6) minutes.

All individuals desiring to address the HCRMA must be signed up to do so, prior to the open comment period. The purpose of this comment period is to provide the public an opportunity to address issues or topics that are under the jurisdiction of the HCRMA. For issues or topics which are not otherwise part of the posted agenda for the meeting, HCRMA members may direct staff to investigate the issue or topic further. No action or discussion shall be taken on issues or topics which are not part of the posted agenda for the meeting. Members of the public may be recognized on posted agenda items deemed appropriate by the Chairman as these items are considered, and the same time limitations applies."

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Workshop

Item 1

HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY

AGENDA RECOMMENDATION FORM

BOARD OF DIRECTORS	<u> X </u>	AGENDA ITEM	<u> 1 </u>
PLANNING COMMITTEE	<u> </u>	DATE SUBMITTED	<u> 07/12/19 </u>
FINANCE COMMITTEE	<u> </u>	MEETING DATE	<u> 08/27/19 </u>
TECHNICAL COMMITTEE	<u> </u>		

1. Agenda Item: **WORKSHOP ITEM 1 – PRESENTATION OF HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY BOARD OF DIRECTORS ANNUAL ETHICS AND COMPLIANCE TRAINING**
2. Nature of Request: (Brief Overview) Attachments: X Yes No
Presentation by Blakely Fernandez, Bracewell LLP, on Hidalgo County Regional Mobility Authority Board of Directors Annual Ethics and Compliance Training
3. Policy Implication: Board Policy, Local Government Code, Texas Government Code, Texas Transportation Code, TxDOT Policy
4. Budgeted: Yes No X N/A
5. Staff Recommendation: **Presentation only.**
6. Program Manager's Recommendation: Approved Disapproved X None
7. Planning Committee's Recommendation: Approved Disapproved X None
8. Board Attorney's Recommendation: Approved Disapproved X None
9. Chief Auditor's Recommendation: Approved Disapproved X None
10. Chief Financial Officer's Recommendation: Approved Disapproved X None
11. Chief Development Engineer's Recommendation: Approved Disapproved X None
12. Chief Construction Engineer's Recommendation: Approved Disapproved X None
13. Executive Director's Recommendation: Approved Disapproved X None

HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY

Ethics & Compliance Training

August 27, 2019



INTERNAL ETHICS & COMPLIANCE

RMAs required to **adopt** and **enforce** an internal ethics and compliance program

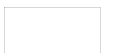
- Detect and prevent violations of the law, regulations and ethical standards
- Enforce compliance with program
- Institute monitoring and auditing systems
- Provide periodic training for Board Members and Employees

OVERVIEW OF DISCUSSION

7 KEY AREAS:

1. Conflict of Interest
2. Bribery & Gifts / Honoraria
3. Use of Government Property
4. Nepotism
5. Open Government
6. Public Information & Records Retention
7. Compliance Requirements

STATE LAW | TXDOT RULES | HCRMA POLICIES



1. CONFLICT OF INTEREST

1. CONFLICT OF INTEREST

Under State law:

No participation in a vote on a matter involving a **business entity** or **property** in which an official has a **substantial business or property interest** and would receive **economic benefit**

Local Government Code, Chapter 171; violation is Class A misdemeanor

RESPONSIBILITY OF OFFICIAL

1. **Don't vote or deliberate**
2. **Disclose**

Thresholds are low:

Substantial Business Interest =
10% voting shares / 10% of total income /
\$15,000 in FMV

Substantial Property Interest =
value of \$2,500 or more

1. CONFLICT OF INTEREST

RMA RULES

- No acceptance or solicitation of any gift, favor or service that ***might*** influence official duties
- No employment, business or professional activity that ***might*** require/induce the disclosure of RMA's confidential information
- No employment or compensation that ***could*** impair independence of judgement
- No personal investments (including spouse) that ***could*** create a conflict with the RMA
- No solicitation or acceptance of any benefit for the exercise of official duties
- No performance of official duties in favor of another
- No personal interest in RMA agreement

RESPONSIBILITY OF OFFICIAL

- No lunches, dinners, trips that would be ***perceived*** to influence decisions
- No sharing HCRMA confidential information – information not yet public
- No purchase of land in or near projected ROW
- No interest in RMA contracts

1. CONFLICT OF INTEREST

RMA RULES

CONSEQUENCE FOR CONFLICTS IS INELIGIBILITY FOR SERVICE

- A person is ineligible to serve on the RMA Board or as Executive Director if that person or his spouse:
 - Is employed by, manages, or owns (directly or indirectly more than 10%) a business entity or other organization that is regulated by or receives funds from TxDOT, the RMA, or the County
 - Uses or receives a substantial amount of tangible goods, services or funds from TxDOT, the RMA, or the County
 - Is required to register as a lobbyist

RESPONSIBILITY OF OFFICIAL

- Disclose potential conflicts
- If a conflict exists, resign from position

1. CONFLICT OF INTEREST

HCRMA Disclosure Requirements

- Board Ethics and Compliance Certificate
 - Annually
- Conflicts Disclosure Statement - Contracting
 - File within 7 days of becoming aware of interest
 - Applies to immediate family
 - Interest includes employment or business relations with an HCRMA vendor resulting in taxable income
 - Triggered by a contract

Similar certificate for consultants and contractors

LOCAL GOVERNMENT OFFICER CONFLICTS DISCLOSURE STATEMENT		FORM CIS
<small>(Instructions for completing and filing this form are provided on the next page.)</small>		
This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session. This is the notice to the appropriate local governmental entity that the following local government officer has become aware of facts that require the officer to file this statement in accordance with Chapter 176, Local Government Code.		OFFICE USE ONLY Date Received _____
1 Name of Local Government Officer _____		
2 Office Held _____		
3 Name of vendor described by Sections 176.001(7) and 176.003(a), Local Government Code _____		
4 Description of the nature and extent of each employment or other business relationship and each family relationship with vendor named in item 3. _____		
5 List gifts accepted by the local government officer and any family member, if aggregate value of the gifts accepted from vendor named in item 3 exceeds \$100 during the 12-month period described by Section 176.003(a)(2)(B). Date Gift Accepted _____ Description of Gift _____ Date Gift Accepted _____ Description of Gift _____ Date Gift Accepted _____ Description of Gift _____ (attach additional forms as necessary)		
6 AFFIDAVIT I swear under penalty of perjury that the above statement is true and correct. I acknowledge that the disclosure applies to each family member (as defined by Section 176.001(2), Local Government Code) of this local government officer. I also acknowledge that this statement covers the 12-month period described by Section 176.003(a)(2)(B), Local Government Code. _____ Signature of Local Government Officer AFFIX NOTARY STAMP / SEAL ABOVE Sworn to and subscribed before me, by the said _____, this the _____ day of _____, 20____, to certify which, witness my hand and seal of office. _____ Signature of officer administering oath Printed name of officer administering oath Title of officer administering oath		

2. BRIBERY & GIFTS

2. BRIBERY & GIFTS

Under State law:

Bribery is intentionally or knowingly soliciting, offering, or accepting a **benefit** in exchange **for a decision, opinion, recommendation, vote, or other exercise of official discretion.**

Violation is a 2nd Degree Felony

2. Bribery & Gifts

Exceptions to the Bribery Statute *with TxDOT clarifications*

Note:

State law exceptions are to criminal liability. Consider other applicable rules and appearance of impropriety.

3. USE OF GOVERNMENT PROPERTY

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- Computers and software (including **email systems**, phones, fax and copy machines, and other equipment owned or leased by HCRMA or provided for HCRMA use should be used only for official HCRMA business)
- Lost or stolen property must be reported immediately

Note:

Applies to Information

- Using official information to acquire or assist another acquire a pecuniary interest in any property, transaction, or enterprise.
- Speculating or aiding another to speculate on the basis of official information.
- Disclosing or using the information to obtain a benefit or to harm another.

4. NEPOTISM

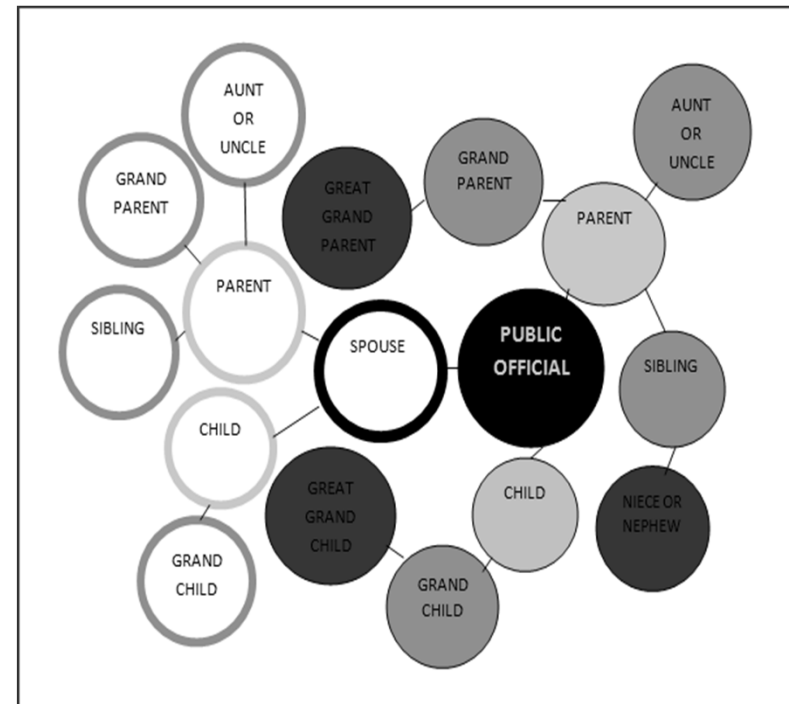
4. NEPOTISM

State Law

- May not appoint or vote for the appointment of an individual to a paid position if the individual is related to the public official within the:
 - 3rd degree of consanguinity (filled circles)
 - 2nd degree of affinity (outlined circles)
- Prohibition applies to all members of the board (unlike conflict of interest where the affected member abstains)

RESPONSIBILITY OF OFFICIAL

- Do not hire a relative as Executive Director



CIRCLES:

- Solid = by blood/consanguinity;
- Open = by marriage/affinity

COLOR:

- Yellow = 1st; Blue = 2nd; Red = 3rd

BRACEWELL

OPEN GOVERNMENT

5. OPEN GOVERNMENT

OPEN MEETINGS ACT

- Applicability of the Act
- Notice Requirements
- How to Conduct Open Meetings
- When Closed Sessions are Permissible
- Conducting Meetings by Teleconference or Video Conference
- Penalties and Remedies under the Act

5. OPEN GOVERNMENT

OPEN MEETINGS

- All meetings of **governmental bodies** are open
 - Unless the law provides an exception (Executive Session)
 - Meetings may be regular, special, or called meetings
 - Open = Accessible to the Public
 - Within the boundaries of Hidalgo County
 - Accessible to individuals with disabilities
 - Provide for public comment
 - Internet broadcasting of meetings
- All meetings **require public notice**
 - Date, time, place, and subject posting
 - Note: Subject requires enough specificity to be actual notice to the public
 - 72 hours notice required
 - Emergency situations require 1 hour notice (notify media directly)
 - Notice provided on website and physically
- Records of meetings must be maintained
- **It is the Board Members' duty to comply with the Open Meetings Act and failure may be a criminal offense**

What if there is a failure to provide proper meeting notice or other violation of the Act?

- Actions taken are voidable (any such actions must be ratified at a subsequent meeting)
- Individuals may sue to prevent threatened actions in violation of the Act

HB 2840 (86R) requires extra time for public comment for a member of the public who addresses the Board with a translator

5. OPEN GOVERNMENT

PUBLIC MEETING

- Quorum (4 board members) + Discussion of HCRMA Business
 - Public Hearing
 - County Workshop
 - Emails / Text Messages
 - Walking Quorums
 - Multiple conversations
 - “Polling” Board Members
- Violation = action is voidable
 - In some circumstances, criminal fine and or jail time

NOT A PUBLIC MEETING

- Social Setting / Holiday Event / Dinner
- Convention / Symposium
- Ceremonial event
- Press Conference
- Committee Meetings of less than a quorum (and no final action)
- Candidates Forum or Debate

PROVIDED:

No Discussion of RMA Business

No formal action is taken

5. OPEN GOVERNMENT

WALKING QUORUMS

- Open Meetings Act makes it illegal for members of government body to “**knowingly conspire to circumvent [the Act] by meeting in numbers less than a quorum for purposes of secret deliberations in violation of [the Act].**”
- In 2018, Texas Court of Criminal Appeals found “more clarity is required of a criminal law when that law implicates First Amendment freedoms”, basically striking down this provision of the Act. (*The State of Texas v. Craig Doyal*)

SB 1640 (86R) addresses *Doyle*:

A Board Member commits an offense if he:

- (a) **Knowingly** engages in at least one communication among a series of communications that each occur outside of a meeting and that concern an issue within the jurisdiction of the Authority in which the Members engaging in the individual communications constitute fewer than a quorum of the Members, but the sum of all the Members engaging in the series of communications constitute a quorum of the Members, and
- (b) **Knew at the time** the Member engaged in the communication that the series of communications (i) **involved or would involve a quorum**; and (ii) **would constitute a “deliberation”** once a quorum of members engaged in the series of communications.

Effective September 1, 2019

5. OPEN GOVERNMENT

Exceptions to Open Meetings: Closed Session

Exceptions to the Open Meetings Requirement

- Consultation with attorney
 - Seek advice on legal matters, like pending litigation or settlement matters or contract negotiations, or in compliance with the Texas Disciplinary Rules of Professional Conduct
 - No discussion of non-legal issues
 - No discussion of policy matters
 - No discussion of merits of a contract
 - Real Property
 - To deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third party
 - Security Devices
 - Personnel
 - To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or
 - To hear a complaint or charge against an officer or employee
 - Security Devices or Audits (network security information)
- ← Who attends a Closed Meeting?
 - All members of the RMA board are permitted
 - Attorney, if attorney consultation is exception
 - Board's discretion
 - Officers, employees/consultants if necessary to further discussion
 - NOT arm's length parties
 - Do not begin until quorum is present
 - ← Must give public notice of Exception
 - Post on Agenda
 - Identify in the Open Meeting the legal provision authorizing the Closed Session
 - ← Must keep a Record
 - Certified Agenda
 - Record of presiding officer announcing date and time at both beginning and end of Closed Meeting
 - Includes subjects of all deliberations
 - Certification that the agenda is a true correct record of the Closed meeting
 - Confidential document that must be retained for 2 years
 - If closed for Attorney Client Privilege, attorney maintains meeting notes.
 - ← FINAL ACTION must take place in an open meeting

5. OPEN GOVERNMENT

Responsibility of Official

- It is misdemeanor offense to:
 - Knowingly conspire to circumvent the Act by deliberately meeting with less than a quorum for the purpose of a secret meeting;
 - Participate in a closed session knowing there is no agenda of topics or record taken of the meeting;
 - Knowingly make public the results of a legally held closed meeting

6. PUBLIC INFORMATION

6. PUBLIC INFORMATION

- Public Information
 - Information collected, assembled, maintained by or for the HCRMA (any format; any device)
 - Information on HCRMA business belongs to the HCRMA, regardless of whether it's on a personal device
 - Certain exceptions apply
 - Agency Memoranda
 - Drafts
 - Attorney Client Communication
 - Third Party Proprietary Information
 - Security / Technology / Network Information

The PIA does not distinguish between personal or government issued devices, rather, focuses on the nature of the communication or document.

6. PUBLIC INFORMATION

- Temporary Custodian (SB 944 (86R))
 - Any employee who, in the transaction of official business, creates or receives public information
 - Public information maintained on a personal device must be forwarded to the HCRMA's server for preservation

• Director's Responsibility

- Complete Open Records Training
- Avoid using personal devices and email accounts when conducting HCRMA business
- Forward communications received on a personal account to HCRMA server
- Assume any communication regarding the HCRMA is public
- Notify HCRMA staff immediately of requests for public information
- Do not delete or destroy records
 - Pending PIA request
 - Litigation hold

Public Information Act Inquiries and Requests should be directed to the HCRMA Public Information Act Officer or General Counsel

7. COMPLIANCE PROGRAM

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INTERNAL ETHICS & COMPLIANCE PROGRAM

RMAs required to **adopt** and **enforce** an internal ethics and compliance program

- Detect and prevent violations of the law, regulations and ethical standards
- Enforce compliance with program
- Institute monitoring and auditing systems
- Provide periodic training for Board Members and Employees

7. COMPLIANCE PROGRAM

Compliance Program Elements:

- Record retention
- Fraud
- Equal Opportunity Employment
- Sexual Harassment and Sexual Misconduct
- Personal use of HCRMA property
- Gifts and Honoraria

A suspected violation of HCRMA policies, a violation of law, or a breach of fiduciary duty must be immediately reported to the Executive Director or Chairman

Anonymous website reporting:

Fraud Reporting

The HCRMA has a responsibility to Hidalgo County and the public to maintain the highest ethical standard when conducting business. To that end, we have adopted a formal fraud reporting program which enables employees, vendors, and citizens to anonymously report any suspected fraudulent, unethical or illegal activity. Click here to make an anonymous report: reportfraud@hcrma.net

7. Compliance Program

HCRMA Annual Certifications to TxDOT

- Ethics and Compliance Program adopted
- Program is designed to detect and prevent violations of law, regulations, and ethic standards
- HCRMA enforces compliance
- Program satisfies these requirements:
 - Written manual and employee code of conduct
 - Record retention, fraud, equal opportunity employment, sexual harassment and sexual misconduct, conflicts of interest, person use of HCRMA property, and gifts and honoraria.
 - High-level personnel are responsible for oversight
 - Compliance standards are communicated to employees and board
 - Compliance standards are communicated to HCRMA's agents
 - Compliance standards are achieved through
 - Monitoring and auditing systems
 - Providing and publicizing a mechanism for reporting without fear of retaliation
 - Consistent enforcement through appropriate disciplinary mechanisms
 - Reasonable measures to respond to offenses and prevent future offenses

7. COMPLIANCE PROGRAM

Training Evidence:

- Open Meetings Training Certificates
- Public Information Act Training Certificates
- HCRMA Compliance Certificates
- Public Investment Act Training Certificates
- Staff Project / Billing Training Evidence

Reports:

- Strategic Plan
- Annual Report
- Financial Reports/Audit
- Investment Reports
- Project Reports
- Toll Entity Financial Report
- Notice of Debt
- Compliance Report
- Disclosure / Gift / Interests
- Post-Issue Compliance Records
- Comptroller Tax / Fee / Debt Report
- Board: Annual Personal Financial Statement

BRACEWELL

ETHICS AND COMPLIANCE HANDBOOK

ELECTRONIC ETHICS & COMPLIANCE HANDBOOK

Section A.	Law Governing Regional Mobility Authorities
1.	Chapter 370, Texas Transportation Code
2.	Title 43, Chapter 26, Texas Administrative Code
Section B.	Conflict of Interest
1.	TML's Conflict of Interest/Disclosure Laws
2.	See Title 43, Chapter 26, Rule 26.51 (Section A-2)
Section C.	Open Government
1.	Texas Attorney General Handbook – Open Meetings
2.	Texas Attorney General Handbook – Public Information Act
Section D.	Ethics for Officials
	Texas Ethics Commission Handbook
Section E.	HCRMA Operations
1.	Bylaws
2.	Current Strategic Plan
3.	Current Budget
4.	2018 Audit
5.	TxDOT Audit Results
6.	Travel and Reimbursement Policy
7.	Ethics and Compliance Manual
8.	Ethics and Compliance Training Presentation (2019)
9.	Board Certificate (2019)

Item 1A

HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY

AGENDA RECOMMENDATION FORM

BOARD OF DIRECTORS
PLANNING COMMITTEE
FINANCE COMMITTEE

 X

AGENDA ITEM
DATE SUBMITTED
MEETING DATE

 1A
 08/05/2019
 08/27/2019

TECHNICAL COMMITTEE

1. Agenda Item: **REPORT ON PROGRAM MANAGER ACTIVITY FOR 365 TOLLWAY PROJECT AND IBTC ENVIRONMENTAL CLEARANCE DOCUMENT**
2. Nature of Request: (Brief Overview) Attachments: X Yes No
Report on 365 Tollway and IBTC Projects
3. Policy Implication: Board Policy, Local Government Code, Texas Government Code, Texas Transportation Code, TxDOT Policy
4. Budgeted: Yes No X N/A
5. Staff Recommendation: **Report only.**
6. Program Manager's Recommendation: Approved Disapproved X None
7. Planning Committee's Recommendation: Approved Disapproved X None
8. Board Attorney's Recommendation: Approved Disapproved X None
9. Chief Auditor's Recommendation: Approved Disapproved X None
10. Chief Financial Officer's Recommendation: Approved Disapproved X None
11. Chief Development Engineer's Recommendation: X Approved Disapproved None
12. Chief Construction Engineer's Recommendation: Approved Disapproved X None
13. Executive Director's Recommendation: X Approved Disapproved None



HCRMA
HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY

BOARD OF DIRECTORS MEETING FOR AUG 2019

HCRMA Board of Directors

S. David Deanda, Jr., Chairman
Forrest Runnels, Vice-Chairman
Ricardo Perez, Secretary/Treasurer
Francisco “Frank” Pardo, Director
Paul S. Moxley, Director
Alonzo Cantu, Director
Ezequiel Reyna, Jr., Director

HCRMA Staff

Pilar Rodriguez, PE, Executive Director
Eric Davila, PE, CFM, PMP, CCM, Chief Dev. Eng.
Ramon Navarro IV, PE, CFM, Chief Constr. Eng.
Celia Gaona, CIA, Chief Auditor/Compliance Ofcr.
Jose Castillo, Chief Financial Ofcr.
Sergio Mandujano, Constr. Records Keeper
Maria Alaniz, Admin. Assistant
Flor E. Koll, Admin. Assistant III (Constr.)

General Engineering Consultant

HDR ENGINEERING, INC.

