



**CENTRAL TEXAS
Regional Mobility Authority**

AGENDA ITEM #5 SUMMARY

Approve a supplement to the work authorization with HNTB Corporation for general engineering oversight services on the MoPac South project.

Strategic Plan Relevance: Regional Mobility

Department: Engineering

Associated Costs: \$132,125

Funding Source: General Fund, Reimbursed through an Advanced Funding Agreement with Texas Department of Transportation

Board Action Required: Yes

Description of Matter:

The Board approved HNTB Corporation Work Authorization No. 13 to provide professional services and deliverables required to assist the Mobility Authority related to the MoPac South Project at their December 5, 2012 meeting. In August of 2014, the project scope and deliverable was revised from a Categorical Exclusion to an Environmental Assessment for the proposed MoPac South Overpasses Project located in Travis County, Texas. This Supplement provides for support continuation of current activities and the inclusion of additional activities. These activities include: coordination with TxDOT Austin District, Consultants, Resource Agencies, TxDOT's Environmental Affairs Division, and the FHWA as required for permitting and environmental approval; Schematic Design Review; and public involvement support.

Reference documentation:

Draft Resolution

Draft Supplement No. 1 to Work Authorization No. 13

Contact for further information:

Wesley M. Burford, P.E., Director of Engineering

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

RESOLUTION NO. 14-___

**APPROVING A SUPPLEMENT TO THE WORK AUTHORIZATION WITH
HNTB CORPORATION FOR GENERAL ENGINEERING OVERSIGHT
SERVICES ON THE MOPAC SOUTH PROJECT.**

WHEREAS, by Resolution No. 12-079 dated December 5, 2012, the Board of Directors approved a work authorization with HNTB Corporation (“HNTB”), a general engineering consultant to the Mobility Authority, to provide project development, environmental oversight, and design oversight services for development of the MoPac South Project (the “work authorization”); and

WHEREAS, the scope of services needed for the MoPac South Project has increased as a result of the decision by the Texas Department of Transportation to revise the environmental review process for proposed improvements to intersections on MoPac South at Slaughter Lane and at La Crosse Avenue; and

WHEREAS, the Executive Director and HNTB have discussed and agreed to a supplement to the work authorization for HNTB to provide the expanded scope of services, a copy of which has been provided to the Board as agenda backup information for this resolution.

NOW, THEREFORE, BE IT RESOLVED that Board hereby authorizes the Executive Director to negotiate and execute a supplement to the work authorization with HNTB in the form or substantially the form provided to the Board as agenda backup information, in an amount not to exceed \$132,125.

Adopted by the Board of Directors of the Central Texas Regional Mobility Authority on the 19th day of December, 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: 9/24/2014

APPENDIX D

WORK AUTHORIZATION SUPPLEMENT

WORK AUTHORIZATION NO. 13

SUPPLEMENT NO. 1

This Supplement No. 1 to Work Authorization No. 13.0, is made as of this ____ day of _____, 2014, under the terms and conditions established in the AGREEMENT FOR GENERAL CONSULTING ENGINEERING SERVICES, dated as of December 23, 2009 (the "Agreement"), between the Central Texas Regional Mobility Authority ("Authority") and HNTB Corporation ("GEC"). This Supplement is made for the following purpose, consistent with the services defined in the Agreement:

MoPac South – Project Development, Environmental Oversight, Design Oversight

The following terms and conditions of Work Authorization No. 13.0 are hereby amended, as follows:

Section A. - Scope of Services

A.1. GEC shall perform the following Services:

Please reference Attachment A – Scope of Work

A.2. The following Services are not included in this Work Authorization, but shall be provided as Additional Services if authorized or confirmed in writing by the Authority.

N/A

A.3. In conjunction with the performance of the foregoing Services, GEC shall provide the following submittals/deliverables (Documents) to the Authority:

Please reference Attachment A – Scope of Work

Section B. - Schedule

GEC shall perform the Services and deliver the related Documents (if any) according to the following schedule:

Services defined herein are anticipated to be substantially complete on the following dates: The MoPac South Intersections environmental study is anticipated be substantially complete on July 31, 2015. All other scope activities associated with this Work Authorization are anticipated to be substantially complete by September 30, 2016. This Work Authorization will not expire until all tasks associated with the Scope of Services are complete as defined by the Authority.

