

HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY

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

DATE: WEDNESDAY, JANUARY 16, 2013
TIME: 4:30 PM
PLACE: PHARR CITY HALL
2nd FLOOR, CITY COMMISSION CHAMBERS
118 SOUTH CAGE BOULEVARD
PHARR, TEXAS 78577

PRESIDING: DENNIS BURLESON, CHAIRMAN

CALL TO ORDER FOR WORKSHOP

1. Review of SH 365 and IBTC Projects Development/Construction Cost and Financing Options

ADJOURNMENT OF WORKSHOP

CALL TO ORDER FOR REGULAR MEETING

PUBLIC COMMENT

1. REPORTS

- A. Update on SH 365 Project – Louis Jones, Program Manager

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, 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 Meeting Act.)*

- A. Approval of Minutes for Regular Meeting held December 18, 2012.
- B. Approval of Project Expense Report for Period from December 14, 2012 to January 8, 2013
- C. Approval of Financial Report for November 2012
- D. Resolution 2013-01 – Approval of Updates to the Internal Ethics Compliance Manual – Employee Conduct Manual

3. REGULAR AGENDA

- A. Resolution 2013-02 – Approval of Supplemental Number 2 to Work Authorization Number 5 of Professional Service Agreement with Dannenbaum Engineering for General Engineering and Continued Program Management of SH 365 and IBTC Projects
- B. Resolution 2013-03 - Approval of Work Authorization Number 6 to Professional Service Agreement with Dannenbaum Engineering for General Engineering and Continued Program Management of SH 365 and IBTC Projects
- C. Resolution 2013-04 – Extension of Professional Service Agreement for one (1) year with the Law Office of Dan Rios and Tuggey-Fernandez, LLP

4. CHAIRMAN'S REPORT

- A. Report on US 281 Coalition Meeting held on December 19, 2012, in Falfurrias, Texas
- B. Report on Texas Transportation Forum Meeting to be held on February 17-19, 2013, in Austin, Texas

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 Board Attorney and Financial Advisor on legal issues pertaining to financial options, including current obligations (Section 551.071 T.G.C.)
- B. Consultation with Board Attorney regarding legal issues pertaining to the scope of the proposed South Texas Class I Rail Project (Section 551.071 T.G.C.)

ADJOURNMENT OF REGULAR MEETING

PUBLIC COMMENT POLICY

Public Comment Policy: "At the beginning 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. 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 (3 minutes) applies."

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 Closner, Edinburg, Texas 78539), a place convenient and readily accessible to the general public at all times, and said Notice was posted on the 10th day of January, 2013 at 12:00 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.

Flor E. Koll
Program Administrator

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

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> 1/09/13 </u>
FINANCE COMMITTEE	<u> </u>	MEETING DATE	<u> 1/16/13 </u>
TECHNICAL COMMITTEE	<u> </u>		

1. Agenda Item: **WORKSHOP ITEM 1 – REVIEW OF SH 365 AND IBTC PROJECTS DEVELOPMENT/CONSTRUCTION COST AND FINANCING OPTIONS**
2. Nature of Request: (Brief Overview) Attachments: X Yes No
Review of SH 365 and IBTC Projects development/construction costs and financing options.
3. Policy Implication: Board Policy, Local Government, Texas Government Code, Texas Transportation Code, TxDOT Policy
4. Budgeted: Yes No X N/A
Funding Source:
5. Staff Recommendation: **Review 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. Executive Director's Recommendation: Approved Disapproved X None

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Item 1A

HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY

AGENDA RECOMMENDATION FORM

BOARD OF DIRECTORS	<u> X </u>	AGENDA ITEM	<u> 1A </u>
PLANNING COMMITTEE	<u> </u>	DATE SUBMITTED	<u> 1/09/13 </u>
FINANCE COMMITTEE	<u> </u>	MEETING DATE	<u> 1/16/13 </u>
TECHNICAL COMMITTEE	<u> </u>		

1. Agenda Item: **PROGRAM MANAGER UPDATE ON SH 365 PROJECT**
2. Nature of Request: (Brief Overview) Attachments: X Yes No
Report from Program Manager on progress with SH 365 Project
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. Executive Director's Recommendation: Approved Disapproved X None

PROGRESS REPORT

Work Authorization No. 1: Report # 14
Report Period: 12/01/2012 through 12/31/2012
Client: Hidalgo County Regional Mobility Authority

Work Authorization No. 3 (Title Reports for SH 365)

PRIME: DANNENBAUM ENGINEERING CORPORATION

NO TASKS PROVIDED OUTSIDE OF OVERSIGHT

SUBCONSULTANT: ARANDA & ASSOCIATES, INC.

TASK 1: PROVIDE TITLE REPORTS

WORK PERFORMED THIS PERIOD

- Provided all title reports necessary for resolving out standing right of entry issues and general ROW mapping data gathering. Will ensue dissemination of title reports to surveyors.

PROGRESS REPORT

Work Authorization No. 1: Report # 14
Report Period: 12/01/2012 through 12/31/2012
Client: Hidalgo County Regional Mobility Authority

Work Authorization No. 5 (Engineering Management / Partial Operations / Implementation / Public Outreach)

PRIME: DANNENBAUM ENGINEERING CORPORATION

TASK A: COORDINATE / UPDATE / ASSIST EXECUTIVE DIRECTOR

WORK PERFORMED THIS PERIOD

- Provide HCRMA staff insight and assistance on HCRMA work conducted to date as requested by Executive Director.

WORK TO BE PERFORMED NEXT PERIOD

- Continue to support HCRMA staff as required.

ACTIONS REQUIRED IMMEDIATE ATTENTION

- None.

TASK B: ATTEND / PREPARE DATA / REPORT ON VARIOUS MEETINGS

WORK PERFORMED THIS PERIOD

- Assist the HCRMA staff with preparation of meetings with stakeholders, HCRMA Planning/Finance/Full Board Meetings by providing data, presentations and meeting-set up support (including agenda preparations, sign in sheet documentation and meeting minutes). Assist HCRMA staff on meetings with local municipalities and County commissioners on HCRMA initiatives.

WORK TO BE PERFORMED NEXT PERIOD

- Continue to support HCRMA staff and PMC efforts to organize (where required), attend document and follow-up with meeting action items for the execution of HCRMA

PROGRESS REPORT

Work Authorization No. 1: Report # 14
Report Period: 12/01/2012 through 12/31/2012
Client: Hidalgo County Regional Mobility Authority

business.

ACTIONS REQUIRED IMMEDIATE ATTENTION

- None.

TASK C: CONTINUE TO COORDINATE WITH HCMPO TO MODIFY SHORT/ LONG TERM TIP TO ACCOUNT FOR APPROVAL STRATEGY

WORK PERFORMED THIS PERIOD

- Submitted all documentation to HCMPO and TxDOT for inclusion of SH 365 in the next STIP update.

WORK TO BE PERFORMED NEXT PERIOD

- Await instruction from HCMPO or TxDOT on further follow up as necessary.

ACTIONS REQUIRED IMMEDIATE ATTENTION

- None.

TASK D: CONTINUE TO NEGOTIATE / COORDINATE WITH TXDOT ON ADVANCED FUNDING AGREEMENT FOR SH 365 / US 281

WORK PERFORMED THIS PERIOD

- Provided final comments to TxDOT on configuration of SH 365 Ph I and Ph II in the agreement, provided project planning documentation they required to show SH 365 Ph I, US 281 Improvements and SH 365 Ph II.

WORK TO BE PERFORMED NEXT PERIOD

- Await further instructions from TxDOT or HCRMA.

ACTIONS REQUIRED IMMEDIATE ATTENTION

- None.

TASK E: CONTINUE TO IMPLEMENT INTERIM COST ACCOUNTING SYSTEM UTILIZING

PROGRESS REPORT

Work Authorization No. 1: Report # 14
Report Period: 12/01/2012 through 12/31/2012
Client: Hidalgo County Regional Mobility Authority

DANNENBAUM COST ACCOUNTING SYSTEM

WORK PERFORMED THIS PERIOD

- Gathered outstanding data to catch up the project books for the year 2012 as well as some older entries requiring backup.

WORK TO BE PERFORMED NEXT PERIOD

- Package all updated data to provide to project accountant staff at Dannenbaum.

ACTIONS REQUIRED IMMEDIATE ATTENTION

- None.

TASK F: CONTINUE TO ORGANIZE / DEVELOP HCRMA FILES BY PROJECT

WORK PERFORMED THIS PERIOD

- Initiated document and data transfer to ProjectWise server (more on that in Task O).
- Maintained folder hierarchy established under document control manual.

WORK TO BE PERFORMED NEXT PERIOD

- Deploy ProjectWise to external users (HCRMA Staff and Subconsultants).

ACTIONS REQUIRED IMMEDIATE ATTENTION

- None.

PROGRESS REPORT

Work Authorization No. 1: Report # 14
Report Period: 12/01/2012 through 12/31/2012
Client: Hidalgo County Regional Mobility Authority

TASK G: CONTINUE TO COORDINATE WITH HIDALGO COUNTY APPRAISAL DISTRICT ON TRZ INPUTS AND AGREEMENTS

WORK PERFORMED THIS PERIOD

- Continued coordination with PMC Team and the Hidalgo County Judge's office staff to review the latest TRZ No. 2 map and gather all agreements, boundaries and descriptions needed for potential TRZ No. 2 boundary edits.

WORK TO BE PERFORMED NEXT PERIOD

- Continue efforts with HCRMA legal, Staff and County/City stakeholders as needed.

ACTIONS REQUIRED IMMEDIATE ATTENTION

- None.

TASK H: CONTINUE TO IMPLEMENT PUBLIC OUTREACH PROGRAM MANAGING WITH ASSISTANCE FROM CONSULTANT (PATHFINDER) AND OTHERS

WORK PERFORMED THIS PERIOD

- Plan implementation.

WORK TO BE PERFORMED NEXT PERIOD

- Continue plan implementation as directed.

ACTIONS REQUIRED IMMEDIATE ATTENTION

- None.

PROGRESS REPORT

Work Authorization No. 1: Report # 14
Report Period: 12/01/2012 through 12/31/2012
Client: Hidalgo County Regional Mobility Authority

TASK I: CONTINUE PUBLIC OUTREACH MEETINGS INCLUDING NEGOTIATIONS OF TRUCK RESTRICTIONS WITH THE FOLLOWING CITIES (INCLUDING TRAVEL AND PREPARATION FOR MEETING)

WORK PERFORMED THIS PERIOD

- Assisted with, as well as led, the efforts to conduct meetings with local municipalities and stakeholders.

WORK TO BE PERFORMED NEXT PERIOD

- Continue above-stated efforts with cities and stakeholders.

ACTIONS REQUIRED IMMEDIATE ATTENTION

- None.

TASK J: CONTINUE TO OVERSEE C&M ASSOCIATES, INC, IN DEVELOPING THE T&R STUDIES / FINANCING ALTERNATIVES (FSW)

WORK PERFORMED THIS PERIOD

- Continued to manage and provide insight and support with requests for information that the T&R consultant needs for their revenue modeling.
- Followed up with RFI's and provided feedback as requested by T&R Consultant for ongoing T&R and proposed Level of Service (LOS) Studies.
- Provided feedback on level of service analysis for SH 365 along with team member HDR Engineering, Inc.

WORK TO BE PERFORMED NEXT PERIOD

- Run selected traffic and revenue scenarios based on final data.

ACTIONS REQUIRED IMMEDIATE ATTENTION

- None.

PROGRESS REPORT

Work Authorization No. 1: Report # 14
Report Period: 12/01/2012 through 12/31/2012
Client: Hidalgo County Regional Mobility Authority

TASK K: CONTINUE TO OVERSEE IBTC

WORK PERFORMED THIS PERIOD

- Continue to Oversee Local Environmental Clearance (Assisted by Blanton - Lead).

WORK TO BE PERFORMED NEXT PERIOD

- Continue to oversee local environmental clearance efforts as required.

ACTIONS REQUIRED IMMEDIATE ATTENTION

- None.

TASK L: CONTINUE TO OVERSEE SH 365 SEGMENTS 1, 2 AND 4 (FROM FM 1016 TO US 281)

WORK PERFORMED THIS PERIOD

- Continued to manage engineers on drainage and other schematic activities. Continued efforts with surveyors on field work and finalizing Right of Entry and started process of acquiring title reports on outstanding unknown property owners. Continued to manage environmental work efforts in response to extension of project limits in response to TxDOT Minute Order Changes that was in response to HCRMA funding consolidation. Coordinated with designer's Utility Coordinators on ongoing data gathering and analysis. Continued to support environmental classification effort and conducted meeting with Austin ENV and conducted site visit. Obtained preliminary recommendation on an EA classification from TxDOT ENV pending FHWA review and full development of documents. Continued to manage environmental, engineering designer and surveyors in their execution of their outstanding work authorizations.

WORK TO BE PERFORMED NEXT PERIOD

- Continue SH 365 development efforts as necessary pending environmental decision by FHWA.

ACTIONS REQUIRED IMMEDIATE ATTENTION

- None.

PROGRESS REPORT

Work Authorization No. 1: Report # 14
Report Period: 12/01/2012 through 12/31/2012
Client: Hidalgo County Regional Mobility Authority

TASK M: CONTINUE TO OVERSEE SH 365 SEG 3 - US 281 / MILITARY HWY OVERPASS

WORK PERFORMED THIS PERIOD

- Reviewed conceptual designs and provided stakeholder coordination meeting support to review progress and provide the Engineer constructive comments.

WORK TO BE PERFORMED NEXT PERIOD

- Continue SH 365 development efforts and push forward with formal stakeholder meetings showing route concepts and probable opinion of cost for each alternative.

ACTIONS REQUIRED IMMEDIATE ATTENTION

- None.

TASK N: IMPLEMENTATION OF GIS TOOLS - PHASE IA

WORK PERFORMED THIS PERIOD

- Performed master bookmark layouts for different map views and layers that will be supported in GIS website.
- Integrate Bing Map layers into HCRMA GIS map template.
- Configured server hardware and software.
- Entered GIS data into ArcServer in order to prepare for live product launch.

WORK TO BE PERFORMED NEXT PERIOD

- Deploy GIS portal website.

ACTIONS REQUIRED IMMEDIATE ATTENTION

- None.

PROGRESS REPORT

Work Authorization No. 1: Report # 14
Report Period: 12/01/2012 through 12/31/2012
Client: Hidalgo County Regional Mobility Authority

TASK O: IMPLEMENTATION OF PROJECT WISE

WORK PERFORMED THIS PERIOD

- Ported all of HCRMA data (archive and working files) with folder hierarchy to ProjectWise.
- Processed MicroStation and GIS data references to assure operability across internal/external platforms.

WORK TO BE PERFORMED NEXT PERIOD

- Conduct onsite training for core users both internal (to PMC) and external (HCRMA staff and subs).

ACTIONS REQUIRED IMMEDIATE ATTENTION

- None.

PROGRESS REPORT

Work Authorization No. 1: Report # 14
Report Period: 12/01/2012 through 12/31/2012
Client: Hidalgo County Regional Mobility Authority

SUBCONSULTANT: HDR ENGINEERING, INC.

TASK J: ASSIST PMC WITH T&R STUDY REVIEW / FINANCING ALTERNATIVES

WORK PERFORMED THIS PERIOD

- Provided expert assistance on HCRMA funding related questions and review of Level of Service (LOS) and Traffic and Revenue (T&R).

WORK TO BE PERFORMED NEXT PERIOD

- Continue to provide expert assistance on HCRMA funding related questions, but primarily in the review of Level of Service (LOS) and Traffic and Revenue (T&R) studies as needed.

ACTIONS REQUIRED IMMEDIATE ATTENTION

- None.

PROGRESS REPORT

Work Authorization No. 1: Report # 14
Report Period: 12/01/2012 through 12/31/2012
Client: Hidalgo County Regional Mobility Authority

SUBCONSULTANT: BLANTON & ASSOCIATES, INC.

TASK K: CONTINUE TO OVERSEE IBTC

WORK PERFORMED THIS PERIOD

- None.

WORK TO BE PERFORMED NEXT PERIOD

- None.

ACTIONS REQUIRED IMMEDIATE ATTENTION

- None.

TASK L: CONTINUE TO OVERSEE SH 365 SEGMENTS 1, 2 AND 4 (FROM FM 1016 TO US 281)

WORK PERFORMED THIS PERIOD

- Assisted with oversight of on-going environmental work and provided assistance to PMC on environmentally related questions/protocol/criteria as well as supplied review of all environmental documents.

WORK TO BE PERFORMED NEXT PERIOD

- Continue with the above-mentioned activity.

ACTIONS REQUIRED IMMEDIATE ATTENTION

- None.

TASK M: CONTINUE TO OVERSEE SH 365 SEG 3 - US 281 / MILITARY HWY OVERPASS

WORK PERFORMED THIS PERIOD

- Assisted with oversight of on-going environmental work and provided assistance to PMC on environmentally related questions/protocol/criteria as well as supplied review of all environmental documents.

PROGRESS REPORT

Work Authorization No. 1: Report # 14
Report Period: 12/01/2012 through 12/31/2012
Client: Hidalgo County Regional Mobility Authority

WORK TO BE PERFORMED NEXT PERIOD

- Continue with the above-mentioned activity.

ACTIONS REQUIRED IMMEDIATE ATTENTION

- None.

PROGRESS REPORT

Work Authorization No. 1: Report # 14
Report Period: 12/01/2012 through 12/31/2012
Client: Hidalgo County Regional Mobility Authority

SUBCONSULTANT: ARANDA & ASSOCIATES, INC.

TASK L: CONTINUE TO OVERSEE SH 365 SEGMENTS 1, 2 AND 4 (FROM FM 1016 TO US 281)

WORK PERFORMED THIS PERIOD

- Provide coordination efforts for survey field work and finalized right of entry from FM 1016 (Conway Ave) to US 281. Provide support to PMC on survey-related questions. Provide directives on work to be performed by the Surveyors with a specific scope and deadline as well as support for developing new scopes and contracts for a PMC-generated survey scope of services to cover all necessary survey items throughout SH 365 project development.

WORK TO BE PERFORMED NEXT PERIOD

- Continue to provide coordination efforts for survey field work and finalize right of entry on parcels with unknown landowners. Obtain title reports required to identify the unknown land owners and provide the title information to surveyors in order to conduct boundary surveys. Provide PMC assistance on survey scope funding allocation and scope clarification.

ACTIONS REQUIRED IMMEDIATE ATTENTION

- None.

PROGRESS REPORT

Work Authorization No. 1: Report # 14
Report Period: 12/01/2012 through 12/31/2012
Client: Hidalgo County Regional Mobility Authority

**SUBCONSULTANT: BARRERA INFRASTRUCTURE GROUP
(FORMERLY MANAGING PARTNER OF BARRERA - TORRES
INFRASTRUCTURE, PLCC)**

TASK L: CONTINUE TO OVERSEE SH 365 SEGMENTS 1, 2 AND 4 (FROM FM 1016 TO US 281)

WORK PERFORMED THIS PERIOD

- Revised utility relocation plan based on comments from the PMC and initiated follow-up with engineering designers on their utility coordination with utility stakeholders.

WORK TO BE PERFORMED NEXT PERIOD

- Continue follow-up with engineering designers on their utility coordination with utility stakeholders.

ACTIONS REQUIRED IMMEDIATE ATTENTION

- None.

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> 1/09/13 </u>
FINANCE COMMITTEE	<u> </u>	MEETING DATE	<u> 1/16/13 </u>
TECHNICAL COMMITTEE	<u> </u>		

1. Agenda Item: **APPROVAL OF MINUTES FOR REGULAR MEETING HELD
DECEMBER 18, 2012**
2. Nature of Request: (Brief Overview) Attachments: X Yes No

Consideration and approval of minutes for the Hidalgo Count Regional Mobility Authority Board
of Directors Regular Meeting held December 18, 2012.
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 December 18, 2012.**
6. Program Manager's Recommendation: Approved Disapproved X None
7. Planning Committee's Recommendation: Approved Disapproved X None
8. Board Attorney's Recommendation: X Approved Disapproved None
9. 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 a Regular Meeting on **Tuesday, December 18, 2012**, at 5:32 pm at the Donna Housing Authority, Board Room, 1711 Stites Road, Donna, Texas, with the following present:

Board Members:	Dennis Burleson, Chairman	HCRMA
	Michael G. Cano, Vice-Chairman	HCRMA
	Ricardo Perez, Secretary/Treasurer	HCRMA
	Joe Olivarez, Director	HCRMA
	Forrest Runnels, Director	HCRMA
	David Guerra, Director	HCRMA
Absent	Alonzo Cantu, Director	HCRMA
Staff:	Pilar Rodriguez, Executive Director	HCRMA
	Flor E. Koll, Program Administrator	HCRMA
	Dan Rios, Legal Counsel	HCRMA
	Louis Jones, Program Manager	HCRMA

CALL TO ORDER FOR WORKSHOP

Chairman Burleson called the workshop to order.

1. Review of Traffic & Revenue Study and Finance Plan for SH 365 and IBTC Projects
Shahram Bohluli, C&M Associates, Richard Ramirez, First Southwest, and Louis Jones, Dannenbaum Engineering, reviewed the Traffic & Revenue Study, Finance Plan and Development Cost for SH 365 and IBTC Projects. No action taken.

ADJOURNMENT OF WORKSHOP

CALL TO ORDER FOR REGULAR MEETING

Chairman Burleson called the regular meeting to order.

PUBLIC COMMENT

David Simmons, City of Donna Mayor, welcomed the HCRMA Board of Directors.

1. REPORTS

- A. Update of SH 365 Project – Louis Jones, Program Manager
Louis Jones, Program Manager, provided a summary update on the progress for the SH 365 Project. Mr. Louis reported that several project cost reduction options are being evaluated by staff for presentation to the Board of Directors for consideration. No action taken.

2. **CONSENT AGENDA** (All matters listed under the 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, 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 Meetings Act.)

Motion by David Guerra, with a second by Ricardo Perez, to approve the Consent Agenda with the exception of Item 2B, which will be considered separately. Motion carried unanimously.

- A. Approval of Minutes for Regular Meeting held November 21, 2012
Approved the Minutes for Regular Meeting held November 21, 2012 as presented.
- B. Approval of Project Expense Report for Period from November 14, 2012 to December 11, 2012
Motion by David Guerra, with a second by Ricardo Perez, to approve the Project Expense Report, including invoices from DOS Land Surveying in the amount of \$71,504.72 and Tuggey-Fernandez in the amount of \$1,225.50, for a revised expenditure in the amount of \$769,588.43. Motion carried unanimously.
- C. Approval of Financial Report for October 2012
Approved the Financial Report for October 2012 as presented.

3. REGULAR AGENDA

- A. Resolution 2012-43 – Adoption of Fiscal Year 2013 Budget.
Motion by Ricardo Perez, with a second by David Guerra, to adopt the Fiscal Year 2013 Budget in the amount of \$5,774,415. Motion carried unanimously.

4. CHAIRMAN'S REPORT

- A. Report on Texas Transportation Commission Meeting to be held December 13, 2012, in Austin, Texas.
Chairman Burleson reported on Texas Transportation Commission Meeting. No action taken.
- B. Report on Alliance for I69 Texas Meeting held on December 14, 2012, in Austin, Texas.
Chairman Burleson reported on the Alliance for I69 Meeting. No action taken.
- C. Report on Texas Transportation Forum Meeting to be held February 17-19, 2013, in Austin, Texas.
Chairman Burleson reported on upcoming Texas Transportation Forum Meeting. No action taken.

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)

Motion by Ricardo Perez, with a second by Joe Olivarez, to enter into Executive Session pursuant to Chapter 551, Texas Government Code, Section 551.071 Consultation with Attorney for Item 6B. Motion carried unanimously.

Chairman Burleson recessed the open meeting at 6:45 pm to go into Executive Session. Chairman Burleson reconvened the open meeting at 6:54 pm with the follow action taken on Executive Session items:

- A. Consultation with Board Attorney and Financial Advisor on legal issues pertaining to financial options, including current obligations (Section 551.071 T.G.C.).
No action taken.
- B. Consultation with Board Attorney regarding legal issues pertaining to the scope of the proposed South Texas Class I Rail Project (Section 551.071 T.G.C.).
No action taken.

ADJOURNMENT

There being no other business to come before the Board of Directors, the meeting was adjourned at 6:55 pm.

Dennis Burleson, 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> 1/09/13 </u>
FINANCE COMMITTEE	<u> </u>	MEETING DATE	<u> 1/16/13 </u>
TECHNICAL COMMITTEE	<u> </u>		

1. Agenda Item: **APPROVAL OF PROJECT EXPENSE REPORT FROM DECEMBER 14, 2012 THROUGH JANUARY 8, 2013**

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

Consideration and approval of project expense report for the period from December 14, 2012 to January 8, 2013.

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

4. Budgeted: Yes X No N/A

Funding Source: Vehicle Registration Fund Balance after Expenses \$4,372,870.62

General Account	\$ 37,806.02
Loop Account	\$328,364.29
Debt Service Account	<u>\$148,347.02</u>
Total Project Expenses for Reporting Period	<u>\$514,517.93</u>

5. Staff Recommendation: **Motion to approve the project expense report for the period from December 14, 2012 to January 8, 2013 as presented.**

6. Program Manager's Recommendation: X Approved Disapproved None

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

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

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



Memorandum

To: Dennis Burleson, Chairman
From: Pilar Rodriguez, PE, Executive Director
Date: January 9, 2013
Re: **Expense Report for the Period from December 14, 2012 to January 8, 2013**

Attached is the expense report for the period commencing on December 14, 2012 and ending on January 8, 2013.

Expenses for the General Account total \$37,806.02, Loop Account total \$328,364.29, and for the Debt Service Account total \$148,347.02. The aggregate expense for the reporting period is \$514,517.93.

Based on review by this office, **approval of expenses for the reporting period is recommended in the aggregate amount of \$514,517.93.**

This leaves a balance in the Vehicle Registration Fund after expenses of \$4,372,870.62.

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



EXPENSE REPORT

January 16, 2013

General Account (Account No. 28003536)

Code	Make Check Payable to	Inv Date	Memo:	Amount	Ck #
16660.000	A Fast Delivery	12/17/2012	2012004743	\$ 109.50	
16660.000	A Fast Delivery	1/2/2013	2013000067	\$ 145.00	
16200.000	City of McAllen	9/19/2012	Payroll 19 09/03/12-9/16/12	\$ 10,411.53	
16200.000	City of McAllen	12/12/2012	Payroll 25 11/26/12-12/9/12	\$ 9,454.64	
16200.000	City of McAllen	12/14/2012	0000019807 Admin Fee	\$ 119.00	
16200.000	City of McAllen	12/26/2012	Payroll 26 12/10/12-12/23/12	\$ 10,600.32	
17150.000	City of Pharr	1/3/2013	010313 Rent for January 2013	\$ 1,000.00	
16600.000	Dennis Burleson	12/14/2012	Tavel - Austin (KCS,TxDOT, 1-69)	\$ 718.25	
17310.000	First National Bank	1/4/2013	Visa - Closing 12/31/12	\$ 2,848.12	
17000.000	One Stop Staffing	12/23/2012	12739 - Temp Svs (Blanca S.)	\$ 29.94	
17000.000	One Stop Staffing	12/30/2012	12753 - Temp Svs (Blanca S.)	\$ 239.52	
17210.000	Pena Designs	12/31/2012	Invoice #7	\$ 150.00	
17050.000	Salinas Allen Schmitt	1/9/2013	98992 December Services	\$ 850.00	
17150.000	Wells Fargo	12/29/2012	6745344290 12/25/12-01/25/13	\$ 330.20	
16220.000	Victor O. Schinnerer	11/30/2012	11/01/12-11/01/13	\$ 800.00	
				\$ 37,806.02	

Loop Account (Account No. 280003609)

Code	Make Check Payable to:	Inv Date	Memo:	Amount
28000.000	Atkins	1/8/2013	1158178 SH365	\$ 11,344.43
28000.000	Atkins	12/17/2012	1156040 SH365	\$ 6,997.69
28000.000	Dannenbaum	1/2/2013	465201/14/XV WA5	\$ 203,448.50
27100.000	Dan Rios	1/8/2013	10525	\$ 5,375.00
27120.000	First Southwest	12/31/2012	7288 KSC Preliminary Fin Assessment	\$ 5,250.00
	HCRMA	1/9/2013	Reimburse General Acct for Nov	\$ 28,225.69
28000.000	L&G	12/31/2012	11324349 SH365/Seg1/WA1	\$ 71,919.35
26100.000	MEDC - 281 Coalition	12/20/2013	281 Coalition Project 2013	\$ 15,000.00
28000.000	Surdex	12/12/2012	2201109-1465 Aerial Loop	\$ 9,029.92
				\$ 328,364.89

Vehicle Registration (Account No. 280003617)

Code	Make Check Payable to:	Inv Date	Memo:	Amount
33000.000	Hidalgo County RMA		Transfer to Acct # 280003862 (Debt Acct)	\$ 148,347.02

Debt Service (Account No. 280003862)

Code	Make Check Payable to:	Inv Date	Memo:	Amount
47320.000	First National Bank		Loan # 1286007585	\$ 148,347.02

Total	\$ 514,517.93
--------------	----------------------

Ricardo Perez, Secretary/Treasurer

Recommend Approval/Pilar Rodriguez, E.D.

Dennis Burleson, Chairman

Date Approved

A-FAST DELIVERY, LLC
P.O. Box 530402
Harlingen, TX 78553
Phone: (956) 425-7333
Fax: (956) 425-3075
Tax I.D. 27-1584703

A FAST DELIVERY HAS NOW BECOME A FAST
DELIVERY LLC AND OUR NEW FEDERAL
IDENTIFICATION NUMBER IS 27-1584703 AS OF
01/01/10 .

HCRMA
118 S CAGE
PHARR, TX 78577

This Invoice includes Completed Jobs delivered on or before 12/31/2012.

ITEMIZED LISTING

JobNumber	Priority	Legs	Drop Date	Requestor	Reference	Amount Due
2012034188	REGULAR		12/17/2012	SG/FLOR		\$8.25
From:	SALINAS ALLEN & SCHMITT - 2300 W.PIKE BLVD STE 201 - WESLACO, TX 78596					
To:	HCRMA - 118 S CAGE 4TH FLOOR - PHARR, TX					
Released:	12/17/2012 11:08 am		Dropped Off:	12/17/2012 12:48 pm		
2012034767	REGULAR		12/21/2012	TS/FLOR		\$6.50
From:	HCRMA - 118 S CAGE 4TH FLOOR - PHARR, TX					
To:	EIA PROPERTIES - 506 E CANTON - EDINBURG, TX					
Released:	12/21/2012 8:50 am		Dropped Off:	12/21/2012 12:35 pm		
2012034769	REGULAR		12/21/2012	TS/FLOR		\$6.50
From:	HCRMA - 118 S CAGE 4TH FLOOR - PHARR, TX					
To:	LINEBARGER GOGGENS BLAIR & SAM - 205 S PIN OAK AVE - EDINBURG, TX 78539					
Released:	12/21/2012 8:50 am		Dropped Off:	12/21/2012 12:15 pm		
2012034770	REGULAR		12/21/2012	TS/FLOR		\$6.50
From:	HCRMA - 118 S CAGE 4TH FLOOR - PHARR, TX					
To:	CANTU CONSTRUCTION - 5221 N MCCOLL - MCALLEN, TX					
Released:	12/21/2012 8:52 am		Dropped Off:	12/21/2012 11:47 am		
2012034771	REGULAR		12/21/2012	TS/FLOR		\$6.50
From:	HCRMA - 118 S CAGE 4TH FLOOR - PHARR, TX					
To:	IBC BANK - 1 S BROADWAY - MCALLEN, TX 78501					
Released:	12/21/2012 8:52 am		Dropped Off:	12/21/2012 1:08 pm		
2012034773	REGULAR		12/21/2012	TS/FLOR		\$7.50
From:	HCRMA - 118 S CAGE 4TH FLOOR - PHARR, TX					
To:	RIO BANK - 495 BENTSON RD - MISSION, TX					
Released:	12/21/2012 8:52 am		Dropped Off:	12/21/2012 10:45 am		
2012034774	REGULAR		12/21/2012	TS/FLOR		\$8.25
From:	HCRMA - 118 S CAGE 4TH FLOOR - PHARR, TX					
To:	JOE OLIVAREZ - 614 N TEXAS - WESLACO, TX					
Released:	12/21/2012 8:54 am		Dropped Off:	12/21/2012 10:50 am		
2012034881	EXCLUSIVE		12/21/2012	SG/FLOR		\$29.50
From:	HCRMA - 118 S CAGE 4TH FLOOR - PHARR, TX					
To:	CANTU CONSTRUCTION - 5221 N MCCOLL - MCALLEN, TX					
Released:	12/21/2012 3:08 pm		Dropped Off:	12/21/2012 4:20 pm		
2012034889	REGULAR		12/21/2012	TS/FLOR		\$6.50
From:	HCRMA - 118 S CAGE 4TH FLOOR - PHARR, TX					
To:	WELLS FARGO ADVISORS - 4900 N 10TH STE D1 - MCALLEN, TX					
Released:	12/21/2012 8:52 am		Dropped Off:	12/21/2012 3:30 pm		

JobNumber	Priority	Legs	Drop Date	Requestor	Reference	Amount Due
2012035177	EXCLUSIVE		12/28/2012	SG/BLANCA		\$29.50
From:	HCRMA - 118 S CAGE 4TH FLOOR - PHARR, TX					
To:	JOE OLIVAREZ - 614 N TEXAS - WESLACO, TX					
Released:	12/28/2012 9:00 am		Dropped Off: 12/28/2012 10:02 am			
2012035178	EXCLUSIVE		12/28/2012	SG/BLANCA		\$29.50
From:	HCRMA - 118 S CAGE 4TH FLOOR - PHARR, TX					
To:	RIO BANK - 495 BENTSON RD - MISSION, TX					
Released:	12/28/2012 9:00 am		Dropped Off: 12/28/2012 10:13 am			

Number of Jobs: 11

2012004335-69.50
past due

Total Charges:	\$145.00
Total Credits:	\$0.00
Amount Due:	\$145.00

Inv #2012004743

INVOICE

12/17/2012

A-FAST DELIVERY, LLC
P.O. Box 530402
Harlingen, TX 78553
Phone: (956) 425-7333
Fax: (956) 425-3075
Tax I.D. 27-1584703

A FAST DELIVERY HAS NOW BECOME A FAST
DELIVERY LLC AND OUR NEW FEDERAL
IDENTIFICATION NUMBER IS 27-1584703 AS OF
01/01/10 .

HCRMA
118 S CAGE
PHARR, TX 78577

This Invoice includes Completed Jobs delivered on or before 12/15/2012.

ITEMIZED LISTING

JobNumber	Priority	Legs	Drop Date	Requestor	Reference	Amount Due
2012033924	REGULAR		12/14/2012	SG/FLOR		\$6.50
From:	HCRMA - 118 S CAGE 4TH FLOOR - PHARR, TX					
To:	EIA PROPERTIES - 506 CANTON - EDINBURG, TX					
Released:	12/14/2012 8:30 am		Dropped Off:	12/14/2012 11:29 am		
2012033925	REGULAR		12/14/2012	SG/FLOR		\$6.50
From:	HCRMA - 118 S CAGE 4TH FLOOR - PHARR, TX					
To:	JUDGE RAMON GARCIA - 1615 S CLOSER STE J - EDINBURG, TX					
Released:	12/14/2012 8:30 am		Dropped Off:	12/14/2012 11:03 am		
2012033926	REGULAR		12/14/2012	SG/FLOR		\$6.50
From:	HCRMA - 118 S CAGE 4TH FLOOR - PHARR, TX					
To:	HIDALGO CO PCT4 JOSEPH PALACIO - 1051 N DOOLITTLE - EDINBURG, TX					
Released:	12/14/2012 8:30 am		Dropped Off:	12/14/2012 11:23 am		
2012033927	REGULAR		12/14/2012	SG/FLOR		\$6.50
From:	HCRMA - 118 S CAGE 4TH FLOOR - PHARR, TX					
To:	LINEBARGER GOGGINS BLAIR & SAM - 205 S PIN OAK AVE - EDINBURG, TX 78539					
Released:	12/14/2012 8:30 am		Dropped Off:	12/14/2012 10:57 am		
2012033928	REGULAR		12/14/2012	SG/FLOR		\$6.50
From:	HCRMA - 118 S CAGE 4TH FLOOR - PHARR, TX					
To:	WELLS FARGO ADVISORS - 4900 N 10TH STE D1 - MCALLEN, TX					
Released:	12/14/2012 8:30 am		Dropped Off:	12/14/2012 9:37 am		
2012033929	REGULAR		12/14/2012	SG/FLOR		\$6.50
From:	HCRMA - 118 S CAGE 4TH FLOOR - PHARR, TX					
To:	CANTU CONSTRUCTION - 5221 N MCCOLL - MCALLEN, TX					
Released:	12/14/2012 8:30 am		Dropped Off:	12/14/2012 9:30 am		
2012033930	REGULAR		12/14/2012	SG/FLOR		\$6.50
From:	HCRMA - 118 S CAGE 4TH FLOOR - PHARR, TX					
To:	IBC BANK - 1 S BROADWAY - MCALLEN, TX 78501					
Released:	12/14/2012 8:30 am		Dropped Off:	12/14/2012 9:23 am		
2012033931	REGULAR		12/14/2012	SG/FLOR		\$6.50
From:	HCRMA - 118 S CAGE 4TH FLOOR - PHARR, TX					
To:	LAW OFFICE OF DANIEL RIOS - 323 NOLANA - MCALLEN, TX					
Released:	12/14/2012 8:30 am		Dropped Off:	12/14/2012 9:38 am		
2012033932	REGULAR		12/14/2012	SG/FLOR		\$6.50
From:	HCRMA - 118 S CAGE 4TH FLOOR - PHARR, TX					
To:	DANNEN BAUM ENGINEERING - 1109 NOLANA LOOP STE 208 - MCALLEN, TX 78501					
Released:	12/14/2012 8:30 am		Dropped Off:	12/14/2012 9:42 am		

JobNumber	Priority	Legs	Drop Date	Requestor	Reference	Amount Due
2012033933	REGULAR		12/14/2012	SG/FLOR		\$6.50
From:	HCRMA - 118 S CAGE 4TH FLOOR - PHARR, TX					
To:	TEXAS DEPT OF TRANSPORTATION - 600 W EXPWY 83 - PHARR, TX 78577					
Released:	12/14/2012 8:30 am Dropped Off: 12/14/2012 9:00 am					
2012033934	REGULAR		12/14/2012	SG/FLOR		\$6.50
From:	HCRMA - 118 S CAGE 4TH FLOOR - PHARR, TX					
To:	HIDALGO CO PCT2 TITO PALACIOS - 300 HALL ACRES - PHARR, TX					
Released:	12/14/2012 8:30 am Dropped Off: 12/14/2012 11:13 am					
2012033935	REGULAR		12/14/2012	SG/FLOR		\$7.50
From:	HCRMA - 118 S CAGE 4TH FLOOR - PHARR, TX					
To:	RIO BANK - 495 BENTSON RD - MISSION, TX					
Released:	12/14/2012 8:30 am Dropped Off: 12/14/2012 10:55 am					
2012033936	REGULAR		12/14/2012	SG/FLOR		\$7.50
From:	HCRMA - 118 S CAGE 4TH FLOOR - PHARR, TX					
To:	HIDALGO CO PCT3 JOE FLORES - 724 N BREYFOGAL - MISSION, TX 78572					
Released:	12/14/2012 8:30 am Dropped Off: 12/14/2012 10:50 am					
2012033937	REGULAR		12/14/2012	SG/FLOR		\$8.25
From:	HCRMA - 118 S CAGE 4TH FLOOR - PHARR, TX					
To:	JOE OLIVAREZ - 614 N TEXAS - WESLACO, TX					
Released:	12/14/2012 8:30 am Dropped Off: 12/14/2012 11:52 am					
2012033938	REGULAR		12/14/2012	SG/FLOR		\$8.25
From:	HCRMA - 118 S CAGE 4TH FLOOR - PHARR, TX					
To:	HIDALGO CO PCT 1 - 1902 JOE STEPHENS - JOEL QUINTANILLA - WESLACO, TX 78596					
Released:	12/14/2012 8:30 am Dropped Off: 12/14/2012 12:00 pm					
2012034059	REGULAR		12/14/2012	TS/FLOR		\$6.50
From:	HCRMA - 118 S CAGE 4TH FLOOR - PHARR, TX					
To:	DANNEN BAUM ENGINEERING - 1109 NOLANA LOOP STE 208 - MCALLEN, TX 78501					
Released:	12/14/2012 11:39 am Dropped Off: 12/14/2012 1:37 pm					

Number of Jobs: 16

Total Charges:	\$109.50
Total Credits:	\$0.00
Amount Due:	\$109.50



Memorandum

To: Flor E. Koll

From: Belia Villarreal
Payroll Manager

Date: September 19, 2012

Re: Payroll for Pilar Rodriguez and Flor E. Koll

Please submit a check in the amount of \$ 10,411.53 to the Finance Department. This is to cover the following: payroll from 9/3/2012 through 9/16/2012

The following is a breakdown:

RA	Salary	9,434.95
RB	Overtime	0.00
RC		
RD	FICA	263.00
RE	TMRS	492.50
RF	TWC	0.00
RG	Group Term Life Ins	7.92
RH	Health Insurance Emp plus Fam	213.16
RI	Workers Compensation	

Total amount invoiced for: \$ 10,411.53

If you should have any questions, please feel free to contact me at 956-681-1041.