Report on HCRMA Program Management Activity
Chief Development Engineer – Eric Davila, PE, CFM, PMP, CCM

► OVERVIEW

- ❑ 365 TOLL Project Overview
- ❑ IBTC Project Overview
- ❑ Overweight Permit Summary
- ❑ Construction Economics Update

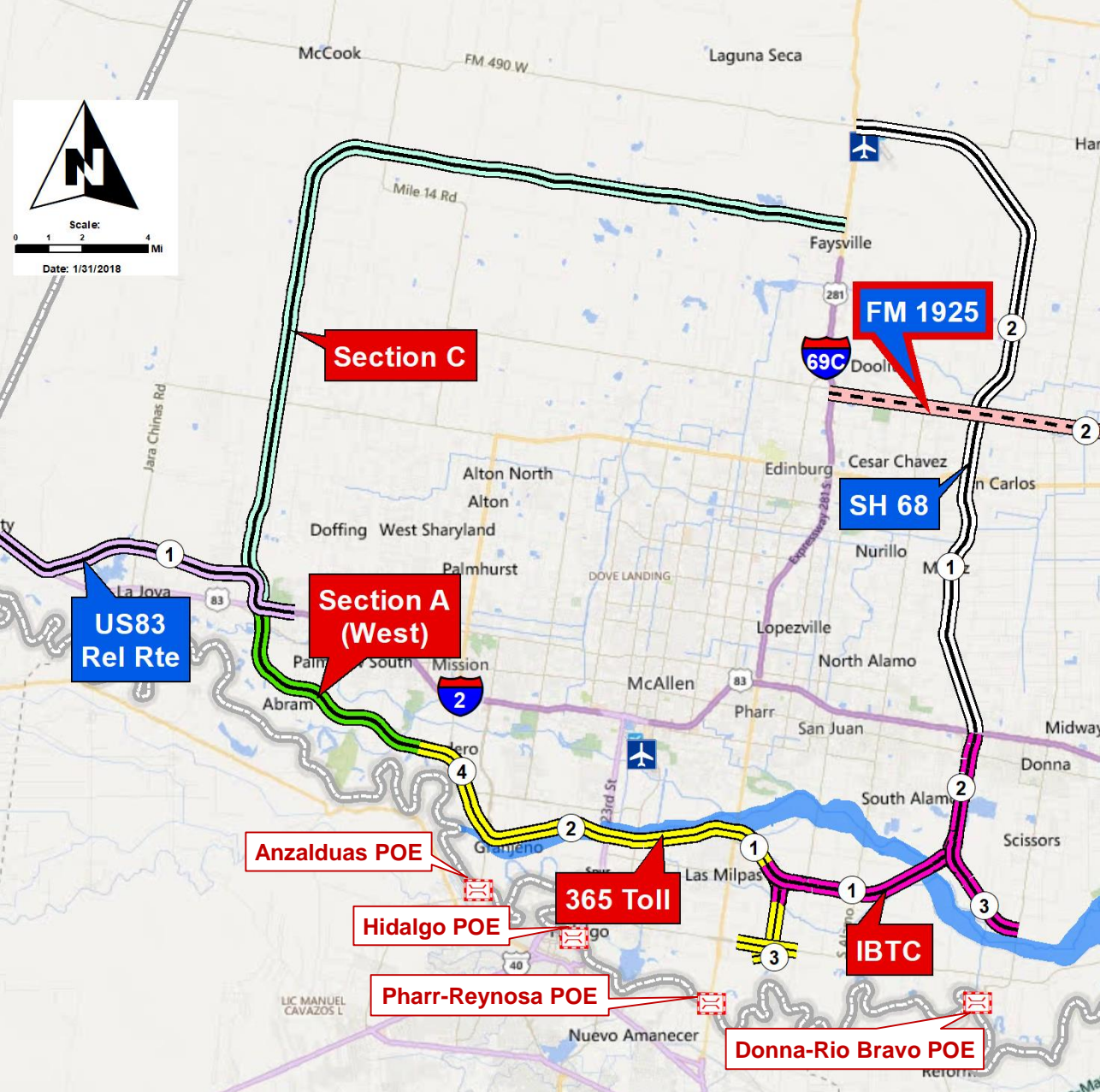
MISSION STATEMENT:

“To provide our customers with a rapid and reliable alternative for the safe and efficient movement of people, goods and services”



HCRMA STRATEGIC PLAN

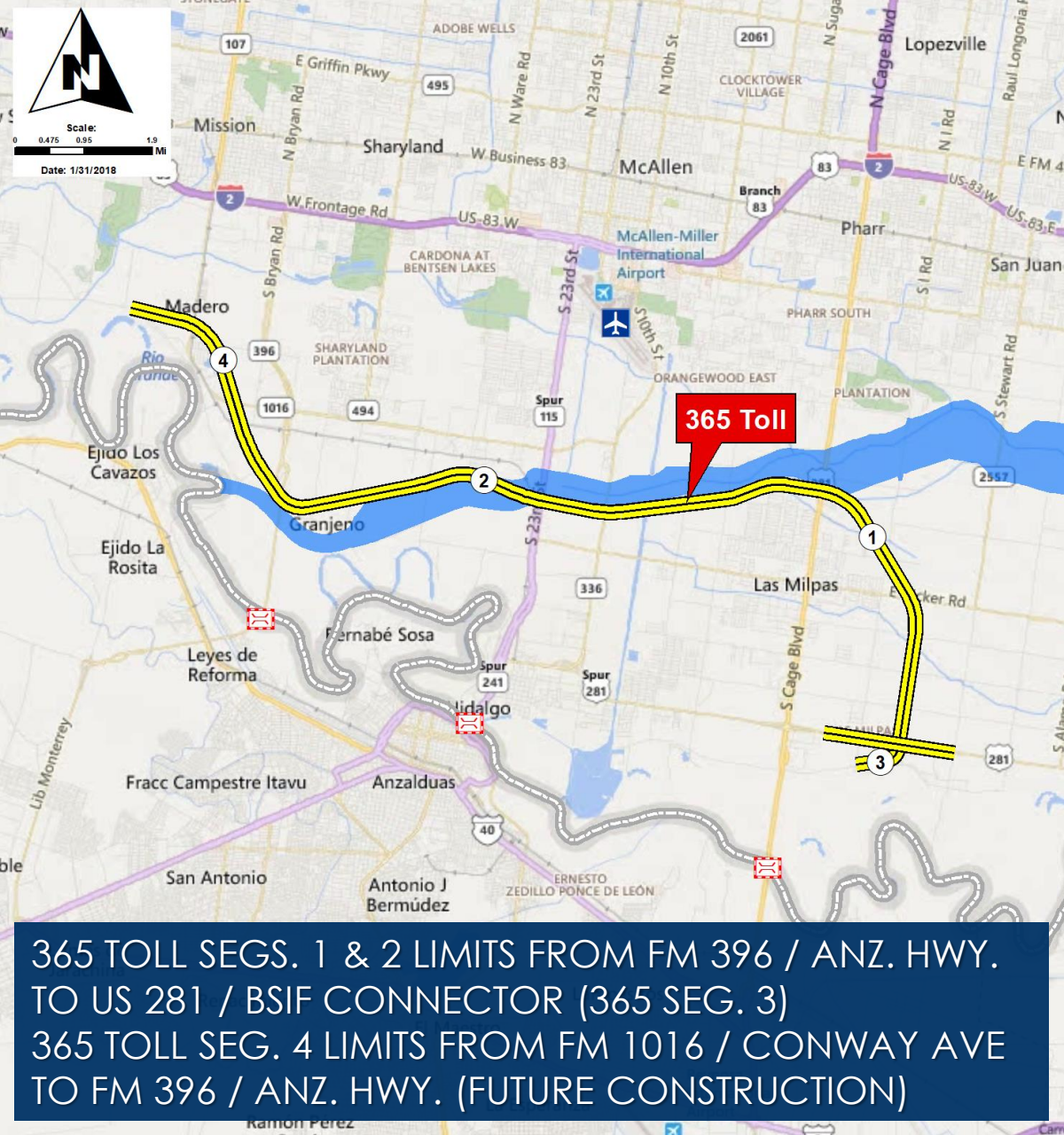
DEVELOP THE
INFRASTRUCTURE TO
SERVE A POPULATION
OF APPROXIMATELY
800,000 RESIDENTS
AND
5 INTERNATIONAL
PORTS OF ENTRY



► SYSTEMWIDE TASKS

- ❑ Continued Management of HCRMA ProjectWise System
 - Used for our all electronic core DESIGN and CONSTR related filing and coordination.
 - Being used for 365 Toll Redesign / Coordination of the IBTC Project; in addition to serving as project archive for all Loop Projects.
- ❑ Overweight permit white paper drafted
 - HCRMA worked with TxDOT PHR to delineate the maintenance burden by weight classification of truck.
 - Informed permit users how the proposed fee increase will help sustain the network.





MAJOR MILESTONES:

NEPA CLEARANCE
07/03/2015

98% ROW AS OF
09/30/2018

PH 1: 365 SEG. 3 –
LET: 08/2015
STARTED: 02/2016

PH 2: 365 TOLL
SEGS. 1 & 2 –
RE-LET: 08/2019
START: TBD



HCRMA
HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY

► ONGOING COORDINATION WITH CBP

- ❑ CBP initiated coordination / right of entry with HCRMA in 2018—when CBP's design was undefined along with schedule for completion.
- ❑ By mid-2019 it became apparent the CBP Levee / Border Wall could impact the corridor already established by the HCRMA for the 365 Tollway project.
- ❑ HCRMA in collaboration with local representatives from Senator Cornyn's Office and CBP met to discuss this potential conflict. Outcomes from the meeting include:
 - CBP committing to HCRMA that they would follow-up with once they've selected the Levee/ Border Wall Design Build (DB) contractor / designer end of July 2019.
 - HCRMA stated that their goal is to work toward design / construction solutions that can assure a coordinated effort that would allow both projects to proceed in the most efficient fashion possible.



365 TOLL

► PROPOSED BID PLAN FOR 2019

- ❑ Base Bid from FM 396 / Anzalduas Hwy to US 281 / Cage Blvd for the 4-lane (2+2) configuration;
- ❑ Bid Alternate #1 from US 281 / Cage Blvd to US 281 / Mil Hwy for a 2-lane (1+1) connector road;
- ❑ Bid Alternate #2 from US 281 / Cage Blvd to US 281 / Mil Hwy for a 4-lane (2+2) configuration; and
- ❑ Utilizes TxDOT Specification Item 2L Instructions to Bidders to signal the use of additive alternates.

► SCHEDULE:

- ❑ **07/2019 – 08/2019**, Procure and then Award Engineering Services for the re-scoped 365 Tollway Plans, Specifications, & Estimates
- ❑ **01/2020**, Submit 100% 365 Toll rebid project plans / specs / estimate / bid proposal
- ❑ **02/2020**, Obtain permission to let the project
- ❑ **02/2020 - 03/2020**, Advertise the 365 Toll (60 days) & Hold prebid last week in July
- ❑ **04/2020**, 2nd week Open Bids & by 4th week conditionally award contract to responsive and responsible low bidder
- ❑ **06/2020**, TxDOT / FHWA concurrence with award of contract / HCRMA provides NTP to contractor
- ❑ **01/2024**, After 42-months, open to traffic



▶ **ENV.:**

- ❑ Final USIBWC No Objection Letter acquired.

▶ **SURVEYS:**

- ❑ SUE complete, “gap” parcels ongoing for public Row that needs to eventually get incorporated into HCRMA ROW Map.

▶ **ROW ACQUISITION:**

- ❑ 22 parcels remaining
(20 final resolution with irrigation districts), representing 5% of the remaining area.

▶ **UTILITY RELO.:**

- ❑ Ongoing

▶ **DRAINAGE OUTFALLS:**

- ❑ HCDD1 has finalized schematics on Outfalls 1 - 8 as well as PS&E for Outfalls 1*, 2, 3, 4. PS&E for Outfalls 1 Extension, 3a (Ware Rd Addition), and Outfalls 5 - 8 are pending release by HCRMA.

▶ **DESIGN (PS&E):**

- ❑ Notice of a re-scope and rebid submitted to TxDOT 01/07/2019.

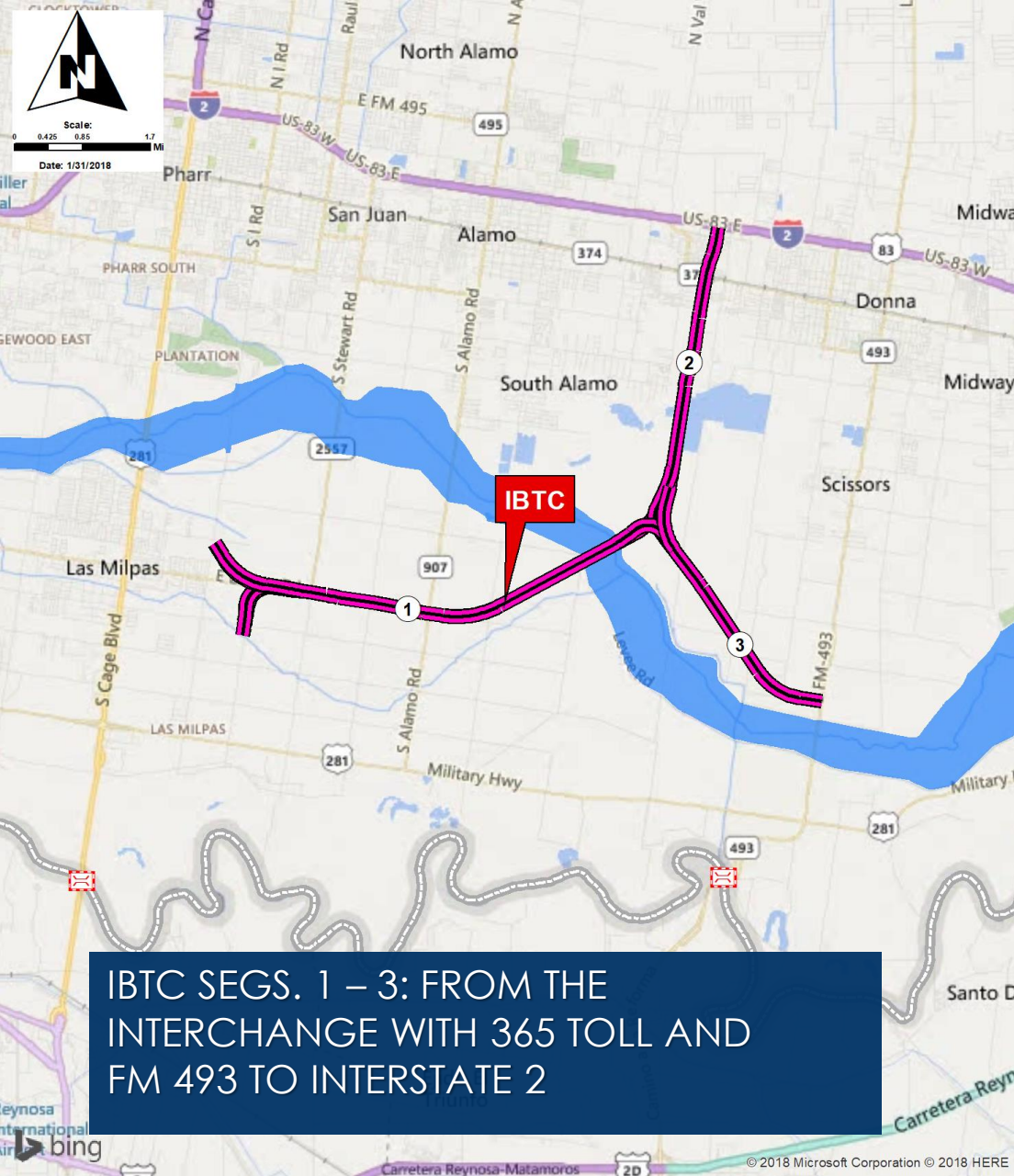
▶ **POST-NEPA ACTIVITY:**

- ❑ USIBWC Coordination during Construction
- ❑ USACE 404 Site Grading Improvements

▶ **GEC ACTIVITY (HDR ENGINEERING, INC.):**

- ❑ Conducted due diligence on construction costs and operational modeling.
- ❑ GEC Report completed, but will require update for the rescope.





IBTC SEGS. 1 – 3: FROM THE
INTERCHANGE WITH 365 TOLL AND
FM 493 TO INTERSTATE 2

IBTC

MAJOR MILESTONES:

OBTAINED EA ENV
CLASSIF.: 11/2017

EST. NEPA
CLEARANCE: 03/2020

EST. LETTING: 01/2021

EST. OPEN: 06/2024



International Bridge Trade Corridor (IBTC) (CSJ: 0921-02-142)

(From the Interchange with 365 Toll and FM 493 to Interstate 2)

Project Milestones	2019												2020												2021													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Environmental (Ongoing)																																						
Surveys (65%)																																						
ROW Title Research / Appraisals																																						
ROW Acquisition (5% Adv. Acq.)																																						
Plans, Specs., & Estimates (50%)																																						
Utility Coordination (SUE 100%)																																						
Utility Relocation																																						
Constr. Contract Letting Phase																																						
Constr. Award / Commence																																						
CONSTRUCTION FROM 06/2021 TO 06/2024																																						

CONSTRUCTION FROM 06/2021 TO 06/2024



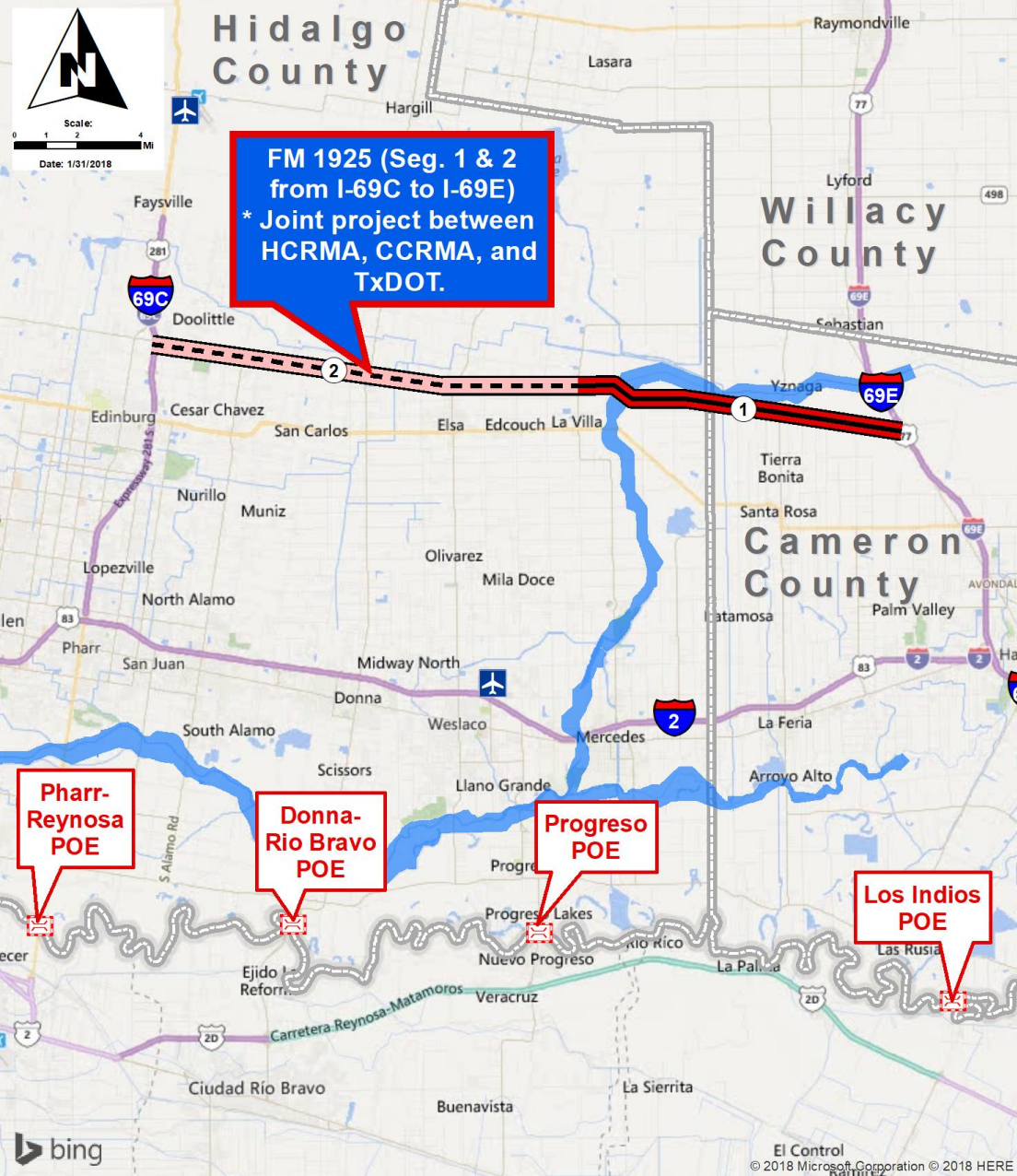
► ADVANCE PLANNING

- ❑ Env.: Classification Letter and Scoping Toolkit Submitted Aug 2017
- ❑ Held IBTC Environmental Kick off with TxDOT PHR / ENV April 6, 2018.
- ❑ VRF UTP Matching Funds request processed at the HCMPO—pending adoption by TxDOT at State Level.
- ❑ All env. fieldwork complete: Waters of the US and Archeological trenching—Internal ROE efforts were instrumental to accelerating this work.
- ❑ Meeting held with EPA/TCEQ/TxDOT to discuss Donna Reservoir site for the Hazmat portion of the NEPA Document Oct 2018.
- ❑ Public Meeting took place at Donna High School March 29, 2019.
- ❑ All major milestone reports submitted and undergoing reviews: Project Description, Hazmat, Historic Resources, Public Meeting Summary Report, Waters of the US, and Archaeological Resources.
- ❑ Mitigation plans, as warranted, will be drawn up at completion of the milestone reports.