Section C. - Compensation

C.1. In return for the performance of the foregoing obligations, the Authority shall pay to the GEC an additional **\$132,125** based on a Cost Plus fee listed in Attachment B – Fee Estimate. This will increase the not to exceed amount for Work Authorization No. 13.0 from **\$3,714,512** to **\$3,846,637**. Compensation shall be in accordance with the Agreement.

The Authority and the GEC agree that the budget amounts contained in Attachment B-Fee Estimate for the GEC are estimates and that these individual figures may be redistributed and/or adjusted as necessary over the duration of this Work Authorization. The GEC may alter the compensation distribution between tasks or work assignments to be consistent with the Services actually rendered within the total Work Authorization amount. The GEC shall not exceed the maximum amount payable without prior written permission by the Authority.

C.2. Compensation for Additional Services (if any) shall be paid by the Authority to the GEC according to the terms of a future Work Authorization.

Authority:

**CENTRAL TEXAS REGIONAL
MOBILITY AUTHORITY**

By: _____

Name: Mike Heiligenstein

Title: Executive Director

Date: _____

GEC:

HNTB Corporation

By: _____

Name: Richard L. Ridings, P.E.

Title: Vice President

Date: _____

Attachment A: Scope of Work

Attachment B: Fee Estimate

CENTRAL TEXAS REGIONAL MOBILITY AUTHORITY

ATTACHMENT A – SCOPE OF SERVICES

WORK AUTHORIZATION NO. 13 **Supplement No. 01**

SERVICES TO BE PROVIDED BY the GENERAL ENGINEERING CONSULTANT **(GEC)**

1.0 PROJECT MANAGEMENT & ADMINISTRATION

This Supplement No. 1 extends these tasks as it relates to GEC oversight of the MoPac South Project, related specifically to the MoPac South Intersections, for an anticipated 9 months.

The GEC will perform internal project management, administrative and coordination duties, including contract administration, reporting, meeting minutes of required meetings, and other related administrative tasks (e.g., direct costs) associated with the GEC's services for the Project, including:

- 1.1. Contract Administration
- 1.2. Progress Status Reports
- 1.3. Record Keeping and File Management
- 1.4. Correspondence
- 1.5. Schedule Preparation and Update
- 1.6. Project Reporting/Dashboard Update

2.0 PROJECT DEVELOPMENT

This Supplement No. 1 includes coordination and review of various engineering and technical deliverables produced by the Mobility Authority's Environmental Consultant.

3.0 ENVIRONMENTAL SERVICES

3.2. Environmental Program Oversight

This Supplement No. 1 includes additional support, coordination, and review of Environmental documents including:

- Prepare for and attend technical working group meetings and TxDOT meetings as requested,
- Review draft and final Environmental Documents and provide written comments on such documents as requested.

4.0 PUBLIC INVOLVEMENT SERVICES

4.1. Oversight of Environmental-related Public Involvement

Support the Authority in coordination activities with the Environmental Consultant, as required; including:

Reviews and assistance with the following:

- Public Hearing: lead pre-meetings, review all materials, manage Virtual Open House and online community survey, manage website and twitter updates, provide media kits, provide staff guidelines, attend meeting
- Sound Wall Workshops: review all materials and attend up to four workshops

4.2. Enhanced Public Involvement Activities

Support the Authority in comprehensive services in planning, scheduling, developing, conducting, and documenting enhanced public involvement activities, as required; including:

- Review Public Involvement Plan Update
- Manage MailChimp File and Elected Official Database
- Manage and attend up to 20 Key Stakeholder Meetings and Elected Official Outreach
- Assist in On-Going Community Outreach
- Review and Provide Project Fact Sheet Updates and Graphic Design
- Produce Project E-Newsletter
- Update Project Website
- Assist in responses to E-Mail Hotline
- Oversee Twitter account

4.3. Renderings

Provide two renderings, one of proposed Slaughter Lane and one of proposed La Crosse Ave for use at Public Hearing and outreach events as requested by the Authority.

5.0 CONTEXT SENSITIVE SOLUTIONS SUPPORT

No Context Sensitive Solutions (CSS) support is included in this Supplement

6.0 FINAL ENGINEERING CONSULTANT SERVICES

No Final Engineering Consultant Services are included in this Supplement

[END OF SECTION]

