

**REQUEST FOR QUALIFICATIONS (RFQ)
INVESTMENT GRADE (TRAFFIC & REVENUE) STUDY
FROM FIRMS TO PROVIDE
TRAFFIC AND REVENUE CONSULTING
AND RELATED TRAFFIC ENGINEERING SERVICES
TO THE CCRMA**

RECEIPT OF RFQ

NAME OF FIRM: _____

CONTACT PERSON: _____

ADDRESS: _____

TELEPHONE NUMBER: _____

FAX NUMBER: _____

E-MAIL: _____

DATE: _____

**PLEASE RETURN TO THE CAMERON COUNTY REGIONAL MOBILITY
AUTHORITY VIA FACSIMILE AT (956) 983-5099
ATTN: Pete Sepulveda, Jr., RMA Coordinator**

**This form must be returned as soon as possible by any firm intending to submit a response
to the Request for Qualifications.**

**REQUEST FOR QUALIFICATIONS
INVESTMENT GRADE (TRAFFIC & REVENUE) STUDY**

to provide

**TRAFFIC AND REVENUE CONSULTING AND RELATED
TRAFFIC ENGINEERING SERVICES**

RFQ Issue Date: July 25, 2011

Response Due: 4:00 PM CDST, August 29, 2011

Cameron County Regional Mobility Authority
1100 E. Monroe, Suite 256
Brownsville, Texas 78520
Attn: Pete Sepulveda, Jr.
RMA Coordinator

**CAMERON COUNTY REGIONAL MOBILITY AUTHORITY
TRAFFIC AND REVENUE CONSULTING
AND RELATED TRAFFIC ENGINEERING SERVICES
REQUEST FOR QUALIFICATIONS PACKET**

The Cameron County Regional Mobility Authority (CCRMA) is requesting information from Professional Firms interested in providing the CCRMA with Traffic and Revenue Consulting and Related Traffic Engineering Services in support of the development and operation of their Toll Road Program. The Firm will be responsible for conducting complex traffic modeling and forecasting, including forecasting of revenues for bond-financed toll projects, and rendering opinions and other analyses concerning traffic and revenue projections as required under trust agreements governing the CCRMA's revenue bond financing for current and future projects.

Firms submitting qualifications must be an independent Firm with a nationwide and favorable reputation for skill and experience in traffic engineering, and recent and extensive experience in transportation and toll applications, complex modeling and forecasting tools, and demonstrated success in forecasting revenues generated by bond-financed transportation projects. The CCRMA is seeking to hire one or more Traffic and Revenue Consultants for these purposes.

DESCRIPTION OF CCRMA: The CCRMA is a regional entity granted powers under state law to study, design, construct, operate, expand, enlarge, and extend transportation projects in the region of the authority (i.e., Cameron County) and adjacent areas as permitted by law. The powers and duties exercised by the CCRMA and its Board of Directors (the Board) are impacted by numerous federal and state laws and regulations. The CCRMA is authorized to raise capital for transportation projects through the issuance of revenue bonds.

SCOPE OF SERVICES: The Scope of Services to be provided by the Firm providing Traffic and Revenue Consulting and Related Traffic Engineering Services may include, but not be limited to, the following:

1. Perform all duties imposed on the "Traffic Consultant" or similar entity under the terms of the existing Trust Indenture or any future trust agreements, including providing certificates and opinions related to annual reviews, proposed changes in toll rate schedules or toll classifications, and periodic bond issuances.
2. Develop traffic and revenue projections for various proposed and/or existing toll projects as requested.
3. Prepare evaluations, studies and opinions as necessary to determine recommended toll rates and periodic toll rate adjustments for the Authority's toll road projects.
4. Provide and maintain traffic modeling tools pertinent to the CCRMA's projects and potential projects, working closely with the MPO's in Cameron County, the Texas Department of Transportation ("TxDOT"), and other local planning organizations as necessary, to update economic, demographic and land use data.

5. Perform special studies or reports as requested, including peer review analyses, regarding traffic, toll revenues, mobility, toll collection methods and strategies and related technology and industry trends.
6. Present reports, findings and opinions to the CCRMA Board of Directors, rating agencies and investors, local interested parties, or otherwise upon request.
7. Work at the direction and supervision of the Authority's RMA Coordinator and RMA Assistant Coordinator. The Firms will also be required to work cooperatively and collaboratively with other Firms serving the Authority, including but not limited to the Authority's General Engineering Consultant (currently HNTB Corporation), General Counsel (currently Locke Lord Bissell and Liddell LLP), financial advisors (currently Estrada Hinojosa & Company Inc.), and Bond Counsel (currently Vinson & Elkins, LLP).