► OTHER:

- ❑ Surveys (65% complete) – anticipate new survey pool procurement once TxDOT approves new federalized procurement procedures by end of Fall 2019.
- ❑ ROW Acquisition (5% complete)
- ❑ Utility Relo. (SUE 100%, coordination initiated, Overall 20%)
- ❑ Design (PS&E, 50% complete): On Hold





FM 1925

(COLLABORATION W/ TXDOT, CCRMA, AND HCRMA)

DESCRIPTION:

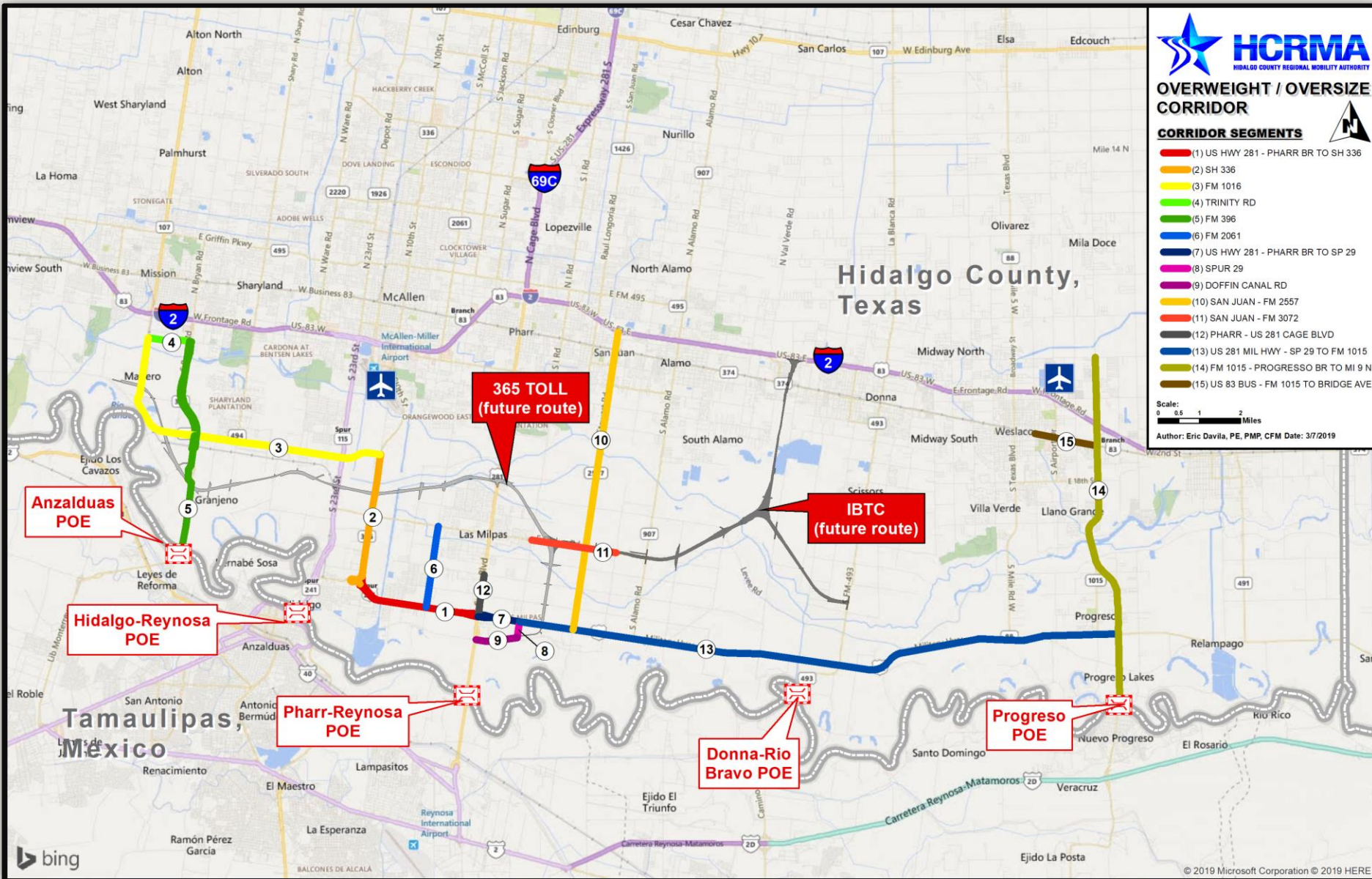
- ▶ PROJECT LENGTH ~27 MILES
- ▶ FROM I-69C IN HIDALGO COUNTY TO I-69E IN CAMERON COUNTY
- ▶ KEY PARALLEL CORRIDOR TO I-2 WITH IMPORTANCE TO MOBILITY PROJECTS BY TXDOT, CCRMA AND HCRMA
- ▶ TXDOT COMMITTED SUPPLEMENTAL DEVELOPMENT AUTHORITY FUNDS FOR THE ENTIRE 27 MILE CORRIDOR AS AN EXPRESSWAY FACILITY.
- ▶ TXDOT HAS COMMITTED TO FUNDING THE DEVELOPMENT OF THE SCHEMATIC DESIGN AND ENVIRONMENTAL DOCUMENTS.



CORRIDOR SEGMENTS

- (1) US HWY 281 - PHARR BR TO SH 336
- (2) SH 336
- (3) FM 1016
- (4) TRINITY RD
- (5) FM 396
- (6) FM 2061
- (7) US HWY 281 - PHARR BR TO SP 29
- (8) SPUR 29
- (9) DOFFIN CANAL RD
- (10) SAN JUAN - FM 2557
- (11) SAN JUAN - FM 3072
- (12) PHARR - US 281 CAGE BLVD
- (13) US 281 MIL HWY - SP 29 TO FM 1015
- (14) FM 1015 - PROGRESSO BR TO MI 9 N
- (15) US 83 BUS - FM 1015 TO BRIDGE AVE

Scale: 0 0.5 1 2 Miles
 Author: Eric Davila, PE, PMP, CFM Date: 3/7/2019



► **OVERWEIGHT PERMITS HISTORY**
ALL PERMITS THROUGH JULY 31, 2019

OW

Total Permits Issued:	135,757
Total Amount Collected:	\$ 18,437,246
■ Convenience Fees:	\$ 449,646
■ Total Permit Fees:	\$ 17,987,600
– Pro Miles:	\$ 407,271
– TxDOT:	\$ 15,289,460
– HCRMA:	\$ 2,290,869



► **OVERWEIGHT PERMITS MONTHLY SUMMARY**
JAN 1, 2019 – JULY 31, 2019

OW

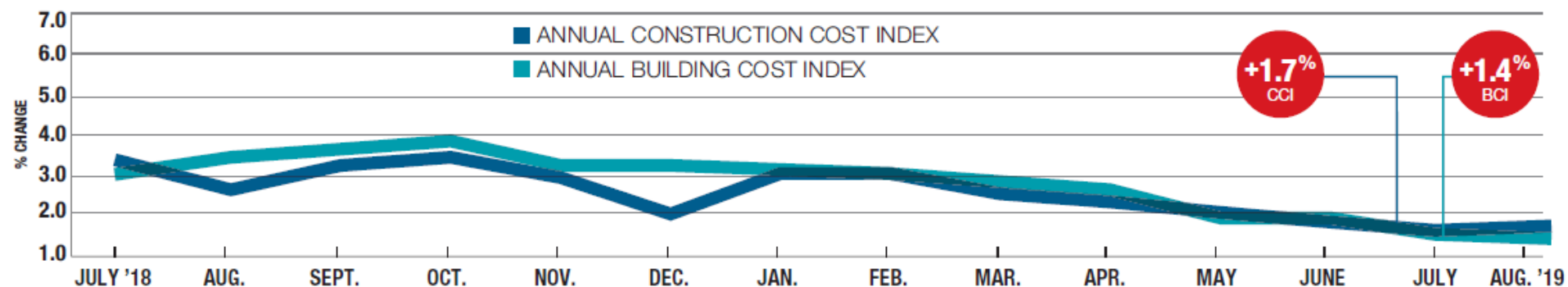
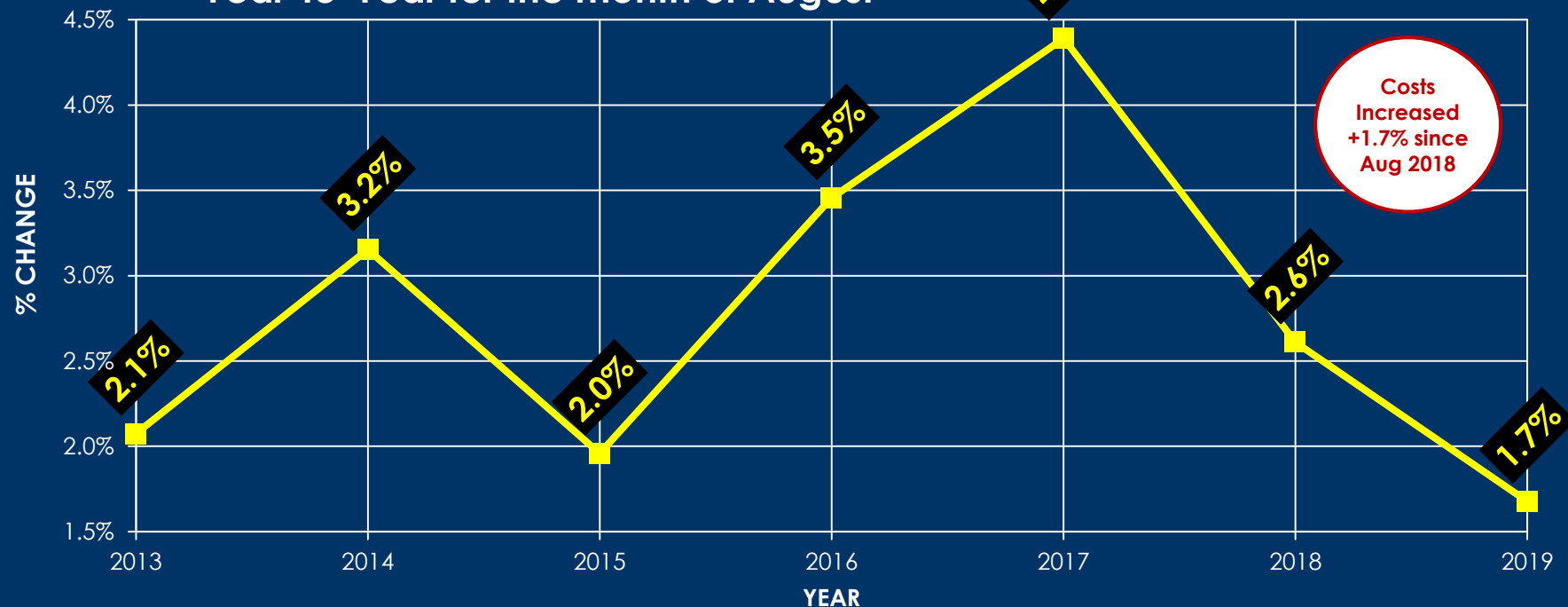
Total Permits Issued:	20,908
Total Amount Collected:	\$ 4,281,998
■ Convenience Fees:	\$ 100,398
■ Total Permit Fees:	\$ 4,181,600
– Pro Miles:	\$ 62,724
– TxDOT:	\$ 3,554,360
– HCRMA:	\$ 564,516



▶ CONSTR. ECONOMICS AUGUST 2019

CE

Construction Cost Index (CCI) Change (%)
Year-to-Year for the month of August



► CONSTR. ECONOMICS AUGUST 2019

- The 20-city average price for liquid asphalt has changed as follows:
 - Monthly price decreased 2.9% in Aug 2019
 - Yearly price increased 0.4% since Aug 2018

20-CITY AVERAGE

ITEM	UNIT	\$PRICE	%MONTH	%YEAR
------	------	---------	--------	-------

ASPHALT PAVING

PG 58	TON	424.37	-2.9	+0.4
Cutback, MC800	TON	392.69	0.0	+0.9
Emulsion, RAPID SET	TON	360.44	0.0	+0.1
Emulsion, SLOW SET	TON	370.82	+0.3	-0.1

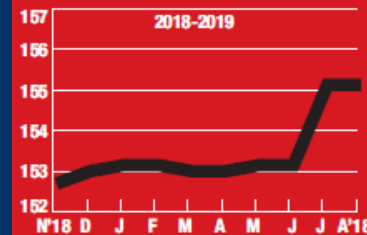
PORTLAND CEMENT

Type one	TON	139.97	+0.9	+21.1
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CONCRETE BLOCK

+0.0%

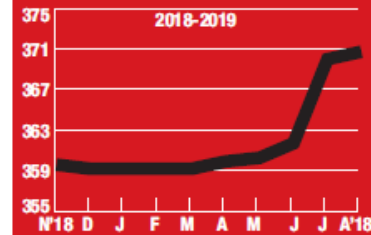
PRICES FOR CONCRETE BLOCK SHOWED NO CHANGE SINCE LAST MONTH.



READY-MIX CONCRETE

+0.2%

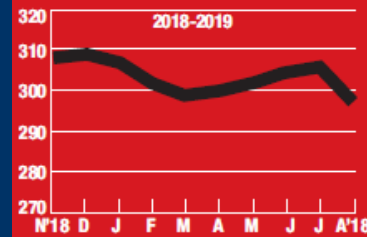
READY-MIX-CONCRETE PRICES INCREASED 0.2% THIS MONTH AND 3.3% FOR THE YEAR.



ASPHALT PAVING

-2.9%

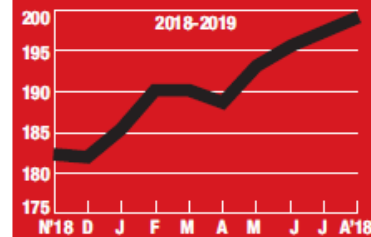
ASPHALT PRICES FELL 2.9% THIS MONTH, WHILE YEARLY PRICES ARE UP 0.4%.



PORTLAND CEMENT

+0.9%

MONTHLY PRICES FOR PORTLAND CEMENT INCREASED 0.9% SINCE JULY.



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Item 2A

HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY

AGENDA RECOMMENDATION FORM

BOARD OF DIRECTORS	<u> X </u>	AGENDA ITEM	<u> 2A </u>
PLANNING COMMITTEE	<u> </u>	DATE SUBMITTED	<u> 08/14/19 </u>
FINANCE COMMITTEE	<u> </u>	MEETING DATE	<u> 08/27/19 </u>
TECHNICAL COMMITTEE	<u> </u>		

1. Agenda Item: **APPROVAL OF MINUTES FOR REGULAR MEETING HELD JULY 23, 2019.**
2. Nature of Request: (Brief Overview) Attachments: X Yes No

Consideration and Approval of Minutes for the Hidalgo County Regional Mobility Authority Board of Directors Regular Meeting held July 23, 2019.
3. Policy Implication: Board Policy, Local Government Code, Texas Government Code, Texas Transportation Code, TxDOT Policy
4. Budgeted: Yes No X N/A
5. Staff Recommendation: **Motion to approve the minutes for the Board of Director's Regular Meeting held July 23, 2019, as presented.**
6. Planning Committee's Recommendation: Approved Disapproved X None
7. Finance Committee's Recommendation: Approved Disapproved X None
8. Board Attorney's Recommendation: X Approved Disapproved None
9. Chief Auditor's Recommendation: Approved Disapproved X None
10. Chief Financial Officer's Recommendation: Approved Disapproved X None
11. Chief Development Engineer's Recommendation: Approved Disapproved X None
12. Chief Construction Engineer's Recommendation: Approved Disapproved X None
13. Executive Director's Recommendation: X Approved Disapproved None

**STATE OF TEXAS
COUNTY OF HIDALGO
HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY**

The Hidalgo County Regional Mobility Authority Board of Directors convened for a Workshop and Regular Meeting on **Tuesday, July 23, 2019**, at 5:30 pm at the Pharr City Hall, 2nd Floor City Commission Chambers, 118 S. Cage Blvd, Pharr, Texas, with the following present:

Board Members:	S. David Deanda, Jr., Chairman Forrest Runnels, Vice-Chairman (Teleconference) Ricardo Perez, Secretary/Treasurer Paul S. Moxley Director (Teleconference) Francisco “Frank” Pardo, Director
Absent:	Alonzo Cantu, Director Ezequiel Reyna, Jr., Director
Staff:	Pilar Rodriguez, Executive Director Ramon Navarro, IV, Chief Construction Engineer Eric Davila, Chief Development Engineer Celia Gaona, Chief Auditor/Compliance Officer Jose Castillo, Chief Financial Officer Maria Alaniz, Administrative Assistant II Blakely Fernandez, Bracewell Law, LLP, Legal Counsel

PLEDGE OF ALLEGIANCE

Chairman Deanda led the Pledge of Allegiance.

INVOCATION

Ms. Gaona led the Invocation.

CALL TO ORDER FOR WORKSHOP

Chairman Deanda called the Workshop to order at 5:29 pm.

1. ~~Hidalgo County Regional Mobility Authority Board of Directors Annual Ethics and Compliance Training.~~
Agenda item removed.
2. Review of Quarterly Investment Report for the period ending June 30, 2019.
Mr. Pilar Rodriguez reviewed the Quarterly Investment Report for the period ending June 30, 2019.

ADJOURNMENT OF WORKSHOP

CALL TO ORDER FOR REGULAR MEETING AND ESTABLISH A QUORUM

Chairman Deanda called the Regular Meeting to order at 5:30 pm.

1. REPORTS

- A. Report on Program Manager Activity for 365 Tollway Project and IBTC Environmental Clearance Document – Eric Davila, HCRMA.

Mr. Eric Davila reported on Program Manager Activity for 365 Tollway Project and IBTC Environmental Clearance Document. No action taken

2. CONSENT AGENDA.

Motion by Frank Pardo, with a second by Rick Perez, to approve the Consent Agenda. Motion carried unanimously.

- A. Approval of Minutes for the Regular Meeting held June 25, 2019.
Approved the Minutes for the Regular Meeting held June 25, 2019.
- B. Approval of Project & General Expense Report for the period from June 8, 2019 to July 5, 2019.
Approved the Project & General Expense Report for the period from June 8, 2019 to July 5, 2019.
- C. Approval of Financial Reports for June 2019.
Approved the Financial Reports for June 2019.
- D. Approval of the Quarterly Investment Report for the period ending June 30, 2019.
Approved the Quarterly Investment Report for the period ending June 30, 2019.

3. REGULAR AGENDA

- A. Resolution 2019-29 – Resolution Supporting the Hidalgo County Loop Project, including the 365 Toll Project as Planned and Approved by the Hidalgo County Metropolitan Planning Organization (Now the Rio Grande Valley Metropolitan Planning Organization).

Motion by Frank Pardo, with a second by Rick Perez, to approve Resolution 2019-29 – Resolution Supporting the Hidalgo County Loop Project, including the 365 Toll Project as Planned and Approved by the Hidalgo County Metropolitan Planning Organization (Now the Rio Grande Valley Metropolitan Planning Organization). Motion carried unanimously.

4. CHAIRMAN'S REPORT

- A. None.

5. TABLED ITEMS

- A. None.

6. EXECUTIVE SESSION, CHAPTER 551, TEXAS GOVERNMENT CODE, SECTION 551.071 (CONSULTATION WITH ATTORNEY), SECTION 551.072 (DELIBERATION OF REAL PROPERTY) AND SECTION 551.074 (PERSONNEL MATTERS)

- A. Consultation with Attorney on legal issues pertaining to the Texas Department of Transportation State Infrastructure Bank Loan for the 365 Tollway Project (Section 551.071 T.G.C.).

No action taken.

- B. Consultation with Attorney on legal issues pertaining to Professional Service Agreements for Engineering, Surveying and Environmental Services (Section 551.071 T.G.C.).

No action taken.

- C. Consultation with Attorney on legal issues pertaining to the acquisition of real property for various parcels for the 365 Tollway Project and International Bridge Trade Corridor Project (Sections 551.071 and 551.072 T.G.C.).

No action taken.

- D. Consultation with Attorney on legal issues pertaining to the acquisition, including the use of Eminent Domain, for property required to complete the project alignments of the 365 Tollway Project (Sections 551.071 and 551.072 T.G.C.).

No action taken.

- E. Consultation with Attorney on legal issues pertaining to the Environmental Clearance Document for the International Bridge Trade Corridor Project (Section 551.071 T.G.C.).

No action taken.

- F. Consultation with Attorney on legal issues pertaining to the issuance of one or more Series of Hidalgo County Regional Mobility Authority bonds and related agreements and provisions relating to the subject (Section 551.071 T.G.C.).

No action taken.

- G. Consultation with Attorney on legal issues pertaining to the Toll System Installation, Integration and Maintenance Contract for the 365 Tollway Project (Section 551.071 T.G.C.).

No action taken.

- H. Consultation with Attorney on legal issues pertaining to the construction contract with Johnson Bros. Corporation for construction of the 365 Tollway Project from US 281/Military Highway to FM 396 (Anzalduas Highway) (Section 551.071 T.G.C.).

No action taken.

PUBLIC COMMENT

No Comments.

ADJOURNMENT

There being no other business to come before the Board of Directors, motion by Frank Pardo, with a second by Rick Perez, to adjourn the meeting at 5:37 pm.

