



**TAKE NOTICE THAT A REGULAR MEETING OF THE
PHARR INTERNATIONAL TOLL BRIDGE BOARD
WILL BE HELD AT THE
CITY COMMISSIONERS' ROOM
118 S. CAGE, 2ND FLOOR, PHARR, TX
ON WEDNESDAY, NOVEMBER 15, 2017 AT 12:00 PM**

At any time during the course of this meeting the Toll Bridge Board may retire to Executive Session under Texas Government Code § 551 to confer on any subject matter in accordance with the Texas Open Meetings Act.

Should any final action, decision, or vote be required in the opinion of the Board with regard to any item discussed during the closed meeting, then such final action, decision, or vote shall be made during the open meeting covered by this notice upon the reconvening of the public meeting pursuant to Section 551.101 government Code V.T.C.S.

1. CALL TO ORDER:

A) Roll call and possible action on the excusing of any absent member of the governing body.

B) Pledge of Allegiance/Invocation

2. PUBLIC COMMENTS: *(The City of Pharr has called this meeting as allowed pursuant to Texas law, city charter, and Ordinance O-2015-28. The governing body may recess from day to day when it does not complete consideration of a particularly long subject as authorized by law. All persons desiring to address the governing body must register with the presiding clerk prior to the scheduled meeting)*

A) Public Comments

3. CONSENT AGENDA: *(All items listed under consent Agenda are considered to be routine and non-controversial by the Governing body and will be enacted by one motion. Any Board Member may remove items from the consent agenda by making such request prior to a motion and vote on the Consent Agenda)*

A) Consideration and action on Approval of Minutes for October 18, 2017.

B) Discussion and action, if any, on Advertising with Hora Cero for \$1,300 per month (40 issues; 4 per month).

C) Discussion and action, if any, on Advertising with Mexico Industry for \$685 per issue (30 issues; 1 Industrial Map for \$4,000).

D) Discussion and action, if any, on Advertising with Inbound Logistics for \$4,500 per month (16 issues; 10 full page ads in English & 6 full page ads in Spanish; 3 Supply Chain Leaders Meeting for \$2,500)

E) Discussion and action, if any, on Advertising with The Advance News Journal for \$820 per month.

F) Discussion and action, if any, on 2018 National Customer Brokers & Forwarder Association of America Membership for \$806.09.

4. DIRECTOR'S ADMINISTRATIVE REPORT: *(Director's Administrative Reports and discussion, if any, with Bridge Board. The Director may also assign a designated spokesperson for any particular listed topic)*

A) Crossings and Revenues Report for October 2017.

B) Finance Report for October 2017.

C) Engineer's Report.

D) Director's Report.

5. ADMINISTRATIVE:

A) Consideration and action, if any, authorizing City Manager to amend the contract with Halff Associates, Inc. for the FY16 Donations Acceptance Program (DAP)-Pharr LPOE Cargo Inspection Dock & Cold Inspection Facility Expansion and Agriculture Lab & Training Center Facility Project.

B) Discussion and action, if any, on Modernization of the Current Cold Inspection Facility at the Pharr Import Lot.

6. EXECUTIVE SESSION: *In accordance with Chapter 551 of the Texas Gov't. Code, the International Toll Bridge Board hereby gives notice that it may meet in Executive session to discuss and deliberate any items listed on the public portion of the meeting agenda including items C-E in accordance with the following:*

AGENDA BRIDGE BOARD MEETING
November 15, 2017

Pursuant to Section 551.071, the City may convene in a closed, non-public meeting with its attorney and discuss any matters related to **legal advice on pending or contemplated litigation, settlement offer, and/or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter.** The City and its attorney may also discuss such issues with the appropriate staff so as to obtain necessary and relevant information so that such discussion is informative and developed.

Pursuant to Section 551.072, the City may convene in a closed, non-public meeting to discuss any matters related to **real property and deliberate the purchase, exchange, lease, or value of real property as such would be detrimental to negotiations between the City and a third party in an open meeting.** The City and its attorney may also discuss such issues with the appropriate staff so as to obtain necessary and relevant information so that such discussion is informative and developed.

Pursuant to Section 551.074, the City may convene in a closed, non-public meeting to discuss any matters related to **appointment, employment, evaluation, reassignment, duties and discipline or dismissal of a public officer or employee and to hear any complaints or charges against an officer or employee.** The City and its attorney may also discuss such issues with the appropriate staff including members so as to obtain necessary and relevant information so that such discussion is informative and developed.

Pursuant to Section 551.076, the City may convene in a closed, non-public meeting to discuss any matters on the **deployment, or specific occasions for implementation, of security personnel or devices.** The City and its attorney may also discuss such issues with the appropriate staff so as to obtain necessary and relevant information so that such discussion is informative and developed.

Pursuant to Section 551.084, the City may convene in a closed, non-public meeting to discuss any matters involving an **investigation and may exclude a witness from hearing during the examination of another witness in the investigation.** The City and its attorney may also discuss such issues with the appropriate staff so as to obtain necessary and relevant information so that such discussion is informative and developed.

Pursuant to Section 551.087, the City may convene in a closed, non-public meeting to discuss any matters regarding **economic development issues.** The City and its attorney may also discuss such issues with the appropriate staff so as to obtain necessary and relevant information so that such discussion is informative and developed.

