AGENDA FOR MEETING OF THE BOARD OF DIRECTORS
OF
REINVESTMENT ZONE NUMBER TWENTY-SEVEN, CITY OF HOUSTON, TEXAS
AND
MONTROSE REDEVELOPMENT AUTHORITY, CITY OF HOUSTON, TEXAS

Notice is hereby given that the Board of Directors of Reinvestment Zone Number Twenty-Seven, City of Houston, Texas (the "Zone"), and along with the Board of Directors of the Montrose Redevelopment Authority, City of Houston, Texas (the "Authority"), will hold a special meeting on **Monday, October 18, 2021, at 6:30 p.m., at the offices of Allen Boone Humphries Robinson, 3200 Southwest Freeway, Suite 2400, Houston, Texas, 77027, in the Guadalupe Conference Room***, with supplementary access via Zoom videoconference; **REGISTRATION FOR THE VIDEOCONFERENCE IS REQUIRED** and can be done at **https://tinyurl.com/7smxyr85,** to consider, discuss and adopt such orders, resolutions or motions, and take direct or indirect actions as may be necessary, convenient, or desirable with respect to the following matters:

1. Establish quorum and call to order.
2. Presentation and discussion regarding the history of the Zone, the purpose of the Zone and how it works, and Zone project selection and timeline, and question and answer session regarding same.
3. Projects and Planning:
   a. approve task order for Goodman Corp. for Montrose Blvd. and West Alabama street grant funding application; and
   b. approve task order for Gauge Engineering for West Alabama Design Concept Report.
4. Reorganize committees.
5. Financial matters, including report from bookkeeper, review financial information, and authorize payment of invoices.
6. Receive public comment.
   (A statement of no more than 3 minutes may be made of items of general relevance. There will be no yielding of time to another person. State law prohibits the Board Chair or members of the Board from commenting on any statement or engagement in dialogue without an appropriate agenda item being posted in accordance with the Texas Open Meetings Act. Comments should be directed to the entire board, not individual members. Engaging in verbal attacks or comments intended to insult, abuse, malign, or slander any individual shall be cause for termination of time privileges.)

Attorney for the Zone

Persons with disabilities who plan to attend this meeting and would like to request auxiliary aids or services are requested to contact the Zone's attorney at (713) 860-6400 at least three business days prior to the meeting so that appropriate arrangements can be made.

971251

***The Board will conduct an in-person meeting at its physical meeting location. As an accommodation during the current levels of transmission during this COVID-19 virus epidemic emergency, the Board is making available a video and/or telephone option for members of the public to listen to the meeting and to address the Board during the public comment item. Members of the Board may participate via videoconference in accordance with the requirements of the Texas Open Meetings Act, provided a quorum of the Board meets in-person, REGISTRATION FOR THE VIDEOCONFERENCE IS REQUIRED and can be done at https://tinyurl.com/7smxyr85, and upon registration, a telephone number to join via teleconference, a link to join via videoconference, and a password to access the conference will be provided.**

Persons with disabilities who plan to attend this meeting and would like to request auxiliary aids or services are requested to contact the Zone's attorney at (713) 860-6400 at least three business days prior to the meeting so that appropriate arrangements can be made.

THE GOODMAN CORPORATION

TBPE NO. F-19990

HOUSTON:
3200 Travis Street
Suite 200
Houston, TX 77006

AUSTIN:
911 W. Anderson Lane
Suite 200
Austin, TX 78757

PHONE: (713) 951-7951

THEGOODMANCORP.COM

MEMO

Date: **October 14, 2021**
To: **Mayor's Office of Economic Development**
From: **Jim Webb, AICP, ENV SP - TGC**
Subject: **Montrose Redevelopment Authority Funding Pursuit and Project Impacts**

Over the last several months The Goodman Corp. (TGC) has been working with the Projects and Planning Committee of the Montrose Redevelopment Authority (Montrose RDA) to identify and prioritize projects within the Montrose RDA's Capital Improvement Program (CIP). These efforts have been geared towards capitalizing on federal funding anticipated to be made available through the reauthorization of the federal transportation bill and the passage of a supplemental federal infrastructure package. Concurrent with these activities has been discussions regarding a regional Call for Projects opportunity through the Houston-Galveston Area Council. It is currently projected that this Call for Projects will occur in April 2022.

Based on initial benefit-cost analysis and a rigorous needs analysis, TGC recommended that the Montrose RDA seek federal grant funding for the Montrose Boulevard Project (Allen Parkway to US 69, the "Montrose Boulevard Project") and for the West Alabama Reconstruction Project (Shepherd Drive to Spur 527, the "West Alabama Project"). The context for this recommendation incudes the opportunity for a coordinated partnership for the entire stretch of West Alabama Street from Buffalo Speedway to approximately Chenevert with the Upper Kirby Redevelopment Authority / Management District, and the Midtown Redevelopment Authority / Management District, and Montrose RDA to jointly pursue funding. This partnership is proposed to strengthen the application and benefits of the West Alabama project – and also to allow for the completion of the corridor in its entirety (rather than in a piecemeal manner) within this section of the City of Houston. This joint funding approach has been coordinated between the three entities and between the City of Houston's Public Works and Engineering Department, Planning Department, Mayor's Office, and Office of Economic Development. The concept has been reacted to favorably by all.

A key consideration by the Montrose RDA in the pursuit of funding for the West Alabama Project is that if funded, and if the Montrose Boulevard Project is not funded, it has the potential to delay elements and require phasing of the Montrose Boulevard Project. Additionally, the Montrose RDA has currently received City of Houston approval to issue $50M in bonds for Authority projects under the assumption that the Montrose Boulevard Project would be funded in its entirety with local funding. Currently the Montrose Boulevard Project has an estimated cost of

$50M and the West Alabama Project has an estimated cost of $20M. The projections listed below assume a federal request for $40M for the Montrose Boulevard Project and a federal request of $12.5M for the West Alabama Project. These request amounts are based upon an 80% federally funded/20% locally funded request for the Montrose Boulevard Project and a 50% federally funded/50% locally funded request for West Alabama Project, due to a desire to limit a funding request to Federal Transit Administration-eligible infrastructure along West Alabama to minimize TxDOT involvement and maximize local control over the project. However, note that the requested federal grant amounts are subject to change pending review and analysis of what would be most advantageous for award of grant funding.

