

NORTH TEXAS TOLLWAY AUTHORITY
Customer Service, Projects and Operations Committee Meeting Minutes
December 5, 2013

A public notice of this meeting containing all items was filed in the Office of the Secretary of State as required by Chapter 551 of the Texas Government Code, referred to as "The Open Meetings Act."

Minutes of the Customer Service, Projects and Operations Committee meeting held at the North Texas Tollway Authority, 5900 West Plano Parkway, Plano, Texas, on December 5, 2013 at 10:00 a.m.

CALL TO ORDER

Committee Chairman Nowels called the meeting to order at 10:03 a.m.

1. ESTABLISHMENT OF QUORUM

Committee Chairman Nowels established a quorum by calling the roll. The following committee members were in attendance:

Michael Nowels	Committee Chairman
Matrice Ellis-Kirk	Member
Mojoy Haddad	Member
Bill Moore	Member

Chairman Barr and Directors Elliott, Quesada and Kloepper were also in attendance.

NTTA employees attending the Committee meeting were: Gerry Carrigan, CEO/Executive Director; Tom Bamonte, General Counsel; Lorelei Griffith, Secretary; Karen Madison Ponds, Assistant Secretary; Horatio Porter, CFO/Treasurer; Dana Gibson-Boone, Director of Cash and Debt Management/Assistant Treasurer; Janice Davis, Assistant Executive Director of Strategic & Innovative Solutions; Elizabeth Mow, Assistant Executive Director of Infrastructure; Ray Zies, Controller; Magdalena Kovats, Director of Internal Audit; Kim Tolbert, Chief Strategic Officer; Eric Hemphill, Director of Maintenance; John Bannerman, Interim Director of Customer Service; Anthony Coleman, Director of Business Diversity; Felix Alvarez, Director of Procurement Services; Dave Pounds, Director of Information Technology; Marty Lege, Director of System and Incident Management; Carrie Rogers, Director of Government Affairs; Pete Havel, Director of Legislative Affairs

Also present at the meeting representing the Authority were Frank Stevenson, Locke Lord LLC, Board Counsel; Greg Schaecher, McCall Parkhurst & Horton, Bond Counsel to the Authority; Keith Jackson, Atkins North America, Inc., General Engineering Consultant to the Authority; Stephanie Halliday, HNTB, Project Management Consultant to the Authority; Michael Copeland, CDM Smith Associates, Traffic & Revenue Consultant to the Authority; Bill Mahomes, Mahomes Bolden, PC, Bond Counsel to the Authority and Sam Bohluli, C&M Associates, Inc., Traffic & Revenue Consultant to the Authority

2. Public Comments

There were no comments.

3. Approval of the minutes from the November 7, 2013 Customer Service, Projects and Operations Committee meeting

Director Ellis-Kirk made a motion to approve the minutes of the November 7, 2013 Customer Service, Projects and Operations Committee meeting. Vice Chairman Moore seconded the motion and it was approved unanimously. (Resolution No. 13-162)

4. Work Authorizations for 2014 Asset Condition and Annual Inspections with:
- A. VRX Engineering, Inc., in an amount not to exceed \$912,382.00
 - B. Atkins North America, Inc., in an amount not to exceed \$321,186.00

Eric Hemphill, Director of Maintenance, presented information on work authorizations for 2014 Asset Condition and Annual Inspections with:

- A. VRX Engineering, Inc., in an amount not to exceed \$912,382.00
- B. Atkins North America, Inc., in an amount not to exceed \$321,186.00

The Customer Service, Projects, and Operations Committee supported the staff recommendation to approve the work authorizations and to forward for Board action at the December 18, 2013 Board Meeting.

5. 2014 Annual Work Authorizations with:
- A. Atkins North America, Inc. for 2014 General Engineering Consultant Services in an amount not to exceed \$498,085.00
 - B. HNTB Corporation for 2014 Program Management Consultant Services in an amount not to exceed \$5,323,601.00

Elizabeth Mow, Assistant Executive Director of Infrastructure, presented information on 2014 Annual work authorizations with:

- A. Atkins North America, Inc. for 2014 General Engineering Consultant Services in an amount not to exceed \$498,085.00
- B. HNTB Corporation for 2014 Program Management Consultant Services in an amount not to exceed \$5,323,601.00

The Customer Service, Projects, and Operations Committee supported the staff recommendation to approve the work authorizations and to forward for Board action at the December 18, 2013 Board Meeting.

6. One-year contract extension and 2014 work authorization with Jacobs Engineering Inc. for Corridor Management Services on Chisholm Trail Parkway, in an amount not to exceed \$1,396,379.00

Elizabeth Mow, Assistant Executive Director of Infrastructure, presented information on a One-year contract extension and 2014 work authorization with Jacobs Engineering Inc. for Corridor Management Services on Chisholm Trail Parkway, in an amount not to exceed \$1,396,379.00. The Customer Service, Projects, and Operations Committee supported the staff recommendation to approve the one-year contract extension and 2014 work authorization and to forward for Board action at the December 18, 2013 Board Meeting.

7. Purchase from TransCore, LP for 2014 sticker-type TollTags in an amount not to exceed \$7,571,912.76

John Bannerman, Interim Director of Customer Service, presented information on the purchase from TransCore, LP for 2014 sticker-type TollTags in an amount not to exceed \$7,571,912.76. The Customer Service, Projects, and Operations Committee supported the staff recommendation to approve the purchase and to forward for Board action at the December 18, 2013 Board Meeting.

8. A five-year contract for \$2,298,673.82 and a four-year contract for \$220,433.52, both with RFD & Associates, Inc., for Oracle software applications maintenance and support in 2014-2018 period

David Pounds, Director of Information Technology, presented information on a five-year contract for \$2,298,673.82 and a four-year contract for \$220,433.52, both with RFD & Associates, Inc., for Oracle software applications maintenance and support in 2014-2018 periods. The Customer Service, Projects, and Operations Committee supported the staff recommendation to approve the five-year contract and to forward for Board action at the December 18, 2013 Board Meeting.

9. Summary of Monthly Project Delivery Report relating to contracts, expenditures, budgets and status of the following NTTA turnpike projects

No updates presented.

10. EXECUTIVE SESSION – Pursuant to Chapter 551, Subchapter D, Texas Government Code

There were no items for Executive Session.

11. Discussion of possible future agenda items

There were no items brought forward.

12. Adjournment

The meeting adjourned at 10:36 a.m.


Michael Nowels, Committee Chairman
Customer Service, Projects & Operations
Committee


Lorelei Griffith, Secretary