7. **RECONVENE:** *into regular session, and consider action, if any, on item(s) discussed in executive session.*
8. **ADJOURNMENT:**

NOTICE OF ASSISTANCE AT THE PUBLIC MEETING

City Hall is a wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the Pharr Bridge Office at (956) 402-4660 ext. 6106/6101 or FAX (956)783-1473 or E-Mail vanessa.guzman@pharr-tx.gov or cleo.salinas@pharr-tx.gov for further information. Braille is not available.

I, the undersigned authority, do certify that the above agenda of said meeting of the Pharr International Bridge Board is a true and correct copy and that said notice was posted on the bulletin board of City Hall and on the City's webpage at www.pharr-tx.gov. The Notice was posted at a place convenient and readily accessible to the general public at all times; that said Notice was posted on the 9th day of November, 2017 at 11:30 A.M. and will remain posted continuously for 72 hours preceding the scheduled time of said meeting in compliance with Chapter 551 of the Texas Government Code (Open Meetings Act).

HILDA PEDRAZA, CITY CLERK



AGENDA MEMORANDUM

BOARD: Pharr International Toll Bridge Board

AGENDA ITEM #: 2.A.

DATE SUBMITTED: November 8, 2017

MEETING DATE: November 15, 2017

FROM: Vanessa Guzman, Administrative Assistant

DEPARTMENT: Bridge

DIRECTOR:

Agenda Item: Public Comments

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue:

Financial Consideration:

Staff Recommendation:

Alternatives:

ROUTING:

Vanessa Guzman

Created/Initiated - 11/08/2017



AGENDA MEMORANDUM

BOARD: Pharr International Toll Bridge Board

AGENDA ITEM #: 3.A.

DATE SUBMITTED: November 8, 2017

MEETING DATE: November 15, 2017

FROM: Vanessa Guzman, Administrative Assistant

DEPARTMENT: Bridge

DIRECTOR:

Agenda Item: Consideration and action on Approval of Minutes for October 18, 2017.

Classification: Consent

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue:

Financial Consideration:

Staff Recommendation:

Alternatives:

ROUTING:

Vanessa Guzman

Created/Initiated - 11/08/2017

**REGULAR MEETING
TOLL BRIDGE BOARD
HELD ON OCTOBER 18, 2017, AT 12:00 P.M.
CITY HALL, 118 S. CAGE BLVD., 2ND FLOOR, PHARR, TEXAS**

On the 18th day of October 2017, the Toll Bridge Board met in a regular Bridge Board Meeting. Following is the record of attendance.

MEMBERS PRESENT: Edgar Delgadillo, Chairman
Prajeres Gutierrez, Secretary
Artemio Palacios, Member
Tony Martinez, Member

MEMBER ABSENT: Larry Hernandez, Vice-Chairman

**EX-OFFICIO MEMBER
PRESENT:** Mayor Pro-Tem Bobby Carrillo

**EX-OFFICIO MEMBER
ABSENT:** Mayor Ambrosio Hernandez

STAFF PRESENT: Luis Bazan, Bridge Director
Fred Brouwen, Director of Operations
Vanessa Guzman, Administrative Assistant
Cleo Salinas, Administrative Assistant
Freddy Flores, Trade Liaison

OTHER PRESENT: Ed Wylie, Asst. City Manager
Patricia Rigney, City Attorney
Karla Moya, Finance Director
Omar Anzalduas, City Engineering
Andy Vega, CBP
Lauro Garza, CBP
Hollis Rutledge, Governmental Affairs
Marcos Olivares, CAPUE Director

There being a quorum established Chairman Edgar Delgadillo called the meeting to order. Following is the agenda:

1. Roll Call-Excuse absent members
2. Pledge of Allegiance/Invocation
3. Public Comments
4. Consideration and action on approval of minutes-September 20, 2017

5. Discussion and action, if any, on NASCO Annual Membership Dues for \$5,000.
6. Discussion and action, if any, on Membership renewal with Texas International Produce Association (TIPA) for \$2,000.
7. Crossings and revenues comparison for September 2017.
8. Expenditures report for September 2017.
9. Project engineer report.
10. Director's Administrative Report.
11. Discussion and action, if any, on Holt Power System Annual Maintenance agreement (A total of \$1,215 or \$405 quarterly; \$860 annual service; \$860 annual load bank testing; \$225 annual automatic transfer switch; \$200 annual fuel sample; yearly total \$3,360).
12. Discussion and action, if any, on implementing a Vehicle/Trailer Wrap Agreement with companies to advertise the Pharr International Bridge.
13. Discussion and action, if any, on TRMI Computerized Toll Collection System Maintenance Agreement for 12 months (A total of \$16,933.20; \$1,411.10 per month).
14. **EXECUTIVE SESSION**
15. **RECONVENE**
16. Adjournment

A. CALL TO ORDER:

ITEM "1": ROLL CALL-EXCUSE ABSENT MEMBERS

Chairman Delgadillo called the meeting to order. All members were present during roll call except Vice-Chairman Hernandez who was absent and Member Martinez who was running late. Secretary Gutierrez made a motion to excuse Vice-Chairman Hernandez for being absent. Member Palacios seconded the motion and was then carried on unanimously. Chairman Delgadillo moved to the next item.

ITEM "2": PLEDGE OF ALLEGIANCE/INVOCATIONS

Chairman Delgadillo introduced the item. Mr. Luis Bazan, Bridge Director led them in the Pledge of Allegiance and in prayer. Chairman Delgadillo moved to the next item.