RESPONSES TO THE RFQ SHALL INCLUDE THE FOLLOWING INFORMATION:

- I. **The Firm:** A brief history and general description of the Firm should include:
 - A. A description of the capabilities and resources of its principle office responsible for performing this work, its regional Texas offices, and a listing of its Texas office resident personnel by discipline who would be assigned to the CCRMA's work.
 - B. A synopsis of the Firms' experience in providing complex traffic modeling and forecasting tools, demonstrated success in forecasting toll revenue for bond-financed transportation projects, and experience in rendering opinions and other analyses concerning traffic and revenue projections.
 - C. Experience with performing duties imposed on traffic engineers under requirements of trust indentures for public and private bond financing, including providing certificates and opinions related to annual reviews and periodic bond issuances.
 - D. Experience in providing and maintaining traffic modeling tools, including development of traffic and revenue projections for existing and proposed toll road projects.
 - E. Experience in preparing evaluations, studies and opinions as necessary to determine recommended toll rates and periodic toll rate adjustments for toll road projects, including reports regarding traffic, revenues, mobility, toll collection methods and strategies and related technology and industry trends.
 - F. Experience in providing services to "start-up" toll road agencies.
 - G. An abstract of the Firms' cost control procedures.

- H. A comprehensive description of the procedures used by the Firm to supervise the provision of Traffic and Revenue Consulting services in a timely and cost effective manner.
- I. Summarize how the Firm charges professional fees for the services described in this RFQ. Do not quote any fees except for representative hourly fees if relevant to the method for how the firm proposes to charge for its services.
- J. Disclose any conflicts or potential conflicts of interest. Disclose all contractual or informal business arrangement/agreements, including fee arrangements, consulting agreements, and the nature of any legal representation, between your Firm and: the CCRMA Staff and/or any of its Board Directors; any entity that provides services to the CCRMA or TxDOT; and any governmental entity or political subdivision within the geographic area encompassed by the CCRMA. Proposers must comply with the Conflict of Interest disclosures policies adopted by the CCRMA Board of Directors and available at the CCRMA website: www.cameroncountyrma.org

II. Firm Organization, Staffing And Procedures:

- A. Provide an Organizational Chart identifying key Project Management and lead personnel for both the Firm and any of its anticipated Sub-Consultants. The relevant areas of project responsibility for lead personnel should be indicated. Designate the Firms Principal Office and Officer to be directly responsible for potential CCRMA projects. Provide in detail the identified personnel's experience in traffic engineering and revenue engineering for bond-financed toll road projects.
- B. The names and experience (resumes) of those key personnel named on the Organizational Chart who currently are full time employees of the Firm and who would be assigned permanently to the current and potential CCRMA projects, or to other projects to be named later, in one of the Firms' Texas offices and in the office of each Sub-Consultant, if any, shall be submitted. Particular descriptive and historic emphasis should be given to the qualifications of personnel currently assigned to the Firms' designated project office Staff.
- C. Number of Staff, broken into Professional and Sub-Professional groupings, by specialty and by geographic location committed for availability. The proposal should be based on the prospect that the Traffic and Revenue Engineering Services being tendered by the CCRMA may extend for a term of five (5) years, terminable at the desire of either party.
- D. Provide an abstract of the Firms' Quality Assurance procedures and cost control procedures.

III. Experience: A listing of relevant infrastructure development projects for which the respondent provided Traffic and Revenue Engineering Services since January 1, 2003 shall include the following:

- A. Project name.
- B. Project location.
- C. A brief description of the project and the work performed, including the date of the Official Statement related to financing the project, and a comparison of (a) the Official Statement estimate and (b) actual revenue for the project's opening year, and provide the same comparison for the project's fifth (5th) year of operation.
- D. An explanation of whether projected-related obligations were rated by bond rating agencies and, if so, the role the Firms work played in the ratings process.
- E. Name, address, and telephone number of client contact.
- F. A summary client list for the past five (5) years separated into the following categories: (a) public toll agencies; (b) public transportation agencies; and (c) private companies.
- G. A summary of those significant active projects expected to be underway in the Firms' designated project office during the calendar years 2011 through 2016. The summary should indicate Staff levels by discipline that the Firm has precommitted to such projects, in sufficient detail to establish the Firms ability to provide the level of staffing required for CCRMA's high priority assignments.
- H. A summary of all regulatory and legal proceedings initiated since January 1, 2008, in which the Firm has been named as a claimant, plaintiff, respondent, or defendant, including the nature of the proceeding, the claims made, and resolution or current status thereof.
- I. A summary of any protest filed by the Firm related to procurement of services by any other entity since January 1, 2008, including the nature of the protest and the resolution or current status thereof.
- J. Any early termination of the Firms work or Contract for Services by any authority or entity since January 1, 2008, including an explanation of the types of services and the reason for termination.