Thank you.



Memorandum

To: Flor E. Koll

From: Abel Carbajal
Assistant Payroll Manager

Date: December 12, 2012

Re: Payroll for Pilar Rodriguez and Flor E. Koll

Please submit a check in the amount of \$ 9,454.64 to the Finance Department. This is to cover the following: payroll from 11/26/2012 through 12/9/2012

The following is a breakdown:

RA	Salary	8,433.43
RB	Overtime	0.00
RC		
RD	FICA	237.38
RE	TMRS	440.23
RF	TWC	0.00
RG	Group Term Life Ins	7.92
RH	Health Insurance Emp plus Fam	335.68
RI	Workers Compensation	0.00
Total amount invoiced for:		\$ 9,454.64

If you should have any questions, please feel free to contact me at 956-681-1041.

Thank you.

Regional Mobility Authority PRE-BILL AGENCYACCOUNT												
EMPLOYEE NAME	STATUS	HEALTH ()		DENTAL ()		VISION ()		BASIC ()	SUPP LIFE ()	LTD	STD	ADMIN FEES (38883)
Rodriguez, Pilar	FT	Family				PAYROLL DEDUCTED						\$59.50
Koll, Flor	FT	Self				PAYROLL DEDUCTED						\$59.50
TOTALS			\$ -		\$0.00		\$0.00	\$0.00	\$0.00			\$119.00

STATEMENT

City of McAllen
P O BOX 220
MCALLEN TX 78505-0220

(956) 681-1400 Ext. 0000

Date:	12/14/2012
Account:	38883

Amount Paid:

Customer No.: 38883

TYPE: AGENCY ADMIN

HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY
FLOR KOLL
ATTN: FLOR KOLL
118 S CAGE BLVD 4TH FLOOR
PHARR TX 78577

Document No.	Date	Code	Description	Amount	Balance
000008465	10/12/2012	SLS	Sales / Invoices	\$119.00	\$119.00
CASHAR00171068	11/28/2012	PMT	Payments	(\$119.00)	\$0.00
000009353	11/15/2012	SLS	Sales / Invoices	\$119.00	\$119.00
CASHAR00171068	11/28/2012	PMT	Payments	(\$119.00)	\$0.00
000019807	12/14/2012	SLS	Sales / Invoices	\$119.00	\$119.00

Current	31 - 60 Days	61 - 90 Days	91 and Over
\$119.00	\$0.00	\$0.00	\$0.00

Amount Due:	\$119.00
-------------	----------

Codes: SLS = Sales / Invoices FIN = Finance Charges CR = Credit Memos
DR = Debit Memos PMT = Payments RTN = Returns
BBF = Beginning Balance

PLEASE DETACH AND SEND THIS COPY WITH REMITTANCE

DATE: 12/14/2012
CUSTOMER NO: 38883

NAME: HIDALGO COUNTY REGIONAL MOBILITY AUTHOF
TYPE: AGENCY ADMIN

REMIT AND MAKE CHECK PAYABLE TO:

City of McAllen
P O BOX 220
MCALLEN TX 78505-0220

HIDALGO COUNTY REGIONAL MOBILITY AUTHC
ATTN: FLOR KOLL
118 S CAGE BLVD 4TH FLOOR
PHARR TX 78577

TOTAL DUE: \$119.00



Memorandum

To: Flor E. Koll

From: Abel Carbajal
Assistant Payroll Manager

Date: December 26, 2012

Re: Payroll for Pilar Rodriguez and Flor E. Koll

Please submit a check in the amount of \$ 10,600.32 to the Finance Department. This is to cover the following: payroll from 12/10/2012 through 12/23/2012

The following is a breakdown:

RA	Salary	9,317.25
RB	Overtime	176.55
RC		
RD	FICA	267.35
RE	TMRS	495.57
RF	TWC	0.00
RG	Group Term Life Ins	7.92
RH	Health Insurance Emp plus Fam	335.68
RI	Workers Compensation	0.00
Total amount invoiced for:		\$ 10,600.32

If you should have any questions, please feel free to contact me at 956-681-1041.

Thank you.



INVOICE

City of Pharr

Attn: Parth Naik (JR. Accountant)

DATE: 01-03-2013

118 South Cage / P.O. Box 1729, Pharr, Texas 78577
Phone 956-702-5300 Extension 1910, Fax 956-702-5318

TO Pilar Rodriguez
Executive Director
118 S. Cage Blvd., 4th Floor
Pharr, Texas 78577
956-607-8330

CONTACT PERSON	JOB	PAYMENT DUE DATE	INVOICE NUMBER
Parth Naik	Rent For Space	01-15-13	010313

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	Rent For Office and Public meeting Space January 2013.	\$1,000.00	\$1,000.00
SUBTOTAL			1,000.00
SALES TAX			
TOTAL			\$1,000.00

Make all checks payable to City of Pharr

THANK YOU FOR YOUR CONTRIBUTION!

Hidalgo County Regional Mobility Authority Travel Expense Report

Note: Form must be typed

NAME: Dennis Burleson

ID#: _____

Period
Beginning: 12/11/12
Period
Ending 12/13/12

Page 1

			ODOMETER					AIRLINE	Meal PER	TOTAL
DATE	TRAVEL DESCRIPTION	PROJECT CODE	Before	After	MILES @ .55 cents	TAXI	HOTEL	HOTEL TAX/ OTHER	DIEM	
12/11/12	From McAllen to Austin Texas for Meetings (KCS and C&M/FSW)	330907			\$173.71				\$35.50	\$209.21
12/12/12	Meeting with KCS and C&M/FSW	330907							\$71.00	\$71.00
12/13/12	TxDOT Com Mtg/I-69 Luncheon - Return from Austin Texas	330907			\$177.04			207.75	\$53.25	\$438.04
		330907								
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		330907								
		330907								
		330907								
		330907								
		330907								
Sub-Totals										
									TOTAL	\$718.25

Depart : Trip #1		Return: Trip #1		Depart : Trip #1		Return: Trip #1	
Date	Time	Date	Time	Date	Time	Date	Time
12/11/12	1:00 PM	12/13/12	3:00 PM				

I CERTIFY THAT THIS STATEMENT, THE AMOUNTS CLAIMED AND THE ATTACHMENTS ARE TRUE, CORRECT AND COMPLETE TO THE BEST OF MY KNOWLEDGE BELIEF.

DATE	SIGNATURE OF TRAVELER	DATE	APPROVED BY DEPARTMENT HEAD



DOUBLE TREE SUITES

BY HILTON
AUSTIN

303 West 15th Street
Austin, TX 78701
Tel: (512) 478-7000 • Fax: (512) 478-5103

Name & Address

BURLESON, DENNIS
1504 DONS DR
MISSION, TX 78572
US

Room 914/NK1T
Arrival Date 12/12/2012 8:14:00PM
Departure Date 12/13/2012

Adult/Child 1/0
Room Rate \$159.00

RATE PLAN C-I69
HH# 978135661 SILVER
AL UA #RP261549
BONUS AL CAR

Confirmation: 87100022

12/13/2012 PAGE 1

DATE	REFERENCE	DESCRIPTION	AMOUNT
12/12/2012	3009611	VALET PARKING	\$23.00
12/12/2012	3009611	TAXES	\$1.90
12/12/2012	3009612	GUEST ROOM	\$159.00
12/12/2012	3009612	STATE TAX	\$9.54
12/12/2012	3009612	CITY TAX	\$14.31
		WILL BE SETTLED TO MC *5347	\$207.75
		EFFECTIVE BALANCE OF	\$0.00
		ESTIMATED CURRENCY TOTAL	

EXPRESS CHECK-OUT

Good Morning ! We hope you enjoyed your stay. With Express Check-Out there is no need to stop at the Front Desk to check out.

- Please review this statement. It is a record of your charges as of late last evening.
 - For any charges after your account was prepared, you may:
 - + pay at the time of purchase.
 - + charge purchases to your account, then stop by the Front Desk for an updated statement.
 - + or request an updated statement be mailed to you within two business days.
- Simply call the Front Desk from your room and tell us when you are ready to depart. Your account will be automatically checked out and you may use this statement as your receipt. Feel free to leave your key(s) in the room.
- Please call the Front Desk if you wish to extend your stay or if you have any questions about your account.*

DATE OF CHARGE		FOLIO NO./CHECK NO.	
		534770	A
AUTHORIZATION			INITIAL
PURCHASES & SERVICES			
TAXES			
TIPS & MISC.			
TOTAL AMOUNT			

PAYMENT DUE UPON RECEIPT - 1.5% PER MONTH INTEREST CHARGE WILL BE APPLIED TO ALL PAST DUE INVOICES.


T
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First National Bank - Visa
Authorized cardholder - Flor E. Koll
Account ##### 8954

HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY
PAYMENT SUMMARY

Closing Date	Credit Card Statement		Total Paid to Date
	11/30/2012	12/31/2012	
Monthly Billing	\$1,452.53	\$2,848.12	
Amount Approved for Payment			
			\$4,300.65



Approved for Payment
Pilar Rodriguez
Executive Director

1/15/2013

Date



Account Number: ##### 8954
Closing Date: 12/31/12
Credit Limit: \$5,000.00
Available Credit: \$2,151.88
Cash Advance Limit: \$2,500.00
Cash Advance Available: \$2,151.88

Account Inquiries



Customer Service: (866) 809-8409
Lost or Stolen Card: (866) 809-8412



Please Direct Written Inquiries to:
CUSTOMER SERVICE
PO BOX 30495
TAMPA, FL 33630-3495

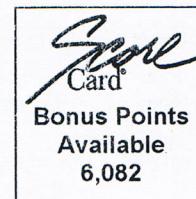


To pay on-line:
www.webfnb.com

1/10/2013

Account Summary

Previous Balance	\$	1,452.53
Purchases	+	2,839.28
Cash	+	0.00
Special	+	0.00
Credits	-	0.00
Payments	-	1,452.53 -
Other Debits	+	0.00
Finance Charges	+	8.84
NEW BALANCE	\$	2,848.12



pay this Amount

Payment Information



Total Minimum Payment Due \$94.84

Payment Due Date 01/25/13

Minimum Payment	\$	86.00
Over limit / Fees	\$	8.84

Pay Only

Mail Payments to: FIRST NATIONAL BANK PO BOX 31021 TAMPA FL 33631-3021

Account Activity Since Your Last Statement

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
12/02	12/03	INTRP6	24164072337091008048021	TARGET 00022376 MISSION TX	\$ 21.65
12/10	12/12	INTRP6	24445742346100445366876	OFFICE DEPOT #161 MCALLEN TX	28.57
12/11	12/12	INTRP6	24164072346418144860622	USPS 48702500834822486 PHARR TX	11.30
12/13	12/14	INTRP6	24755422348163480337583	HAMPTON INNS AUSTIN TX	270.85
12/13	12/14	INTRP6	24755422348163480337708	HAMPTON INNS AUSTIN TX	270.85
12/13	12/14	INTRP6	24755422348163480337716	HAMPTON INNS AUSTIN TX	251.85
12/13	12/16	INTRP6	24445742349100516273792	OFFICE DEPOT #161 MCALLEN TX	49.80
12/13	12/16	INTRP6	24625732349281377172472	TEXAS ANM TRANSPORTATI 979-8453334 TX	225.00
12/13	12/16	INTRP6	24625732349281377172498	TEXAS ANM TRANSPORTATI 979-8453334 TX	225.00
12/13	12/16	INTRP6	24625732349281377172506	TEXAS ANM TRANSPORTATI 979-8453334 TX	225.00
12/13	12/16	INTRP6	24625732349281377172514	TEXAS ANM TRANSPORTATI 979-8453334 TX	225.00
12/18	12/19	INTRP6	24906042353040200065379	HILTON HOTEL ADV DEP AUSTIN TX	205.85
12/18	12/19	INTRP6	24906042353040200065387	HILTON HOTEL ADV DEP AUSTIN TX	205.85
12/18	12/19	INTRP6	24906042353040200065395	HILTON HOTEL ADV DEP AUSTIN TX	205.85
12/18	12/19	INTRP6	24906042353040200065403	HILTON HOTEL ADV DEP AUSTIN TX	205.85
12/18	12/19	INTRP6	24906042353040200065411	HILTON HOTEL ADV DEP AUSTIN TX	205.85
12/18	12/20	INTRP6	24427332354120001039262	DIAMOND 1514 SHAMROCK DONNA TX	5.16
Payments, Adjustments and Others					
12/27	12/27		74447362362901170121735	PAYMENT - THANK YOU	1,452.53 -

ONE STOP STAFFING
 DEPT #34386
 PO BOX 39000
 SAN FRANCISCO, CA 94139
 (956)440-7250
 (956)440-7266



INVOICE

Customer ID	PO Number	Invoice Date	Invoice #	Weekending Date
59953	Pharr location	12/28/2012	12739	12/23/2012

HIDALGO COUNTY REGIONAL MOBILITY AU
 FLOR
 118 S. CAGE BLVD
 4TH FLOOR
 PHARR, TX 78577

PAYMENTS WILL NOT BE CREDITED UNLESS MAILED DIRECTLY TO REMIT ADDRESS LISTED BELOW

Reference	Description	Amount
	SANCHEZ, BLANCA R 3.00HRS @ 9.98 =	\$29.94
	TOTAL CHARGES	\$29.94
Page		Total Due \$29.94

All proceeds of this invoice have been assigned to and are property of Advance Payroll Funding Ltd. ("APF"), Cleveland, Ohio.
 A UCC-1 financing statement has been filed to perfect this secured interest.

Please return this portion with your payment. Disregard this notice if payment has been made.

TERMS: Due Upon Receipt.

REMIT TO:

APF
 fbo ONE STOP STAFFING
 DEPT #34386
 PO BOX 39000
 SAN FRANCISCO, CA 94139

Customer ID	PO Number	
59953	Pharr location	
Invoice Date	Invoice #	Weekending Date
12/28/2012	12739	12/23/2012

INVOICE TOTAL	\$29.94
---------------	---------

ONE STOP STAFFING
 DEPT #34386
 PO BOX 39000
 SAN FRANCISCO, CA 94139
 P (956)440-7250
 F (956)440-7266



INVOICE

Customer ID	PO Number	Invoice Date	Invoice #	Weekending Date
59953	Pharr location	01/04/2013	12753	12/30/2012

HIDALGO COUNTY REGIONAL MOBILITY AU
 FLOR
 118 S. CAGE BLVD
 4TH FLOOR
 PHARR, TX 78577

- please send invoices to,

*HCRMA
 P.O. Box 1766
 Pharr, TX 78577*

PAYMENTS WILL NOT BE CREDITED UNLESS MAILED DIRECTLY TO REMIT ADDRESS LISTED BELOW

Reference	Description	Amount
	SANCHEZ, BLANCA R 24.00HRS @ 9.98 =	\$239.52
	TOTAL CHARGES	\$239.52
Page 1		Total Due \$239.52

All proceeds of this invoice have been assigned to and are property of Advance Payroll Funding Ltd. ("APF"), Cleveland, Ohio.
 A UCC-1 financing statement has been filed to perfect this secured interest.

Please return this portion with your payment. Disregard this notice if payment has been made.

TERMS: Due Upon Receipt.

REMIT TO:

APF
 fbo ONE STOP STAFFING
 DEPT #34386
 PO BOX 39000
 SAN FRANCISCO, CA 94139

Customer ID		PO Number	
59953		Pharr location	
Invoice Date	Invoice #	Weekending Date	
01/04/2013	12753	12/30/2012	

INVOICE TOTAL	\$239.52
---------------	----------

NETHERLANDS							NETHERLANDS						
DATE							DATE						
DAY	DATE	TIME IN	TIME OUT	LESS LUNCH	REG. HRS.	OVERTIME	DAY	DATE	TIME IN	TIME OUT	LESS LUNCH	REG. HRS.	OVERTIME
MON.	12/24						TUE.	12/25					
TUE.	12/25						WED.	12/26					
WED.	12/26						THUR.	12/27					
THUR.	12/27						FRI.	12/28					
FRI.	12/28						SAT.	12/29					
SAT.	12/29						SUN.	12/30					
SUN.	12/30												
TOTAL REGULAR EMPLOYMENT							TOTAL REGULAR EMPLOYMENT						
PERMANENT EMPLOYMENT							PERMANENT EMPLOYMENT						
TEMPORARY EMPLOYMENT							TEMPORARY EMPLOYMENT						
TOTAL EMPLOYMENT							TOTAL EMPLOYMENT						
EMPLOYEE COMPLETED ASSIGNMENT							EMPLOYEE COMPLETED ASSIGNMENT						
<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO							<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO						

P.O. Box 9572
Huntsville, TX 77340
Phone (956) 655-9790
penadesigns@gmail.com

Invoice #07
Date: December 31, 2012

Hidalgo County Regional Mobility Authority
P.O. Box 1766
Pharr, TX 78577

Website Maintenance

Make all checks payable to **Peña Designs**

If you have any questions concerning this invoice, contact

Thank you for your business!



SALINAS, ALLEN & SCHMITT, LLP

Certified Public Accountants ♦ Business and Tax Consultants

ID: 108066

Invoice: 98992

Date: 01/09/2013

Due Date: 01/16/2013

Hidalgo County Regional Mobility Authority

P. O. Box 1766

Pharr, TX 78577

For professional service rendered as follows:
Monthly bookkeeping in December, 2012.

850.00

Billed Time & Expenses \$850.00

Invoice Total \$850.00

Please include your Client ID with your payment. Thank you.

It has been said that the highest compliment you can pay any business is through client referrals. As our client, the trust you place in us is emphasized when you call us with a client referral. We welcome your referrals and treat them with extra care knowing they come directly from you. Be assured that all accounts are maintained in strict confidence. We look forward to serving your referrals.

...providing support & solutions to problems

2300 WEST PIKE, SUITE 201 • P.O. BOX 8368 • WESLACO, TX 78599-8368 • 956-968-2108 • FAX 956-968-9231
www.sasllpcpa.com

WELLS
FARGO

ATTN FLOR KOLL
HIDALGO COUNTY OF
PO BOX 1766
PHARR, TX 78577-1633

Customer Service

Hours of Operation
M - F, 7am - 6pm Central Time

Telephone
866-497-6661

Payments
P. O. Box 6434
Carol Stream, IL 60197-6434

Fax
888-241-4382

Correspondence
Leasing Customer Service
MAC F4031-050
800 Walnut Street
Des Moines, IA 50309-3605

Federal Tax ID#
42-1074725

INVOICE

Page 1 of 1

Summary

Account Number 001-0115570-001
Invoice Number 6745344290
Due Date 01/25/13
Invoice Date 12/29/12
Current Period 12/25/12 - 01/25/13
Covered

LAST PAYMENT \$330.02 POSTED ON
12/24/12.

Current Charges 330.02
TOTAL DUE 330.02

Please have your Federal Tax ID available when contacting us.

DESCRIPTION		SUBTOTAL	TOTAL
XEROX COPIER	MODEL WC7545P S/N XKP540379		
CURRENT CHARGES LEASE PAYMENT		330.02	
	CURRENT CHARGES SUBTOTAL	330.02	
	TOTAL		330.02

WFF001 NCE8TA WFF00101.RTP 00001532 / 00001612

Detach and return the bottom remittance portion with your payment in the enclosed envelope. Include account number on check.

WELLS
FARGO

WELLS FARGO FINANCIAL LEASING
P. O. BOX 6434
CAROL STREAM, IL 60197-6434

Account Number 001-0115570-001 **Current Charges** 330.02
Invoice Date 12/29/12
Invoice Number 6745344290
PAYMENT DUE BY 01/25/13 **TOTAL DUE** 330.02

☐ Check here and see reverse side for billing address
and/or asset address change.

**Amount
Enclosed**

\$

Please make check payable to **WELLS FARGO FINANCIAL LEASING**



1MB 00001532 6 15321

ATTN FLOR KOLL
HIDALGO COUNTY OF
PO BOX 1766
PHARR, TX 78577-1633



WELLS FARGO FINANCIAL LEASING
P. O. BOX 6434
CAROL STREAM, IL 60197-6434

230014082910

000015823 00 476745001011557000140000330020000330022



STATEMENT	ANSWER
1. The primary purpose of the financial statements is to provide information about the financial position, performance, and cash flows of an entity to the users of the financial statements.	True
2. The financial statements are prepared on the basis of the accrual basis of accounting.	True
3. The financial statements are prepared on the basis of the cash basis of accounting.	False
4. The financial statements are prepared on the basis of the cost of sales method.	False
5. The financial statements are prepared on the basis of the fair value method.	False
6. The financial statements are prepared on the basis of the historical cost method.	True
7. The financial statements are prepared on the basis of the replacement cost method.	False
8. The financial statements are prepared on the basis of the current cost method.	False
9. The financial statements are prepared on the basis of the net realizable value method.	False
10. The financial statements are prepared on the basis of the lower of cost or market method.	False
11. The financial statements are prepared on the basis of the fair value less costs to sell method.	False
12. The financial statements are prepared on the basis of the carrying amount method.	True
13. The financial statements are prepared on the basis of the fair value method.	False
14. The financial statements are prepared on the basis of the historical cost method.	True
15. The financial statements are prepared on the basis of the replacement cost method.	False
16. The financial statements are prepared on the basis of the current cost method.	False
17. The financial statements are prepared on the basis of the net realizable value method.	False
18. The financial statements are prepared on the basis of the lower of cost or market method.	False
19. The financial statements are prepared on the basis of the fair value less costs to sell method.	False
20. The financial statements are prepared on the basis of the carrying amount method.	True

November 30, 2012

Account 24715

Page 1

Hidalgo Co. Reg. Mobile Auth.
510 South Pleasantview Dr.
Weslaco, TX 78596

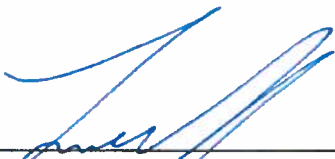
Policy	Insured	Acct Period	Effective/Expiration Dates	Description	Gross	Brokerage	Net Amount	Doc Type
61BSBEJ1149	Hidalgo Co. Reg. Mobile Auth.	11/12	11/01/12-11/01/13	Premium AR - Broker Invoici	800.00	0.00	800.00	Inv
Statement Total:							800.00	



REQUEST FOR RECOMMENDATION ON PAYMENT

To: Dannenbaum Engineering
Attn: Louis Jones, HCRMA Project Manager
1109 Nolana Loop, Suite 208
McAllen, Texas 78504

Month and Year	December 2012
Contractor	Atkins
Project/WA	SH 365
Invoice #	1158178
Amount	\$11,344.43
Date Sent	01/08/2013

Date Received	
Received by	
Recommendation:	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Disapproval
Comments (if any):	
<p>For SH 365 ONLY, IBTC will be billed separate invoice Refer to AA</p> <p>1 - 1 1/10/2013 Approved</p> <p> Louis Jones, HCRMA Program Manager</p> <p>Date <u>1/9/13</u></p>	

Please return this form via email to fkoll@hcrma.net



Atkins North America, Inc.
6504 Bridge Point Parkway, Suite 200
Austin, Texas 78730

Telephone: +1.512.327.6840
Fax: +1.512.327.2453

www.atkinsglobal.com/northamerica

January 8, 2013

Ms. Flor Koll
Hidalgo County Regional Mobility Authority (HCRMA)
P.O. Box 1766
Pharr, Texas 78577
VIA EMAIL: fkoll@hcrma.net

RE: **December 2012 Invoice**
State Highway 365 (SH 365)

(Project No. 100020726)

Dear Ms. Koll:

Enclosed please find the invoice and progress report for work completed for the period 12/03/2012 through 12/30/2012. The total amount due for this period is \$11,344.43.

If you have any questions or need additional information, please contact me directly at (512) 342-3332.

Sincerely,

A handwritten signature in black ink, appearing to read "Sharon Becca", with a horizontal line underneath.

Sharon Becca
Project Manager

Enclosures

cc: Larry Cox (Cox McLain)
Project File



PROGRESS REPORT

To Flor Koll (HCRMA)
From Sharon Becca
Date January 8, 2013
Project State Highway 365 (SH 365)
Reference Environmental Progress Report (For Period: 12/03/2012 – 12/30/2012)

SH 365 (Project No: 100020726)

Task	Description	Progress Report
1.0	Project Management & Administration	<ul style="list-style-type: none">• Coordination with HCRMA PMC.• Supplemental 02 processing• Monthly invoicing
2.0	Agency Coordination & Public Involvement	No action
3.0	Right of Entry	ROE coordination
4.0	Environmental Classification Letter	<ul style="list-style-type: none">• Charges for additional work done on classification letter and scoping document.
5.0	Environmental Document	Coordinated with PMC for traffic data and CAD file for noise model.
6.0	Section 404 Delineation	No action
7.0	Cultural Resources	
7.01	Archaeology	<ul style="list-style-type: none">• Continued coordination with PMC for data needs to amend research design for TAC Permit 5124.
7.02	Historic Resources	No action
8.0	IBWC Permit	No associated budget
9.0	Section 4(f) Evaluation	No action
10.0	Archaeology Survey Reports	Began preparation of comprehensive report including documenting the Hidalgo Loop Section C findings (for TAC Permit 5125) and preliminary survey data for Hidalgo Loop Section A (TAC Permit 5124).
15.0	Expenses	No action
16.0	Subconsultant (CMEC)	No action



Hidalgo County RMA
Attn: Godfrey Garza
510 S. Pleasantview Drive
Weslaco, TX 78596

Invoice Date: January 08, 2013
Project #: 100020726
Invoice #: 1158178

Project Description : HCRMA SH 365
Invoice Comments:
Invoicing Period : December 03, 2012 to December 30, 2012

Basic Services
Lump Sum

Current
11,344.43

Total Invoice

11,344.43

Total Due this Invoice

USD 11,344.43

Contract Amount : 534,092.60
Previous Billed: 190,011.28
Billed to Date 201,355.71
Contract Balance : 332,736.89

Pay Only
1-12
1/10/2013

Remit to:
Atkins North America, Inc
PO Box 848176
Dallas, TX 75284-8176
Tax ID: 59-0896138

Acct # 280003609

Wire Payments: Routing No. 026009593, Acct No 005481516927
ACH EFT Payments: ABA Routing 063100277, Acct No 005481516927

Hidalgo County RMA
SH 365/ENV Services726

Project Number 100020726
Invoice Number 1158178
Date 08-JAN-13

Task Number	Task Name	Contract Fee	Percent Complete	Total Earned	Previous Earned	Current Billing
01	Project Management &	101,393.62	58.46	59,274.72	57,040.02	2,234.70
02	Agency Coord & Publi	23,955.30	3.26	780.62	780.62	
03	Right of Entry	14,219.16	29.35	4,172.96	3,670.00	502.96
04	ENV Classification	15,235.64	100	15,235.64	9,335.00	5,900.64
05	ENV Document	109,437.76	29.46	32,235.54	32,066.08	169.46
06	Section 404 Delineat	34,707.03	29.21	10,136.60	10,136.60	
07	Cultural Resources	132,962.29	44.34	58,954.07	58,477.10	476.97
08	IBWC Permit					
09	Section 4(f) Evaluat	14,696.53	32.25	4,740.17	4,740.17	
10	Archaeology Survey R	21,186.91	9.72	2,059.70		2,059.70
15	Expenses	38,233.22	14.8	5,657.11	5,657.11	
16	Subconsultant	28,065.14	28.89	8,108.58	8,108.58	
TOTAL		534,092.60		201,355.71	190,011.28	11,344.43

Louis Jones

From: Becca, Sharon G <Sharon.Becca@atkinsglobal.com>
Sent: Tuesday, January 08, 2013 4:14 PM
To: Louis Jones
Cc: Ramos, Suzanne
Subject: HCRMA Invoice
Attachments: Pages from 2012-11-26_HCRMA SH 365 SA02_Fully Executed.pdf

Hi Louis,

Just wanted to follow up re the invoice. Please note that the attached summary accounts for both SH 365 & US 281/IBTC, however we do invoice separately for US 281/IBTC.

The change in contract value for SH 365 only is provided below.

	<u>SH 365</u>	<u>Change</u>
Original:	\$389,436	
Supp 01:	\$418,970	+\$29,534
Supp 02:	\$534,092.60	+\$115,122.60

So the invoices are correct.

Regards,

Sharon

Sharon G. Becca
Project Manager, Transportation Planning

ATKINS

6504 Bridge Point Parkway, Suite 200, Austin, Texas, 78730 | Direct: +1 (512) 342 3332 | Tel: +1 (512) 327 6840 | Fax: +1 (512) 327 2453 |
Email: sharon.becca@atkinsglobal.com | Web: www.atkinsglobal.com/northamerica www.atkinsglobal.com

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Consider the environment. Please don't print this email unless you really need to.



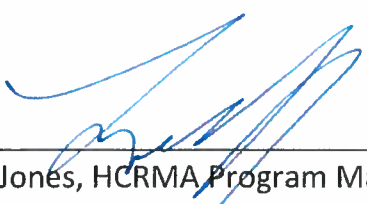
HCRMA
HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY



REQUEST FOR RECOMMENDATION ON PAYMENT

To: Dannenbaum Engineering
Attn: Louis Jones, HCRMA Project Manager
1109 Nolana Loop, Suite 208
McAllen, Texas 78504

Month and Year	November ^{OK} 2012
Contractor	Atkins
Project/WA	SH 365
Invoice #	1156404
Amount	\$6,997.69
Date Sent	01/08/2013

Date Received	
Received by	
Recommendation:	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Disapproval
Comments (if any):	
<p>For SH365 only. IBTC Will be billed separate invoice.</p> <p style="text-align: right;">1-1 1/10/2013 Approved</p>	
 Louis Jones, HCRMA Program Manager	Date <u>1/9/13</u>

Please return this form via email to fkoll@hcrma.net



Atkins North America, Inc.
6504 Bridge Point Parkway, Suite 200
Austin, Texas 78730
Telephone: +1.512.327.6840
Fax: +1.512.327.2453
www.atkinsglobal.com/northamerica

December 13, 2012

Ms. Flor Koll
Hidalgo County Regional Mobility Authority (HCRMA)
P.O. Box 1766
Pharr, Texas 78577
VIA EMAIL: fkoll@hcrma.net

RE: **November 2012 Invoice**
State Highway 365 (SH 365) (Project No. 100020726)
US 281/International Bridge Trade Corridor (Project No. 100020727)

Dear Ms. Koll:

Enclosed please find the invoices and progress report for work completed for the period 10/29/2012 through 12/02/2012. The total amount due for this period for both projects is \$6,997.69.

- | | |
|----------------------------|------------|
| • SH 365/TCC (100020726): | \$6,997.69 |
| • US 281/IBTC (100020727): | \$0.00 |

We look forward to working with you once again on these projects. If you have any questions or need additional information, please contact me directly at (512) 342-3332.

Sincerely,

Sharon Becca
Project Manager

Enclosures

cc: Larry Cox (Cox McLain)
Project File



PROGRESS REPORT

To Flor Koll (HCRMA)
From Sharon Becca
Date December 13, 2012
Projects State Highway 365 (SH 365); and
US 281/International Bridge Trade Corridor (US 281/IBTC)
Reference Environmental Progress Report (For Period: 10/29/2012 – 12/02/2012)

**SH 365
(Project No: 100020726)**

Task	Description	Progress Report
1.0	Project Management & Administration	<ul style="list-style-type: none">• Coordination with HCRMA PMC.• Monthly invoicing
2.0	Agency Coordination & Public Involvement	No action
3.0	Right of Entry	No action
4.0	Environmental Classification Letter	<ul style="list-style-type: none">• Coordination for submittal of Final classification letter (11/16/12).• Coordination for submittal of Final Scoping document (11/16/12).
5.0	Environmental Document	Conducted ambient measurements for noise analysis.
6.0	Section 404 Delineation	No action
7.0	Cultural Resources	
7.01	Archaeology	<ul style="list-style-type: none">• Continued coordination with PMC for data needs to amend research design for TAC Permit 5124.• Began preparation of comprehensive report including documenting the Hidalgo Loop Section C findings (for TAC Permit 5125) and preliminary survey data for Hidalgo Loop Section A (TAC Permit 5124).
7.02	Historic Resources	<ul style="list-style-type: none">• Revised research design addendum as per GEC comments and resubmitted for district review.• Worked on combining US 281/IBTC and SH 365/TCC technical reports based on updated alignment.
8.0	IBWC Permit	No associated budget
9.0	Section 4(f) Evaluation	No action
10.0	Archaeology Survey Reports	No action
15.0	Expenses	Expense accrued for November 2012 noise measurements.
16.0	Subconsultant (CMEC)	No action

**US 281/International Bridge Trade Corridor
(Project No: 100020727)**

Task	Description	Progress Report
1.0	Project Management & Administration	No action
2.0	Agency Coordination & Public Involvement	No action
3.0	Right of Entry	No associated budget
4.0	Environmental Document	No action
5.0	Section 404 Delineation	No associated budget
6.0	Cultural Resources	
6.01	Archaeology	No action
6.02	Historic Resources	No action
7.0	Section 4(f) Evaluation	No action
15.0	Expenses	No charges
16.0	Subconsultant (CMEC)	No action

ATKINS

Hidalgo County RMA
Attn: Godfrey Garza
510 S. Pleasantview Drive
Weslaco, TX 78596

Invoice Date: December 13, 2012
Project #: 100020726
Invoice #: 1156404

Project Description : HCRMA SH 365
Invoice Comments:
Invoicing Period : October 29, 2012 to December 02, 2012

Basic Services
Lump Sum

Current
6,997.69

Total Invoice

6,997.69

Total Due this Invoice

USD 6,997.69

Contract Amount : 418,970.00
Previous Billed: 183,013.59
Billed to Date 190,011.28
Contract Balance : 228,958.72

Pay Only

1/10/2013

Remit to:
Atkins North America, Inc
PO Box 848176
Dallas, TX 75284-8176
Tax ID: 59-0896138

Acct # 280003609

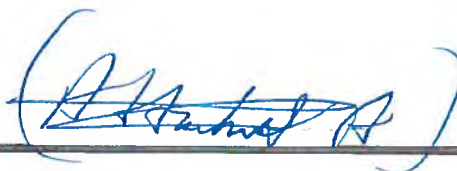
Wire Payments: Routing No. 026009593, Acct No 005481516927
ACH EFT Payments: ABA Routing 063100277, Acct No 005481516927

Hidalgo County RMA
SH 365/ENV Services/726

Project Number 100020726
Invoice Number 1156404
Date 13-DEC-12

Task Number	Task Name	Contract Fee	Percent Complete	Total Earned	Previous Earned	Current Billing
01	Project Management &	78,136.62	73	57,040.02	55,086.59	1,953.43
02	Agency Coord & Publi	20,755.30	3.76	780.62	780.62	
03	Right of Entry	3,670.00	100	3,670.00	3,670.00	
04	ENV Classification	9,334.64	100	9,335.00	9,335.00	
05	ENV Document	94,822.93	33.82	32,066.08	29,604.41	2,461.67
06	Section 404 Delineat	23,036.41	44	10,136.60	10,136.60	
07	Cultural Resources	105,009.86	55.69	58,477.10	57,083.27	1,393.83
08	IBWC Permit					
09	Section 4(f) Evaluat	8,929.97	53.08	4,740.17	4,740.17	
10	Archaeology Survey R	21,186.91	0			
15	Expenses	33,557.22	16.86	5,657.11	4,468.35	1,188.76
16	Subconsultant	20,530.14	39.5	8,108.58	8,108.58	
TOTAL		418,970.00		190,011.28	183,013.59	6,997.69

Louis Jones



From: Becca, Sharon G <Sharon.Becca@atkinsglobal.com>
Sent: Tuesday, January 08, 2013 4:14 PM
To: Louis Jones
Cc: Ramos, Suzanne
Subject: HCRMA Invoice
Attachments: Pages from 2012-11-26_HCRMA SH 365 SA02_Fully Executed.pdf

Hi Louis,

Just wanted to follow up re the invoice. Please note that the attached summary accounts for both SH 365 & US 281/IBTC, however we do invoice separately for US 281/IBTC.

The change in contract value for SH 365 only is provided below.

	<u>SH 365</u>	<u>Change</u>
Original:	\$389,436	
Supp 01:	\$418,970	+\$29,534
Supp 02:	\$534,092.60	+\$115,122.60

So the invoices are correct.

Regards,

Sharon

Sharon G. Becca
Project Manager, Transportation Planning

ATKINS

6504 Bridge Point Parkway, Suite 200, Austin, Texas, 78730 | Direct: +1 (512) 342 3332 | Tel: +1 (512) 327 6840 | Fax: +1 (512) 327 2453 |
Email: sharon.becca@atkinsglobal.com | Web: www.atkinsglobal.com/northamerica www.atkinsglobal.com

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Consider the environment. Please don't print this email unless you really need to.

HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY
PAYMENT SUMMARY

Dannenbaum Engineering - Program Management
\$5,000,000 Maximum payable fee

Maximum fee minus approved WA \$2,490,563.59

	Approved WA Amount	12/12/2011	1/13/2012	2/14/2012	3/9/2012	Invoice Date		8/6/2012	9/7/2012	10/8/2012	Billed to Date
						4/9/2012	5/8/2012				
WA#1	\$909,960.63	\$255,645.93	\$226,404.86	\$155,211.93	\$145,740.60	\$81,955.77	\$45,001.54				\$909,960.63
WA#2	\$0.00						\$5,775.00				\$5,775.00
WA#3	\$57,750.00						\$51,286.99				\$694,355.85
WA#4	\$694,355.85										\$168,865.92
WA#5	\$847,369.93										\$1,778,957.40
	\$2,509,436.41										

Note: WA #2 for the La Joya Relief Route was not necessary and cancelled.
May 8, 2012 billing for WA#1 reduced by \$5,459.01 to meet approved amount.
August 6, 2012 billing for WA#4 credited \$70.00 due to overpayment on July 7, 2012 invoice.
Balance for WA#4 was deducted from approved amount of \$891,814.61 by Supplemental 1 in the amount of \$197,458.76 and closed out
WA#5 Supplemental 1 added \$45,000 for public outreach for a revised WA#5 amount of \$847,369.93


Approved for Payment


Date

Loop Account # 280003609

Prepared by:
P. Rodriguez, PE
Tx PE #85,567
1/10/2013

HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY
PAYMENT SUMMARY

Dannenbaum Engineering - Program Management
\$5,000,000 Maximum payable fee

Maximum fee minus approved WA \$2,490,563.59

	Invoice Date			WA Total Billed	WA Balance
	Approved WA Amount	11/7/2012	12/3/2012	1/2/2013	
WA#1	\$909,960.63				
WA#2	\$0.00				
WA#3	\$57,750.00	\$13,282.50	\$38,692.50		
WA#4	\$694,355.85				
WA#5	\$847,369.93	\$192,547.60	\$204,374.94	\$203,448.50	
	\$2,509,436.41			\$203,448.50	
	Amount Approved for Payment				
				\$2,431,303.44	\$78,132.97

Prepared by:
P. Rodriguez, PE
TX PE #85,567
1/10/2013

DANNENBAUM ENGINEERING CORPORATION

1109 NOLANA LOOP, SUITE 208 McALLEN, TEXAS 78504 (956) 682-3677

ENGINEERING
EXCELLENCE
SINCE
1945

January 02, 2013

Dennis Burleson, Chairman
HCRMA
118 S. Cage Blvd, 4th Floor
Pharr, Texas 78577

**Re: Hidalgo County Regional Mobility Authority (HCRMA) –
Invoice for Work Authorization No. 1 (4652-01/14/XV)**

Dear Mr. Burleson,

Enclosed please find Invoice 465201/14/XV for W.A. No. 5 for Program Management Consultant Services performed for the Hidalgo County Regional Mobility Authority (HCRMA). The Progress Report will follow within the next few days.

The billing cycle is from December 1, 2012 through December 30, 2012.

Total due this invoice is \$203,448.50

If you have any questions, please feel free to contact me at (956) 682-3677 or (832) 771-4904.

Sincerely,

Louis H. Jones - c.L.