B. PUBLIC COMMENTS: *(The City of Pharr has called this meeting as allowed pursuant to Texas law, city charter, and Ordinance O-2015-28. The governing body may recess from day to day when it does not complete consideration of a particularly long subject as authorized by law. All persons desiring to address the governing body must register with the presiding clerk prior to the scheduled meeting)*

ITEM “3”: PUBLIC COMMENTS

Chairman Delgadillo introduced the next item and stated there was no one registered for public comments. Chairman Delgadillo moved to the next item.

C. CONSENT AGENDA: *(All items listed under consent Agenda are considered to be routine and non-controversial by the Governing body and will be enacted by one motion. Any Board Member may remove items from the consent agenda by making such request prior to a motion and vote on the Consent Agenda)*

ITEM “4”: CONSIDERATION AND ACTION ON APPROVAL OF MINUTES- SEPTEMBER 20, 2017

ITEM “5”: DISCUSSION AND ACTION, IF ANY, ON NASCO ANNUAL MEMBERSHIP DUES FOR \$5,000.

ITEM “6”: DISCUSSION AND ACTION, IF ANY, ON MEMBERSHIP RENEWAL WITH THE TEXAS INTERNATIONAL PRODUCE ASSOCIATION (TIPA) FOR \$2,000.

Chairman Delgadillo introduced the next item. Member Palacios made a motion to approve the Consent Agenda as presented. Secretary Gutierrez seconded the motion and was then carried on unanimously. Chairman Delgadillo moved to the next item.

D. DIRECTOR’S ADMINISTRATIVE REPORT: *(Director’s Administrative Reports and discussion, if any, with Bridge Board. The Director may also assign a designated spokesperson for any particular listed topic)*

ITEM “7”: CROSSING AND REVENUES COMPARISON FOR SEPTEMBER 2017

Chairman Delgadillo introduced the next item. Mr. Brouwen, Director of Operations stated that for the month of September total crossings were 114,908, which shows an increase of 1,659 vehicles or 1.46% compared to last year. Mr. Brouwen stated that total crossing for cars were 67,579 cars, which shows a decrease of (-1,289) cars or (-1.87%). Mr. Brouwen then showed a car crossing compassion from other bridges across the board. Mr. Brouwen reported that total truck crossings for the month of September were 47,329, which shows an increase of 2,948 trucks or 6.64% increase in trucks. Mr. Brouwen then showed a truck crossing compassion from other bridges across the board. Some discussion then took place regarding crossings from Laredo. Mr. Brouwen reported that northbound crossings for the month of September were

50,732, which shows an increase of 3,549 trucks or 7.52% increase in northbound trucks. Mr. Brouwen stated that on the Ag crossings for the month of September the total crossings were 12,825 trucks, which represents a 25% of all imports from Mexico to the U.S. Mr. Brouwen stated that total revenue collected for the month of September were \$1,124,717, which shows an increase of \$43,749 or 4.05% in revenues. Several discussions then took place regarding the crossings. Chairman Delgadillo moved to the next item.

ITEM “8”: EXPENDITURES REPORT FOR SEPTEMBER 2017

Chairman Delgadillo introduced the next item. Mr. Luis Bazan, Bridge Director stated that along the lines of the crossings report, one of the things that he wanted to report on was that in comparison to Laredo which they see as the only potential competition for the Pharr Bridge they ended their year at 4% growth and the Pharr Bridge ended it at 5%, so it's a 1% difference but they still came up on top. He added that it is a good indicator and that they had their Start of the Produce Season event last year and one of the things that was mentioned by the Laredo Field Office was that by the year 2023 the City of Pharr International Bridge will see about a 53% increase in produce crossings alone. He stated that that is why they are getting ready regardless of NAFTA or no NAFTA and now the talks are at a standstill they are going to be going through the first quarter of 2018 in accordance with Border Trade Alliance, NASCO and some of our other trade associations and their network of associations but they have gone far enough to forecast for the next ten years. He added that they have been talking with a statistician and the forecast for them at the bridge with or without best case scenario, they are looking at about eighteen thousand on average trucks per year for the next ten years straight and that is a very conservative number, so they will give them more information on that as they continue to push forward through the end of this calendar year and as they continue progressing NAFTA renegotiation talks first quarter of 2018. He added that the numbers are very significant and the numbers are very positive for them so again a very good indicator for the Pharr International Bridge as they continue moving forward with their plans for expansion and plans for continuing to incentivize by means of STAC Ag or paying Ag overtime and also by investing in the future of infrastructure here in Pharr. Mr. Luis Bazan, Bridge Director stated that they do have Mrs. Karla Moya, Finance Director there if they have any questions on the financial report and it is the start of a brand new fiscal year and he can happily say that they ended the year on a high note and they only expensed about 87% of their overall budget and he'll have Karla explain a little more on that if there are any questions. Mrs. Karla Moya, Finance Director stated that the only thing that she wants to note out on is that since it's the end of the year and they are still closing the year there are still some numbers that are not adjusted but pretty much over all collections look pretty good and they pretty much validate Mr. Brouwen's report that he just gave them on the crossings, so over all everything looks good. Some discussions then took place regarding the budget. Chairman Delgadillo moved to the next item.

