



DALLAS/FORT WORTH INTERNATIONAL AIRPORT BOARD

PROJECT AGREEMENT

1. Contract No.
7005264

2. Requisition No.

3. Project Agreement No.
5264-002-R00

4. Name & Address of Consultant/Contractor
North Texas Tollway Authority
5900 West Plano Parkway, Suite 100
Plano, TX 75093
P.O. Box 260729
Plano, TX 75026

5. Project Agreement Amount
NTE \$250,000.00

6. Administrative and Accounting Data

Current Project Agreement Value: \$250,000.00

7. Bond Fund Information

Yes _____ N/A X

FUND NO. N/A

8. Project Agreement Order Title

Project Agreement No. 2 – Back Office - Clearing House Systems Modifications & Valet Lot Deployment

9. References

PA No. 5264-002R00 Scope & Attachment A

10. Services to be Provided

NTTA agrees to provide the services of Project Agreement No. 2 Back Office - Clearing House Systems Modifications & Valet Lot Deployment in accordance with the "Project Agreement 2 System Enhancements_v6_09272010" document, here-to-for referred to as Project Agreement (PA) 2 Scope of Work. The total value of PA 5264-002R00 is an amount Not To Exceed \$250,000.00.

The services of PA No 5264-002R00 shall be ordered, billed and paid under separate Work Orders (WO) listing specific items from Attachment A – Enhancement List. Work Orders may be issued for payment purposes as Firm Fixed Price, Lump Sum or Time and Material. Work Orders may be issued by DFW's Contract Administrator, or DFW's ITS Project Manager. The form used for issuance of WO may be styled as this Project Agreement Form or the Work Order Form Attached.

The following Wage Rates contained in this Project Agreement will be used in pricing Work Orders. Additional elements of cost may be added as required.

11. Performance Period

Start: January 5, 2011; Expire: Pendency (upon 180 days notification to terminate by either party – See Master Agreement Article 2.26)

12. Dallas/Fort Worth International Airport Board

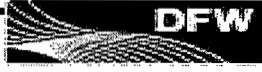
By

(Authorized Representative)

Name of Authorized Representative
(Type or Print)
Gregory C. Spoon, CPSM, CMRP, Vice President or
Joanne Baca Garcia, Assistant Vice President Procurement & Materials Management

Date Signed

1/4/2011



DALLAS/FORT WORTH
INTERNATIONAL AIRPORT
BOARD
(Continuation Sheet)

PROJECT
AGREEMENT

1. Contract No.
7005264

3. Project Agreement No.
5264-002R00

10. Services to be provided (Cont..)

<u>Classification</u>	<u>Individual Rate (\$/Hr)</u>
Project Manager	\$140.00
Technical Manager	130.00
Planner	78.00
Junior Developer	104.00
Senior Developer	120.00
Data Analyst	130.00
BSA	104.00
QA	83.00
NTTA RITE Applications Manager	54.47
NTTA RITE Business Analyst	33.54
NTTA RITE Support Analyst	29.04
Parking Systems Manager	48.62
Parking Systems Tech III	33.54
Parking Systems Support Tech II	24.59



DALLAS/FORT WORTH
INTERNATIONAL AIRPORT

PROCUREMENT & MATERIALS MANAGEMENT

January 3, 2011

North Texas Tollway Authority
P.O. Box 260729
Plano, TX 75026

Attention: Mr. Dave Pounds

Subject: Contract No. 7005264 – Master Interlocal Agreement between NTTA and DFW
International Airport Board

Enclosure: Project Agreement No. 5264-002R00 – Back Office Clearing House Systems
Modifications & Valet Lot Deployment

Dear Mr. Pounds:

Transmitted herewith is Project Agreement 5264-002R00 issued for an amount not to exceed \$250,000.00. The Project Agreement authorizes individual Work Orders which are to be issued at a later date. Funding for this Project Agreement will be per Work Order.

Acknowledge receipt and acceptance of this Project Agreement in the space provided below and return the original of this letter to the D/FW Procurement & Materials Management Department within seven days after receipt of this letter; or provide acknowledgement by emailed facsimile to bellis@dfwairport.com. The DFW Technical Representative for this contract and assigned Project Agreements is Bill Johnson, at 972/973-5350.