Louis H. Jones, Jr., P.E.
Program Manager

Enclosure(s)

cc: Richard D. Seitz, P.E.
Eric Davila, EIT

[Signature]
1/10/2013
Approved

DANNENBAUM ENGINEERING CORPORATION
1109 NOLANA LOOP, SUITE 208 MCALLEN, TEXAS 78504 (956) 682-3677 (956) 686-1822

January 2, 2013

Dennis Burleson, Chairman
Hidalgo County Regional Mobility Authority
510 South Pleasantview Drive
Westlaco, Texas 78596

Project Name: HCRMA Program Management Consultant Contract
Work Authorization No. 1 through No. 5

Invoice Number:
Invoice Period:

465201/14/XV
12/01/2012 - 12/31/2012

INVOICE SUMMARY

WORK ORDER NO.	DESCRIPTION OF WORK TASK	TOTAL COST	PERCENT COMPLETE TO DATE	AMOUNT EARNED TO DATE	PREVIOUSLY BILLED	CURRENT BILLING
1	Research Planning/Immediate Operations Phase	\$909,960.63	100.00%	\$909,960.63	\$909,960.63	\$0.00
2	Advanced Planning for La Joya Relief Route (NOT APPROVED)	\$0.00	0.00%	\$0.00	\$0.00	\$0.00
3	Title Reports for TCC	\$57,750.00	100.00%	\$57,750.00	\$57,750.00	\$0.00
4	Engineering Management/Partial Operations Implementation/Public Outreach	\$694,355.85	100.00%	\$694,355.85	\$694,355.85	\$0.00
5	Engineering Management/Partial Operations Implementation/Public Outreach	\$847,369.93	90.78%	\$769,236.96	\$565,788.46	\$203,448.50
TOTALS		\$2,509,436.41	96.89%	\$2,431,303.44	\$2,227,854.94	\$203,448.50

TOTAL DUE THIS INVOICE:

\$203,448.50

Pay Day

1/10/2013

Acct # 280003609

**MONTHLY PROGRESS PAYMENT INVOICE - DANNENBAUM ENGINEERING CORPORATION
FOR CONSULTING ENGINEER'S SERVICES**

January 2, 2013

Dennis Burleson, Chairman
Hidalgo County Regional Mobility Authority
510 South Pleasantview Drive
Weslaco, Texas 78596

Work Order No. 1:
Research Planning/Immediate Operations Phase

Invoice Number:
Invoice Period:

465201/14/XV
12/01/2012 - 12/31/2012

TASK CODE	DESCRIPTION OF WORK TASK	TOTAL COST	PERCENT COMPLETE TO DATE	AMOUNT EARNED TO DATE	PREVIOUSLY BILLED	CURRENT BILLING
1	Research/Analyze/Gather all documents and develop Prog. Mgt. Plan (4 Months)	\$605,919.26	100.00%	\$605,919.26	\$605,919.26	\$0.00
2	Review/Monitor/Report/Implement All TxDOT Pass Thru / Toll Agreements (4 mo)	\$11,546.14	100.00%	\$11,546.14	\$11,546.14	\$0.00
3	Rev./Analyze TRZ for the entire HCRMA Rdwy. Sys. Incd. La Joya Relief Rte.	\$18,983.62	100.00%	\$18,983.62	\$18,983.62	\$0.00
4	Gen. Eng. Consult. (GEC) Mgt. including contract negotiations (4 months)	\$173,210.21	100.00%	\$173,210.21	\$173,210.21	\$0.00
5	Procurement / Negotiations of Prof. Svcs.	\$27,248.50	100.00%	\$27,248.50	\$27,248.50	\$0.00
ODC	Direct Expenses	\$73,052.90	100.00%	\$73,052.90	\$73,052.90	\$0.00
	TOTALS	\$909,960.63	100.00%	\$909,960.63	\$909,960.63	\$0.00

TOTAL DUE WORK ORDER NO. 1:

\$0.00

MONTHLY PROGRESS PAYMENT INVOICE - DANNENBAUM ENGINEERING CORPORATION
FOR CONSULTING ENGINEER'S SERVICES

Work Order No. 1:
 Research Planning/Immediate Operations Phase

Invoice Number: 465201/14/XV
 Invoice Period: 12/01/2012 - 12/31/2012

DESCRIPTION OF WORK TASK	COST PER TASK	PERCENT COMPLETE TO DATE	AMOUNT EARNED TO DATE	PREVIOUSLY BILLED	CURRENT BILLING
TASK 1 Research/Analyze/Gather all documents and develop Prog. Mgt. Plan (4 Months)					
A. Research/Analyze/Gather all documents					
1. Organize/Analyze all documents received	\$ 35,455.62	100.00%	\$35,455.62	\$35,455.62	\$0.00
2. Review/Comment all consultant contracts	\$ 3,709.14	100.00%	\$3,709.14	\$3,709.14	\$0.00
3. Review/Analyze all schematics including North of US 83	\$ 75,561.96	100.00%	\$75,561.96	\$75,561.96	\$0.00
5. Review/Analyze/Comment on all financial studies	\$ 8,122.08	100.00%	\$8,122.08	\$8,122.08	\$0.00
6. Review/Analyze/Comment on all TXDOT comments on all existing documents	\$ 6,868.84	100.00%	\$6,868.84	\$6,868.84	\$0.00
B. Review Exist. Quantities/Estimates and Prep. Cursive Review of Proj. Dev. Cost Est. on all projects					
1. SH 365 / TCC (All Sections)	\$ 18,708.04	100.00%	\$18,708.04	\$18,708.04	\$0.00
2. IBTC All Sections	\$ 10,997.72	100.00%	\$10,997.72	\$10,997.72	\$0.00
3. US 281 Military Highway Overpass	\$ 10,875.76	100.00%	\$10,875.76	\$10,875.76	\$0.00
4. US 83 Connector to FM 495	\$ 6,917.40	100.00%	\$6,917.40	\$6,917.40	\$0.00
5. La Joya Relief Route Segment No. 1	\$ 11,046.28	100.00%	\$11,046.28	\$11,046.28	\$0.00
6. All Segments - North of US 83	\$ 19,838.44	100.00%	\$19,838.44	\$19,838.44	\$0.00
C. Develop Program Management Plan which includes the following components:					
2. Quality Control Plan	\$ 7,727.18	100.00%	\$7,727.18	\$7,727.18	\$0.00
3. Cost Control Plan	\$ 40,535.94	100.00%	\$40,535.94	\$40,535.94	\$0.00
4. Schedule Management /Tracking Plan	\$ 13,402.16	100.00%	\$13,402.16	\$13,402.16	\$0.00
5. Document Control Plan	\$ 11,459.16	100.00%	\$11,459.16	\$11,459.16	\$0.00
6. Financial Implementation Plan	\$ 74,782.58	100.00%	\$74,782.58	\$74,782.58	\$0.00
7. Right-of-way Acquisition Management Plan (Refer to Aranda & Associates)	\$ 11,098.50	100.00%	\$11,098.50	\$11,098.50	\$0.00
8. Utility Relocation Plan	\$ 8,301.76	100.00%	\$8,301.76	\$8,301.76	\$0.00
10. Environmental Document/Clearance/Permit Plan	\$ 6,502.26	100.00%	\$6,502.26	\$6,502.26	\$0.00
- SH365/TCC-Environmental-Atkins (formerly PBSJ)	\$ 20,194.80	100.00%	\$20,194.80	\$20,194.80	\$0.00
- IBTC-Environmental-Atkins (formerly PBSJ)	\$ 8,855.48	100.00%	\$8,855.48	\$8,855.48	\$0.00
- La Joya Bypass Phase I-B/T xDOT/Atkins	\$ 14,282.10	100.00%	\$14,282.10	\$14,282.10	\$0.00
12. Project Development / Capital Improvement Plan / Strategic Plan (CIP)	\$ 146,529.12	100.00%	\$146,529.12	\$146,529.12	\$0.00
13. General Engineering Consultant Plan Management (GEC Plan)	\$ 3,687.16	100.00%	\$3,687.16	\$3,687.16	\$0.00
14. Develop Budget for PMC Program for next 7 years	\$ 30,459.78	100.00%	\$30,459.78	\$30,459.78	\$0.00
TASK 2 Review/Monitor/Report/Implement All TXDOT Pass Thru / Toll Agreements (4 mo)					
A. Review/Monitor/Report/Implement All TXDOT Pass Thru / Toll Agreements which includes:					
1. SH 365 / Trade Corr. Conn. (TCC)(14.9 Mi.), includ. 1.97 mi. Arzaidus GSA Fac. Connect.	\$ 1,379.80	100.00%	\$1,379.80	\$1,379.80	\$0.00
- Review Agreement	\$ 750.62	100.00%	\$750.62	\$750.62	\$0.00
2. US 281 / Military Hwy Overpass	\$ 1,379.80	100.00%	\$1,379.80	\$1,379.80	\$0.00
- Review Agreement	\$ 750.62	100.00%	\$750.62	\$750.62	\$0.00
- Monitor Agreement					
3. La Joya Relief Route (Phase I)(8.3 Miles)	\$ 1,379.80	100.00%	\$1,379.80	\$1,379.80	\$0.00
- Review Agreement	\$ 5,154.88	100.00%	\$5,154.88	\$5,154.88	\$0.00
- Negotiate Agreement (1 meeting / 8 hrs / mtg) - Austin	\$ 750.62	100.00%	\$750.62	\$750.62	\$0.00
- Monitor Agreement					
4. US 281 - Falfurrias Toll Road	\$ -	0.00%	\$0.00	\$0.00	\$0.00
- Review Agreement	\$ -	0.00%	\$0.00	\$0.00	\$0.00
- Negotiate Agreement (2 meeting / 8 hrs / mtg) - Austin	\$ -	0.00%	\$0.00	\$0.00	\$0.00
- Monitor Agreement	\$ -	0.00%	\$0.00	\$0.00	\$0.00

MONTHLY PROGRESS PAYMENT INVOICE - DANNENBAUM ENGINEERING CORPORATION FOR CONSULTING ENGINEER'S SERVICES

Work Order No. 1:
Research Planning/Immediate Operations Phase

Invoice Number: 465201/14/XV
Invoice Period: 12/01/2012 - 12/31/2012

DESCRIPTION OF WORK TASK	COST PER TASK	PERCENT COMPLETE TO DATE	AMOUNT EARNED TO DATE	PREVIOUSLY BILLED	CURRENT BILLING
TASK 3 Rev/Analyze TRZ for the entire HCRMA Rdwy. Sys. Incld. La Joya Relief Rte.					
1. Rev./Analyze Trans. Reinvest. Zone (TRZ) for the entire Loop Proj. Incld. the La Joya Relief Rte.	\$ 5,044.16	100.00%	\$5,044.16	\$5,044.16	\$0.00
2. Prepare Exhibit / Hold One Public Mtg (1 mtg @ 4 hrs / mtg)	\$ 6,344.34	100.00%	\$6,344.34	\$6,344.34	\$0.00
3. Modify Meets & Bounds for TRZ Boundary (paper only)	\$ 7,595.12	100.00%	\$7,595.12	\$7,595.12	\$0.00
TASK 4 Gen. Eng. Consult. (GEC) Mgt. Including contract negotiations (4 months)					
A. General Project Management / Governmental Liaison (4 Months)					
1. Prepare/Review PMC Team consultant contract	\$ 9,362.32	100.00%	\$9,362.32	\$9,362.32	\$0.00
2. Prepare monthly PMC invoice	\$ 4,399.04	100.00%	\$4,399.04	\$4,399.04	\$0.00
3. Prepare monthly HCRMA progress reports	\$ 5,939.02	100.00%	\$5,939.02	\$5,939.02	\$0.00
4. Attend monthly HCRMA board meetings (4 hrs / mtg / mo)	\$ 7,559.36	100.00%	\$7,559.36	\$7,559.36	\$0.00
5. Attend monthly HCRMA planning meetings (2 hrs / mtg / mo)	\$ 4,265.44	100.00%	\$4,265.44	\$4,265.44	\$0.00
6. Attend monthly HCRMA exed comm meetings (2 hrs / mtg / mo)	\$ 3,779.68	100.00%	\$3,779.68	\$3,779.68	\$0.00
7. Attend monthly MPO meetings (2 hrs / mtg / mo)	\$ 3,779.68	100.00%	\$3,779.68	\$3,779.68	\$0.00
8. Attend monthly TxDot meetings (Austin) (8 hrs / mtg / mo)	\$ 11,329.84	100.00%	\$11,329.84	\$11,329.84	\$0.00
9. Attend various meetings (local/state) (4 per month) (2 hrs / mtg / mo)	\$ 7,195.04	100.00%	\$7,195.04	\$7,195.04	\$0.00
10. Attend meeting in Washington DC (one meeting per 4 months) (3 days / mtg)	\$ -	0.00%	\$0.00	\$0.00	\$0.00
11. Governmental Liaison	\$ 5,060.84	100.00%	\$5,060.84	\$5,060.84	\$0.00
12. Assist/plan/meet/negotiate with all cities in Hidalgo Co. on ordinance to increase truck usage of Toll Facilities	\$ 17,344.00	100.00%	\$17,344.00	\$17,344.00	\$0.00
B. General Engineering Consultant (GEC) Management of the following (4 Months)					
1. SH365/TCC - Environmental - Atkins (formerly PBSJ)					
- Review / Analyze / Comment on Consultant Contracts	\$ 1,084.58	100.00%	\$1,084.58	\$1,084.58	\$0.00
- Review / Analyze / Comment on all existing schematics; plans; reports; design parameters, etc.	\$ 1,713.76	100.00%	\$1,713.76	\$1,713.76	\$0.00
- Oversee / Manage contract from 10/01/11 to 02/01/12	\$ 2,709.56	100.00%	\$2,709.56	\$2,709.56	\$0.00
2. IBTC - Environmental - Atkins (formerly PBSJ)					
- Review / Analyze / Comment on Consultant Contracts	\$ -	0.00%	\$0.00	\$0.00	\$0.00
- Review / Analyze / Comment on all existing schematics; plans; reports; design parameters, etc.	\$ -	0.00%	\$0.00	\$0.00	\$0.00
- Oversee / Manage contract from 10/01/11 to 02/01/12	\$ -	0.00%	\$0.00	\$0.00	\$0.00
3. SH365/TCC (FM 1016 to E 23rd) - Survey/R.O.W - DOS Logistics, Inc.					
- Review / Analyze / Comment on Consultant Contracts	\$ 2,311.78	100.00%	\$2,311.78	\$2,311.78	\$0.00
- Review / Analyze / Comment on all existing schematics; plans; reports; design parameters, etc.	\$ 7,817.78	100.00%	\$7,817.78	\$7,817.78	\$0.00
- Oversee / Manage contract from 10/01/11 to 02/01/12	\$ 5,761.03	100.00%	\$5,761.03	\$5,761.03	\$0.00
4. SH365/TCC (E 23rd to IBTC) - Survey/R.O.W - Quintanilla Headley					
- Review / Analyze / Comment on Consultant Contracts	\$ 3,364.88	100.00%	\$3,364.88	\$3,364.88	\$0.00
- Review / Analyze / Comment on all existing schematics; plans; reports; design parameters, etc.	\$ 4,551.21	100.00%	\$4,551.21	\$4,551.21	\$0.00
- Oversee / Manage contract from 10/01/11 to 02/01/12	\$ 5,035.57	100.00%	\$5,035.57	\$5,035.57	\$0.00
5. SH 365 / TCC (Toll / Pass Thru) - Seg. 1 - FM1016 to Aranzaduas - Eng. / Geotech - L&G Eng.					
- Review / Analyze / Comment on Consultant Contracts	\$ 1,893.58	100.00%	\$1,893.58	\$1,893.58	\$0.00
- Review / Analyze / Comment on all existing schematics; plans; reports; design parameters, etc.	\$ 7,559.36	100.00%	\$7,559.36	\$7,559.36	\$0.00
- Oversee / Manage contract from 10/01/11 to 02/01/12	\$ 3,473.54	100.00%	\$3,473.54	\$3,473.54	\$0.00
- Review / Analyze / Prepare independent construction cost estimates	\$ 1,563.16	100.00%	\$1,563.16	\$1,563.16	\$0.00

MONTHLY PROGRESS PAYMENT INVOICE - DANNENBAUM ENGINEERING CORPORATION FOR CONSULTING ENGINEER'S SERVICES

Work Order No. 1:
Research Planning/Immediate Operations Phase

Invoice Number: 465201/14/XV
Invoice Period: 12/01/2012 - 12/31/2012

DESCRIPTION OF WORK TASK	COST PER TASK	PERCENT COMPLETE TO DATE	AMOUNT EARNED TO DATE	PREVIOUSLY BILLED	CURRENT BILLING
TASK 4 Gen. Eng. Consult. (GEC) Mgt. including contract negotiations (4 months) Continued					
B. General Engineering Consultant (GEC) Management of the following (4 Months)(Cont.)					
6. SH365/TCC at Anzalduas - Engineering/Geotech - L&G Engineering 1A					
- Review / Analyze / Comment on Consultant Contracts	\$ 3,381.24	100.00%	\$3,381.24	\$3,381.24	\$0.00
- Review / Analyze / Comment on all existing schematics, plans, reports, design parameters, etc.	\$ 3,916.50	100.00%	\$3,916.50	\$3,916.50	\$0.00
- Oversee / Manage contract from 10/01/11 to 02/01/12	\$ 2,359.24	100.00%	\$2,359.24	\$2,359.24	\$0.00
7. SH 365 / TCC (Toll / Pass Thru) - Seg. 1B - Anz. GSA Conn. to E. of 23rd - Eng. / Geo. - L&G Eng.					
- Review / Analyze / Comment on Consultant Contracts	\$ 2,298.96	100.00%	\$2,298.96	\$2,298.96	\$0.00
- Review / Analyze / Comment on all existing schematics, plans, reports, design parameters, etc.	\$ 7,775.94	100.00%	\$7,775.94	\$7,775.94	\$0.00
- Oversee / Manage contract from 10/01/11 to 02/01/12	\$ 2,988.42	100.00%	\$2,988.42	\$2,988.42	\$0.00
8. SH 365 / TCC (Toll / Pass Thru) - Seg. 2 - E. of 23rd to IBTC - Eng. / Geo. - S&B Infra.					
- Review / Analyze / Comment on Consultant Contracts	\$ 3,186.94	100.00%	\$3,186.94	\$3,186.94	\$0.00
- Review / Analyze / Comment on all existing schematics, plans, reports, design parameters, etc.	\$ 6,107.56	100.00%	\$6,107.56	\$6,107.56	\$0.00
- Oversee / Manage contract from 10/01/11 to 02/01/12	\$ 4,775.06	100.00%	\$4,775.06	\$4,775.06	\$0.00
9. US 281/Military Overpass - Engineering/Geotech/Survey - TEDSI Infrastructure					
- Review / Analyze / Comment on Consultant Contracts	\$ 3,186.94	100.00%	\$3,186.94	\$3,186.94	\$0.00
- Review / Analyze / Comment on all existing schematics, plans, reports, design parameters, etc.	\$ 2,153.24	100.00%	\$2,153.24	\$2,153.24	\$0.00
- Oversee / Manage contract from 10/01/11 to 02/01/12	\$ 2,226.12	100.00%	\$2,226.12	\$2,226.12	\$0.00
10. US 83 Connector to FM 495 - Eng./Geotech/Survey - S&B Infrastructure					
- Review / Analyze / Comment on Consultant Contracts	\$ -	0.00%	\$0.00	\$0.00	\$0.00
- Review / Analyze / Comment on all existing schematics, plans, reports, design parameters, etc.	\$ -	0.00%	\$0.00	\$0.00	\$0.00
- Oversee / Manage contract from 10/01/11 to 02/01/12	\$ -	0.00%	\$0.00	\$0.00	\$0.00
TASK 5 Procurement / Negotiations of Prof. Svcs. of the following: (4 months)					
A. Procurement/Negotiations of Prof. Svcs. of the following: (4 months)					
1. SH 365 / TCC - Seg. 1 - ROW Acquisition/Title Company	\$ -	0.00%	\$0.00	\$0.00	\$0.00
2. SH 365 / TCC - Seg. 1A - ROW Acquisition/Title Company	\$ -	0.00%	\$0.00	\$0.00	\$0.00
3. SH 365 / TCC - Seg. 1B - ROW Acquisition/Title Company	\$ -	0.00%	\$0.00	\$0.00	\$0.00
4. SH 365 / TCC - Seg. 2 - ROW Acquisition/Title Company	\$ -	0.00%	\$0.00	\$0.00	\$0.00
5. IBTC Seg. 1-5 - Engineering (One Procurement up to Five(5) Firms)	\$ 10,628.66	100.00%	\$10,628.66	\$10,628.66	\$0.00
6. IBTC Seg. 1-5 - Survey (One Procurement up to Five(5) Firms)	\$ 10,628.66	100.00%	\$10,628.66	\$10,628.66	\$0.00
7. IBTC Seg. 1-5 - ROW Acquisition/Title Company	\$ -	0.00%	\$0.00	\$0.00	\$0.00
8. IBTC Geotech Total Project	\$ -	0.00%	\$0.00	\$0.00	\$0.00
9. US 83 Connector to SH 495 - ROW Acquisition/Title Company	\$ -	0.00%	\$0.00	\$0.00	\$0.00
10. US 281 (Military) Overpass at San Juan - ROW Acquisition/Title Company	\$ 5,991.18	100.00%	\$5,991.18	\$5,991.18	\$0.00
11. La Joya Relief Route Corridor Seg. 1 - Environmental/Schematic (Update / Finalize)/Engineering	\$ -	0.00%	\$0.00	\$0.00	\$0.00
12. La Joya Relief Route Corridor Seg. 1 - Geotech	\$ -	0.00%	\$0.00	\$0.00	\$0.00
13. La Joya Relief Route Corridor Seg. 1 - Survey	\$ -	0.00%	\$0.00	\$0.00	\$0.00
14. La Joya Relief Route Corridor Seg. 1 - ROW Acquisition/Title Co.	\$ -	0.00%	\$0.00	\$0.00	\$0.00
15. Toll Consultant / Traffic Management - system wide	\$ -	0.00%	\$0.00	\$0.00	\$0.00

**MONTHLY PROGRESS PAYMENT INVOICE - DANNENBAUM ENGINEERING CORPORATION
FOR CONSULTING ENGINEER'S SERVICES**

Work Order No. 1:
Research Planning/Immediate Operations Phase

Invoice Number: 465201/14/XV
Invoice Period: 12/01/2012 - 12/31/2012

DESCRIPTION OF WORK TASK	COST PER TASK	PERCENT COMPLETE TO DATE	AMOUNT EARNED TO DATE	PREVIOUSLY BILLED	CURRENT BILLING
DIRECT EXPENSES					
Lodging / Hotel (\$100.00 / DAY)	\$ 1,235.00	100.00%	\$1,235.00	\$1,235.00	\$0.00
Meals (\$30.00 / DAY)	\$ 834.00	100.00%	\$834.00	\$834.00	\$0.00
Rental Car	\$ 1,770.00	100.00%	\$1,770.00	\$1,770.00	\$0.00
Air Travel	\$ 2,750.00	100.00%	\$2,750.00	\$2,750.00	\$0.00
Parking	\$ 154.00	100.00%	\$154.00	\$154.00	\$0.00
Overnight Mail - letter size	\$ 3,450.00	100.00%	\$3,450.00	\$3,450.00	\$0.00
Photocopies BMW (8.5 X 11)	\$ 709.90	100.00%	\$709.90	\$709.90	\$0.00
Photocopies BMW (11 X 17)	\$ 620.00	100.00%	\$620.00	\$620.00	\$0.00
Photocopies Color (8.5 X 11)	\$ 710.00	100.00%	\$710.00	\$710.00	\$0.00
Photocopies Color (11 X 17)	\$ 750.00	100.00%	\$750.00	\$750.00	\$0.00
Color Graphics on Foam Board	\$ 70.00	100.00%	\$70.00	\$70.00	\$0.00
Public Outreach Liaison	\$ 60,000.00	100.00%	\$60,000.00	\$60,000.00	\$0.00
CPA/Accounting Support Services	\$ -	0.00%	\$0.00	\$0.00	\$0.00
IT Support Services	\$ -	0.00%	\$0.00	\$0.00	\$0.00
Appraiser	\$ -	0.00%	\$0.00	\$0.00	\$0.00
Totals	\$ 909,960.63		\$ 909,960.63	\$ 909,960.63	\$ -

Amount Due This Invoice

\$

**MONTHLY PROGRESS PAYMENT INVOICE - DANNENBAUM ENGINEERING CORPORATION
FOR CONSULTING ENGINEER'S SERVICES**

January 2, 2013

Dennis Burleson, Chairman
Hidalgo County Regional Mobility Authority
510 South Pleasantview Drive
Weslaco, Texas 78596

Work Order No. 3:
Title Report for TCC

Invoice Number:
Invoice Period:

465201/14/XV
12/01/2012 - 12/31/2012

TASK CODE	DESCRIPTION OF WORK TASK	TOTAL COST	PERCENT COMPLETE TO DATE	AMOUNT EARNED TO DATE	PREVIOUSLY BILLED	CURRENT BILLING
1	Provide Title Reports	\$57,750.00	100.00%	\$57,750.00	\$57,750.00	\$0.00
	TOTALS	\$57,750.00	100.00%	\$57,750.00	\$57,750.00	\$0.00

TOTAL DUE WORK ORDER NO. 3:

\$0.00

**MONTHLY PROGRESS PAYMENT INVOICE - DANNENBAUM ENGINEERING CORPORATION
FOR CONSULTING ENGINEER'S SERVICES**

January 2, 2013

Dennis Burleson, Chairman
Hidalgo County Regional Mobility Authority
510 South Pleasantview Drive
Westlaco, Texas 78596

Work Order No. 4:
Engineering Management/Partial Operations Implementation/Public Outreach

Invoice Number:
Invoice Period:

4652011/14/XV
12/01/2012 - 12/31/2012

TASK CODE	DESCRIPTION OF WORK TASK	TOTAL COST	PERCENT COMPLETE TO DATE	AMOUNT EARNED TO DATE	PREVIOUSLY BILLED	CURRENT BILLING
A	Coordinate / Update / Assist Executive Director	\$8,958.03	100.00%	\$8,958.03	\$8,958.03	\$0.00
B	Attend / Prepare Data / Report on Various Meetings (4.0 Months)	\$58,185.85	100.00%	\$58,185.85	\$58,185.85	\$0.00
C	Coordinate With HCMPO to Modify Short/ Long Term TIP to Account for Approved Strategy	\$2,711.90	100.00%	\$2,711.90	\$2,711.90	\$0.00
D	Negotiate / Coordinate with TxDOT on Pass Thru Agreement Modifications for SH 365 TCC / La Joya Relief Route / US 281	\$18,512.54	100.00%	\$18,512.54	\$18,512.54	\$0.00
E	Implement Interim Cost Accounting System Utilizing Dannenbaum Cost Accounting System	\$22,926.32	100.00%	\$22,926.32	\$22,926.32	\$0.00
F	Organize / Develop HCRMA Files By Project (Electronic and Hardcopy) - RMA Will Provide Flor Koll and Temporary Secretaries	\$19,183.08	100.00%	\$19,183.08	\$19,183.08	\$0.00
G	Coordinate with Hidalgo County Appraisal District on TRZ Inputs and Agreements	\$15,564.04	100.00%	\$15,564.04	\$15,564.04	\$0.00
H	Implement Public Outreach Program Managing with Assistance from Consultant (Pathfinder) and others	\$20,830.08	100.00%	\$20,830.08	\$20,830.08	\$0.00
I	Public Outreach Meetings Including Negotiations of Truck Restrictions with the following Cities (Including Travel and Preparation for Meeting) (4.0 Months):	\$19,983.36	100.00%	\$19,983.36	\$19,983.36	\$0.00
J	Oversee C&M Associates, Inc., in Developing the Update of the T&R Studies / Financing Alternatives (FSW) (4.0 Months)	\$74,767.90	100.00%	\$74,767.90	\$74,767.90	\$0.00
K	IBTC (3.0 Months)	\$25,337.35	100.00%	\$25,337.35	\$25,337.35	\$0.00
L	SH 365 / TCC (Modified) (Inc. TCC at GSA Anzalduas Bridge)(4.0 Months)	\$216,358.43	100.00%	\$216,358.43	\$216,358.43	\$0.00
M	US 281 / Military (3.0 Months)	\$24,156.47	100.00%	\$24,156.47	\$24,156.47	\$0.00
ODC	Direct Expenses	\$166,880.50	100.00%	\$166,880.50	\$166,880.50	\$0.00
	TOTALS	\$694,355.85	100.00%	\$694,355.85	\$694,355.85	\$0.00

TOTAL DUE WORK ORDER NO. 4:

\$0.00

**MONTHLY PROGRESS PAYMENT INVOICE - DANNENBAUM ENGINEERING CORPORATION
FOR CONSULTING ENGINEER'S SERVICES**

Work Order No. 4:
Engineering Management/Partial Operations Implementation/Public Outreach

Invoice Number: 465201/14/XV
Invoice Period: 12/01/2012 - 12/31/2012

DESCRIPTION OF WORK TASK	COST PER TASK	PERCENT COMPLETE TO DATE	AMOUNT EARNED TO DATE	PREVIOUSLY BILLED	CURRENT BILLING
A. Coordinate / Update / Assist Executive Director 1.) Educate Executive Director on Historical Activities / Budgets / Cost Accounting / Program Management Plan and QAOQC Plan (Including Bi-Monthly Migs (2 hrs/Wk x 9 Wks)	\$ 8,958.03	100.00%	\$8,958.03	\$8,958.03	\$0.00
B. Attend / Prepare Data / Report on Various Meetings (4.0 Months) 1. HCRMA Board Meetings Including Presentation (Monthly) (5 Mts @ 4 hrs/Mtg) (Inc. Prep Time) 2. HCRMA Planning Committee Meetings (5 Mts @ 2 hrs/Mtg) (Inc. Prep Time) 3. HCRMA Finance Committee Meetings (5 Mts @ 2 hrs/Mtg) (Inc. Prep Time) 4. HCRMA MPO Policy Committee Meeting (5 Mts @ 2 hrs/Mtg) (Inc. Prep Time) 5. HCRMA MPO Tech Committee Meeting (5 Mts @ 2 hrs/Mtg) (Inc. Prep Time) 6. Various Individual HCRMA Migs w/ Board (3 Mts @ 2 hrs/Mtg) (Inc. Prep Time) 7. Hidalgo County Meetings w/Staff (2 Migs. @2 hr. / Mtg.) (Inc. Prep Time) 8. Hidalgo County Commissioner Precinct No. 1 (2 Migs. @ 2 hrs. / Mtg.) 9. Hidalgo County Commissioner Precinct No. 2 (2 Migs. @ 2 hrs. / Mtg.) 10. Hidalgo County Commissioner Precinct No. 3 (2 Migs. @ 2 hrs. / Mtg.) 11. Hidalgo County Commissioner Precinct No. 4 (2 Migs. @ 2 hrs. / Mtg.) 12. Attend Meetings TXDOT-Pharr (3 Migs. @ 2 hrs. / Mtg.) (Inc. Prep Time) 13. Attend Meetings TXDOT-Austin includes Travel (3 Migs. @ 10 hrs. / Mtg.) 14. Attend Meetings With Senator Hinojosa (3 Migs. @ 2 hrs. / Mtg.)	\$ 16,401.80 \$ 4,694.28 \$ 4,694.28 \$ 4,694.28 \$ 4,694.28 \$ 2,130.42 \$ 2,023.44 \$ 1,379.80 \$ 1,379.80 \$ 1,379.80 \$ 1,379.80 \$ 4,371.02 \$ 6,777.56 \$ 2,185.29	100.00% 100.00% 100.00% 100.00% 100.00% 100.00% 100.00% 100.00% 100.00% 100.00% 100.00% 100.00% 100.00% 100.00% 100.00%	\$16,401.80 \$4,694.28 \$4,694.28 \$4,694.28 \$4,694.28 \$2,130.42 \$2,023.44 \$1,379.80 \$1,379.80 \$1,379.80 \$1,379.80 \$4,371.02 \$6,777.56 \$2,185.29	\$16,401.80 \$4,694.28 \$4,694.28 \$4,694.28 \$4,694.28 \$2,130.42 \$2,023.44 \$1,379.80 \$1,379.80 \$1,379.80 \$1,379.80 \$4,371.02 \$6,777.56 \$2,185.29	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00
C. Coordinate With HCMPO to Modify Short/ Long Term TIP to Account for Approved Strategy	\$ 2,711.90	100.00%	\$2,711.90	\$2,711.90	\$0.00
D. Negotiate / Coordinate with TXDOT on Pass Thru Agreement Modifications for SH 365 TCC / La Joya Relief Route / US 281 1. Meet / Coordinate With TXDOT Pharr (2 Migs. @ 4 hrs. / Mtg.) 2. Meet / Coordinate With TXDOT Austin (1 Mtg @ 10 hrs. / Mtg.) 3. Finalize Pass Thru Agreements	\$ 3,954.36 \$ 4,694.28 \$ 9,863.90	100.00% 100.00% 100.00%	\$3,954.36 \$4,694.28 \$9,863.90	\$3,954.36 \$4,694.28 \$9,863.90	\$0.00 \$0.00 \$0.00
E. Implement Interim Cost Accounting System Utilizing Dannenbaum Cost Accounting System 1. Input Data for Development of Monthly Reports for HCRMA Board 2. Modify Monthly Reports for HCRMA Needs 3. Input Monthly Data and Produce Final Reports for May, June, July and August 2012	\$ 12,042.32 \$ 5,697.02 \$ 5,186.98	100.00% 100.00% 100.00%	\$12,042.32 \$5,697.02 \$5,186.98	\$12,042.32 \$5,697.02 \$5,186.98	\$0.00 \$0.00 \$0.00
F. Organize / Develop HCRMA Files By Project (Electronic and Hardcopy) - RMA Will Provide Flor Koll and Temporary Secretaries)	\$ 19,183.08	100.00%	\$19,183.08	\$19,183.08	\$0.00
G. Coordinate with Hidalgo County Appraisal District on TRZ Inputs and Agreements	\$ 15,564.04	100.00%	\$15,564.04	\$15,564.04	\$0.00
H. Implement Public Outreach Program Managing with Assistance from Consultant (Pathfinder) and others	\$ 20,830.08	100.00%	\$20,830.08	\$20,830.08	\$0.00

**MONTHLY PROGRESS PAYMENT INVOICE - DANNENBAUM ENGINEERING CORPORATION
FOR CONSULTING ENGINEER'S SERVICES**

Work Order No. 4:
Engineering Management/Partial Operations Implementation/Public Outreach

Invoice Number: 46520114/XV
Invoice Period: 12/01/2012 - 12/31/2012

DESCRIPTION OF WORK TASK	COST PER TASK	PERCENT COMPLETE TO DATE	AMOUNT EARNED TO DATE	PREVIOUSLY BILLED	CURRENT BILLING
I. Public Outreach Meetings Including Negotiations of Truck Restrictions with the following Cities (Including Travel and Preparation for Meeting) (4.0 Months):					
1. City of Pharr (2 Mths)	\$ 3,976.32	100.00%	\$3,976.32	\$3,976.32	\$0.00
2. San Juan (1 Mth)	\$ 2,013.60	100.00%	\$2,013.60	\$2,013.60	\$0.00
3. Donna (1 Mth)	\$ 2,013.60	100.00%	\$2,013.60	\$2,013.60	\$0.00
4. Weslaco (1 Mth)	\$ 2,013.60	100.00%	\$2,013.60	\$2,013.60	\$0.00
5. City of Mercedes (1 Mth)	\$ -	0.00%	\$0.00	\$0.00	\$0.00
6. City of Edcouch (0 Mth)	\$ 3,976.32	100.00%	\$3,976.32	\$3,976.32	\$0.00
7. City of McAllen (2 Mths.)	\$ 3,976.32	100.00%	\$3,976.32	\$3,976.32	\$0.00
8. City of Mission (2 Mths.)	\$ -	0.00%	\$0.00	\$0.00	\$0.00
9. City of Pecos (0 Mth)	\$ -	0.00%	\$0.00	\$0.00	\$0.00
10. City of Palmview (0 Mth)	\$ -	0.00%	\$0.00	\$0.00	\$0.00
11. City of La Joya (0 Mth)	\$ -	0.00%	\$0.00	\$0.00	\$0.00
J. Oversee C&M Associates, Inc., in Developing the Update of the T&R Studies / Financing Alternatives (FSW) (4.0 Months)					
1. SH 365 TCC / IBTC / Segment D & La Joya Relief Route (Assisted by HDR)	\$ 60,035.90	100.00%	\$60,035.90	\$60,035.90	\$0.00
2. Update Strategic Plan for New T&R No. 1 (Work with First Southwest)	\$ 14,732.00	100.00%	\$14,732.00	\$14,732.00	\$0.00
K. IBTC (3.0 Months)					
1. Modify RFP and Procure Engineering Services (Including Environmental and Low Level Flight)	\$ -	0.00%	\$0.00	\$0.00	\$0.00
2. Oversee Local Environmental Clearance (Assisted by Blanton - Lead) (3.0 Months)	\$ 24,234.55	100.00%	\$24,234.55	\$24,234.55	\$0.00
3. Oversee IBTC Drainage Studies Produced By L&G Engineering / S&B Infrastructure	\$ -	0.00%	\$0.00	\$0.00	\$0.00
4. Oversee Low Level Flight (8/1/2012 to 8/31/2012) (1 Month) (Assisted by Aranda & Associates - Lead)	\$ -	0.00%	\$0.00	\$0.00	\$0.00
5. QA/QC Drainage Study (60%) (Next Work Authorization)	\$ -	0.00%	\$0.00	\$0.00	\$0.00
6. QA/QC Low Level Flight (Aranda) (1 Month)	\$ 1,102.80	100.00%	\$1,102.80	\$1,102.80	\$0.00
7. Attend Meeting with USIBWC (1) (Combined with TCC)	\$ -	0.00%	\$0.00	\$0.00	\$0.00
8. Attend Meeting with USACOE (1) (Combined with TCC)	\$ -	0.00%	\$0.00	\$0.00	\$0.00
9. Attend Meeting with US Fish and Wildlife (1)(Combined with TCC)	\$ -	0.00%	\$0.00	\$0.00	\$0.00
L. SH 365 / TCC (Modified) (Inc. TCC at GSA Anzalduas Bridge)(4.0 Months)					
1. Oversee Environmental Clearance By Atkins (EA) (Assisted by Blanton & Assoc. - Lead)(5 Months)	\$ 60,919.52	100.00%	\$60,919.52	\$60,919.52	\$0.00
2. Oversee Drainage Studies Produced By L&G Engineering / S&B Infrastructure	\$ 17,089.64	100.00%	\$17,089.64	\$17,089.64	\$0.00
3. QA/QC Drainage Study (60%)	\$ 9,158.68	100.00%	\$9,158.68	\$9,158.68	\$0.00
4. Attend Meeting with USIBWC (1 Mth. - EI Paso)	\$ 4,046.88	100.00%	\$4,046.88	\$4,046.88	\$0.00
5. Attend Meeting with USACOE (1 Mth. - HST)	\$ -	0.00%	\$0.00	\$0.00	\$0.00
6. Attend Meeting with US Fish & Wildlife (1 Mth. - RGV)	\$ -	0.00%	\$0.00	\$0.00	\$0.00
7. Attend Meeting with TXDOT Austin / FHWA (1 Mth. - Austin)	\$ 3,227.59	100.00%	\$3,227.59	\$3,227.59	\$0.00
8. Oversee / Development of 4-Lane Schematic and Update Super Two Schematic / Utilities / Final Design Review TCC at GSA	\$ 72,546.95	100.00%	\$72,546.95	\$72,546.95	\$0.00
9. QA/QC Schematic (60%)	\$ 4,380.10	100.00%	\$4,380.10	\$4,380.10	\$0.00
10. Prepare Decision Matrix for Environmental Consultant	\$ 1,489.67	100.00%	\$1,489.67	\$1,489.67	\$0.00
11. Oversee Surveyors (DOS Logistics / Quintanilla) (Assisted by Aranda and Associates - Lead)	\$ 36,669.24	100.00%	\$36,669.24	\$36,669.24	\$0.00
12. Hold / Lead Public Involvement Meeting (1 Mth.) Including Prepare Exhibits	\$ -	0.00%	\$0.00	\$0.00	\$0.00
13. Prepare Land Plan to Assist Hunt Development / City of McAllen to Evaluate Alternative Thru Hunt Property	\$ -	0.00%	\$0.00	\$0.00	\$0.00
14. Meet with Hunt Development (Mission - 2 Mths) (2 hrs / Mth)(Inc. Prep Time)	\$ 6,830.16	100.00%	\$6,830.16	\$6,830.16	\$0.00

MONTHLY PROGRESS PAYMENT INVOICE - DANNENBAUM ENGINEERING CORPORATION
FOR CONSULTING ENGINEER'S SERVICES

Work Order No. 4:
Engineering Management/Partial Operations Implementation/Public Outreach

Invoice Number: 46520114/XV
Invoice Period: 12/01/2012 - 12/31/2012

DESCRIPTION OF WORK TASK	COST PER TASK	PERCENT COMPLETE TO DATE	AMOUNT EARNED TO DATE	PREVIOUSLY BILLED	CURRENT BILLING
M. US 281 / Military (3.0 Months)					
1. Oversee Environmental Clearance by Atkins (Categorical Exclusion -CE)(Assisted by Blanton & Associates) (4.0 Months)	\$ 5,034.52	100.00%	\$5,034.52	\$5,034.52	\$0.00
2. Oversee Engineer in Development of Route Studies / Schematic / Survey / PS&E Development (4.0 Months)	\$ 11,776.60	100.00%	\$11,776.60	\$11,776.60	\$0.00
3. QA/QC Route Study	\$ 1,277.95	100.00%	\$1,277.95	\$1,277.95	\$0.00
4. Meet With City of Pharr Including Development of Exhibits to Analyze US 281 / I Road / San Juan Area (2 Migs @ 2 hrs / Mig)	\$ 6,067.40	100.00%	\$6,067.40	\$6,067.40	\$0.00
DIRECT EXPENSES					
Lodging / Hotel (\$100.00 / DAY)	\$ 1,537.50	100.00%	\$1,537.50	\$1,537.50	\$0.00
Meals (\$30.00 / DAY)	\$ 495.00	100.00%	\$495.00	\$495.00	\$0.00
Rental Car	\$ 675.00	100.00%	\$675.00	\$675.00	\$0.00
Air Travel	\$ 6,750.00	100.00%	\$6,750.00	\$6,750.00	\$0.00
Parking	\$ 63.00	100.00%	\$63.00	\$63.00	\$0.00
Overnight Mail - letter size	\$ 1,150.00	100.00%	\$1,150.00	\$1,150.00	\$0.00
Courier Services	\$ 1,250.00	100.00%	\$1,250.00	\$1,250.00	\$0.00
Photocopies B/W (8.5 X 11)	\$ 2,320.00	100.00%	\$2,320.00	\$2,320.00	\$0.00
Photocopies Color (8.5 X 11)	\$ 915.00	100.00%	\$915.00	\$915.00	\$0.00
Photocopies Color (11 X 17)	\$ 700.00	100.00%	\$700.00	\$700.00	\$0.00
Color Graphics on Foam Board	\$ 625.00	100.00%	\$625.00	\$625.00	\$0.00
Newspaper Advertisement	\$ 200.00	100.00%	\$200.00	\$200.00	\$0.00
Court Reporter (Public Hearings & Transcription)	\$ -	0.00%	\$0.00	\$0.00	\$0.00
Translator (English to Spanish or Sign Language)	\$ -	0.00%	\$0.00	\$0.00	\$0.00
Public Involvement Facility Rental	\$ -	0.00%	\$0.00	\$0.00	\$0.00
Public Outreach Liason	\$ 75,000.00	100.00%	\$75,000.00	\$75,000.00	\$0.00
Accounting Support Services	\$ 4,000.00	100.00%	\$4,000.00	\$4,000.00	\$0.00
IT / Support Services	\$ 3,200.00	100.00%	\$3,200.00	\$3,200.00	\$0.00
Management Support Services	\$ 32,000.00	100.00%	\$32,000.00	\$32,000.00	\$0.00
Community Action Support	\$ 36,000.00	100.00%	\$36,000.00	\$36,000.00	\$0.00
Totals	\$ 694,355.85		\$ 694,355.85	\$ 694,355.85	\$ -

