NORTH TEXAS TOLLWAY AUTHORITY
Customer Service, Projects, and Operations Committee Meeting Minutes
October 6, 2016

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 ("Committee") meeting held at North Texas Tollway Authority, 5900 West Plano Parkway, Plano, Texas, on October 6, 2016 at 10:00 a.m.

CALL TO ORDER

Committee Chairman Nowels called the meeting to order at 10:02 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
Jane Willard	Member
Mojy Haddad	Member
George (Tex) Quesada	Member

Chairman Kenneth Barr, Vice Chairman William Moore, Director William (Bill) Elliott, and Director John Mahalik were also in attendance.

NTTA employees attending the Committee meeting were: Gerry Carrigan, CEO/Executive Director; Lorelei Griffith, Secretary; Karen Madison Ponds, Assistant Secretary; Horatio Porter CFO/Treasurer; Dana Gibson Boone, Director of Cash and Debt Management/Assistant Treasurer; Dena DeNooyer Stroh, General Counsel; Elizabeth Mow, Assistant Executive Director of Infrastructure; James Hofmann, Assistant Executive Director of Operations; Magdalena Brady, Director of Internal Audit; Kim Jackson, Senior Director of Public Affairs; Angela Hough, Assistant General Counsel; John Bannerman, Director of Customer Care; Eric Hemphill, Director of System Incident Management; Mark Pavageau, Director of Maintenance; Anthony Coleman, Director of Business Diversity; Carrie Rogers, Director of Government Affairs; Arturo Ballesteros, Director of Legislative Affairs; Brian Reich, Controller; Craig Lockett, Director of Human Resources; Robert Hurmence, Director of Financial Planning and Analysis; Gio Rodriguez, Director of Contact Center and Collections; David Evans, Senior Director of Procurement Services and Business Diversity; and Sabu Stephens, Director of Information Technology.

Also present at the meeting representing the Authority were 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 not related to specific agenda items

There were no comments.

3. Comments and announcements from the Chairman and Board Members

There were no comments.

4. Approval of the minutes from the August 4, 2016 Customer Service, Projects, and Operations Committee meeting

Director Quesada made a motion to approve the minutes of the August 4, 2016 Customer Service, Projects, and Operations Committee meeting. Director Willard seconded the motion, and it was approved unanimously. (Resolution No. 16-112)

5. 2016 Annual Inspection

Keith Jackson, General Engineering Consultant, Project Manager, briefed the Committee on the 2016 Annual Inspection of the NTTA roads and bridges.

6. Request to advertise the following:

   A. Heating, ventilation, and air conditioning (HVAC) unit replacements at Gleneagles Complex
   B. Construction contract for President George Bush Turnpike sign replacement from Midway to SH 78
   C. President George Bush Turnpike fourth lane project:
      1. Construction from IH 35E to Dallas North Tollway
      2. Construction from US 75 to SH 78
      3. Construction management services from IH 35E to Dallas North Tollway
      4. Construction management services from US 75 to SH 78
   D. Intelligent Transportation System CCTV structures along the Dallas North Tollway, President George Bush Turnpike, and Sam Rayburn Tollway
      1. Construction
      2. Construction management services

Mark Pavageau, Director of Maintenance, presented staff's recommendation that the Board approve the request to advertise 6(A).

Director Willard made a motion for Committee approval of the request to advertise. Director Haddad seconded the motion. The Committee approved the motion unanimously.

Elizabeth Mow, Assistant Executive Director of Infrastructure, presented staff's recommendation that the Board approve the request to advertise 6(B).

Director Haddad made a motion for Committee approval of the request to advertise. Director Willard seconded the motion. The Committee approved the motion unanimously.

Elizabeth Mow, Assistant Executive Director of Infrastructure, presented staff's recommendation that the Board approve the request to advertise 6(C) (1, 2, 3, and 4).

Director Haddad made a motion for Committee approval of the requests to advertise. Director Willard seconded the motion. The Committee approved the motion unanimously.

Eric Hemphill, Director of System Incident Management, presented staff's recommendation that the Board approve the request to advertise 6(D) (1 and 2).

Director Willard made a motion for Committee approval of the requests to advertise. Director Haddad seconded the motion. The Committee approved the motion unanimously.

7. Contract award for the following:

   A. North Highland Group for toll system procurement program management for back office toll system replacement, in an amount not to exceed $2,000,000.00
   B. Civil Associates, Inc. for environmental engineering services on the President George Bush Turnpike Western Extension third lane widening project from IH 20 to IH 30, in an amount not to exceed $644,136.00

Sabu Stephens, Director of Information Technology, presented staff's recommendation that the Board approve the contract award for 7(A).

Director Willard made a motion for Committee approval of the contract for North Highland Group for toll system procurement program management for back office toll system replacement, in an amount not to exceed $2,000,000.00. Director Haddad seconded the motion. The Committee approved the motion unanimously.

Elizabeth Mow, Assistant Executive Director of Infrastructure, presented staff's recommendation that the Board approve the contract award for 7(B).

Director Willard made a motion for Committee approval of the contract for Civil Associates, Inc. for environmental engineering services on the President George Bush Turnpike Western Extension third lane widening project from IH 20 to IH 30, in an amount not to exceed $644,136.00. Director Haddad seconded the motion. The Committee approved the motion unanimously.

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

There was no executive session held.

9. Adjourn

The meeting adjourned at 10:58 a.m.

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

Lorelei Griffith, Secretary