Should additional information be required, please feel free to contact the undersigned at 972-973-5676.

DFW International Airport Board
Procurement & Materials Management
P.O. Box 619428 (US mail only)
3122 E. 30th Street (non-mail delivery only)
DFW Airport, TX 75261-9428

Sincerely,

A handwritten signature in black ink, appearing to read "Bill Ellis". The signature is written in a cursive, somewhat stylized script.

Bill Ellis
Sr. Contract Administrator
Procurement & Materials Management Department

Receipt Acknowledged

By _____ Title _____ Date _____

**North Texas Tollway Authority – AVI System
Master Interlocal Agreement 7005264
Project Agreement No. 2 – System Enhancements**

2010 OCT -6 AM 9:24
RECEIVED

1.0 DESCRIPTION

This Project Agreement enhances the Automated Vehicle Identification (AVI) System deployed at the Dallas/Ft. Worth Airport (DFW) by modifying the Back Office and Clearing House Systems, as well as deploying AVI technology in the Valet Lot.

2.0 OBJECTIVES

The goal of this Project Agreement is to improve Back Office and Clearing House operations and reconciliation by providing specific system enhancements. These enhancements include but are not limited to interfaces, reports, logic changes, screen modifications and Valet Lot deployment. This Project Agreement outlines the work to be performed and the software development cycle to be utilized by NTTA and identifies the responsibilities of NTTA and the Board.

3.0 DEFINITIONS

3.1 NTTA's Back office and Clearing House Operations includes hardware, software, local host, reporting servers, applications, and interfaces related to parking and ground transportation operations at DFW and available for use by authorized Board personnel.

4.0 ENHANCEMENT LIST

- 4.1 Attachment A – "The Enhancement List" identifies various enhancements requested by the Board and coordinated with NTTA.
- 4.2 Work under this Project Agreement is limited to those enhancements identified in Attachment A and to the Not-To-Exceed value of the Project Agreement. Items on the list will be completed in order of priority as set forth by the Airport Board's designated representative. Each part understands that not all items on the list may be completed due to time and budget constraints.
- 4.3 Work under this Project Agreement may include some or all of the enhancements identified in Attachment A – "Enhancement List".
- 4.4 NTTA and the Board's designated representative(s) will jointly determine the priority for development and implementation of items on the "Enhancement List."
- 4.5 Prior to starting work on any enhancement, a fully defined Work Authorization will be issued.
- 4.6 Development of any enhancement on the "Enhancement List" will follow NTTA's Development Plan as set forth in Section 5.0.

5.0 NTTA BACKOFFICE AND CLEARING HOUSE OPERATIONS DEVELOPMENT PLAN

- 5.1 The development of enhancements and maintenance follows a software development lifecycle process. For most enhancement tasks, the following cycle applies:
 - 5.1.1 Enhancement requested
 - 5.1.2 Basic requirements obtained
 - 5.1.3 Rough Order of Magnitude (ROM) Estimate – high level estimate, can vary as requirements are further defined
 - 5.1.4 Requirements gathering
 - 5.1.5 Business Requirements Document (BRD) documentation
 - 5.1.6 BRD sign-off
 - 5.1.7 Level of Effort (LOE) Estimate – more refined than a ROM, typically fairly accurate with defined and approved requirements
 - 5.1.8 Enhancement receives notice to proceed

**North Texas Tollway Authority – AVI System
Master Interlocal Agreement 7005264
Project Agreement No. 2 – System Enhancements**