The table below has a summary of financial benefits and impacts depending on grant award outcomes:

Scenario #	Grant Funding Scenario	Financial Impacts	Outcome	Discretionary $ Achieved (subject to change)
1	Montrose Unfunded West Alabama Unfunded	Current CIP unchanged	Montrose Boulevard Project completed with local funding; Alabama deferred until an 'out year' in CIP	$0
2	Montrose Funded West Alabama Unfunded	CIP adjusted to reflect grant funding for Montrose and local funding can be shifted to West Alabama	Both projects completed; will create ~$15M in additional budget capacity for new projects	$40M
3	Montrose Funded West Alabama Funded	CIP adjusted to reflect grant funding for both projects	Both projects completed; will create ~$27.5M in additional budget capacity for new projects	$52.5M
4	Montrose Unfunded West Alabama Funded	CIP adjusted to reflect grant funding for West Alabama project and modify scope of Montrose project to be commensurate with $37.5M local funding capacity remaining	Montrose project phased (initial segment of $37.5M); second phase deferred until 'out year' in CIP; West Alabama completed	$12.5M

The desire of the Montrose RDA is to proceed with a funding application for both projects with Scenario #3 being the objective – this will maximize the potential for federal investment within the Zone and to ultimately complete as many projects as possible within the shortest amount of time. However, the opportunity to leverage a joint project with three different entities to complete the needed West Alabama corridor is something the Montrose RDA would like to pursue even if it requires the phasing of the Montrose Boulevard Project in the event Scenario 4 described above occurs.

To formalize this process a letter of commitment will need to be considered by the three Redevelopment Authority/District partners. This letter is being coordinated between legal counsel of the three entities prior to individual board action.

THE GOODMAN CORPORATION

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3200 Travis Street
Suite 200
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PROJECT SCOPE

MONTROSE REDEVELOPMENT AUTHORITY
H-GAC TIP CALL FOR PROJECTS FUNDING PURSUIT ASSISTANCE
OCTOBER 2021

Background

The Goodman Corporation (TGC) has largely completed initial efforts to identify priority projects for funding pursuit within the Montrose Redevelopment Authority Capital Improvement Program. As a component of this effort, TGC has identified the Montrose Boulevard Project and the West Alabama Reconstruction Project as two primary candidates for submission through the upcoming H-GAC Call for Projects. It is assumed that the Montrose Boulevard Project will be an application submitted directly by the Montrose Redevelopment Authority. However, the West Alabama Reconstruction Project is being coordinated with a broader coalition to include Midtown and Upper Kirby. This scope of services will facilitate TGC's assistance towards the development and submission of both projects as it relates to the roles and responsibilities for the Montrose Redevelopment Authority for both projects.

Task 1 – West Alabama Reconstruction Project Funding Pursuit

- TGC will monitor meetings of H-GAC Technical Advisory Committee, Transportation Policy Council, and related subcommittees to monitor the call for projects process.
- TGC will assist in the coordination and development of interlocal agreements with partner agencies as necessary and appropriate.
- TGC will update previously developed materials and coordinate with the referenced partners. Work on this project includes updates to previously prepared cost estimates, project schematics, definition of purpose and need statements, and other related information.
- TGC will evaluate the benefits that the project may generate both locally and regionally. Quantification of benefits is important to demonstrating public benefit to obtain and/or advance political/stakeholder/public support, discretionary funding applications, and further justify local/state/federal interest in the project. Benefits that may be evaluated include the following:
    - Safety – crash reduction, loss of life and limb;
    - Congestion – Vehicle Miles Traveled (VMT) reduction;
    - State of Good Repair – reduction in maintenance costs for adjacent transportation facilities;
    - Economic – value of time reduction, job creation/attraction/retention, property tax revenue benefit for City/County/State and other pertinent taxing authorities. TGC will use IMPLAN and other best practice modeling tools to estimate the direct and indirect economic benefits;
    - Environmental – reduction in VMT and emissions;
    - Access – improved accessibility for vulnerable populations and to activity/employment centers;

  - Connectivity – connection to other transportation networks;
  - Household Transportation Cost – reduction in transportation costs for users;
  - Health – reduction in medical expense from health improvements generated by increased pedestrian/bicycle utilization;
  - Regional objectives – meeting the regional mobility objectives; and
  - Others, as needed.

- TGC will coordinate with agencies, organizations, and elected officials to solicit and receive letters of support for the project.
- TGC will develop and submit all required application materials to H-GAC staff. This effort includes ongoing coordination with H-GAC staff through the Call for Projects process.
- TGC will coordinate with the City of Houston as necessary to support the submittal for the application.
- TGC will provide the Board of Directors with updates through the call for projects process.

Deliverables: Preparation and submission of a completed H-GAC Call for Projects application and all related attachments for the West Alabama Reconstruction Project.

Task 2 – Montrose Boulevard Project Funding Pursuit

- TGC will monitor meetings of H-GAC Technical Advisory Committee, Transportation Policy Council, and related subcommittees to monitor the call for projects process.
- TGC will update previously developed materials. Work on this project includes updates to previously prepared cost estimates, project schematics, definition of purpose and need statements, and other related information.
- TGC will update previously prepared benefit-cost information to be consistent with H-GAC's preferred methodology.
- TGC will coordinate with agencies, organizations, and elected officials to solicit and receive letters of support for the project.
- TGC will develop and submit all required application materials to H-GAC staff. This effort includes ongoing coordination with H-GAC staff through the Call for Projects process.
- TGC will coordinate with the City of Houston as necessary to support the submittal for the application.
- TGC will provide the Board of Directors with updates through the call for projects process.

Deliverables: Preparation and submission of a completed H-GAC Call for Projects application and all related attachments for the Montrose Boulevard Project.

PROJECT BUDGET

Progress payments will be made based on the percentage of completion of each task. Monthly invoices, including progress reports, will be provided commensurate with the percentage of the project completed each month. The costs within this scope are inclusive of all direct and indirect costs (travel, overhead, printing, etc.)

BUDGET SUMMARY		
TASK	DESCRIPTION	COST
PHASE 1		
1	West Alabama Reconstruction Project Funding Pursuit	$32,500
2	Montrose Boulevard Project Funding Pursuit	$17,500
	Total	**$50,000**

Accepted for Montrose Redevelopment Authority

_____

Signature Date

_____

Print

Accepted for City of Houston

_____

Signature Date

_____

Print

Accepted for The Goodman Corporation

_____

Signature Date

_____

Print

TASK ORDER NO. 10

October 14, 2021

Joe Webb, Chairman
Montrose Tax Increment Reinvestment Zone No. 27
c/o ABHR
3200 Southwest Freeway, Suite 2600
Houston, Texas 77027

Re: Proposal for West Alabama Street (Shephard Drive to Spur 529)

Dear Mr. Webb,

Gauge Engineering, LLC (Gauge) is pleased to submit this proposal for the Design Concept Report (DCR) and roadway Schematic for full drainage & roadway reconstruction of West Alabama Street from Spur 529 to Shephard Drive (1.70 miles).