S. David Deanda, Jr, Chairman

Attest:

Ricardo Perez, Secretary/Treasurer

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Item 2B

HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY

AGENDA RECOMMENDATION FORM

BOARD OF DIRECTORS	<u> X </u>	AGENDA ITEM	<u> 2B </u>
PLANNING COMMITTEE	<u> </u>	DATE SUBMITTED	<u> 08/20/19 </u>
FINANCE COMMITTEE	<u> </u>	MEETING DATE	<u> 08/27/19 </u>
TECHNICAL COMMITTEE	<u> </u>		

1. Agenda Item: **APPROVAL OF PROJECT AND GENERAL EXPENSE REPORT FROM JULY 6, 2019 THROUGH AUGUST 9, 2019**

2. Nature of Request: (Brief Overview) Attachments: X Yes No

Consideration and approval of project and general expense report for the period from July 6, 2019 through August 9, 2019

3. Policy Implication: Board Policy, Local Government Code, Texas Government Code, Texas Transportation Code, TxDOT Policy

4. Budgeted: X Yes No N/A Funding Source: VRF Bond

General Account	\$ 125,227.73
Disbursement Account	\$ 14,855.26
R.O.W Services	\$ 23,484.66
Total Project Expenses for Reporting Period	\$ 163,567.65

Fund Balance after Expenses	\$ 2,658,994.35
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5. Staff Recommendation: **Motion to approve the project and general expense report for the July 6, 2019 to August 9, 2019 as presented.**

6. Planning Committee's Recommendation: Approved Disapproved X None

7. Finance Committee's Recommendation: Approved Disapproved X None

8. Board Attorney's Recommendation: Approved Disapproved X None

9. Chief Auditor's Recommendation: Approved Disapproved X None

10. Chief Financial Officer's Recommendation: X Approved Disapproved None

11. Chief Development Engineer's Recommendation: X Approved Disapproved None

12. Chief Construction Engineer's Recommendation: X Approved Disapproved None

13. Executive Director's Recommendation: X Approved Disapproved None



Memorandum

To: S. David Deanda Jr., Chairman
From: Pilar Rodriguez, PE, Executive Director
Date: August 19, 2019
Re: **Expense Report for the Period from July 6, 2019 to August 9, 2019**

Attached is the expense report for the period commencing on July 6, 2019 and ending on August 9, 2019.

Expenses for the General Account total \$125,227.73, the Disbursement Account total \$14,855.26, and ROW Services total \$23,484.66. The aggregate expense for the reporting period is \$163,567.65.

Based on review by this office, **approval of expenses for the reporting period is recommended in the aggregate amount of \$163,567.65.**

This leaves a fund balance (all funds) after expenses of \$2,658,994.35.

If you should have any questions or require additional information, please advise.



Plains Capital 41	Make Check Payable to	Date Work Performed	Amount
Wages & Benefits	City of Pharr	July 2019	\$ 68,199.77
	Office Depot	July 2019	\$ 290.19
	A-Fast Delivery, LLC	July 2019	\$ 109.00
	Copy Zone	July 2019	\$ 526.94
Telephone	Verizon Wireless	July 2019	\$ 151.98
	Pathfinder Public Affairs	July 2019	\$ 10,000.00
	Bracewell, LLP	July 2019	\$ 11,600.96
Accounting Fees	City of Pharr	July 2019	\$ 205.00
Rent	City of Pharr	August 2019	\$ 4,480.00
	City of Pharr	July 2019	\$ 5,483.27
	City of Pharr	8/1/2019-8/31/2019	\$ 655.00
	Dahill - Xerox	08/08/19-09/07/19	\$ 683.21
	Xerox	08/01/2018-07/31/2019	\$ 141.12
Professional Services	Pena Designs	July 2019	\$ 200.00
	Hilltop Securities, Inc.	2019	\$ 2,500.00
	Credit Card Services	07/4/19-08/03/19	\$ -
	Credit Card Services	07/4/19-08/03/19	\$ 1,323.94
	Credit Card Services	07/4/19-08/03/19	\$ 886.24
	Eric Davila	8/6/2019-08/07/2019	\$ 487.59
	Gateway Printing & Office Supply, Inc.	7/1/2019	\$ 221.66
	The HON Company, LLC	7/26/2019	\$ 5,995.36
	Computer Repair Center	7/1/2019	\$ 8,443.00
	CDW Government	8/14/2019	\$ 1,592.00
	Superior Alarms	8/1/2019	\$ 513.50
	Top Cut Lawn Care	7/18/2019	\$ 486.00
	A Better Water Solution -Get Filtered	8/1/2019	\$ 52.00
			\$ 125,227.73
Wilmington Trust 45/Capital Projects			
Legal Fees	Bracewell, LLP	July 2019	\$ 1,560.00
Engineering Services	Blanton & Associates, Inc.	7/01/2019-7/31/2019	\$ 8,775.95
	Saenz Oil & Gas Services	7/01/2019-7/31/2019	\$ 2,400.00
	Brightview Landscape Services	7/1/2019	\$ 823.31
	Top Cut Lawn Care	7/18/2019	\$ 648.00
	Top Cut Lawn Care	7/18/2019	\$ 648.00
			\$ 14,855.26
R.O.W. Services			
	Requisitions		
	Barron, Adler, Clough & Oddo, LLP	Thru August 31, 2019	\$ 22,834.66
			\$ 22,834.66
SIB Construction Account 45			
Legal Fees	Escobedo & Cardenas, LLP	July 2019	\$ 650.00
			\$ 650.00
Summary			
Sub Total - General	\$	125,227.73	
Sub Total - Projects	\$	14,855.26	
Sub Total - SIB Acq	\$	650.00	
Sub Total - SIB R.O.	\$	22,834.66	
Total	\$	163,567.65	

Approved: _____
S. David Deanda, Jr., Chairman

Recommend Approval: _____
Pilar Rodriguez, Executive Director

Approved: _____
Ricardo Perez, Secretary/Treasurer

Date: **8/27/2019**

Item 2C

HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY

AGENDA RECOMMENDATION FORM

BOARD OF DIRECTORS	<u> X </u>	AGENDA ITEM	<u> 2C </u>
PLANNING COMMITTEE	<u> </u>	DATE SUBMITTED	<u> 08/14/19 </u>
FINANCE COMMITTEE	<u> </u>	MEETING DATE	<u> 08/27/19 </u>
TECHNICAL COMMITTEE	<u> </u>		

1. Agenda Item: **APPROVAL OF THE FINANCIAL REPORT FOR THE MONTHS OF JULY 2019.**
2. Nature of Request: (Brief Overview) Attachments: X Yes No
Consideration and approval of financial report for the months of July 2019.
3. Policy Implication: Board Policy, Local Government Code, Texas Government Code, Texas Transportation Code, TxDOT Policy
4. Budgeted: Yes No X N/A
Funding Source:
5. Staff Recommendation: **Motion to approve the Financial Report for the month of July 2019, as presented.**
6. Planning Committee's Recommendation: Approved Disapproved X None
7. Finance Committee's Recommendation: Approved Disapproved X None
8. Board Attorney's Recommendation: Approved Disapproved X None
9. Chief Auditor's Recommendation: Approved Disapproved X None
10. Chief Financial Officer's Recommendation: X Approved Disapproved None
11. Chief Development Engineer's Recommendation: Approved Disapproved X None
12. Chief Construction Engineer's Recommendation: Approved Disapproved X None
13. Executive Director's Recommendation: X Approved Disapproved None

**HIDALGO CO. REGIONAL MOBILITY AUTHORITY
STATEMENT OF NET POSITION JULY 31, 2019**

ASSETS

CURRENT ASSETS

Cash	\$ 645,276
Investment-Cap. Projects nonrestricted	14,370
Pool Investments	1,866,941
Promiles-Prepaid/Escrow Overweight Permit Fees	19,750
Accounts Receivable - VR Fees	582,960
	<hr/>
Total Current Assets	3,129,297

RESTRICTED ASSETS

Investment-debt service	1,288,483
Investment-debt service jr. lien	4,352,260
	<hr/>
Total Restricted Assets	5,640,743

CAPITAL ASSETS

Land-environmental	441,105
Computer equip/software	8,607
Construction in progress	127,419,014
	<hr/>
Total Capital Assets	127,868,726

TOTAL ASSETS	\$ 136,638,766
---------------------	-----------------------

LIABILITIES AND NET POSITION

CURRENT LIABILITIES

Accounts payable-City of Pharr	\$ 73,683
Unearned Revenue - Overweight Permit Escrow	19,750
Current Portion of Bond Premium	76,452
	<hr/>
Total Current Liabilities	169,885

RESTRICTED LIABILITIES

Accounts Payable	-
Current Portion of Long-Term Debt	1,220,000
	<hr/>
Total Restricted Liabilities	1,220,000

LONG-TERM LIABILITIES

2013 VRF Bonds Payable	54,740,000
Jr. Lien Bonds	21,435,132
Bond premium	1,834,837
Other Payables	5,377,193
	<hr/>
Total Long-Term Liabilities	83,387,162
	<hr/>
Total Liabilities	84,777,047

NET POSITION

Investment in Capital Assets, Net of Related Debt	43,185,112
Restricted for:	
Debt Service	5,640,743
Unrestricted	3,035,864
	<hr/>
Total Net Position	51,861,719

TOTAL LIABILITIES AND NET POSITION	\$ 136,638,766
---	-----------------------

41 -HCRMA-GENERAL

ACCOUNT#	TITLE		
ASSETS			
=====			
41-1-1100	GENERAL OPERATING	645,276.29	
41-1-1102	POOL INVESTMENTS	1,866,941.48	
41-1-1113	ACCOUNTS RECIEVABLES-VR FEES	582,960.00	
41-1-1113-1	PROMILES-PREPAID/ESCROW OVERWE	19,750.00	
41-1-1118	CONSTRUCTION IN PROGRESS	127,419,014.15	
41-1-1119-1	LAND-ENVIRONMENTAL	441,105.00	
41-1-1122	COMPUTER EQUIP/SOFTWARE	<u>8,606.51</u>	
			<u>130,983,653.43</u>
TOTAL ASSETS			130,983,653.43
=====			
LIABILITIES			
=====			
41-2-1212-1	A/P CITY OF PHARR	73,683.04	
41-2-1212-9	OTHER PAYABLES	5,377,193.33	
41-2-1213-1	UNEARNED REV.-OVERWEIGHT	19,750.00	
41-2-1213-9	CURRENT-UNAMORTIZED PREMIUM	76,451.51	
41-2-1214-1	BONDS PAYABLE-CURRENT	1,220,000.00	
41-2-1214-10	LONG TERM BONDS- JR LIEN	21,435,132.30	
41-2-1214-2	BONDS PAYABLE-LONG TERM PORTIO	54,740,000.00	
41-2-1214-3	UNAMORTIZED PREMIUM ON BOND	<u>1,834,837.18</u>	
TOTAL LIABILITIES			<u>84,777,047.36</u>
EQUITY			
=====			
41-3-3400	FUND BALANCE	<u>45,985,172.79</u>	
TOTAL BEGINNING EQUITY		<u>45,985,172.79</u>	
TOTAL REVENUE		4,723,949.02	
TOTAL EXPENSES		<u>4,502,515.74</u>	
TOTAL REVENUE OVER/(UNDER) EXPENSES		221,433.28	
TOTAL EQUITY & REV. OVER/(UNDER) EXP.			<u>46,206,606.07</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			130,983,653.43
=====			

C I T Y O F P H A R R
REVENUE REPORT FOR PERIOD ENDING:
JULY 31ST, 2019

1

FUND: 41 -HCRMA-GENERAL

% OF YEAR COMPLETED: 58.33

ACCOUNT NO#	TITLE	CURRENT MONTH REVENUES	YEAR TO DATE REVENUES	AMOUNT BUDGETED	BUDGET BALANCE	PERCENT USED
	HCRMA					
4-1504	VEHICLE REGISTRATION FEES	582,960.00	4,019,840.00	6,700,000.00	2,680,160.00	60.00
4-1505-5	PROMILES-OW/OS PERMIT FEES	99,684.00	616,260.20	1,200,000.00	583,739.80	51.36
4-1506	INTEREST REVENUE	<u>3,884.54</u>	<u>24,336.32</u>	<u>25,000.00</u>	<u>663.68</u>	<u>97.35</u>
	TOTAL HCRMA	686,528.54	4,660,436.52	7,925,000.00	3,264,563.48	58.81
	46-CHARGES FOR CURRENT SE					
4-4664	MISCELLANEOUS	<u>0.00</u>	<u>63,512.50</u>	<u>0.00</u>	(<u>63,512.50</u>)	<u>0.00</u>
	TOTAL 46-CHARGES FOR CURRENT SE	0.00	63,512.50	0.00	(63,512.50)	0.00
	48-INTERFUND TRANSFERS					
	** TOTAL FUND REVENUES **	686,528.54	4,723,949.02	7,925,000.00	3,201,050.98	59.61

C I T Y O F P H A R R
EXPENSE REPORT FOR PERIOD ENDING:
JULY 31ST, 2019

FUND: 41 -HCRMA-GENERAL

% OF YEAR COMPLETED: 58.33

ACCOUNT NO#	TITLE	CURRENT MONTH EXPENSES	YEAR TO DATE EXPENSES	YEAR TO DATE ENCUMBRANCES	AMOUNT BUDGET	BUDGET BALANCE	PERCENT USED
HCRMA ADMINISTRATION							
=====							
GENERAL							

10-							
11-PERSONNEL SERVICES							
52900-1100	SALARIES	27,801.11	217,282.16	0.00	551,100.00	333,817.84	39.43
52900-1104	OVERTIME	37.59	45.11	0.00	500.00	454.89	9.02
52900-1105	FICA	2,174.98	16,975.07	0.00	49,300.00	32,324.93	34.43
52900-1106	HEALTH INSURANCE	2,239.76	16,500.64	0.00	32,000.00	15,499.36	51.56
52900-1115	EMPLOYEES RETIREMENT	2,172.09	16,640.41	0.00	51,600.00	34,959.59	32.25
52900-1116	PHONE ALLOWANCE	300.00	2,250.00	0.00	6,300.00	4,050.00	35.71
52900-1117	CAR ALLOWANCE	1,200.00	9,000.00	0.00	30,000.00	21,000.00	30.00
52900-1122	EAP- ASSISTANCE PROGRAM	4.02	25.59	0.00	0.00	(25.59)	0.00
52900-1178	ADMIN FEE	600.00	4,500.00	0.00	9,750.00	5,250.00	46.15
52900-1179	CONTINGENCY	0.00	0.00	0.00	17,600.00	17,600.00	0.00
TOTAL 11-PERSONNEL SERVICES		36,529.55	283,218.98	0.00	748,150.00	464,931.02	37.86
12-							
52900-1200	OFFICE SUPPLIES	624.65	4,570.87	0.00	10,000.00	5,429.13	45.71
TOTAL 12-		624.65	4,570.87	0.00	10,000.00	5,429.13	45.71
16-							
52900-1603	BUILDING REMODEL	0.00	64,899.80	0.00	65,000.00	100.20	99.85
52900-1604	MAINTENANCE & REPAIR	576.00	1,641.86	0.00	5,000.00	3,358.14	32.84
52900-1605	JANITORIAL	0.00	0.00	0.00	1,000.00	1,000.00	0.00
52900-1606	UTILITIES	241.47	1,473.86	0.00	2,400.00	926.14	61.41
52900-1607	CONTRACTUAL ADM/IT SERVICES	1,117.60	8,697.60	0.00	13,000.00	4,302.40	66.90
52900-1610	DUES & SUBSCRIPTIONS	11,031.00	14,004.44	0.00	30,000.00	15,995.56	46.68
52900-1610-1	SUBSCRIPTIONS-SOFTWARE	0.00	564.66	0.00	3,500.00	2,935.34	16.13
52900-1611	POSTAGE/FEDEX/COURTIER	169.84	1,135.48	0.00	3,000.00	1,864.52	37.85
52900-1620	GENERAL LIABILITY	0.00	3,238.72	0.00	5,000.00	1,761.28	64.77
52900-1621	INSURANCE-E&O	0.00	1,396.34	0.00	1,500.00	103.66	93.09
52900-1622	INSURANCE-SURETY	0.00	0.00	0.00	800.00	800.00	0.00
52900-1623	INSURANCE-LETTER OF CREDIT	0.00	0.00	0.00	550.00	550.00	0.00
52900-1623-1	INSURANCE-OTHER	0.00	3,875.28	0.00	2,500.00	(1,375.28)	155.01
52900-1630	BUSINESS MEALS	0.00	0.00	0.00	1,000.00	1,000.00	0.00
52900-1640	ADVERTISING	0.00	1,960.26	0.00	4,000.00	2,039.74	49.01
52900-1650	TRAINING	0.00	4,207.00	0.00	8,000.00	3,793.00	52.59
52900-1660	TRAVEL	1,306.73	4,203.35	0.00	15,000.00	10,796.65	28.02

C I T Y O F P H A R R
EXPENSE REPORT FOR PERIOD ENDING:
JULY 31ST, 2019

FUND: 41 -HCRMA-GENERAL

% OF YEAR COMPLETED: 58.33

ACCOUNT NO#	TITLE	CURRENT MONTH EXPENSES	YEAR TO DATE EXPENSES	YEAR TO DATE ENCUMBRANCES	AMOUNT BUDGET	BUDGET BALANCE	PERCENT USED
52900-1662	PRINTING & PUBLICATIONS	611.90	3,547.65	0.00	10,000.00	6,452.35	35.48
TOTAL 16-		15,054.54	114,846.30	0.00	171,250.00	56,403.70	67.06
17-							
52900-1703	BANK SERVICE CHARGES	0.00	3,750.00	0.00	0.00	(3,750.00)	0.00
52900-1705	ACCOUNTING FEES	205.00	23,230.00	0.00	25,000.00	1,770.00	92.92
52900-1710	LEGAL FEES	6,015.96	24,100.22	0.00	50,000.00	25,899.78	48.20
52900-1710-1	LEGAL FEES-GOV.AFFAIRS	10,000.00	60,204.00	0.00	120,000.00	59,796.00	50.17
52900-1712	FINANCIAL CONSULTING FEES	0.00	5,050.00	0.00	2,000.00	(3,050.00)	252.50
52900-1712-1	INSURANCE CONSULTANT	0.00	0.00	0.00	7,000.00	7,000.00	0.00
52900-1715	RENT-OFFICE	4,480.00	28,238.21	0.00	54,000.00	25,761.79	52.29
52900-1715-1	RENT-OFFICE EQUIPMENT	683.21	4,099.26	0.00	8,500.00	4,400.74	48.23
52900-1715-2	RENT-OTHER	0.00	0.00	0.00	1,000.00	1,000.00	0.00
52900-1716	CONTRACTUAL WEBSITE SERVICES	200.00	1,200.00	0.00	2,400.00	1,200.00	50.00
52900-1731	MISCELLANEOUS	75.00	233.00	0.00	500.00	267.00	46.60
52900-1732	PENALTIES & INTEREST	0.00	21.04	0.00	500.00	478.96	4.21
TOTAL 17-		21,659.17	150,125.73	0.00	270,900.00	120,774.27	55.42
18-							
52900-1850	CAPITAL OUTLAY	2,558.26	12,419.06	0.00	5,000.00	(7,419.06)	248.38
52900-1899	NON-CAPITAL	0.00	1,307.82	0.00	6,400.00	5,092.18	20.43
TOTAL 18-		2,558.26	13,726.88	0.00	11,400.00	(2,326.88)	120.41
19-							
52900-1999-3	TRANSFER OUT TO DEBT	327,643.92	2,304,875.14	0.00	3,974,912.00	1,670,036.86	57.99
52900-1999-5	TRANS OUT DEB-JR LIEN	0.00	1,082,432.00	0.00	1,082,432.00	0.00	100.00
52900-1999-9	TRANSFER OUT-CAPITAL PROJ	25,000.00	228,591.00	0.00	0.00	(228,591.00)	0.00
TOTAL 19-		352,643.92	3,615,898.14	0.00	5,057,344.00	1,441,445.86	71.50
88-CAPITAL EXPENDITURES							
TOTAL GENERAL		429,070.09	4,182,386.90	0.00	6,269,044.00	2,086,657.10	66.71
TOTAL HCRMA ADMINISTRATION		429,070.09	4,182,386.90	0.00	6,269,044.00	2,086,657.10	66.71

C I T Y O F P H A R R
EXPENSE REPORT FOR PERIOD ENDING:
JULY 31ST, 2019

FUND: 41 -HCRMA-GENERAL

% OF YEAR COMPLETED: 58.33

ACCOUNT NO#	TITLE	CURRENT MONTH EXPENSES	YEAR TO DATE EXPENSES	YEAR TO DATE ENCUMBRANCES	AMOUNT BUDGET	BUDGET BALANCE	PERCENT USED
HCRMA CONSTRUCTION MGMT =====							
GENERAL -----							
11-PERSONNEL SERVICES							
53000-1100	SALARIES	17,408.32	129,843.56	0.00	506,267.00	376,423.44	25.65
53000-1104	OVERTIME	0.00	0.00	0.00	25,000.00	25,000.00	0.00
53000-1105	FICA	1,323.88	9,909.81	0.00	42,800.00	32,890.19	23.15
53000-1106	HEALTH INSURANCE	1,950.11	14,344.63	0.00	27,000.00	12,655.37	53.13
53000-1115	EMPLOYEES RETIREMENT	1,462.76	10,913.08	0.00	44,900.00	33,986.92	24.31
53000-1116	PHONE ALLOWANCE	276.90	2,076.75	0.00	9,600.00	7,523.25	21.63
53000-1117	CAR ALLOWANCE	553.84	4,153.80	0.00	43,200.00	39,046.20	9.62
53000-1122	EAP- ASSISTANCE PROGRAM	4.02	25.59	0.00	0.00	(25.59)	0.00
53000-1178	ADMN FEE	450.00	3,375.00	0.00	15,600.00	12,225.00	21.63
53000-1179	CONTINGENCY	0.00	0.00	0.00	16,700.00	16,700.00	0.00
TOTAL 11-PERSONNEL SERVICES		23,429.83	174,642.22	0.00	731,067.00	556,424.78	23.89
12-							
53000-1200	OFFICE SUPPLIES	0.00	0.00	0.00	5,000.00	5,000.00	0.00
53000-1201	SMALL TOOLS	0.00	0.00	0.00	10,000.00	10,000.00	0.00
TOTAL 12-		0.00	0.00	0.00	15,000.00	15,000.00	0.00
16-							
53000-1604	MAINTENCE & REPAIRS	0.00	275.00	0.00	0.00	(275.00)	0.00
53000-1605	JANITORIAL	0.00	839.00	0.00	600.00	(239.00)	139.83
53000-1606-1	UTILITIES	0.00	645.60	0.00	600.00	(45.60)	107.60
53000-1608	UNIFORMS	0.00	0.00	0.00	6,000.00	6,000.00	0.00
53000-1610	DUES & SUBSCRIPTIONS	0.00	630.00	0.00	2,000.00	1,370.00	31.50
53000-1610-1	SUBSCRIPTIONS - SOFTWARE	0.00	6,000.00	0.00	27,000.00	21,000.00	22.22
53000-1640	ADVERTISING	0.00	0.00	0.00	2,500.00	2,500.00	0.00
53000-1650	TRAINING	0.00	495.00	0.00	5,000.00	4,505.00	9.90
53000-1660	TRAVEL	0.00	1,511.67	0.00	8,000.00	6,488.33	18.90
TOTAL 16-		0.00	10,396.27	0.00	51,700.00	41,303.73	20.11

