



ALAMO RMA
Alamo Regional Mobility Authority
"Moving people faster"

AGENDA

ALAMO REGIONAL MOBILITY AUTHORITY BOARD OF DIRECTORS MEETING

TransGuide
3500 N.W. Loop 410
1st Floor Meeting Room
San Antonio, Texas

May 14, 2008
2:00 PM

PUBLIC COMMENT

Individuals may sign up to speak on any item shown below on the agenda. Individuals interested in speaking must sign up to speak prior to the item being placed in consideration before the Board of Directors. Speakers are allotted no more than 3 minutes to speak and time is not transferable between speakers. Any comments, which do not address a specific agenda item, must be made during the Citizens' Communications portion of the agenda, provided the individual has signed to speak prior to this period starting.

- 1) Call meeting to order.
- 2) Approval of the Minutes of the Alamo RMA March 12, 2008 Board of Directors Meeting.
- 3) Discussion and appropriate action on selection of the best value proposer for the 281 North Design/Build Comprehensive Development Agreement (Terry Brechtel / Pat Irwin)
- 4) Discussion and appropriate action on adoption of Right-of-Way Acquisition Process and Policy (Terry Brechtel / Pat Irwin)
- 5) Discussion and appropriate action on the financial statements for the periods ending March 31, 2008 and April 30, 2008. (Terry Brechtel/Carrie Conner)
- 6) Citizens' Communications (citizens must sign the register to speak)
- 7) Presentation/briefing - Executive Director Report. (Terry Brechtel)

8) Executive Session - Pursuant to Chapter 551, Subchapter D, Texas Government Code

- At any time during the meeting of the Alamo RMA Board of Directors, the Board may meet in executive session for consultation concerning attorney-client matters (real estate, litigation, contracts, personnel, and security) under Chapter 551 of the Texas Government Code:
 - A. Subsection 551.071(1). Consultation with Attorney – Consultation with, and advice from legal counsel concerning pending/contemplated litigation, including *Aquifer Guardians in Urban Areas and Texans Uniting for Reform and Freedom v. United States Federal Highway Administration et. al*, settlement offers and negotiations, and other legal issues.
 - B. Section 551.074. Personnel Matters – Deliberation concerning the appointment, employment, reassignment, evaluation, duties, discipline, and/or dismissal of Executive Director and other personnel.
 - C. Section 551.072. Deliberation Regarding Real Property - Discussion of real property purchase, exchange, lease, license, gift, donation, and/or negotiated settlement, including property to be acquired for right-of-way.

9) Adjournment

NOTES

Agenda item numbers are assigned for ease of reference only, and do not necessarily reflect the order of their consideration by the Alamo RMA Board of Directors.

ALAMO REGIONAL MOBILITY AUTHORITY ACCESSIBILITY STATEMENT FOR DISABLED PERSONS

This meeting site is accessible to disabled persons as follows: Entrance to TransGuide is accessible through the main entrance at 3500 N.W. Loop 410. Parking spaces reserved for the disabled are located at the main entrance. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services, such as interpreters for persons who are deaf or hearing impaired, and readers of large print or Braille, are requested to contact Joelle Sierra at (210) 495-5256 at least two working days prior to the meeting so that appropriate arrangements can be made.

Presenters with audiovisual needs are requested to contact Joelle Sierra at (210) 495-5256, at least two working days prior to the meeting.

Posted at the Bexar County Courthouse and the Alamo RMA Administrative Offices at 12:00 p.m., Friday, May 9, 2008.

Alamo Regional Mobility Authority

***Meeting March 12, 2008, 12:00 pm,
in the 1st Floor Conference Room of Transguide, at 3500 N.W. Loop 410.***

Minutes

1. **Call meeting to order.** Chairman Thornton called the meeting to order at 12:05 pm. All Board members with the exception of R. Diaz.
2. **Approval of the minutes of the February 13, 2008 Board of Directors meeting Minutes.** *R. Thompson made the motion to approve the minutes as presented. J. Jenkins seconded. Motion approved by a 6-0 vote.*
3. **Swearing in of re-appointed Board members J. Reed, M.C. Rodriguez, and J. Jenkins.** Chairman Thornton recessed the meeting at 1:23 pm. Chairman Thornton called the meeting back to order at 1:36 pm. M. Montemayor, District Clerk for Bexar County, swore in re-appointed Board members J. Reed, M.C. Rodriguez, and J. Jenkins.
4. **281 North Toll Project status update.** T. Brechtel stated that February was a busy month for the Alamo RMA. The RMA has responded to 245 questions from the proposing teams with clarifications and addendums. T. Brechtel stated the RMA has had two sets of one on one meetings with the proposing teams in February. Proposals are due March 20.

The one on one meetings that were held were rigorous and thorough. All questions submitted by the proposing teams were reviewed by the Alamo RMA General Engineering Consultant, HNTB; by the Alamo RMA General Counsel, Locke Lord Bissell and Liddell, and by the RMA as well. All questions have been answered in the form of clarifications and provided to the proposing teams.

5. **Discussion and appropriate action on the financial statements for the period ending February 29, 2008.** C. Conner presented the financial statements for the period ending February 29, 2008. She reviewed the balance sheet, stated the assets, liabilities, and fund equity; the statement of revenue, expenses, and changes in fund deficit, explained the monies allocated for each column, and the statement of cash flow.

H. Muñoz made the motion to accept the financial statements as presented. R. Thompson seconded. Motion approved by a 6-0 vote.

6. **Citizens to speak.** No citizens signed up to speak.
7. **Presentation/briefing - Executive Director Report.** T. Brechtel reviewed the Board calendars for March through May. T. Brechtel updated the Board on presentations that occurred early in the month. T. Brechtel also went over TxDOT's 3rd annual Transportation Forum and invited the Board to attend.

Chairman Thornton entertained any additional Board comments on other items. R. Thompson spoke about the need for the RMA to take a more active role in helping address mobility concerns through cooperation and coordination with partner agencies in and around the region.

8. **Executive Session.** Chairman Thornton adjourned the meeting at 12:06 pm for Executive Session. Chairman Thornton stated that Pursuant to Chapter 551, Subchapter D, Subsection 551.071(1) and Section 551.072 of the Texas Government Code the Board would be meeting in Executive Session to Consult with Attorney and to deliberate regarding Real Property.

Chairman Thornton reconvened the meeting at 1:02 pm. Chairman Thornton stated that no action was taken by the Board.

Chairman Thornton asked T. Brechtel to read a statement on behalf of the Board regarding the lawsuit, which stated, the RMA believes that the lawsuit has no merit, the process will continue, and the project is staying on schedule. Proposals are due next week and acquisition of needed right of way will begin taking place soon.

9. There being no further business to come before the board, Chairman Thornton adjourned the meeting at 1:38 p.m.

APPROVED:

DR. WILLIAM E. THORNTON, CHAIRMAN

DATE ADOPTED: 4/9/2008

I hereby certify that the above foregoing pages constitute the full, true, and correct minutes of all the proceedings and official records of the Alamo Regional Mobility Authority at its meeting on March 12, 2008.