- 5.1.9 Design
 - 5.1.10 Development
 - 5.1.11 Quality Assurance Testing (QA)
 - 5.1.12 User Acceptance Testing (UAT)
 - 5.1.13 Change Control approval for release or implementation
 - 5.1.14 Implementation
 - 5.1.15 Post Implementation Support
 - 5.1.16 Project Close Out
- 5.2 Some tasks on the enhancements list will require a significant level of requirements gathering. Board staff will need to devote time to aid NTTA in this process. NTTA shall make reasonable effort to combine tasks and look for efficiencies in this process to preserve both time and dollar resources. In some situations, it may be necessary to issue a Work Authorization for the requirements gathering phase of a task.
- 5.3 NTTA will provide the Board with a BRD document for sign off prior to beginning development. Development will not proceed until requirements gathering and documentation are complete and signed by the appropriate Board Representatives and NTTA Management.
- 5.4 For each task or group of tasks, NTTA will provide a project plan that will include, but is not limited to, approximate total project hours, resource assignments, target dates and project budget in both hours and actual costs.
- 5.5 NTTA will provide the Board with a User Acceptance Testing (UAT) Plan for testing in Pre-Production prior to implementing an enhancement. Implementation will not proceed until the UAT plan is executed and signed by a designated representative.
- 5.6 Enhancements will be applied in Production only after the Board's designated representative(s) sign-off on Pre-Production testing.
- 5.7 Immediately following Implementation, the Board's designated representative(s) will test the enhancement in Production and verify that functionality meets what was approved per the UAT plan.
- 5.8 NTTA will provide post implementation support for all enhancements.
- 5.9 NTTA will provide training to the Board for new or enhanced functionality.
- 5.10 NTTA will provide project close out and documentation to the Board post release.
- 5.11 The Board and NTTA together will update or document new business rules or standard operating procedures impacted by the system enhancement or to support the system enhancement as to maintain consistency in processes and communications with the Board and NTTA's shared customers.

6.0 ENHANCEMENT PROJECT SUPPORT

- 6.1 NTTA shall designate a single point of contact for the purposes of projects resulting from the Enhancement List. A backup contact will also be provided.
- 6.2 The Board shall designate a single point of contact for purposes of decision-making and distribution of information for projects resulting from the Enhancement List. A backup contact will also be provided.
- 6.3 NTTA will furnish all supervision, labor, tools, machinery, hardware, test equipment, materials, services, and third party support as necessary to complete the enhancements agreed upon in this agreement.
- 6.4 The records, documentation and reports to be maintained as part of this agreement are subject to inspection by authorized Board and NTTA representatives at any time.

**North Texas Tollway Authority – AVI System
Master Interlocal Agreement 7005264
Project Agreement No. 2 – System Enhancements**

7.0 CHANGE MANAGEMENT

- 7.1 All installed system changes shall be mutually agreed upon in advance by the Board's designated representative and the NTTA.
- 7.2 All planned changes will be coordinated with the Board's designated representative.
- 7.3 Unplanned changes may be implemented only if the Board's designated representative agrees the work is essential to operations and cannot be deferred.
- 7.4 NTTA will test and verify the changes in a test environment prior to applying the changes to the production environment.
- 7.5 Change procedures shall include the requirement for saving the previously functioning application/configuration backup information in the event a rollback is required.
- 7.6 If required as part of a Work Authorization, NTTA will provide post implementation monitoring, support, and training.
- 7.7 NTTA will provide the Board's designated representative(s) with Release Documentation. This documentation will detail the processes followed during releases and system changes including User Acceptance Testing, implementation, validation, remediation, and post-installation support.

8.0 EFFECTIVE DATE

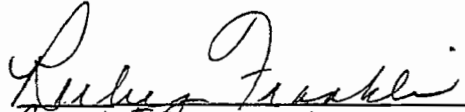
This Project Agreement No. 3 is effective July 1, 2010.

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North Texas Tollway Authority – AVI System
Master Interlocal Agreement 7005264
Project Agreement No. 2 – System Enhancements

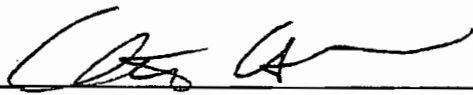
IN WITNESS WHEREOF, the Airport Board and the NTTA have executed this Interlocal Agreement on the dates shown below, to be effective on the date listed above **NORTH TEXAS TOLLWAY AUTHORITY**

ATTEST:



Ruby Franklin, Secretary

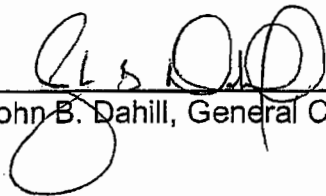
NORTH TEXAS TOLLWAY AUTHORITY

By: 

Clayton Howe, Assistant Executive Director
of Operations

APPROVED AS TO FORM:

Date: 9/29/10

By: 

John B. Dahill, General Counsel

**North Texas Tollway Authority – AVI System
Master Interlocal Agreement 7005264
Project Agreement No. 2 – System Enhancements
Attachment A - Enhancement List**