ITEM “9”: PROJECT ENGINEER REPORT

Chairman Delgadillo introduced the next item. Mr. Luis Bazan, Bridge Director stated that they have Mr. Omar Anzaldua, City Engineer there to report on where they are on their projects. Mr. Luis Bazan, Bridge Director added that they are moving forward with all their projects DAP 15 & DAP 16 Projects and also the other capital Improvement projects that they have is the expansion of the building. He added that they are moving forward with the FY '15 Project and should be at 30% design submittal by November and Omar will go in to detail on that and for the FY '16 which is the dock expansion, the cold inspection facility they now have transitioned to the design phase of that, so they will be working collectively with city engineering, with Halff Associates, with CBP and GSA at the technical building engineering level so that they are on the same page with the design and Omar will add more to that. He added that on the building expansion they are pending a meeting with the Warren Group who is there engineer, they have a pending meeting also with IT to find out where they are going to have the drops for all the cables and things of that nature and the next step is to finalize the design in the next couple of weeks and after that they move on to creating construction documents and so forth and again Omar will provide more specifics on that. Mr. Omar Anzaldua, City Engineer stated that like Luis had mentioned right now the bridge has three current projects going on, the bridge facility renovations that project is on schedule to go out for bids probably in November and they will receive bids sometime in December and they will bring it to the board for awarding the contract and possibly start construction early next year and the timeline for that should be about six months. He stated that on the FY15 that is the northbound lane expansion and the second BSIF exit, right now they should be getting a 30% submittal from our engineers on Monday, which in turn they will be submitting it to GSA and CBP for their review to make sure they are all on the same page as far as the schematic. He added that TX-DOT is also on board on that so they are looking to complete the design early next year and there is a review period by GSA anywhere from three to six months, so conservatively they are looking at August of 2018 to start the bidding process of that project. He stated that lastly like Luis mentioned the FY16 which is the dry dock, cold inspection and the Ag Lab they have transitioned now GSA and CBP gave them the technical package so they are all in agreement with the schematic on how it is going to look, the parking lot layout so now they are going to get a proposal from the engineers architect for their scope and fee and they in turn will review that make sure to negotiate the fee and the scope, have CBP and GSA review it, then they'll bring it to the commission next month for awarding that amendment and then they will be proceeding with the design, so that timetable is looking to start August of 2018 as well. He stated that there will be a lot of activities around August of next year as far as starting construction. Several discussions then took place regarding the projects and the projects on the Mexican side. Chairman Delgadillo moved to the next item.

ITEM "10": DIRECTORS ADMINISTRATIVE REPORT

Chairman Delgadillo introduced the next item. Mr. Luis Bazan, Bridge Director stated that last month they invited CAPUFE Lic. Marcos Olivares to come and give them an update on what's going on with the Libramiento Sur II. He added that as they know that is the final leg of that super highway that connects Mazatlán to Matamoros and it

finally got built out and it's in full working order but they wanted the board to hear it from the person who is in charge of this toll road way and today they have Marcos Olivares to give them an update on that. Lic. Marcos Olivares from CAPUFE then began his presentation in Spanish. Several discussions then took place regarding Lic. Marcos Olivares' presentation.

Mr. Luis Bazan, Bridge Director stated that one more quick item on his directors report which is the BridgeConnect. He added that he knows that this is something that they have been talking about with the Chairman of the board and this is something that they got tasked to do because it is something that is coming up, as they know that by December of this year all trucks are going to have to comply the Electronic Logging Device. He added that it is a big deal and he believes that it was extended from November to December so it only gives them a few more weeks not even a month, but they wanted to make sure that the trade was well informed, so they have this BridgeConnect coming up on the 2nd of November from 9am to 12pm and its going to be at Pepe Salinas Civic Center while the Tierra Del Sol continues to be under remodeling and this is basically going to be to get you the answers you need from US DOT. He added that Tony Villareal, who is our Local Supervisor will be there giving the training and they do this because they want to make sure that the trade is taken care of, it's a value added resource service on behalf of the Pharr Bridge, and this is only our next step they are going to continue improving on these. Some discussions then took place regarding BridgeConnect. Chairman Delgadillo moved to the next item.

E. ADMINISTRATIVE:

ITEM "11": DISCUSSION AND ACTION, IF ANY, ON HOLT POWER SYSTEM ANNUAL MAINTENANCE AGREEMENT (A TOTAL OF \$1,215 OR \$405 QUARTERLY; \$860 ANNUAL SERVICE; \$860 ANNUAL LOAD BANK TESTING; \$225 ANNUAL AUTOMATIC TRANSFER SWITCH; \$200 ANNUAL FUEL SAMPLE; YEARLY TOTAL \$3,360)

Chairman Delgadillo introduced the next item. Secretary Gutierrez made a motion to approve the Holt Power System Annual Maintenance Agreement. Member Palacios seconded the motion and was then carried on unanimously. Chairman Delgadillo moved to the next item.

ITEM "12": DISCUSSION AND ACTION, IF ANY, ON PROFESSIONAL SERVICE AGREEMENT AND LOBBYING SERVICES FOR MODERNIZATION OF THE ACCESS TO THE ADUANA.

Chairman Delgadillo introduced the next item and stated that they would take this item in to executive session.