The report will assist in the pursuit of federal grants in a joint effort with Upper Kirby and Midtown. The work will build on all previous analysis and design efforts and focus on design alternatives that maximize pedestrian and bicycle safety. Gauge will utilize ATLAS 14 analysis with the objective to reduce overland flows to neighboring areas and reduce area flooding.

The Design Summary Report (DCR) and roadway schematic is Phase I of the overall project process and will identify the impacts associated with the implementation of the DCR recommendations. We propose to perform this work for a Lump Sum amount of **$293,310.00**. A detailed breakdown of the scope items and fee can be found under attached Exhibits. We are prepared to begin this work immediately. Please feel free to contact me at (713) 318-8802 if you have any questions.

Sincerely,

Muhammad Ali, P.E.
Principal

Attachments:
Exhibit A – Scope
Exhibit B – Level-of-Effort
Exhibit C - Traffic Services Support – Scope
Exhibit D - Traffic Services Support – LOE

Accepted for
Montrose Tax Increment Reinvestment Zone No. 27

Signature Date

Print

Accepted for
City of Houston:

Signature Date

Print

EXHIBIT A
SCOPE OF SERVICES
MONTROSE REDEVELOPMENT AUTHORITY – TIRZ 27
WEST ALABAMA STREET DRAINAGE AND MOBILITY IMPROVEMENTS
DESIGN CONCEPT REPORT – PHASE I

This proposal is for providing professional engineering services for the mobility and drainage improvements, and public utility upgrades and relocations for West Alabama Street from Shephard Drive to Spur 527 (approx. 1.7 miles).

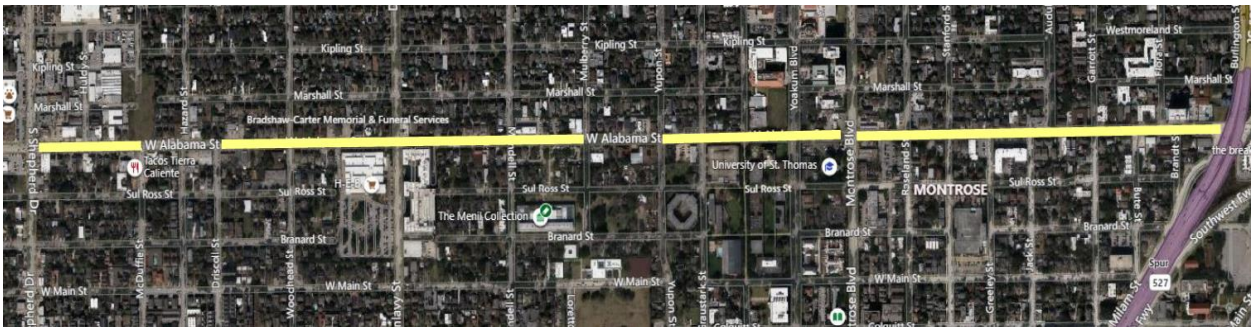

Figure 1: Project Location Map

The project objectives are as follow:

- Develop a Design Concept Report (preliminary engineering design) for the project limits to assist in the pursuit of federal grants in a joint effort with Upper Kirby and Midtown.
- Build on all previous analysis and design efforts and focus on design alternatives that maximize pedestrian and bicycle safety.
- Develop a roadway schematic.
- Utilize ATLAS 14 analysis with the objective to reduce overland flows to neighboring areas and reduce area flooding
- Develop a detailed cost estimate
- Coordinate the work with West Alabama segments in Upper Kirby and Midtown.

The Design Summary Report (DCR) is Phase I of the overall project process and will identify the impacts associated with the implementation of the DCR recommendations. The following scope describes the procedures that will be followed to provide Preliminary Engineering services and produce the Design Summary Report. The details of the scope are as follows:

A. BASIC SERVICES

1. Site Visits and Data Collection

a. Photographs and field verification of existing features will be completed during the field visit. Field visit will also be performed to assist in drainage area boundary determination, and to verify the available data collected for the existing storm sewer system. The area will be reviewed to confirm features shown in the 2008 LiDAR information and identify areas where hydraulic reinforcements may be necessary to correctly show overland sheet flow paths.

b. Previously completed reports and studies will be obtained and reviewed for relevant information regarding the proposed roadway improvements.

2. Review Record Drawings, PER, Design plans and CCTV videos

a. All available record drawings and information on the project area will be collected, reviewed and used to the maximum degree possible.
b. CCTV videos will be obtained from the City and fully reviewed to better understand the condition of the sanitary sewer pipes.

3. Conceptual Construction Sequencing, Detours & Impacts to Area

The construction sequence and a traffic control concept that will minimize impacts to the region's traffic movement pattern will be explored. Detours, phasing, sequencing, construction zones, and temporary pavement requirements will be identified. A detailed narrative will also be developed

4. Private/Public Utilities Assessment

Existing public utilities such as storm, water and wastewater infrastructure and existing private utilities such as existing underground electrical and communication service lines, and locations of existing overhead power and communication lines and poles will all be compiled, investigated, evaluated and depicted in exhibits per City's requirements.

B. ROADWAY DESIGN

1. Alternative Analysis - Multi Modal/Preferred Alternative

- A multi modal transportation analysis will be conducted to incorporate pedestrian and bicycle facilities that promote safety throughout the corridor and make it more pedestrian/bicycle friendly.
- Several alternatives will be evaluated and coordinated with traffic consultant, TEI

2. Existing/Proposed Typical Sections

Typical Sections for proposed and existing roadways will be developed. Typical sections shall include width of travel lanes, sidewalks, outer separations, border widths, curb offsets, and right-of-way (ROW).

3. Preliminary Roadway & Storm Sewer Plan Sheets - (Schematic)

The preferred preliminary roadway option for the 1.7-mile corridor will be laid out on current aerial photography. The exhibits will depict proposed roadway alignment, sidewalks, and driveways. Two schematics will be developed, a standard roadway schematic and a public meeting friendly schematic.