Amount Due This Invoice

\$

**MONTHLY PROGRESS PAYMENT INVOICE - DANNENBAUM ENGINEERING CORPORATION
FOR CONSULTING ENGINEER'S SERVICES**

January 2, 2013

Dennis Burleson, Chairman
Hidalgo County Regional Mobility Authority
510 South Pleasantview Drive
Weslaco, Texas 78596

Work Order No. 5:
Engineering Management/Partial Operations Implementation/Public Outreach

Invoice Number:
Invoice Period:

465201/14/XV
12/01/2012 - 12/31/2012

TASK CODE	DESCRIPTION OF WORK TASK	TOTAL COST	PERCENT COMPLETE TO DATE	AMOUNT EARNED TO DATE	PREVIOUSLY BILLED	CURRENT BILLING
A	Coordinate / Update / Assist Executive Director	\$6,123.52	100.00%	\$6,123.52	\$4,592.64	\$1,530.88
B	Attend / Prepare Data / Report on Various Meetings (4.0 Months)	\$60,832.02	97.69%	\$59,425.62	\$45,624.04	\$13,801.58
C	Continue to Coordinate With HCMPO to Modify Short/ Long Term TIP to Account for Approved Strategy including Updating Strategy (Two (2) Updates)	\$8,484.08	100.00%	\$8,484.08	\$6,363.06	\$2,121.02
D	Continue to Negotiate / Coordinate with TxDOT on Pass Thru Agreement- Modifications or other TxDOT Funding Modification (availability payments- CAT12) for SH 365 Segment 1,2,3 and 4) / Segment No. 4 (US 281 / Military)	\$3,838.98	100.00%	\$3,838.98	\$2,879.25	\$959.73
E	Continue to Implement Interim Cost Accounting System Utilizing Dannenbaum Cost Accounting System	\$20,012.60	100.00%	\$20,012.60	\$15,009.45	\$5,003.15
F	Continue to Organize / Develop HCRMA Files By Project (Electronic and Hardcopy)	\$10,314.08	100.00%	\$10,314.08	\$7,735.56	\$2,578.52
G	Continue to Coordinate with Hidalgo County Appraisal District on TRZ Inputs and Agreements and Finalize Agreements with each entity	\$18,505.04	75.00%	\$13,878.78	\$13,878.78	\$0.00
H	Continue to Finalize and Implement Public Outreach Program with Assistance from Consultant (Pathfinder) and others	\$37,776.61	100.00%	\$37,776.61	\$28,332.46	\$9,444.15
I	Continued Public Outreach Meetings (Formal Presentation to Council) with the Appropriate Cities (Including Travel and Preparation for Meeting) (4.0 Months):	\$14,867.78	75.00%	\$11,150.84	\$11,150.84	\$0.00
J	Continue the Oversight of C&M Associates, Inc., in Developing the Update of the T&R Studies / Financing Alternatives (FSW) (4.0 Months)	\$74,552.28	100.00%	\$74,552.28	\$45,760.35	\$28,791.93
K	Continue to Oversee IBTC (4.0 Months)	\$4,883.52	25.00%	\$1,220.88	\$1,220.88	\$0.00
L	Continue to Oversee SH 365 (Segment 1, 2 and 3) (Inc. SH 365 at GSA Anzalduas Bridge)(4.0 Months)	\$310,741.85	80.75%	\$250,916.15	\$208,765.80	\$42,150.35
M	SH 365 Segment No. 4 (US 281 / Military) (4.0 Months)	\$39,229.92	87.52%	\$34,334.89	\$27,802.38	\$6,532.51
N	Implementation of GIS Tools - Phase IA	\$20,646.28	100.00%	\$20,646.28	\$5,202.83	\$15,443.45
O	Implementation of Project Wise	\$46,343.58	100.00%	\$46,343.58	\$4,056.80	\$42,286.78
ODC	Direct Expenses	\$170,217.79	100.00%	\$170,217.79	\$137,413.34	\$32,804.45
TOTALS		\$847,369.93	90.78%	\$769,236.96	\$565,788.46	\$203,448.50

TOTAL DUE WORK ORDER NO. 5:

\$203,448.50

MONTHLY PROGRESS PAYMENT INVOICE - DANNENBAUM ENGINEERING CORPORATION
FOR CONSULTING ENGINEER'S SERVICES

Work Order No. 5:
Engineering Management/Partial Operations Implementation/Public Outreach

Invoice Number: 465201/14/XV
Invoice Period: 12/01/2012 - 12/31/2012

DESCRIPTION OF WORK TASK	COST PER TASK	PERCENT COMPLETE TO DATE	AMOUNT EARNED TO DATE	PREVIOUSLY BILLED	CURRENT BILLING
A. Coordinate / Update / Assist Executive Director 1.) Educate Executive Director on Historical Activities / Budgets / Cost Accounting / Program Management Plan and QA/QC Plan (Including Weekly Mtgs)	\$ 6,123.52	100.00%	\$6,123.52	\$4,592.64	\$1,530.88
B. Attend / Prepare Data / Report on Various Meetings (4.0 Months) 1. HCRMA Board Meetings Including Presentation (Monthly) (4 Mtgs) (Inc. Prep Time) 2. HCRMA Planning Committee Meetings (4 Mtgs @ 2 hrs./Mtg) (Inc. Prep Time) 3. HCRMA Finance Committee Meetings (4 Mtgs @ 2 hrs./Mtg) (Inc. Prep Time) 4. HCRMA MPO Policy Committee Meeting (4 Mtgs @ 2 hrs./Mtg) (Inc. Prep Time) 5. HCRMA MPO Tech Committee Meeting (4 Mtgs @ 2 hrs./Mtg) (Inc. Prep Time) 6. Various HCRMA Mtgs w/ Individual Board Members / Special Board Meetings (1 Mtg @ 2 hrs./Mtg) (Inc. Prep Time) 7. Hidalgo County Meetings w/Staff (2 Mtgs. @2 hr. / Mtg.) (Inc. Prep Time) 8. Hidalgo County Commissioner Precinct No. 1 (2 Mtgs. @ 2 hrs. / Mtg.) 9. Hidalgo County Commissioner Precinct No. 2 (2 Mtgs. @ 2 hrs. / Mtg.) 10. Hidalgo County Commissioner Precinct No. 3 (2 Mtgs. @ 2 hrs. / Mtg.) 11. Hidalgo County Commissioner Precinct No. 4 (2 Mtgs. @ 2 hrs. / Mtg.) 12. Attend Meetings TxDOT-Pharr (2 Mtgs. @ 2 hrs. / Mtg.) (Inc. Prep Time) 13. Attend Meetings TxDOT-Austin includes Travel (1 Mtg. @ 10 hrs. / Mtg.) 14. Attend Meetings With Senator Hinojosa (1 Mtgs. @ 2 hrs. / Mtg.) 15. Attend Meeting - 3 days in Washington to Visit Congress/TIFA (1 Mtg.) 16. Attend Hidalgo County Commissioners' Court Meeting (2 Monthly Mtgs.) (2 Mtgs. X 2 hr./Mtg.)	\$ 16,448.84 \$ 8,483.22 \$ 8,483.22 \$ 3,939.90 \$ 3,418.56 \$ 1,849.66 \$ - \$ 2,812.80 \$ 2,812.80 \$ - \$ 3,073.90 \$ 6,534.68 \$ 1,011.72 \$ - \$ 1,962.72	100.00% 100.00% 100.00% 100.00% 100.00% 100.00% 0.00% 75.00% 75.00% 0.00% 100.00% 100.00% 100.00% 0.00% 100.00%	\$16,448.84 \$8,483.22 \$8,483.22 \$3,939.90 \$3,418.56 \$1,849.66 \$0.00 \$2,109.60 \$2,109.60 \$0.00 \$3,073.90 \$6,534.68 \$1,011.72 \$0.00 \$1,962.72	\$12,336.63 \$6,362.42 \$6,362.42 \$2,964.93 \$2,563.92 \$1,387.25 \$0.00 \$2,109.60 \$2,109.60 \$0.00 \$2,306.43 \$4,901.01 \$758.79 \$0.00 \$1,472.04	\$4,112.21 \$2,120.80 \$2,120.80 \$984.97 \$854.64 \$462.41 \$0.00 \$0.00 \$0.00 \$0.00 \$768.47 \$1,633.67 \$252.93 \$0.00 \$490.68
C. Continue to Coordinate With HCMPO to Modify Short/ Long Term TIP to Account for Approved Strategy, Including Updating Strategy (Two (2) Updates)	\$ 8,484.08	100.00%	\$8,484.08	\$6,363.06	\$2,121.02
D. Continue to Negotiate / Coordinate with TxDOT on Pass Thru Agreement Modifications or other TxDOT Funding Modification (availability payments-CATT12) for SH 365 (Segment 1,2,3 and 4) / Segment No. 4 (US 281 / Military) 1. Meet / Coordinate With TxDOT Pharr (1 Mtgs. @ 2 hrs. / Mtg.) 2. Meet / Coordinate With TxDOT Austin (0 Mtg @ 10 hrs. / Mtg.) 3. Finalize Pass Thru Agreements and/or availability payments	\$ 1,728.22 \$ 382.54 \$ 1,728.22	100.00% 100.00% 100.00%	\$1,728.22 \$382.54 \$1,728.22	\$1,296.17 \$286.91 \$1,296.17	\$432.05 \$95.63 \$432.05
E. Continue to Implement Interim Cost Accounting System Utilizing Dannenbaum Cost Accounting System 1. Continue to Input Data for Development of Monthly Reports for HCRMA Board (September 1, 2012 thru December 31, 2012) 2. Continue to Modify Monthly Reports for HCRMA Needs 3. Continue to Input Monthly Data and Produce Final Reports for Sept., Oct., Nov. and Dec. 2012	\$ 7,636.32 \$ 5,007.12 \$ 7,369.16	100.00% 100.00% 100.00%	\$7,636.32 \$5,007.12 \$7,369.16	\$5,727.24 \$3,755.34 \$5,526.87	\$1,909.08 \$1,251.78 \$1,842.29
F. Continue to Organize / Develop HCRMA Files By Project (Electronic and Hardcopy)	\$ 10,314.08	100.00%	\$10,314.08	\$7,735.56	\$2,578.52
G. Continue to Coordinate with Hidalgo County Appraisal District on TRZ Inputs and Agreements and Finalize Agreements with each entity	\$ 18,505.04	75.00%	\$13,878.78	\$13,878.78	\$0.00

MONTHLY PROGRESS PAYMENT INVOICE - DANNENBAUM ENGINEERING CORPORATION
FOR CONSULTING ENGINEER'S SERVICES

Work Order No. 5:
Engineering Management/Partial Operations Implementation/Public Outreach

Invoice Number: 46520114/XV
Invoice Period: 12/01/2012 - 12/31/2012

DESCRIPTION OF WORK TASK	COST PER TASK	PERCENT COMPLETE TO DATE	AMOUNT EARNED TO DATE	PREVIOUSLY BILLED	CURRENT BILLING
H. Continue to Finalize and Implement Public Outreach Program Managing with Assistance from Consultant (Pathfinder) and others					
1. Finalize / Implement Public Outreach	\$ 27,226.64	100.00%	\$27,226.64	\$20,419.98	\$6,806.66
2. Review / Update Website	-	0.00%	\$0.00	\$0.00	\$0.00
3. Develop Monthly Newsletter (Assist Subs)	-	0.00%	\$0.00	\$0.00	\$0.00
4. Begin Development of Branding Loop Project (Assist Subs)	-	0.00%	\$0.00	\$0.00	\$0.00
5. Assist / Develop Support Resolution From All Cities (Total 5 Mgs.)	\$ 5,909.51	100.00%	\$5,909.51	\$4,432.13	\$1,477.38
6. Meet with Large Property Owners (SH 365)(Total 3 Mgs. Including Preparation)	\$ 3,173.34	100.00%	\$3,173.34	\$2,380.01	\$793.33
7. Meet with EDC for the Cities of McAllen / Mission (Total 1 Mtg.)	\$ 1,467.12	100.00%	\$1,467.12	\$1,100.34	\$366.78
8. Meet with Trade Association / Civic Association (US / Mexico) (Total 1 Mtg.)					
I. Continue Public Outreach Meetings (Formal Presentation to Council) with the following Cities (Including Travel and Preparation for Meeting) (4.0 Months):					
1. City of Pharr (2 Mgs)	\$ 3,656.80	75.00%	\$2,742.60	\$2,742.60	\$0.00
2. City of Granjeno (1 Mtg)	\$ 2,116.82	75.00%	\$1,587.62	\$1,587.62	\$0.00
3. City of Donna (1 Mtg)	-	0.00%	\$0.00	\$0.00	\$0.00
4. City of Westaco (1 Mtg)	-	0.00%	\$0.00	\$0.00	\$0.00
5. City of Mercedes (1 Mtg)	-	0.00%	\$0.00	\$0.00	\$0.00
6. City of Edcouch (1 Mtg)	-	0.00%	\$0.00	\$0.00	\$0.00
7. City of McAllen (2 Mgs.)	\$ 4,547.08	75.00%	\$3,410.31	\$3,410.31	\$0.00
8. City of Mission (2 Mgs.)		75.00%	\$3,410.31	\$3,410.31	\$0.00
9. City of Pecos (1 Mtg)	-	0.00%	\$0.00	\$0.00	\$0.00
10. City of Palmview (1 Mtg)	-	0.00%	\$0.00	\$0.00	\$0.00
11. City of La Joya (1 Mtg)	-	0.00%	\$0.00	\$0.00	\$0.00
12. City of Edinburg (2 Mgs)	-	0.00%	\$0.00	\$0.00	\$0.00
13. City of Sullivan City (1 Mtg)	-	0.00%	\$0.00	\$0.00	\$0.00
J. Continue the Oversight of C&M Associates, Inc., in Developing the Update of the T&R Studies / Financing Alternatives (FSM) (4.0 Months)					
1. SH 365 Segment 1,2,3 and 4 / IBTC / Segment D & La Joya Relief Route (Assisted by HDR)	\$ 33,936.84	100.00%	\$33,936.84	\$25,452.63	\$8,484.21
2. Update Strategic Plan for New Funding (Modification in Limits / Schedule / Funding Type)	\$ 19,894.84	100.00%	\$19,894.84	\$9,947.42	\$9,947.42
2. Update Strategic Plan after New T&R Numbers (Work with First Southwest)	\$ 20,720.60	100.00%	\$20,720.60	\$10,360.30	\$10,360.30
K. Continue to Oversee IBTC (4.0 Months)					
1. Modify RFP and Procure Engineering Services (Including Environmental and Low Level Flight)	-	0.00%	\$0.00	\$0.00	\$0.00
2. Continue to Oversee Local Environmental Clearance (Assisted by Blanton - Lead) (4.0 Months)	\$ 4,883.52	25.00%	\$1,220.88	\$1,220.88	\$0.00
3. Oversee IBTC Drainage Studies	-	0.00%	\$0.00	\$0.00	\$0.00
4. Oversee Low Level Flight (Assisted by Aranda & Associates - Lead)	-	0.00%	\$0.00	\$0.00	\$0.00
5. QA/QC Drainage Study (60%)	-	0.00%	\$0.00	\$0.00	\$0.00
6. QA/QC Low Level Flight (Aranda)	-	0.00%	\$0.00	\$0.00	\$0.00
7. Attend Meeting with USIBWC (1) (Combined with SH 365)	-	0.00%	\$0.00	\$0.00	\$0.00
8. Attend Meeting with USACOE (1) (Combined with SH 365)	-	0.00%	\$0.00	\$0.00	\$0.00
9. Attend Meeting with US Fish and Wildlife (1)(Combined with SH 365)	-	0.00%	\$0.00	\$0.00	\$0.00

MONTHLY PROGRESS PAYMENT INVOICE - DANNENBAUM ENGINEERING CORPORATION
FOR CONSULTING ENGINEER'S SERVICES

Work Order No. 5:
 Engineering Management/Partial Operations Implementation/Public Outreach

Invoice Number: 465201/14/XV
 Invoice Period: 12/01/2012 - 12/31/2012

DESCRIPTION OF WORK TASK	COST PER TASK	PERCENT COMPLETE TO DATE	AMOUNT EARNED TO DATE	PREVIOUSLY BILLED	CURRENT BILLING
L. Continue to Oversee SH 365 (Segment 1, 2 & 3) (Inc. SH 365 at GSA Anzalduas Bridge)(4.0 Months)					
1. Continue to Oversee Environmental Clearance By Atkins (EA) includes Negotiating Limits to FM 1016 (Assisted by Blanton & Assoc. - Lead)	\$ 62,286.41	85.00%	\$52,943.45	\$46,714.81	\$6,228.64
2. Continue to Oversee Drainage Studies Produced By L&G Engineering / S&B Infrastructure including Segment No. 3. Also, Includes Negotiating Limits to FM 1016.	\$ 66,915.46	90.00%	\$60,223.91	\$50,186.60	\$10,037.31
3. Continue to QA/QC Drainage Study (90%)	\$ 8,618.24	90.00%	\$7,756.42	\$6,463.68	\$1,292.74
4. Attend Meeting With USBWC (1 Mtg. - El Paso)	\$ 4,459.76	25.00%	\$1,114.94	\$1,114.94	\$0.00
5. Attend Meeting With USACOE (1 Mtg. - HST)	\$ -	0.00%	\$0.00	\$0.00	\$0.00
6. Attend Meeting With US Fish & Wildlife (1 Mtg. - RGV)	\$ 4,694.28	100.00%	\$4,694.28	\$3,520.71	\$1,173.57
7. Attend Meeting With TxDOT Austin / FHWA (1 Mtg. - Austin)	\$ -	0.00%	\$0.00	\$0.00	\$0.00
8. Continue to Oversee / Development of 4-Lane Schematic (L&G Engineering and S&B Infrastructure) and Negotiate Limits to FM 1016	\$ 44,289.86	90.00%	\$39,860.87	\$33,217.40	\$6,643.47
9. QA/QC Schematic (90%)	\$ 46,880.08	60.00%	\$28,128.05	\$23,440.04	\$4,688.01
10. Prepare Decision Matrix for Environmental Consultant (in Work Authorization 4)	\$ -	0.00%	\$0.00	\$0.00	\$0.00
11. Continue to Oversee Surveyors including Right of Entry Assistance for 52 Parcels (DOS Logistics / Quintanilla) (Assisted by Aranda and Associates - Lead)	\$ 48,346.44	100.00%	\$48,346.44	\$36,259.83	\$12,086.61
12. Hold / Lead Public Involvement Meeting (1 Additional Mtg.) including Prepare Exhibits	\$ 17,111.50	25.00%	\$4,277.88	\$4,277.88	\$0.00
13. Prepare Land Plan to Assist Hunt Development / City of McAllen to Evaluate Alternative Thru Hunt Property	\$ -	0.00%	\$0.00	\$0.00	\$0.00
14. Meet with Hunt Development (Mission - 2 Mtgs) (2 hrs / Mtg)(Inc. Prep Time)	\$ 7,139.82	50.00%	\$3,569.91	\$3,569.91	\$0.00
15. Assist HDR in Developing TIFIA Application	\$ -	0.00%	\$0.00	\$0.00	\$0.00
M. SH 365 Segment No. 4 (US 281 / Military) (4.0 Months)					
1. Oversee Environmental Clearance by Atkins (Included in Item L.)	\$ -	0.00%	\$0.00	\$0.00	\$0.00
2. Oversee Engineer in Development of Route Studies / Schematic / Survey / PS&E Development (4.0 Months)	\$ 24,538.30	90.00%	\$22,084.47	\$18,403.73	\$3,680.74
3. Finalize QA/QC Route Study	\$ 8,211.34	90.00%	\$7,390.21	\$6,158.51	\$1,231.70
4. Continue to Meet With City of Pharr including Development of Exhibits to Analyze SH 365 (Segment No. 4) (US 281 / I Road / San Juan Area) (2 Mtgs)	\$ 6,480.28	75.00%	\$4,860.21	\$3,240.14	\$1,620.07
N. Implementation of GIS Tools - Phase IA					
1. Conduct Stakeholder and Program Management Team GIS user requirements meeting	\$ 5,256.06	100.00%	\$5,256.06	\$3,153.64	\$2,102.42
2. Develop GIS user requirements documentation and implementation plan	\$ 4,323.28	100.00%	\$4,323.28	\$1,080.82	\$3,242.46
3. Present user requirements and implementation plan to Stakeholders and Program Management Team	\$ 2,766.54	100.00%	\$2,766.54	\$138.33	\$2,628.21
4. Acquire and integrate Bing Map services	\$ 3,788.88	100.00%	\$3,788.88	\$378.89	\$3,409.99
5. Acquire and integrate existing GIS base map data from local government sources into an ArcGIS Server / SQL Server central database hosted from Dannenbaum's GIS hosting facility	\$ 4,511.52	100.00%	\$4,511.52	\$451.15	\$4,060.37
6. Tile up to three large existing GIS databases acquired from local Government sources for efficient web map rendering of large datasets (Future W.A.)	\$ -	0.00%	\$0.00	\$0.00	\$0.00
7. Design, load and integrate HCRMA specific GIS data into an ArcGIS Server / SQL Server central database hosted from Dannenbaum's GIS hosting facility (Future W.A.)	\$ -	0.00%	\$0.00	\$0.00	\$0.00
8. QA/QC existing and HCRMA specific GIS database for compliance with Task 1 - Requirements (Future W.A.)	\$ -	0.00%	\$0.00	\$0.00	\$0.00
9. Develop login page user interface (Future W.A.)	\$ -	0.00%	\$0.00	\$0.00	\$0.00
10. QA/QC login page user interface for compliance with Task 1 - Requirements (Future W.A.)	\$ -	0.00%	\$0.00	\$0.00	\$0.00

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FOR CONSULTING ENGINEER'S SERVICES

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Engineering Management/Partial Operations Implementation/Public Outreach

Invoice Number: 465201/14/XV
Invoice Period: 12/01/2012 - 12/31/2012

DESCRIPTION OF WORK TASK	COST PER TASK	PERCENT COMPLETE TO DATE	AMOUNT EARNED TO DATE	PREVIOUSLY BILLED	CURRENT BILLING
N. Implementation of GIS Tools - Phase 1A (Continued)					
11. Develop ArcGIS Service, map services, Arc MAP, MXD projects files including map symbology (Future W.A.)	\$ -	0.00%	\$0.00	\$0.00	\$0.00
12. QA/QC ArcGIS Service, map services, Arc MAP, MXD projects files checking for quality of map symbology and compliance with Task 1 - Requirements (Future W.A.)	\$ -	0.00%	\$0.00	\$0.00	\$0.00
13. Develop GIS website map and legend tools on Dannenbaum's application development server (Future W.A.)	\$ -	0.00%	\$0.00	\$0.00	\$0.00
14. QA/QC / unit testing of the GIS website map and legend tools (Future W.A.)	\$ -	0.00%	\$0.00	\$0.00	\$0.00
15. Migrate GIS website map and legend tools from Dannenbaum's application development server to Dannenbaum's production ArcGIS Server hosting environment (Future W.A.)	\$ -	0.00%	\$0.00	\$0.00	\$0.00
16. Develop GIS website map and legend user manual documentation and conduct user training (Future W.A.)	\$ -	0.00%	\$0.00	\$0.00	\$0.00
O. Implementation of Project Wise					
1. Project Wise Overview Training (x1 initial kickoff meeting to go over Project Wise functionality and general use in an engineering project office environment)	\$ 2,668.23	100.00%	\$2,668.23	\$1,600.94	\$1,067.29
2. Project Wise Implementation (install and configuration hardware and software onsite within DEC McAllen / HCRMA PMO)	\$ 1,803.40	100.00%	\$1,803.40	\$180.34	\$1,623.06
3. Project Wise End User Training (x4 brown bag training sessions to teach PMO users how to manage documents in a Project Wise document controlled environment)	\$ 3,638.60	100.00%	\$3,638.60	\$363.86	\$3,274.74
4. Inventory HCRMA Project Data by Type, User, Organization, Etc.	\$ 13,005.23	100.00%	\$13,005.23	\$650.26	\$12,354.97
5. Conduct Project Wise / GIS Data Maintenance Business Process Workshop (x1 Day for Project Wise / x1 Day for GIS - include time estimate for key subcontractor participation)	\$ 10,803.64	100.00%	\$10,803.64	\$540.18	\$10,263.46
6. Develop HCRMA Project Wise and GIS data management business process documentation	\$ 10,916.43	100.00%	\$10,916.43	\$545.82	\$10,370.61
7. Data Management End User Training (x4 brown bag training sessions to teach HCRMA PMO Project Wise and GIS data management business processes)	\$ 3,508.05	100.00%	\$3,508.05	\$175.40	\$3,332.65
DIRECT EXPENSES					
Lodging / Hotel (\$100.00 / DAY)	\$ 770.00	100.00%	\$770.00	\$577.50	\$192.50
Meals (\$30.00 / DAY)	\$ 240.00	100.00%	\$240.00	\$180.00	\$60.00
Rental Car	\$ 360.00	100.00%	\$360.00	\$270.00	\$90.00
Air Travel	\$ 4,000.00	100.00%	\$4,000.00	\$3,000.00	\$1,000.00
Parking	\$ 28.00	100.00%	\$28.00	\$21.00	\$7.00
Overnight Mail - letter size	\$ 1,150.00	100.00%	\$1,150.00	\$862.50	\$287.50
Courier Services	\$ 900.00	100.00%	\$900.00	\$675.00	\$225.00
Photocopies BW (8.5 X 11)	\$ 1,969.79	100.00%	\$1,969.79	\$1,477.34	\$492.45
Photocopies BW (11 X 17)	\$ 775.00	100.00%	\$775.00	\$581.25	\$193.75
Photocopies Color (8.5 X 11)	\$ 700.00	100.00%	\$700.00	\$525.00	\$175.00
Photocopies Color (11 X 17)	\$ 625.00	100.00%	\$625.00	\$468.75	\$156.25
Color Graphics on Foam Board	\$ 200.00	100.00%	\$200.00	\$150.00	\$50.00
Newspaper Advertisement	\$ -	0.00%	\$0.00	\$0.00	\$0.00
Court Reporter (Public Hearings & Transcription)	\$ -	0.00%	\$0.00	\$0.00	\$0.00
Translator (English to Spanish or Sign Language)	\$ -	0.00%	\$0.00	\$0.00	\$0.00
Public Involvement Facility Rental	\$ -	0.00%	\$0.00	\$0.00	\$0.00
Public Outreach Liaison (4 Months - September, October, November & December 2012)	\$ 60,000.00	100.00%	\$60,000.00	\$60,000.00	\$0.00

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DIRECT EXPENSES (Continued)					
Accounting Support Services	\$ 20,000.00	100.00%	\$20,000.00	\$12,000.00	\$8,000.00
IT / Support Services (Includes time on Project Wise Implementation / Data Organization @ 55 hrs)	\$ 8,000.00	100.00%	\$8,000.00	\$2,000.00	\$6,000.00
Bing Maps Annual Subscription Fee	\$ 7,000.00	100.00%	\$7,000.00	\$7,000.00	\$0.00
Management Support Services	\$ 32,000.00	100.00%	\$32,000.00	\$24,000.00	\$8,000.00
Community Action Support	\$ 31,500.00	100.00%	\$31,500.00	\$23,625.00	\$7,875.00
Totals	\$ 847,369.93		\$ 769,236.96	\$ 565,788.46	\$ 203,448.50

Amount Due This Invoice

\$ 203,448.50 ✓

Supervisor Monitoring System for Federally Funded Contracts

December / 2012

HCRMA Program Mgmt Consultant Project

\$ 5,000,000.00

October 27, 2011

00.00 \$

Dannenbaum Engineering Corporation

\$ 5,000,000.00

No. 1

\$ 909,960.63

on this contract, please indicate by placing "N/A" on the 1st line under Subproviders.

[illegible]

Fill out Progress Assessment Report with each estimate/invoice submitted, *for all subcontracts*, and forward as follows.

1 Copy with Invoice – Hidalgo County Regional Mobility Authority Office

I hereby certify that the above is a true and correct statement of the amounts paid to the firms listed above.

Ir., P.E.
J. H. Jones - C.E.

713-520-9570

December 28, 2012

Company Official / DBE Liaison Officer

Signature _____

Phone

Date _____

shari.bricarell@dammenbaum.com

Email

Fax _____

Subprovider Monitoring System for Federally Funded Contracts

December / 2012

\$ 5,000,000.00

00.00

\$ 5,000,000.00

\$ 57,750.00

under Subproviders.

[illegible]

Fill out Progress Assessment Report with each estimate/invoice submitted, *for all subcontracts*, and forward as follows:
1 Copy with Invoice – Hidalgo County Regional Mobility Authority Office

I hereby certify that the above is a true and correct statement of the amounts paid to the firms listed above.

December 28, 2012

Date _____

713-527-6442

Fax

Subprovider Monitoring System for Federally Funded Contracts

December / 2012

Original Contract Amount: \$ 5,000,000.00

Approved Supplemental Agreements: \$ 0.00

Total Contract Amount: \$ 5,000,000.00

Work Authorization Amount: \$ 694,355.85

under Subproviders.

[illegible]

Fill out Progress Assessment Report with each estimate/invoice submitted, *for all subcontracts*, and forward as follows:

1 Copy with Invoice – Hidalgo County Regional Mobility Authority Office

I hereby certify that the above is a true and correct statement of the amounts paid to the firms listed above.

Trust. Anne H. - C. L.

December 28, 2012

Signature

Date _____

713-527-6442

Fax _____

Subprovider Monitoring System for Federally Funded Contracts

HCRMA Program Mgmt Consultant Project

\$ 5,000,000.00

00.00 \$

\$ 5,000,000.00

\$ 847,369.93

***e* under Subproviders.**

Fill out Progress Assessment Report with each estimate/invoice submitted, *for all subcontracts*, and forward as follows:
1 Copy with Invoice – Hidalgo County Regional Mobility Authority Office

Signature Trust Jones - c.d.

Signature

Email

December 28, 2012

Date _____

Fax

Law Office of Daniel G. Rios
323 Nolana
McAllen, TX 78504
Tax ID# 74-2910612

Hidalgo County Regional Mobility Authority
c/o Dennis Burleson
510 S. Pleasantview Dr.
Weslaco, TX 78596

January 08, 2013

Invoice submitted to:

In Reference To: HCRMA PROJECT

Invoice #10525

Professional Services	Hours	Rate Amount
For professional services rendered	21.50	\$5,375.00
Previous balance		\$3,300.00
Accounts receivable transactions		
11/26/2012 Payment - Thank You No. 10405		(\$3,300.00)
Total payments and adjustments		(\$3,300.00)
Balance due		\$5,375.00



December 31, 2012
Account Number: 4255004

Invoice Number: 7288
Richard Raimirez

Invoice

Mr. Pilar Rodriguez
118 S. Cage Blvd, 4th Floor
Pharr, Texas 78577

Re: Hidalgo County Regional Mobility Authority
KCS Preliminary Financial Assesment : 4255004

Fees And Expenses Incurred

KCS Preliminary Financial Assesment	\$5,250.00
Total	<u>\$5,250.00</u>

Approved. Pay

Only

1 - 1/10/2013

Acct # 280003609

Please Remit Payment To:

*First Southwest Company
325 N. St. Paul Street
Suite 800
Dallas, TX 75201*

Wiring Instructions

*The Bank of New York
1 Wall Street
New York, NY 10012
ABA Number: 021-000-018
Account Name: First Southwest Company
Account Number: 890 0271 779
Reference: 4255004*

PAYMENT SUMMARY

L&G Engineering - SH 365 Segment 1
\$5,887,542.43 Maximum payable fee

\$4,577,810.89

Amount Approved for Payment

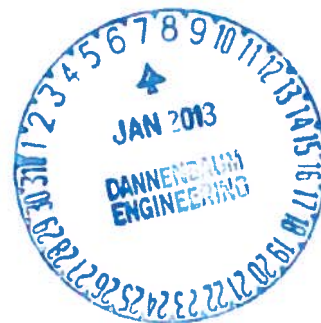
Date _____

Loop Account # 280003609

Prepared by:
P. Rodriguez, PE
Tx PE #85,567
1/10/2013




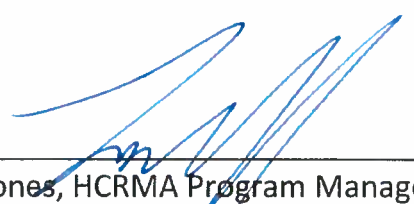
HCRMA
HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY



REQUEST FOR RECOMMENDATION ON PAYMENT

To: Dannenbaum Engineering
Attn: Louis Jones, HCRMA Project Manager
1109 Nolana Loop, Suite 208
McAllen, Texas 78504

Month and Year	December 2012
Contractor	L&G Consulting Engineers Inc
Project/WA	SH365/Seg 1/WA 1
Invoice #	11324349
Amount	\$71,919.35
Date Sent	01/05/2013

Date Received	
Received by	
Recommendation:	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Disapproval
Comments (if any):	
<div style="text-align: right;"> 1/10/2013 Approved</div> <div style="text-align: right;"> Date 1/9/13</div>	

Please return this form via email to fkoll@hcrma.net



January 4, 2013

Mr. Pilar Rodriguez – Executive Director HCRMA
Attn: Mr. Louis Jones – Program Manager HCRMA
Hidalgo County Regional Mobility Authority
118 S. Cage Blvd., 4th Floor
Pharr, Texas 78577

RE: Work Authorization #1 on SH365 Segment #1 - Invoice #11324349

Dear Mr. Jones,

Attached for your review and approval is our invoice for the services rendered during the month of December 2012 on the subject referenced project. All working files have been electronically uploaded to the PM's FTP Site in a folder named "L&G Upload 1-4-13".

The following is attached:

- L & G's Invoice #11324349
- SH365 Segment 1 Hydrologic Map (Revised Limits)
- SH365 Soils Evaluation & Pavement Design Report (Preliminary)

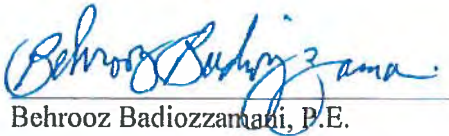
TASK		% COMPL
TASK #2 – Schematics (4 Lane Facility)	L&G	90%
No Update – (See Progress Report Dated 12-5-12)		
SUPPLEMENTAL #1 - TASK #2 – Schematics (4 Lane Facility)	L&G	90%
No Update – (See Progress Report Dated 12-5-12)		
TASK #5 – Pavement Design (Entire Project Limits)	L&G	75%
Updated – L&G has completed a preliminary "SH 365 Soils Evaluation and Pavement Design Report" including a geotechnical analysis of the project for shallow pavements and recommendations for lime treatment of subgrade soils. FPS runs have been completed for the Mainlanes (pending traffic to be provided by HCRMA/GEC) and recommendations have been made for Frontage Roads and Ramps.		
TASK #6 – Special Coordination & Tasks	L&G	75%
Updated - L&G has continued to meet with officials of Hidalgo County as well as the City of Mission in providing updates of the SH365 project. Various meetings have been held with affected property owners, as well as members of the other consulting firms engaged in this project. Coordination with HCMPO has been conducted and outreach with Mr. Andrew Canon to keep him informed on the status of the project has been done.		

SUPPLEMENTAL #1 - TASK #6 – Special Coordination & Tasks	L&G	75%
Updated - L&G has met with some of the newly affected landowners that are now impacted by the revised SH365 limits covered under this supplemental. Discussions with them, as well as with the City of Mission, on the connection point at FM1016 has been conducted.		
TASK #7 – Geotechnical Drilling & Testing	L&G Lab	85%
Updated – L&G has drilled, tested & analyzed 33 of 35 Borings (Pending only 16-17 where ROE is not in place – will be relocated). L&G has produced 2 updated pavement boring schematics (showing soil type & consistency, soil sulfate content and recommended lime treatment for subgrade) and Boring Logs in TxDOT Wincore format (all items noted are attached to this Progress Report/Invoice – See Prelim Report).		
SUPPLEMENTAL #1 - TASK #7 – Geotechnical Drilling & Testing	L&G Lab	85%
Updated – L&G has drilled, tested & analyzed 12 of 12 Borings. L&G has amended pavement boring schematic for Section I to include the added borings (showing soil type & consistency, soil sulfate content and recommended lime treatment for subgrade) and included Boring Logs in TxDOT Wincore format (all items noted are attached to this Progress Report/Invoice – See Prelim Report).		
TASK #8 – Route & Design Studies	L&G	90%
No Update – (See Progress Report Dated 12-5-12)		
SUPPLEMENTAL #1 - TASK #8 – Route & Design Studies	L&G	90%
No Update – (See Progress Report Dated 12-5-12)		
TASK #9 – Utility Adjustments	L&G	50%
No Update – (See Progress Report Dated 10-3-12)		
SUPPLEMENTAL #1 - TASK #9 – Utility Adjustments	L&G	50%
No Update – (See Progress Report Dated 12-5-12)		
FC161 - Drainage	L&G	50%
No Update – (See Progress Report Dated 10-3-12)		
SUPPLEMENTAL #1 - FC161 - Drainage	L&G	50%
Updated – L&G has identified the drainage areas for the supplemental limits of the SH 365 project (from FM 396 to FM 1016) and incorporated them into the revised Hydrologic Map (submitted along with this progress report as reference). L&G		

conducted a teleconference with the project PM, more specifically Mr. Alejandro "Al" Flores, to review comments he had made and revise the SH365 drainage report accordingly. We have calculated the resulting runoffs from the additional drainage areas and their effect on the corresponding outfalls. In addition we have determined the areas of need for off-site outfall ditches and have preliminarily placed them in areas of least impact to land use. We continue to finalize the final drainage plan for this area.		
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Should you have any questions regarding this submittal or would like clarification on any aspect of the project, please do not hesitate to call me at (956) 585-1909.