ATTEST: _____
REYNALDO L. DIAZ, JR
SECRETARY/TREASURER



Board Memorandum

To: Alamo Board of Directors

From: Terry M. Brechtel, Executive Director

Copies: File

Date: May 7, 2008

Agenda Item: 3 Discussion an Appropriate Action on the selection of a Best Value Proposer for the 281 North Design Build Comprehensive Development Agreement

On May 14, 2008, staff will bring forward a recommendation for the selection of a best value proposer for the 281 North design build project. The design build process requires a selection to be based on both a technical score as well as a price score, resulting in the apparent best value proposal for the Alamo RMA.

Two design build proposals were received on March 20, 2008, and staff, consultants, and TxDOT employees have been actively reviewing the proposals to arrive at the technical scores for the two teams. Price proposals were reviewed by a separate price committee and no communication has occurred, on this information, between the two separate review groups.

A detailed presentation will be made at the Board meeting announcing the results of both the technical scoring and the price scoring.

At that time, the Board will have three options to consider:

- 1) Accept the best value proposer and authorize staff to negotiate a contract with the aforementioned;
- 2) Adjust the scope of the project and request updated proposals, or
- 3) Cancel the procurement

Staff recommendation will be made at the Board meeting.

BOARD OF DIRECTORS

DR. WILLIAM E. THORNTON
CHAIRMAN

M. CRISTINA RODRIGUEZ
VICE-CHAIR

REYNALDO L. DIAZ, JR.
SECRETARY/TREASURER

JESSE F. JENKINS, P.E.

HENRY R. MUNOZ, III

JAMES R. REED

ROBERT S. THOMPSON

TERRY M. BRECHTEL
EXECUTIVE DIRECTOR

**GENERAL MEETING OF THE BOARD OF DIRECTORS
OF THE
ALAMO REGIONAL MOBILITY AUTHORITY**

RESOLUTION NO. 08-13

WHEREAS, the Alamo Regional Mobility Authority (“Alamo RMA”) was created pursuant to the request of Bexar County and in accordance with provisions of the Transportation Code and the petition and approval process established in 46 Tex. Admin. Code § 26.01, *et. seq.* (the “RMA Rules”); and

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

WHEREAS, in Minute Order Number 110964 the Texas Transportation Commission identified US 281 from Loop 1604 to the Bexar County line (the “281 North Toll Project”) as a candidate for development as a toll project pursuant to Senate Bill 792 (“SB 792”) enacted by the 80th Texas Legislature; and

WHEREAS, in Resolution No. 07-09, the Board of Directors expressed its intent that the Alamo RMA develop the 281 North Toll Project following the completion of the market valuation process required under SB 792; and

WHEREAS, Chapter 370 of the Texas Transportation Code authorizes regional mobility authorities to develop projects through use of comprehensive development agreements (“CDAs”); and

WHEREAS, in Resolution No. 07-19, the Alamo RMA Board of Directors authorized the initiation of the CDA process and directed its staff to issue a request for qualifications (“RFQ”) to solicit proposals for the development of the 281 North Toll Project through a design/build CDA; and

WHEREAS, staff issued the RFQ on September 18, 2007, with a response deadline of October 19, 2007; and

WHEREAS, the Alamo RMA received responses to the RFQ from Cibolo Creek Infrastructure JV (equity owners Fluor Enterprises, Inc. and Balfour Realty), Texas Sterling Construction, and Zachry Construction Corporation; and

WHEREAS, Alamo RMA staff, with the assistance of its consultants, assessed those responses based on the criteria identified in the RFQ and recommended that all three teams should be included on the short-list to further participate in the development and procurement process and to receive a request for detailed proposals (“RFDP”) as set forth in § 9.6 of the Alamo RMA Procurement Policies; and

WHEREAS, in Resolution No. 07-25, the Alamo RMA Board of Directors approved the short-list of proposer teams recommended by Alamo RMA staff; and

WHEREAS, in Resolution No. 07-28, the Alamo RMA Board of Directors authorized its staff to issue a RFDP for the development of the 281 North Toll Project to each of the three short-listed teams; and

WHEREAS, subsequent to the issuance of the RFDP, Texas Sterling Construction withdrew from further participation in the design/build CDA procurement process; and

WHEREAS, on March 20, 2008, the Alamo RMA received responses to the final RFDP from the remaining two short-listed teams; and

WHEREAS, Alamo RMA staff and consultants have carefully reviewed the responses and have evaluated them through a process designed to assure fairness and objectivity in the review and evaluation of the responses; and

WHEREAS, based on the evaluation of the RFDP responses, the Alamo RMA Executive Director recommends to the Board that the proposal received from _____ is the one that provides the best value to the Alamo RMA; and

WHEREAS, the Executive Director further recommends that staff be authorized to negotiate the remaining terms of a design/build CDA with _____ for the development of the 281 North Toll Project.

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors of the Alamo RMA approves of the selection of _____ as the team presenting the best value proposal to the Alamo RMA for the development of the 281 North Toll Project; and

BE IT FURTHER RESOLVED, that Executive Director and staff are directed to negotiate a design/build CDA for the development of the 281 North Toll Project with _____ and to present the design/build CDA to the full board for approval.

Adopted by the Board of Directors of the Alamo Regional Mobility Authority on the 14th day of May, 2008.

Submitted and reviewed by:

Approved:

Terry M. Brechtel
Executive Director for the Alamo
Regional Mobility Authority

William E. Thornton
Chairman, Board of Directors
Resolution Number 08-13
Date Passed 05/14/08



Board Memorandum

To: Alamo Board of Directors

From: Patrick L. Irwin, P.E., Director of Engineering and Operations

Thru: Terry M. Brechtel, Executive Director

Copies: File

Date: May 7, 2008

**Agenda Item: 4 Discussion and Appropriate Action on Adoption of
Amendments to the Policies and Procedures of the Alamo RMA to
Address Right of Way Acquisition**

On the 281 North corridor, from Marshall Road to the Bexar / Comal County Line, additional right of way is needed in order to construct the 281 North project. The draft policies and procedures attached to this memorandum will provide guidance for the Alamo RMA staff, consultants, and the public of the steps and process the Alamo RMA will follow in securing necessary right of way on this corridor, as well as with future projects.

These policies are designed to provide high level guidance and specific actions to be taken will comply with all existing federal and state statues on real estate acquisition undertaken by public agencies.

Staff recommends approval of this policy addition.

BOARD OF DIRECTORS

DR. WILLIAM E. THORNTON
CHAIRMAN

M. CRISTINA RODRIGUEZ
VICE-CHAIR

REYNALDO L. DIAZ, JR.
SECRETARY/TREASURER

JESSE F. JENKINS, P.E.

HENRY R. MUNOZ, III

JAMES R. REED

ROBERT S. THOMPSON

TERRY M. BRECHTEL
EXECUTIVE DIRECTOR

**GENERAL MEETING OF THE BOARD OF DIRECTORS
OF THE
ALAMO REGIONAL MOBILITY AUTHORITY**

RESOLUTION NO. 08-14

WHEREAS, the Alamo Regional Mobility Authority (“Alamo RMA”) was created pursuant to the request of Bexar County and in accordance with provisions of the Transportation Code and the petition and approval process established in 46 Tex. Admin. Code § 26.01, *et. seq.* (the “RMA Rules”); and

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

WHEREAS, Chapter 370 of the Texas Transportation Code authorizes the Alamo RMA to develop, construct, improve, operate, and maintain transportation projects in the region of the authority; and

WHEREAS, the acquisition of right-of-way, easements, and/or other real property interests will be necessary for the development, construction, improvement, operation, and/or maintenance of transportation projects by the Alamo RMA; and

WHEREAS, pursuant to Sections 370.162 and 370.163 of the Transportation Code, the Alamo RMA is granted broad authority to acquire real property for transportation projects; and

WHEREAS, Alamo RMA staff have developed a Right-of-Way Acquisition Process and Policy, attached hereto as Attachment “A”, to govern the acquisition of real property by the Alamo RMA.