4. Preliminary Storm Sewer Plan Sheets - (Schematic)

A preliminary storm sewer, water and sanitary sewer alignment will be laid out on current aerial photography. The proposed storm sewer trunkline will also include approximate inlet locations.

C. DRAINAGE DESIGN/ANALYSIS

Drainage is a key component of the West Alabama reconstruction project. The project limits are within the TIRZ 27 regional drainage study which identified the area as susceptible to both nuisance and structural flooding. The Montrose Drainge Study recommended the construction of a stormwater collector trunkline along West Alabama that ties into the primary trunkline on Montrose Blvd. Drainage improvements to the West Alabama area will be planned to function standalone in the event they are constructed head of Montrose Blvd and also to work in concert with the planned improvements to Montrose Blvd. Figure 2 below documents the existing 100-yr inundation on West Alabama from the Montrose Drainge Study. The Montrose Drainage Study models will be uses as a starting point for the 100-yr analysis. Traditional City of Houston steady state analysis will be developed for the 2-yr design and inlet spacing and ponding analysis.

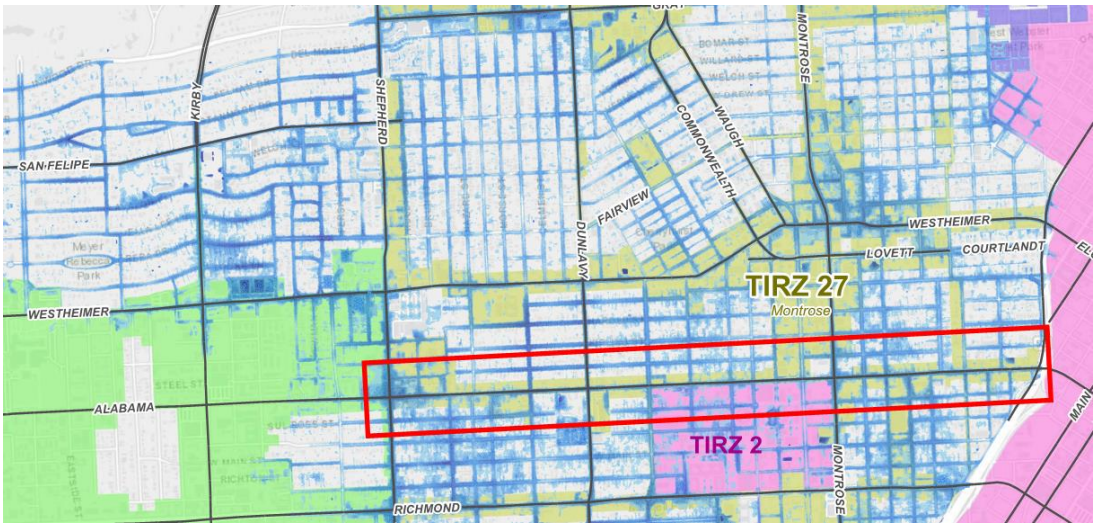

Figure 2: 100-yr Ponding on West Alabama within proposed project limits

1. **Prepare and Evaluate Existing Drainage Area Maps**
   Existing conditions drainage area maps will be developed for the project area. Inlet level drainage areas will be developed for any storm sewers within the project limits and at key driveway culverts. Trunkline analysis point drainage areas will be delineated for storm sewer systems outside the project limits. The existing conditions drainage area boundaries will be based on the best available data. Means for determining drainage area boundaries include but are not limited to as-built information, LiDAR, field visits, City of Houston GIMS data, and the City's Comprehensive Drainage Plan (CDP). Extreme event and offsite drainage areas developed and included as part of the existing drainage area map.

2. **Existing Conditions Analysis**
   The existing conditions model from the TIRZ 27 Drainge Study will be used as the starting point for the existing conditions analysis. The Schumacher project limits within the regional model will be redefined to add appropriate detail for the existing drainge network. The limits of the model will be truncated to match the area of additional detail. Results from the truncated model will be verified to match the non-truncated model.

3. **Storm Sewer Design and Proposed System Analysis**
   The proposed drainage system will be designed to function independently as a stand-alone project and in concert with the planned regional solution on Montrose Blvd. A model of the proposed storm sewer system(s) will be constructed and analyzed for the 2-year and 100-year frequencies. Necessary sizing, location, elevation, and cover requirements of the trunkline will be determined. The inlets and laterals will be refined as necessary to ensure sufficient intake & conduit capacity and to maintain a hydraulic grade line (HGL) below or at the gutter elevation of the roadway for the length of the project for the 2-year event. The proposed storm sewer system will be evaluated and improved in order to meet overland flow and Maximum Ponding Elevation criteria for the 100-year event. Cost estimates will be prepared for each of the proposed improvement alternatives and proposed storm sewer system elements and associated HGL's will be incorporated into the plan and profile sheets.

4. **Evaluate Overland Sheet Flow Changes Due to Lowered Roadway Profile**
   The proposed project area receives offsite overland sheet flow moving from west to east and north to south from adjacent drainage systems. Modifications to the roadway within the project limits has the potential to change the overland flow patterns. Modifications to the roadway profile will be quantified and captured in the detailed model. Impacts to overland sheet flow will be determined and recommendations to eliminate overland flow impacts will be developed.

5. **Proposed Conditions Storm Sewer Drainage Area Map**
   Proposed conditions storm sewer drainage area maps for the preferred alternative will be developed at both the overall and inlet level. The overall drainage area map will consist of drainage areas, 2-year storm sewer runoff rates, and flow direction arrows, and will include a preliminary layout of all proposed storm sewer trunk lines, inlets, and ditches. Drainage areas will be delineated based on the improvements evaluated in the Proposed System Analysis.

6. **Proposed Conditions Drainage Schematic**
   A schematic of the proposed drainage improvements will be developed to accurately communicate the planned improvements.

7. **Drainage Impact Assessment and Mitigation**
   Drainage impacts associated with the proposed roadway improvement will be evaluated and mitigation measures necessary to ensure no adverse impacts will be proposed. Potential drainage impacts associated with the proposed improvements including effects of additional increased impervious cover, a reduction in storm water storage, and modifications to overland sheet flow patterns. Zero increase in runoff will be allowed.

   a. **Increased Impervious Cover –** An evaluation of the existing and proposed impervious cover will be performed to identify the changes associated with the proposed roadway improvements.

   b. **Changes in Storage –** The proposed roadway, anticipated to be a curb and gutter cross section, will be evaluated to account for any changes in storage.

   c. **Mitigation Options –** Mitigation options will be evaluated to determine the most effective means (both cost and function) of eliminating potential impacts. Potential mitigation options include; (1) storage beneath the roadway in the form of oversized or additional storm sewer, (2) above ground offsite storage, and (3) sub-surface offsite storage (items 2 and 3 are not likely). The mitigation options will be modeled with the proposed roadway and drainage improvements and the results will be compared with the existing conditions analysis to ensure no adverse impacts.