Sincerely,



Behrooz Badiozzamani, P.E.
Executive VP / Project Manager
L&G Engineering

L & G Consulting Engineers Inc
2100 W. Expressway 83
Mercedes, TX 78570
(956)565-9813 Fax (956)565-9018

INVOICE#: 11324349
INVOICE DATE: 12/31/2012

BILL TO:

Hidalgo County RMA
 118 S. Cage Blvd, 4th Floor
 Pharr, TX 78577

JOB:120301

SH365/TCC - Segment #1
WA#1

DESCRIPTION	CONTRACT	PREVIOUS APPLICATIONS	CURRENT COMPLETED	TOTAL COMPLETED	% COMPL	BALANCE TO FINISH
Engineering services for the month of December 2012.						
Task 1 - Value Eng Participation	20,521.20			0.00	0.0	20,521.20
Task 2 - 2 Schematics	310,479.89	279,431.90		279,431.90	90.0	31,047.99
Task 3 - Public Involment	15,209.14			0.00	0.0	15,209.14
Task 4 - ROW Coordination	21,998.73			0.00	0.0	21,998.73
Task 5 - Pavement Design	29,831.96	14,915.98	7,457.99	22,373.97	75.0	7,457.99
Task 6 - Special Coordination	64,970.12	32,485.06	16,242.53	48,727.59	75.0	16,242.53
Task 7 - Geo Laboratory/Sub	50,000.00	35,000.00	7,500.00	42,500.00	85.0	7,500.00
Task 8 - Route & Design Studies	44,871.07	40,383.96		40,383.96	90.0	4,487.11
Task 9 - Utility Adjustment	175,523.69	87,761.85		87,761.85	50.0	87,761.84
Task 10- Field Survey	24,297.10			0.00	0.0	24,297.10
FC 161 - Drainage	232,994.77	116,497.39		116,497.39	50.0	116,497.38
Direct Expenses	8,140.00			0.00	0.0	8,140.00
TOTALS:	998,837.67	606,476.14	31,200.52 ✓	637,676.66 ✓	63.8	361,161.01 ✓
Supplemental #1 to Work Authrization #1						
Task 2 - 2 Schematics	100,202.09	90,181.88		90,181.88	90.0	10,020.21
Task 3 - Public Involment	6,399.68	0.00		0.00	0.0	6,399.68
Task 4 - ROW Coordination	1,964.17	0.00		0.00	0.0	1,964.17
Task 6 - Special Coordination	9,155.39	4,577.70	2,288.84	6,866.54	75.0	2,288.85
Task 7 - Geo Laboratory/Sub	20,000.00	0.00	17,000.00	17,000.00	85.0	3,000.00
Task 8 - Route & Design Studies	12,940.08	11,646.07		11,646.07	90.0	1,294.01
Task 9 - Utility Adjustment	65,450.90	32,725.45		32,725.45	50.0	32,725.45
Task 10- Field Survey	9,061.58	0.00		0.00	0.0	9,061.58
FC 161 - Drainage	85,719.98	21,430.00	21,429.99	42,859.99	50.0	42,859.99
TOTALS:	310,893.87	160,561.10	40,718.83 ✓	201,279.93 ✓	64.7	109,613.94 ✓
GRAND TOTAL :	1,309,731.54	767,037.24	71,919.35	838,956.59		470,774.95

ORIGINAL CONTRACT SUM \$ 998,837.67
 CHANGE BY CHANGE ORDER \$ 310,893.87
 CONTRACT SUM TO DATE \$ 1,309,731.54
 TOTAL COMPLETED TO DATE \$ 838,956.59
 LESS PREVIOUS INVOICES \$ 767,037.24

CURRENT PAYMENT DUE \$ 71,919.35

Behrooz Badizaman
 PROJECT MANAGER'S SIGNATURE

1-12
1/10/2013

Pay Only

Acct # 280003609



Invoice

December 20, 2012

Pilar Rodriguez
Executive Director
Hidalgo County Regional Mobility Authority
118 S. Cage Blvd., 4th Floor
Pharr, TX 7857


281 Coalition Project.....\$15,000

Total Due.....\$15,000



McAllen Economic Development Corporation

6401 South 33rd Street • McAllen, Texas 78503 • 956.682.2875 • 956.682.3077 fax • www.medic.org

Task Order Number	Order Date	Surdex Job Number
N/A	12/11/2012	2201109-1465
Item Description		
6 & 12 inch, 3 band (RGB) DO4Q tiles/Accuracy Class X/ GeoTIFF, JPEG2000, MrSID, County Mosaics		Billable Amount 9,029.92
 1/10/2013 Acct # 280008609		Pay Over
Earnings to Date		9,029.92
Previous Billings		
Total Current Billing		9,029.92

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> 1/09/13 </u>
FINANCE COMMITTEE	<u> </u>	MEETING DATE	<u> 1/16/13 </u>
TECHNICAL COMMITTEE	<u> </u>		

1. Agenda Item: **APPROVAL OF THE FINANCIAL REPORT FOR THE MONTH OF NOVEMBER 2012**
2. Nature of Request: (Brief Overview) Attachments: X Yes No
Consideration and approval of financial report for the month of November 2012.
3. Policy Implication: Board Policy, Local Government Code, Texas Government Code, Texas Transportation Code, TxDOT Policy
4. Budgeted: Yes X No N/A
Funding Source:
5. Staff Recommendation: **Motion to approve the Financial Report for the Month of November 2012 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. Executive Director's Recommendation: X Approved Disapproved None



ACCOUNTANT'S COMPILATION REPORT

To the Board of Directors
Hidalgo County Regional Mobility Authority
Weslaco, TX

We have compiled the accompanying Statement of Net Assets of Hidalgo County Regional Mobility Authority (a governmental authority) and the related Statement of Activities (accrual basis) and the Statement of Revenues, Expenditures and Changes in Fund Balances (modified accrual basis) as of and for the eleven months ended November 30, 2012. We have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with accounting principles generally accepted in the United States of America.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements.

Management has elected to omit substantially all of the disclosures required by accounting principles generally accepted in the United States of America. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Authority's financial position, results of operations, and cash flows. Accordingly, these financial statements are not designed for those who are not informed about such matters.

Also, management has not presented the statement of cash flows, management's discussion and analysis information or the budgetary comparison supplementary information that the Governmental Accounting Standards Board has determined is required to supplement, although not required to be a part of, the basic financial statements.

We are not independent with respect to Hidalgo County Regional Mobility Authority.

Salinas, Allen & Schmitt, LLP

Salinas, Allen & Schmitt, L.L.P.

January 9, 2013

...providing support and solutions to problems

**HIDALGO CO. REGIONAL MOBILITY AUTHORITY
STATEMENT OF NET ASSETS
NOVEMBER 30, 2012**

ASSETS

Cash - Unrestricted	\$ 139,390.66
Cash - Restricted	5,104,882.11
Office Equipment, net	9,289.20
Accounts Receivable - VR Fees	357,000.00
Debt Issuance Cost	131,158.12
Capital Assets Not Being Depreciated	<u>30,168,235.89</u>
TOTAL ASSETS	<u>\$ 35,909,955.98</u>

LIABILITIES AND NET ASSETS

LIABILITIES

Due to LRGVDC	\$ 1,027.86
Accrued Expenses	10,250.02
Accrued Interest	96,072.47
Note Payable - Hidalgo County	200,000.00
Note Payable - First National Bank	<u>12,007,465.09</u>
Total Liabilities	<u>12,314,815.44</u>

NET ASSETS

Investment in Capital Assets, Net of Related Debt	18,301,218.12
Restricted for:	
Debt Service	152,763.00
Loop Project	5,069,285.58
Unrestricted	<u>71,873.84</u>
Total Net Assets	<u>23,595,140.54</u>

TOTAL LIABILITIES AND NET ASSETS	<u>\$ 35,909,955.98</u>
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**HIDALGO CO. REGIONAL MOBILITY AUTHORITY
STATEMENT OF ACTIVITIES
ELEVEN MONTHS ENDED NOVEMBER 30, 2012**

	Function/Program		
	Administration	Capital Projects	Total Combined
EXPENSES:			
Loop Project:			
Administrative	\$ 2.35	\$ -	\$ 2.35
Dues & Subscriptions	20.00	-	20.00
Postage & Delivery	11.39	-	11.39
MPO Wages & Benefits	1,470.21	-	1,470.21
Insurance & Bonding	129.09	-	129.09
Meals & Entertainment	4.24	-	4.24
Training	6.00	-	6.00
Travel	138.30	-	138.30
Printing & Publications	20.01	-	20.01
Wages	6.29	-	6.29
Bank Service Charges	0.20	-	0.20
Accounting Fees	137.13	-	137.13
Legal & Professional	377.16	-	377.16
Financial Consulting Fees	1.50	-	1.50
Office Supplies	74.38	-	74.38
Rental Expense	88.49	-	88.49
Repairs & Maintenance	4.92	-	4.92
Utilities	10.44	-	10.44
Telephone	18.95	-	18.95
Miscellaneous	8.22	-	8.22
Total Expenses	2,529.27	-	2,529.27
PROGRAM REVENUES:			
Operating Grants:			
Local Contributions	-	55,697.20	55,697.20
Vehicle Registration Fees	-	4,904,940.00	4,904,940.00
CHANGE IN NET ASSETS	(2,529.27)	4,960,637.20	4,958,107.93
Net Assets, January 1, 2012	40,605.30	18,596,524.69	18,637,129.99
NET ASSETS, NOVEMBER 30, 2012	\$ 38,076.03	\$ 23,557,161.89	\$ 23,595,237.92

See accountant's compilation report.

**HIDALGO CO. REGIONAL MOBILITY AUTHORITY
STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES
(MODIFIED ACCRUAL)
AS OF NOVEMBER 30, 2012**

	<u>General</u>	<u>Capital Projects</u>			<u>Total Combined</u>
	<u>Operating Fund</u>	<u>Loop Project</u>	<u>Vehicle</u>	<u>Debt Service</u>	
		<u>Fund</u>	<u>Registration</u>	<u>Fund</u>	
			<u>Fund</u>		
REVENUES:					
Local Contributions	\$ 0.00	\$ 55,697.20	\$ 0.00	\$ 0.00	\$ 55,697.20
Vehicle Registration Fees	<u>0.00</u>	<u>0.00</u>	<u>4,904,940.00</u>	<u>0.00</u>	<u>4,904,940.00</u>
Total Revenues	<u>0.00</u>	<u>55,697.20</u>	<u>4,904,940.00</u>	<u>0.00</u>	<u>4,960,637.20</u>
EXPENDITURES:					
Administrative	177,000.61	16,172.45	0.00	0.00	193,173.06
Accounting Fees	13,713.26	15,000.00	0.00	0.00	28,713.26
Consulting & Engineering	0.00	3,637,407.21	0.00	0.00	3,637,407.21
Financial Consulting Fees	150.00	0.00	0.00	0.00	150.00
Insurance & Bonding	12,908.66	0.00	854.20	0.00	13,762.86
Interest Expense	0.00	15,583.37	0.00	399,767.06	415,350.43
Legal & Professional	37,715.60	159,751.51	0.00	0.00	197,467.11
Loop Project	0.00	59,891.25	0.00	0.00	59,891.25
Meals & Entertainment	424.37	0.00	0.00	0.00	424.37
Rental Expense	8,848.78	0.00	0.00	0.00	8,848.78
Repairs & Maintenance	492.47	0.00	0.00	0.00	492.47
Wages	<u>629.27</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>629.27</u>
Total Expenditures	<u>251,883.02</u>	<u>3,903,805.79</u>	<u>854.20</u>	<u>399,767.06</u>	<u>4,556,310.07</u>
NET REVENUES	<u>(251,883.02)</u>	<u>(3,848,108.59)</u>	<u>4,904,085.80</u>	<u>(399,767.06)</u>	<u>404,327.13</u>
OTHER FINANCING SOURCES (USES)					
Transfers In (Out)	<u>500,000.00</u>	<u>1,500,000.00</u>	<u>(3,483,470.20)</u>	<u>1,483,470.20</u>	<u>0.00</u>
Total Other Financing Sources (Uses)	<u>500,000.00</u>	<u>1,500,000.00</u>	<u>(3,483,470.20)</u>	<u>1,483,470.20</u>	<u>0.00</u>
NET CHANGE IN FUND BALANCE	<u>\$ 248,116.98</u>	<u>\$(2,348,108.59)</u>	<u>\$ 1,420,615.60</u>	<u>\$ 1,083,703.14</u>	<u>\$ 404,327.13</u>

See accountant's compilation report.

**HIDALGO CO. REGIONAL MOBILITY AUTHORITY
STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES
FOR THE ONE MONTH ENDED NOVEMBER 30, 2012**

	<u>General Operating Fund</u>	<u>Capital Projects Loop Project Fund</u>	<u>Vehicle Registration Fund</u>	<u>Debt Service Fund</u>	<u>Total Combined</u>
REVENUES:					
Vehicle Registration Fees	\$ 0.00	\$ 0.00	\$ 357,000.00	\$ 0.00	\$ 357,000.00
Total Revenues	0.00	0.00	357,000.00	0.00	357,000.00
EXPENDITURES:					
Administrative	24,360.39	0.00	0.00	0.00	24,360.39
Accounting Fees	850.00	0.00	0.00	0.00	850.00
Consulting & Engineering	0.00	631,633.61	0.00	0.00	631,633.61
Financial Consulting Fees	150.00	0.00	0.00	0.00	150.00
Interest Expense	0.00	1,416.67	0.00	40,660.44	42,077.11
Legal & Professional	598.50	12,591.00	0.00	0.00	13,189.50
Rental Expense	<u>1,330.02</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,330.02</u>
Total Expenditures	<u>27,288.91</u>	<u>645,641.28</u>	<u>0.00</u>	<u>40,660.44</u>	<u>713,590.63</u>
NET REVENUES	(27,288.91)	(645,641.28)	357,000.00	(40,660.44)	(356,590.63)
OTHER FINANCING SOURCES (USES)					
Transfers In (Out)	<u>500,000.00</u>	<u>0.00</u>	<u>(500,000.00)</u>	<u>0.00</u>	<u>0.00</u>
Total Other Financing Sources (Uses)	500,000.00	0.00	(500,000.00)	0.00	0.00
NET CHANGE IN FUND BALANCE	<u><u>472,711.09</u></u>	<u><u>(645,641.28)</u></u>	<u><u>(143,000.00)</u></u>	<u><u>(40,660.44)</u></u>	<u><u>(356,590.63)</u></u>

See accountant's compilation report

HIDALGO CO. REGIONAL MOBILITY AUTHORITY
November 2012 General Ledger Transactions

Date	Reference	T	Description	Beginning Balance	Current Amount	Period End Amount	YTD Balance
11010.000 FNB-General Operating				167,231.07			
11/02/12	1		Cash Disbursements		(1,000.00)		
11/08/12	1		Cash Disbursements		(492.00)		
11/15/12	1		Cash Disbursements		(26,110.41)		
11/15/12	1		Cash Disbursements		(238.00)		
				November	(27,840.41)	139,390.66	
					<u>(27,840.41)</u>		139,390.66
11120.000 Due from LRGVDC				(1,027.86)			
					<u>0.00</u>		(1,027.86)
11140.000 Interfund Receivables				106,071.05			
11/30/12	11.8	J	To record interfund accounts for November allocations		28,225.69		
				November	<u>28,225.69</u>	134,296.74	
					<u>28,225.69</u>		134,296.74
11200.000 Equipment				3,394.72			
					<u>0.00</u>		3,394.72
11210.000 Furniture & Fixtures				3,425.84			
					<u>0.00</u>		3,425.84
11220.000 Computer equipment/software				3,185.33			
					<u>0.00</u>		3,185.33
11230.000 Accumulated Depreciation				(716.69)			
					<u>0.00</u>		(716.69)
12135.000 Interfund Payables				(187.20)			
					<u>0.00</u>		(187.20)
12140.000 Note Payable-Hidalgo Co				(200,000.00)			
					<u>0.00</u>		(200,000.00)
12145.000 Accrued Expenses				0.00			
11/30/12	11.1	J	To accrue expenses paid in December for checks voided in November		(598.50)		
				November	<u>(598.50)</u>	(598.50)	
					<u>(598.50)</u>		(598.50)
13000.000 Bank Transfers				0.00			
11/20/12	36		To record deposit bank transfer from Veh Reg to Loop		(500,000.00)		
				November	<u>(500,000.00)</u>	(500,000.00)	
					<u>(500,000.00)</u>		(500,000.00)

HIDALGO CO. REGIONAL MOBILITY AUTHORITY
November 2012 General Ledger Transactions

Date	Reference	T	Description	Beginning Balance	Current Amount	Period End Amount	YTD Balance
14000.000 Fund Balance				(40,605.30)			
					0.00		(40,605.30)
16070.000 Administrative				235.00			
					0.00		235.00
16100.000 Dues & Subscriptions				1,000.00			
11/02/12	10395	V	Hidalgo Co. MPO		1,000.00		
				November	1,000.00	2,000.00	
					1,000.00		2,000.00
16110.000 Postage & Delivery				1,062.16			
11/15/12	10398	V	A Fast Delivery		77.00		
				November	77.00	1,139.16	
					77.00		1,139.16
16200.000 MPO Wages & Benefits				126,416.74			
11/15/12	10399	V	City of McAllen		238.00		
11/15/12	10400	V	City of McAllen		10,518.62		
11/15/12	10401	V	City of McAllen		9,847.27		
				November	20,603.89	147,020.63	
					20,603.89		147,020.63
16220.000 Insurance & Bonding				12,908.66			
					0.00		12,908.66
16300.000 Meals & Entertainment				424.37			
					0.00		424.37
16500.000 Training				300.00			
11/08/12	10397	V	LRGVDC		300.00		
				November	300.00	600.00	
					300.00		600.00
16600.000 Travel				11,561.20			
11/08/12	10396	V	Flor E Koll		192.00		
11/15/12	10405	V	Dennis Burleson		446.40		
11/15/12	10406	V	Flor E Koll		159.75		
11/15/12	10407	V	Joe Olivarez		220.00		
11/15/12	10412	V	Pilar Rodriguez		499.65		
11/15/12	10413	V	Pilar Rodriguez		517.62		
11/15/12	10414	V	Ricardo Perez		233.24		
				November	2,268.66	13,829.86	
					2,268.66		13,829.86
16620.000 Printing & Publications				2,001.02			

HIDALGO CO. REGIONAL MOBILITY AUTHORITY
November 2012 General Ledger Transactions

Date	Reference T	Description	Beginning Balance	Current Amount	Period End Amount	YTD Balance
16620.000 Printing & Publications (cont.)				<u>0.00</u>		2,001.02
17000.000 Wages			629.27	<u>0.00</u>		629.27
17030.000 Bank Service Charges			20.00	<u>0.00</u>		20.00
17050.000 Accounting Fees			12,863.26			
11/15/12	10415 V	Salinas Allen & Schmitt		<u>850.00</u>		
			November	<u>850.00</u>	13,713.26	
				<u>850.00</u>		13,713.26
17100.000 Legal & Professional			37,117.10			
11/30/12	11.1 J	To accrue expenses paid in December for checks voided in November		<u>598.50</u>		
			November	<u>598.50</u>	37,715.60	
				<u>598.50</u>		37,715.60
17120.000 Financial Consulting Fees			0.00			
11/15/12	10411 V	Pena Designs		<u>150.00</u>		
			November	<u>150.00</u>	150.00	
				<u>150.00</u>		150.00
17140.000 Office Supplies			6,327.16			
11/15/12	10403 V	Dahill		27.06		
11/15/12	10404 V	Dahill		872.47		
11/15/12	10408 V	Office Depot		154.76		
11/15/12	10409 V	Office Depot		<u>56.55</u>		
			November	<u>1,110.84</u>	7,438.00	
				<u>1,110.84</u>		7,438.00
17150.000 Rental Expense			7,518.76			
11/15/12	10402 V	City of Pharr		1,000.00		
11/15/12	10417 V	Wells Fargo		<u>330.02</u>		
			November	<u>1,330.02</u>	8,848.78	
				<u>1,330.02</u>		8,848.78
17170.000 Repairs & Maintenance			492.47	<u>0.00</u>		492.47
17210.000 Utilities			821.62			
11/02/12	2.1	To record Nov Misc Debits to Veh Registration Account		71.90		
11/15/12	10410 V	Pena Designs		<u>150.00</u>		

HIDALGO CO. REGIONAL MOBILITY AUTHORITY
November 2012 General Ledger Transactions

Date	Reference T	Description	Beginning Balance	Current Amount	Period End Amount	YTD Balance
17210.000 Utilities (cont.)						
			November	<u>221.90</u>	1,043.52	
				<u>221.90</u>		1,043.52
17220.000 Telephone			1,895.08	<u>0.00</u>		1,895.08
17310.000 Miscellaneous			821.86	<u>0.00</u>		821.86
21020.000 FNB-Loop Project			421,489.89			
11/15/12	1	Cash Disbursements		(634,933.61)		
11/20/12	36	To record deposit bank transfer from Veh Reg to Loop		<u>500,000.00</u>		
			November	<u>(134,933.61)</u>	286,556.28	
				<u>(134,933.61)</u>		286,556.28
21150.000 Debt Issuance Cost			131,158.12	<u>0.00</u>		131,158.12
21180.000 Loop Project			25,610,420.82	<u>0.00</u>		25,610,420.82
22135.000 Interfund Payables			(106,071.05)			
11/30/12	11.8 J	To record interfund accounts for November allocations		<u>(28,225.69)</u>		
			November	<u>(28,225.69)</u>	(134,296.74)	
				<u>(28,225.69)</u>		(134,296.74)
22145.000 Accrued Expenses			0.00			
11/30/12	11.1 J	To accrue expenses paid in December for checks voided in November		<u>(9,651.52)</u>		
			November	<u>(9,651.52)</u>	(9,651.52)	
				<u>(9,651.52)</u>		(9,651.52)
22146.000 Accrued Interest			(94,655.80)			
11/30/12	11.4 J	To accrue interest on Hidalgo County note		<u>(1,416.67)</u>		
			November	<u>(1,416.67)</u>	(96,072.47)	
				<u>(1,416.67)</u>		(96,072.47)
22150.000 Note Payable - FNB			(12,115,151.67)			
11/30/12	11.5 J	To reclassify principl portion of FNB note payment in November		<u>107,686.58</u>		
			November	<u>107,686.58</u>	(12,007,465.09)	
				<u>107,686.58</u>		(12,007,465.09)

HIDALGO CO. REGIONAL MOBILITY AUTHORITY
November 2012 General Ledger Transactions

Date	Reference	T	Description	Beginning Balance	Current Amount	Period End Amount	YTD Balance
23000.000 Bank Transfers				(1,500,000.00)			
					0.00		(1,500,000.00)
24000.000 Fund Balance				(15,165,931.74)			
					0.00		(15,165,931.74)
25010.000 Local Contributions				(55,697.20)			
					0.00		(55,697.20)
26100.000 Dues & Subscriptions				15,000.00			
					0.00		15,000.00
26600.000 Travel				811.93			
11/30/12	11.1	J	To accrue expenses paid in December for checks voided in November		360.52		
				November	360.52	1,172.45	
					360.52		1,172.45
27050.000 Accounting Fees				15,000.00			
					0.00		15,000.00
27100.000 Legal & Professional				147,160.51			
11/15/12	10405	V	DANIEL G. RIOS		3,300.00		
11/30/12	11.1	J	To accrue expenses paid in December for checks voided in November		9,291.00		
				November	12,591.00	159,751.51	
					12,591.00		159,751.51
27110.000 Loop Project				59,891.25			
					0.00		59,891.25
27320.000 Interest Expense				14,166.70			
11/30/12	11.4	J	To accrue interest on Hidalgo County note		1,416.67		
				November	1,416.67	15,583.37	
					1,416.67		15,583.37
28000.000 Consulting & Engineering				3,005,773.60			
11/15/12	10404	V	Atkins- IBTC		8,476.69		
11/15/12	10406	V	Dannenbaum		205,830.10		
11/15/12	10407	V	DOS LAND SURVEYING		171,756.57		
11/15/12	10408	V	First Southwest		18,649.05		
11/15/12	10409	V	First Southwest		97,136.07		
11/15/12	10410	V	First Southwest		13,500.00		
11/15/12	10411	V	L&G Consulting Engineers, Inc		102,011.62		
11/15/12	10412	V	TEDSI Infrastructure Gropu, Inc.		14,273.51		
				November	631,633.61	3,637,407.21	
					631,633.61		3,637,407.21

HIDALGO CO. REGIONAL MOBILITY AUTHORITY
November 2012 General Ledger Transactions

Date	Reference T	Description	Beginning Balance	Current Amount	Period End Amount	YTD Balance
31030.000 FNB-Vehicle Registration			4,925,341.75			
11/02/12	2.1	To record Nov Misc Debits to Veh Registration Account		(71.90)		
11/15/12	1	Cash Disbursements		(148,347.02)		
11/15/12	1	Cash Disbursements		(500,000.00)		
11/20/12	36	To record income from county to Veh Reg		388,640.00		
			November	(259,778.92)	4,665,562.83	
				(259,778.92)		4,665,562.83
31120.000 Due from LRGVDC			97.38			
				0.00		97.38
31130.000 Accounts Receivable - VR Fees			388,640.00			
11/30/12	11.2 J	To reverse VR fees accrued in October		(388,640.00)		
11/30/12	11.3 J	To accrue VR fees for November		357,000.00		
			November	(31,640.00)	357,000.00	
				(31,640.00)		357,000.00
31140.000 Interfund Receivables			187.20			
				0.00		187.20
33000.000 Bank Transfers			2,983,470.20			
11/15/12	10078 V	HCRMA		148,347.02		
11/15/12	10079 V	HCRMA		500,000.00		
11/27/12	36	To record transfer deposit from Veh Regi		(148,347.02)		
			November	500,000.00	3,483,470.20	
				500,000.00		3,483,470.20
34000.000 Fund Balance			(535,892.02)			
				0.00		(535,892.02)
35040.000 Vehicle Registration Fees			(4,547,940.00)			
11/20/12	36	To record income from county to Veh Reg		(388,640.00)		
11/30/12	11.2 J	To reverse VR fees accrued in October		388,640.00		
11/30/12	11.3 J	To accrue VR fees for November		(357,000.00)		
			November	(357,000.00)	(4,904,940.00)	
				(357,000.00)		(4,904,940.00)
36200.000 MPO Wages & Benefits			(16.00)			
				0.00		(16.00)
36220.000 Insurance & Bonding			854.20			
				0.00		854.20
36600.000 Travel			2,892.19			
				0.00		2,892.19

HIDALGO CO. REGIONAL MOBILITY AUTHORITY
November 2012 General Ledger Transactions

Date	Reference T	Description	Beginning Balance	Current Amount	Period End Amount	YTD Balance
		37140.000 Office Supplies	54.56	<u>0.00</u>		54.56
		37220.000 Telephone	60.00	<u>0.00</u>		60.00
		41040.000 FNB- Debt Service Account	152,763.00			
11/15/12	1	Cash Disbursements		(148,347.02)		
11/27/12	36	To record transfer deposit from Veh Regi		<u>148,347.02</u>		
			November	<u>0.00</u>	152,763.00	
				<u>0.00</u>		152,763.00
		43000.000 Bank Transfers	(1,483,470.20)	<u>0.00</u>		(1,483,470.20)
		44000.000 Fund Balance	(2,894,700.93)	<u>0.00</u>		(2,894,700.93)
		47320.000 Interest Expense	359,106.62			
11/15/12	10047 V	First National Bank		148,347.02		
11/30/12	11.5 J	To reclassify principl portion of FNB note payment in November		<u>(107,686.58)</u>		
			November	<u>40,660.44</u>	399,767.06	
				<u>40,660.44</u>		399,767.06
Range of Periods Specified:			Total Profit/(Loss)	<u>(358,173.05)</u>		
Number of Transactions			65	The General Ledger is in balance		<u>0.00</u>

HIDALGO CO. REGIONAL MOBILITY AUTHORITY
November 2012 Trial Balance (Cash Basis)

General Operating Fund		11 Months Ended	
Account	T	Account Description	Nov 30, 2012
11010.000	A	FNB-General Operating	139,390.66
11020.000	A	FNB-Loop Project	0.00
11030.000	A	FNB-Vehicle Registration	0.00
11040.000	A	FNB- Debt Service Account	0.00
11100.000	A	Returned Checks	0.00
11120.000	A	Due from LRGVDC	(1,027.86)
11130.000	A	Accounts Receivable - VR Fees	0.00
11140.000	A	Interfund Receivables	134,296.74
11180.000	A	Loop Project	0.00
11190.000	A	Land	0.00
11200.000	A	Equipment	3,394.72
11210.000	A	Furniture & Fixtures	3,425.84
11220.000	A	Computer equipment/software	3,185.33
11230.000	A	Accumulated Depreciation	(716.69)
12120.000	L	FICA & WH Payable	0.00
12130.000	L	FUTA Tax Payable	0.00
12135.000	L	Interfund Payables	(187.20)
12140.000	L	Note Payable-Hidalgo Co	(200,000.00)
12145.000	L	Accrued Expenses	(598.50)
12146.000	L	Accrued Interest	0.00
12150.000	L	Note Payable - FNB	0.00
13000.000	R	Bank Transfers	(500,000.00)
14000.000	L	Fund Balance	(40,605.30)
15000.000	R	Local Contributions-Special	0.00
15010.000	R	Local Contributions	0.00
15020.000	R	Local Contribution Loan	0.00
15030.000	R	FNB Line of Credit	0.00
15040.000	R	Vehicle Registration Fees	0.00
15050.000	R	Revenue 6	0.00
15060.000	R	Interest Income	0.00
16070.000	E	Administrative	235.00
16080.000	E	Construction	0.00
16100.000	E	Dues & Subscriptions	2,000.00
16110.000	E	Postage & Delivery	1,139.16
16120.000	E	MPO Indirect Costs	0.00
16200.000	E	MPO Wages & Benefits	147,020.63
16210.000	E	Insurance-Health	0.00
16220.000	E	Insurance & Bonding	12,908.66
16300.000	E	Meals & Entertainment	424.37
16400.000	E	Advertising	0.00
16500.000	E	Training	600.00
16600.000	E	Travel	13,829.86
16610.000	E	Travel- Out of Region/State	0.00
16620.000	E	Printing & Publications	2,001.02
17000.000	E	Wages	629.27
17030.000	E	Bank Service Charges	20.00
17050.000	E	Accounting Fees	13,713.26
17100.000	E	Legal & Professional	37,715.60
17110.000	E	Loop Project	0.00
17120.000	E	Financial Consulting Fees	150.00
17130.000	E	Loan Advance Fees	0.00
17140.000	E	Office Supplies	7,438.00
17150.000	E	Rental Expense	8,848.78
17170.000	E	Repairs & Maintenance	492.47
17180.000	E	Permits & License	0.00
17190.000	E	Depreciation	0.00
17210.000	E	Utilities	1,043.52
17220.000	E	Telephone	1,895.08
17250.000	E	Payroll Taxes	0.00
17260.000	E	Property Taxes	0.00
17270.000	E	Penalty Fees	0.00
17310.000	E	Miscellaneous	821.86
17320.000	E	Interest Expense	0.00
17360.000	E	Suspense	0.00
18000.000	E	Consulting & Engineering	0.00
19990.000	E	Undistributed	0.00
		Total	(206,515.72)

Year: 2012
Basis: Adjusted

HIDALGO CO. REGIONAL MOBILITY AUTHORITY
November 2012 Trial Balance (Cash Basis)

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General Operating Fund			11 Months Ended
Account	T	Account Description	Nov 30, 2012
		Period Profit/(Loss)	<u>247,073.46</u>

HIDALGO CO. REGIONAL MOBILITY AUTHORITY
November 2012 Trial Balance (Cash Basis)

Loop Project Fund		Account Description	11 Months Ended
Account	T		Nov 30, 2012
21010.000	A	FNB-General Operating	0.00
21020.000	A	FNB-Loop Project	286,556.28
21030.000	A	FNB-Vehicle Registration	0.00
21040.000	A	FNB- Debt Service Account	0.00
21100.000	A	Returned Checks	0.00
21120.000	A	Due from LRGVDC	0.00
21130.000	A	Accounts Receivable - VR Fees	0.00
21140.000	A	Interfund Receivables	0.00
21150.000	A	Debt Issuance Cost	131,158.12
21180.000	A	Loop Project	25,610,420.82
21190.000	A	Land	0.00
21200.000	A	Equipment	0.00
21210.000	A	Furniture & Fixtures	0.00
21220.000	A	Computer equipment/software	0.00
21230.000	A	Accumulated Depreciation	0.00
22120.000	L	FICA & WH Payable	0.00
22130.000	L	FUTA Tax Payable	0.00
22135.000	L	Interfund Payables	(134,296.74)
22140.000	L	Note Payable-Hidalgo Co	0.00
22145.000	L	Accrued Expenses	(9,651.52)
22146.000	L	Accrued Interest	(96,072.47)
22150.000	L	Note Payable - FNB	(12,007,465.09)
23000.000	R	Bank Transfers	(1,500,000.00)
24000.000	L	Fund Balance	(15,165,931.74)
25000.000	R	Local Contributions-Special	0.00
25010.000	R	Local Contributions	(55,697.20)
25020.000	R	Local Contribution Loan	0.00
25030.000	R	FNB Line of Credit	0.00
25040.000	R	Vehicle Registration Fees	0.00
25050.000	R	Revenue 6	0.00
25060.000	R	Interest Income	0.00
26070.000	E	Administrative	0.00
26080.000	E	Construction	0.00
26100.000	E	Dues & Subscriptions	15,000.00
26110.000	E	Postage & Delivery	0.00
26120.000	E	MPO Indirect Costs	0.00
26200.000	E	MPO Wages & Benefits	0.00
26210.000	E	Insurance-Health	0.00
26220.000	E	Insurance & Bonding	0.00
26300.000	E	Meals & Entertainment	0.00
26400.000	E	Advertising	0.00
26500.000	E	Training	0.00
26600.000	E	Travel	1,172.45
26610.000	E	Travel- Out of Region/State	0.00
26620.000	E	Printing & Publications	0.00
27000.000	E	Wages	0.00
27030.000	E	Bank Service Charges	0.00
27050.000	E	Accounting Fees	15,000.00
27100.000	E	Legal & Professional	159,751.51
27110.000	E	Loop Project	59,891.25
27120.000	E	Financial Consulting Fees	0.00
27130.000	E	Loan Advance Fees	0.00
27140.000	E	Office Supplies	0.00
27150.000	E	Rental Expense	0.00
27170.000	E	Repairs & Maintenance	0.00
27180.000	E	Permits & License	0.00
27190.000	E	Depreciation	0.00
27195.000	E	Amortization Expense	0.00
27210.000	E	Utilities	0.00
27220.000	E	Telephone	0.00
27250.000	E	Payroll Taxes	0.00
27260.000	E	Property Taxes	0.00
27270.000	E	Penalty Fees	0.00
27310.000	E	Miscellaneous	0.00
27320.000	E	Interest Expense	15,583.37
27360.000	E	Suspense	0.00
28000.000	E	Consulting & Engineering	3,637,407.21
29990.000	E	Undistributed	0.00
		Total	962,826.25

Year: 2012
Basis: Adjusted

HIDALGO CO. REGIONAL MOBILITY AUTHORITY
November 2012 Trial Balance (Cash Basis)

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Loop Project Fund			11 Months Ended
Account	T	Account Description	Nov 30, 2012
		Period Profit/(Loss)	<u>(2,348,108.59)</u>

HIDALGO CO. REGIONAL MOBILITY AUTHORITY
November 2012 Trial Balance (Cash Basis)

Vehicle Registration Fund			11 Months Ended
Account	T	Account Description	Nov 30, 2012
31010.000	A	FNB-General Operating	0.00
31020.000	A	FNB-Loop Project	0.00
31030.000	A	FNB-Vehicle Registration	4,665,562.83
31040.000	A	FNB- Debt Service Account	0.00
31100.000	A	Returned Checks	0.00
31120.000	A	Due from LRGVDC	97.38
31130.000	A	Accounts Receivable - VR Fees	357,000.00
31140.000	A	Interfund Receivables	187.20
31180.000	A	Loop Project	0.00
31190.000	A	Land	0.00
31200.000	A	Equipment	0.00
31210.000	A	Furniture & Fixtures	0.00
31220.000	A	Computer equipment/software	0.00
31230.000	A	Accumulated Depreciation	0.00
32120.000	L	FICA & WH Payable	0.00
32130.000	L	FUTA Tax Payable	0.00
32135.000	L	Interfund Payables	0.00
32140.000	L	Note Payable-Hidalgo Co	0.00
32145.000	L	Accrued Expenses	0.00
32146.000	L	Accrued Interest	0.00
32150.000	L	Note Payable - FNB	0.00
33000.000	R	Bank Transfers	3,483,470.20
34000.000	L	Fund Balance	(535,892.02)
35000.000	R	Local Contributions-Special	0.00
35010.000	R	Local Contributions	0.00
35020.000	R	Local Contribution Loan	0.00
35030.000	R	FNB Line of Credit	0.00
35040.000	R	Vehicle Registration Fees	(4,904,940.00)
35050.000	R	Revenue 6	0.00
35060.000	R	Interest Income	0.00
36070.000	E	Administrative	0.00
36080.000	E	Construction	0.00
36100.000	E	Dues & Subscriptions	0.00
36110.000	E	Postage & Delivery	0.00
36120.000	E	MPO Indirect Costs	0.00
36200.000	E	MPO Wages & Benefits	(16.00)
36210.000	E	Insurance-Health	0.00
36220.000	E	Insurance & Bonding	854.20
36300.000	E	Meals & Entertainment	0.00
36400.000	E	Advertising	0.00
36500.000	E	Training	0.00
36600.000	E	Travel	2,892.19
36610.000	E	Travel- Out of Region/State	0.00
36620.000	E	Printing & Publications	0.00
37000.000	E	Wages	0.00
37030.000	E	Bank Service Charges	0.00
37050.000	E	Accounting Fees	0.00
37100.000	E	Legal & Professional	0.00
37110.000	E	Loop Project	0.00
37120.000	E	Financial Consulting Fees	0.00
37130.000	E	Loan Advance Fees	0.00
37140.000	E	Office Supplies	54.56
37150.000	E	Rental Expense	0.00
37170.000	E	Repairs & Maintenance	0.00
37180.000	E	Permits & License	0.00
37190.000	E	Depreciation	0.00
37210.000	E	Utilities	0.00
37220.000	E	Telephone	60.00
37250.000	E	Payroll Taxes	0.00
37260.000	E	Property Taxes	0.00
37270.000	E	Penalty Fees	0.00
37310.000	E	Miscellaneous	0.00
37320.000	E	Interest Expense	0.00
37360.000	E	Suspense	0.00
38000.000	E	Consulting & Engineering	0.00
39990.000	E	Undistributed	0.00
		Total	<u>3,069,330.54</u>

Year: 2012
Basis: Adjusted

HIDALGO CO. REGIONAL MOBILITY AUTHORITY
November 2012 Trial Balance (Cash Basis)

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Vehicle Registration Fund			11 Months Ended
Account	T	Account Description	Nov 30, 2012
		Period Profit/(Loss)	<u>1,417,624.85</u>

Year: 2012
Basis: Adjusted

HIDALGO CO. REGIONAL MOBILITY AUTHORITY
November 2012 Trial Balance (Cash Basis)

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Debt Service Fund			11 Months Ended
Account	T	Account Description	Nov 30, 2012
41010.000	A	FNB-General Operating	0.00
41020.000	A	FNB-Loop Project	0.00
41030.000	A	FNB-Vehicle Registration	0.00
41040.000	A	FNB- Debt Service Account	152,763.00
41100.000	A	Returned Checks	0.00
41120.000	A	Due from LRGVDC	0.00
41130.000	A	Accounts Receivable - VR Fees	0.00
41140.000	A	Interfund Receivables	0.00
41180.000	A	Loop Project	0.00
41190.000	A	Land	0.00
41200.000	A	Equipment	0.00
41210.000	A	Furniture & Fixtures	0.00
41220.000	A	Computer equipment/software	0.00
41230.000	A	Accumulated Depreciation	0.00
42120.000	L	FICA & WH Payable	0.00
42130.000	L	FUTA Tax Payable	0.00
42135.000	L	Interfund Payables	0.00
42140.000	L	Note Payable-Hidalgo Co	0.00
42145.000	L	Accrued Expenses	0.00
42146.000	L	Accrued Interest	0.00
42150.000	L	Note Payable - FNB	0.00
43000.000	R	Bank Transfers	(1,483,470.20)
44000.000	L	Fund Balance	(2,894,700.93)
45000.000	R	Local Contributions-Special	0.00
45010.000	R	Local Contributions	0.00
45020.000	R	Local Contribution Loan	0.00
45030.000	R	FNB Line of Credit	0.00
45040.000	R	Vehicle Registration Fees	0.00
45050.000	R	Revenue 6	0.00
45060.000	R	Interest Income	0.00
46070.000	E	Administrative	0.00
46080.000	E	Construction	0.00
46100.000	E	Dues & Subscriptions	0.00
46110.000	E	Postage & Delivery	0.00
46120.000	E	MPO Indirect Costs	0.00
46200.000	E	MPO Wages & Benefits	0.00
46210.000	E	Insurance-Health	0.00
46220.000	E	Insurance & Bonding	0.00
46300.000	E	Meals & Entertainment	0.00
46400.000	E	Advertising	0.00
46500.000	E	Training	0.00
46600.000	E	Travel	0.00
46610.000	E	Travel- Out of Region/State	0.00
46620.000	E	Printing & Publications	0.00
47000.000	E	Wages	0.00
47030.000	E	Bank Service Charges	0.00
47050.000	E	Accounting Fees	0.00
47100.000	E	Legal & Professional	0.00
47110.000	E	Loop Project	0.00
47120.000	E	Financial Consulting Fees	0.00
47130.000	E	Loan Advance Fees	0.00
47140.000	E	Office Supplies	0.00
47150.000	E	Rental Expense	0.00
47170.000	E	Repairs & Maintenance	0.00
47180.000	E	Permits & License	0.00
47190.000	E	Depreciation	0.00
47210.000	E	Utilities	0.00
47220.000	E	Telephone	0.00
47250.000	E	Payroll Taxes	0.00
47260.000	E	Property Taxes	0.00
47270.000	E	Penalty Fees	0.00
47310.000	E	Miscellaneous	0.00
47320.000	E	Interest Expense	399,767.06
47360.000	E	Suspense	0.00
48000.000	E	Consulting & Engineering	0.00
49990.000	E	Undistributed	0.00
		Total	<u>(3,825,641.07)</u>

Year: 2012
Basis: Adjusted

HIDALGO CO. REGIONAL MOBILITY AUTHORITY
November 2012 Trial Balance (Cash Basis)

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Debt Service Fund		Account Description	11 Months Ended
Account	T		Nov 30, 2012
		Period Profit/(Loss)	<u>1,083,703.14</u>

HIDALGO CO. REGIONAL MOBILITY AUTHORITY

VENDOR ACTIVITY REPORT NOVEMBER 2012

Date	Reference	Account	Amount	Reference Total	Period Total
A Fast Delivery					
11/15/12	10398	16110.000	77.00	77.00	77.00
				Transaction Total	<u>77.00</u>
Atkins- IBTC					
11/15/12	10404	28000.000	8,476.69	8,476.69	8,476.69
				Transaction Total	<u>8,476.69</u>
City of McAllen					
11/15/12	10399	16200.000	238.00	238.00	
11/15/12	10400	16200.000	10,518.62	10,518.62	
11/15/12	10401	16200.000	9,847.27	9,847.27	20,603.89
				Transaction Total	<u>20,603.89</u>
City of Pharr					
11/15/12	10402	17150.000	1,000.00	1,000.00	1,000.00
				Transaction Total	<u>1,000.00</u>
Dahill					
11/15/12	10403	17140.000	27.06	27.06	
11/15/12	10404	17140.000	872.47	872.47	899.53
				Transaction Total	<u>899.53</u>
DANIEL G. RIOS					
11/15/12	10405	27100.000	3,300.00	3,300.00	3,300.00
				Transaction Total	<u>3,300.00</u>
Dannenbaum					
11/15/12	10406	28000.000	205,830.10	205,830.10	205,830.10
				Transaction Total	<u>205,830.10</u>
Den Dennis Burleson					
11/15/12	10405	16600.000	446.40	446.40	446.40
				Transaction Total	<u>446.40</u>

**HIDALGO CO. REGIONAL MOBILITY AUTHORITY
VENDOR ACTIVITY REPORT NOVEMBER 2012**

Date	Reference	Account	Amount	Reference Total	Period Total
DOS LAND SURVEYING					
11/15/12	10407	28000.000	171,756.57	171,756.57	171,756.57
				Transaction Total	<u>171,756.57</u>
First National Bank					
11/15/12	10047	47320.000	148,347.02	148,347.02	148,347.02
				Transaction Total	<u>148,347.02</u>
First Southwest					
11/15/12	10408	28000.000	18,649.05	18,649.05	
11/15/12	10409	28000.000	97,136.07	97,136.07	
11/15/12	10410	28000.000	13,500.00	13,500.00	129,285.12
				Transaction Total	<u>129,285.12</u>
Flor E Koll					
11/08/12	10396	16600.000	192.00	192.00	
11/15/12	10406	16600.000	159.75	159.75	351.75
				Transaction Total	<u>351.75</u>
HCRMA					
11/15/12	10078	33000.000	148,347.02	148,347.02	
11/15/12	10079	33000.000	500,000.00	500,000.00	648,347.02
				Transaction Total	<u>648,347.02</u>
Hidalgo Co. MPO					
11/02/12	Hidalgo 10395	16100.000	1,000.00	1,000.00	1,000.00
				Transaction Total	<u>1,000.00</u>
Joe Olivarez					
11/15/12	10407	16600.000	220.00	220.00	220.00
				Transaction Total	<u>220.00</u>
L&G Consulting Engineers, Inc					
11/15/12	10411	28000.000	102,011.62	102,011.62	102,011.62
				Transaction Total	<u>102,011.62</u>

HIDALGO CO. REGIONAL MOBILITY AUTHORITY

VENDOR ACTIVITY REPORT NOVEMBER 2012

Date	Reference	Account	Amount	Reference Total	Period Total
LRGVDC					
11/08/12	10397	LRGVDC 16500.000	300.00	300.00	300.00
				Transaction Total	<u>300.00</u>
Office Depot					
11/15/12	10408	17140.000	154.76	154.76	
11/15/12	10409	17140.000	56.55	56.55	211.31
				Transaction Total	<u>211.31</u>
Pena Designs					
11/15/12	10410	17210.000	150.00	150.00	
11/15/12	10411	17120.000	150.00	150.00	300.00
				Transaction Total	<u>300.00</u>
Pilar Rodriguez					
11/15/12	10412	16600.000	499.65	499.65	
11/15/12	10413	16600.000	517.62	517.62	1,017.27
				Transaction Total	<u>1,017.27</u>
Ricardo Perez					
11/15/12	10414	16600.000	233.24	233.24	233.24
				Transaction Total	<u>233.24</u>
Salinas Allen & Schmitt					
11/15/12	10415	17050.000	850.00	850.00	850.00
				Transaction Total	<u>850.00</u>
TEDSI Infrastructure Gropu, Inc.					
11/15/12	10412	28000.000	14,273.51	14,273.51	14,273.51
				Transaction Total	<u>14,273.51</u>
Wells Fargo					
11/15/12	10417	17150.000	330.02	330.02	330.02
				Transaction Total	<u>330.02</u>

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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> 1/09/13 </u>
FINANCE COMMITTEE	<u> </u>	MEETING DATE	<u> 1/16/13 </u>
TECHNICAL COMMITTEE	<u> </u>		

1. Agenda Item: **RESOLUTION 2013-01 – APPROVAL OF UPDATES TO THE INTERNAL ETHICS COMPLIANCE MANUAL – EMPLOYEE CONDUCT MANUAL**

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

Consideration and approval of updates to the HCRMA Ethics Compliance Manual – Employee Conduct Manual.