TASK DESCRIPTION	CLASSIFICATION										TOTAL HOURS	LOADED FEE
	Group Director / Program Manager	Department Manager	Sr. Advisor / Project Director	Sr. Planner	Sr. UDLA	UDLA III	UPD II	Sr. Public Involvement Rep.	Sr. Graphic Designer	Office Tech Specialist III		
1.0 PROJECT MANAGEMENT AND ADMINISTRATION												
1.1 Contract Administration (9 month extension)			18								18	\$ 5,202
1.2 Progress Status Reports				9							21	\$ 1,476
1.3 Record Keeping and File Management - Open Records Requests			18	9						24	91	\$ 9,837
1.4 Correspondence											12	\$ -
1.5 Schedule Preparation and Update			5	5							10	\$ 2,265
1.6 Project Reporting / Dashboard Update			12								12	\$ 3,468
SUBTOTAL	0	0	53	23	0	0	0	0	0	24	164	\$ 22,248
2.0 PROJECT DEVELOPMENT												
2.1 Project Development Support (9 month extension)			18								18	\$ 5,202
SUBTOTAL	0	0	18	0	0	0	0	0	0	0	18	\$ 5,202
3.0 ENVIRONMENTAL SERVICES												
3.2 Environmental Program Oversight - added reviews and coordination			20	80							100	\$ 18,898
SUBTOTAL	0	0	20	80	0	0	0	0	0	0	100	\$ 18,898
4.0 PUBLIC INVOLVEMENT SERVICES												
4.1 Oversight of Environmental-Related Public Involvement- Added Public Hearing			32	16				80			208	\$ 19,876
Sound wall workshops			4	2				8			22	\$ 2,284
4.2 Enhanced Public Involvement Activities - web site coordination and other support			1					40	10		91	\$ 5,458
4.3 Renderings			4		40	40	40	20			144	\$ 15,163
SUBTOTAL	0	0	41	18	30	30	60	148	10	0	465	\$ 41,947
5.0 CONTEXT SENSITIVE SOLUTIONS SUPPORT												
5.0 Context Sensitive Solutions Support (not applicable)											0	\$ -
SUBTOTAL	0	0	0	0	0	0	0	0	0	0	0	\$ -
6.0 FINAL ENGINEERING CONSULTANT SERVICES												
6.1 Consultant Procurement (not applicable)											0	\$ -
6.2 Final Design Program Oversight (not applicable)											0	\$ -
SUBTOTAL	0	0	0	0	0	0	0	0	0	0	0	\$ -
TOTAL HOURS	0	0	132	121	30	30	60	148	10	24	747	
BASE RATE	\$ -	\$ 75.00	\$ 104.00	\$ 59.00	\$ 49.00	\$ 33.00	\$ 26.00	\$ 36.00	\$ 42.00	\$ 47.36		
% of Total Hours	0%	0%	18%	16%	4%	4%	8%	20%	1%	3%	Overall Totals	
TOTAL LABOR	\$ -	\$ -	\$ 13,728	\$ 7,139	\$ 1,470	\$ 990	\$ 1,560	\$ 5,328	\$ 420	\$ 1,137	\$ 31,772	
Overhead Rate 148.13%	\$ -	\$ -	\$ 20,335	\$ 10,575	\$ 2,178	\$ 1,466	\$ 2,311	\$ 7,892	\$ 622	\$ 1,684	\$ 47,063	
Profit 12.00%	\$ -	\$ -	\$ 4,088	\$ 2,126	\$ 438	\$ 295	\$ 464	\$ 1,586	\$ 125	\$ 338	\$ 9,460	
TOTAL	\$ -	\$ -	\$ 38,151	\$ 19,840	\$ 4,085	\$ 2,751	\$ 4,335	\$ 14,807	\$ 1,167	\$ 3,159	\$ 88,295	

EXPENSES & SUBCONSULTANTS	ITEM
MISCELLANEOUS EXPENSES	\$ 1,500
Rifeline	\$ 42,330
\$	43,830

SUBTOTALS BY TASK	TOTAL HOURS	TOTAL LABOR	TOTAL BURDENED LABOR
1.0 PROJECT MANAGEMENT AND ADMINISTRATION	164	\$ 8,006	\$ 22,248
2.0 PROJECT DEVELOPMENT	18	\$ 1,872	\$ 5,202
3.0 ENVIRONMENTAL SERVICES	100	\$ 6,800	\$ 18,898
4.0 PUBLIC INVOLVEMENT SERVICES	465	\$ 15,094	\$ 41,947
5.0 CONTEXT SENSITIVE SOLUTIONS SUPPORT	0	\$ -	\$ -
6.0 FINAL ENGINEERING CONSULTANT SERVICES	0	\$ -	\$ -
EXPENSES & SUBCONSULTANTS			\$ 43,830
JOB TOTALS	747	\$ 31,772	\$ 132,125