DFW ID Number	RITE Task Number	Task Title	Task Description
A-21-1	RITE 1838	Valet Lot Readers	Provide and install AVI readers in the Valet Lot and implement all necessary system modifications to treat the Valet Lot as a nested lot with the transaction flow of Plaza entry, Valet entry, Valet exit, Plaza exit.
A-17-2	RITE 1838a	Valet Lot Readers - Matching/Force Matching	Provide functionality on the Transaction Management Screen to assist with/reduce unmatched transactions. This effort includes showing all nested lots to the user on screen, and assisting the user with manual/automated transaction build functionality.
A-17-3	RITE 1838b	Valet Lot Readers - Smart Matching	Design and build "smart" matching logic that builds transactions based on known read points even though not all read points are provided to support the deployment of readers in the Valet Lots.
A-09-2	RITE 1832	Credit Card Exception Report - Supplemental Report	Provide a separate report from the Credit Card Exception Report ordered by name that will append to the Failed Credit Card Letters process and print a detail listing of all letters to send. No modifications are to be made to the existing Credit Card Exception Report ordered by date.
A-10-1	RITE 1833	Credit Card Failed - Letters Name/Address Corrections	Provide functionality to allow a DFW Public Parker User the ability to edit the customer account information and fix any address/name issues before printing failed credit card letters by adding an "Edit Account" function to the screen.
A-03-2	RITE 1827	Comments Entry/Edit/View Functionality	Provide functionality so both Board and NTTA users can see all comments entered (Board and NTTA) and identify the source (Board or NTTA). Also provide a standard comment entry and edit capability for the Board.
P-02-5	RITE 1842	Blocked Tags - Unusual Activity Message	Modify the notification message associated with blocked tags. Message to be user friendly and avoid the terminology "Unusual Activity."
A-04-1	RITE 1828	Transaction Management Screen - Date Order	Modify the date order of transactions in the Transaction Management Screen to display in reverse order.
A-04-2	RITE 1829	Transaction Management Screen - Landscape Printing	Implement Jasper print functionality to provide landscape printing capability from the Transaction Management Screen.
A-07-1	RITE 1830	Transaction Management Screen - Transaction Resolution Status	Provide functionality within the Transaction Management Screen to change the status of a transaction to closed when paid, to indicate if the transaction was paid external to the system, and to indicate if resolved by the Board.
A-08-2 A-08-1 A-08-4	RITE 1831	Expired Credit Card Letters	Provide functionality that triggers a credit card retry when the previously failed credit card is updated. This task is dependent on implementation RITE 1830 to avoid duplicate charges. Ensure functionality only uses current or updated credit card information to avoid failure after a customer has updated an expired credit card.
A-18-2 A-18-1	RITE 1835	Credit Card Failed - Separate DAL/DFW	Separate the parameter between DAL/DFW to independently change number of credit card attempts. Both the number of credit card retries for transactions > \$10 and number of re-post attempts for transactions < \$10 are tied to this parameter and this effort assumes the two functions remained tied together.
A-18-3	RITE 1836	Credit Card Failed - Separate Retries and Reposts	Separate the logic between number of credit card retries for transactions > \$10 and the number of re-post attempts for transactions < \$10 and provide independent parameters for each.
A-18-4	RITE 1837	Credit Card Failed - Number of Failures	Modify the main screen of the Account Activity Report to display the number of credit card failures and the associated failure dates so the CSC can tell how many times the card has failed.
P-02-6	RITE 1843	Blocked Tags - Unusual Activity Parameter	Document all current business rule parameters for DFW "Unusual Activity" (10 warnings, 15 blocks, 3 insufficient funds, 1 credit card failure, etc.) to include descriptions and definitions and implement parameter changes identified by the Board.
A-15-1	RITE 1834	Transaction Management Screen - Reject Multiple Transactions	Provide functionality within the Transaction Management Screen to allow multiple transactions to be rejected at the same time. Preferred option is the addition a multiple check box selection with a reject button.
P-02-3	RITE 1840	Blocked Tags - Multiple Tags	Provide functionality to block all tags associated with a class 1 vehicle account when any one tag on the account is blocked.
P-02-4	RITE 1841	Blocked Tags - Visibility	Provide NTTA visibility into tags blocked by DFW. This proposed functionality is read-only and does not allow NTTA to unblock a tag, and only addresses tags blocked by DFW.