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors of the Alamo RMA adopts the Right-of-Way Acquisition Process and Policy attached hereto as Attachment “A”; and

BE IT FURTHER RESOLVED, that the Right-of-Way Acquisition Process and Policy may be amended from time-to-time in accordance with the Alamo RMA Bylaws.

Adopted by the Board of Directors of the Alamo Regional Mobility Authority on the 14th day of May, 2008.

Submitted and reviewed by:

Approved:

Terry M. Brechtel
Executive Director for the Alamo
Regional Mobility Authority

William E. Thornton
Chairman, Board of Directors
Resolution Number 08-14
Date Passed 05/14/08



ALAMO RMA

Alamo Regional Mobility Authority

"Moving people faster"

Right of Way Acquisition Process and Policy

Adopted by the Alamo Regional Mobility Authority Board of Directors

On _____, 200_

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Section 1. STATEMENT OF GENERAL POLICY

It is the policy of the Alamo Regional Mobility Authority (the “Authority”) that all Authority right of way acquisitions shall be in full compliance with applicable State law and also in compliance with the Uniform Relocation Assistance and Real Property Acquisitions Policies Act of 1970, as amended, along with applicable sections of the Code of Federal Regulations.

Section 2. DEFINITIONS

Any definition not defined in this section, but defined in the Alamo RMA Policies and Procedures Governing Procurement of Goods and Services shall retain the same meaning in this document. As used in this policy, the following words shall have the following meaning, unless the context clearly indicates otherwise.

30-Day Letter – A notice given to each displacee on a parcel providing a specific date the displacee must move from the parcel. The date cannot be any sooner than 30 days from the date of the letter, and the notice cannot be issued until the Authority has title to the property by deed or has possession of the property through the eminent domain process.

90-Day Letter – A notice given to each displacee on a parcel after the initiation of negotiations to purchase real property. The notice must include a statement that the displacee will not have to move before 90 days from the date of the letter, establish that the displacee is eligible for relocation assistance benefits and provide the displacee with general relocation information.

Appraisal – A valuation or an approximation of value by impartial, properly qualified persons; the process of determining the value of an asset or liability, which entails expert opinion rather than express commercial transactions.

Appraiser – An individual holding a current Texas General Real Estate Appraiser license issued by the Texas Appraiser Licensing and Certification Board, who is on the TxDOT approved list and serves to determine the value of an asset by expert opinion.

Authority – The Alamo Regional Mobility Authority

Eminent Domain – The power to take private property for a public usage, following the payment of just compensation to the owner of the property.

Landowner’s Bill of Rights – Documentation provided by the Office of the Texas Attorney General, in compliance with the provisions of HB 1495, enacted by the 80th Texas Legislature, Regular Session, which outlines the rights of property owners in dealing with public agencies seeking to acquire property.

Negotiation – A give and take discussion or conference in an attempt to reach an agreement or settle a dispute.

Notice of Lis Pendens – Notice of pending action, used to show that a lawsuit has been filed under the exercising of eminent domain powers authorized to the Authority under state statute.

Relocation Assistance – As required by the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended; specifically addresses relocation benefits for residential and business displacees and provides benefits for the relocation of permitted outdoor advertising signs and personal property situated on the property to be acquired.

Right of Entry – The right to enter upon real property of another for a special purpose, without being guilty of trespass.

Special Commissioners – Court appointed residents of the county in which the eminent domain proceedings are occurring; Special Commissioners are not authorized to determine if the condemnation is necessary or if the public use is proper, but rather are authorized to determine an adequate and fair amount of compensation for property, in accordance with relevant law.

State – The State of Texas

Use and Possession - The right of the Authority to use and have possession of a parcel of land for the purposes of related construction or operational activities. In eminent domain proceedings this right will be secured as soon as possible.

Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 – Specifically codified as 42 USC 4601, the Uniform Relocation Assistance and Real Property Acquisition Policies Act (the “Act”), provides for uniform and equitable treatment of persons displaced from their homes, businesses, or farms by Federal and federally assisted programs and establishes uniform and equitable land acquisition policies for Federal and federally assisted programs.

Section 3 RIGHT OF WAY PROCESS

The Right of Way Acquisition process can be divided into four general categories:

Appraisal This deals with establishing the just compensation necessary to make an offer to a landowner. This also deals with Appraiser qualifications, requirements, appraisal reviews and reporting formats.

Negotiation This deals with the process of contacting and establishing relationships with landowners, making offers to landowners, reviewing title commitments and performing title curative work, explaining processes to landowners, submitting administrative settlement requests and preparing necessary conveyance documents and closing of parcels.

Relocation Assistance This deals with the fair and equitable treatment of persons displaced as a result of the highway project. This program deals with relocation benefits to residential and business displacees and also provides benefits for the relocation of permitted outdoor advertising signs and personal property situated on the property to be acquired.

Eminent Domain Once Negotiations on a parcel have failed, the parcel must be acquired through the power of eminent domain.

Condemnation is the legal process for the taking of private property. It begins with a condemning entity filing a claim for the property in court. If the landowner lives in a county where part of the property being condemned is located, the claim must be filed in that county. Otherwise, the claim can be filed in any county where at least part of the property being condemned is located. The claim must describe the property being condemned, the intended public use, the name of the landowner, a statement that the landowner and the condemning entity were unable to agree on the value of the property, and that the condemning entity provided the landowner with the Landowner's Bill of Rights statement.

Under enabling statutes and laws, the Authority has the ability to exercise the power of Eminent Domain as a public entity.

Section 4 RIGHT OF WAY PROCEDURE

All acquisitions must be in compliance with applicable State law and also in compliance with the Act, as amended, along with applicable sections of the Code of Federal Regulations. The procedures outlined below will insure compliance with the above.

4.1 Appraisal Procedures

Appraisers and review appraisers hired for any project should be on the Texas Department of Transportation approved appraiser list. All Appraisers and review appraisers must hold a current Texas General Real Estate Appraiser License issued by the Texas Appraiser Licensing and Certification Board.

The Appraiser must make a pre-appraisal contact with the landowner prior to beginning the Appraisal of a parcel. This contact should be in writing and include an "Informational Notice" form in a format approved by the Authority. The pre-appraisal contact should contain a brief statement about the proposed project, inform the landowner of their right to just compensation, establish a time to inspect the parcel, and inform the landowner of their right to accompany the Appraiser during the inspection. Each parcel shall be appraised in a format established by the Authority that is sufficient to meet the needs of a condemnation Appraisal.

The Appraisal shall also conform to the Uniform Standard Practices for Appraisal Professionals as established by the Appraisal Institute. An outdoor advertising sign structure shall be considered personal property and the value of the sign structure is not to be included in the appraisal report. If there is a valid lease for the sign, the Appraiser should consider the ground lease as part of the real property Appraisal, and it shall be included in the compensation offered to the landowner.