ITEM "13": DISCUSSION AND ACTION, IF ANY, TRMI COMPUTERIZED TOLL COLLECTION SYSTEM MAINTENANCE AGREEMENT FOR 12 MONTHS (A TOTAL OF \$16,933.20; \$1,411.10 PER MONTH)

Chairman Delgadillo introduced the next item. Mr. Luis Bazan, Bridge Director stated that this is something that again becomes inevitable even though they are moving fast to acquire and implement a brand new toll collection system the current provider of the software and the equipment is TRMI so this came in late in the day, they should have received this last month so it could have been approved last month. He added that they wanted to see about just going six months because by April/May time frame of 2018 they should have the new toll system in place but they have to do this cause if they don't do this there is no maintenance and as it is they have had issues with the hardware which has been giving them problems for the last couple of years, so this is just something that they have to do so they recommend approval. Some discussions then took place regarding the new toll collection system. Secretary Gutierrez made a motion to approve the TRMI Toll Collection Maintenance Agreement. Member Martinez seconded the motion and was then carried on unanimously. Chairman Delgadillo moved to the next item.

F. EXECUTIVE SESSION: In accordance with Chapter 551 of the Texas Gov't. Code, the International Toll Bridge Board hereby gives notice that it may meet in Executive session to discuss and deliberate any items listed on the public portion of the meeting agenda including items C-E.

Chairman Delgadillo stated the time being 12:46 p.m., the Bridge Board would be going in to executive session in accordance with Chapter 551 of the Texas Govt.

G. RECONVENE: into regular session, and consider action, if any, on item(s) discussed in executive session.

Chairman Delgadillo reconvened the meeting to regular session and introduced Item 12. Secretary Gutierrez made a motion to deny Item 12 as discussed in executive session. Member Martinez seconded the motion and was then carried on unanimously. Chairman Delgadillo moved to the next item.

H. ADJOURNMENT:

ITEM "14": ADJOURNMENT

Chairman Delgadillo introduced the next item. Secretary Gutierrez made a motion to adjourn the meeting. Member Palacios seconded the motion and was then carried on unanimously.

APPROVED AS SUBMITTED:

EDGAR DELGADILLO, CHAIRMAN

ATTEST:

PRAJERES GUTIERREZ, SECRETARY

STATE OF TEXAS §
COUNTY OF HIDALGO §
CITY OF PHARR §

ON THE 18th DAY OF OCTOBER 2017, the Toll Bridge Board convened in a Regular Meeting at the Pharr International Bridge, the meeting being open to the public and notice of said meeting, giving the date, place and subject thereof, having been posted to the public and notice of said meeting, given in accordance to Chapter 551, of the Texas Government Code, (Open Meetings Act) and their being present a quorum, **I, VANESSA GUZMAN, BRIDGE ADMINISTRATIVE ASSISTANT**, of the City of Pharr, Texas, certify that this is a true and correct copy of the minutes.

VANESSA GUZMAN, BRIDGE
ADMINISTRATIVE ASSISTANT

DATE APPROVED: _____
Word/C:BoardMeetings/BoardMtgMinutes10-18-17



AGENDA MEMORANDUM

BOARD: Pharr International Toll Bridge
Board

AGENDA ITEM #: 3.B.

DATE SUBMITTED: November 13,
2017

MEETING DATE: November 15,
2017

FROM: Vanessa Guzman, Administrative
Assistant

DEPARTMENT: Bridge

DIRECTOR:

Agenda Item: Discussion and action, if any, on Advertising with Hora Cero for \$1,300 per month (40 issues; 4 per month).

Classification: Consent

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue:

Financial Consideration: \$1,300 per month

Staff Recommendation:

Alternatives:

ROUTING:

Vanessa Guzman

Created/Initiated - 11/13/2017

Advertising Authorization Form

Date: 10-13-17	Department: Bridge
Advertising Company name: Hora Cero	
Publication name: Hora Cero	
Purpose of Advertising: To attract customers to use the Pharr International Bridge; to increase northbound/southbound commercial truck traffic and to attract new business development to south Pharr.	
Cities/States/Countries where the publication will be distributed: Tamauplias-Laredo to Matamoros, San Fernando, Cd. Victoria, Tampico; the Rio Grande Valley; Nuevo Leon -Monterrey, San Nicolas, San Pedro, Escobedo, Garcia, Santa Cartarina, Guadalupe y Juarez.	
Target Market: ☒ Produce ☐ Industrial ☒ Logistics ☐ Energy Other: _____	
Reach/Number of Copies: 50,000	
Publication Begins: December 2017	Publication Ends: September 2018
Publication Issues: ☐ 3 Issues ☐ 6 Issues ☐ 9 Issues ☐ 12 Issues Other: <u>40 issues</u>	
Ad Size: Full page	
Advertising Total Price: \$ 13,000 (\$ 1,300 per month)	
Staff Recommendation: Approval to continue advertising with Hora Cero, who we have been advertising with for the past three years. They provide us with perks that include coverage at events, one on one interviews, radio spots, social media advertising and advertising on their website.	
Bridge Board and City Commission approval: ☐ Bridge Board ☐ City Commission	
Approved ☒ Disapproved ☐ Please See Me ☐	

 Bridge Director

 Date

 City Manager

 Date



McAllen Texas. 01 Septiembre de 2017

PUENTE INTERNACIONAL PHARR
LUIS BAZAN
Director Puente Internacional Pharr
Presente.

Con la finalidad de brindarle el servicio de publicidad y coadyuvar con su compañía y proyectos institucionales que su empresa proporcionará para este año 2017 y 2018, agradecemos la distinción de hacernos partícipe de su crecimiento empresarial, y hacemos llegar a Usted la propuesta para la publicación de **Puente Pharr** en los periódicos Hora Cero Tamaulipas y Hora Cero Nuevo León.

RESUMEN DE INFORMACION DE MEDIOS.