North Texas Tollway Authority – AVI System
 Master Interlocal Agreement 7005264
 Project Agreement No. 2 – System Enhancements
 Attachment A - Enhancement List

DFW ID Number	RITE Task Number	Task Title	Task Description
A-23-1		Transaction Posting - Retry Attempts on NTTA Account Failures	Adjust the number of transaction posting (retry) attempts after a transaction posting has failed due to insufficient funds in the customer's NTTA account. Also adjust the retry attempts for transactions less than a predetermined dollar limit.
A-24-1		Customer Service/Parking Staff Communications	Provide a mechanism between DFW Parking Staff and the CSC to facilitate communication and information exchange regarding customer accounts. Desired solution to include a queue so both DFW and CSC can work issues in the queue rather than relying on the exchange of spreadsheets.
A-25-1		Account Search Screen	Update the Gateway display screen, search screen, and search results screen to include the Address2 field.

WORK ORDER No: _____
 DELIVERY ORDER No: _____
 CONTRACT No. / TITLE: _____

WORK ORDER

NOTICE TO PROCEED DATE: _____
 REQUIRED COMPLETION DATE: _____
 ACTUAL COMPLETION DATE: _____

1. ITEM NO	2. DESCRIPTION OF SERVICES REQUIRED / PERFORMED <small>(Attach Additional Sheets if Required)</small>	3. REQUIRED (ESTIMATE)			4. ACTUAL			
		QUANTITY	RATE	TOTAL	QUANTITY	RATE	TOTAL	
				\$ -			\$ -	
				\$ -			\$ -	
				\$ -			\$ -	
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				\$ -			\$ -	
		TOTAL LABOR		\$ -	TOTAL LABOR		\$ -	
5. REQUISITION NO. _____		3a. MATERIALS, ETC. (ESTIMATE)			4a. MATERIALS, ETC. (ACTUAL)			
				\$				
				\$				
				\$				
				\$				
				\$				
				\$				
				\$				
		TOTAL MATERIALS			\$ -	TOTAL MATERIALS		\$ -
6. APPROVED BY _____ CONTRACTOR REPRESENTATIVE DATE		3b. ESTIMATED TOTAL COSTS			4a. TOTAL COSTS			
		BID ITEMS MATERIALS, ETC.			BID ITEMS MATERIALS, ETC.			
7. APPROVED BY _____ DFW REPRESENTATIVE DATE		OTHER			OTHER			
		TOTAL EST. COSTS				TOTAL AUTHORIZED FOR PAYMENT		
8. PERFORMANCE CERTIFICATION - AUTHORIZATION FOR PAYMENT _____ DFW REPRESENTATIVE DATE		9. REMARKS: 						

Ellis, William

To: Dpounds@ntta.org
Cc: Johnson, Bill (ITS)
Subject: Contract 7005264 Master Interlocal Agreement - Project Agreement No. 2

PA # 2 is attached. DFW will issue Work Orders to initiate task assignments under this PA.



AR-M550N_201101
04_145822.pdf



Dallas/Fort Worth International Airport
PROCUREMENT & MATERIALS MANAGEMENT

CONTRACT NO.: 7005264

DATE: 1/3/2011

TITLE: MASTER Agreement with XITA

() NEW CONTRACT

CONTRACTOR/CONSULTANT: _____

() CHANGE ORDER

RESOLUTION NO.: XIA DATE: _____

() INCREASE/RENEWAL

RETURN TO: EOE PHONE: 3-5676

DELIVERY ORDER

OTHER Project Agreement

ROUTING: (Initial and Date When Review is Completed, Execute Document as Required)

ROUTE TO	NEED BY DATE	INITIALS	REVIEWED/DATE APPROVED
CONTRACTS/PURCHASING MANAGER	1/3/11	<i>[Signature]</i>	* 1/3/2011
RISK MANAGEMENT			
LEGAL COUNSEL			
ASSISTANT VICE PRESIDENT			
VICE PRESIDENT - P&MM	1/3/11	<i>[Signature]</i>	1/4/11