Each Appraisal shall be reviewed by a third-party review appraiser to establish compliance of the Appraisal with the above standards. The review appraiser shall recommend the acceptance of an approved value to the Authority in a format established by the Authority. The Authority must approve the values before any offer is made. The offer made to the landowner cannot be for any amount less than that of the approved value. The Appraiser and review appraiser must be available to update their respective reports for Eminent Domain proceedings or as requested by the Authority.

4.2 Negotiation Procedures

Prior to any offer being made, an introductory letter should be sent to the landowner(s). This letter shall include a brief description of the parcel to be acquired along with a copy of the property description and parcel plat if available. The letter should also provide the landowner with the name of the contact individual and include a Property Owner Questionnaire in a format established by the Authority. The letter must also include the statutorily required Landowner's Bill of Rights (see Section 7). This must be sent to the landowner prior to any offer being made.

A title policy shall be required on all parcels unless expressly waived by the Authority. The policy should show title vested in the Authority with no encumbrances against the title except those specifically allowed by the Authority. At this stage a title company should be contacted and the title commitment ordered which will show the current status of the title.

If possible, the negotiator of a parcel should accompany the Appraiser when the parcel is being inspected. Once the parcel is appraised and an approved value established by the Authority, a written offer should be delivered in person to the landowner. The offer shall be in a format established by the Authority and must include a copy of the appraisal report used to establish the approved value. If a landowner requests, the offer can be made by mail.

A separate contact report shall be maintained by the negotiator documenting each contact with a landowner or their authorized representative. During this process the negotiator should work with the landowner and title company to clear any encumbrances to title such as liens, leases, private easements, etc. The negotiator will also transmit to the Authority, with recommendation for approval or

disapproval, any administrative settlement request received. The procedure for evaluating administrative settlement requests follows the last section of this document.

Upon acceptance of the offer or any administrative settlement request, the negotiator will prepare the proper conveyance document and curative documents on forms approved by the Authority, prepare a Memorandum of Agreement upon a form approved by the Authority if required, transmit these original documents to title company, arrange for payment of the agreed upon amount, attend the closing, and assure all documents of record are filed and a proper title policy is issued in the name of the Authority.

4.3 Relocation Assistance Procedures

The Authority must be assured that all benefits and programs are in strict compliance with the Act, as amended, along with all applicable State laws.

Under this program landowners and tenants are reimbursed eligible expenses for moving and relocating to other property. Parcels that could have displacees eligible for Relocation Assistance benefits should be identified as early as possible. Preliminary contact should be made with potential displacees to explain the process and any benefits to which they may be entitled. It is preferable that the relocation agent accompany the Appraiser on their initial inspection of the property. Once eligibility is determined, the displacees should be so advised.

The 90-Day Letter to businesses, outdoor advertising sign owners and owners of personal property should be sent at the same time as the offer letter. Relocation housing supplements for residential displacees should be prepared and transmitted to the displacees as soon as possible after the initial offer is made.

After the 90-Day Letters are sent, the relocation agent should perform all necessary relocation advisory services, obtain comparable housing for owners or tenants, obtain an inventory and moving plan for business relocations, obtain moving estimates, submit payment requests for reimbursement on forms approved by the Authority, oversee and verify all moves and attend closing of replacement housing for residential displacees. Relocation agents will also send to displacees a 30-Day Letter which states the date they must vacate the premises. This vacate date in the 30-Day Letter cannot be before the expiration of the 90 days in the 90-Day Letter previously sent. This 30-Day Letter cannot be sent until the Authority has title to or possession of the property. All 90-Day and 30-Day Letters should be sent certified mail – return receipt requested.

Section 5 EMINENT DOMAIN PROCEDURES

Once it is evident that attempts at Negotiation of a parcel have failed, a final offer letter should be sent to all owners of the fee interest in the parcel.

The final offer should be sent by certified mail – return receipt requested. The final offer shall be in a form approved by the Authority. This letter should include a time frame for acceptance of the initial offered amount.

At the expiration of the time frame, a package of information should be sent to the attorney representing the Authority so that formal condemnation proceedings may be initiated. The package will consist of materials approved by the Authority.

It shall be the responsibility of the attorney representing the Authority to prepare the necessary court documents to institute the condemnation action. At this time an updated Appraisal for condemnation purposes should be ordered and an updated title commitment ordered to verify ownership and identify any other parties holding an interest in the parcel.

Once all the court documents have been prepared, the Original Petition for Condemnation, Notice of Lis Pendens and any other required documents shall be filed with the court of appropriate jurisdiction. Once the documents have been filed, a time, place and date for the Special Commissioner's Hearing should be scheduled. This will include provision for a court reporter to be present at the hearing. Service of process on all necessary parties to the condemnation action must be personally effectuated at least eleven days prior to the date of the Special Commissioner's Hearing.

A representative of the Authority shall attend the hearing, obtain the signature of the Special Commissioners on the award, file the award and arrange for the award or other documentation to be signed by the judge establishing compensation for the Special Commissioners. Based on information supplied by the Authority's representative and the attorney representing the Authority, it shall be determined whether or not to file objections to the award. At this time the amount of the award shall be deposited in the registry of the court and notice of such deposit shall be delivered to all parties to the condemnation action. If no objections are filed, the attorney representing the Authority shall prepare a Judgment Absent Objection and obtain the signature of the judge on that document. At that time a certified copy of the Judgment should be filed in the appropriate county records which will vest title in the Authority. If objections are filed, the case shall proceed to trial as any other civil case under the direction of the attorney representing the Authority.

Section 6

ADMINISTRATIVE SETTLEMENT PROCEDURES

An administrative settlement or counteroffer is any settlement made between the Authority and a landowner in which the amount of agreed upon as compensation exceeds the approved value established by the Authority. Administrative settlement shall be used to enhance Negotiations and not in lieu of an Appraisal or Negotiations based on an approved value. This procedure is to be used in an attempt to reduce the number of parcels that must go through the Eminent Domain process and to realize cost savings if Eminent Domain proceedings can be avoided. This procedure gives the Authority the

flexibility to settle parcels at an amount which is fair and equitable to both parties and in the best interest of the Authority.

The Authority shall appoint an Administrative Settlement Team that should be comprised of three to five members. This team is to analyze information submitted and reach a consensus as to whether the amount requested should be approved, disapproved or an alternate counteroffer approved and made to the landowner. Team members should analyze such issues as appraisal/valuation issues, legal issues pertaining to the parcel, cost savings that could be realized by avoiding a formal condemnation proceeding, timing issues related to project scheduling and any other issue the team may elect to consider that is in line with their guidelines.

This process is not to be in lieu of diligent Negotiations with a landowner based on the approved value. This procedure should be used when it appears agreement on the approved value cannot be obtained. To start the process a written counteroffer should be submitted by the landowner. The offer should include a specific dollar amount the landowner is willing to settle for and should be accompanied by supporting documentation. If the landowner has an appraisal, that should be submitted but an appraisal is not required for this process.

Normal practice should be for only one counteroffer to be submitted unless an alternate counteroffer is made by the Authority. The counteroffer should be sent to the Authority and forwarded to the Administrative Settlement Team for review. The negotiator should make a recommendation regarding approval or disapproval and should be present as a resource when the settlement is considered. The Administrative Settlement Team should make its recommendation regarding the proposed settlement within 15 working days from their receipt of the request.

The results and recommendations of the team shall be documented in a format as approved by the Authority and shall be signed by the Executive Director of the Authority or the Executive Director's designee.