C I T Y O F P H A R R
EXPENSE REPORT FOR PERIOD ENDING:
JULY 31ST, 2019

FUND: 41 -HCRMA-GENERAL

% OF YEAR COMPLETED: 58.33

ACCOUNT NO#	TITLE	CURRENT MONTH EXPENSES	YEAR TO DATE EXPENSES	YEAR TO DATE ENCUMBRANCES	AMOUNT BUDGET	BUDGET BALANCE	PERCENT USED
17-							
53000-1715	RENT CONSTRUCTION OFFICE	0.00	3,600.00	0.00	2,800.00	(800.00)	128.57
53000-1715-1	RENTAL - OFFICE EQUIPMENT	224.46	1,571.22	0.00	3,200.00	1,628.78	49.10
53000-1715-2	RENT-OTHER	0.00	0.00	0.00	1,500.00	1,500.00	0.00
TOTAL 17-		224.46	5,171.22	0.00	7,500.00	2,328.78	68.95
18-							
53000-1850	CAPITAL OUTLAY	0.00	(178.80)	0.00	54,000.00	54,178.80	0.33-
53000-1899	NON-CAPITALIZED	0.00	1,477.80	0.00	27,200.00	25,722.20	5.43
TOTAL 18-		0.00	1,299.00	0.00	81,200.00	79,901.00	1.60
TOTAL GENERAL		23,654.29	191,508.71	0.00	886,467.00	694,958.29	21.60
TOTAL HCRMA CONSTRUCTION MGMT		23,654.29	191,508.71	0.00	886,467.00	694,958.29	21.60
HCRMA PROGRAM MGMT							

GENERAL							

11-PERSONNEL SERVICES							
54000-1100	SALARIES	9,982.40	74,723.20	0.00	377,000.00	302,276.80	19.82
54000-1104	OVERTIME	0.00	0.00	0.00	500.00	500.00	0.00
54000-1105	FICA	775.16	5,814.92	0.00	30,300.00	24,485.08	19.19
54000-1106	HEALTH INSURANCE	1,316.22	9,740.34	0.00	20,500.00	10,759.66	47.51
54000-1115	EMPLOYEES RETIREMENT	852.40	6,381.39	0.00	32,000.00	25,618.61	19.94
54000-1116	PHONE ALLOWANCE	92.30	692.25	0.00	4,800.00	4,107.75	14.42
54000-1117	CAR ALLOWANCE	553.84	4,153.80	0.00	14,400.00	10,246.20	28.85
54000-1122	EAP- ASSISTANCE PROGRAM	1.34	8.53	0.00	0.00	(8.53)	0.00
54000-1178	ADMN FEE	150.00	1,125.00	0.00	7,800.00	6,675.00	14.42
54000-1179	CONTINGENCY	0.00	0.00	0.00	11,900.00	11,900.00	0.00
TOTAL 11-PERSONNEL SERVICES		13,723.66	102,639.43	0.00	499,200.00	396,560.57	20.56

C I T Y O F P H A R R
EXPENSE REPORT FOR PERIOD ENDING:
JULY 31ST, 2019

FUND: 41 -HCRMA-GENERAL

% OF YEAR COMPLETED: 58.33

ACCOUNT NO#	TITLE	CURRENT MONTH EXPENSES	YEAR TO DATE EXPENSES	YEAR TO DATE ENCUMBRANCES	AMOUNT BUDGET	BUDGET BALANCE	PERCENT USED
12-							
54000-1200	OFFICE SUPPLIES	0.00	3,491.14	0.00	2,000.00	(1,491.14)	174.56
TOTAL 12-		0.00	3,491.14	0.00	2,000.00	(1,491.14)	174.56
16-							
54000-1610	DUES & SUBSCRIPTIONS	29.38	660.86	0.00	2,500.00	1,839.14	26.43
54000-1610-1	SUBSCRIPTIONS-SOFTWARE	2,154.00	9,035.25	0.00	54,000.00	44,964.75	16.73
54000-1640	ADVERTISING	0.00	352.36	0.00	0.00	(352.36)	0.00
54000-1650	TRAINING	0.00	1,920.00	0.00	3,000.00	1,080.00	64.00
54000-1660	TRAVEL	0.00	2,359.30	0.00	5,000.00	2,640.70	47.19
TOTAL 16-		2,183.38	14,327.77	0.00	64,500.00	50,172.23	22.21
18-							
54000-1850	CAPITAL OUTLAY	0.00	0.00	0.00	45,000.00	45,000.00	0.00
54000-1899	NON-CAPITALIZED	4,963.20	4,963.20	0.00	19,600.00	14,636.80	25.32
TOTAL 18-		4,963.20	4,963.20	0.00	64,600.00	59,636.80	7.68
TOTAL GENERAL		20,870.24	125,421.54	0.00	630,300.00	504,878.46	19.90
TOTAL HCRMA PROGRAM MGMT		20,870.24	125,421.54	0.00	630,300.00	504,878.46	19.90
HCRMA BSIF							
GENERAL							

16-							
58000-1604-1	MAINTENANCE AND REPAIR -BSIF	0.00	2,818.00	0.00	6,000.00	3,182.00	46.97
58000-1606-2	UTILITIES - BSIF	67.47	380.59	0.00	1,200.00	819.41	31.72
TOTAL 16-		67.47	3,198.59	0.00	7,200.00	4,001.41	44.42
TOTAL GENERAL		67.47	3,198.59	0.00	7,200.00	4,001.41	44.42
TOTAL HCRMA BSIF		67.47	3,198.59	0.00	7,200.00	4,001.41	44.42
** TOTAL FUND EXPENSES **		473,662.09	4,502,515.74	0.00	7,793,011.00	3,290,495.26	57.78

PERIOD: 7/01/2019 - 7/31/2019

ACCOUNT: 41-1-1100 GENERAL OPERATING

RECONCILIATION SUMMARY

BEGINNING STATEMENT BALANCE:	521,092.66
DEPOSITS:	+ 282,840.08
WITHDRAWALS:	+ 142,173.68CR
ADJUSTMENTS:	+ 0.00
ENDING STATEMENT BALANCE:	661,759.06

GL ACCOUNT BALANCE:	645,276.29
OUTSTANDING DEPOSITS:	- 0.00
OUTSTANDING CHECKS:	- 16,482.77CR
ADJUSTMENTS:	+ 0.00
ADJUSTED GL ACCOUNT BALANCE:	661,759.06

STATEMENT BALANCE:	661,759.06
BANK DIFFERENCE:	0.00
G/L DIFFERENCE:	0.00

CLEARED DEPOSITS:

7/31/2019	073119	FUND 41- PROMILES	20,520.00
7/31/2019	073120	FUND 41- PROMILES	20,601.00
7/31/2019	073121	FUND 41- PROMILES	19,845.00
7/31/2019	073122	FUND 41- PROMILES	19,737.00
7/31/2019	073123	FUND 41- PROMILES	18,981.00
TOTAL CLEARED DEPOSITS:			99,684.00

CLEARED CHECKS:

6/26/2019	002305	GET FILTERED, INC	52.00CR
6/26/2019	002306	A FAST DELIVERY	101.50CR
6/26/2019	002307	REYNA ENTERPRISES INC	9,682.00CR
6/26/2019	002308	DAHILL	907.67CR
6/26/2019	002309	ENVIRONMENT SYSTEMS RESEARCH,	1,511.25CR
6/26/2019	002310	OFFICE DEPOT	357.56CR
6/26/2019	002311	SHI GOVERNMENT SOLUTIONS	950.00CR
6/26/2019	002312	SOUTHERN COMPUTER WAREHOUSE	816.59CR
6/26/2019	002313	TEXAS STATE LIBRARY AND ARCHIV	40.00CR
6/28/2019	002314	COPYZONE	508.37CR
7/16/2019	002315	CARSON MAP COMPANY, INC.	590.00CR
7/24/2019	002316	GET FILTERED, INC	52.00CR
7/24/2019	002317	A FAST DELIVERY	101.50CR
7/24/2019	002320	GATEWAY PRINTING & OFFICE SUP	2,558.26CR
7/24/2019	002323	SHI GOVERNMENT SOLUTIONS	2,154.00CR
7/24/2019	002324	ALAN YODER ENTERPRISES INC	576.00CR
TOTAL CLEARED CHECKS:			20,958.70CR

PERIOD: 7/01/2019 - 7/31/2019

ACCOUNT: 41-1-1100 GENERAL OPERATING

CLEARED OTHER:

7/31/2019	000554	CITY OF PHARR	77,196.98CR
7/31/2019	000555	BRACEWELL LLP ATTORNEYS AT LAW	6,015.96CR
7/31/2019	000556	PENA DESIGNS	200.00CR
7/31/2019	000557	PATHFINDER PUBLIC AFFAIRS	10,000.00CR
7/31/2019	000558	VERIZON WIRELESS	152.02CR
7/31/2019	000559	PLAINS CAPITAL-CREDIT CARD SER	2,130.07CR
7/31/2019	000560	CELIA GAONA	519.95CR
7/31/2019	073119	FUND 41- LOGIC WIRE TXFR	25,000.00CR
7/31/2019	073119	FUND 41- WILMINGTON TRUST	183,156.08
TOTAL CLEARED OTHER:			61,941.10

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PERIOD: 7/01/2019 - 7/31/2019

ACCOUNT: 41-1-1100 GENERAL OPERATING

OUTSTANDING DEPOSITS:

No Items.

OUTSTANDING CHECKS:

7/24/2019	002318	COPYZONE	611.90CR
7/24/2019	002319	DAHILL	907.67CR
7/24/2019	002321	LIFTOFF, LLC	4,963.20CR
7/24/2019	002322	RIO GRANDE VALLEY PARTNERSHIP	<u>10,000.00CR</u>
TOTAL OUTSTANDING CHECKS:			16,482.77CR

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OUTSTANDING OTHER:

No Items.

PERIOD: 7/01/2019 - 7/31/2019

ACCOUNT: 41-1-1102 POOL INVESTMENTS

RECONCILIATION SUMMARY

BEGINNING STATEMENT BALANCE:	1,863,056.94
DEPOSITS:	+ 3,884.54
WITHDRAWALS:	+ 0.00
ADJUSTMENTS:	+ 0.00
ENDING STATEMENT BALANCE:	1,866,941.48

GL ACCOUNT BALANCE:	1,866,941.48
OUTSTANDING DEPOSITS:	- 0.00
OUTSTANDING CHECKS:	- 0.00
ADJUSTMENTS:	+ 0.00
ADJUSTED GL ACCOUNT BALANCE:	1,866,941.48

STATEMENT BALANCE:	1,866,941.48
BANK DIFFERENCE:	0.00
G/L DIFFERENCE:	0.00

CLEARED DEPOSITS:

7/31/2019 073119 FUND 41- LOGIC INTEREST	3,884.54
TOTAL CLEARED DEPOSITS:	3,884.54

=====

CLEARED CHECKS:

No Items.

CLEARED OTHER:

No Items.

42 -HCRMA-DEBT SERVICE

ACCOUNT#	TITLE		
<hr/>			
ASSETS			
<hr/>			
42-1-4105	WILMINGTON-DEBT SERVICE	1,288,483.21	
42-1-4105-1	DEBT SVC - JR LIEN	<u>4,352,260.05</u>	
			<u>5,640,743.26</u>
TOTAL ASSETS			<u>5,640,743.26</u>
<hr/>			
LIABILITIES			
<hr/>			
EQUITY			
<hr/>			
42-3-4400	FUND BALANCE	<u>3,327,466.47</u>	
	TOTAL BEGINNING EQUITY	<u>3,327,466.47</u>	
TOTAL REVENUE		3,463,157.00	
TOTAL EXPENSES		<u>1,149,880.21</u>	
TOTAL REVENUE OVER/(UNDER) EXPENSES		<u>2,313,276.79</u>	
TOTAL EQUITY & REV. OVER/(UNDER) EXP.			<u>5,640,743.26</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			<u>5,640,743.26</u>
<hr/>			

8-13-2019 10:54 AM

C I T Y O F P H A R R
REVENUE REPORT FOR PERIOD ENDING:
JULY 31ST, 2019

1

FUND: 42 -HCRMA-DEBT SERVICE

% OF YEAR COMPLETED: 58.33

ACCOUNT NO#	TITLE	CURRENT MONTH REVENUES	YEAR TO DATE REVENUES	AMOUNT BUDGETED	BUDGET BALANCE	PERCENT USED
	HCRMA					
4-1506	INTEREST INCOME	1,562.62	22,358.62	10,000.00	(12,358.62)	223.59
4-1506-1	INTEREST INCOME-JR LIEN	<u>9,055.74</u>	<u>53,491.24</u>	<u>55,000.00</u>	<u>1,508.76</u>	<u>97.26</u>
	TOTAL HCRMA	10,618.36	75,849.86	65,000.00	(10,849.86)	116.69
	HCRMA-FUND 42					
4-1999	TRANSFERS IN-FROM GENERAL FUND	<u>327,643.92</u>	<u>3,387,307.14</u>	<u>5,057,344.00</u>	<u>1,670,036.86</u>	<u>66.98</u>
	TOTAL HCRMA-FUND 42	327,643.92	3,387,307.14	5,057,344.00	1,670,036.86	66.98
	** TOTAL FUND REVENUES **	338,262.28	3,463,157.00	5,122,344.00	1,659,187.00	67.61

C I T Y O F P H A R R
EXPENSE REPORT FOR PERIOD ENDING:
JULY 31ST, 2019

1

FUND: 42 -HCRMA-DEBT SERVICE

% OF YEAR COMPLETED: 58.33

ACCOUNT NO#	TITLE	CURRENT MONTH EXPENSES	YEAR TO DATE EXPENSES	YEAR TO DATE ENCUMBRANCES	AMOUNT BUDGET	BUDGET BALANCE	PERCENT USED
HRMA-DEBT SERVICE =====							
GENERAL -----							
46-							
52900-4603-1	PRIN PMTS-VRF 13 BOND	0.00	0.00	0.00	1,220,000.00	1,220,000.00	0.00
	TOTAL 46-	0.00	0.00	0.00	1,220,000.00	1,220,000.00	0.00
47-							
52900-4703-1	INTEREST EXPENSE-VRF 13 BOND	0.00	1,147,880.21	0.00	2,754,912.00	1,607,031.79	41.67
52900-4727	FEES	0.00	2,000.00	0.00	0.00	(2,000.00)	0.00
	TOTAL 47-	0.00	1,149,880.21	0.00	2,754,912.00	1,605,031.79	41.74
49-							
	TOTAL GENERAL	0.00	1,149,880.21	0.00	3,974,912.00	2,825,031.79	28.93
	TOTAL HRMA-DEBT SERVICE	0.00	1,149,880.21	0.00	3,974,912.00	2,825,031.79	28.93
	** TOTAL FUND EXPENSES **	0.00	1,149,880.21	0.00	3,974,912.00	2,825,031.79	28.93

PERIOD: 7/01/2019 - 7/31/2019

ACCOUNT: 42-1-4105 WILMINGTON-DEBT SERVICE

RECONCILIATION SUMMARY

BEGINNING STATEMENT BALANCE:	959,276.67
DEPOSITS:	+ 329,206.54
WITHDRAWALS:	+ 0.00
ADJUSTMENTS:	+ 0.00
ENDING STATEMENT BALANCE:	1,288,483.21

GL ACCOUNT BALANCE:	1,288,483.21
OUTSTANDING DEPOSITS:	- 0.00
OUTSTANDING CHECKS:	- 0.00
ADJUSTMENTS:	+ 0.00
ADJUSTED GL ACCOUNT BALANCE:	1,288,483.21

STATEMENT BALANCE:	1,288,483.21
BANK DIFFERENCE:	0.00
G/L DIFFERENCE:	0.00

CLEARED DEPOSITS:
No Items.

CLEARED CHECKS:
No Items.

CLEARED OTHER:
7/31/2019 073119 FUND 42- WILMINGTON TRUST
TOTAL CLEARED OTHER:

329,206.54
329,206.54

08/13/19

PERIOD: 7/01/2019 - 7/31/2019

ACCOUNT: 42-1-4105-1 DEBT SVC - JR LIEN

RECONCILIATION SUMMARY

BEGINNING STATEMENT BALANCE: 4,343,204.31
DEPOSITS: + 9,055.74
WITHDRAWALS: + 0.00
ADJUSTMENTS: + 0.00
ENDING STATEMENT BALANCE: 4,352,260.05

GL ACCOUNT BALANCE: 4,352,260.05
OUTSTANDING DEPOSITS: - 0.00
OUTSTANDING CHECKS: - 0.00
ADJUSTMENTS: + 0.00
ADJUSTED GL ACCOUNT BALANCE: 4,352,260.05

STATEMENT BALANCE: 4,352,260.05
BANK DIFFERENCE: 0.00
G/L DIFFERENCE: 0.00

CLEARED DEPOSITS:
No Items.

CLEARED CHECKS:
No Items.

CLEARED OTHER:
7/31/2019 073119 FUND 42- LOGIC INTEREST
TOTAL CLEARED OTHER:

9,055.74
9,055.74
=====

45 -HCRMA - CAP.PROJECTS FUND

ACCOUNT#	TITLE		
<hr/>			
ASSETS			
<hr/>			
45-1-1102	Pool Investment	<u>14,370.07</u>	<u>14,370.07</u>
TOTAL ASSETS			<u>14,370.07</u>
			<hr/>
LIABILITIES			
<hr/>			
EQUITY			
<hr/>			
45-3-1400	Fund Balance	<u>145,165.05</u>	
TOTAL BEGINNING EQUITY		<u>145,165.05</u>	
TOTAL REVENUE		311,414.41	
TOTAL EXPENSES		<u>442,229.39</u>	
TOTAL REVENUE OVER/(UNDER) EXPENSES		(130,814.98)	
TOTAL EQUITY & REV. OVER/(UNDER) EXP.			<u>14,370.07</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			<u>14,370.07</u>
			<hr/>

C I T Y O F P H A R R
REVENUE REPORT FOR PERIOD ENDING:
JULY 31ST, 2019

1

FUND: 45 -HCRMA - CAP.PROJECTS FUND

% OF YEAR COMPLETED: 58.33

ACCOUNT NO#	TITLE	CURRENT MONTH REVENUES	YEAR TO DATE REVENUES	AMOUNT BUDGETED	BUDGET BALANCE	PERCENT USED
	HCRMA					
4-1506	Interest Revenue	<u>59.08</u>	<u>2,823.41</u>	<u>0.00</u>	(<u>2,823.41</u>)	<u>0.00</u>
	TOTAL HCRMA	59.08	2,823.41	0.00	(2,823.41)	0.00
	HCRMA-FUND 42					
4-1999	TRANSFER IN - GENERAL FUND	<u>25,000.00</u>	<u>228,591.00</u>	<u>0.00</u>	(<u>228,591.00</u>)	<u>0.00</u>
	TOTAL HCRMA-FUND 42	25,000.00	228,591.00	0.00	(228,591.00)	0.00
	47-GRANTS					
4-4710	CITY CONTRIBUTIONS	<u>0.00</u>	<u>80,000.00</u>	<u>0.00</u>	(<u>80,000.00</u>)	<u>0.00</u>
	TOTAL 47-GRANTS	0.00	80,000.00	0.00	(80,000.00)	0.00
	48-INTERFUND TRANSFERS					
	** TOTAL FUND REVENUES **	25,059.08	311,414.41	0.00	(311,414.41)	0.00

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C I T Y O F P H A R R
EXPENSE REPORT FOR PERIOD ENDING:
JULY 31ST, 2019

1

FUND: 45 -HCRMA - CAP.PROJECTS FUND

% OF YEAR COMPLETED: 58.33

ACCOUNT NO#	TITLE	CURRENT MONTH EXPENSES	YEAR TO DATE EXPENSES	YEAR TO DATE ENCUMBRANCES	AMOUNT BUDGET	BUDGET BALANCE	PERCENT USED
HCRMA							
=====							
HCRMA- CAP. PROJECTS							

88-CAPITAL EXPENDITURES							
52900-8800	Consulting & Engineering	1,029.00	9,442.61	0.00	0.00	(9,442.61)	0.00
52900-8810	SH 365- Enviornmental	0.00	3,762.77	0.00	0.00	(3,762.77)	0.00
52900-8810-3	365 RIGHT OF WAY	46,892.71	170,135.59	0.00	0.00	(170,135.59)	0.00
52900-8820	IBTC - Enviornmental	5,265.57	199,187.68	0.00	0.00	(199,187.68)	0.00
52900-8820-3	IBTC - ROW	375.00	28,013.86	0.00	0.00	(28,013.86)	0.00
52900-8841	LEGAL FEES	3,717.50	31,686.88	0.00	0.00	(31,686.88)	0.00
TOTAL 88-CAPITAL EXPENDITURES		57,279.78	442,229.39	0.00	0.00	(442,229.39)	0.00
TOTAL HCRMA- CAP. PROJECTS		57,279.78	442,229.39	0.00	0.00	(442,229.39)	0.00
TOTAL HCRMA		57,279.78	442,229.39	0.00	0.00	(442,229.39)	0.00
** TOTAL FUND EXPENSES **		57,279.78	442,229.39	0.00	0.00	(442,229.39)	0.00

PERIOD: 7/01/2019 - 7/31/2019

ACCOUNT: 45-1-1102 Pool Investment

RECONCILIATION SUMMARY

BEGINNING STATEMENT BALANCE:	46,590.77	GL ACCOUNT BALANCE:	14,370.07
DEPOSITS:	+ 25,059.08	OUTSTANDING DEPOSITS:	- 0.00
WITHDRAWALS:	+ 57,279.78CR	OUTSTANDING CHECKS:	- 0.00
ADJUSTMENTS:	+ 0.00	ADJUSTMENTS:	+ 0.00
ENDING STATEMENT BALANCE:	14,370.07	ADJUSTED GL ACCOUNT BALANCE:	14,370.07

STATEMENT BALANCE: 14,370.07
BANK DIFFERENCE: 0.00
G/L DIFFERENCE: 0.00

CLEARED DEPOSITS:
No Items.