8. **Drainage Impact Analysis Report**
   A drainage impacts analysis report will be prepared as a standalone document. This report will be provided to the City for their review and approval as the owner of the facility receiving discharge from the project limits. The report will document the existing conditions and proposed improvements, and will address the potential for adverse impacts including necessary mitigation measures.

D. PROJECT MANAGMENT/AGENCIES & TEAM COORDINATION//QUANTITIES/OPCC

1. **Project Management and Coordination:**
   Project management activities are ongoing throughout the period of the contract and include items such as internal project management, kickoff meeting, monthly progress reports, invoices, and coordination with client and all relevant agencies.

2. **Quantities**
   Preliminary engineering level quantities will be computed.

3. **Opinion of Probable Construction Cost**
   Opinion of Probable Construction Cost (OPCC) will be developed for each alternative that will include the necessary level of detail to enable the evaluation of each alternative but will not be comprehensive.

4. **Stakeholders Coordination**
   Alternatives will be presented to the key stakeholders in the area to obtain feedback. Documentation of the meetings will be prepared summarizing the meeting discussion topics and action items.

5. **DCR Report Preparation/Presentation**
   The DCR Report will be prepared in accordance with the City of Houston's DCR form requirements. A draft electronic report will be compiled to include text, model output, exhibits, and appendices for the City's review. A signed and sealed electronic report will be submitted after the comments have been addressed and incorporated as necessary.

6. **DCR Presentation and Meeting**
   Gauge will present the proposed improvements to the different City of Houston Departments for comment and approval. A presentation will be prepared and will include alternatives, recommendations, and estimated OPCC.

7. **Documentation of comments and Incorporating DRC Comments**
   Upon completion of the DCR meeting, Gauge will develop a letter report to document all the decisions, comments, and action items to be included in the DCR report.

8. **Quality Assurance / Quality Control**
   A thorough Quality Assurance/Quality Control (QA/QC) Plan will be implemented to ensure overall project constructability, cost estimate accuracy, and design conformance with industry standards and client-specific requirements and preferences are met.

EXHIBIT B
WEST ALABAMA STREET DRAINAGE AND MOBILITY IMPROVEMENTS
DESIGN CONCEPT REPORT- LEVEL OF EFFORT

I. DESIGN CONCEPT REPORT

	DESCRIPTION OF WORK TASKS	Sr. PROJ MGR	Sr. PROJ ENGINEER	GRAD ENGINEER	CADD TECH	ADMIN ASST	TOTAL HOURS	LABOR COSTS
A.	**Basic Services**							
1	Site Visits and Data Collection	1	6	14	6		27	$3,440.00
2	Review Record Drawings, PER, Design plans and CCTV videos	4	12	18	8		42	$5,780.00
3	Conceptual Construction Sequencing, Detours & Impacts to Area	4	12	16	12		44	$5,900.00
4	Private/Public Utilities Assessment	4	12	18	24		58	$7,220.00
	Total	**13**	**42**	**66**	**50**	**0**	**171**	**$22,340.00**
B.	**ROADWAY DESIGN**							
1	Alternative Analysis - Multi Modal/Preferred Option	8	8				16	$3,160.00
2	Existing/Proposed Typical Sections	2	6	18	24		50	$5,770.00
3	Preliminary Roadway Plan Sheets (Schematic x 2)	12	32	52	80		176	$21,480.00
4	Preliminary Storm, Water, Sanitary Plan Sheets (Schematic)	8	16	32	72		128	$14,800.00
	Total	**22**	**54**	**102**	**176**	**0**	**354**	**$42,050.00**
C.	**DRAINAGE ANALYSIS**							
1	Existing Drainage Area Maps	1	2	8	24		35	$3,680.00
2	Existing Conditions Analysis	2	24	56			82	$11,140.00
3	Storm Sewer Design and Analysis	4	36	60			100	$14,060.00
4	Evaluate Overland Sheet Flow Changes	2	16	8			26	$4,060.00
5	Proposed Storm Sewer Drainage Area Maps	1	2	6	24		33	$3,440.00
6	Proposed Conditions Drainage Schematic	2	4	12	16		34	$4,000.00
7	Drainage Impact Assessment and Mitigation	4	32	40			76	$11,000.00
8	Drainage Impact Analysis Report	8	24	48	40	2	122	$15,330.00
	Total	**24**	**140**	**238**	**104**	**2**	**508**	**$66,710.00**
D.	**Project Management/Agencies & Team Coordination/Quantities/OPCC**							
1	Project Management							
	a. Overall Project Mgmt/Team Coordination/ Project Controls	12	18			8	38	$6,410.00
	b. Project Coordination/Agency Coordination Meetings	8	16	12	16		52	$7,360.00
2	Quantities	2	8	18			28	$3,940.00
3	Opinion of Probable Construction Cost	2	6	16			24	$3,370.00
4	Stakeholders Coordination	4	8				12	$2,240.00
5	DCR Report Preparation	6	18	40	24		88	$11,310.00
6	DCR Presentation and Meeting	4	16	24	6		50	$6,980.00
7	Documentation of comments and Incorporating DRC Comments	2	4	16	4		26	$3,400.00
8	Quality Assurance / Quality Control	8	8	12	18		46	$6,220.00
	Total	**48**	**102**	**138**	**68**	**8**	**364**	**$51,230.00**
	TOTAL HOURS	**107**	**338**	**544**	**398**	**10**	**1,397**	
	Contract Labor Rate	$230.00	$165.00	$120.00	$90.00	$85.00		
	TOTAL LABOR COSTS BASIC ENGINEERING SERVICES	**$24,610.00**	**$55,770.00**	**$65,280.00**	**$35,820.00**	**$850.00**		**$182,330.00**

II.