If the request is approved, the landowner should be notified of the approval, and the parcel should proceed to closing. If an alternative amount is suggested, that amount should be transmitted to the landowner with a provision that the landowner should accept or reject the counteroffer within 10 working days of the date of the letter transmitting the same. If the request is disapproved, the landowner should be immediately notified. As soon as possible thereafter, a final offer letter should be sent to the landowner in the amount of the current approved value and Eminent Domain proceedings instituted.

Section 7 LANDOWNER'S BILL OF RIGHTS

The following Landowner's Bill of Rights shall be included in the introductory letter sent to a landowner prior to any offer being made (see Section 4.2). As this document may be amended and modified, from time to time, by the Office of the Attorney General of the State of Texas, any subsequent changes to this Bill of Rights will be incorporated without

any action necessary by the Authority's Board of Directors to ensure compliance with the most recent version of the document.

TEXAS LANDOWNER'S BILL OF RIGHTS

This Bill of Rights applies to any attempt by the government or a private entity to take your property. The contents of this Bill of Rights are prescribed by the Texas Legislature in Texas Government Code Sec. 402.031 and Chapter 21 of the Texas Property Code.

1. You are entitled to receive adequate compensation if your property is taken for a public use.
2. Your property can only be taken for a public use.
3. Your property can only be taken by a governmental entity or private entity authorized by law to do so.
4. The entity that wants to take your property must notify you about its interest in taking your property.
5. The entity proposing to take your property must provide you with an assessment of the adequate compensation for your property.
6. The entity proposing to take your property must make a good faith offer to buy the property before it files a lawsuit to condemn the property.
7. You may hire an appraiser or other professional to determine the value of your property or to assist you in any condemnation proceeding.
8. You may hire an attorney to negotiate with the condemning entity and to represent you in any legal proceedings involving the condemnation.
9. Before your property is condemned, you are entitled to a hearing before a court appointed panel that includes three special commissioners. This specialized hearing panel must determine the amount of compensation the condemning entity owes for the taking of your property. The commissioners must also determine what compensation, if any, you are entitled to receive for any reduction in value of your remaining property.
10. If you are unsatisfied with the compensation awarded by the special commissioners, or if you question whether the taking of your property was proper, you have the right to a trial by a judge or jury. If you are dissatisfied with the trial court's judgment, you may appeal that decision.

CONDEMNATION PROCEDURE

Eminent domain is the ability of certain entities to take private property for a public use. Private property can include land and certain improvements that are on that property. Private property may only be taken by a governmental entity or private entity authorized by law to do so.

Your property may be taken only for a public use. Eminent domain cannot be used to take your property for economic development purposes, except for limited exceptions provided by law.

Your property cannot be taken without adequate compensation. Adequate compensation includes the market value of the property being taken. It may also include certain damages, if any, to your remaining property caused by the acquisition itself or by the way the condemning entity will use the property.

How the Taking Process Begins

The taking of private property by eminent domain must follow certain procedures. First, the entity that wants to condemn your property must notify you about its interest in acquiring your property. Second, before a condemning entity begins negotiating with you to acquire your property, it must send this Landowner's Bill of Rights statement to the last known address of the person in whose name the property is listed on the most recent tax roll.

Third, the condemning entity must make a good faith offer to purchase the property. The condemning entity's offer must be based on an investigation and an assessment of adequate compensation for the property. At the time the offer is made, the governmental condemning entity must disclose any appraisal reports it used to determine the value of its offer to acquire the property. You have the right to either accept or reject the offer made by the condemning entity.

Condemnation Proceedings

If you and the condemning entity do not agree on the value of the property being taken, the entity may begin condemnation proceedings. Condemnation is the legal process for the taking of private property. It begins with a condemning entity filing a claim for your property in court. If you live in a county where part of the property being condemned is located, the claim must be filed in that county. Otherwise, the claim can be filed in any county where at least part of the property being condemned is located. The claim must describe the property being condemned, the intended public use, the name of the landowner, a statement that the landowner and the condemning entity were unable to agree on the value of the property, and that the condemning entity provided the landowner with the Landowner's Bill of Rights statement.

Special Commissioners' Hearing

After the condemning entity files a claim in court, the judge will appoint three landowners to serve as special commissioners. These special commissioners must live in the county where the condemnation proceeding is filed, and they must take an oath to assess the amount of adequate compensation fairly, impartially, and according to the law. The special commissioners are not authorized to decide whether the condemnation is necessary or if the public use is proper. After being appointed, the special commissioners must schedule a hearing at the earliest practical time and place and provide you written notice of that hearing.

You are required to disclose to the governmental condemning entity, at least ten days before the special commissioners' hearing, any appraisal reports used to determine your opinion about adequate compensation for the property. You may hire an appraiser or real

estate professional to help you determine the value of your private property. You may also hire an attorney regarding these proceedings.

At the hearing, the special commissioners will consider evidence on the value of the property, the damages to remaining property, any value added to the remaining property as a result of the project, and the uses to be made of the property being taken.

Special Commissioners' Award

After hearing evidence from all interested parties, the special commissioners will determine the amount of money to be awarded as adequate compensation. You may be responsible for the costs if the Award is less than or equal to the amount the condemning entity offered before the condemnation proceeding began. Otherwise, the condemning entity will be responsible for the costs. The special commissioners will give a written decision to the court that appointed them. That decision is called the "Award." The Award must be filed with the court and the court must send written notice of the Award to all parties.

After the Award is filed, the condemning entity may take possession of the property being condemned, even if either party appeals the Award of the special commissioners. To take possession of the property, the condemning entity must either pay you the amount of the Award or deposit the amount of the Award into the registry of the court. You have the right to withdraw the deposited funds from the registry of the court.

Objection to the Special Commissioners' Award

If either you or the condemning entity is dissatisfied with the amount of the Award, either party can object to the Award by filing a written statement of objection with the court. If neither party timely objects to the Award, the court will adopt the Award as the final judgment of the court. If a party timely objects to the special commissioners' Award, the court will hear the case in the same manner as other civil cases.

If you object to the Award and ask the court to hear the matter, you have the right to a trial by judge or jury. The allocation of costs is handled in the same manner as with the special commissioners' Award. After that trial, either party may appeal any judgment entered by the court.

Dismissal of the Condemnation Action

A condemning entity may file a motion to dismiss the condemnation proceeding if it decides it no longer needs your property. If the court grants the motion to dismiss, the case is over and you are entitled to recover reasonable and necessary fees for attorneys, appraisers, photographers, and for other expenses incurred to the date of the hearing on the motion to dismiss.

You may also file a motion to dismiss the condemnation proceeding on the ground that the condemning entity did not have the right to condemn the property, including a challenge as to whether the property is being taken for a public use. If the court grants your motion, the court may award you reasonable and necessary fees for attorneys,

appraisers, photographers, and for other expenses incurred to the date of the hearing or judgment.

Relocation Costs

If you are displaced from a residence or place of business, you may be entitled to reimbursement for reasonable expenses incurred while moving personal property from the residence or relocating the business to a new site. You are not entitled to these relocation costs if they are recoverable under another law. If you are entitled to these costs, they cannot exceed the market value of the property being moved and can only be reimbursed for moving distances within 50 miles.

Reclamation Options

If private property was condemned by a governmental entity, and the purpose for which the property was acquired is canceled before the 10th anniversary of the date of the acquisition, you may have the right to seek to repurchase the property for the fair market value of the property at the time the public use was canceled. This provision does not apply to property acquired by a county, a municipality, or the Texas Department of Transportation.

