



**CENTRAL TEXAS
Regional Mobility Authority**

AGENDA ITEM #4 SUMMARY

Approve an amendment to existing work authorizations and authorize future work authorizations under the contract with CDM Smith Inc. for traffic and revenue studies on Mobility Authority toll projects.

Strategic Plan Relevance: Regional Mobility
Department: Finance
Associated Costs: \$3,000,000.00
Funding Source: Project Funds, as budgeted
Board Action Required: Yes

Description of Matter:

This item authorizes the Executive Director to negotiate and execute certain future letters of engagement (work authorizations) with CDM Smith for traffic and revenue services, as needed and requested by the Authority, up to a total “not to exceed” amount of \$3,000,000 until November 1, 2017. It further authorizes amendments to the two current letters of engagement approved in 2013 to allocate the services and compensation between services completed by October 31, 2014, and to be provided after November 1, 2014.

Reference documentation: Draft Resolution
Contact for further information: Bill Chapman, Chief Financial Officer
Cindy Demers, Controller

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

RESOLUTION NO. 14-___

**APPROVING AN AMENDMENT TO EXISTING WORK AUTHORIZATIONS
AND AUTHORIZING FUTURE WORK AUTHORIZATIONS UNDER THE
CONTRACT WITH CDM SMITH INC. FOR TRAFFIC AND REVENUE
STUDIES ON MOBILITY AUTHORITY TOLL PROJECTS.**

WHEREAS, CDM Smith Inc. provides traffic and revenue studies to the Mobility Authority under that certain “Agreement for Traffic and Revenue Engineering Services” executed to be effective August 1, 2009 (the “Agreement”); and

WHEREAS, CDM Smith is currently providing traffic and revenue services under two letters of engagement (work authorizations) dated April 17, 2013, and July 10, 2013, respectively; and

WHEREAS, staff anticipates needing additional traffic and revenue services from CDM Smith over the next three years, as described in Exhibit 1 to this resolution; and

WHEREAS, the Executive Director recommends Board authorization to issue future letters of engagement to provide traffic and revenue services under the Agreement, as requested from time-to-time by the Mobility Authority, between November 1, 2014, and November 1, 2017.

NOW THEREFORE, BE IT RESOLVED, that the Board hereby authorizes the Executive Director to negotiate and execute on behalf of the Mobility Authority letters of engagement with CDM Smith Inc. to obtain traffic and revenue services described in Exhibit 1 until November 1, 2017, when needed, for total payments during that period not to exceed \$3,000,000.00; and

BE IT FURTHER RESOLVED, that the Board hereby authorizes the Executive Director to negotiate and execute appropriate amendments to the two current letters of engagement to allocate the services and payments described in those letters of engagement between services provided by October 31, 2014, and after November 1, 2014.

Adopted by the Board of Directors of the Central Texas Regional Mobility Authority on the 29th day of October, 2014.

Submitted and reviewed by:

Approved:

Andrew Martin
General Counsel for the Central
Texas Regional Mobility Authority

Ray A. Wilkerson
Chairman, Board of Directors
Resolution Number: 14-___
Date Passed: 10/29/14

EXHIBIT 1 TO RESOLUTION 14-

Letters of engagement (work authorizations) to provide traffic and revenue services during the time period of November 1, 2014, to November 1, 2017, may be requested for the MoPac South Corridor, 183 North Corridor, and for miscellaneous technical tasks,:

- Environmental support including technical assistance for traffic analyses for the two corridors;
- Level-2 Preliminary traffic and toll revenue studies (2 projects): The following tasks are envisioned as part of this task (2 projects), including:
 - Independent socioeconomic review;
 - Data collection in support of analyses;
- Corridor level VISSIM model in support of Volume Delay Function (VDF) curves for traffic and revenue studies for the two corridors. These models can be used for conducting operational analyses of specific movements for AM or PM peak hours; and
- Level-3 Comprehensive traffic and toll revenue studies (2 projects): These studies will produce traffic and toll revenue forecasts and documentation suitable for financing, including coordination with the financial team and meetings and presentations to rating agencies and investors. The scope also includes subconsultant services for demographic updates, data collection and stated preference surveys (2 projects).

Additional services beyond the above noted corridors include:

- Technical assistance for MIP Project (before and at the time of opening);
- On-call technical assistance;
- Sketch-level studies and project evaluations;
- Toll schedule evaluations;
- Simulation studies;
- Attendance in meetings and preparation of meeting minutes as requested by the Mobility Authority;
- Peer review services for traffic and revenue studies and operational analyses conducted by other firms;
- Innovative tools for tracking of budgeted vs. actual transactions and performance measures for select corridors;
- Miscellaneous support; and
- Toll feasibility and conceptual evaluations.