	EXPENSES/SUBS	QUANTITY	UNIT	COST	TOTAL
1	Printing, Deliveries and Reproduction, Mileage	1	LS	$1,000.00	$1,250.00
2	Public Meeting	1			$10,000.00
3	Traffic Engineering Analysis				$99,730.00
	TOTAL REIMBURSABLE EXPENSES				**$ 110,980.00**

TOTAL	**$293,310.00**

Exhibit C

TRAFFIC ENGINEERS, INC.
INNOVATIVE TRANSPORTATION SOLUTIONS

801 Congress, Suite 325
Houston, TX 77002

Voice (713) 270-8145
www.trafficengineers.com

Texas Registration Number F-003158

October 14, 2021

Mr. Muhammad Ali, PE
Gauge Engineering
3200 Wilcrest Drive, Suite 220
Houston, TX 77042

RE: Proposal for TIRZ 27 W. Alabama Street Design Concept Review (DCR)

Dear Mr. Ali:

Traffic Engineers, Inc. (TEI) is pleased to provide this proposal for transportation engineering services to support Gauge Engineering in providing Design Concept Review (DCR) services to TIRZ 27.

Scope of Services

This proposal includes services needed to complete preliminary engineering or DCR for W. Alabama Street improvement project between the Shephard Drive to Spur 529. TEI will assist Gauge Engineering with the multimodal design concepts and traffic engineering elements of this project. Specific items and tasks included in the TEI Scope of Services for each segment are included below.

Task A: Corridor Cross-Section Recommendations and Traffic Analysis

Subtask 1: Data Collection

TEI will collect the following data to develop a fact base for analysis of the future operations on W. Alabama Street for the extents of the project:

A. Collect Existing Roadway User Data

TEI will conduct weekday 14-hour (6:00 AM – 8:00 PM) turning movement counts including persons biking and persons walking at W. Alabama Street and the following intersections:
:

- Shepherd Drive
- Hazard Street
- Woodhead Street
- Dunlavy Street
- Mandell Street
- Graustark Street
- Yoakum Street
- Montrose Boulevard
- Stanford Street
- Garrott Street
- Spur 529-Milam Street

TEI will conduct bi-directional 24-hour motor vehicle volume and speed data at the following locations along W. Alabama Street:

- Between Shepherd Drive and Woodhead Street
- Between Dunlavy Street and Mandell Street

- Between Mandell Street and Graustark Street
- Between Yoakum Street and Montrose Boulevard
- Between Montrose Boulevard and Stanford Street
- Between Stanford Street and Spur 529/Milam Street

B. Collect & Review Crash Data

TEI will collect crash data for the previous five years available from the TxDOT CRIS database. TEI will use the crash data to identify hot spots along the corridor for an enhanced review to help identify countermeasures to include with corridor design to mitigate crash frequency in these locations. TEI will also look for common crash types in the data. This information will also inform elements and treatments to be used in the proposed design. TEI will also identify if any segments of the corridor or cross-streets are part of the City of Houston's Vision Zero High Injury Network.

C. Review Plans & Studies

TEI will review plans and studies pertaining to the corridor, including but not limited to:

- Walk Bike Montrose (TIRZ 27)
- Montrose Livable Centers (H-GAC, TIRZ 27)
- City of Houston and Upper Kirby District W. Alabama Plans for segments west of Shepherd Drive Houston Bike Plan (City of Houston)
- Midtown TIRZ (TIRZ and Management District Plans
- Site plans, construction plans and/or Traffic Impact Analyses (TIAs) for upcoming major developments

D. Collect & Review Traffic Signal Timing

TEI will coordinate with the City of Houston and conduct field work as needed to obtain the existing traffic signal timings for the signalized intersections listed in Subtask 1A.

E. Review Tree Inventory

TEI will review an inventory of street trees along the corridor provided by Gauge Engineering.

Subtask 2 - Vehicle Facility Recommendations

TEI will conduct a capacity analysis for W. Alabama Street during both the AM and PM peak hours, for the signalized intersections listed in Subtask 1A. This analysis will be conducted in accordance with the procedures in the *Highway Capacity Manual* (HCM) and model development will be conducted in Synchro. Existing condition models will be developed using data collected from Subtask 1 as well as field observations and roadway characteristics. Using design year volume assumptions provided by the City of Houston, proposed condition peak hour traffic models will also be developed.

Based on the results of the capacity analysis, TEI will provide recommendations for roadway geometry and lane configuration at each analyzed intersection. These recommendations will be influenced by the multimodal considerations described in Subtask 3, as well as intersection safety best practices in alignment with the Houston Vision Zero Action Plan.

Subtask 3 - Multimodal Facility Recommendations

A. Pedestrian and Bicyclist Facilities

W. Alabama Street is shown on the Houston Bike Plan as a future high-comfort Bikeway. Based on the review of the plans and studies listed in Subtask 1C, TEI will consider the feasibility of high-comfort

bikeways along and intersecting the corridor and will provide recommendations for bikeway facilities to include in the design concept. Recommendations will seek to align with All Ages and Abilities bikeway design criteria and the FHWA Bikeway Selection Guide.

TEI will review the spacing between existing controlled crossings and key destinations along the corridor and will provide recommendations for additional improved multimodal crossings to include in design concepts. Currently there is no transit service on W. Alabama but there is frequent service on the parallel Westheimer and Richmond corridors as well as intersection roadways including Montrose Boulevard and Shepherd Drive. Safe crossings may also be identified that improve access to these transit corridors from W. Alabama Street.

Subtask 4 - Cross-section Development Support

Utilizing the data and findings of Subtasks 1, 2, and 3 above, TEI will assist Gauge with development of proposed right-of-way cross-sections along the corridor for two corridor design alternatives for the following segments:

- Shepherd Drive to Dunlavy Street
- Dunlavy Street to Yoakum Street
- Yoakum Street to Stanford Street
- Stanford Street to Flora Street
- Flora Street to Spur 529-Milam Street

The cross-sections developed will be used to produce corridor schematic design concepts for the project.

TEI will develop a memo summarizing the benefits, impacts, and trade-offs of the proposed alternative sections for different modes of transportation.

Task A Deliverables:

TEI will prepare the following deliverables as part of Task A:

- Technical existing conditions memo covering:
  - Roadway user volume and speed data as defined in Subtask 1A.
  - Results of crash analysis as defined in Subtask 1B.
- Technical recommendations and alternatives memo covering:
  - Recommendations for lane assignments at signalized intersections.
  - Recommendations for high-comfort bikeways along the corridor, and at intersections.
  - Recommendations for improved multimodal crossings between existing signalized intersections.
  - Up to two cross-sections for the corridor segments listed in Subtask 4.
  - Summary of the benefits, impacts and trade-offs of the alternative cross-sections.

These deliverables are intended to support in the development of DCR materials to submit the City of Houston. Gauge Engineering will be responsible for assembling and submitting final DCR materials.