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

4. Budgeted: Yes No X N/A

Funding Source:

5. Staff Recommendation: **Motion to to approve updates to the Ethics Compliance Manual – Employee Conduct Manual as presented.**

6. Program Manager's Recommendation: Approved Disapproved X None

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

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

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



Memorandum

To: Dennis Burleson, Chairman
From: Pilar Rodriguez, PE, Executive Director
Date: January 9, 2013
Re: **Update to Internal Ethics Compliance Manual – Employee Conduct Manual**

Attached is a summary of the revisions to the Internal Ethics Compliance Manual – Employee Conduct Manual recommended by legal counsel Blakely Fernandez and Dan Rios.

Additionally, on December 18, 2012, the Planning Committee recommended approval of the updates to the Internal Ethics Compliance Manual – Employee Conduct Manual as presented.

Based on review by this office, **approval of the updates to the Internal Ethics Manual – Employee Conduct Manual is recommended.**

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

**TUGGEY FERNANDEZ LLP
& LAW OFFICE OF DANIEL G. RIOS PC**
CLIENT MEMORANDUM

TO: PILAR RODRIGUEZ
FROM: BLAKELY FERNANDEZ and DAN RIOS
DATE: NOVEMBER 15, 2012
RE: EMPLOYEE CONDUCT MANUAL REVISIONS

The HCRMA is required under TxDOT's Ethics Compliance regulations to have an Employee Conduct Manual. This Manual was initially adopted in 2010 and is required to be reviewed from time to time. We have made some revisions to the Conduct Manual for the Board's consideration. These revisions are outlined below:

Section I. Confidential Information, (D) Personnel Files: Non substantive, grammatical revisions were made.

Section I. Confidential Information, (E) ~~Sexual~~ Harassment Information: This section has been broadened to include information related to all forms of harassment, not just sexual harassment.

Section II. Conflict of Interest, (E) Interest in a Project: The conflict of interest policy extends to the employee's immediate family, a modifier related to employee's parents was removed, making it clear that the policy regarding monetary interest in an HCRMA project includes a spouse, child, or parent of the employee even if they do not live in the same household.

Section III. Contracting and Purchasing, (A) Competitive Purchasing: Reference to the HCRMA's adopted purchasing guidelines was added and the reference to using historically underutilized businesses (HUB) for construction contracts was deleted, leaving the reference to meeting TxDOT HUB guidelines for all contracts.

Section V. Employee Conduct, (A) Driving Requirements: The requirement for employees to report a seatbelt violation or traffic ticket to a supervisor within five days of conviction was removed.

Section V. Employee Conduct, (K) ~~Sexual~~ Harassment: This section has been broadened to cover all forms of harassment, not just sexual harassment.

Section VII. Equal Opportunity, (B) Cultural Diversity Training: Non substantive, grammatical revisions were made.

Section VIII. Fraud, (A) Audit: Parties conducting internal and external audits was expanded to include consultants.

Section VIII. Fraud, (B) Fraud and Abuse Prevention Training: A clarification was included that training may be provided by a local partnering entity.

Section XI. Intellectual Property, (B) Employee Created Material: Non substantive, grammatical revisions were made.

Section XII. Records, (A) Destruction of Records and (B) Retention Schedule: The HCRMA's record management policy was changed from the policy of the LRGVDC to the policy of the City of McAllen.

Section XIV. Workplace Health and Safety, (A) Driving Record Checks: Annual driver's record checks were changed from a mandatory function to an optional function.

Section XIV. Workplace Health and Safety, (A) Substance Abuse Training: Non substantive, clarifications were made.

Additional changes were made to recognize that the HCRMA now has an Executive Director. In prior years, the Conduct Manual was amended to place certain management responsibilities with the Chairman or an unidentified party and those responsibilities have been restored to the Executive Director.

Section III. Contracting and Purchasing, (H) Purchasing Authority: The Executive Director may commit public funds and sign purchase orders.

Section XIII. Authority Owned Property, (E) Lost or Stolen Property: Lost or stolen property is to be reported to, investigated by, and disclosed to the Board Chairman by the Executive Director.

Exhibit A to the Conduct Manual was added: Harassment Policy.

In addition to the revisions above, we are highlighting the training requirements and other annual obligations under this Manual. These are aligned with TxDOT's requirements.

Training:

1. **Annual Compliance Training** – provided by General Counsel or partnering local entity
2. **Cultural Diversity Training** (required at least once) – provided by General Counsel or partnering local entity
3. **EEO & Sexual Harassment Training** (required at least once) – provided by General Counsel or partnering local entity

4. **Abuse, Waste and Fraud Recognition and Reporting Training** (required at least once) -- provided by General Counsel or partnering local entity
5. **Substance Abuse Training** (required at least once)

Obligations:

1. Each employee who signs purchase orders or issues procurements must have a signed conflict of interest statement on file.
2. Reports of alcohol or drug convictions, damaged property, lost or stolen property, harassment are required within specific time periods.

Finally, we bring to your attention that Section VI: Employment Issues only applies to employees directly employed by the HCRMA. Employees who are “loaned” to the HCRMA under an interlocal agreement with another public entity are subject to that entity’s employment rules related to evaluations, overtime, separation, times sheets, vacation, and work schedule.

* * * * *

HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY

BOARD RESOLUTION No. 2013 – 01

APPROVAL OF UPDATES TO THE INTERNAL ETHICS COMPLIANCE
MANUAL – EMPLOYEE CONDUCT MANUAL

THIS RESOLUTION is adopted this 16th day of January, 2013 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 December 10, 2009 the Authority adopted the Internal Ethics Compliance Manual;

WHEREAS, from time to time, the Authority reviews, updates and amends the Internal Ethics Compliance Manual to ensure compliance with the latest rules, regulation, code or laws that govern provisions within the manual;

WHEREAS, the Board has determined it is in the best interest of the Authority to update the Internal Ethics Compliance Manual;

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 the updates to the Internal Ethics Compliance Manual hereto attached as Exhibit A.

Section 3. The Board authorizes the Executive Director to implement the updates to the Internal Ethics Compliance Manual 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 16th day of January, 2013, at which meeting a quorum was present.

Dennis Burleson, Chairman

Ricardo Perez, Secretary/Treasurer

EXHIBIT A
HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY
INTERNAL ETHICS COMPLIANCE MANUAL



HCRMA

HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY

INTERNAL ETHICS AND COMPLIANCE MANUAL

Adopted December 10, 2009

Revised January 16, 2013

HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY COMPLIANCE MANUAL

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Texas Administrative Code – Internal Ethics and Compliance Program	Tab 2
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TxDOT Conflict Rules & Conflict of Interest Laws Made Easy	Tab 5
The Ethics, Gift & Honorarium Laws Made Easy	Tab 6

Reference Documents

Bylaws of the Hidalgo County Regional Mobility Authority, amended	Tab A
Governance Guidelines	Tab B
Policies and Procedures Governing Procurements & Purchasing	Tab C
Approved Conflict Certificates	Tab D

TAB 1
EMPLOYEE CODE OF CONDUCT

DRAFT

HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY EMPLOYEE CONDUCT MANUAL

I. CONFIDENTIAL INFORMATION

A. Employee Responsibility

Employees may not disclose confidential or sensitive Authority business information without authorization. Employees having access to, or processing confidential information about employees and other persons, or handling sensitive Authority business information according to policy or law will ensure such information is protected, not released, and treated confidentially. Employees who are entrusted with such information and fail to treat it as sensitive and confidential are subject to disciplinary action including termination. Employees will not release any confidential personal or medical information or sensitive Authority business information unless authorized by their supervisor. Unauthorized release of such information may result in criminal prosecution and personal liability.

Employees who use confidential and privileged information must have a thorough knowledge of policies and procedures for handling this type of information. Employees entrusted with the administration of information resources are responsible for exercising due diligence for preventing unauthorized access, unauthorized modification, theft, or vandalism of data and equipment.

B. Medical Records

Only authorized employees who have an official, work-related, need-to-know, and legitimate reason to view or handle confidential medical information have a right to see this information.

C. Personal Gain

It is a breach of ethical standards for any employee or former employee knowingly to use confidential information for actual or anticipated personal gain for the employee or another person.

D. Personnel Files

Only authorized employees will be given access to personnel records for work-related purposes. Some records are restricted to a need-to-know, work-related basis. Some personnel records are subject to disclosure under the Public Information Act. Before gathering any records, employees should determine if there is current litigation related to the request. If so, employees must secure advice from the proper personnel or the General Counsel.

An employee or employee's representative may need to file a Public Information Act request to access personnel records. Employees or their representatives are not entitled access to FMLA or ADA records. Medical records, drug test results, and confidential employee information also have further restrictions. Employees will always use an

envelope marked “Confidential” to transfer personnel records.

E. Harassment Information

General Counsel is responsible for maintaining confidential records concerning any incidents of sexual or other harassment.

II. CONFLICT OF INTEREST

A. Conflict of Interest

Conflict of interest is a situation in which an employee’s private interest (usually financial or economic in nature) conflicts or raises a reasonable question of conflict with the employee’s public duties and responsibilities. An employee shall not engage in any activity that would create a conflict of interest or even the appearance of a conflict. Importantly, employees that violate a conflict of interest law may face civil and/or criminal charges, which could result in monetary fines or jail time being assessed.

B. Contracts with Former Employees

Former employees may not enter into consultant contracts, professional services contracts, or services contracts with the Authority until they have been separated from the Authority for 12 months.

C. Authority Transactions

Employees will not transact any Authority business with any business entity in which they are an officer, agent, member, or owner of a controlling interest.

D. Employee Responsibility

Employees are responsible for avoiding conflicts of interest or even the appearance of conflicting activities. Employees should contact their supervisor or General Counsel if they have questions about conflicts of interest.

E. Interest in a Project

Employees will not have, either directly or indirectly, any monetary interest in any contract or subcontract in connection with an Authority project. This prohibition extends to the employee’s immediate family, which includes those individuals related by kinship, adoption, or marriage, who are living in the same household; or foster children living in the same household and certified by the Texas Department of Family and Protective Services; or a spouse, child, or parent of the employee who does not live in the same household.

F. Outside Employment

An Employee shall not engage in outside business or professional activities or accept employment in private enterprises if the activities:

- interfere with the employee’s working hours or efficiency;
- create a conflict between the employee’s private interests and public

duties;

- use or appear to use information obtained in connection with the employee's official duties; or
- could be expected to impair the employee's independence of judgment in the performance of the employee's duties.

G. Owning Property Acquired for Right-of-Way

Employees must not directly or indirectly have any financial or other personal interest in any real property acquired for an Authority project. The only exception is if such interest is openly disclosed in the public records of the Authority, and the employee has not participated in such acquisition on behalf of the Authority.

H. Personal Investments

Employees will not make personal investments in any enterprise that will create a substantial conflict between their private interest and public duties.

I. Personal Relationships

Employees may not favor any individual or entity on the basis of any personal friendship or financial or social relationship.

III. CONTRACTING AND PURCHASING

A. Competitive Purchasing

The Authority will use competitive purchasing whenever possible pursuant the adopted purchasing guidelines.

The Authority will make a good faith effort to meet or exceed the goals established by the Texas Department of Transportation to assist Historically Underutilized Businesses in receiving a portion of the total purchase order value of all purchases that the Authority expects to award in a fiscal year.

B. Conflict of Interest

Each employee, agent, or consultant that signs purchase orders or issues procurements must have on file a signed Conflict of Interest Statement. The original signed statement will be filed in the employee's personnel file, and the employee will keep a copy. Upon discovery of an actual, potential, or perceived conflict of interest, an employee must promptly file a written statement of notification with the Authority. Additionally, if personally involved, the employee must withdraw from further participation in the transaction.

C. Employee Certification of Contract

An employee, agent, or consultant who executes a contract on behalf of the Authority is certifying that:

- Authorization has been obtained by the Hidalgo County Regional Mobility

- Authority.
- Funds have been budgeted and are available for payment.
- The contract complies with all applicable federal and state laws, Authority regulations, and Authority Bylaws.
- The contract included all required applicable provisions.
- The signature authority for signing the contract has been properly delegated.

D. Financial Interests

An Employee may not have any monetary interest, whether direct or indirect, in any contract or subcontract in connection with an Authority project.

E. Negotiated Procurement Process

In the negotiated procurement process, several items, including costs, may be negotiated with a vendor or service provider before a contract is executed. In contrast, the competitive bid process requires the Authority to award a contract to the entity with the lowest price (bid) for the desired good or service.

F. Personal Gain

It is a breach of ethical standards for any employee or former employee, agent, or consultant to solicit, demand, accept, or agree to accept from another person any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service in connection with any purchasing activity.

G. Purchasing

An employee, agent, or consultant who signs a purchase order (PO) is certifying that the PO complies with all purchasing requirements.

H. Purchasing Authority

Only the Executive Director and employees with written purchasing authority may commit public funds or award, issue or sign purchase orders that obligate such funds.

IV. EMPLOYMENT ISSUES

The policies in this Section IV apply to employees of the Authority. Employees that loaned to the Authority under an interlocal agreement with another public entity are subject the employment guidelines of the public entity that directly employs them.

A. Employee Evaluations

Employee evaluations are designed to provide a formal system of two-way communication between employees and their manager or supervisor and are a tool to measure employees' job performance. Employees must consistently meet the performance standards of the job to remain employed.

B. Overtime

Employees may be compensated for work performed in excess of 40 hours in one week, or at times outside of their normal work schedules. Employees must obtain supervisory approval before working overtime. Failure of an employee to work overtime when instructed by a supervisor, or failure to obtain approval before working overtime, will subject an employee to disciplinary action.

C. Separation from Authority

Each employee must have an exit interview with his supervisor or General Counsel before their last working day. A reduction in force (RIF) involves involuntary separation from employment of employees whose positions have been eliminated. These reductions may be due to budgetary constraints, legislative mandates, cost benefit derived from outsourcing, or reorganizations of resources that alter or reduce the delivery of services, programs, or functions. Employees who fail to comply with conditions of employment, or do not return to work after certain types of absences, may be administratively separated.

D. Time Sheets

Employees must maintain a record of their total hours worked and leave taken each day. Time sheets represent an employee's invoice to the Authority for services performed and paid leave taken. They must be signed by employees to certify correctness. Falsification of time sheets is grounds for termination of employment.

E. Vacation Leave

Employees are entitled to paid vacation leave if it is accrued and used in accordance with the provisions set forth in this policy. Employees must work at least one hour during the month before vacation leave is accrued for that month. Vacation leave must be accrued before it may be used. Vacation leave accrual begins on the first day of employment and ends on the last day of duty. Employees must be employed by the Authority or its administrative agent for six continuous months, to the date, before they may use their vacation leave. Vacation leave is recorded and taken in whole hours. Upon separation from Authority employment, employees may elect either to remain on the payroll to use their vacation leave, or to be paid in a lump sum.

F. Work Schedule

All employees will observe assigned working hours, and avoid tardiness, abuse of break time, lingering, and abuse of sick leave. Changing assigned work schedules from day to day, week to week, or month to month is not considered reasonable. However, employees may make minor schedule changes on short notice with the supervisor's approval. Employees scheduled to work more than four hours per day will include at least a half-hour lunch break in their schedules at plus or minus an hour of the mid-point of the day's schedule.

V. EMPLOYEE CONDUCT

A. Driving Requirements

Employees who are authorized to drive for the Authority must have a valid regular or occupational driver license. It is the responsibility of employees to know whether their license is valid and to avoid driving on Authority business without a valid regular or occupational license. Employees who are authorized to drive for the Authority will immediately be removed from all critical duties if they receive an alcohol or drug-related driving offense, either on or off the job. Employees who are authorized to drive for the Authority will be suspended without pay for five working days if they fail to report an alcohol- or drug-related driving offense within one work day upon their return to work after receiving an alcohol- or drug-related driving offense.

B. Electronic Recordings

Employees will not make audio, video, or other types of electronic recordings of other employees without their prior knowledge and consent.

C. Falsifying Information

An employee must not knowingly falsify or destroy Authority information or make a false statement or representation when acting as a representative of the Authority.

D. Gambling and Related Activities

Employees will not participate in gambling or related activities at any time while on duty or use any type of Authority property in support of such activities.

E. Incident Reporting

All incidents resulting in any property damage or injury that involve Authority personnel, equipment, or operations must be reported to General Counsel. Employees who are involved in an incident regardless of the extent of the damage or injury while driving on Authority business or operating motorized equipment for Authority are required to report incidents to their supervisor immediately if not incapacitated. This requirement exists so that post-incident drug and alcohol tests can be conducted, if appropriate.

An employee who is involved in an incident which requires a written report under Texas law while driving a personal vehicle off duty shall report the incident to his/her supervisor within the first five workdays during which the employee is present for duty. Employees failing to report such incidents will be disciplined accordingly at the discretion of the board chair.

F. Media Contact

When contacted by a reporter, employees should be aware of Authority policy regarding media relations. Employees should confine responses and comments to areas of official responsibility and avoid speculating, commenting or expressing personal opinions regarding official policies and positions or related to subjects outside of an employee's area of job responsibility. If the questions fall outside of employee's areas of official responsibility, employees should refer the reporter to a source that can provide the

information requested.

G. Obscene Material

Obscene material, including pornography, is not allowed in or on property, vehicles, or equipment owned or leased by the Authority.

H. Professional Conduct

Employees will conduct themselves in a manner that reflects favorably on the Authority and should avoid even the appearance of unprofessional behavior. All employees will treat one another and the general public with respect and fairness. Employees will conduct themselves with courtesy and restraint at all times on the job and whenever they may be perceived in anyway as representing the Authority. Employees will be neat, personally clean, and wear clothing that is safe and appropriate for their assigned working environment.

I. Political Activities

Employees may not engage in any political activities while on duty and may not use any Authority property or resources for political activities. This prohibition extends to the use of Authority telephones, computers, typewriters, envelopes, postage, etc. The Authority may not use any money under its control, including appropriated money, to finance or otherwise support the candidacy of a person for an office in the legislative, executive, or judicial branches of local, state or federal government.

J. Romantic Relationships

It is not the intention of the Authority to interfere in the personal lives of employees or to discourage employees from developing close interpersonal relationships. However, when supervisors, managers, lead workers, or project leaders enter into romantic relationships with employees in their chain of command, then such supervisors or managers will be reassigned to positions where they do not have input into the salary, evaluation, promotion, or discipline of that subordinate. Such reassignments will be effective within 30 calendar days of disclosure and may result in a demotion.

K. Harassment

The Authority does not allow, condone, or tolerate harassment by anyone in the work place. Employees who witness any incident that appears to be a violation of the Authority policy on harassment (attached hereto as Exhibit A), or who feel they are being subjected to harassment by their peers or co-workers or agents or consultants of the Authority should report the incident as directed by the policy. Employees who report harassment are protected against retaliation by state and federal laws.

L. Solicitation

Employees will not attempt to sell products or services through uninvited personal contact on property that is owned or leased by the Authority.

M. Substance Abuse

All employees are subject to alcohol and drug testing. Employees are subjected to

administrative and disciplinary actions if, while on duty, including when operating or riding in an Authority vehicle, they are in possession of an open container of alcohol, consume or are under the influence of alcohol, inappropriately use or are under the influence of inhalants, possess, use, or are under the influence of drugs, are under the influence of prescription or over-the-counter drugs, if performance is impaired, have a positive drug test or alcohol test result of .04 or greater, or refuse to take a drug or alcohol test.

Employees are subjected to administrative and disciplinary actions if, while on duty or off duty they sell, distribute, transport, or manufacture drugs or possess drugs with the intent to sell, distribute, transport, or manufacture them, or receive an alcohol- or drug-related driving offense.

N. Violence Prevention

The Authority does not allow, condone, or tolerate harassment, threats of or physical aggression or endangerment, threats of violence, or violence from employees while on duty, on Authority premises, or while operating an Authority vehicle. Employees who engage in these behaviors will be disciplined, up to and including termination, depending on the severity of the behavior. Employees who engage in this behavior off Authority premises may also be subjected to discipline for issues that originate in the workplace or are related exclusively to workplace relationships.

O. Weapons

Employees will not carry or keep firearms or any other weapons on Authority property or at any time while working for or representing the Authority. This includes firearms or other weapons kept in vehicles that are parked on Authority property.

VI. ENVIRONMENTAL PROTECTION

A. Natural Resources

The Authority is committed to improving the quality of the environment in Hidalgo County and reducing pollution's effect on public health and safety.

B. Road Construction Environmental Management System - Policy Statement

The Authority is committed to compliance with all applicable environmental laws and regulations, minimizing pollution and associated risks to the environment, and supporting an ongoing process for continual improvement in Authority's environmental performance.

VII. EQUAL EMPLOYMENT OPPORTUNITY

A. Compliance Training

Equal opportunity compliance training will be provided by General Counsel or a partnering local governmental entity on an annual basis.

B. Cultural Diversity Training

Employees shall attend cultural diversity training designed to inform employees how to recognize and address diversity issues and familiarize them with Authority's policies dealing with diversity situations provided by General Counsel or a partnering local governmental entity.

C. Recruiting, Hiring, Promotion

The Authority uses affirmative action practices to promote and ensure Equal Employment Opportunity (EEO) and nondiscrimination in employment practices. The Authority makes reasonable efforts to achieve its affirmative action goals through recruiting, hiring, and promotion opportunities. The Authority will make reasonable efforts to ensure that all protected classes and underutilized groups have equal access to employment.

D. Sexual Harassment and Grievances Training

The Authority provides training, through its General Counsel or through a partnering local governmental entity, to inform employees of EEO laws, directives, regulations, and Authority policies and procedures prohibiting sexual harassment. All new employees must complete this training.

E. Work Environment

Employees will not direct degrading or abusive conduct toward other people in the work environment. The Authority considers such conduct unacceptable in the workplace. The Authority considers any behavior that degrades another's race, color, religion, sex, national origin, disability, or age a serious violation of the Authority's policy. The Authority will take timely corrective action as each behavior occurs. Such behavior includes, but is not limited to, offensive name calling, jokes, slang, and posting offensive materials on Authority property.

VIII. FRAUD

A. Audit

General Counsel, the Executive Committee, and consultants of the Board conduct internal and external audits. Internal audits focus on Authority operations and procedures to ensure they are functioning as intended. Internal audit activities include investigating reported occurrences of fraud, theft, embezzlement, waste, etc., and recommend controls to prevent or detect such occurrences. Auditors also verify the existence of assets and ensure proper safeguards for their protection. External audits focus on reimbursement/negotiated contracts external to the Authority to ensure that the costs billed are reasonable and necessary, allowable under the contract and applicable Federal cost principle guidelines, and in compliance with governing laws and regulations.

Suspicion of impropriety should be reported to General Counsel or the Board Chairman. Confidentiality of reporters will be maintained.

B. Fraud and Abuse Prevention Training

The Authority, through its General Counsel or a local partnering entity, provides training on abuse, waste, and fraud to increase employees' awareness and how to properly report abuse, waste, or fraud as a method of prevention. All new employees must complete this training.

IX. GIFTS

A. Honoraria

An honorarium is a payment in the form of money or other thing of value offered in exchange for services rendered voluntarily, and is not a gift, benefit, or favor. Employees shall not accept an honorarium other than reimbursement for food, travel, or lodging for appearing at an official, Authority-related event (such as a conference, workshop, seminar, or symposium), or a meal served at the event.

B. Gifts meant to Influence Decisions

It is a breach of ethical standards for any person to offer, give, or agree to give any employee, former employee or employee's relatives a gratuity or an offer of employment in connection with influencing a purchasing activity.

C. Gifts to Authority

The Authority or Board may accept a donation if the gift or donation will further the Authority's responsibilities. However, when the donor is interested in or likely to become interested in any contract, purchase, payment, claim with or against the Authority, subject to regulation or oversight, or a party to a contested case before the Authority, a specific finding must be made by the Authority that the donation would provide a significant public benefit, and would not influence or reasonably appear to influence the Authority in the performance of its duties. Employees cannot accept gifts or donations on behalf of Authority without approval from General Counsel or the Board. Gifts or donations may be accepted by the Authority under certain conditions. A request for approval to accept gifts or donation must be submitted to General Counsel. In some instances, a resolution by the Board and an agreement may need to be signed depending on the amount or type of gift.

X. INFORMATION SECURITY AND TECHNOLOGY

A. Computer Access and Passwords

Users of Authority information resources must ensure that access passwords meet specified requirements, are not shared, and are properly protected. Users must protect their access capabilities by signing off a computer when not using it and securing the resource when not in use.

B. Computer Software

All software installed on Authority networks or computer systems must be approved and installed in accordance with the software license. Third party copyright information or

software that Authority does not have specific approval to store and/or use, must not be stored on Authority systems or networks. System administrators will remove such information and/ or software upon discovery. Third party software in the possession of Authority must not be copied unless such copying is consistent with relevant license agreements, or copies are being made for contingency planning purposes.

C. Information Security and Confidentiality

The Authority takes measures to protect information resources assets against unauthorized access, disclosure, modification or destruction whether accidental or deliberate as well as to assure the availability, integrity authenticity and confidentiality of information. Use of Authority information resources can only be used for the intended Authority purposes. Users must never disclose confidential or Authority restricted information to anyone without the permission of the office of primary responsibility.

D. Personal Files, Games, Screen Savers

Personal or other unauthorized files or applications cannot be kept on Authority networks or workstations. Computer games may not be installed or used on Authority networks or workstations. Downloadable or individual screen savers that do not come with Authority approved operating systems cannot be used if they cause technical problems with workstations/servers, or are considered offensive.

E. Use of Authority Owned Information Resources

Information resources consists of all the electronic components involved in the collection, processing, storage, transmission, display, retrieval, access, dissemination, and disposition of information. All Authority-owned information resources are used for official Authority purposes only. Compliance with laws and Authority policies, procedures, and practices governing the security of information resources is a condition of continued employment. Violators may be disciplined in accordance with Authority's human resources policies and procedures or prosecuted under appropriate law.

XI. INTELLECTUAL PROPERTY

A. Background

Authority intellectual property consists of works such as databases, software, machinery, publications, audiovisual works, architectural works, sound recordings, maps, systems design, or other proprietary information in any tangible form or medium. Property ownership may be claimed through a copyright, trademark, or patent.

B. Employee Created Material

An employee shall not copyright or patent any work the employee produces or develops as part of his or her employment with the Authority when the work is related to an Authority goal, project, or concern. Intellectual property is the exclusive property of the employee if it is not related to the employee's employment responsibility or to an Authority goal, project, or concern; a result of activities performed on Authority time; developed with support by public funds; and developed using Authority facilities.

C. Printing of Copyrighted-Material

Under no circumstances will employees process copyrighted material at Authority's expense without prior written permission from the copyright owner on Authority equipment.

D. Use of Copyrighted Material without Approval

Third party copyrighted information or software that the Authority does not have specific approval to store and/or use, must not be stored on Authority systems or networks. System administrators will remove such information and/or software upon discovery. Third party software in the possession of the Authority must not be copied unless such copying is consistent with relevant license agreements, or copies are being made for contingency planning purposes.

XII. RECORDS

A. Destruction of Records

The Authority will follow the Records Management Policy of the City of McAllen, such policy details specific policies and procedures that must be followed for destroying confidential and non-confidential records, logging destruction, and archiving records.

B. Litigation Holds

When a lawsuit is filed or is reasonably anticipated to be filed against Authority, General Counsel may determine that it is necessary to issue a litigation hold notice to Authority employees and contractors as one of the steps to ensure that all information potentially relevant to the suit is preserved. When a litigation hold is in place, employees must take steps to ensure that any potentially relevant information will not be destroyed inadvertently pursuant to document retention schedules or by routine computer operations or common computer settings, such as the automated deletion of emails.

C. Open Records Requests

Most, but not all information produced by the Authority is public information. In order to acquire this information, a member of the public must make a written request. Employees who receive a written request for information should give this request to General Counsel immediately, as the Authority has only 10 days to respond to the request.

D. Retention Schedule

The current, approved Authority records retention schedule is attached hereto as Exhibit B. The retention schedule indicates the required minimum length of time Authority must retain official (record copy) records before destruction or archival preservation.

XIII. AUTHORITY OWNED PROPERTY

A. Bulletin Boards

Only material that is directly related to Authority activities may be placed on official bulletin boards.

B. Damaged Property

Employees must report any damage or destruction of Authority equipment to their supervisor or General Counsel. When damage or destruction of Authority equipment is reported, the supervisor will gather necessary and appropriate information to determine if it was the result of a negligent act by any Authority employee.

C. Expectation of Privacy

Employees do not have an expectation of privacy when using Authority information technology equipment, Authority telephones, or other Authority equipment. This means that all computer files and telephone records are subject to requests for public information ("open records requests") and discovery in litigation, and the contents of an employee's computer hard drives and files stored on servers, including email and Internet files (even those that have been deleted), are subject to examination by supervisors and managers. To avoid the chance that private computer data and emails will be subjected to public inspection under the Public Information Act or released to an opposing party in an Authority-related lawsuit, employees using home computers are urged to maintain separate folders, directories, and drives for Authority-related business.

D. Internet, Electronic Mail, and Office Equipment

Employees will use the Internet, electronic mail, and office equipment, including personal computers and laptops, for Authority purposes only.

E. Lost or Stolen Property

Lost or stolen property must be reported. When an item is reported as missing or stolen to the Executive Director, the Executive Director should investigate the circumstances and attempt to find the property. The police must be contacted for any property suspected as having been stolen. If the property cannot be found within 72 hours, the Executive Director will prepare a report of the situation for the Board Chairman.

F. Misuse of Authority Property

Property owned or leased, or provided to the Authority may only be used for Authority purposes except as provided in this policy. Any misuse or unauthorized use of Authority property, including information system resources, is subject to disciplinary action. Misuse of Authority property may also result in criminal prosecution.

G. Personal Mail

Employees will not send or receive personal mail at Authority offices.

H. Purchase of Authority Owned Property

Employees will not purchase equipment, buildings, or any other property owned or formerly owned by the Authority, including buildings to be moved in connection with right-of-way acquisitions.

I. Authority Vehicles

Employees will use Authority vehicles only for official Authority business. They may not

use Authority vehicles for any political campaign or for any personal activities.

J. Telephones

Employees may make brief personal calls on Authority telephones if no charges are made to the Authority.

K. Use of Equipment for Jury Summons

Employees may use duty time and Authority equipment such as telephones, computers, fax machine, copier, or the internet to handle jury duty summons.

XIV. WORKPLACE HEALTH AND SAFETY

A. Driving Record Checks

Annual drivers' record checks may be conducted on employees who drive for the Authority.

B. Substance Abuse Training

Substance abuse training will be provided to all employees.

Exhibit A:
Harassment Policy

**HCRMA POLICY AND PROCEDURES FOR PREVENTING AND
ELIMINATING HARASSING CONDUCT IN THE WORKPLACE**

1. **Purpose.** This Policy is intended to assure that the Hidalgo County Regional Mobility Authority (HCRMA) is taking all necessary steps to prevent sexual harassment and other forms of harassing conduct in the workplace, and to correct harassing conduct that does occur before it becomes severe or pervasive.
2. **The Definition of Harassing Conduct.** For the purposes of this Policy, harassing conduct is defined as any unwelcome verbal or physical conduct based on any characteristic protected by law when:
 - A. The behavior can reasonably be considered to adversely affect the work environment; or
 - B. An employment decision affecting the employee is based upon the employee's acceptance or rejection of such conduct.
3. **Policy Against Harassing Conduct.**

The HCRMA does not permit harassing conduct by anyone in the workplace. It is the policy of the HCRMA to maintain a work environment free from the harassing conduct described above.

The HCRMA has determined that the most effective way to limit harassing conduct is to treat it as misconduct, even if it does not rise to the level of harassment actionable under Title VII of the Civil Rights Act of 1964, as amended. A hostile environment claim under Title VII usually requires showing a pattern of offensive conduct. The HCRMA will not wait for such a pattern to emerge. Rather, the HCRMA will act before the harassing conduct is so pervasive and offensive as to constitute a hostile environment. In the usual case, a single utterance of an ethnic, sexual, or racial epithet that offends an employee would not be severe enough to constitute unlawful harassment in violation of Title VII; however, it is the Authority's view that such conduct is inappropriate and must be stopped. The HCRMA will not tolerate retaliation against any employee for making a good-faith report of harassing conduct under this or any other policy or procedure, or for assisting in any inquiry about such a report. Complaints of such retaliation shall be handled pursuant to the procedures in this Policy. The HCRMA will not tolerate retaliation against any employee for making a good-faith report of harassing conduct under this or any other policy or procedure, or for assisting in any inquiry about such a report. Complaints of such retaliation shall be handled pursuant to the procedures in this Policy.

4. **Procedures and Responsibilities.**
 - A. **Procedures Applicable to Employees**

1. Each employee shall be responsible for:
 - a. Acting professionally and refraining from harassing conduct;
 - b. Becoming familiar with the provisions of this Policy, complying with all requirements of the Policy, and cooperating with any inquiry under this Policy; and
 - c. Promptly reporting, pursuant to procedures set forth herein, any incident of harassing conduct that he or she experiences before it becomes a pattern of misconduct so pervasive and offensive as to constitute a hostile environment. The HCRMA cannot correct harassing conduct if the conduct is not known. When an employee unreasonably fails to take advantage of this procedure and does not promptly report an incident of harassing conduct as set forth herein, the HCRMA reserves the right to raise this failure to report as a defense against a suit for harassment, in accordance with federal case law.

B. Responsibilities of Supervisors and Managers

1. All supervisors and managers shall be responsible for:
 - a. Acting promptly and appropriately to prevent harassment in the workplace, and retaliation against those who complain of harassment;
 - b. Reporting, pursuant to procedures set forth herein, any incident of harassing conduct that they witness or is otherwise brought to their attention;
 - c. Receiving and handling allegations of harassing conduct promptly and appropriately, utilizing the procedures set forth herein;
 - d. Providing interim relief to alleged victims of harassment pending the outcome of the investigation to ensure that further misconduct does not occur; and
 - e. Using the procedures set forth below, taking prompt and appropriate corrective and disciplinary action, up to and including removal, against personnel who have engaged in harassing conduct or who have not carried out their responsibilities under this Policy.

C. Responsibilities of the Chief Administrative Officer

1. The Chief Administrative Officer shall be responsible for:

- a. Disseminating the policy statement annually to all employees;
- b. Ensuring that employees are informed of this Policy and the procedures to follow in connection with reporting harassing conduct;
- c. Providing technical assistance and support, to assure compliance with this Policy;
- d. Receiving allegations of harassment under this Policy;
- e. Providing advice to managers and supervisors on taking disciplinary actions for conduct that violates this Policy;
- f. Conducting or overseeing fair and impartial inquiries into allegations of harassing conduct;
- g. Advising supervisors and managers on the provision of interim relief to the alleged victims of harassing conduct pending the outcome of the investigation to ensure further misconduct does not occur; and
- h. Advising the Executive Committee of the Board of Directors or other persons who need to know of allegations of harassment and the resolution of those allegations under this Policy.

D. Responsibilities General Counsel

General Counsel shall be responsible for providing legal advice to management concerning the implementation and interpretation of this Policy. If the Chief Administrative Officer is involved in the harassment complaint, General Counsel shall be substituted for Chief Administrative Officer in subsection C above.

5. Reporting Harassment. The procedures for reporting incidents of harassing conduct are as follows:

- A. Any person who believes that he or she has been the subject of an incident of harassing conduct in violation of this Policy should report this matter: to anyone in the complainant's supervisory chain.
- B. All information will be maintained on a confidential basis to the greatest extent possible. Such information, however, may have to be disclosed to defend the HCRMA in any litigation to which the information may be relevant and necessary. Further, information may need to be disclosed to those officials and employees within the HCRMA with a need to know in order to carry out the purpose and intent of this Policy.

6. Inquiries into Allegations of Harassing Conduct.

- A. A supervisor or manager who receives an allegation or witnesses harassing conduct shall immediately:
 - 1. Inform the Chief Administrative Officer and General Counsel and seek guidance as to further actions;
 - 2. Take action to stop any harassing conduct and prevent further harassment while the allegations are being investigated, including granting of appropriate interim relief to the alleged victim of harassing conduct; and
 - 3. Document the allegation received and his or her efforts to address it.
- B. Where an investigation is necessary, a written summary of the investigation shall be prepared by the individual conducting the inquiry, in consultation with General Counsel. (The summary may be brief, depending on the complexity and seriousness of the case.) The summary shall be prepared promptly after completion of the inquiry and shall be submitted to Chief Administrative Officer and the supervisor who would be responsible for taking disciplinary action against the alleged harasser, if the allegations are true.
- C. The summary of the investigation or other documentation prepared under this procedure shall be kept confidential, to the extent possible. Such information, however, may have to be disclosed to defend the HCRMA in any litigation to which the information may be relevant and necessary. Further, information may need to be disclosed to those officials and employees within the HCRMA with a need to know in order to carry out the purpose and intent of this Policy.