HORA CERO: Este es nuestro medio fundador, es un medio con contenido referente a política y reportajes de investigación de temas que atañen o son de interés para nuestra comunidad cuenta con 17 años en el mercado, tiene un tiraje de 30,000 ejemplares, distribuidos en toda la frontera de Tamaulipas de Laredo a Matamoros, San Fer, Cd. Victoria, Tampico y el Valle de Texas. Ejemplar Gratuito.

HORA CERO NUEVO LEON: Este es nuestro Medio en el vecino estado, con una gran presencia en la vida política y social, contamos con 10 años en el mercado, tiene un tiraje de 20,000 ejemplares, se distribuye en la zona metropolitana de Monterrey, en dependencias de gobierno de los diversos municipios, (San Nicolás, San pedro, Escobedo, Garcia, Santa Cartarina, Guadalupe y Juarez). Ejemplar Gratuito

ESPACIO	1 PUB.	3 PUB.	6 PUB.	12 PUB.	24 PUB.
1 PAGINA	\$600	\$560	\$520	\$480	\$400

Nota: los precios no incluyen impuestos y están sujetos solo a duración del contrato.

PUENTE INTERNACIONAL PHARR.

paquete mensual No. 2		
Producto	precio reg.	precios puente Pharr
2 PAG.EN HORA CERO TAM	\$800	\$500
2 PAG. HORA CERO NL	\$800	\$500
ANUNCIO EN PAG. WEB ILIMITADO	\$700	\$300
TOTALES	\$2,300	\$1,300

SON 4 REVISTAS POR MES CUBRIENDO EL ESTADO DE TAMAULIPAS Y NUEVO LEON
Y PAGINA WEB CON MAS DE 1,000,000 DE VISITAS CON ANUNCIO EN PORTADA, ADEMAS
 APOYOS EDITORIALES EN NUESTROS IMPRESOS Y WEB, ANUNCIO ENTRE NOTAS, TODO
 POR EL EXCELENTE PRECIO DE **\$1300 DLLS.**

POR SU ATENCION MUCHAS GRACIAS.

ATENTAMENTE

Lic. Jose Roberto Sánchez Quiroz.
 Gerente Comercial



AGENDA MEMORANDUM

BOARD: Pharr International Toll Bridge
Board

AGENDA ITEM #: 3.C.

DATE SUBMITTED: November 13,
2017

MEETING DATE: November 15,
2017

FROM: Vanessa Guzman, Administrative
Assistant

DEPARTMENT: Bridge

DIRECTOR:

Agenda Item: Discussion and action, if any, on Advertising with Mexico Industry for \$685 per issue (30 issues; 1 Industrial Map for \$4,000).

Classification: Consent

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue:

Financial Consideration: \$685 per issue.

Staff Recommendation:

Alternatives:

ROUTING:

Vanessa Guzman

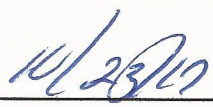
Created/Initiated - 11/13/2017

Advertising Authorization Form

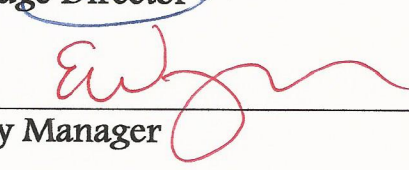
Date: 10-13-17	Department: Bridge
Advertising Company name: International Community Publications	
Publication name: Mexico Industry	
Purpose of Advertising: To attract customers to use the Pharr International Bridge; to increase northbound/southbound commercial truck traffic and to attract new business development to south Pharr.	
Cities/States/Countries where the publication will be distributed: Nuevo Leon, Queretaro and San Luis Potosi/Aguaascalientes.	
Target Market: ☐ Produce ☒ Industrial ☒ Logistics ☒ Energy Other: _____	
Reach/Number of Copies: 75,000	
Publication Begins: December 2017	Publication Ends: September 2018
Publication Issues: ☐ 3 Issues ☐ 6 Issues ☐ 9 Issues ☐ 12 Issues Other: <u>30 editions</u>	
Ad Size: 1/2 page	
Advertising Total Price: \$ 24,550 (\$ 685 per issue; 1 Industrial Map Ad for \$4,000)	
Staff Recommendation: Approval to advertise with Mexico Industry, who we have advertised with in the past and would like to continue advertising with them. Mexico Industry will allow us to reach directors & managers of Maquiladoras who are decision makers for logistics/transportation, as well as distribute the publication at national and international expos. This will allow the Pharr International Bridge to reach more companies along the border and in the interior of Mexico, keeping us connected to major manufactures.	
Bridge Board and City Commission approval: ☐ Bridge Board ☐ City Commission	
Approved ☒ Disapproved ☐ Please See Me ☐	



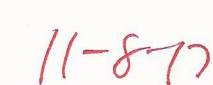
 Bridge Director



 Date



 City Manager



 Date

Monterrey NL, 20 de Octubre 2017.

Propuesta de publicidad.

Estimado Luis Bazan.

Director Puente Internacional de Pharr Tx.

Presente.

A continuación sírvase a encontrar nuestra propuesta de publicidad para México Industry Newspaper en nuestras diferentes publicaciones, dirigida a la Industria Maquiladora, Manufacturera, sus Proveedores y Prestadores de Servicios.