Task B: Project Management and Coordination

TEI will assist Gauge in developing the corridor design concepts for the corridor. These items include:

- Attending regular progress meetings with Gauge Engineering and the project team.
- Support Gauge with (1) Public Meeting and community outreach
- Support Gauge with project cost estimates related to bikeway, safe crossing improvements and traffic control devices.
- Reviewing and providing comments on interim design drawings (prepared by Gauge).
- Attending coordination meetings with TIRZ 27 the City of Houston and others, when requested by Gauge Engineering.

Schedule

TEI will meet the submittal schedules as determined in coordination with Gauge Engineering for each item listed above.

Compensation

Based on our estimate of hours (see Attachment A) required to complete the items documented in the Scope of Services, we request authorization in the following amounts to be billed fixed fee on a percent complete basis:

Tasks A & B	$90,730
Direct Costs (Traffic Counts)	$9,000
Total	$99,730

If you should have any questions regarding this proposal, you may contact me at (713) 884-9055 or geoff@trafficengineers.com.

Sincerely,

Geoff Carleton, AICP
Senior Principal

October 15, 2021

EXHIBIT D

COST SPREADSHEET
SUMMARY OF MANHOURS BY CLASSIFICATION
AND MAJOR TASK ANALYSIS

TEI - TRAFFIC ENGINEERS, INC.

GAUGE ENGINEERING
TIRZ 27 W. Alabama Street DCR

DESCRIPTION OF WORK TASK**	SENIOR PRINCIPAL *COST/HR*	PRINCIPAL *COST/HR*	PRINCIPAL ASSOCIATE *COST/HR*	SENIOR ASSOCIATE *COST/HR*	ASSOCIATE *COST/HR*	GIS/CADD TECHNICIAN *COST/HR*	ADMIN/ASSISTANT *COST/HR*	TOTAL HOURS PER TASK	COST PER TASK
Billing Rate	$230.00	$180.00	$160.00	$135.00	$115.00	$115.00	$90.00		
Task A: Corridor Cross-Section Recommendations and Traffic Analysis									
Subtask 1 - Data Collection									
A. Roadway User Data									
Coordinate collection of traffic data				4.0				4.0	$540.00
Prepare existing roadway user data technical memo		2.0	2.0	8.0	8.0			20.0	$2,680.00
B. Crash Data									
Collect and review crash data		2.0	2.0	4.0	8.0			16.0	$2,140.00
Conduct crash hot spot analysis		2.0	2.0	4.0	12.0			20.0	$2,600.00
C. Previous Plans & Studies									
Review past recommendations related to walking and biking	2.0	2.0	4.0	8.0				16.0	$2,540.00
Review past recommendations related to roadway improvements	2.0	2.0	4.0	8.0				16.0	$2,540.00
Collect and review plans and/or TIAs for upcoming developments		2.0	4.0	4.0				10.0	$1,540.00
D. Traffic Signal Timing Data									
Collect and review traffic signal timing data			8.0	8.0				16.0	$2,360.00
E. Tree Data									
Review inventory of street trees			4.0		8.0			12.0	$1,560.00
Subtask 2 - Vehicle Facility Recommendations									
Develop base HCM roadway capacity model		2.0	8.0	24.0				34.0	$4,880.00
Test alternative lane assignments at intersections	1.0	2.0	8.0	16.0	24.0			51.0	$6,790.00
Determine appropriate lane configurations at analyzed intersections		2.0	8.0	8.0				18.0	$2,720.00
Prepare capacity analysis report, findings and recommendations	4.0	2.0	16.0	24.0	24.0			70.0	$9,840.00
Subtask 3 - Multimodal Facility Recommendations									
A. Pedestrian and Bicyclist Facilities									
Prepare recommendations for bicycle facilities (sections only)	2.0	4.0	8.0	12.0	16.0			42.0	$5,920.00
Prepare recommendations for multimodal crossings		4.0	4.0	16.0	16.0			40.0	$5,360.00
Coordinate bikeway and crossing recommendations with City of Houston	2.0	4.0	8.0	8.0				22.0	$3,540.00
Subtask 4 - Cross-section Development Support									
Develop recommended cross-sections for each segment		8.0		24.0	24.0			56.0	$7,440.00
Develop memo summarizing multimodal benefits and impacts of alternatives	4.0	8.0	16.0	24.0	24.0			76.0	$10,920.00
Task B: Coordination related to Concept Design Plan Development									
Attend regular internal progress meetings with Team	4.0	4.0	8.0	4.0				20.0	$3,460.00
Support Gauge on any Public Meeting or Outreach	2.0	4.0	8.0	4.0				18.0	$3,000.00
Support Gauge on Project Cost Estimates		4.0		4.0				8.0	$1,260.00
Attend progress and coordination meetings with City of Houston	4.0	4.0	4.0	4.0				16.0	$2,820.00
Review and provide comment on design concept plans	4.0	8.0	12.0					24.0	$4,280.00
PROJECT TOTALS	31.0	72.0	138.0	220.0	164.0	0.0	0.0	625.0	$90,730.00
PERCENT OF TOTAL HOURS	4.96%	11.52%	22.08%	35.20%	26.24%	0.00%	0.00%	100.00%	

DIRECT COSTS	**COST**		
		TOTAL LABOR COST	**$90,730.00**
14-Hour Weekday Turning Movement Counts (6 locations @ $600 each)	**$6,600.00**		
Bi-directional 24-Hour Speed and Volume Counts (6 Locations @ $400 each)	**$2,400.00**		
		DIRECT EXPENSES	**$9,000.00**
DIRECT EXPENSES TOTAL	**$9,000.00**	**REQUESTED CONTRACT AMOUNT**	**$99,730.00**

Montrose Redevelopment Authority / TIRZ No. 27
Cash Management Report
September 31, 2021

ETI BOOKKEEPING SERVICES
17111 ROLLING CREEK DRIVE SUITE 108
HOUSTON TX 77090
TELEPHONE 281 444 3384 FAX 281 440 8304

Fiscal Year End: June 30, 2022
Last Meeting: 09/20/2021

Summary

Current Activity	General Operating Fund	Harris County Project Fund	Debt Service Fund	Total
Beginning Balance	9,837,383.15	937,703.67	0.00	10,775,086.82
Revenue	188,177.60	18.76	0.00	188,196.36
Expenditures	692,354.37	187,897.68	0.00	880,252.05
Ending Balance	9,333,206.38	749,824.75	0.00	10,083,031.13