7. Action to Be Taken upon Completion of the Inquiry.

- A. Upon completion of the inquiry, and in consultation with General Counsel, HCRMA management shall promptly evaluate the evidence and determine the appropriate action to take. This responsibility normally shall rest with the first line supervisor of the employee alleged to have engaged in the harassing conduct unless such supervisor is involved in the allegation. The Chief Administrative Officer shall be informed of this decision, including a decision not to act.
- B. Where the inquiry establishes that an employee did engage in harassing conduct under this Policy, he or she shall be subject to appropriate corrective action, disciplinary or otherwise, up to and including removal.
- C. Where the inquiry establishes that a manager or supervisor did not properly carry out the responsibilities provided for under this Policy, he or

she shall be subject to appropriate corrective action, disciplinary or otherwise, up to and including removal.

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Exhibit B:
City of McAllen Document Retention Policy

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Exhibit B: Required Employee Training

HCRMA employees are required to complete the following trainings:

- Equal Opportunity / Non-discrimination
- Cultural Diversity
- Sexual Harassment
- Fraud & Abuse
- Substance Abuse

Texas Administrative Code

TITLE 43

TRANSPORTATION

PART 1

TEXAS DEPARTMENT OF TRANSPORTATION

CHAPTER 10

ETHICAL CONDUCT BY ENTITIES DOING BUSINESS WITH THE DEPARTMENT

SUBCHAPTER B

OTHER ENTITIES' INTERNAL ETHICS AND COMPLIANCE PROCEDURES

RULE §10.51

Internal Ethics and Compliance Program

(a) Various sections of this title require an entity to adopt and enforce an internal ethics and compliance program. To comply with that requirement, the entity must certify to the department that the entity:

(1) has adopted an internal ethics and compliance program that:

(A) is designed to detect and prevent violations of the law, including regulations, and ethical standards applicable to the entity or its officers or employees; and

(B) satisfies all requirements of this section; and

(2) enforces compliance with its internal ethics and compliance program.

(b) An entity's internal ethics and compliance program must be in writing and must provide compliance standards and procedures that the entity's employees and agents are expected to follow. At a minimum, the program must provide that:

(1) high-level personnel are responsible for oversight of compliance with the standards and procedures;

(2) appropriate care is being taken to avoid the delegation of substantial discretionary authority to individuals whom the entity knows, or should know, have a propensity to engage in illegal activities;

(3) compliance standards and procedures are effectively communicated to all of the entity's employees, including members of the governing board if the entity has a governing board, by requiring them to participate in periodic training in ethics and in the requirements of the program;

(4) compliance standards and procedures are effectively communicated to all of the entity's agents;

(5) reasonable steps are being taken to achieve compliance with the compliance standards and procedures by:

(A) using monitoring and auditing systems that are designed to reasonably detect noncompliance; and

(B) providing and publicizing a system for the entity's employees and agents to report suspected noncompliance without fear of retaliation;

(6) consistent enforcement of compliance standards and procedures is administered through appropriate disciplinary mechanisms;

(7) reasonable steps are being taken to respond appropriately to detected offenses and to prevent future similar offenses; and

(8) the entity has a written employee code of conduct that, at a minimum, addresses:

(A) record retention;

(B) fraud;

(C) equal opportunity employment;

(D) sexual harassment and sexual misconduct;

(E) conflicts of interest;

(F) personal use of the entity's property; and

(G) gifts and honoraria.

(c) The department may, at its discretion, request that the entity provide the department with written evidence of the entity's internal ethics and compliance program.

Source Note: The provisions of this §10.51 adopted to be effective January 6, 2011, 35 TexReg 11951; amended to be effective July 20, 2011, 36 TexReg 4573

TAB 2

**TEXAS ADMINISTRATIVE CODE
INTERNAL ETHICS & COMPLIANCE PROGRAM**

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TAB 3

**PUBLIC OFFICERS:
TRAPS FOR THE UNWARY**

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TAB 4
OPEN MEETINGS ACT MADE EASY

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TAB 5
TXDOT CONFLICT OF INTEREST REGULATIONS
&
CONFLICT OF INTEREST LAWS MADE EASY

DRAFT

TAB 6
ETHICS, GIFT & HONORARIUM
LAWS MADE EASY

DRAFT

REFERENCE:
TAB A
BYLAWS

DRAFT

REFERENCE
TAB 1
GOVERNANCE GUIDELINES

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REFERENCE
TAB C
POLICIES AND PROCEDURES GOVERNING
PROCUREMENTS AND PURCHASING

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REFERENCE
TAB D
CONFLICT OF INTEREST CERTIFICATE

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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> 1/09/13 </u>
FINANCE COMMITTEE	<u> </u>	MEETING DATE	<u> 1/16/13 </u>
TECHNICAL COMMITTEE	<u> </u>		

1. Agenda Item: **RESOLUTION 2013-02 - APPROVAL OF SUPPLEMENTAL NO. 2 TO WORK AUTHORIZATION NO. 5 OF PROFESSIONAL SERVICE AGREEMENT WITH DANNENBAUM ENGINEERING FOR GENERAL ENGINEERING AND PROGRAM MANAGEMENT.**

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

Consideration and recommendation on approval of Supplemental No. 2 to Work Authorization No. 5 in the deduct amount of \$78,132.97 for a revised Work Authorization No. 5 amount of \$694,355.85.

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

4. Budgeted: Yes X No N/A

Funding Source: Vehicle Registration Fund

Maximum amount payable	\$5,000,000.00	100%
Work Authorization No. 1	(\$ 909,960.63)	-18.19%
Work Authorization No. 2 (cancelled)	(\$ 0.00)	0%
Work Authorization No. 3	(\$ 57,750.00)	-1.16%
Work Authorization No. 4	(\$ 891,814.61)	-17.84%
Supplemental No. 1 to WA No. 4	\$ 197,458.76	3.95%
Work Authorization No. 5	(\$ 802,369.93)	-16.64%
Supplemental No. 1 to WA No. 5	(\$ 45,000.00)	-00.09%
Supplemental No. 2 to WA No. 5	\$ 78,132.97	1.56%
Maximum fee balance	\$2,568,696.56	51.38%

Total authorized for WA 1, 3, 4 & 5	\$2,509,436.41
<u>Payments to date for WA 1, 3, 4 & 5</u>	<u>\$2,431,303.44</u>
Work Authorization Balance	\$ 78,132.97

5. Staff Recommendation: **Motion to recommend Supplemental No. 2 to Work Authorizaion No. 5 with Dannenbaum Engineering in the deduct amount of \$78,132.97 for a revised Work Authorization No. 5 amount of \$769,236.96 and a leaving a revised maximum fee balance of \$2,568,696.56.**

6. Program Manager Recommendation: X Approved Disapproved None

7. Planning Committee Recommendation: Approved Disapproved X None

8. Board Attorney Recommendation: Approved Disapproved X None

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



Memorandum

To: Dennis Burleson, Chairman

From: Pilar Rodriguez, PE, Executive Director

Date: January 9, 2013

Re: **Supplemental No. 2 to Dannenbaum Work Authorization No. 5**

At the October 27, 2011, regular meeting, the Board of Directors awarded a professional service agreement for general engineering and program management services to Dannenbaum Engineering in the maximum payable amount of \$5,000,000. Subsequently, the Board of Directors has authorized Work Authorizations No. 1, 3, 4 and 5 in the amounts of \$909,960.63, \$57,750.00, \$891,814.61 and \$847,369.93 respectively.

Work Authorization No. 1 was to review prior engineering, surveying, environmental and permitting work provided to the Hidalgo County Regional Mobility Authority (HCRMA), Work Authorization No. 2 was cancelled by the HCRMA Board, Work Authorization No. 3 was to provide title reports for the SH 365 (formerly TCC) and Work Authorizations No. 4 & No. 5 was to provided program management for the various elements of the SH 365 and IBTC Projects.

Dannenbaum's tasks under Work Authorization No. 5 were reviewed by staff at approximately 75% of completion and it was determined that several task would not be necessary at this time. A spreadsheet detailing the list of tasks to be considered is attached.

In order to maintain control and accountability of the Program Managers tasks and costs, it is proposed that Work Authorization No. 5 be adjusted. This action will avoid any confusion or un-necessary use of tasks.

The engineer's level of effort to perform these tasks was also evaluated and calculated to equate to a deduct of \$78,132.97 to the Work Authorization No. 5 fee of \$847,369.93, which revises it to \$769,236.96.

Based on review by this office, **approval of Supplemental No. 2 to Dannenbaum Engineering Work Authorization Order No. 5 is recommended in the deduct amount of \$78,132.97 for a revised amount of \$769,236.96** leaving a maximum fee balance of **\$2,568,696.56**.

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

HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY

BOARD RESOLUTION No. 2013 – 02

APPROVAL OF SUPPLEMENTAL NUMBER 2 TO WORK
AUTHORIZATION NUMBER 5 TO PROFESSIONAL SERVICES
AGREEMENT WITH DANNENBAUM ENGINEERING CORPORATION
FOR PROGRAM MANAGEMENT OF SH 365 PROJECT

THIS RESOLUTION is adopted this 16th day of January, 2013 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 a professional service agreement for general engineering and program management services to Dannenbaum Engineering Corporation in the maximum payable amount of \$5,000,000;

WHEREAS, the Authority has subsequently approved Work Authorizations Numbers 1, 3, 4, including Supplemental Number 1 to Work Authorization Number 4, and Work Authorization Number 5, including Supplemental Number 1 to Work Authorization Number 5 in the amounts of \$909,960.63, \$57,750.00, \$694,355.85 and \$847,369.93 respectively;

WHEREAS, several tasks authorized under Work Authorization No. 5 will not be completed or are no longer necessary;

WHEREAS, the Authority has determined it is necessary to remove these tasks from Work Authorization number 5, which equates to a deduction of \$78,132.97 from the authorized amount;

WHEREAS, the revised amount for Work Authorization No. 5 is \$769,236.96;

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 Supplemental Number 2 to Work Authorization Number 5 to the Professional Services Agreement with Dannenbaum Engineering Corporation hereto attached as Exhibit A.

Section 3. The Board authorizes the Executive Director to execute Supplemental 2 to Work Authorization Number 5 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 16th day of January, 2013, at which meeting a quorum was present.

Dennis Burleson, Chairman

Ricardo Perez, Secretary/Treasurer

EXHIBIT A

SUPPLEMENTAL NUMBER 2 TO WORK AUTHORIZTION NUMBER 5 OF
PROFESSIONAL SERVICE AGREEMENT WITH DANNENBAUM ENGINEERING
CORPORATION DATED OCTOBER 27, 2011

ATTACHMENT D
D-2
SUPPLEMENTAL WORK AUTHORIZATION NO. 2 X P.R.
TO WORK AUTHORIZATION NO. 5
AGREEMENT FOR ENGINEERING SERVICES

THIS SUPPLEMENTAL WORK AUTHORIZATION is made pursuant to the terms and conditions of "Article V of that certain Professional Services Agreement for Program Management Engineering Services" hereinafter identified as the "Agreement," entered into by and between the Hidalgo County Regional Mobility Authority (Authority), and Dannenbaum Engineering Corporation (the Engineer).

The following terms and conditions of Work Authorization No. 5 are hereby amended as follows:

Part II The maximum amount payable under this Work Authorization No. 5 will be modified to **\$769,236.96** reducing the original Work Authorization No. 5 by **\$78,132.97**. The Engineer's Estimated Work Authorization No. 5 costs have been revised in accordance with the attached Exhibit-D Revised. The Exhibit-D Revised shall replace the original Exhibit-D in the original Work Authorization No. 5.

This Supplemental Work Authorization shall become effective on the date of final execution of the parties hereto. All other terms and conditions of Work Authorization No. 5 not hereby amended are to remain in full force and effect.

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

THE ENGINEER

(Signature)

(Printed Name)

(Title)

(Date)

THE AUTHORITY

(Signature)

(Printed Name)

(Title)

(Date)

Exhibit D
SUPPLEMENTAL AGREEMENT NO. 1 TO WORK AUTHORIZATION NO. 6
FEE SCHEDULE / BUDGET FOR
HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY (HCRMA)
PROGRAM MANAGEMENT CONSULTANT

Supplemental No. 1 to Work Authorization No. 5
Schedule Duration: (September 1, 2012 thru December 31, 2012)

REVISED ENGINEERING MANAGEMENT PARTIAL OPERATIONS IMPLEMENTATION / PUBLIC OUTREACH FOR TASKS ASSOCIATED WITH
THE SH 365 (SEGMENTS 1, 2, 3 and 4) FROM ANZALDUAS ROAD TO SPUR 600 TxDOT INSPECTION STATION AT PHARR BRIDGE AND IBTC INCLUDING
ENVIRONMENTAL TASKS ASSOCIATED WITH LOCAL ENVIRONMENTAL CLEARANCE OF THE IBTC AND FEDERAL ENVIRONMENTAL CLEARANCE OF THE
SH 365 (SEGMENTS 1, 2, 3 and 4) ALSO, INCLUDED IS PHASE I - IMPLEMENTATION OF GIS AND IMPLEMENTATION OF PROJECTWISE FOR DOCUMENT CONTROL

DESCRIPTION OF WORK TASK	Original WA NO. 5	REVISED COST PER TASK FOR SA NO. 1 TO WA NO. 5	REDUCTION IN COST PER TASK BY SA NO. 1 TO WA NO. 5
A. Coordinate / Update / Assist Executive Director			
1. Educate Executive Director on Historical Activities / Budgets / Cost Accounting / Program Management Plan and QA/QC Plan (Including Weekly Migs)	\$ 6,123 52	\$6,123 52	\$0 00
B. Attend / Prepare Data / Report on Various Meetings (4.0 Months)			
1. HCRMA Board Meetings Including Presentation (Monthly) (4 Migs) (Inc. Prep Time)	\$ 16,448 64	\$16,448 64	\$0 00
2. HCRMA Planning Committee Meetings (4 Mts @ 2 hrs/Mtg) (Inc. Prep Time)	\$ 8,483 22	\$8,483 22	\$0 00
3. HCRMA Finance Committee Meetings (4 Mts @ 2 hrs/Mtg) (Inc. Prep Time)	\$ 8,483 22	\$8,483 22	\$0 00
4. HCRMA MPO Policy Committee Meeting (4 Mts @ 2 hrs/Mtg) (Inc. Prep Time)	\$ 3,939 90	\$3,939 90	\$0 00
5. HCRMA MPO Tech Committee Meeting (4 Mts @ 2 hrs/Mtg) (Inc. Prep Time)	\$ 3,418 56	\$3,418 56	\$0 00
6. Various HCRMA Migs w/ Individual Board Members / Special Board Meetings (1 Mtg @ 2 hrs/Mtg) (Inc. Prep Time)	\$ 1,849 66	\$1,849 66	\$0 00
7. Hidalgo County Meetings w/Staff (2 Migs @ 2 hr. / Mtg.) (Inc. Prep Time)	\$ -	\$0 00	\$0 00
8. Hidalgo County Commissioner Precinct No. 1 (2 Migs @ 2 hrs. / Mtg.)	\$ -	\$0 00	\$0 00
9. Hidalgo County Commissioner Precinct No. 2 (2 Migs @ 2 hrs. / Mtg.)	\$ 2,812 80	\$2,109 60	\$703 20
10. Hidalgo County Commissioner Precinct No. 3 (2 Migs @ 2 hrs. / Mtg.)	\$ 2,812 80	\$2,109 60	\$703 20
11. Hidalgo County Commissioner Precinct No. 4 (2 Migs @ 2 hrs. / Mtg.)	\$ -	\$0 00	\$0 00
12. Attend Meetings TxDOT-Pharr (2 Migs @ 2 hrs. / Mtg.) (Inc. Prep Time)	\$ 3,073 90	\$3,073 90	\$0 00
13. Attend Meetings TxDOT-Austin Includes Travel (1 Mtg @ 10 hrs. / Mtg)	\$ 6,534 68	\$6,534 68	\$0 00
14. Attend Meetings With Senator Hinojosa (1 Migs. @ 2 hrs. / Mtg)	\$ 1,011 72	\$1,011 72	\$0 00
15. Attend Meeting - 3 days in Washington to Visit Congress/TIFA (1 Mtg.)	\$ -	\$0 00	\$0 00
16. Attend Hidalgo County Commissioners' Court Meeting (2 Monthly Migs) (2 Migs X 2 hr /Mtg)	\$ 1,962 72	\$1,962 72	\$0 00
C. Continue to Coordinate With HCMPO to Modify Short/ Long Term TIP to Account for Approved Strategy, Including Updating Strategy (Two (2) Updates)	\$ 8,484 08	\$8,484 08	\$0 00
D. Continue to Negotiate / Coordinate with TxDOT on Pass Thru Agreement Modifications or other TxDOT Funding Modification (availability payments-CAT12) for SH 365 (Segment 1,2,3 and 4) / Segment No. 4 (US 281 / Military)			
1. Meet / Coordinate With TxDOT Pharr (1 Migs @ 2 hrs / Mtg)	\$ 1,728 22	\$1,728 22	\$0 00
2. Meet / Coordinate With TxDOT Austin (0 Mtg @ 10 hrs. / Mtg)	\$ 362 54	\$362 54	\$0 00
3. Finalize Pass Thru Agreements and/or availability payments	\$ 1,728 22	\$1,728 22	\$0 00
E. Continue to Implement Interim Cost Accounting System Utilizing Dannenbaum Cost Accounting System			
1. Continue to Input Data for Development of Monthly Reports for HCRMA Board (September 1, 2012 thru December 31, 2012)	\$ 7,636 32	\$7,636 32	\$0 00
2. Continue to Modify Monthly Reports for HCRMA Needs	\$ 5,007 12	\$5,007 12	\$0 00
3. Continue to Input Monthly Data and Produce Final Reports for Sept., Oct., Nov and Dec. 2012	\$ 7,369 16	\$7,369 16	\$0 00
F. Continue to Organize / Develop HCRMA Files By Project (Electronic and Hardcopy)	\$ 10,314 08	\$10,314 08	\$0 00
G. Continue to Coordinate with Hidalgo County Appraisal District on TRZ Inputs and Agreements and Finalize Agreements with each entity	\$ 18,505 04	\$18,576 78	\$4,526 26

Exhibit D
SUPPLEMENTAL AGREEMENT NO. 1 TO WORK AUTHORIZATION NO. 5
FEE SCHEDULE / BUDGET FOR
HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY (HCRMA)
PROGRAM MANAGEMENT CONSULTANT

Supplemental No. 1 to Work Authorization No. 5
Schedule Duration: September 1, 2012 thru December 31, 2012

REVISED ENGINEERING MANAGEMENT PARTIAL OPERATIONS IMPLEMENTATION / PUBLIC OUTREACH FOR TASKS ASSOCIATED WITH
THE SH 365 (SEGMENTS 1, 2, 3 AND 4) FROM ANZALDUAS ROAD TO SPUR 600 TxDOT INSPECTION STATION AT PHARR BRIDGE AND IBTC INCLUDING
ENVIRONMENTAL TASKS ASSOCIATED WITH LOCAL ENVIRONMENTAL CLEARANCE OF THE IBTC AND FEDERAL ENVIRONMENTAL CLEARANCE OF THE
SH 365 (SEGMENTS 1, 2, 3 AND 4) ALSO, INCLUDED IS PHASE I - IMPLEMENTATION OF GIS AND IMPLEMENTATION OF PROJECTWISE FOR DOCUMENT CONTROL

DESCRIPTION OF WORK TASK	Original WA NO. 5	REVISED COST PER TASK FOR SA NO. 1 TO WA NO. 5	REDUCTION IN COST PER TASK BY SA NO. 1 TO WA NO. 5
H. Continue to Finalize and Implement Public Outreach Program Managing with Assistance from Consultant (Perfunder) and others			
1. Finalize / Implement Public Outreach	\$ 27,228.64	\$27,228.64	\$0.00
2. Review / Update Website	\$ -	\$0.00	\$0.00
3. Develop Monthly Newsletter (Assist Subs)	\$ -	\$0.00	\$0.00
4. Begin Development of Branding Loop Project (Assist Subs)	\$ -	\$0.00	\$0.00
5. Assist / Develop Support Resolution From All Cities (Total 5 Migs)	\$ 5,909.51	\$5,909.51	\$0.00
6. Meet with Large Property Owners (SH 365)(Total 3 Migs Including Preparation)	\$ 3,173.34	\$3,173.34	\$0.00
7. Meet with EDC for the Cities of McAllen / Mission (Total 1 Mtg)	\$ -	\$0.00	\$0.00
8. Meet with Trade Association / Civic Association (US / Mexico) (Total 1 Mtg)	\$ 1,467.12	\$1,467.12	\$0.00
I. Continue Public Outreach Meetings (Formal Presentation to Council) with the following Cities (Including Travel and Preparation for Meeting) (4.0 Months):			
1. City of Pharr (2 Migs)	\$ 3,656.80	\$2,742.60	\$914.20
2. City of Granger (1 Mtg)	\$ 2,116.82	\$1,587.62	\$528.20
3. City of Donna (1 Mtg)	\$ -	\$0.00	\$0.00
4. City of Westlaco (1 Mtg)	\$ -	\$0.00	\$0.00
5. City of Mercedes (1 Mtg)	\$ -	\$0.00	\$0.00
6. City of Edcouch (1 Mtg)	\$ -	\$0.00	\$0.00
7. City of McAllen (2 Migs)	\$ 4,547.08	\$3,410.31	\$1,136.77
8. City of Mission (2 Migs)	\$ 4,547.08	\$3,410.31	\$1,136.77
9. City of Pecos (1 Mtg)	\$ -	\$0.00	\$0.00
10. City of Palmview (1 Mtg)	\$ -	\$0.00	\$0.00
11. City of La Joya (1 Mtg)	\$ -	\$0.00	\$0.00
12. City of Edinburg (2 Migs)	\$ -	\$0.00	\$0.00
13. City of Sullivan City (1 Mtg)	\$ -	\$0.00	\$0.00
J. Continue the Oversight of C&M Associates, Inc., in Developing the Update of the T&R Studies / Financing Alternatives (FSW) (4.0 Months)			
1. SH 365 Segment 1,2,3 and 4 / IBTC / Segment D & La Joya Relief Route (Assisted by HDR)	\$ 33,936.64	\$33,936.64	\$0.00
2. Update Strategic Plan for New Funding (Modification in Limits / Schedule / Funding Type)	\$ 19,854.84	\$19,854.84	\$0.00
2. Update Strategic Plan after New T&R Numbers (Work with First Southwest)	\$ 20,720.60	\$20,720.60	\$0.00
K. Continue to Oversee IBTC (4.0 Months)			
1. Modify RFP and Procure Engineering Services (Including Environmental and Low Level Flight)	\$ -	\$0.00	\$0.00
2. Continue to Oversee Local Environmental Clearance (Assisted by Blanton - Lead) (4.0 Months)	\$ 4,893.52	\$1,220.88	\$3,662.64
3. Oversee IBTC Drainage Studies	\$ -	\$0.00	\$0.00
4. Oversee Low Level Flight (Assisted by Aranda & Associates - Lead)	\$ -	\$0.00	\$0.00
5. QA/QC Drainage Study (80%)	\$ -	\$0.00	\$0.00
6. QA/QC Low Level Flight (Aranda)	\$ -	\$0.00	\$0.00
7. Attend Meeting with USIBWC (1) (Combined with SH 365)	\$ -	\$0.00	\$0.00
8. Attend Meeting with USACOE (1) (Combined with SH 365)	\$ -	\$0.00	\$0.00
9. Attend Meeting with US Fish and Wildlife (1)(Combined with SH 365)	\$ -	\$0.00	\$0.00

Exhibit D
SUPPLEMENTAL AGREEMENT NO. 1 TO WORK AUTHORIZATION NO. 5
FEE SCHEDULE / BUDGET FOR
HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY (HCRMA)
PROGRAM MANAGEMENT CONSULTANT

Supplemental No. 1 to Work Authorization No. 5
 Schedule Duration: (September 1, 2012 thru December 31, 2012)

REVISED ENGINEERING MANAGEMENT PARTIAL OPERATIONS IMPLEMENTATION / PUBLIC OUTREACH FOR TASKS ASSOCIATED WITH
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 SH 365 (SEGMENTS 1, 2, 3 AND 4) ALSO, INCLUDED IS PHASE I - IMPLEMENTATION OF GIS AND IMPLEMENTATION OF PROJECTWISE FOR DOCUMENT CONTROL

DESCRIPTION OF WORK TASK	Original WA NO. 5	REVISED COST PER TASK FOR SA NO. 1 TO WA NO. 5	REDUCTION IN COST PER TASK BY SA NO. 1 TO WA NO. 5
L. Continue to Oversee SH 365 (Segment 1, 2 & 3) (Inc. SH 365 at GSA Anzalduas Bridge)(4.0 Months)			
1. Continue to Oversee Environmental Clearance By Atkins (EA) Includes Negotiating Limits to FM 1016 (Assisted by Blanton & Assoc. - Lead)	\$ 82,286.41	\$52,943.45	\$9,342.96
2. Continue to Oversee Drainage Studies Produced By L&G Engineering / S&B Infrastructure including Segment No. 3. Also, Includes Negotiating Limits to FM 1016	\$ 66,915.46	\$60,223.91	\$6,691.55
3. Continue to QA/QC Drainage Study (90%)	\$ 8,619.24	\$7,756.42	\$861.82
4. Attend Meeting With USIBWC (1 Mtg. - El Paso)	\$ 4,459.76	\$1,114.94	\$3,344.82
5. Attend Meeting With USABOE (1 Mtg. - HST)	\$ -	\$0.00	\$0.00
6. Attend Meeting With US Fish & Wildlife (1 Mtg. - RGVI)	\$ -	\$0.00	\$0.00
7. Attend Meeting With TxDOT Austin / FHWA (1 Mtg. - Austin)	\$ 4,694.28	\$4,694.28	\$0.00
8. Continue to Oversee / Development of 4-Lane Schematic (L&G Engineering and S&B Infrastructure) and Negotiate Limits to FM 1016	\$ 44,286.96	\$39,860.87	\$4,426.09
9. QA/QC Schematic (90%)	\$ 46,890.08	\$28,128.05	\$18,762.03
10. Prepare Decision Matrix for Environmental Consultant (In Work Authorization 4)	\$ -	\$0.00	\$0.00
11. Continue to Oversee Surveyors including Right of Entry Assistance for 52 Parcels (DOS Logistics / Quintanilla) (Assisted by Aranda and Associates - Lead)	\$ 48,346.44	\$48,346.44	\$0.00
12. Hold / Lead Public Involvement Meeting (1 Additional Mtg.) Including Prepare Exhibits	\$ 17,111.50	\$4,277.88	\$12,833.62
13. Prepare Land Plan to Assist Hunt Development / City of McAllen to Evaluate Alternative Thru Hunt Property	\$ -	\$0.00	\$0.00
14. Meet with Hunt Development (Mission - 2 Migs) (2 hrs / Mtg)(Inc Prep Time)	\$ 7,139.62	\$3,569.91	\$3,569.91
15. Assist HDR in Developing TIFIA Application	\$ -	\$0.00	\$0.00
M. SH 365 Segment No. 4 (US 281 / Military) (4.0 Months)			
1. Oversee Environmental Clearance by Atkins (Included in Item L)	\$ -	\$0.00	\$0.00
2. Oversee Engineer in Development of Route Studies / Schematic / Survey / PS&E Development (4.0 Months)	\$ 24,538.30	\$22,084.47	\$2,453.83
3. Finalize QA/QC Route Study	\$ 8,211.34	\$7,390.21	\$821.13
4. Continue to Meet With City of Pharr including Development of Exhibits to Analyze SH 365 (Segment No 4) (US 281 / Road / San Juan Area) (2 Migs)	\$ 6,480.28	\$4,860.21	\$1,620.07
N. Implementation of GIS Tools - Phase IA			
1. Conduct Stakeholder and Program Management Team GIS user requirements meeting	\$ 5,256.06	\$5,256.06	\$0.00
2. Develop GIS user requirements documentation and implementation plan	\$ 4,323.28	\$4,323.28	\$0.00
3. Present user requirements and implementation plan to Stakeholders and Program Management Team	\$ 2,766.54	\$2,766.54	\$0.00
4. Acquire and integrate Bing Map services	\$ 3,768.88	\$3,768.88	\$0.00
5. Acquire and integrate existing GIS base map data from local government sources into an ArcGIS Server / SQL Server central database hosted from Dannenbaum's GIS hosting facility	\$ 4,511.52	\$4,511.52	\$0.00
6. Title up to three large existing GIS databases acquired from local Government sources for efficient web map rendering of large datasets (Future W.A.)	\$ -	\$0.00	\$0.00
7. Design, build and integrate HCRMA specific GIS data into an ArcGIS Server / SQL Server central database hosted from Dannenbaum's GIS hosting facility (Future W.A.)	\$ -	\$0.00	\$0.00
8. QA/QC existing and HCRMA specific GIS database for compliance with Task 1 - Requirements (Future W.A.)	\$ -	\$0.00	\$0.00
9. Develop login page user interface (Future W.A.)	\$ -	\$0.00	\$0.00
10. QA/QC login page user interface for compliance with Task 1 - Requirements (Future W.A.)	\$ -	\$0.00	\$0.00

Exhibit D
SUPPLEMENTAL AGREEMENT NO. 1 TO WORK AUTHORIZATION NO. 5
FEE SCHEDULE / BUDGET FOR
HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY (HCRMA)
PROGRAM MANAGEMENT CONSULTANT

Supplemental No. 1 to Work Authorization No. 5
Schedule Duration: September 1, 2012 thru December 31, 2012

REVISED ENGINEERING MANAGEMENT PARTIAL OPERATIONS IMPLEMENTATION / PUBLIC OUTREACH FOR TASKS ASSOCIATED WITH
THE SH 365 (SEGMENTS 1, 2, 3 AND 4) FROM ANZALDUAS ROAD TO SPL R 600 TxDOT INSPECTION STATION AT PHARR BRIDGE AND IBTC INCLUDING
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SH 365 (SEGMENTS 1, 2, 3 AND 4) ALSO, INCLUDED IS PHASE I - IMPLEMENTATION OF GIS AND IMPLEMENTATION OF PROJECTWISE FOR DOCUMENT CONTROL

DESCRIPTION OF WORK TASK	Original WA NO. 5	REVISED COST PER TASK FOR SA NO. 1 TO WA NO. 5	REDUCTION IN COST PER TASK BY SA NO. 1 TO WA NO. 5
N. Implementation of GIS Tools - Phase IA (Continued)			
11. Develop ArcGIS Service, map services, Arc MAP, MXD projects files including map symbology (Future W.A.)	\$ -	\$0.00	\$0.00
12. QA/QC ArcGIS Service, map services, Arc MAP, MXD projects files checking for quality of map symbology and compliance with Task 1 - Requirements (Future W.A.)	\$ -	\$0.00	\$0.00
13. Develop GIS website map and legend tools on Darnenbaum's application development server (Future W.A.)	\$ -	\$0.00	\$0.00
14. QA/QC / unit testing of the GIS website map and legend tools (Future W.A.)	\$ -	\$0.00	\$0.00
15. Migrate GIS website map and legend tools from Darnenbaum's application development server to Darnenbaum's production ArcGIS Server hosting environment (Future W.A.)	\$ -	\$0.00	\$0.00
16. Develop GIS website map and legend user manual documentation and conduct user training (Future W.A.)	\$ -	\$0.00	\$0.00
O. Implementation of Project Wise			
1. Project Wise Overview Training (x1 initial kickoff meeting to go over Project Wise functionality and general use in an engineering project office environment)	\$ 2,669.23	\$2,669.23	\$0.00
2. Project Wise Implementation (Install and configuration hardware and software onsite with n DEC McAllen / HCRMA PMO)	\$ 1,803.40	\$1,803.40	\$0.00
3. Project Wise End User Training (x4 brown bag training sessions to teach PMO users how to manage documents in a Project Wise document controlled environment)	\$ 3,638.60	\$3,638.60	\$0.00
4. Inventory HCRMA Project Data by Type, User, Organization, Etc	\$ 13,005.23	\$13,005.23	\$0.00
5. Conduct Project Wise / GIS Data Maintenance Business Process Workshop (x1 Day for Project Wise / x1 Day for GIS - include time estimate for key subcontractor participation)	\$ 10,803.64	\$10,803.64	\$0.00
6. Develop HCRMA Project Wise and GIS data management business process documentation	\$ 10,916.43	\$10,916.43	\$0.00
7. Data Management End User Training (x4 brown bag training sessions to teach HCRMA PMO Project Wise and GIS data management business processes)	\$ 3,508.05	\$3,508.05	\$0.00
DIRECT EXPENSES			
Lodging / Hotel (\$100.00 / DAY)	\$ 770.00	\$770.00	\$0.00
Meals (\$30.00 / DAY)	\$ 240.00	\$240.00	\$0.00
Rental Car	\$ 360.00	\$360.00	\$0.00
Air Travel	\$ 4,000.00	\$4,000.00	\$0.00
Parking	\$ 28.00	\$28.00	\$0.00
Overnight Mail - letter size	\$ 1,150.00	\$1,150.00	\$0.00
Courier Services	\$ 900.00	\$900.00	\$0.00
Photocopies BW (8.5 X 11)	\$1,969.79	\$1,969.79	\$0.00
Photocopies BW (11 X 17)	\$775.00	\$775.00	\$0.00
Photocopies Color (8.5 X 11)	\$700.00	\$700.00	\$0.00
Photocopies Color (11 X 17)	\$625.00	\$625.00	\$0.00
Color Graphics on Foam Board	\$ 200.00	\$200.00	\$0.00
Newspaper Advertisement	\$ -	\$0.00	\$0.00
Court Reporter (Public Hearings & Transcription)	\$ -	\$0.00	\$0.00
Translator (English to Spanish or Sign Language)	\$ -	\$0.00	\$0.00
Public Involvement Facility Rental	\$ -	\$0.00	\$0.00
Public Outreach Liaison (4 Months - September, October, November & December 2012)	\$ 60,000.00	\$60,000.00	\$0.00

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SUPPLEMENTAL AGREEMENT NO. 1 TO WORK AUTHORIZATION NO. 6
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PROGRAM MANAGEMENT CONSULTANT

Supplemental No. 1 to Work Authorization No. 5
Schedule Duration: (September 1, 2012 thru December 31, 2012)

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DESCRIPTION OF WORK TASK	Original WA NO. 5	REVISED COST PER TASK FOR SA NO. 1 TO WA NO. 5	REDUCTION IN COST PER TASK BY SA NO. 1 TO WA NO. 5
DIRECT EXPENSES (Continued)			
Accounting Support Services	\$ 20,000.00	\$20,000.00	\$0.00
IT / Support Services (includes time on Project Wise Implementation / Data Organization @ 55 hrs)	\$ 8,000.00	\$8,000.00	\$0.00
Bing Maps Annual Subscription Fee	\$ 7,000.00	\$7,000.00	\$0.00
Management Support Services	\$ 32,000.00	\$32,000.00	\$0.00
Community Action Support	\$ 31,500.00	\$31,500.00	\$0.00
Totals	\$ 847,369.93	\$ 768,236.96	\$ 76,132.97

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Item 3B

HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY

AGENDA RECOMMENDATION FORM

BOARD OF DIRECTORS	<u> X </u>	AGENDA ITEM	<u> 3B </u>
PLANNING COMMITTEE	<u> </u>	DATE SUBMITTED	<u> 1/09/13 </u>
FINANCE COMMITTEE	<u> </u>	MEETING DATE	<u> 1/16/13 </u>
TECHNICAL COMMITTEE	<u> </u>		

2. Agenda Item: **RESOLUTION 2013-03 - APPROVAL OF DANNENBAUM ENGINEERING WORK AUTHORIZATION NUMBER 6 FOR CONTINUED PROGRAM MANAGEMENT OF SH 365 PROJECT**

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

Consideration and approval of a Work Authorization Number 6 for continued Program Management of SH 365 Project.

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

4. Budgeted: Yes X No N/A

Funding Source: Loop Fund

Maximum amount payable	\$5,000,000.00	100%
Work Authorization No. 1	(\$ 909,960.63)	-18.19%
Work Authorization No. 2 (cancelled)	(\$ 0.00)	0%
Work Authorization No. 3	(\$ 57,750.00)	-1.16%
Work Authorization No. 4	(\$ 891,814.61)	-17.84%
Supplemental No. 1 to WA No. 4	\$ 197,458.76	3.95%
Work Authorization No. 5	(\$ 802,369.93)	-16.04%
Supplemental No. 1 to WA No. 5	(\$ 45,000.00)	-00.90%
Supplemental No. 2 to WA No. 5	\$ 78,132.97	1.56%
<u>Work Authorization No. 6 (proposed)</u>	<u>(\$ 689,834.33)</u>	<u>-13.80%</u>
Maximum fee balance	\$1,878,862.23	37.58%

Total authorized for WA 1, 3, 4 & 5	\$2,431,303.44
<u>Payments to date for WA 1, 3, 4 & 5</u>	<u>(\$2,431,303.44)</u>
Work Authorization balance	\$ 0.00

6. Staff Recommendation: **Motion to recommend approval of Dannenbaum Work Authorization Number 6 in the amount of \$689,834.33, leaving a maximum fee balance of \$1,878,862.23.**

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. Executive Director's Recommendation: X Approved Disapproved None



Memorandum

To: Dennis Burleson, Chairman
From: Pilar Rodriguez, PE, Executive Director
Date: January 9, 2013
Re: **Dannenbaum Engineering Work Authorization Number 6**

At the October 27, 2011, regular meeting, the Board of Directors awarded a professional service agreement for general engineering and program management services to Dannenbaum Engineering in the maximum payable amount of \$5,000,000. Subsequently, the Board has approved Work Authorizations No. 1, 3, 4 and 5 in the amounts of \$909,960.63, \$57,750.00, \$891,814.61 and \$769,236.96 respectively.

Work Authorization No. 1 was to review prior engineering, surveying, environmental and permitting work provided to the Hidalgo County Regional Mobility Authority (HCRMA), Work Authorization No. 2 was cancelled by the HCRMA Board, Work Authorization No. 3 was to provide title reports for the SH 365, Work Authorization No. 4. was to update the new Executive Director, oversee the update of T&R study, oversee environmental clearance/preliminary design of SH 365 and oversee various other tasks related to SH 365 and IBTC Projects, and Work Authorization No. 5 was to continue Program Management for SH 365 and IBTC Projects.

Dannenbaum's tasks under Work Authorization No. 6 continue the Program Management for SH 365 and include the following:

- Coordinate with the Executive Director
- Attend meetings with the HCRMA, County Commissioners Court, TxDOT and MPO
- Coordinate with Hidalgo County Appraisal District on TRZ agreements
- Implement public outreach with 4 jurisdictions
- Revise the HCRMA Strategic Plan based on revised T&R Study
- Oversee environmental clearance of SH 365 and review schematics/drainage
- Oversee environmental clearance of US 281 and development of route study and schematics
- Provide the listed services for six (6) months (January to June 2013)

The engineer's level of effort to perform these tasks was also evaluated and calculated to equate to 13.80% of the maximum amount payable to Dannenbaum for program management and engineering. I have attached the engineer's proposed scope and level of effort for the proposed work order for your review and consideration.

Additionally, on December 18, 2012, the Planning Committee recommended approval of Work Authorization No. 6 in the amount of \$689,834.33.

Based on review by this office, **approval of Work Authorization No. 6 is recommended to Dannenbaum Engineering in the amount of \$689,834.33**, leaving a maximum fee balance of \$1,878,862.23.

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

HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY

BOARD RESOLUTION No. 2013 – 03

APPROVAL OF WORK AUTHORIZATION NUMBER 6 TO
PROFESSIONAL SERVICES AGREEMENT WITH DANNENBAUM
ENGINEERING CORPORATION FOR PROGRAM MANAGEMENT OF SH
365 AND IBTC PROJECTS

THIS RESOLUTION is adopted this 16th day of January, 2013 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 a professional service agreement for general engineering and program management services to Dannenbaum Engineering Corporation in the maximum payable amount of \$5,000,000;

WHEREAS, the Authority has subsequently approved Work Authorizations Numbers 1, 3, 4, including Supplemental Number 1 to Work Authorization Number 4, and Work Authorization Number 5, including Supplemental Number 1& 2 to Work Authorization Number 5 in the amounts of \$909,960.63, \$57,750.00, \$694,355.85 and \$769,236.96 respectively;

WHEREAS, to continue Program Management of SH 365 and IBTC Projects, Work Authorization Number 6 has been prepared by Dannenbaum Engineering and reviewed by HCRMA Staff;

WHEREAS, HCRMA staff has negotiated Work Authorization Number 6 in the amount of \$689,834.33;

WHEREAS, the Authority has determined it is necessary to approve Work Authorization Number 6 to continue Project Management and Advance Project Development for SH 365;

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 Number 6 to the Professional Services Agreement with Dannenbaum Engineering Corporation hereto attached as Exhibit A.

Section 3. The Board authorizes the Executive Director to execute Work Authorization Number 6 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 16th day of January, 2013, at which meeting a quorum was present.