PUBLICACION MEXICO INDUSTRY NEWSPAPER.	ESPACIO	No. EDICIONES AL AÑO.	TARIFA MENSUAL.	TOTAL.
Nuevo León.	1/2 página.	10	\$685.00	\$6,850.00
Querétaro.	1/2 página.	10	\$685.00	\$6,850.00
San Luis Potosí / Aguascalientes.	1/2 página.	10	\$685.00	\$6,850.00
Industrial Maps 2018 - 2019.	1 página.	1	\$4,000.00	\$4,000.00
				\$24,550.00

Como valor agregado sin costo adicional le ofrezco lo siguiente:

- *Banner lateral en página web en la edición donde se publique, con imagen de 508 x 229px (sin costo).*
- *Espacio en Suppliers Book (directorio industrial) página web de Mexico Industry.*
- *Video corporativo de 30 segundos aproximadamente para publicar spot en redes sociales de Mexico Industry (sin costo).*

La presente cotización tendrá una vigencia de 30 días naturales a partir de la fecha de emisión, los costos señalados en la tabla son en dólares americanos.

Atentamente.

Octavio Ontiveros Rdz.





AGENDA MEMORANDUM

BOARD: Pharr International Toll Bridge
Board

AGENDA ITEM #: 3.D.

DATE SUBMITTED: November 13,
2017

MEETING DATE: November 15,
2017

FROM: Vanessa Guzman, Administrative
Assistant

DEPARTMENT: Bridge

DIRECTOR:

Agenda Item: Discussion and action, if any, on Advertising with Inbound Logistics for \$4,500 per month (16 issues; 10 full page ads in English & 6 full page ads in Spanish; 3 Supply Chain Leaders Meeting for \$2,500)

Classification: Consent

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue:

Financial Consideration: \$4,500 per month.

Staff Recommendation:

Alternatives:

ROUTING:

Vanessa Guzman

Created/Initiated - 11/13/2017



Advertising Authorization Form

CITY MANAGERS OFFICE

Date: 10-31-17	Department: Bridge
Advertising Company name: Inbound Logistics	
Publication name: Inbound Logistics	
Purpose of Advertising: To attract customers to use the Pharr International Bridge; to increase northbound/southbound commercial truck traffic and to attract new business development to south Pharr.	
Cities where the publication will be distributed: Please see attachments. Distribution is by region in the United States and Mexico.	
Target Market: ☐ Produce ☒ Industrial ☒ Logistics ☒ Energy Other: _____	
Reach/Number of Copies: exceeds 80,000 monthly	
Publication Begins: December 2017	Publication Ends: September 2018
Publication Issues: ☐ 3 Issues ☐ 6 Issues ☐ 9 Issues ☐ 12 Issues Other: 16 Issues (English & Spanish)	
Ad Size: Full page	
Advertising Total Price: \$ 45,000 (\$4,500 per month; \$2,500 for 3 Supply Chain Leaders Summit).	
Staff Recommendation: Approval to continue advertising with Inbound Logistics and continue to participate in their summits, which allows us to introduce the Pharr International Bridge to different industries, in different regions, to key industry leaders. Part of the package includes an online logistics planner profile for 12 months, social network support including Twitter, LinkedIn, & Facebook; DiaLog eNewsletter and 2 banner ads, and 2 Inbound Logistics & Inbound Logistics LATAM web banner.	
Bridge Board and City Commission approval: ☐ Bridge Board ☐ City Commission	
Approved ☒ Disapproved ☐ Please See Me ☐	

Bridge Director

Date

City Manager

Date

Dear Vanessa Guzman.

As we discuss a few days ago... Here it's our 2018 advertisement proposal:

Inbound Logistics USA

10 Full Page ADS. / January – October.

Inbound Logistics Planner Included.

2 Editorial Projections / March (Global Logistics) July (3PL)

\$4,500,00 x 10 TOTAL: \$45,000.00

Supply Chain Leaders Meeting / Gold Sponsorship.

Mexico City / March.

Monterrey / June.

Miami / September.

\$2,500.00 x 3 TOTAL: \$7,500.00

(Included)

Inbound Logistics LATAM

6 Full Page ADS.

February / November

\$2,500.00 x 6 TOTAL: \$15,000.00

(Included)

Merchandising: -all subject to material/deadlines-included with the program above in order to support Pharr Bridge objectives Inbound Logistics will provide additional audited integrated marketing and communication benefits including but not limited to:

An Online Logistics Planner profile (12 months)
Social network support including Twitter (31,000),
LinkedIn (21,000), Facebook (5,000)
DiaLog eNewsletter, 2 banner ads (175,000)

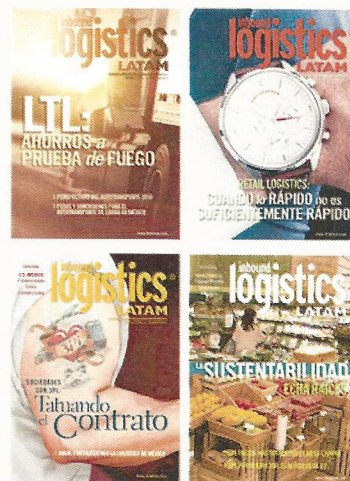
2 Inbound Logistics & Inbound Logistics LATAM
web banner (200,000 + monthly page views)

Editorial support -all subject to material,
deadlines and guidelines

Guest Editorial Opportunity in Inbound Logistics
Magazine

Guest Editorial Opportunity in Inbound Logistics
LATAM

Press release coverage



Best

Guillermo Almazo Garza.

Publisher & CEO.