Disclaimer

The information in this statement is intended to be a summary of the applicable portions of Texas state law as required by HB 1495, enacted by the 80th Texas Legislature, Regular Session. This statement is not legal advice and is not a substitute for legal counsel.

Additional Resources

Further information regarding the procedures, timelines and requirements outlined in this document can be found in Chapter 21 of the Texas Property Code.

ALAMO REGIONAL MOBILITY AUTHORITY

FINANCIAL STATEMENTS

March 31, 2008

Board of Directors Reports

ALAMO
REGIONAL MOBILITY AUTHORITY

Balance Sheet

March 31, 2008

ASSETS

Current Assets:

Cash and cash investments	123,618
	<hr/>
Total Current Assets	123,618

Other Assets:

Prepaid Insurance	6,505
Security Deposit	5,514
	<hr/>
Total Other Assets	12,019

Total Assets	<u>135,636</u>
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LIABILITIES AND FUND EQUITY

Current Liabilities:

Accounts Payable	-
Accrued Expense	719,240
Accrued Vacation Time	12,849
	<hr/>
Total Current Liabilities	732,089

Other Liabilities:

Bexar County Loan #1 Payable	250,000
Bexar County Loan #2 Payable	500,000
City of San Antonio Loan #1 Payable	500,000
TxDOT Financial Assistance Agreement #1	913,890
TxDOT Financial Assistance Agreement #2	4,542,185
TxDOT Financial Assistance Agreement #3	1,243,284
Accrued Interest	119,516
	<hr/>
Total Other Liabilities	8,068,875

Total Liabilities	<u>8,800,964</u>
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Fund Deficit:

Retained Deficit	(6,671,621)
Unreserved - Net loss	(1,993,707)
	<hr/>
	(8,665,328)

Total Liabilities and Fund Deficit	<u>135,636</u>
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These financial statements are unaudited and for management's use only.

ALAMO
REGIONAL MOBILITY AUTHORITY
Statement of Revenue, Expenses and Changes in Fund Deficit
For the period ending March 31, 2008

	ACTUAL MONTH	ACTUAL FISCAL Y-T-D	BUDGET FISCAL Y-T-D	ACTUAL VS. BUDGET VARIANCE FISCAL Y-T-D
Non-Operating Income:				
Interest Income	153	2,342	4,000	(1,658)
Total Non-Operating Income	153	2,342	4,000	(1,658)
Operating Expenses:				
Salary, Benefits and Retirement Expense	74,515	439,281	509,631	70,350
Payroll Tax Expense	5,103	25,125	30,875	5,750
Travel & Conference	2,066	8,540	25,770	17,230
Insurance Expense	2,569	7,412	5,125	(2,287)
Website Maintenance	-	30	-	(30)
Telephone	1,107	5,889	6,143	254
Supplies	818	2,681	4,680	1,999
Printing	4,350	4,420	5,238	818
Postage	61	375	1,025	650
Equipment	648	6,826	6,374	(452)
Subscriptions	-	140	815	675
Office Space	5,854	35,516	38,193	2,677
Meeting Expense	160	790	2,657	1,867
Memberships	-	2,855	1,497	(1,358)
Professional Services	378,738	1,432,877	3,597,480	2,164,603
Advertising	-	-	1,250	1,250
Miscellaneous Expense	139	1,087	1,017	(70)
Total Operating Expenses	476,128	1,973,845	4,237,770	2,263,926
Loss From Operations	(475,975)	(1,971,502)	(4,233,770)	(2,262,268)
Nonoperating Expenses:				
Interest Expense	3,180	19,078	19,025	(53)
Total Non-Operating Expenses	3,180	19,078	19,025	(53)
Equipment Purchases	-	3,126	5,275	2,149
Net Loss	(479,155)	(1,993,707)	(4,258,070)	(2,264,363)
Retained deficit at October 1, 2007		(6,671,621)		
Retained deficit at March 31, 2008		(8,665,328)		

Note 1: Professional Services for the month and year-to-date also include accruals for services provided, but not paid, and are as follows:

	March		Y-T-D
HNTB	299,397		987,834
Garza Gonzalez	-		12,000
Locke Lord/Tuggey	67,149 (*)		389,490 (*)
Jim Griffin	12,192		43,553
	378,738		1,432,877

(*)Locke Lord/Tuggey FY08 cash expenditure ratio 99/1%; FY07 ratio 88/12%

These financial statements are unaudited and for management's use only.

ALAMO REGIONAL MOBILITY AUTHORITY

Statement of Cash Flow

For the period ending March 31, 2008

OPERATING ACTIVITIES:

Loss from operations	(\$1,993,707)
Adjustments to reconcile loss from operations to net cash used by operating activities:	
(Increase) Decrease in prepaid insurance	(5,534)
Increase (Decrease) in accrued expense	(4,535)
Net cash provided by Operating Activities	<u>(\$2,003,776)</u>

FINANCING ACTIVITIES:

Increase (Decrease) in interest payable	19,078
Increase (Decrease) in Loans Payable - TxDOT FAA #1	200,659
Increase (Decrease) in Loans Payable - TxDOT FAA #2	533,713
Increase (Decrease) in Loans Payable - TxDOT FAA #3	1,243,284
Net cash provided by Capital and Related Financing Activities	<u>1,996,734</u>

Net cash increase (decrease) for period (\$7,041)

Net increase (decrease) in cash and cash investments	
Cash and Cash Investments, October 1, 2007	130,659
Cash and Cash Investments, March 31, 2008	<u>123,618</u>
	<u><u>(\$7,041)</u></u>

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ALAMO REGIONAL MOBILITY AUTHORITY

FINANCIAL STATEMENTS

April 30, 2008

Board of Directors Reports

ALAMO
REGIONAL MOBILITY AUTHORITY

Balance Sheet

April 30, 2008

ASSETS

Current Assets:	
Cash and cash investments	108,005
	<hr/>
Total Current Assets	108,005
Other Assets:	
Prepaid Insurance	5,691
Security Deposit	5,514
	<hr/>
Total Other Assets	11,205
Total Assets	119,210
	<hr/> <hr/>

LIABILITIES AND FUND EQUITY

Current Liabilities:	
Accounts Payable	-
Accrued Expense	993,029
Accrued Vacation Time	12,849
	<hr/>
Total Current Liabilities	1,005,878
Other Liabilities:	
Bexar County Loan #1 Payable	250,000
Bexar County Loan #2 Payable	500,000
City of San Antonio Loan #1 Payable	500,000
TxDOT Financial Assistance Agreement #1	913,890
TxDOT Financial Assistance Agreement #2	4,542,185
TxDOT Financial Assistance Agreement #3	1,332,729
Accrued Interest	122,695
	<hr/>
Total Other Liabilities	8,161,499
Total Liabilities	9,167,377
	<hr/> <hr/>
Fund Deficit:	
Retained Deficit	(6,671,621)
Unreserved - Net loss	(2,376,545)
	<hr/>
	(9,048,166)
Total Liabilities and Fund Deficit	119,210
	<hr/> <hr/>

These financial statements are unaudited and for management's use only.