IV. Disadvantage Business Enterprise ("DBE") Participation:

- A. Describe the provision for or the efforts made or that will be made for DBE participation if your Firm were to receive the CCRMA assignment.

- B. Provide the number of women/minority individuals employed by your Firm whom you propose to assign to the CCRMA project, along with a description of their staffing category and the level of involvement and area of responsibility on the project.
- C. Will the CCRMA work be Sub-Contracted to any State of Texas certified DBE Firm? If so, provide the name of the Firm, the Principals, with a summary of the work to be performed and the percentage of the total contract.
- D. Provide all other pertinent information of women/minority participation within other Sub-Contracting Firms, if available.
- E. Describe the affirmative action plan of your Firm.
- F. State whether your Firm will be able to conform with the requirements of CCRMA's Business Opportunity Program and Policy on the participation of DBE's in CCRMA Professional Services and Contracting Opportunities. A copy of such policy is available at www.cameroncountyrma.org.

SUBMITTAL RESTRICTIONS: Submittal text shall be limited to fifteen (15) pages in length, exclusive of professional resumes, cover sheets, flyleaves, tables of content, dividers, etc., printed on two sides and double-spaced. Materials submitted in excess of the specified 15 pages will not be reviewed. Any clarifications and addenda will be posted on the CCRMA website. All interested parties are responsible for monitoring the website for such materials and respondents shall be responsible for compliance with any clarifications or addenda posted thereon.

Preprinted brochure material may be included in the submittal as an Appendix if desired and will not be counted in the 15-page maximum however, this material will not be used for evaluating the prospective Firms.

SELECTION OF TRAFFIC AND REVENUE CONSULTING AND RELATED TRAFFIC ENGINEERING SERVICES FIRM: The CCRMA will make its selection based on the criteria set forth herein, including demonstrated competence, experience, knowledge, qualifications, firm resources, and DBE participation in the CCRMA work. The CCRMA's Evaluation Committee will evaluate the Statement of Qualifications submitted and make a recommendation to the CCRMA Board of Directors. The ultimate selection of a Firm, if any, will be subject to approval by the CCRMA Board of Directors. The CCRMA has not committed itself to employ a Traffic and Revenue Firm, and neither the suggested Scope of Services nor the terms of an agreement should be construed to require that a Traffic and Revenue Engineering Services Firm will be employed for any or all of the services described in this RFQ. The CCRMA Board of Directors reserves the right to make those decisions.

The CCRMA reserves the right to negotiate services to be provided, the fees therefore, and to reject any and all respondents.

Scoring of Responses.

Response Element

The Firm	20%
Firm Organization, Staffing & Procedures	40%
Experience	30%
DBE Participation	10%

The Proposer shall provide at least three (3) references. These references shall include client contacts for which the Project Principal and/or Project Manager has provided services similar to those required for this assignment. Reference information shall include name, title, organization, contact information (address, telephone number and e-mail address) and associated project name for each. The CCRMA will select two for reference and consideration as part of the evaluation and selection process.

COST OF RESPONSES: All costs directly or indirectly related to preparation of a response to this RFQ, or in any oral presentation required to supplement and/or clarify the RFQ, shall be the sole responsibility of, and shall be borne by, responding Firms.

QUESTIONS CONCERNING RFQ: Any questions concerning this RFQ must be submitted in writing to: Pete Sepulveda, Jr., RMA Coordinator, c/o CCRMA, 1100 E. Monroe, Suite 256, Brownsville, TX 78521. Responses may be posted on the CCRMA website (<http://www.cameroncountyrma.org>) for the benefit of all potential respondents. Questions must be received by August 26, 2011.

RELEASE OF INFORMATION AND OPEN RECORDS: All responses shall be deemed, once submitted, to be the property of the CCRMA. Response documents may be subject to public disclosure under the Texas Public Information Act (“PIA”). Any material deemed to be proprietary, confidential, or otherwise exempt from disclosure under the PIA shall be clearly marked as such. The CCRMA will notify Proposers in the event a PIA request is received during the pendency of this procurement which might cover all or part of the RFQ response.

DELIVERY AND DEADLINE FOR SUBMISSION OF RESPONSES: All responses shall be received by the Cameron County Regional Mobility Authority, 1100 E. Monroe , Suite 256, Brownsville, Texas 78521, Attn: Pete Sepulveda, Jr., RMA Coordinator, no later than 4:00 P.M. C.D.S.T., August 29, 2011. Six (6) copies of the response of a Firm shall be submitted.

ANTI-LOBBYING: During the pendency of this procurement prospective respondents may not contact members of the CCRMA Board of Directors, CCRMA employees or consultants performing work for the CCRMA concerning this procurement. Violation of this restriction is grounds for disqualification.