CLEARED CHECKS:
No Items.

CLEARED OTHER:

7/31/2019	000561	BRACEWELL LLP ATTORNEYS AT LAW	3,080.00CR
7/31/2019	000562	SENDERO ACQUISITIONS	375.00CR
7/31/2019	000563	SIERRA TITLE OF HIDALGO COUNTY	1,960.00CR
7/31/2019	000564	BLANTON & ASSOCIATES, INC.	5,265.57CR
7/31/2019	000565	SAENZ OIL & GAS SERVICES	1,029.00CR
7/31/2019	000566	BARRON, ADLER, CLOUGH & ODDO,	22,834.66CR
7/31/2019	000567	ESCOBEDO & CARDENAS, LLP	637.50CR
7/31/2019	073119	FUND 45- WILMINGTON TRUST	59.08
7/31/2019	073119	FUND 45- WILMINGTON TRUST	25,000.00
7/31/2019	000568	BARRON, ADLER, CLOUGH & ODDO,	22,098.05CR
TOTAL CLEARED OTHER:			32,220.70CR

08/13/19

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Item 2D

HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY

AGENDA RECOMMENDATION FORM

BOARD OF DIRECTORS	<u> X </u>	AGENDA ITEM	<u> 2D </u>
PLANNING COMMITTEE	<u> </u>	DATE SUBMITTED	<u> 08/12/19 </u>
FINANCE COMMITTEE	<u> </u>	MEETING DATE	<u> 08/27/19 </u>
TECHNICAL COMMITTEE	<u> </u>		

1. Agenda Item: **RESOLUTION 2019-31 – APPROVAL OF WORK AUTHORIZATION 4 TO THE PROFESSIONAL SERVICES AGREEMENT WITH QUINTANILLA, HEADLEY & ASSOCIATES FOR CONTROL AND CONSTRUCTION STAKING FOR THE DCP UTILITY ADJUSTMENT IN THE 365 TOLLWAY PROJECT.**
2. Nature of Request: (Brief Overview) Attachments: X Yes No
Consideration and Approval of WA No. 4 to the PSA with Quintanilla, Headley & Associates to provide survey services for the 365 Tollway and IBTC Projects.
3. Policy Implication: Board Policy, Local Government Code, Texas Government Code, Texas Transportation Code, TxDOT Policy
4. Budgeted: Yes No X N/A
5. Staff Recommendation: **Motion to approve Resolution 2019-31 – Approval of Work Authorization Number 4 to the Professional Services Agreement with Quintanilla Headley and Associates for control and construction staking for the DCP Utility Adjustment in the 365 Tollway Project, as presented.**
6. Program Manager's Recommendation: Approved Disapproved X None
7. Planning Committee's Recommendation: Approved Disapproved X None
8. Board Attorney's Recommendation: Approved Disapproved X None
9. Chief Auditor's Recommendation: Approved Disapproved X None
10. Chief Financial Officer's Recommendation: Approved Disapproved X None
11. Chief Development Engineer's Recommendation: Approved Disapproved X None
12. Chief Construction Engineer's Recommendation: X Approved Disapproved None
13. Executive Director's Recommendation: X Approved Disapproved None



HCRMA
HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY

Saenz Oil & Gas Services, LLC

Project: 365 Tollway

☐

CMT Services

☐

Environmental

☐

Engineering

☐

Geo-Technical

☒

Surveying **Quintanilla, Headley & Associates**

WORK AUTHORIZATION SUMMARY

RESOLUTION WA 4

Work Authorization # 4 Supplemental # _____

Amount \$ 4,020.00

Approved Work Authorizations:

Resolution No.	Description	Amount
2013-09	WA No. 1 Amended/Restated amount	\$ 422,496.25
2013-44	WA No. ROW Mapping - 100 Parcel Plats	\$ 310,000.00
2014-36	WA No. ROW Mapping 48 Parcel Plats	\$ 148,800.00
2014-63	WA No. ROW Map Standares & Parcel Deduct	\$ 11,100.00
2014-102	WA No. Additional Topo ROW	\$ 14,772.50
Subtotal from Cont. Page		\$ 61,696.25
Total Approved WA		\$ 968,865.00

Proposed Work Authorization and/or Supplemental

WA 4

\$ 4,020.00

Goal and Options:

WA 4 with Quintallia, Headley, and Associates Inc. for control and construction staking for the DCP utility adjustment in the 365 Tollway Project.

Staff is recommending approval of this request in the amount of \$ 4,020.00
Proposed total approved WA and/or Supplementals \$ 972,885.00

Requested By:

Resolution No.	Description	Amount
WA No.		\$ 0.00
WA No		\$ 0.00
WA No.		\$ 0.00
WA No.		\$ 0.00
WA No.		\$ 61,696.25
WA No.		
WA No.		
WA No.		
WA No.		

Subtotal \$ 61,696.25

HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY

BOARD RESOLUTION No. 2019-31

**APPROVAL OF WORK AUTHORIZATION 4 TO
THE PROFESSIONAL SERVICE AGREEMENT WITH
QUINTANILLA, HEADLEY & ASSOCIATES TO FOR CONTROL
AND CONSTRUCTION STAKING FOR THE DCP UTILITY
ADJUSTMENT IN THE 365 TOLLWAY PROJECT**

THIS RESOLUTION is adopted this 27th day of August, 2019 by the Board of Directors of the Hidalgo County Regional Mobility Authority at a regular meeting.

WHEREAS, the Hidalgo County Regional Mobility Authority (the "Authority"), acting through its Board of Directors (the "Board"), is a regional mobility authority created pursuant to Chapter 370, Texas Transportation Code, as amended (the "Act");

WHEREAS, the Authority is authorized by the Act to address mobility issues in and around Hidalgo County;

WHEREAS, on October 27, 2011, the Authority awarded by Resolution 2011-09 a professional service agreement to Quintanilla, Headley and Associates (the "Consultant") to perform surveying work for the SH 365 Project from SH 336 to FM 3072 in the maximum payable amount of \$415,438.75;

WHEREAS, on November 15, 2011, the Authority approved by Resolution 2011-40 Amendment 1 to the professional surveying service agreement with Consultant in the amount \$25,000.00 for a revised maximum payable amount of \$440,438.75;

WHEREAS, on November 15, 2011, the Authority also approved by Resolution 2011-41 Work Authorization 1 with Consultant in the amount of \$415,438.75; and

WHEREAS, on November 15, 2011, the Authority also approved by Resolution 2011-42 Work Authorization 2 with Consultant in the amount of \$25,000.00; and

WHEREAS, on November 21, 2012, the Authority Amended and Restated by Resolution 2012-40 the professional surveying service agreement with the Consultant to revise the Scope of Service, Work Authorization requirement and DBE/HUB reporting requirement. The Consultants maximum payable amount remained at \$440,438.75 and Work Authorizations 1 and 2 were consolidated into Work Authorization 1, with the aggregate amount remaining at \$440,438.75; and

WHEREAS, on March 20, 2013 the Authority approved by Resolution 2013-09 Contract Amendment 1 to the Amended and Restated agreement with the Consultant to revise the Scope of Service and Work Authorization 1 for SH 365 from SH 336 (10th Street) to FM 3072 (Dicker Road) for an increase in the amount of \$353,753.75, for a revised maximum payable amount of \$794,192.50; and

WHEREAS, on March 20, 2013 the Authority approved Resolution 2013-09 Work Authorization 1 revision to the Amended and Restated agreement with the Consultant to revise the Scope of Service and Work Authorization Number 1 for SH 365 from SH 336 (10th Street) to FM 3072 (Dicker Road) from \$440,438.75 to the revised amount of \$422,496.25; and

WHEREAS, on October 16, 2013 the Authority approved Resolution 2013-44 Work Authorization 2 to the Amended and Restated agreement with the Consultant for Right of Way Mapping and Parcel Tract Platting for SH365 for SH 336 to US Military Highway in the amount of \$310,000.00; and

WHEREAS, on April 23, 2014 the Authority approved Resolution 2014-36 Work Authorization 2 Supplemental 1 to the Amended and Restated agreement with the Consultant to provide Right of Way Mapping and Parcel Tract Platting for 48 additional parcels in the amount of \$148,800.00; and

WHEREAS, on July 23, 2014 the Authority approved Resolution 2014-63 Work Authorization 2 Supplemental 2 to the Amended and Restated agreement with the Consultant to provide Right of Way Mapping and to deduct 17 parcels and modify right of way maps in the in the amount of \$11,100.00; and

WHEREAS, on July 23, 2014 the Authority approved Resolution 2014-64 Contract Amendment 2 to the Amended and Restated agreement with the Consultant to increase by \$11,100.00 for a revised maximum payable amount of \$892,396.25; and

WHEREAS, on November 20, 2014 the Authority approved Resolution 2014-102 Work Authorization 1 Supplemental 2 to the Amended and Restated agreement with the Consultant for additional topography required for right of way area changes on the State Highway 365 Project from SH 336 to FM 3072 due to Texas Department of Transportation Design Manual Updates in the amount of \$14,772.50; and

WHEREAS, on November 20, 2014 the Authority approved Resolution 2014-103 Contract Amendment 3 to the Amended and Restated agreement with the Consultant to increase by \$14,772.50 for a revised maximum payable amount of \$907,168.75; and

WHEREAS, on May 28, 2015 the Authority approved by Resolution 2015-21 Work Authorization 1 Supplemental 3 to the Professional Service Agreement with Quintanilla, Headley & Associates for a No-cost work schedule time extension for surveying services for the State Highway 365 Project; and

WHEREAS, on May 28, 2015 the Authority approved by Resolution 2015-22 Work Authorization 2 Supplemental 3 to the Professional Service Agreement with Quintanilla, Headley & Associates for a No-cost work schedule time extension for surveying services for the State Highway 365 Project; and

WHEREAS, on September 22, 2015 the Authority approved by Resolution 2015-67 Work Authorization 1 Supplemental 4 to the Professional Service Agreement with Quintanilla, Headley & Associates for a No-cost work schedule time extension for surveying services for the State Highway 365 Project; and

WHEREAS, on September 22, 2015 the Authority approved by Resolution 2015-68 Work Authorization 2 Supplemental 4 to the Professional Service Agreement with Quintanilla, Headley & Associates for a No-cost work schedule time extension for surveying services for the State Highway 365 Project; and

WHEREAS, on January 26, 2016 the Authority approved Resolution 2016-12 Work Authorization Number 3 to Professional Service Agreement with Quintanilla, Headley & Associates construction monument staking for the SH365 Project in the amount of \$61,696.25; and

WHEREAS, on January 26, 2016 the Authority approved Resolution 2016-13 Contract Amendment 4 to Professional Service Agreement with Quintanilla, Headley & Associates for an increase in the amount of \$61,696.25, for a revised maximum payable amount of \$968,865.00; and

WHEREAS, on June 26, 2018 the Authority approved Resolution 2018-33 for Contract Amendment 5 to the Professional Service Agreement with Quintanilla, Headley & Associates for a no-cost time extension to provide survey services for the 365 Tollway and International Bridge Trade Corridor Projects;

WHEREAS, the Authority finds it necessary to approve correction of scrivener error for Contract Amendment Number 2 to the Professional Service Agreement with Quintanilla, Headley & Associates in the amount of \$98,203.75, maximum payable amount remains in the amount of \$968,865.00; and

WHEREAS, the Authority finds it necessary to approved Resolution 2019-31 Approval of Work Authorization 4 to Professional Service Agreement with Quintanilla, Headley & Associates for control and construction staking for the DCP utility adjustment in the 365 Tollway Project in the amount of \$4,020.00;

NOW THEREFORE, BE IT RESOLVED, BY THE BOARD OF DIRECTORS OF THE HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY THAT:

Section 1. The recital clauses are incorporated in the text of this Resolution as if fully restated.

Section 2. The Board hereby approves Work Authorization 4 to the Professional Services Agreement for Surveying Services with Quintanilla, Headley & Associates, hereto attached as Exhibit A.

Section 3. The Board authorizes the Executive Director to execute Work Authorization Number 4 to the Professional Services Agreement for Surveying Services with Quintanilla, Headley & Associates as approved.

PASSED AND APPROVED AS TO BE EFFECTIVE IMMEDIATELY BY THE BOARD OF DIRECTORS OF THE HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY AT A REGULAR MEETING, duly posted and noticed, on the 27th of August 2019, at which meeting a quorum was present.

S. David Deanda, Jr., Chairman

Ricardo Perez, Secretary/Treasurer

Exhibit A

Work Authorization
Number 4
to
Professional Service Agreements
with
Quintanilla, Headley & Associates
for Surveying
Services

◆ Contract ◆

**Hidalgo County
Regional Mobility Authority
(HCRMA)(Authority)**

**SURVEYING SERVICES
For SH 365 Segment 0031
From 300 feet West of McColl
Road @ Sta. 279+85**

Work Authorization No. 4

August 28, 2019

**QUINTANILLA, HEADLEY &
ASSOCIATES, INC.**

WORK AUTHORIZATION NO. 4

**WORK AUTHORIZATION NO. 4
AGREEMENT FOR SURVEYING SERVICES**

THIS WORK AUTHORIZATION is made pursuant to the terms and conditions of “Article V of that certain Professional Services Agreement for Surveying Services” (the Agreement) entered into by and between the Hidalgo County Regional Mobility Authority (Authority), and Quintanilla, Headley & Associates Inc. (the Surveyor).

PART I. The Surveyor will perform surveying services generally described as in accordance with the project description attached hereto and made a part of this Work Authorization. The responsibilities of the Authority and the Surveyor as well as the work schedule are further detailed in Exhibits A, B and C which are attached hereto and made a part of the Work Authorization.

PART II. The maximum amount payable under this Work Authorization is \$4,020.00 and the method of payment is Lump Sum as set forth in Attachment E of the Agreement. This amount is based upon fees set forth in Attachment E, Fee Schedule, of the Agreement and the Surveyor’s estimated Work Authorization costs included in Exhibit D, Fee Schedule, which is attached and made a part of this Work Authorization.

PART III. Payment to the Surveyor for the services established under this Work Authorization shall be made in accordance with Articles III thru V of the Agreement, and Attachment A, Section 1.

PART IV. This Work Authorization shall become effective on the date of final acceptance of the parties hereto and shall terminate on December 31, 2019, unless extended by a supplemental Work Authorization as provided in Attachment A, Section 1.

PART V. This Work Authorization does not waive the parties' responsibilities and obligations provided under “Article V of that certain Professional Services Agreement for Surveying Services for SURVEYING SERVICES For SH 365 Segment 0031 from 300 feet West of McColl Road @ Sta. 279+85.

IN WITNESS WHEREOF, this Work Authorization is executed in duplicate counterparts and hereby accepted and acknowledged below.

THE SURVEYOR

THE AUTHORITY

(Signature)

(Printed Name)

(Title)

(Date)

(Signature)
Pilar Rodriguez, PE

(Printed Name)
Executive Director

(Title)

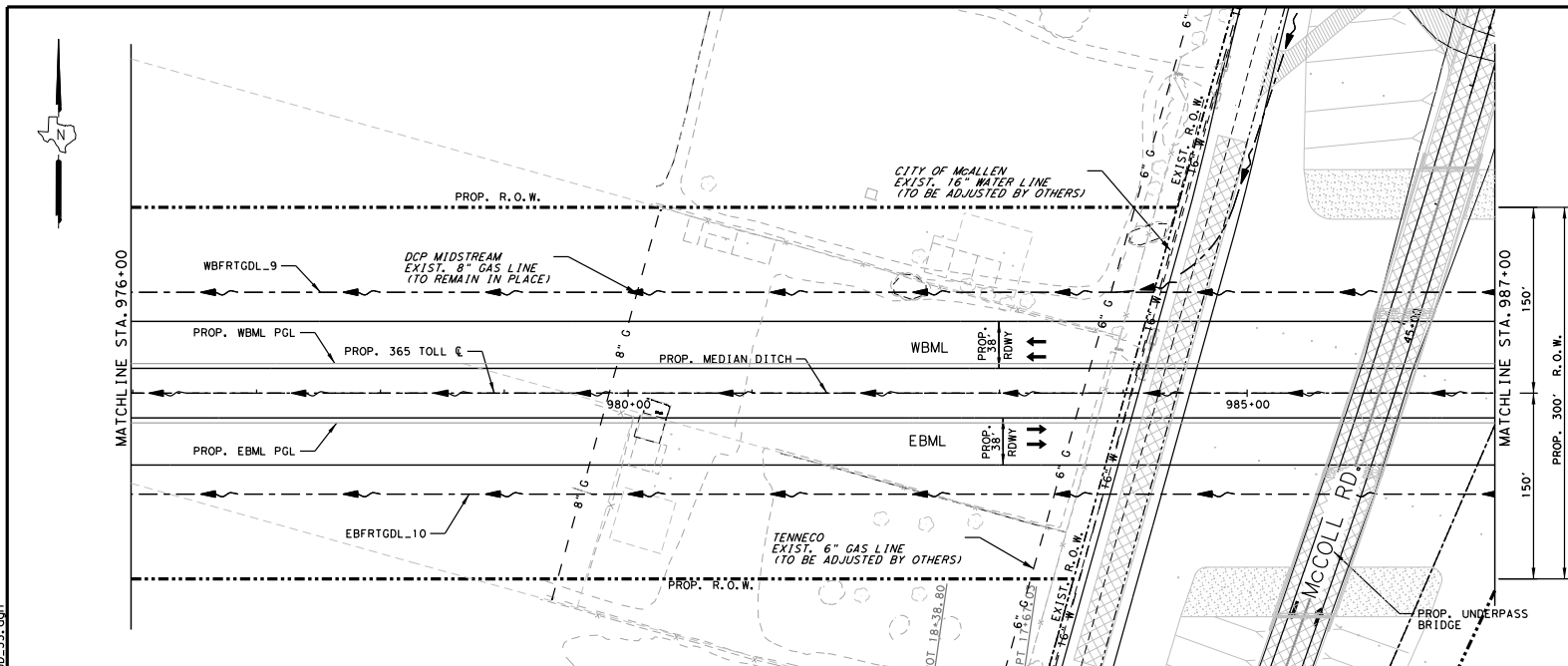
(Date)

LIST OF EXHIBITS

Exhibit A	Services to be provided by the Authority
Exhibit B	Services to be provided by the Surveyor
Exhibit C	Work Schedule
Exhibit D	Fee Schedule/Budget
Exhibit H-2	Subprovider Monitoring System Commitment Agreement

DATE: 6/19/2017 6:47:03 PM

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LEGEND:

- ⊕ PROP. CONC. PLUG (NON-PAY ITEM)
- ▨ EXIST. RDWY. TO BE OBLITERATED
- ▨ PROP. DRIVEWAY OR TURNOUT (SEE DRIVEWAY/TURNOUT TABLE FOR SET'S & PIPE QUANTITIES)
- ▨ PROP. CONC. RIPRAP
- ▨ PROP. BRICK PAVERS
- ▨ DRAINAGE STR. ID.
- DIRECTION OF FLOW IN DITCH

NOTES:

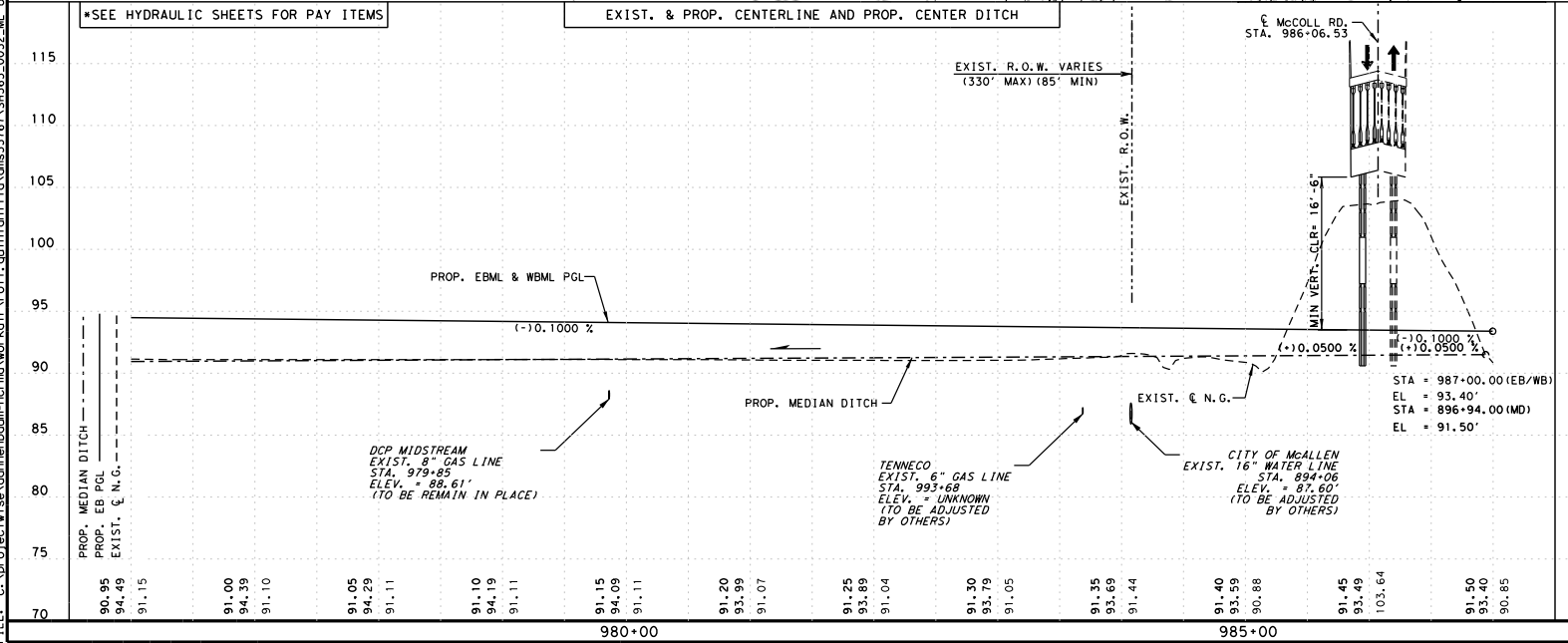
- SEE ALIGNMENT DATA SHEET FOR PROP CENTERLINE DATA.
- ALL RCP SHALL BE CL III UNLESS OTHERWISE NOTED.
- ALL OFFSETS GIVEN ARE TO THE CENTER OF THE STRUCTURE.
- RECONNECTION OF EXISTING STORM DRAIN SHALL BE SUBSIDIARY TO PERTINENT BID ITEMS.
- SEE "HYDRAULIC DATA SHEETS FOR PAYMENT OF ALL PROPOSED DRAINAGE STRUCTURES."
- SEE DRAINAGE STRUCTURE STANDARD SHEETS FOR DESCRIPTION OF OFFSET IN STORM DRAIN TABLE.
- FOR OTHER DITCH GRADES SEE DITCH PROFILE SHEETS.
- SEE LATERAL X-SECTIONS FOR MORE DETAILED INFO.
- ALL EXIST. UTILITY LINES THAT ARE TO BE ADJUSTED OR REMAIN IN PLACE ARE PROVIDED FOR INFORMATION ONLY. REFER TO "INLET" "L1" CONNECTION DETAILS" FOR STRUCTURE DETAILS.
- ANY DISCREPANCIES IN MANHOLE/INLET ELEVATIONS BETWEEN LID SHEETS AND HYDRAULIC DATA SHEETS, HYDRAULIC DATA SHEETS SHALL GOVERN.
- CAST IN PLACE INLET/GRADINGS SHALL BE FIELD VERIFIED BEFORE CASTING OPERATIONS BEGIN. ANY ADJUSTMENTS SHALL BE SUBSIDIARY TO BID ITEMS.
- PRE-CAST INLETS THAT REQUIRE ELEVATION ADJUSTMENTS DUE TO DIFFERING FIELD CONDITIONS SHALL BE SUBSIDIARY TO BID ITEMS.
- FOR ADDITIONAL CASINGS REFER TO TRAFFIC MANAGEMENT SYSTEM SHEETS

PROPOSED DITCH LINE

EXISTING FENCE

EXISTING UTILITIES

- #W — (DIAM INCH) WATER LINE
- #IR — (DIAM INCH) IRRIGATION LINE
- #FM — (DIAM INCH) FORCE MAIN
- #SS — (DIAM INCH) SANITARY SEWER LINE
- #G — (DIAM INCH) GAS PIPELINE
- #FOL — UNDERGROUND FIBER OPTIC CABLE
- #T — UNDERGROUND TELEPHONE LINE
- #C — UNDERGROUND CABLE
- #FOL — OVERHEAD FIBER OPTIC CABLE
- #OP — OVERHEAD ELECTRIC LINE
- #OPT — OVERHEAD ELECTRIC W/ TELEPHONE LINE
- #HVT — HIGH VOLTAGE TRANSMISSION LINE
- #P — UNDERGROUND ELECTRIC LINE
- POWER POLE



STATE OF TEXAS

CHRISTOPHER R. RODRIGUEZ

107692

REGISTERED PROFESSIONAL ENGINEER

06/19/2017

HCRMA

HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY

©2017

Texas Department of Transportation

PROGRAM MANAGEMENT CONSULTANT

DANNENBAUM

ENGINEERING CORPORATION

T.A.P.E. FIRM REGISTRATION #392

1109 MOHAWK LOOP, STE 200 MCALLEN, TX 78504 (956) 955-0077

L&G Engineering

Highway / Civil

Structural / Bridge

Environmental

Firm No.: F-4105

365 TOLL MAINLINE

UTILITY AND DRAINAGE

STA. 976+00 TO STA. 987+00

SCALE:

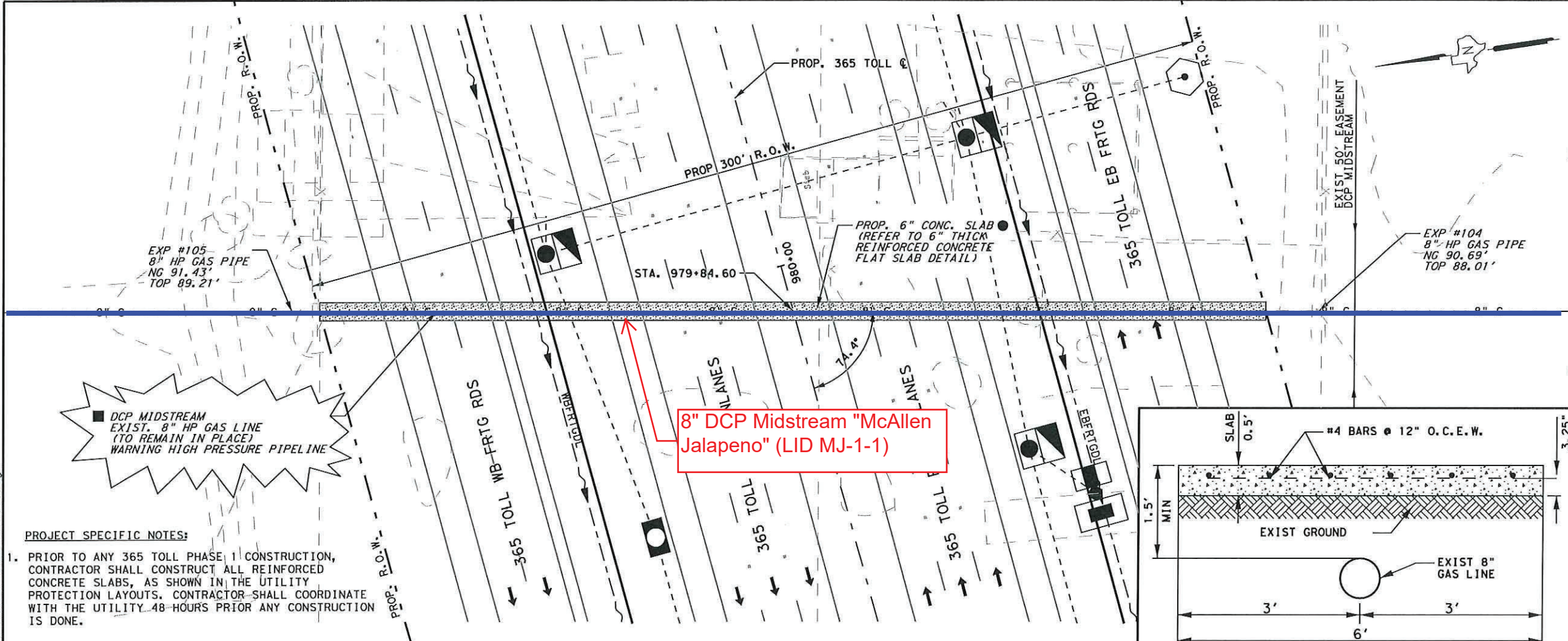
HORIZ: 1" = 100'

VERT: 1" = 10'

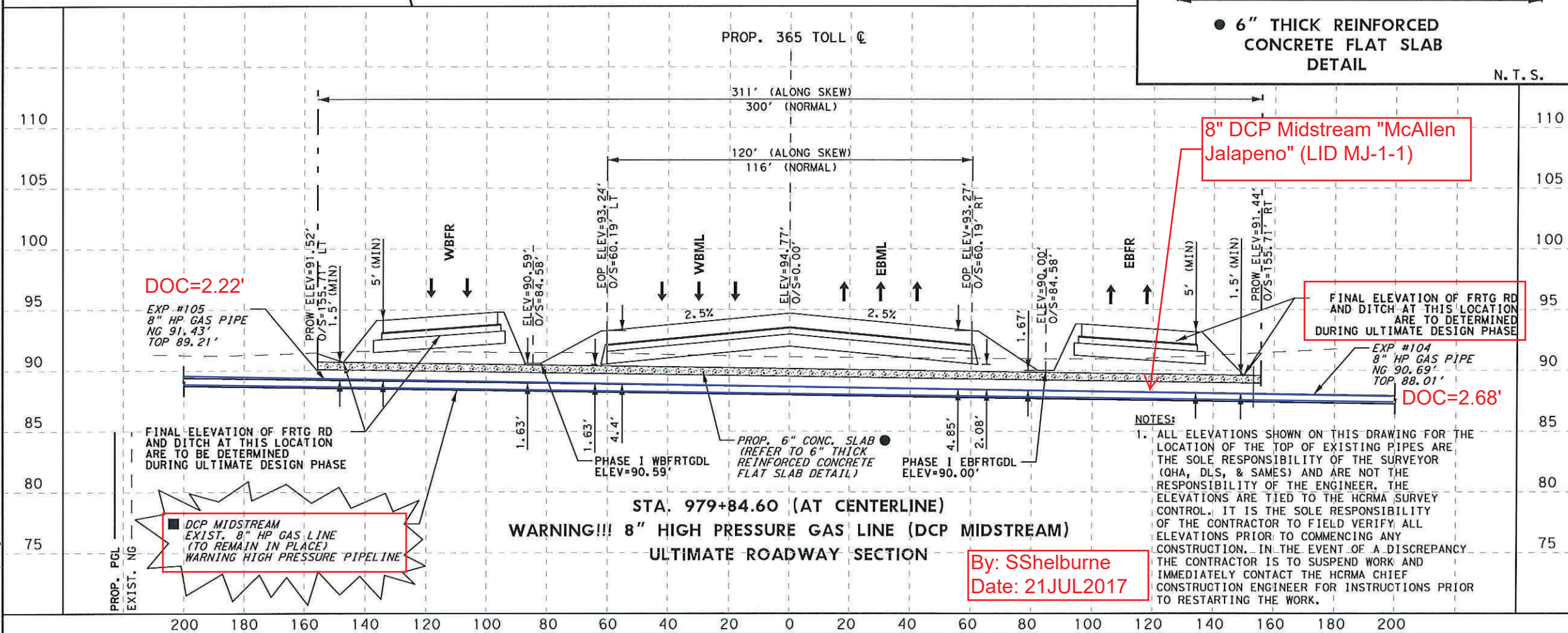
SHEET 36 OF 68

CONTRACT	SECTION	JOB	DESCRIPTION
0921	02	368	365 TOLL
DIST	COUNTY	SHEET NO.	
PHR	HIDALGO	964	

DATE: 7/19/2017 6:41:47 PM
FILE: c:\projects\hcrma\hcrma\workdir\ramos\dms28608\SH365_0030_U+T1_Sta979+85 DCPMidstreamUltimate.dgn



- NOTES:**
1. ALL UTILITIES SHALL BE RELOCATED BEFORE CONSTRUCTION, AND ACCORDING TO LOCAL, STATE, AND FEDERAL GUIDELINES.
 2. CONTRACTOR SHALL COORDINATE WITH DCP MIDSTREAM 48 HOURS PRIOR TO ANY WORK DONE ON THIS GAS LINE.
ROBERTO MARTINEZ (361) 675-0596
OSCAR PORTALES (361) 474-3007
 3. PIPELINE SUMMARY & DETAILS:
CLASSIFICATION: NAT. GAS
OPERATING STATUS: ACTIVE
CLASS LOCATION (NG ONLY): #3
LINE NUMBER: MJ-1-1
LINE NAME: MCALEN
REGULATORY TYPE(S): JALAPENO
PRODUCT(S): GATHERING
OUTSIDE DIAMETER (INCHES): 8.625
NOMINAL WALL THICKNESS (INCHES): 0.25
PIPE SPECIFICATION: X
PIPE GRADE: X42
SMYS (psi): 2666.67
LONGITUDINAL SEAM TYPE: UNKNOWN
MAXIMUM OPERATING PRESSURE (psi): 975
 4. FLAT SLAB CLASS A CONCRETE MIN $f'c=3000$ PSI (35 CY).
 5. OFFSETS (O/S) ARE FROM 365 TOLL CENTERLINE (CL).
 6. ALL HORIZONTAL/VERTICAL COORDINATES ARE BASED OFF OF THE TEXAS STATE PLANE COORDINATE SYSTEM, SOUTH ZONE 4205. NORTH AMERICAN DATUM 1983, (NA 2011 ADJUSTMENT), AND NAVD88, RESPECTIVELY. COORDINATES SHOWN ARE IN SURFACE.
- FOR FURTHER DETAILS, SEE SOURCES USED TO CREATE THIS LAYOUT:
- 365 TOLL SEGMENT SCHEMATIC & 365 TOLL PS&E.
- ENCROACHMENT EVALUATION REVIEW REPORT, U-0032-052 (8"-DCP MIDSTREAM PIPELINE) BY SAENZ OIL AND GAS SERVICES.



THIS DOCUMENT IS FOR INTERIM REVIEW AND NOT INTENDED FOR CONSTRUCTION, BIDDING, OR PERMIT PURPOSES.

Richard D. Seitz, P.E.
RICHARD D. SEITZ, P.E. 63424
7/19/2017
DATE

HCRMA
HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY

Texas Department of Transportation

PROGRAM MANAGEMENT CONSULTANT
DANNENBAUM
ENGINEERING CORPORATION
T.B.P.E. FIRM REGISTRATION #392
1109 NOLANA LOOP, STE 208 MCALEN, TX 78504 (956) 682-3677

365 TOLL
EXHIBIT A - 8" HP GAS LINE
UTILITY PROTECTION LAYOUT
STA. 979+84.60

SCALE:
HORIZ: 1" = 40'
VERT: 1" = 10'

SHEET 1 OF 1

CONT	SECT	JOB	HIGHWAY
0921	02	368	365 TOLL
DIST	COUNTY	SHEET NO.	
PHR	HIDALGO		

EXHIBIT B
SERVICES TO BE PROVIDED BY THE SURVEYOR

EXHIBIT B
SERVICES TO BE PROVIDED BY SURVEYOR
SCOPE OF WORK

- The scope of work to include the demarking of DCP, 8" high-pressure gas line perpendicular to proposed TOLL365 corridor at approximate Sta. 979+85 in (Attachment A) page 964, U&D 365 Toll Mainlane, as provided prior to excavation. Primary objective is to discover and depict limits of conflicting 8" H.P. Gas line [DCP].
- Precise horizontal and vertical location of "as built" utility obtained by the actual exposure (or verification of exposed and surveyed utilities) and subsequent measurement of subsurface utilities, usually at a specific point, Sta. 979+85. A precise horizontal and vertical location, as well as other utility attributes, is shown on plan documents of centerlines of each main lane(s) and frontage road, edge of ROW and tie-in points along easement . Accuracy is typically set to +/- .05ft vertical and to applicable horizontal survey and mapping accuracy as defined or expected by the project owner.
- Notify the engineer within a reasonable time frame of any suspected deficiencies in the utility depictions at the specified location discovered during construction.

Collection, Recording, and Presentation of Data.

Measure and/or record the following information on an appropriately formatted test hole data sheet (field book) that has been sealed and dated by the Consultant:

1. Elevation of top and/or bottom of the utility tied to the project datum, to a vertical accuracy of +/- 0.05 feet (15 mm).
2. Elevation of existing grade over utility at test hole.
3. Horizontal location referenced to project coordinate datum, to a horizontal accuracy consistent with applicable DOT survey standards.
4. Field sketch showing horizontal location referenced to a minimum of three (3) swing ties to physical structures existing in the field and shown on the project plans.
5. Approximate centerline bearing of utility line.
6. Outside diameter of pipe, width of duct banks, and configuration of non-encased multi-conduit systems.
7. Utility structure material composition, when reasonably ascertainable.
8. Identity of benchmarks used to determine elevations.
9. Utility facility condition.
10. Soil type and site conditions.
11. Identity of utility owner/operator.
12. Other pertinent information as is reasonably ascertainable from site location.

Translate utility data to the appropriate CADD format (See 1.8 Data Management) for direct incorporation of information into the HCRMA or design engineer's CADD file. Utility information shall be clearly delineated via line codes/symbols and labeling as set forth in the DEPARTMENT's Electronic Utility File Guidelines.

EXHIBIT C
WORK SCHEDULE

**EXHIBIT C
WORK SCHEDULE**

ATTACHMENT C

(Utility's Schedule of Work estimated Date of Completion)

Utility: DCP South Central Texas LLC

Start Date: September 9, 2019

Duration: 25 (Calendar Days)

Estimated Completion Date: October 2, 2019

EXHIBIT D
FEE SCHEDULE/BUDGET

Quintanilla, Headley and Associates, Inc.
Survey Services for the HCRMA
SUE HP GAS DCP
Horizontal & Vertical Elevations of Proposed Gas Pipeline for As-Built

EXHIBIT 'D'
Fee Schedule/Budget for
Hidalgo County Regional Mobility Authority (HCRMA)
Work Authorization No. ____
SH 365 Surveying Services
LIMITS: Station 979+85

SURVEY SERVICES DESCRIPTION	Principal / Sr. Manager / Senior survey Manager	Project Surveyor (RPLS)	Senior Survey Tech / SIT	Survey Technician	CADD Operator	Clerical / Admin.	Abstractor	1-Person Survey Crew	2-Person Survey Crew	3-Person Survey Crew	4-Person Survey Crew	Total Labor Hrs.	Remarks	Task Cost	
Coordination, Admin, Research and Abstracting	2	1										3		\$ 550.00	
Field Work		2	4							10		16		\$ 2,400.00	
Office Work / Delivery Preparation		1		4	8	2						15		\$ 1,070.00	
Subtotal	2	4	4	4	8	2	0	0	0	10	0	34		\$ 4,020.00	
Total Manhours by Classification	2	4	4	4	8	2	0	0	0	10		34			
Contract Hourly Rate by Classification	\$ 200.00	\$ 150.00	\$ 105.00	\$ 75.00	\$ 65.00	\$ 50.00	\$ 65.00	\$ 80.00	\$ 130.00	\$ 168.00	\$ 198.00				
Total Fee by Classification	\$ 400.00	\$ 600.00	\$ 420.00	\$ 300.00	\$ 520.00	\$ 100.00	\$ -	\$ -	\$ -	\$ 1,680.00	\$ -	\$ 4,020.00			
% Utilization by Over 6 months	0.19%	0.39%	0.39%	0.39%	0.77%	0.19%	0.00%	0.00%	0.00%				CHECK (MHRs): 24		
% of Total Labor Hours	5.88%	11.76%	11.76%	11.76%	23.53%	5.88%	0.00%	0.00%	0.00%			100.00%		CHECK (LABOR):	
% of Total Labor Cost	9.95%	14.93%	10.45%	7.46%	12.94%	2.49%	0.00%	0.00%	0.00%			100.00%		\$ 4,020.00	
TOTAL DIRECT LABOR COST														\$ 4,020.00	
DIRECT EXPENSES	Rate	Unit	Amount	Total											
Mileage	\$ 0.56	Mile	0	\$ -									\$ -		
Photocopies	\$ 0.10	Sheet	0	\$ -									\$ -		
Blueline/Blackline Prints	\$ 2.00	Sheet	0	\$ -									\$ -		
Deed/Copies	\$ 1.00	Sheet	0	\$ -									\$ -		
Certified Deed Copies	\$ 2.00	Sheet	0	\$ -									\$ -		
Mylar (11x17)	\$ 3.00	Sheet	0	\$ -									\$ -		
Mylar (22x34)	\$ 6.00	Sheet	0	\$ -									\$ -		
TOTAL DIRECT EXPENSES				\$ -										\$ -	
SPECIAL SERVICES FEE (SUBCONSULTANTS)														DBE Participation 0.00%	
Name	Task(s) Summary														
TOTAL SPECIAL SERVICES FEE (SUBCONSULTANTS)														\$ -	
GRAND TOTAL														\$ 4,020.00	

EXHIBIT H-2

Subprovider Monitoring System Commitment Agreement

This commitment agreement is subject to the award and receipt of a signed contract from the Hidalgo County Regional Mobility Authority (Authority). ***NOTE: Exhibit H-2 is required to be attached to each contract that does not include work authorizations. Exhibit H-2 is required to be attached with each work authorization. Exhibit H-2 is also required to be attached to each supplemental work authorization. If DBE/HUB Subproviders are used, the form must be completed and signed. If no DBE/HUB Subproviders are used, indicate with "N/A" on this line: _____ and attach with the work authorization or supplemental work authorization.***

Contract #: _____ Assigned Goal: 12.2% Prime Provider Quintanilla, Headley & Associates Inc.

Work Authorization (WA) #: 4 WA Amount: \$4,020.00 Date: _____

Supplemental Work Authorization (SWA) #: _____ to WA #: _____ SWA Amount: _____

Revised WA Amount: _____

Description of Work (List by category of work or task description. Attach additional pages, if necessary.)	Dollar Amount (For each category of work or task description shown.)
Survey	\$4,020.00
FC	\$0
Total Commitment Amount (Including all additional pages.)	\$0

IMPORTANT: The signatures of the prime and the DBE/HUB and Second Tier Subprovider, if any (both DBE and Non-DBE) and the total commitment amount must always be on the same page.