ALAMO
REGIONAL MOBILITY AUTHORITY
Statement of Revenue, Expenses and Changes in Fund Deficit
For the period ending April 30, 2008

	ACTUAL MONTH	ACTUAL FISCAL Y-T-D	BUDGET FISCAL Y-T-D	ACTUAL VS. BUDGET VARIANCE FISCAL Y-T-D
Non-Operating Income:				
Interest Income	174	2,516	4,667	(2,151)
Total Non-Operating Income	<u>174</u>	<u>2,516</u>	<u>4,667</u>	<u>(2,151)</u>
Operating Expenses:				
Salary, Benefits and Retirement Expense	73,328	512,609	594,311	81,702
Payroll Tax Expense	4,976	30,101	36,021	5,920
Travel & Conference	2,216	10,756	30,065	19,309
Insurance Expense	813	8,225	5,979	(2,246)
Website Maintenance	-	30	-	(30)
Telephone	1,050	6,939	7,166	227
Supplies	273	2,954	5,460	2,506
Printing	-	4,420	6,111	1,691
Postage	328	703	1,195	492
Equipment	798	7,624	7,436	(188)
Subscriptions	-	140	951	811
Office Space	9,126	44,642	44,558	(84)
Meeting Expense	263	1,054	3,100	2,046
Memberships	-	2,855	1,746	(1,109)
Professional Services	286,559	1,719,436	4,386,175	2,666,739
Advertising	-	-	1,458	1,458
Miscellaneous Expense	104	1,191	1,187	(4)
Total Operating Expenses	<u>379,834</u>	<u>2,353,679</u>	<u>5,132,919</u>	<u>2,779,240</u>
Loss From Operations	(379,660)	(2,351,163)	(5,128,252)	(2,777,089)
Nonoperating Expenses:				
Interest Expense	3,179	22,257	22,196	(61)
Total Non-Operating Expenses	<u>3,179</u>	<u>22,257</u>	<u>22,196</u>	<u>(61)</u>
Equipment Purchases	-	3,126	6,154	3,028
Net Loss	<u>(382,839)</u>	<u>(2,376,545)</u>	<u>(5,156,602)</u>	<u>(2,780,056)</u>
Retained deficit at October 1, 2007		(6,671,621)		
Retained deficit at April 30, 2008		(9,048,166)		

Note 1: Professional Services for the month and year-to-date also include accruals for services provided, but not paid, and are as follows:

	April		Y-T-D
HNTB	198,606		1,186,440
Garza Gonzalez	-		12,000
Locke Lord/Tuggey	87,375 (*)		476,865 (*)
Jim Griffin	(142)		43,411
Other Prof Svcs	720		720
	<u>286,559</u>		<u>1,719,436</u>

(*)Locke Lord/Tuggey FY08 cash expenditure ratio 99/1%; FY07 ratio 88/12%

ALAMO REGIONAL MOBILITY AUTHORITY

Statement of Cash Flow

For the period ending April 30, 2008

OPERATING ACTIVITIES:

Loss from operations	(\$2,376,545)
Adjustments to reconcile loss from operations to net cash used by operating activities:	
(Increase) Decrease in prepaid insurance	(4,721)
Increase (Decrease) in accrued expense	269,254
Net cash provided by Operating Activities	<u>(\$2,112,012)</u>

FINANCING ACTIVITIES:

Increase (Decrease) in interest payable	22,257
Increase (Decrease) in Loans Payable - TxDOT FAA #1	200,659
Increase (Decrease) in Loans Payable - TxDOT FAA #2	533,713
Increase (Decrease) in Loans Payable - TxDOT FAA #3	1,332,729
Net cash provided by Capital and Related Financing Activities	<u>2,089,358</u>

Net cash increase (decrease) for period (\$22,654)

Net increase (decrease) in cash and cash investments	
Cash and Cash Investments, October 1, 2007	130,659
Cash and Cash Investments, April 30, 2008	108,005
	<u><u>(\$22,654)</u></u>

These financial statements are unaudited and for management's use only.



GEC ACTIVITIES REPORT

April 2008

Proposal Reviews dominated the first weeks of April. A total of 31 technical personnel from TxDOT, the GEC, and Alamo RMA staff reviewed the proposals and scored them according to 158 different criteria. The **technical review teams** reported their findings and recommendation to the Evaluation & Selection Recommendation Committee (ESRC) on April 7 and 8. The ESRC, a 4 member committee made up of 2 GEC and 2 AlamoRMA staff members, completed their reviews and **finalized their scores** on April 15. The Technical Score and the Pricing Score will be combined to determine the Best Value Proposer for presentation to the Board at the May Board Meeting.

Several meetings were held to **review and finalize future operations and maintenance costs** for the project. These will be included in the final version of the **GEC report** that will be issued after the Proposer selection and final project costs and construction schedule are available. This report will be included in the documents required for the bond sale and TIFIA loan application. Updates have also been made to the **TIFIA loan application** which is anticipated to be submitted in May.

The GEC has also been preparing documents in support of **toll collection implementation**. The documents would help structure agreements or request for proposals for various aspects of customer service, toll collection, and violation processing.

The following are specific 281 Project tasks for which the GEC is providing support to Alamo RMA staff:

April GEC Procurement Efforts:

- March 24: Proposal Evaluation **Training**
- March 31: Second proposal review training (Alamo RMA, HNTB, and subconsultants)
- April 1: Presentation to Standard and Poor's (Alamo RMA and HNTB)
- March 31 - April 4: **Proposal review**, Various technical committee (Alamo RMA, TxDOT, HNTB, and GEC subconsultants)
- April 7, 8: **Technical committee presentations** to ESRC (Alamo RMA, TxDOT, HNTB, and GEC subconsultants)
- April 10: ESRC meeting to discuss **technical scoring** (Alamo RMA HNTB)
- April 16: ESRC presentation of technical scoring to Executive Director (Alamo RMA, HNTB)

April GEC Report for Official Statement Efforts:

- Continued development of **Operations & Maintenance** estimate
- Addressed comments on **text**
- Updated **Capital Cost Estimate**
- Attended **S&P visit** at Transguide

April Misc Technical Support Efforts:

- Met with staff on toll **collection and processing issues**
- Continued to provide support in the preparation of **TIFIA Loan** documents
- Coordinated with **ROW acquisition** firms to develop scope and fee for remaining parcels.
- Developed **organizational chart and labor schedule for Oversight activities** to begin after Notice to Proceed is issued for 281.

April Community Relation Efforts:

- Coordinated with Alamo RMA staff to update **mailing list and data base**
- Development of comprehensive **HOA calendar** and **events list** for project area
- **Translation** of annual report begun

The procurement schedule is:

<u>EVENT</u>	<u>DATE</u>
Issue Request for Qualifications	September 18, 2007
Pre-Proposal Conference	September 28, 2007
Receive Qualification Statements	October 19, 2007
Present Shortlist of Qualified Proposers to Board	October 24, 2007
Issuance of Draft Request for Detailed Proposals (RFDP) (for industry review)	October 24, 2007
RFDP Industry Review Workshop- All Proposers to attend	November 7, 2007
Deadline for Proposers to submit Draft RFDP review comments	November 14, 2007
One-on-one meetings with Proposers to discuss Draft RFDP comments	November 15 –16, 2007
Issuance of RFDP	December 5, 2007
Workshops and one on one meetings (in progress)	December 2007 – January 2008
Deadline for submittal of ATCs and Draft Value-Added Concepts	January 10, 2008
Workshops and one-on-one meetings	January 22-23, 2008
Forward recommendation and findings on ATCs and Draft Value-Added Concepts no later than.	January 31, 2008
Final One-on-one meetings	February 6, 2008
Deadline for Proposers to submit changes to the Proposer's organization	February 14, 2008
Deadline for Proposer's submittal of Request for Clarifications	February 14, 2008
Added One-on-one meetings	February 28-29, 2008
Deadline for Alamo RMA Response to Clarifications and addenda	March 5, 2008
Proposal Due Date and Value-Added Concept Due Date	March 20, 2008
Alamo RMA Evaluates Detailed Proposals	March 24, 2008 – April 4, 2008
Alamo RMA selects Best-Value Proposer	May 14, 2008
Negotiations of Agreement	June 2008
Issuance of NTP	At Bond Closing