Dennis Burleson, Chairman

Ricardo Perez, Secretary/Treasurer

EXHIBIT A

WORK AUTHORIZTION NUMBER 6 OF PROFESSIONAL SERVICE
AGREEMENT WITH DANNENBAUM ENGINEERING CORPORATION DATED
OCTOBER 27, 2011

DANNENBAUM ENGINEERING CORPORATION

3100 WEST ALABAMA HOUSTON, TEXAS 77098 P.O. BOX 22292 HOUSTON, TEXAS 77227 (713) 520-9570

**ENGINEERING
EXCELLENCE
SINCE
1945**

December 6, 2012

Hidalgo County Regional Mobility Authority
118 S. Cage Blvd, 4th Floor
Pharr, Texas 78577

Attn: Mr. Pilar Rodriguez, Executive Director

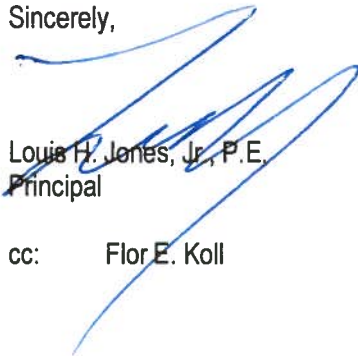
**Ref: Dannenbaum Engineering Corporation
Program Management Work Authorization No. 6 for Execution**

Dear Mr. Rodriguez,

As agreed in our negotiations meeting on November 4, 2012, we are submitting two partially executed Work Authorizations No. 6 to extend our services from January 1, 2013 to July 1, 2013 at a maximum amount payable of \$689,834.33. If appropriate, please obtain board approval, execute and send back one copy for our files.

We appreciate the opportunity to extend our partnership on the development of the HCRMA Roadway System. Please feel free to contact me if you should have any questions or need further information.

Sincerely,



Louis H. Jones, Jr., P.E.
Principal

cc: Flor E. Koll

**ATTACHMENT D
WORK AUTHORIZATION**

D-1

**WORK AUTHORIZATION NO. 6
AGREEMENT FOR ENGINEERING SERVICES**

THIS WORK AUTHORIZATION is made pursuant to the terms and conditions of "Article V of that certain Professional Services Agreement for Program Management Engineering Services" (the Agreement) entered into by and between the Hidalgo County Regional Mobility Authority (Authority), and Dannenbaum Engineering Corporation (the Engineer).

PART I. The Engineer will perform engineering 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 Engineer 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 \$ 689,834.33 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 Engineer'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 Engineer 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 07/01/2013, 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 the Agreement.

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

THE ENGINEER

(Signature)

Louis H. Jones Jr., P.E.

(Printed Name)

Principal

(Title)

12/5/12
(Date)

THE AUTHORITY

(Signature)

Pilar Rodriguez

(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 Engineer
Exhibit C	Work Schedule
Exhibit D	Fee Schedule/Budget
Exhibit H-2	Subprovider Monitoring System Commitment Agreement

EXHIBIT A

SERVICES TO BE PROVIDED BY THE AUTHORITY

The Authority shall furnish the following items to the Engineer:

- 1) The Authority shall provide the name(s) of the Authority's authorized representative(s) for this Agreement.
- 2) The Authority shall provide prompt review of all submittals; process monthly invoices and review monthly progress reports within forty-five (45) days of receiving such documents.
- 3) The Authority; where available; will provide copies of official correspondence to date.
- 4) The Authority shall authorize the Engineer to access and obtain all deliverables from Authority consultants on all projects undertaken by Authority to date. Including any applicable meeting minutes, correspondence and agency comments.
- 5) The Authority shall provide a copy of all Authority Agreements with other agencies. (i.e., TxDOT, Cities, Hidalgo County, etc.).
- 6) To the extent possible, the Authority shall provide copies of correspondence and/or reports to TxDOT reporting on the Authority's DBE Program as outlined in the Memorandum of Understanding (MOU) Between the Authority and TxDOT executed on March 13, 2008. Also, the Authority shall provide the name of the designated DBE liaison officer with TxDOT; if not the Engineer, which is required under the above MOU.
- 7) Administrative Assistance in Flor Koll and other administrative assistance as required to assist Dannenbaum in creating the HCRMA hard files, Dannenbaum shall only direct personnel.

The following assumptions have been made regarding the development of Exhibit "D"- Fee Schedule. If any of these assumptions prove to be invalid; then the Engineer reserves the right to request a change in scope.

Assumptions for Work Authorization No. 6

1. The Authority will provide a copy of the truck ordinance report submitted by L&G Engineering.
2. To its best efforts, the Authority will provide all available and applicable existing detailed construction cost estimates for all existing schematics.
3. To its best efforts, the Authority will provide any available drainage studies and approval letters from HCDD No. 1 and applicable cities for existing schematics.
4. Administrative Assistance in Flor Koll and other administrative assistance as required to assist Dannenbaum in creating the HCRMA hard files, Dannenbaum shall only direct personnel.

DANNENBAUM ENGINEERING CORPORATION HCRMA - PROGRAM MANAGEMENT CONSULTANT	
1.0	SCOPE OF WORK FOR WORK AUTHORIZATION NO. 6
Task	Task Description
	A. Coordinate / Update / Assist Executive Director
	1. Educate Executive Director on Historical Activities / Budgets / Cost Accounting / Program Management Plan and QA/QC Plan (Including Weekly Mtgs.)
Task	B. Attend / Prepare Data / Report on Various Meetings (6.0 Months)
	1. HCRMA Board Meetings Including Presentation (Monthly)(6 Mtgs) (Inc. Prep Time)
	2. HCRMA Planning Committee Meetings (6 Mts @ 2 hrs/Mtg) (Inc. Prep Time)
	3. HCRMA Finance Committee Meetings (6 Mts @ 2 hrs/Mtg) (Inc. Prep Time)
	4. HCRMA MPO Policy Committee Meeting (6 Mts @ 2 hrs/Mtg) (Inc. Prep Time)
	5. HCRMA MPO Tech Committee Meeting (6 Mts @ 2 hrs/Mtg) (Inc. Prep Time)
	6. Various HCRMA Mtgs w/ Individual Board Members / Special Board Meetings (6 Mtg @ 2 hrs/Mts) (Inc. Prep Time)
	7. Hidalgo County Meetings w/Staff (2 Mtgs. @2 hr. / Mtg.) (Inc. Prep Time)
	8. Hidalgo County Commissioner Precinct No. 1 (2 Mtgs. @ 2 hrs. / Individual Mtg.)
	9. Hidalgo County Commissioner Precinct No. 2 (2 Mtgs. @ 2 hrs. / Individual Mtg.)
	10. Hidalgo County Commissioner Precinct No. 3 (2 Mtgs. @ 2 hrs. / Individual Mtg.)
	11. Hidalgo County Commissioner Precinct No. 4 (2 Mtgs. @ 2 hrs. / Individual Mtg.)
	12. Attend Meetings TxDOT-Pharr (2 Mtgs. @ 2 hrs. / Mtg)(Inc. Prep Time)
	13. Attend Meetings TxDOT-Austin includes Travel (1 Mtgs. @ 10 hrs. / Mtg.)
	14. Attend Meetings With Senator Hinojosa (1 Mtgs. @ 2 hrs. / Mtg.)
	15. Attend Meeting-3 Days in Washington to Visit Congress/TIFA (1 Mtg.)
	16. Attend Hidalgo County Commissioners' Court Meeting (3 Monthly Mtgs.) (3 Mtgs. x 2hr. / Mtg.)
Task	C. Continue to Coordinate With HCMPO to Modify Short/ Long Term TIP to Account for Approved Strategy Including Updating Strategy (One (1) Updates)
Task	D. Continue to Negotiate / Coordinate with TxDOT on Pass Thru Agreement Modifications or other TxDOT Funding Modification (availability payments-CAT12) for SH 365 (Segment 1,2,3 and 4) / Segment No. 4 (US 281 / Military)
	1. Meet / Coordinate With TxDOT Pharr (1 Mtgs. @ 2 hrs. / Mtg.)
	2. Meet / Corrdinate With TxDOT Austin (1 Mtg @ 10 hrs. / Mtg.)
	3. Finalize Pass Thru Agreements and/or availability payments
Task	E. Conitnue to Implement Interim Cost Accounting System Utilizing Dannenbaum Cost Accounting System
	1. Continue to Input Data for Development of Monthly Reports for HCRMA Board (January 1, 2013 thru July 1, 2013)
	2. Continue to Modify Monthly Reports for HCRMA Needs
	3. Continue to Input Monthly Data and Produce Final Reports for January 1, 2013 thru July 1, 2013
Task	F. Continue to Organize / Develop HCRMA Files By Project (Electronic and Hardcopy)
Task	G. Continue to Coordinate with Hidalgo County Appraisal District on TRZ Inputs and Agreements and Finalize Agreements with each entity

DANNENBAUM ENGINEERING CORPORATION HCRMA - PROGRAM MANAGEMENT CONSULTANT	
1.0	SCOPE OF WORK FOR WORK AUTHORIZATION NO. 6
	Task Description
Task	H. Continue to Finalize and Implement Public Outreach Program with Assistance from Consultant (Pathfinder) and others
	1. Finalize / Implement Public Outreach
	2. Review / Update Website
	3. Develop Monthly Newsletter (Assist Subs)
	4. Begin Development of Branding Loop Project (Assist Subs)
	5. Assist / Develop Support Resolution From All Cities (Total 5 Mtgs.)
	6. Meet With Large Property Owners (SH 365) (Total 2 Mtgs. Including Preparation)
	7. Meet With EDC for the Cities of McAllen / Mission (Total 1 Mtgs.)
	8. Meet With Trade Association / Civic Association (US / Mexico) (Total 1 Mtgs.)
Task	I. (Cont.) Public Outreach Meetings (Formal Presentation to Council) with the following Cities (Including Travel and Preparation for Meeting) (4.0 Months):
	1. City of Pharr (2 Mtgs)
	2. City of Granjeno (1 Mtg)
	3. City of Donna (1 Mtg)
	4. City of Weslaco (1 Mtg)
	5. City of Mercedes (1 Mtg)
	6. City of Edcouch (1 Mtg)
	7. City of McAllen (2 Mtgs.)
	8. City of Mission (2 Mtgs.)
	9. City of Pecos (1 Mtg)
	10. City of Palmview (1 Mtg)
	11. City of La Joya (1 Mtg)
	12. City of Edinburg (2 Mtgs.)
	13. City of Sullivan City (1 Mtg.)
Task	J. Continue the Oversight of C&M Associates, Inc, in Developing the Update of the T&R Studies / Financing Alternatives (FSW) (4.0 Months)
	1. SH 365 Segment 1,2,3 and 4 / IBTC / Segment D & La Joya Relief Route (Assisted by HDR)
	2. Update Strategic Plan for New Funding (Modification in Limits / Schedule / Funding Type)
	3. Verify Revised Strategic Plan After New T&R Numbers (Work With FSW)
Task	K. Continue to Oversee IBTC (4.0 Months)
	1. Modify RFP and Procure Engineering Services (Including Environmental and Low Level Flight)
	2. Continue to Oversee Local Environmental Clearance (Assisted by Blanton - Lead) (4.0 Months)
	3. Oversee IBTC Drainage Studies
	4. Oversee Low Level Flight (Assisted by Aranda & Associates - Lead)

DANNENBAUM ENGINEERING CORPORATION
HCRMA - PROGRAM MANAGEMENT CONSULTANT

1.0 SCOPE OF WORK FOR WORK AUTHORIZATION NO. 6

Task Description

5. QA/QC Drainage Study (60%)
6. QA/QC Low Level Flight (Aranda)
7. Attend Meeting with USIBWC (1) (Combined with SH 365)
8. Attend Meeting with USACOE (1) (Combined with SH 365)
9. Attend Meeting with US Fish and Wildlife (1)(Combined with SH 365)

Task L. Continue to Oversee SH 365 (Segment 1,2, & 3)(Incl. SH 365 at GSA Anzalduas Bridge)(6.0 Months)

1. Continue to Oversee Environmental Clearance By Atkins (EA) Includes Negotiating Limits to FM 1016 (Assisted by Blanton & Assoc. - Lead)
2. Continue to Oversee Drainage Studies Produced By L&G Engineering / S&B Infrastructure Including Segment No. 3. Also, (W.A. No. 1)
3. Continue to QA/QC Drainage Study (90%)
4. Attend Meeting With USIBWC (1 Mtg. - El Paso)
5. Attend Meeting With USACE (1 Mtg. - HST)
6. Attend Meeting With US Fish & Wildlife (1 Mtg. - RGV)
7. Attend Meeting With TxDOT Austin / FHWA (1 Mtg. - Austin)
8. Continue to Oversee / Development of 4-Lane Schematic L&G Engineering and S&B Infrastructure (W.A. No.1)
9. QA/QC Schematic (100%)
10. Prepare Decision Matrix for Environmental Consultant (In Work Authorization No. 4)
11. Continue to Oversee Surveyors Including Right of Entry Assistance for 52 Parcels (DOS Logistics / Quintanilla) (Assisted by Aranda and Associates - Lead)
12. Hold / Lead Public Involvement Meeting (1 Additional Mtg.) Including Prepare Exhibits
13. Prepare Land Plan to Assist Hunt Development / City of McAllen to Evaluate Alternative Thru Hunt Property
14. Meet with Hunt Development (Mission - 2 Mtgs) (2 hrs / Mtg)((Inc. Prep Time)
15. Assist HDR in Developing TIFIA Application

Task M. SH 365 Segment No. 4 (US 281 / Military) (6.0 Months)

1. Oversee Environmental Clearance by Atkins (Included in Item L)
2. Oversee Engineer in Development of Route Studies / Schematic / Survey / PS&E Development (6.0 Months)
3. Finalize QA/QC Route Study
4. Continue to Meet With City of Pharr Including Development of Exhibits to Analyze SH 365 (Segment No. 4) (US 281 / I Road / San Juan Area) (2 Mtgs)

Task N. Implementation of GIS Tools - Phase IA

1. Conduct Stakeholder and Program Management Team GIS user requirements meeting
2. Develop GIS user requirements documentation and implementation plan
3. Present user requirements and implementation plan to Stakeholders and Program Management Team
4. Acquire and integrate Bing Map services
5. Acquire and integrate existing GIS base map data from local government sources into an ArcGIS Server / SQL Server central database hosted from Dannenbaum's GIS hosting facility

DANNENBAUM ENGINEERING CORPORATION HCRMA - PROGRAM MANAGEMENT CONSULTANT	
1.0	SCOPE OF WORK FOR WORK AUTHORIZATION NO. 6
	Task Description 6. Tile up to three large existing GIS databases acquired from local Government sources for efficient web map rendering of large datasets (Future W.A.) 7. Design, load and integrate HCRMA specific GIS data into an ArcGIS Server / SQL Server central database hosted from Dannenbaum's GIS hosting facility (Future W.A.) 8. QAQC existing and HCRMA specific GIS database for compliance with Task 1 – Requirements (Future W.A.) 9. Develop login page user interface (Future W.A.) 10. QAQC login page user interface for compliance with Task A – Requirements (Future W.A.) 11. Develop ArcGIS Server, map services, Arc MAP, MXD projects files including map symbology (Future W.A.) 12. QAQC ArcGIS Server, map services, Arc MAP, MXD projects files checking for quality of map symbology and compliance with Task 1 - Requirements (Future W.A.) 13. Develop GIS website map and legend tools on Dannenbaum's application development Server (Future W.A.) 14. QAQC / unit testing of the GIS website map and legend tools (Future W.A.) 15. Migrate GIS website map and legend tools from Dannenbaum's application development server to Dannenbaum's production ArcGIS Server hosting environment (Future W.A.) 16. Develop GIS website map and legend user manual documentation and conduct user training (Future W.A.)
Task	O. IMPLEMENTATION OF PROJECT WISE 1. Project Wise Overview Training (x1 initial kickoff meeting to go over Project Wise functionality and general use in an engineering project office environment) 2. Project Wise Implementation (Install and configuration hardware and software onsite within DEC McAllen / HCRMA PMO) 3. Project Wise End User Training (x4 brown bag training sessions to teach PMO users how to manage documents in a Project Wise document controlled environment) 4. Inventory HCRMA Project Data by Type, User, Organization, etc. 5. Conduct Project Wise / GIS Data Maintenance Business Process Workshop (x1 Day for Project Wise / x1 Day for GIS - Include time estimate for key subcontractor participation) 6. Develop HCRMA Project Wise and GIS data management business process documentation 7. Data Management End User Training (x4 brown bag training sessions to teach HCRMA PMO Project Wise and GIS data management business processes)

ATTACHMENT 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: Attachment H-2 is required to be attached to each contract that does not include work authorizations. Attachment H-2 is required to be attached with each work authorization. Attachment 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%** Prime Provider Dannenbaum Engineering Corporation

Work Authorization (WA)#: 6 WA Amount: **\$689,834.33** 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.)
T&R Studies / Financing Plan Review Oversight	\$0.00
Total Commitment Amount (Including all additional pages.)	\$0.00

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: Dannenbaum Engineering Corporation Address: 1109 Nolana, Suite 208, McAllen, Texas 78504 PH: (956)682-3677; FX: (956)686-1822 Email: louis.jones@dannenbaum.com	Name: <u>Louis H. Jones Jr., P.E.</u> (Please Print) Title: <u>Principal</u> Signature _____ Date _____
DBE/HUB Sub Provider N/A Subprovider Name: HDR Engineering, Inc. VID Number: 47-068-0568 Address: 1020 NE Loop 410, Suite 400, San Antonio, Texas 78209 PH: (210)841-2800; FX: (210)841-2828 Email: carmen.fitts@hdrinc.com	Name: <u>Carmen Abad-Fitts, P.E.</u> (Please Print) Title: <u>Vice President</u> Signature _____ Date _____
Second Tier Sub Provider N/A Subprovider Name: N/A VID Number: N/A Address: N/A Phone #& Fax #: N/A Email: N/A	Name: _____ (Please Print) Title: _____ Signature _____ Date _____

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).

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: Attachment H-2 is required to be attached to each contract that does not include work authorizations. Attachment H-2 is required to be attached with each work authorization. Attachment 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% Prime Provider Dannenbaum Engineering Corporation

Work Authorization (WA)#: 6 WA Amount: \$689,834.33 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.)
Environmental Services Oversight (FC 120)	\$37,409.49
Total Commitment Amount (Including all additional pages.)	\$37,409.49

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: Dannenbaum Engineering Corporation
Address: 1109 Nolana, Suite 208, McAllen, Texas 78504
PH: (956)682-3677; FX: (956)686-1822
Email: louis.jones@dannenbaum.com

Name: Louis H. Jones Jr., P.E.
(Please Print)
Title: Principal

Signature _____ Date _____

DBE/HUB Sub Provider
Subprovider Name: Blanton & Associates, Inc.
VID Number: 17428458388
Address: 5 Lakeway Centre Court, Suite 200 Austin, Texas 45734
PH: (512)264-1095; FX: (512)284-1531
Email: admin@blantonassociates.com

Name: Don Blanton
(Please Print)
Title: President

Signature _____ Date _____

Second Tier Sub Provider N/A
Subprovider Name: N/A
VID Number: N/A
Address: N/A
Phone #& Fax #: N/A
Email: N/A

Name: _____
(Please Print)
Title: _____

Signature _____ Date _____

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).

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: Attachment H-2 is required to be attached to each contract that does not include work authorizations. Attachment H-2 is required to be attached with each work authorization. Attachment 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% Prime Provider Dannenbaum Engineering Corporation

Work Authorization (WA)#: 6 WA Amount: \$689,834.33 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.)
Administrative Support (FC 102,120,160,145)	\$0.00
Total Commitment Amount (Including all additional pages.)	\$0.00

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: Dannenbaum Engineering Corporation
Address: 1109 Nolana, Suite 208, McAllen, Texas 78504
PH: (956)682-3677; FX: (956)686-1822
Email: louis.jones@dannenbaum.com

Name: Louis H. Jones Jr., P.E.
(Please Print)
Title: Principal

Signature **Date**

DBE/HUB Sub Provider (N/A)
Subprovider Name: Guzman Munoz Engineering and Surveying, Inc.
VID Number:
Address: 913 East Harrison, Suite 14
Harlingen, Texas 78550
PH: (956)425-1330; FX: (956)425-1685
Email: jmunoz@gmes.com

Name: Jose Muñoz, P.E.
(Please Print)
Title: President

Signature **Date**

Second Tier Sub Provider N/A
Subprovider Name: N/A
VID Number: N/A
Address: N/A
Phone #& Fax #: N/A
Email: N/A

Name: _____
(Please Print)
Title: _____

Signature **Date**

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).

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: Attachment H-2 is required to be attached to each contract that does not include work authorizations. Attachment H-2 is required to be attached with each work authorization. Attachment 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%** Prime Provider Dannenbaum Engineering Corporation

Work Authorization (WA)#: 6 WA Amount: **\$689,834.33** 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.)
Utility Oversight (FC 102, 130, 160)	\$22,933.66
Total Commitment Amount (Including all additional pages.)	\$22,933.66

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: Dannenbaum Engineering Corporation
Address: 1109 Nolana, Suite 208, McAllen, Texas 78504
PH: (956)682-3677; FX: (956)686-1822
Email: louis.jones@dannenbaum.com

Name: Louis H. Jones Jr., P.E.
(Please Print)
Title: Principal

Signature _____ Date _____

DBE/HUB Sub Provider
Subprovider Name: Barrera Infrastructure Group, Inc.
(Formerly Managing Partner of Barrera-Torres Infrastructure, PLCC)
VID Number: 27-1647602
Address: 6313 North 10th Street, Bldg. A, Ste 102
McAllen, 78504
PH: (956)687-3355; FX: (956)687-3356
Email: rene@big-engineering.com

Name: Rene Barrera, P.E.
(Please Print)
Title: President

Signature _____ Date _____

Second Tier Sub Provider N/A
Subprovider Name: N/A
VID Number: N/A
Address: N/A
Phone # & Fax #: N/A
Email: N/A

Name: _____
(Please Print)
Title: _____

Signature _____ Date _____

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).

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: Attachment H-2 is required to be attached to each contract that does not include work authorizations. Attachment H-2 is required to be attached with each work authorization. Attachment 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%** Prime Provider Dannenbaum Engineering Corporation

Work Authorization (WA)#: 6 WA Amount: **\$689,834.33** 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 Oversight (FC 130)	\$43,496.48
Total Commitment Amount (Including all additional pages.)	\$43,496.48

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: **Dannenbaum Engineering Corporation**
Address: 1109 Nolana, Suite 208, McAllen, Texas 78504
PH: (956)682-3677; **FX:** (956)686-1822
Email: louis.jones@dannenbaum.com

Name: Louis H. Jones Jr., P.E.
(Please Print)
Title: Principal

Signature **Date**

DBE/HUB Sub Provider
Subprovider Name: Aranda & Associates, Inc.
VID Number: 04-3746373
Address: 1552 West Dove Avenue
McAllen, Texas 78504
PH: (956)631-0944; **FX:** (956)631-0945
Email: arandaj@arandaworld.com

Name: James Aranda, RPLS
(Please Print)
Title: President

Signature **Date**

Second Tier Sub Provider N/A
Subprovider Name: N/A
VID Number: N/A
Address: N/A
Phone # & Fax #: N/A
Email: N/A

Name: _____
(Please Print)
Title: _____

Signature **Date**

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 3C

HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY

AGENDA RECOMMENDATION FORM

BOARD OF DIRECTORS	<u> X </u>	AGENDA ITEM	<u> 3C </u>
PLANNING COMMITTEE	<u> </u>	DATE SUBMITTED	<u> 1/09/13 </u>
FINANCE COMMITTEE	<u> </u>	MEETING DATE	<u> 1/16/13 </u>
TECHNICAL COMMITTEE	<u> </u>		

3. Agenda Item: **RESOLUTION 2013-04 – EXTENSION OF PROFESSIONAL SERVICE AGREEMENT FOR ONE (1) YEAR WITH THE LAW OFFICE OF DAN RIOS AND TUGGEY FERNANDEZ, LLP**
2. Nature of Request: (Brief Overview) Attachments: X Yes No
- Consideration and approval of a one year extension to the professional service agreement for legal services with the Law Office of Dan Rios and Tuggey Fernandez, LLP.
3. Policy Implication: Board Policy, Local Government, Texas Government Code, Texas Transportation Code, TxDOT Policy
4. Budgeted: Yes X No N/A
- Funding Source: Loop Fund
7. Staff Recommendation: **Motion to approve Resolution 2013-04 for a one (1) year extension to the Professional Service Agreement with the Law Office of Dan Rios and Tuggey Fernandez, LLP.**
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. Executive Director's Recommendation: X Approved Disapproved None



Memorandum

To: Dennis Burleson, Chairman
From: Pilar Rodriguez, PE, Executive Director
Date: January 9, 2013
Re: **Extension of Professional Service Agreement for One (1) Year with the Law Office of Dan Rios and Tuggey Fernandez, LLP.**

On April 13, 2010, the HCRMA Board of Directors approved a Professional Service Agreement with Law Office of Dan Rios and Tuggey Rosenthal Pauerstein Sandoloski Agather, LLP for legal service for an period of two (2) years. Section 5 of the Agreement contains provisions that allow for annual one (1) year extensions after the initial two year period. On May 23, 2011, the HCRMA Board of Directors approved assignment of duties and obligation of Tuggey Rosenthal Pauerstein Sandoloski Agather to Tuggey Fernandez.

The Agreement with Dan Rios and Tuggey Fernandez is to provide the HCRMA Board of Directors and/or the Executive Director with legal services when requested.

The terms of the Agreement remain the same and no changes are proposed at this time.

Based on review by this office, approval of a **one (1) year extension** of the Professional Services Agreement with **Law Office of Dan Rios and Tuggey Fernandez** is recommended. The extension would become effective April 13, 2013.

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

HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY

BOARD RESOLUTION No. 2013 – 04

EXERCISING ONE YEAR EXTENSION TO THE PROFESSIONAL
SERVICES AGREEMENT WITH THE LAW OFFICE OF DAN RIOS AND
TUGGEY FERNANDEZ, LLP.

THIS RESOLUTION is adopted this 16th day of January, 2013 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 April 13, 2010 the Authority entered into a Professional Services Agreement with the Law Office of Dan Rios and Tuggey Rosenthal Pauerstein Sandoloski Agather, LLP to provide reasonable and necessary legal services to the Authority;

WHEREAS, on May 23, 2011 the Authority amended the Professional Services Agreement and assigned all responsibility and obligations of Tuggey Rosenthal Pauerstein Sandoloski Agather, LLP to Tuggey Fernandez, LLP.;

WHEREAS, the agreement was entered into for an initial two year period with provisions to exercise annual one year extensions after the two year period;

WHEREAS, the Board has determined it is in the best interest of the Authority to exercise a one year extension to the Professional Service Agreement with the Law Office of Dan Rios and Tuggey Fernandez, LLP.;

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 a one year extension to the Professional Services Agreement with the Law Office of Dan Rios and Tuggey Fernandez, LLP. hereto attached as Exhibit A.

Section 3. The Board authorizes the Executive Director to execute the extension to the Professional Services Agreement with the Law Office of Dan Rios and Tuggey Fernandez, LLP. 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 16th day of January, 2013, at which meeting a quorum was present.

Dennis Burleson, Chairman

Ricardo Perez, Secretary/Treasurer

EXHIBIT A
AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT WITH
THE LAW OFFICE OF DAN RIOS
AND
TUGGEY FERNANDEZ, LLP

STATE OF TEXAS

HIDALGO COUNTY
REGIONAL MOBILITY
AUTHORITY

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§
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**PROFESSIONAL
SERVICES AGREEMENT**

This is a Professional Services Agreement ("AGREEMENT") entered into by and between the HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY, a political subdivision of the State of Texas ("RMA"), and THE LAW OFFICE OF DANIEL RIOS ("RIOS") AND TUGGEY ROSENTHAL PAUERSTEIN SANDOLOSKI AGATHER LLP, ("TUGGEY", and collectively with RIOS, the "FIRMS"), pursuant to the RMA's authority under the Texas Transportation Code, Chapter 370 ("Regional Mobility Authority Act").

Section 1. PURPOSE

The purpose of this AGREEMENT is to engage RIOS AND TUGGEY to serve as Co-General Counsel to the RMA.

Section 2. DESCRIPTION OF SERVICES

2.01 RIOS AND TUGGEY agree to serve as Co-General Counsel for the RMA and to provide reasonable and necessary legal services when requested by the RMA Board of Directors and/or its Executive Director, if any.

2.02 The FIRMS agree to submit a work plan to the RMA to define the distribution of services between RIOS and TUGGEY and provide for a plan of communication between the FIRMS, the RMA, and the RMA's consultant team.

2.03 RIOS and TUGGEY, as Co-General Counsel agree to work cooperatively and efficiently and to always be conscious of minimizing costs and legal expenses whenever reasonably possible. To this end, the FIRMS agree to use associate attorneys, paralegals, and other lower cost personnel when warranted to save legal costs, but they will always work under the supervision of lead attorneys Daniel Rios and Blakely Fernandez, who will serve as primary counsel to the RMA.

2.04 RIOS and TUGGEY agree to immediately notify the RMA if any conflict or potential conflict of interest in accordance with the Texas Rules of Disciplinary Procedure may arise after the execution of this AGREEMENT.

Section 3. CONSIDERATION

3.01 In consideration of the legal services rendered by the FIRMS as described above, the RMA agrees to pay RIOS and TUGGEY on an hourly basis for the work and time expended at the rates set forth on Exhibit A. Rates shall not be increased without the prior written consent of the RMA.

3.02 The FIRMS shall be entitled to reimbursement for out-of-pocket expenses which are reasonable and necessary and incurred incident to the performance of legal services requested hereunder, including sub-contracted services provided by local counsel or other approved services, photocopying, delivery charges, travel expenses, long-distance telephone calls, computer aided legal research applications, facsimile transmissions, and filing fees. The FIRMS agree that they will bill for such out-of-pocket expenses at direct cost with no added profit. Any individual out of pocket expense exceeding \$1,000.00 must have prior approval of the Executive Director, if any, or Chairman of the RMA in order to be eligible for reimbursement. TUGGEY is not entitled to reimbursement for long distance phone charges incurred because its offices or attorneys are located outside of Hidalgo County. TUGGEY shall attend four meetings per year in Hidalgo County without seeking reimbursement for travel expenses. If additional meetings in Hidalgo County are required, Tuggey shall be entitled to reimbursement for out-of-pocket travel expenses, but not for time spent traveling.

3.03 Billing statements for legal services rendered, as well as reimbursement requests for out of pocket expenses incurred by the FIRMS, shall be independently forwarded for review and approval to the RMA. Thereafter, the approved invoices shall be forwarded for payment to the respective firm within 30 days.

Section 4. INSURANCE

The FIRMS are each required to maintain professional liability insurance of not less than \$2,000,000. The coverage must extend a minimum of three years beyond the completion of the services.

Section 5. TERM

The term of this Agreement is two years beginning on April 13, 2010, with an option to extend for one year on an annual basis, provided that the FIRMS or the Board of Directors of the RMA may give 30 days written notice to the other party of termination of the Agreement prior to the end of the term.

Section 6. INSPECTION OF BOOKS AND RECORDS

The RMA, or any duly authorized representative of the RMA, may at all reasonable times inspect and examine the books and records of the FIRMS for the purpose of (a) checking the costs and other expenses described and/or contemplated in the Agreement or (b) otherwise confirming the Firm's compliance with the terms of the Agreement. The FIRMS shall maintain said books and records and other evidence pertaining to costs and shall make such materials available at their respective offices, during the term of the Agreement and for a period of three years after the date of final payment legal services

Section 7. OWNERSHIP OF DOCUMENTS

At the conclusion of the FIRMS' services (or earlier if appropriate), it is the RMA's obligation to advise the FIRMS as to which, if any, of the documents in RIOS or TUGGEY's files the RMA wishes returned. The FIRMS may keep copies of all documents. Any remaining documents not

requested by the RMA may ultimately be destroyed in accordance with The FIRMS' respective record retention schedule only after reasonable notice to the RMA.

Section 8. ENTIRE AGREEMENT

8.01 This Agreement supersedes any and all other agreements, either oral or in writing, between the parties hereto, and no other agreement, statement, or promise which is not contained herein shall be valid or binding.

8.02 This Agreement may be amended in writing by the parties.

Section 9. ASSIGNMENT

Neither this Agreement nor any duties or obligations hereunder shall be assignable by the FIRMS.

Section 10. AMENDMENTS

This Agreement may be amended by the mutual agreement of the parties in writing to be attached to and incorporated into this Agreement.

Section 11. LEGAL CONSTRUCTION

In case any one or more of the provisions contained in this Agreement shall be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

Section 12. ATTORNEY'S FEES

If any action at law or in equity is brought to enforce or interpret the provisions of this Agreement, the prevailing party shall be entitled to reasonable attorney's fees in addition to any other relief to which they may be entitled.

Section 13. GOVERNING LAW

The validity of this Agreement and of any of its terms or provisions, as well as the rights and duties of the parties hereunder, shall be governed by the laws of the State of Texas and venue for any disputes arising hereunder shall be in Hidalgo County, Texas

Section 14. NOTICES

All notices to either party shall be deemed given when either delivered in person or deposited in the U.S. mail, postage prepaid, certified mail, return receipt requested, addressed to the appropriate party as follows:

If to RMA: CHAIRMAN
Hidalgo County Regional Mobility Authority
510 S. Pleasantview Drive
Weslaco, Texas 78596

If to RIOS: Daniel Rios
Law Office of Daniel G. Rios, P.C.
323 Nolana
McAllen, Texas 78504

If to TUGGEY: Blakely Fernandez
Tuggey Rosenthal Pauerstein Sandoloski Agather LLP
755 E. Mulberry, Ste. 200
San Antonio, TX 78212

THIS AGREEMENT IS EXECUTED in DUPLICATE ORIGINALS, EACH OF WHICH SHALL HAVE THE FULL FORCE AND EFFECT OF AN ORIGINAL, this the 13th day of April, 2010.

[Remainder of page intentionally left blank]

HIDALGO COUNTY RMA

BY: 

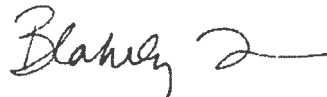
NAME: Dennis Burleson
TITLE: Chairman

LAW OFFICE OF DANIEL G. RIOS, P.C.

BY: 

NAME: Daniel G. Rios
TITLE: Proprietor

TUGGEY ROSENTHAL PAUERSTEIN
SANDOLOSKI AGATHER LLP

BY: 

NAME: Blakely Fernandez
TITLE: Partner

EXHIBIT A

GENERAL COUNSEL HOURLY RATES

Attorney	Government Rate
Daniel Rios	\$250
Blakely Fernandez	\$285
Tim Tuggey	\$300
J.D. Pauerstein	\$300
Ruth Agather	\$300
Allen Beinke	\$285
Ralph Lopez	\$300
Robert Kilgore	\$285
William Quirk	\$285
Alia Levine	\$175

Note: The attorneys listed above are those whom the FIRMS believe will be involved in RMA work as of the date of this Agreement. Additional attorneys may be utilized as the need arises. In such event, the FIRMS will use their respective best efforts to notify the Board of Directors in advance of such attorney's involvement, and hourly rates will be discounted in the same manner as reflected above.

ASSIGNMENT AGREEMENT

(*"Assignee"*)
Is
This Assignment and Consent Agreement (the "Agreement") is made and entered into effective as of the date last execution indicated below by and between Rosenthal Pauerstein Sandoloski Agather LLP, a Texas limited liability partnership, having its principal place of business at 755 E. Mulberry, Suite 200, San Antonio, Texas 78212 (the "Assignor"); Tuggey Fernandez LLP, a Texas limited liability partnership, having its principal place of business at 3707 N. St. Mary's St., Ste. 200, San Antonio, Texas 78212 and the Hidalgo County Regional Mobility Authority, a regional mobility authority, having its principal place of business at 510 S. Pleasantview Dr., Weslaco, Texas 78596 (the "Contracting Party").

RECITALS

WHEREAS, Assignor has entered into a contract with the Contracting Party for the performance of general counsel services, which contract is attached hereto as Attachment A (the "Contract"); and

WHEREAS, pursuant to the First Amendment to the Agreement, the Assignor may, upon written approval of the Contracting Party, assign the Contract;

WHEREAS, effective May 1, 2011, the Contracting Party indicated its intent to have all legal services previously provided by Assignor now provided by Assignee; and

WHEREAS, Contracting Party has so requested and Assignor and Assignee have agreed that it is desirable for the convenience of the Contracting Party to execute the assignment in order to promote continuity in legal services for the term of the existing Contract.

AGREEMENT

NOW, THEREFORE, pursuant to the First Amendment to the Agreement and subject to the provisions below and for mutual promises herein given and other good and valuable consideration, the receipt and sufficiency of are hereby acknowledged, the Parties agree as follows:

1. Assignor hereby transfers, conveys, and assigns all rights, titles, responsibilities, and interests in, for, and to the Contract to Assignee.
2. Assignee hereby accepts and assumes all rights titles, responsibilities, and interests in, for, and to the Contract from Assignor and agrees to perform, discharge, and otherwise assumes all of the Assignor's duties and obligations thereunder.
3. Upon execution of this Agreement, Assignor shall have no further responsibility for work to be performed under the Contract.
4. Subject to the terms and conditions contained herein, the Contracting Party hereby expressly and irrevocably authorizes, approves, and consents to the assignment of the Contract from Assignor to Assignee.
5. Assignor hereby warrants and represents to the Assignee and the Contracting Party that (i) Assignor is the legal and beneficial owner of its interest under the Contract, free and clear of all claims, liens, and encumbrances whatsoever; (ii) the Contract constitutes the entire agreement with

respect to the subject matter thereof between the parties; (iii) Assignor has full power and authority, and has obtained any required authorizations, to enter into this Agreement and to consummate the transaction contemplated herein; and (iv) to the best of Assignor's knowledge, no event of default exists, or with the passage of time will exist, under the Contract.

6. Assignee hereby warrants and represents to Assignor and the Contracting Party that (i) Assignee has full power and authority, and has obtained any required authorizations, to enter into this Agreement and to consummate the transaction contemplated herein; (ii) there are no actions, voluntary or involuntary, pending or threatened against Assignee under the bankruptcy laws of the United States or any state thereof; (iii) Assignee possesses any all licenses required for the transaction of its business as it is currently being conducted; and (iv) Assignee has full power and authority to perform the obligations under the Contract which it has assumed pursuant to the terms of this Agreement.

7. The parties agree that except as provided herein, this Agreement will in no way amend or modify the terms of the Contract and the Contract remains in full force and effect.

8. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, and all of which together shall constitute one and the same instrument.

9. This Agreement and the relationship among the parties hereto shall be governed by and construed in accordance with the State of Texas.

[Remainder of page intentionally left blank.]

EXECUTED and effective on the last date of execution indicated below.

HIDALGO COUNTY RMA

By: 

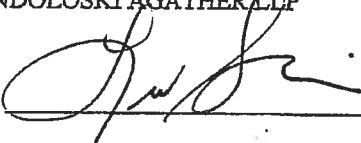
NAME: Dennis Burleson
TITLE: Chairman

Assignee: TUGGEY FERNANDEZ LLP

BY: 

NAME: Blakely Fernandez
TITLE: Managing Partner

Assignor: TUGGEY ROSENTHAL
PAUERSTEIN SANDOLOSKI AGATHER
LLP *now* ROSENTHAL PAUERSTEIN
SANDOLOSKI AGATHER LLP

BY: 

NAME: ~~Robert Rosenthal~~ *Lee Sandoloski*
TITLE: ~~Managing~~ Partner

**FIRST AMENDMENT
TO
PROFESSIONAL SERVICES AGREEMENT
Dated April 13, 2010**

BY AND AMONG
HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY,
THE LAW OFFICES OF DANIEL RIOS &
TUGGEY ROSENTHAL PAUERSTEIN SANDOLOSKI AGATHER LLP (now ROSENTHAL
PAUERSTEIN SANDOLOSKI AGATHER LLP)

THIS AMENDMENT TO THAT CERTAIN PROFESSIONAL SERVICES AGREEMENT (the "Agreement"), dated April 13, 2010, is made by and among the **Hidalgo County Regional Mobility Authority** (the "Authority"), a regional mobility authority existing under Chapter 370 of the Transportation Code and political subdivision of the State of Texas (the "State"), and **The Law Offices of Daniel Rios, P.C.**, general counsel to the Authority, and **Tuggey Rosenthal Pauerstein Sandoloski Agather LLP**, now operating as Rosenthal Pauerstein Sandoloski Agather LLP and formerly general counsel to the Authority (the "Firms"). Capitalized terms not defined herein shall have the meaning ascribed to them in the Agreement.

Amended provisions to the Agreement are as follows:

Section 9. ASSIGNMENT

~~Neither this Agreement nor any duties or obligations hereunder shall be assignable by the FIRMS.~~ The FIRMS may assign this Agreement or certain duties or obligations hereunder with the written consent of the AUTHORITY.

THIS AMENDMENT IS EXECUTED IN TRIPPLICATE ORIGNINALS, EACH OF WHICH SHALL HAVE THE FULL FORCE AND EFFECT OF AN ORIGINAL, this the 23rd day of May, 2011.

[Remainder of page intentionally left blank.]

HIDALGO COUNTY RMA

By: 

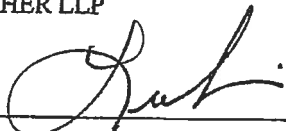
NAME: Dennis Burleson
TITLE: Chairman

THE LAW OFFICE OF DANIEL RIOS, P.C.

BY: 

NAME: Daniel G. Rios
TITLE: Proprietor

TUGGEY ROSENTHAL PAUERSTEIN
SANDOLOSKI AGATHER LLP *now*
ROSENTHAL PAUERSTEIN SANDOLOSKI
AGATHER LLP

BY: 

NAME: ~~Robert Rosenthal~~ *Lee Sandeloski*
TITLE: ~~Managing~~ Partner