Provider Name: Quintanilla, Headley & Associates Inc. Address: 124 E. Stubbs Edinburg, Texas 78539 VID Number: 17426481671 PH: (956) 381-6480; FX: (956) 381-0527 Email: alfonsoq@qhaengineering.com	Name: _____ Alfonso Quintanilla (Please Print) Title: _____ President <div style="display: flex; justify-content: space-between;"> Signature Date </div>
DBE/HUB Sub Provider	Name: _____ (Please Print) Title: _____ <div style="display: flex; justify-content: space-between;"> Signature Date </div>
Second Tier Sub Provider Subprovider Name: VID Number: Address: Phone #& Fax #: Email:	Name: _____ (Please Print) Title: _____ <div style="display: flex; justify-content: space-between;"> Signature Date </div>

VID Number is the Vendor Identification Number issued by the Comptroller. If a firm does not have a VID Number, please enter the owner's Social Security or their Federal Employee Identification Number (if incorporated).

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Item 2E

HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY

AGENDA RECOMMENDATION FORM

BOARD OF DIRECTORS	<u> X </u>	AGENDA ITEM	<u> 2E </u>
PLANNING COMMITTEE	<u> </u>	DATE SUBMITTED	<u> 08/12/19 </u>
FINANCE COMMITTEE	<u> </u>	MEETING DATE	<u> 08/27/19 </u>
TECHNICAL COMMITTEE	<u> </u>		

1. Agenda Item: **RESOLUTION 2019-32 – APPROVAL OF CONTRACT AMENDMENT NUMBER 6 TO THE PROFESSIONAL SERVICES AGREEMENT WITH QUINTANILLA HEADLEY & ASSOCIATES TO INCREASE MAXIMUM PAYABLE AMOUNT FOR WORK AUTHORIZATION NUMBER 4 TO PROVIDE SURVEY SERVICES FOR THE 365 TOLLWAY PROJECT.**
2. Nature of Request: (Brief Overview) Attachments: X Yes No

Consideration and Approval of CA No. 6 to the PSA with Quintanilla, Headley & Associates to provide survey services for the 365 Tollway and IBTC Projects.
3. Policy Implication: Board Policy, Local Government Code, Texas Government Code, Texas Transportation Code, TxDOT Policy
4. Budgeted: Yes No X N/A
5. Staff Recommendation: **Motion to approve Resolution 2018-32 – Approval of Contract Amendment Number 6 to the Professional Services Agreement with Quintanilla Headley and Associates to increase maximum payable amount for Work Authorization Number 4 for the 365 Tollway, as presented.**
6. Program Manager's Recommendation: Approved Disapproved X None
7. Planning Committee's Recommendation: Approved Disapproved X None
8. Board Attorney's Recommendation: Approved Disapproved X None
9. Chief Auditor's Recommendation: Approved Disapproved X None
10. Chief Financial Officer's Recommendation: Approved Disapproved X None
11. Chief Development Engineer's Recommendation: Approved Disapproved X None
12. Chief Construction Engineer's Recommendation: X Approved Disapproved None
13. Executive Director's Recommendation: X Approved Disapproved None



☐ CMT Services

☐ Environmental

☐ Engineering

☐ Geo-Technical

Project: 365 Tollway

☒ Surveying **Quintanilla, Headley & Associates**

CONTRACT AMENDMENT SUMMARY

RESOLUTION 2019-32

Original Contract Amount \$ 440,439

Amendment # 6

Amount \$ 4,020.00

Approved Amendments:

Resolution No.	Description	Amount
2011-40	Amended & Restated	\$ 440,438.75
2013-09	Restated Contract/Max Amount payable	\$ 353,753.75
2014-64	Increase in SA 1 in WA 2 & SA2 in WA2	\$ 98,203.75
2014-103	Increase in SWA 2 to WA 1	\$ 14,772.50
2016-13	Increase in WA3	\$ 61,696.25
Subtotal from Cont. Page		<u>\$ 0.00</u>

Contract Amount **\$ 968,865.00**

Proposed Amendment

2019-32 **\$ 4,020.00**

Goal and Options:

**Staff is recommending approval of this request in the amount of \$ 4,020.00
for a Revised Maximum Payable Amount of \$ 972,885.00**

R. Navarro, Const Eng

Requested by:

HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY

BOARD RESOLUTION No. 2019-32

**APPROVAL OF CONTRACT AMENDMENT 6 TO
THE PROFESSIONAL SERVICE AGREEMENT WITH
QUINTANILLA, HEADLEY & ASSOCIATES TO INCREASE THE
MAXIMUM PAYABLE AMOUNT FOR WORK AUTHORIZATION
NUMBER 4 FOR THE 365 TOLLWAY PROJECT**

THIS RESOLUTION is adopted this 27th day of August 2019 by the Board of Directors of the Hidalgo County Regional Mobility Authority at a regular meeting.

WHEREAS, the Hidalgo County Regional Mobility Authority (the "Authority"), acting through its Board of Directors (the "Board"), is a regional mobility authority created pursuant to Chapter 370, Texas Transportation Code, as amended (the "Act");

WHEREAS, the Authority is authorized by the Act to address mobility issues in and around Hidalgo County;

WHEREAS, on October 27, 2011, the Authority awarded by Resolution 2011-09 a professional service agreement to Quintanilla, Headley and Associates (the "Consultant") to perform surveying work for the SH 365 Project from SH 336 to FM 3072 in the maximum payable amount of \$415,438.75;

WHEREAS, on November 15, 2011, the Authority approved by Resolution 2011-40 Amendment 1 to the professional surveying service agreement with Consultant in the amount \$25,000.00 for a revised maximum payable amount of \$440,438.75;

WHEREAS, on November 15, 2011, the Authority also approved by Resolution 2011-41 Work Authorization 1 with Consultant in the amount of \$415,438.75; and

WHEREAS, on November 15, 2011, the Authority also approved by Resolution 2011-42 Work Authorization 2 with Consultant in the amount of \$25,000.00; and

WHEREAS, on November 21, 2012, the Authority Amended and Restated by Resolution 2012-40 the professional surveying service agreement with the Consultant to revise the Scope of Service, Work Authorization requirement and DBE/HUB reporting requirement. The Consultants maximum payable amount remained at \$440,438.75 and Work Authorizations 1 and 2 were consolidated into Work Authorization 1, with the aggregate amount remaining at \$440,438.75; and

WHEREAS, on March 20, 2013 the Authority approved by Resolution 2013-09 Contract Amendment 1 to the Amended and Restated agreement with the Consultant to revise the Scope of Service and Work Authorization 1 for SH 365 from SH 336 (10th Street) to FM 3072 (Dicker Road) for an increase in the amount of \$353,753.75, for a revised maximum payable amount of \$794,192.50; and

WHEREAS, on March 20, 2013 the Authority approved Resolution 2013-09 Work Authorization 1 revision to the Amended and Restated agreement with the Consultant to revise the Scope of Service and Work Authorization Number 1 for SH 365 from SH 336 (10th Street) to FM 3072 (Dicker Road) from \$440,438.75 to the revised amount of \$422,496.25; and

WHEREAS, on October 16, 2013 the Authority approved Resolution 2013-44 Work Authorization 2 to the Amended and Restated agreement with the Consultant for Right of Way Mapping and Parcel Tract Platting for SH365 for SH 336 to US Military Highway in the amount of \$310,000.00; and

WHEREAS, on April 23, 2014 the Authority approved Resolution 2014-36 Work Authorization 2 Supplemental 1 to the Amended and Restated agreement with the Consultant to provide Right of Way Mapping and Parcel Tract Platting for 48 additional parcels in the amount of \$148,800.00; and

WHEREAS, on July 23, 2014 the Authority approved Resolution 2014-63 Work Authorization 2 Supplemental 2 to the Amended and Restated agreement with the Consultant to provide Right of Way Mapping and to deduct 17 parcels and modify right of way maps in the in the amount of \$11,100.00; and

WHEREAS, on July 23, 2014 the Authority approved Resolution 2014-64 Contract Amendment 2 to the Amended and Restated agreement with the Consultant to increase by \$11,100.00 for a revised maximum payable amount of \$892,396.25; and

WHEREAS, on November 20, 2014 the Authority approved Resolution 2014-102 Work Authorization 1 Supplemental 2 to the Amended and Restated agreement with the Consultant for additional topography required for right of way area changes on the State Highway 365 Project from SH 336 to FM 3072 due to Texas Department of Transportation Design Manual Updates in the amount of \$14,772.50; and

WHEREAS, on November 20, 2014 the Authority approved Resolution 2014-103 Contract Amendment 3 to the Amended and Restated agreement with the Consultant to increase by \$14,772.50 for a revised maximum payable amount of \$907,168.75; and

WHEREAS, on May 28, 2015 the Authority approved by Resolution 2015-21 Work Authorization 1 Supplemental 3 to the Professional Service Agreement with Quintanilla, Headley & Associates for a No-cost work schedule time extension for surveying services for the State Highway 365 Project; and

WHEREAS, on May 28, 2015 the Authority approved by Resolution 2015-22 Work Authorization 2 Supplemental 3 to the Professional Service Agreement with Quintanilla, Headley & Associates for a No-cost work schedule time extension for surveying services for the State Highway 365 Project; and

WHEREAS, on September 22, 2015 the Authority approved by Resolution 2015-67 Work Authorization 1 Supplemental 4 to the Professional Service Agreement with Quintanilla, Headley & Associates for a No-cost work schedule time extension for surveying services for the State Highway 365 Project; and

WHEREAS, on September 22, 2015 the Authority approved by Resolution 2015-68 Work Authorization 2 Supplemental 4 to the Professional Service Agreement with Quintanilla, Headley & Associates for a No-cost work schedule time extension for surveying services for the State Highway 365 Project; and

WHEREAS, on January 26, 2016 the Authority approved Resolution 2016-12 Work Authorization Number 3 to Professional Service Agreement with Quintanilla, Headley & Associates construction monument staking for the SH365 Project in the amount of \$61,696.25; and

WHEREAS, on January 26, 2016 the Authority approved Resolution 2016-13 Contract Amendment 4 to Professional Service Agreement with Quintanilla, Headley & Associates for an increase in the amount of \$61,696.25, for a revised maximum payable amount of \$968,865.00; and

WHEREAS, on June 26, 2018 the Authority approved Resolution 2018-33 for Contract Amendment 5 to the Professional Service Agreement with Quintanilla, Headley & Associates for a no-cost time extension to provide survey services for the 365 Tollway and International Bridge Trade Corridor Projects;

WHEREAS, on August 27, 2019 the Authority finds it necessary to approve correction of scrivener error for Contract Amendment Number 2 to the Professional Service Agreement with Quintanilla, Headley & Associates in the amount of \$98,203.75, maximum payable amount remains in the amount of \$968,865.00; and

WHEREAS, on August 27, 2019 the Authority approved Resolution 2019-31, Approval of Work Authorization 4 to Professional Service Agreement with Quintanilla, Headley & Associates for control and construction staking of the compensable DCP utility adjustment within the 365 Tollway Project in the amount of \$4,020.00;

WHEREAS, the Authority finds it necessary to approve Resolution 2019-32 Contract Amendment 6 to Professional Service Agreement with Quintanilla, Headley & Associates for an increase in the amount of \$4,020.00, for a revised maximum payable amount of \$972,885.00

NOW THEREFORE, BE IT RESOLVED, BY THE BOARD OF DIRECTORS OF THE HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY THAT:

Section 1. The recital clauses are incorporated in the text of this Resolution as if fully restated.

Section 2. The Board hereby approves Resolution 2019-32 Contract Amendment 6 to Professional Service Agreement with Quintanilla, Headley & Associates for an increase in the amount of \$4,020.00, for a revised maximum payable amount of \$972,885.00;

Section 3. The Board authorizes the Executive Director to execute Amendment Number 6 to the Professional Services Agreement for Surveying Services with Quintanilla, Headley & Associates as approved.

PASSED AND APPROVED AS TO BE EFFECTIVE IMMEDIATELY BY THE BOARD OF DIRECTORS OF THE HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY AT A REGULAR MEETING, duly posted and noticed, on the 27th of August 2019, at which meeting a quorum was present.

S. David Deanda, Jr., Chairman

Ricardo Perez, Secretary/Treasurer

Exhibit A

Contract Amendment
Number 6
to
Professional Service Agreements
with
Quintanilla, Headley & Associates
for Surveying
Services

◆Contract◆

Hidalgo County
Regional Mobility Authority
(HCRMA)(Authority)

SURVEYING SERVICES
For SH 365 Segment 0031
From 300 feet West of McColl
Road @ Sta. 279+85

Contract Amendment No. 6

August 27, 2019

Quintanilla, Headley, and Associates, Inc.

**SUPPLEMENTAL AGREEMENT NO. 6
TO PROFESSIONAL SERVICES
AGREEMENT FOR SURVEYING SERVICES**

THIS SUPPLEMENTAL AGREEMENT NO 6 TO MAIN CONTRACT is made pursuant to the terms and conditions of “Attachment A General Provisions Section 6 Supplemental Agreements of that certain Professional Services Agreement for Engineering Design Services” hereinafter identified as the “Agreement,” entered into by and between the Hidalgo County Regional Mobility Authority (Authority), and Quintanilla, Headley & Associates, Inc. (the Surveyor).

The following terms and conditions of the Agreement are hereby amended as follows:

Article II Agreement Period

This Agreement becomes effective when fully executed by all parties hereto and it shall terminate at the close of business on December 31, 2021

**Article III
Agreement Compensation**

Article III Agreement Compensation. Article III Compensation shall be amended to increase the amount payable under this contract from the maximum amount payable under this contract is \$968,865.00 to \$972,885.00 for a total increase of \$4,020.00 for control and construction taking for the DCP Utility Adjustment in the 365 Tollway Project as outlined in Work Authorization Number 4.

This Supplemental Agreement No. 6 to the Main Contract shall become effective on the date of final execution of the parties hereto. All other terms and conditions of the Agreement not hereby amended are to remain in full force and effect.

IN WITNESS WHEREOF, this Supplemental Agreement is executed in duplicate counterparts and hereby accepted and acknowledged below.

THE SURVEYOR

(Signature)

(Printed Name)

(Title)

(Date)

THE AUTHORITY

(Signature)
Pilar Rodriguez, P.E.

(Printed Name)
Executive Director

(Title)

(Date)

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Item 3A

HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY

AGENDA RECOMMENDATION FORM

BOARD OF DIRECTORS	<u> X </u>	AGENDA ITEM	<u> 3A </u>
PLANNING COMMITTEE	<u> </u>	DATE SUBMITTED	<u> 08/16/19 </u>
FINANCE COMMITTEE	<u> </u>	MEETING DATE	<u> 08/27/19 </u>
TECHNICAL COMMITTEE	<u> </u>		

1. Agenda Item: **RESOLUTION 2019-30 – APPROVAL OF CONSULTANT AGREEMENT WITH PATHFINDERS PUBLIC AFFAIRS TO PROVIDE EXTERNAL, LEGISLATIVE, GOVERNMENTAL, AND OUTREACH SERVICES TO THE HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY.**
2. Nature of Request: (Brief Overview) Attachments: X Yes No
Consideration and approval of Consultant Agreement with Pathfinders Public Affairs to provide external, legislative, governmental, and outreach services to the HCRMA.
3. Policy Implication: Board Policy, Local Government Code, Texas Government Code, Texas Transportation Code, TxDOT Policy
4. Budgeted: Yes No X N/A
5. Staff Recommendation: **Motion to approve Resolution 2019-30 – Approval of consultant agreement with Pathfinders Public Affairs to provide external, legislative, governmental, and outreach services to the Hidalgo County Regional Mobility Authority, as presented.**
6. Program Manager's Recommendation: Approved Disapproved X None
7. Planning Committee's Recommendation: Approved Disapproved X None
8. Board Attorney's Recommendation: Approved Disapproved X None
9. Chief Auditor's Recommendation: Approved Disapproved None
10. Chief Financial Officer's Recommendation: X Approved Disapproved None
11. Chief Development Engineer's Recommendation: Approved Disapproved X None
12. Chief Construction Engineer's Recommendation: Approved Disapproved X None
13. Executive Director's Recommendation: X Approved Disapproved None

HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY
BOARD RESOLUTION No. 2019-30

APPROVAL OF AWARD OF CONTRACT TO PATHFINDERS
PUBLIC AFFAIRS TO PROVIDE EXTERNAL, LEGISLATIVE,
GOVERNMENTAL, AND OUTREACH SERVICES TO THE HIDALGO
COUNTY REGIONAL MOBILITY AUTHORITY

THIS RESOLUTION is adopted this 27th day of August, 2019 by the Board of Directors of the Hidalgo County Regional Mobility Authority.

WHEREAS, the Hidalgo County Regional Mobility Authority (the “Authority”), acting through its Board of Directors (the “Board”), is a regional mobility authority created pursuant to Chapter 370, Texas Transportation Code, as amended (the “Act”);

WHEREAS, the Authority is authorized by the Act to address mobility issues in and around Hidalgo County; and

WHEREAS, the Authority determined it is necessary to receive periodic updates of legislative meetings and hearings, Texas Transportation Commission meetings, Texas Department of Transportation hearings, Metropolitan Planning Organization meetings and hearings, and other governmental meetings; and

WHEREAS, the Board finds it in the best interest of the Authority to enter into an agreement with Pathfinders Public Affairs for external, legislative, governmental, and outreach services;

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF
DIRECTORS OF THE HIDALGO COUNTY REGIONAL MOBILITY
AUTHORITY THAT:

Section 1. The recital clauses are incorporated in the text of this Resolution as if fully restated.

Section 2. The Board waives any policy requirement to procure external, legislative, governmental, and outreach services for the Hidalgo County Regional Mobility Authority.

Section 3. The Board restricts payment of external, legislative, governmental, and outreach services to local funds.

Section 4. The Board hereby approves award of the consultant agreement to Pathfinders Public Affairs to provide external, legislative, governmental, and outreach services to the Hidalgo County Regional Mobility Authority.

Section 5. The Board authorizes the Executive Director to execute the consultant agreement with Pathfinders Public Affairs after the Agreement and required disclosures are approved by the Authority's Legal Counsel.

PASSED AND APPROVED AS TO BE EFFECTIVE IMMEDIATELY BY THE BOARD OF DIRECTORS OF THE HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY AT A REGULAR MEETING on the 27th day of August, 2019, at which meeting a quorum was present.

S. David Deanda Jr., Chairman

Ricardo Perez, Secretary/Treasurer

EXHIBIT A
AGREEMENT

August 27, 2019

Pilar Rodriguez
Executive Director
Hidalgo County Regional Mobility Authority
203 W. Newcombe Ave.
Pharr, Texas 78577

Re: Consulting Agreement

Dear Mr. Rodriguez:

This letter confirms our agreement for the firm of Pathfinder Public Affairs (the "Firm") to continue to provide external affairs, legislative, and governmental affairs, and outreach services to the Hidalgo County Regional Mobility Authority (the "HCRMA").

During the term of this agreement, our fees for services will be billed on a monthly retainer as follows: \$10,000 per month, to be paid for services in the preceding month. The Firm will bill the HCRMA directly at the beginning of the month for which services provided in the preceding month. Our bills are due upon receipt, with payment anticipated to occur within 30 days of receipt and approval by the HCRMA Board of Directors. We understand that payment for services under this agreement is limited to the HCRMA's local funds.

The Firm will provide periodic written updates of our work, including, from time to time, assessments and analysis of legislative meetings and hearings, Texas Transportation Commission meetings, Texas Department of Transportation Hearings, metropolitan planning organizations meetings and hearings, and other governmental meetings. Upon request, we will make presentations to the HCRMA Board of Directors on the status of the Texas Legislature and our outreach services.

The Firm represents a number of clients on a wide range of matters. Should a conflict or a potential conflict of interest arise between you and other clients we represent or propose to represent, we will contact you immediately. If the matter cannot be resolved to the mutual satisfaction of both clients, we will take appropriate action, including withdrawal from representation of one or both clients, if necessary. Should you have any concerns about, or need to apprise us of any developments that might bear on conflict of issue interest issues, please let me know immediately.

The Firm agrees to provide all required disclosures, including but not limited to Texas Ethics Commission reports and disclosures, and operate in compliance with all local, state, and federal laws. The Firm is a sole proprietorship with less than 10 employees and is certified by the State

of Texas as a historically underutilized business. The Firm maintains Workers' Compensation as required by law and commercial general liability insurance appropriate for firms in its industry of a similar size and operation.

The HCRMA may issue a notice of termination of this agreement for any reason and the agreement will terminate immediately with no refund or proration of any retainer paid for the month in which termination occurs. This agreement shall not be assigned by the Firm.

This agreement is not intended to constitute, create, give up, or otherwise recognize a joint venture agreement or relationship, partnership, or formal business organization of any kind between the parties, and the rights and obligations of the parties shall be only those expressly set forth in this agreement.

The Firm shall save and hold harmless the HCRMA (and its officers, agents, affiliates, and employees) from all claims, liability, action, and loss (including damage to property or injury, including death to person; and including any attorney fees which may be incurred by the HCRMA) due to the activities of the Firm, its officers, agents, representatives, subcontractors, or employees performed under this agreement and which are caused by or result from error, omission, or negligent act or willful misconduct, including any violations of any statutes, ordinances, building codes or regulations, of the Firm or any officer, agent, affiliate, or employee employed or engaged by the Firm, and the defense of any such of claims, liability, action, or loss.

We understand that employees and directors of the HCRMA are not permitted to receive any benefits, gifts, or favors from any person doing business with the HCRMA, including the Firm.

This agreement constitutes the sole agreement of the parties hereto for the services authorized herein and supersedes any prior understandings or written or oral agreements between the parties respecting the subject matter defined herein.

If this agreement is acceptable to you, please sign below and return a copy of the executed original to me via facsimile or email.

We very much appreciate the opportunity to assist the HCRMA and look forward to working with you.

Sincerely,



Rene Ramirez

APPROVED:

Hidalgo County Regional Mobility Authority

By:

Pilar Rodriguez, Executive Director