**Alamo Regional Mobility Authority
 General Engineering Consultant Services
 DBE and Local Effort Distribution (through 04/25/08)**

Total Contracted (through 04/25/08)	\$	8,574,903.41
DBE Contracted (through 04/25/08)	15% \$	1,313,010.50
Total Costs (through 04/25/08)	\$	5,166,844.76
DBE Costs (through 04/25/08)	19% \$	968,890.71
Local Effort Costs (through 04/25/08)	93% \$	4,805,645.64

SUPPORTING INFORMATION

DBE Effort Distribution (through 04/25/08)

	Contracted	Invoiced
Arias and Associates	\$ 17,373.00	\$ 16,923.77
Muniz-Puente	\$ 2,520.00	\$ 2,520.00
Poznecki-Camarillo & Associates	\$ 223,864.00	\$ 141,663.60
RJ Rivera & Associates	\$ 747,529.25	\$ 560,603.61
Rodriguez Transportation Group	\$ 101,450.00	\$ 53,586.73
Vickrey & Associates	\$ 170,479.50	\$ 170,479.50
Miscellaneous Vendors	\$ 49,794.75	\$ 23,113.50
Total	\$ 1,313,010.50	\$ 968,890.71

Local Effort Distribution (through 04/25/08)

	Local	Non-local	Total	% Local
HNTB	\$ 3,549,924.95	\$ 300,226.94	\$ 3,850,151.88	92.20%
Subconsultants	\$ 1,255,720.69	\$ 60,972.18	\$ 1,316,692.87	95.37%
Total	\$ 4,805,645.64	\$ 361,199.12	\$ 5,166,844.75	93.01%

Alamo Regional Mobility Authority
General Engineering Consultant Services

GEC TEAM WORK AUTHORIZATION STATUS - as of April 25, 2008

Work Auth. No.	Work Authorization - Description	BUDGET STATUS			REMARKS
		Amounts under Commitment	Costs to be billed through 04/25/08*	BALANCE	
Project Management					
1	General Engineering Services / Timeline	\$1,400,848	\$1,262,742	\$138,106	
3	General Engineering Services / Implementation Planning	\$23,943	\$23,943	\$0	Work Complete
9.1	Project Management	\$1,327,764	\$1,189,658	\$138,106	Work Complete
10	General Engineering Assistance	\$24,633	\$24,633	\$0	Ongoing Tasks - Management / Administration / Coordination
Public Involvement Program					
2	Phase 1 - Public Surveys & Key Messages	\$1,336,363	\$685,565	\$650,798	Work Complete
4	Phase 1A - Message Delivery & Media	\$69,982	\$69,982	\$0	Work Complete
11	Phase 1B - Public Involvement & Outreach	\$292,160	\$292,160	\$0	Work Complete
13	Public Involvement Services	\$261,366	\$261,366	\$0	Work Complete
		\$712,855	\$62,057	\$650,798	Ongoing Tasks - Assistance with Public Involvement and Outreach for US 281
TXDOT US281/ Loop 1604 Project CDA Procurement					
5	Initial CDA Evaluation	\$13,984	\$13,984	\$0	Work Complete
IH35 Project Development					
6	Development of Work Plan and Schedule for IH35 Project	\$13,984	\$13,984	\$0	Work Complete
9.5	IH 35 Toll Project - Phase 1	\$610,842	\$610,842	\$0	Work Complete
SH16 (Bandera Road) Project Development					
		\$2,773,539	\$1,118,431	\$1,655,108	
77.1	Development of Work Plan and Schedule, Data Analysis	\$43,862	\$43,862	\$0	Work Complete
9.2	SH 16 Toll Project - Phase 1	\$624,350	\$624,350	\$0	Work Complete
9.6	SH 16 Toll Project - Phase 2	\$1,892,760	\$301,702	\$1,591,058	Work on hold until further notice
12	Bandera Road Community Working Group Process	\$212,567	\$148,517	\$64,050	Work on hold until further notice
US281/Wurzbach Parkway Inter. Project Development					
		\$1,265,587	\$638,678	\$626,909	
8/8.1	Development of Work Plan and Schedule for US281/WP Project	\$36,319	\$36,319	\$0	Work Complete
9.3	Wurzbach Parkway	\$95,431	\$95,431	\$0	Work tasks moved to 9.3F
9.3F	Wurzbach Parkway and Interchange Project	\$1,124,270	\$497,361	\$626,909	Work on hold until further notice
9.4	Wurzbach Parkway Preliminary Cost Study	\$9,567	\$9,567	\$0	Work tasks moved to 9.3F
281 Engineering Services					
		\$1,173,740	\$636,602	\$537,138	
14	281 Toll Project: Procurement, GEC report, technical support	\$1,173,740	\$836,602	\$337,138	Proposal review, recommendation of technical scores
Project Summary Status		\$8,574,903	\$5,166,845	\$3,408,057	

* Figures do not include outstanding subconsultant invoices



May 2008 Alamo RMA Calendar

SUN

MON

TUE

WED

THU

FRI

SAT

				1	2	3
4	5	6	7	8	9 Planning Committee meeting Finance Committee meeting	10
11	12	13	14 Alamo RMA Board of Directors Meeting- 2pm at TransGuide	15	16	17
18	19 MPO Meeting – VIA Metro Center at 1:30 p.m.	20 <i>T. Brechtel speaking on a response panel at the ULI Luncheon</i>	21	22	23 Planning Committee Meeting Finance Committee meeting	24
25	26 Alamo RMA Offices Closed – Memorial Day Holiday	27	28	29 Texas Transportation Commission Meeting	30	31



June 2008 Alamo RMA Calendar

SUN

MON

TUE

WED

THU

FRI

SAT

1	2	3	4	5	6 Planning Committee Meeting Finance Committee Meeting	7
8	9	10	11 Alamo RMA Board of Directors Meeting – TransGuide at Noon	12	13	14
15	16	17	18	19	20 Planning Committee Meeting Finance Committee Meeting	21
22	23 MPO Meeting – VIA Metro Center at 1:30 p.m.	24 <i>J. Reed presenting to the Phyllis Browning Sales Group</i>	25	26 Texas Transportation Commission meeting	27	28
29	30					



July 2008 Alamo RMA Calendar

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4 Alamo RMA Offices Closed – 4 th of July Holiday	5
6	7	8	9 Alamo RMA Board of Directors Meeting – Noon at TransGuide	10	11	12
13	14	15	16	17	18 Planning Committee Meeting Finance Committee Meeting	19
20	21	22	23	24	25	26
27	28 MPO Meeting – VIA Metro Center at 1:30 p.m.	29	30	31 Texas Transportation Commission		