NOTES:

Projects Fund
Harris County Waugh & Commonwealth Project

BEGINNING BALANCE		**937,703.67**
REVENUE		
Due from GOF	0.00	
TexPool Interest	18.76	
Voided Check(s)	0.00	
Total Revenue		**18.76**
EXPENDITURES		
Checks Presented at Last Meeting	0.00	
Checks Written at/after Last Meeting	0.00	
Due to GOF	187,897.68	
Total Expenditures		**187,897.68**
ENDING BALANCE		**749,824.75**

Location of Assets:

Institution	Investment Number	Interest Rate	Current Balance
TexPool HC Projects	*0002	0.0279	749,824.75
		Total	**749,824.75**

Montrose Redevelopment Authority / TIRZ 27
Investment Report
September 30, 2021

SCHEDULE OF INVESTMENTS

Demand Accounts

Fund	Location Of Assets	Interest Rate	Purchase Date	Beginning Balance	Interest Earned	Deposits or (Withdrawals)	Ending Balance
GOF	BBVA Compass	0.00	1/13/2020	7,011.40	0.00	0.00	7,011.40
GOF	Allegiance Bank	0.10	8/1/2021	1,000,042.01	74.92	(692,354.37)	307,762.56

Investment Pools

Fund	Location Of Assets	Interest Rate	Beginning Balance			Interest Earned	Deposits or (Withdrawals)	Ending Balance		
			Market	N.A.V.	Book			Market	N.A.V.	Book
GOF	TexPool	0.0279	8,831,212.77	1.0001	8,830,329.74	205.00	187,897.68	9,019,424.45	1.00011	9,018,432.42
CPF	TexPool	0.0279	937,797.44	1.0001	937,703.67	18.76	(187,897.68)	749,907.23	1.00011	749,824.75

Collateral Pledged in Addition to FDIC

Depository Institution	Total Funds On Deposit	Custodial Institution	Securities Pledged	Collateral Description	Par Value	Market Value
BBVA Compass	7,011.40	FHLB-A	500,000	CH 155988	500,000	500,000
Allegiance Bank	307,762.56	FHLB-Dallas	6,000,000,000	LOC	6,000,000	6,000,000

Certification:

The District's investments are in compliance with the investment strategy as expressed in the District's Investment Policy and the Public Funds Investment Act. I hereby certify that pursuant to the Senate Bill 253 and in connection with the preparation of this investment report, I have reviewed the divestment lists prepared and maintained by the Texas Comptroller of Public Accounts, and the District does not own direct or indirect holdings in any companies identified on such lists.

_____ _____

Bookkeeper Investment Officer

Investment Officer	Date Assumed Office	Training Completed
Kenneth Byrd	1/13/2020	10/14/2020

TIRZ 27 - Montrose RDA
Profit & Loss Budget vs. Actual
September 2021

	September			Year to Date (3 Months)			Annual
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
Income							
6-4320 · Increment Collections	0	0	0	4,262,666	4,844,000	-581,334	4,844,000
6-4330 · Interest	299	4,166	-3,867	702	12,498	-11,796	50,000
6-4336 · Grants	0	100,000	-100,000	0	300,000	-300,000	1,200,000
6-4342 · Capital Projects - Restricted	0	947,549	-947,549	0	2,842,649	-2,842,649	11,370,590
Total Income	299	1,051,715	-1,051,416	4,263,368	7,999,147	-3,735,779	17,464,590
Expense							
6-6300 · Salaries and Benefits	6,098	6,000	98	18,120	18,000	120	72,000
6-6320 · Legal Fees	10,783	10,000	783	17,524	30,000	-12,476	120,000
6-6321 · Auditing Fees	8,000	3,000	5,000	8,000	10,000	-2,000	10,000
6-6322 · Engineering Fees	70,311	4,166	66,145	260,267	12,498	247,769	50,000
6-6323 · Planning Consultants	0	4,166	-4,166	3,250	12,498	-9,248	50,000
6-6324 · Affordable Housing Consultant	0	5,834	-5,834	0	17,502	-17,502	70,000
6-6333 · Accounting	1,624	1,584	40	4,955	4,752	203	19,000
6-6334 · Tax Roll Management	627	666	-39	1,880	1,998	-118	8,000
6-6353 · Insurance / Bonds	0	0	0	0	0	0	5,000
6-6420 · City of Houston Admin Fee	0	0	0	0	242,200	-242,200	242,200
6-6430 · COH Municipal Services	0	0	0	409,679	196,546	213,133	196,546
6-6450 · Public Engagement Expenses	0	1,250	-1,250	4,788	3,750	1,038	15,000
6-6460 · Board Development	0	416	-416	0	1,248	-1,248	5,000
6-7000 · Capital Expenditure							
6-7202 · Waugh/Commonwealth	125,023	49,276	75,747	397,532	147,826	249,706	591,310
6-7203 · Localized Micro-Improvement	0	15,017	-15,017	0	45,051	-45,051	180,209
6-7206 · Workforce/Affordable Housing	0	41,666	-41,666	0	124,998	-124,998	500,000
6-7209 · Montrose Drainage	0	26,154	-26,154	0	78,462	-78,462	313,840
6-7210 · Walk/Bike Montrose	0	2,416	-2,416	0	7,248	-7,248	29,000
6-7211 · METRO/ Montrose Blvd	0	97,291	-97,291	0	291,873	-291,873	1,167,500
6-7212 · Hawthorne Safe Street	0	102,916	-102,916	0	308,748	-308,748	1,235,000
6-7213 · Woodhead Safe Street	0	99,584	-99,584	0	298,752	-298,752	1,195,000
6-7214 · Dallas Bikeway	0	12,500	-12,500	0	37,500	-37,500	150,000
6-7215 · SPARK Park	0	12,500	-12,500	0	37,500	-37,500	150,000
6-7216 · BCycle	0	11,250	-11,250	0	33,750	-33,750	135,000
6-7217 · Sidewalk Program/ Safe	0	91,666	-91,666	0	274,998	-274,998	1,100,000
Total 6-7000 · Capital Expenditure	125,023	562,236	-437,213	397,532	1,686,706	-1,289,174	6,746,859
6-7395 · Miscellaneous Expense	0	0	0	21	0	21	0
Total Expense	222,466	599,318	-376,852	1,126,016	2,237,698	-1,111,682	7,609,605
Net Income	**-222,167**	**452,397**	**-674,564**	**3,137,352**	**5,761,449**	**-2,624,097**	**9,854,985**