

**GENERAL MEETING OF THE BOARD OF DIRECTORS
OF THE NORTH EAST TEXAS
REGIONAL MOBILITY AUTHORITY**

RESOLUTION NO. 16-73

WHEREAS, the North East Regional Mobility Authority ("NET RMA") was created pursuant to the request of Gregg and Smith Counties and in accordance with provisions of the Transportation Code and the petition and approval process established in 43 Tex. Admin. Code § 26.1, *et seq.* (the "RMA Rules"); and

WHEREAS, the Board of Directors of the NET RMA has been constituted in accordance with the Transportation Code and the RMA Rules; and

WHEREAS, subsequent to the initial formation of the NET RMA the Counties of Cherokee, Rusk, Harrison, Upshur, Bowie, Panola, Wood, Van Zandt, Titus, and Kaufman joined the Authority and are represented on the Board of Directors; and

WHEREAS, on March 26, 2013, the NET RMA Board of Directors approved the selection of Atkins North America ("Atkins") to serve as one of the general engineering consultants ("GEC") to the NET RMA and authorized the Chairman to execute an agreement with Atkins for the provision of general consulting civil engineering services; and

WHEREAS, Atkins has developed a proposed scope of work and budget for facility maintenance support and oversight services for Toll 49 for the 2017 fiscal year; and

WHEREAS, a copy of that proposed scope of work and budget not to exceed \$154,400 is contained in Work Authorization No. 15.0, attached hereto as Attachment "A"; and

WHEREAS, the NET RMA Board of Directors must approve Work Authorization No. 15.0 before Atkins may proceed to work thereunder; and

WHEREAS, Atkins has represented to the Board of Directors that the work reflected in Work Authorization No. 15.0 is necessary and appropriate.

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors approves Work Authorization No. 15.0 for facility maintenance support and oversight services for Toll 49 in the form attached hereto as Attachment "A", for an amount not to exceed \$154,400; and

BE IT FURTHER RESOLVED, that all work performed under Work Authorization No. 15.0 shall be subject to the Agreement for General Consulting Civil Engineering Services between the NET RMA and Atkins and that no additional work may be undertaken without the specific approval of the Board of Directors.

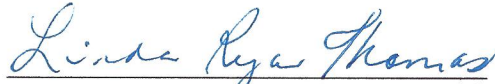
Adopted by the Board of Directors of the North East Texas Regional Mobility Authority on the 9th day of August, 2016.

Submitted and reviewed by:

A handwritten signature in blue ink, appearing to read 'C. Brian Cassidy', written over a horizontal line.

C. Brian Cassidy
General Counsel for the North East
Texas Regional Mobility Authority

Approved:

A handwritten signature in blue ink, appearing to read 'Linda Ryan Thomas', written over a horizontal line.

Linda Ryan Thomas
Chair, Board of Directors
Date Passed: 08/09/16

WORK AUTHORIZATION

WORK AUTHORIZATION NO. 15

This Work Authorization is made as of this 9th day of August, 2016, under the terms and conditions established in the AGREEMENT FOR GENERAL CONSULTING ENGINEERING SERVICES, dated as of June 01, 2013 (the "Agreement"), between the North East Texas Regional Mobility Authority ("Authority") and **ATKINS NORTH AMERICA, INC.**, ("GEC"). This Work Authorization is made for the following purpose, consistent with the services defined in the Agreement:

Maintenance Oversight and Support Services – FY 2017

Section A. - Scope of Services

A.1. GEC shall perform the following Services:

The GEC will provide Maintenance Oversight and Support, Pavement Management Consultant Coordination, and Adjacent Development / Utility Construction / Surplus ROW Coordination Services. These services will be related to both Routine Maintenance and Non-Routine Maintenance activities on Toll 49.

See Attachment A – Scope of Services.

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.

(none anticipated).

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

GEC shall submit technical reports, studies, designs, schedules, cost estimates, meeting support documents and other deliverables in printed and/or electronic format, as requested by the NET RMA.

Section B. - Schedule

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

This Work Authorization shall be effective from October 1, 2016 to September 30, 2017, a period of 12 months.

Section C. - Compensation

C.1. In return for the performance of the foregoing obligations, the Authority shall pay to the GEC the amount not to exceed \$ 154,400, based on the attached fee estimate.