COMMENTS: Project Agreement No. 2. Individual work orders will be used to issue TASK under this Project Agreement.
* See modifications

Negotiated Savings/Cost Avoidance: \$ _____

() Copy to Buyer Contract File

DFW AIRPORT PMM ORACLE ENTRY/CHANGE FORM

GENERAL CONTRACT INFORMATION

CONTRACT NUMBER: 7005264
CONTRACT TITLE: MASTER INTERLOCAL AGREEMENT between NTTA & DFW INTERNATIONAL AIRPORT Board
CONTRACTOR NAME: NORTH TEXAS TOLLWAY AUTHORITY

NEW CONTRACT ALL INFORMATION MUST BE ENTERED IN THIS CATEGORY

CONTRACTOR CONTACT INFORMATION

CONTACT NAME & TITLE	CONTACT PHONE & EMAIL	ADDRESS	REGISTERED IN SUPPLIER?
DAVE POUNDS		5900 WEST PLANO PARKWAY SUITE 100 PLANO, TEXAS 75039	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO

RESPONSIBLE DEPARTMENT INFORMATION

TECH REP NAME & TITLE	CONTACT PHONE & EMAIL	DEPARTMENT NAME
BILL JOHNSON	972-973-5350	INFORMATION TECHNOLOGY SERVICES

CONTRACT HEADER INFORMATION

CONTRACT TYPE	INFORMATION / COMMENTS
Other Type	
INITIAL CONTRACT VALUE	\$ 250,000.00
INITIAL TERM OF CONTRACT	
RENEWAL OPTIONS	
CONTRACT START DATE	
INITIAL TERM END DATE	
FINAL TERM END DATE	
PAYMENT TERMS	
FREIGHT TERMS	
FOB	
SOLICITATION METHOD	
GREEN PURCHASE	

CONTRACT CHANGE(S) CHECK ALL THAT APPLY AND PROVIDE ASSOCIATED INFORMATION (SEE COMMENTS OR LIST)

TYPE OF ADDITION OR CHANGE

TYPE OF ADDITION OR CHANGE	INFORMATION / COMMENTS
<input type="checkbox"/> ENCUMBRANCE CHANGE	
<input type="checkbox"/> CHANGE ORDER	CO#
<input checked="" type="checkbox"/> DELIVERY ORDER	DO# 5264-002r00 PROJECT AGREEMENT FUNCTIONS SAME AS DELIVERY ORDER
<input type="checkbox"/> CONTRACTOR NAME	
<input type="checkbox"/> CONTRACT CLOSE OUT	
<input type="checkbox"/> OTHER (EXPLAIN)	

CONTRACT VALUE OR TERM CHANGES	DEFINE CHANGE (SEE COMMENT)	CHANGE TO	REASON (CHOOSE FROM LIST)
<input type="checkbox"/> CONTRACT END DATE CHANGE			
<input type="checkbox"/> AGREED AMOUNT CHANGE			

ATTACHMENT(S) DFW CONTRACT STATUS REPORT CHANGE ORDER DELIVERY ORDER

CONTRACT FUNDING

ACTION REQUIRED	REQUISITION #	LINE #	CURRENT LINE AMOUNT	AMOUNT OF CHANGE	REVISED LINE AMOUNT
ADD LINE			\$ -		\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
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					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -

ADDITIONAL COMMENTS / SPECIAL INSTRUCTIONS:

ORIGINAL INDEFINITE QUANTITY PROJECT AGREEMENT - ENCUMBRANCE OF THE NOT TO EXCEED \$250,000.00 AMOUNT OF THE PROJECT AGREEMENT WILL BE BY INDIVIDUAL WORK ORDERS.

BOARD APPROVAL DATE:	AMOUNT AWARDED BY BOARD:
BOARD RESOLUTION NUMBER:	<input type="checkbox"/> OBA ATTACHED <input checked="" type="checkbox"/> N/A

CONTRACT ENTRY FORM SUBMITTAL, ENTRY, APPROVAL SECTION

THIS FORM SUBMITTED BY: BILL ELLIS	DATE SUBMITTED: 4-Jan-11
ENTERED BY:	DATE ENTERED: 1/5/11
APPROVED BY:	DATE APPROVED: 1/6/11

(A.B.)