



**CENTRAL TEXAS
Regional Mobility Authority**

AGENDA ITEM #6 SUMMARY

Approve the minutes for the November 19, 2014, Regular Board Meeting.

Department: Law
Funding Source: None
Board Action Required: Yes (by Motion)
Description of Matter:

Approve the Minutes for the November 19, 2014, Regular Board Meeting

Backup information: Draft Minutes, November 19, 2014, Regular Board Meeting
Contact: Andrew Martin, General Counsel

MINUTES

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

Wednesday, November 19, 2014
9:00 A.M.

The meeting was held in the Mobility Authority's Lowell H. Lebermann, Jr. Board Room at 3300 N. Interstate 35, #300, Austin, Texas 78705-1849. Notice of the meeting was posted November 14, 2014 at the respective County Courthouses of Williamson and Travis Counties; online on the website of the Secretary of State; online on the website of the Mobility Authority; and in the Mobility Authority's office lobby at 3300 N. Interstate 35, #300, Austin, Texas 78705-1849.

1. Welcome and Opening Remarks by Chairman Ray Wilkerson.

After noting that a quorum of the Board was present, Chairman Ray Wilkerson called the meeting to order at 9:01 a.m. Directors present at the time the meeting was called to order were Mr. Jim Mills, Ms. Nikelle Meade, Mr. David Singleton, and Mr. David Armbrust. Mr. Charles Heimsath joined the dais after agenda item four. Mr. Bob Bennett was not present for the meeting.

2. Opportunity for Public Comment.

No public comments were given.

3. Approve the annual compliance report to the Texas Department of Transportation required by 43 Texas Administrative Code § 26.25.

Chairman Ray Wilkerson presented Item 3 for Board consideration as the consent agenda.

Mr. David Singleton moved for approval of the consent agenda, and Ms. Nikelle Meade seconded the motion. The motion carried unanimously, 5-0, and the resolution for Item 3 passed and the consent agenda was approved as drafted.

4. Approve the minutes for the October 29, 2014, Regular Board Meeting.

Chairman Ray Wilkerson presented for Board consideration the minutes for the October 29, 2014 Regular Board Meeting. Mr. Jim Mills moved to approve the minutes as drafted, and Ms. Nikelle Meade seconded the motion. The motion carried unanimously 5-0, and the minutes were approved as drafted

5. Approve the financial statements for October 2014.

Mr. Bill Chapman presented this item. There was nothing unusual to report on the financial statements for October 2014.

Mr. David Singleton moved for approval, and Mr. Charles Heimsath seconded the motion. The motion carried unanimously, 6-0, and the resolution was approved as drafted.

6. Approve a change order with Central Texas Mobility Constructors, LLC to minimize impacts to a wetland west of Harris Branch. (Need amount from Wesley).

Mr. Wes Burford presented this item. A wetland on the north side of the Manor Expressway Project and just west of Harris Branch Parkway was discovered during construction. The change order compensates Central Texas Mobility Constructors, LLC for the design and construction necessary to minimize impacts to this wetland in the amount of \$347,534.66. Minimization efforts included design and construction of a mechanically stabilized earth wall and revisions to the multiple box culvert located in the area.

Mr. Charles Heimsath moved for approval, and Mr. David Singleton seconded the motion. The motion carried unanimously, 6-0, and the resolution was approved as drafted.

7. Approve a change order with Central Texas Mobility Constructors, LLC for eastern terminus geometric revisions. (Need amount from Wesley).

Mr. Wes Burford presented this item. The change order compensates Central Texas Mobility Constructors, LLC for design and construction revisions associated with the eastern terminus of the Manor Expressway Project in the amount of \$1,180,548.78. Specifically, these changes include a geometric revision to the TR-20 ramp to provide safer ingress and egress from Manor New Tech High School, reconstructed driveways for Manor New Tech High School, and a revised eastern terminus to provide for a proper tie-in to TxDOT's impending roadway projects in Manor.

Mr. Jim Mills moved for approval, and Ms. Nikelle Meade seconded the motion. The motion carried unanimously, 6-0, and the resolution was approved as drafted.

8. Amend the Policy Code provisions for procurements of general goods and services using a competitive sealed proposal and authorize procurements under that process for contracts to provide roadway maintenance services.

Mr. Andy Martin presented this item. The proposed policy amends the procurement policies for purchasing general goods and services using a competitive sealed proposal ("best value") process. It uses as a model Texas statutes that authorize this type of procurement for use by other political subdivisions. The proposal also amends definitions of "construction contract" to remove "maintenance" from its scope, and allows staff to process the upcoming procurement for roadway maintenance services by using a competitive sealed proposal to identify and recommend for Board approval the "best value/best of final offers" proposal.

The proposed amendment establishes general policies and reserves the Board's authority to decide if a specific procurement for a general goods and services contract that exceeds \$50,000 (including a maintenance contract) will use competitive bidding ("low bid") or a competitive sealed proposal ("best value").

Mr. Charles Heimsath moved for approval, and Mr. Jim Mills seconded the motion. The motion carried unanimously, 6-0, and the resolution was approved as drafted.

Briefing and discussion on the following:

9. Update on the MoPac Improvement Project.

This item was presented by Mr. Paul Petrich, HNTB Project Manager for the oversight team. Following last month's Board Meeting, CH2M Hill's project manager, deputy project manager, and construction manager for this project left their employment with CH2M Hill. CH2M Hill is currently seeking to fill these positions. In the interim, CH2M Hill has brought in corporate level staff including Mr. Dan Reynolds and Mr. Ed Carpenter. CH2M Hill has also added sub-contractors and staff to increase activity along the Project. By the end of November there will be 100 additional people working on the Project. The number of elements tracked with the Project has been greatly expanded to give a more detailed picture of Project activities. Weekly Project updates are being given to Mr. Wes Burford concerning the schedule.

Chairman Wilkerson thanked Mr. Paul Petrich for his update and explained that he appreciates continued updates as the Project's opening has a huge impact to the community. Mr. David Armbrust said he appreciated the report and the attention that has been given to the Project.

10. Update on the MoPac Express Lanes Information Campaign.

Representatives from Zellmer McConnell provided a brief presentation on their plans to develop the MoPac Express Lanes Information Campaign, as well as their past experience and relevant experience. Ashley Andy, Director of Account Services, explained that their focus would be to educate Austin drivers, encourage usage, and enhance the Project's awareness. Stephanie Zellmer, Partner and Creative Director, explained their campaign process that includes: market research, strategy formation from research gathered in order to simplify the messaging, and then development of the creative media platform. The firm also undertakes research to analyze the campaign along the way to make sure it is achieving its goals. Beth McConnell, agency Partner and Art Director, provided an explanation of the agency's experience and background, including past and current clients and campaigns.

11. Executive Director's report.

Director Heiligenstein presented this item and explained that the finance team would be heading to Washington D.C. to present on the Bergstrom Expressway Project to the Transportation Infrastructure Finance and Innovation Act ("TIFIA") for a loan on the Project. A Master Credit Agreement proposal will also be presented, and would allow the Mobility Authority to apply for additional TIFIA loans for projects including MoPac South, 183 North, and the Y at Oakhill, without having to renegotiate loan terms which would reduce negotiation time for those loans as well as future financing costs.

Director Heiligenstein also mentioned that development of the Bergstrom Expressway Project is moving forward and an environmental decision is expected at the beginning of 2015.

Chairman Ray Wilkerson declared the meeting adjourned at 10:00 a.m. with unanimous consent.