See Attachment B – Fee Estimate.

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.

Section D. - Authority's Responsibilities

The Authority shall perform and/or provide the following in a timely manner so as not to delay the Services of the GEC. Unless otherwise provided in this Work Authorization, the Authority shall bear all costs incident to compliance with the following:

Provision of support documents and prompt response to inquiries as requested by the GEC.


Section E. - Other Provisions

The parties agree to the following provisions with respect to this specific Work Authorization:


(none anticipated)

Except to the extent expressly modified herein, all terms and conditions of the Agreement shall continue in full force and effect.

Authority: North East Texas Regional
Mobility Authority

By: Chris Miller
Signature: 
Title: Executive Director
Date: _____

GEC:

By: R. Keith Jackson 
Signature: _____
Title: VP / Project Director
Date: 8/9/16

WORK AUTHORIZATION #15

ATKINS NORTH AMERICA, INC.

ATTACHMENT A – SCOPE OF WORK

MAINTENANCE OVERSIGHT AND SUPPORT SERVICES – FY 2017

GENERAL PROJECT OVERVIEW

The Scope of Services for this work authorization shall include engineering services from October 1, 2016 to September 30, 2017. Work tasks shall include maintenance oversight and support, coordination with Pavement Management Consultant, and adjacent development/utilities/surplus property coordination. It is anticipated the NET RMA will add a staff engineer by January 2017 to perform many of the items of work described herein. If that does not occur an amendment to this WA may be required.

1) MAINTENANCE OVERSIGHT and SUPPORT

This task will involve engineering services for GEC oversight of TxDOT's Toll 49 roadway maintenance activities, toll equipment maintenance activities by Kapsch, daily system maintenance inspections and follow-up reports by GEC staff, as well as coordination with other third-party facility maintenance contractors who may be hired on occasion. This task will also support the NET RMA's Strategic Plan Goal #4 – Maintain the parameters for which toll facilities under the NET RMA's ownership are operated". The GEC staff will provide engineering support as follows:

- Conduct daily inspections of Toll 49 to identify areas of major damage or emergency situations and determine where maintenance activities are required and coordinate that information with TxDOT (the NET RMA's current maintenance provider). Documentation of inspections and findings will be provided to NET RMA and TxDOT via email.
- Meet with TxDOT periodically and approve major scheduled maintenance activities before they occur, in order to ensure that Toll 49 maintenance activities are necessary and performed in the most efficient manner.
- Coordinate and monitor major maintenance activities by TxDOT.
- Provide project management services for major repairs by contractors.
- Assist with maintaining and suggesting improvements to the current Toll 49 operational parameters.
- Conduct periodic tours of Toll 49 as requested and recommend to the NET RMA additional items requiring major maintenance.
- Assist NET RMA staff with the preparation, programming and deployment of Portable Changeable Message Boards (PCMS) to be used in giving the traveling public notice of maintenance construction activities and associated impacts to traffic.
- Attend meetings as required to support the above activities.

2) PAVEMENT MANAGEMENT SUPPORT

This task will involve engineering services for coordination with the Pavement Management Consultant (PMC) activities and recommendations. The GEC management staff will provide engineering support as follows:

- Assist in pavement distress data collection.
- Notify PMC of local paving items needing repair and review PMC recommendations.
- Coordinate PMC and TxDOT maintenance activities.
- Assist the PMC in approving and processing invoices for pavement repairs.
- Attend meetings as required to support the above activities.

3) ADJACENT DEVELOPMENT / UTILITY COORDINATION / SURPLUS PROPERTY

This task will involve engineering services for GEC review of adjacent developments and proposed utility installations that could potential impact Toll 49. Services will also be provided for surplus property disposal. The GEC staff will provide engineering support as follows:

- Review and comment on adjacent property development designs.
- Assist in permitting required for said adjacent developments.
- Assist NET RMA staff with reviewing and processing proposed utility installation permits for utility activities adjacent to or within Toll 49 right-of-way.
- Monitoring of construction activities associated with adjacent developments and proposed utility installations.
- Support the NET RMA with surplus property disposal.
- Attend meetings as required to support the above activities.