Inbound Logistics (LATAM)

<http://www.il-latam.com>

México. +52 (55) 1253 71 24

Direct +52 (55) 1253 71 23

MTY +52 (55) 8000 71 50

New York. + 1 (212) 629 15 60

Skype guillermo.almazo

PRINT + WEB + DIGITAL + E-INK + NETWORKING



AGENDA MEMORANDUM

BOARD: Pharr International Toll Bridge
Board

AGENDA ITEM #: 3.E.

DATE SUBMITTED: November 13,
2017

MEETING DATE: November 15,
2017

FROM: Vanessa Guzman, Administrative
Assistant

DEPARTMENT: Bridge

DIRECTOR:

Agenda Item: Discussion and action, if any, on Advertising with The Advance News Journal for \$820 per month.

Classification: Consent

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue:

Financial Consideration: \$820 per month.

Staff Recommendation:

Alternatives:

ROUTING:

Vanessa Guzman

Created/Initiated - 11/13/2017



CITY MANAGERS OFFICE

Advertising Authorization Form

Date: 11-6-17	Department: Bridge
Advertising Company name: Advance Publishing Company	
Publication name: The Advance News Journal	
Purpose of Advertising: To provide the citizens of Pharr and surrounding cities the benefits of crossing through the Pharr International Bridge; to increase northbound/southbound commercial truck traffic and to attract new business development to south Pharr. As well as inform the public about the partnerships that are being formed with Mexico.	
Cities where the publication will be distributed: Countywide (Hidalgo County)	
Target Market: ☐ Produce ☐ Industrial ☐ Logistics ☐ Energy Other: _____	
Reach/Number of Copies: 8,000 print copies.	
Publication Begins: January 2018	Publication Ends: September 2018
Publication Issues: ☐ 3 Issues ☐ 6 Issues ☐ 9 Issues ☐ 12 Issues Other: <u>9 issues</u>	
Ad Size: Full page	
Advertising Total Price: \$ 7,380 (Full page ad; \$820 monthly)	
Staff Recommendation: Approval to advertise in The Advance News Journal, which is distributed countywide and will allow them to highlight the bridge's growth and development, the growing partnerships with Mexican based businesses, as well as partnerships that the bridge has helped to facilitate with either Maquila or sister-cities. This will allow the Pharr International Bridge to gain more market exposure by reaching potential new produce crossers.	
Bridge Board and City Commission approval: ☐ Bridge Board ☐ City Commission	
Approved ☒ Disapproved ☐ Please See Me ☐	

Bridge Director

Date

City Manager

Date

Advance Publishing Company

217 West Park Avenue, Pharr, Texas, 78577

Nov. 6, 2017

Pharr/Reynosa International Bridge

Director Luis Bazan

CC: Pharr City Manager Juan Guerra

Marketing Proposal Fiscal Year 2018

Dear Mr. Bazan,

With all due respect to both you, the Pharr/Reynosa International Bridge Board, and the City of Pharr (City Manager, Mayor, City Commissioners, and City Staff), The Advance News Journal would like to propose a marketing budget for this fiscal year.

What I would like to propose is that the Pharr International Bridge publish one full-page ad a month in The Advance News Journal, highlighting either the bridge's growth or development, and its growing partnership with Mexican-based businesses. That would begin during the month of January 2018.

The growth of Pharr's border crossing is truly remarkable on so many levels.

The full-page ad can be generated either by city staff, or I can work up the ad in the form of a news story concerning a partnership that the Bridge has helped to facilitate with either a Maquila, a sister-city partnership, or with a business on this side -- either its growth or development.

I'd interview the owner(s), take pictures, and then submit it for your approval before it makes it into print. I can also run it by the owner for his or her approval. It would include the Bridge logo at the bottom so there would be no doubt that it is indeed an ad. The price would also include a standard International Bridge ad on our online home page – the Bridge logo, phone number, etc., and whatever your present slogan happens to be. There would be no additional charge for that.

That sort of budget would equal \$820 x 9 months (January thru September 2018), or \$7,380 for the year.

The current print run of The Advance each week includes 8,000 copies. The national readership for a weekly community newspaper is 2.5 readers per copy, which equates to a weekly readership of 20,000. That doesn't include our online subscribers. Our distribution is currently countywide, which includes both paid and complimentary copies.

Please let me know if we can be of assistance.

Thank you.

Sincerely,

Gregg Wendorf/Advance News Journal

Advance Publishing Company



AGENDA MEMORANDUM

BOARD: Pharr International Toll Bridge
Board

AGENDA ITEM #: 3.F.

DATE SUBMITTED: November 13,
2017

MEETING DATE: November 15,
2017

FROM: Vanessa Guzman, Administrative
Assistant

DEPARTMENT: Bridge

DIRECTOR:

Agenda Item: Discussion and action, if any, on 2018 National Customer Brokers & Forwarder Association of America Membership for \$806.09.

Classification: Consent

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue:

Financial Consideration: \$806.09

Staff Recommendation:

Alternatives:

ROUTING:

Vanessa Guzman

Created/Initiated - 11/13/2017

NCBFAA

1200 18th Street, NW, #901, Washington, DC 20036
Ph: (202) 466-0222 Fax: (202) 466-0226
www.ncbfaa.org

Invoice

BILL TO: City of Pharr International Bridge Department
9900 S. Cage Blvd.
Pharr TX 78577

Invoice#: INV-0074083

PO #:
Processed: 11/6/2017

Reference:

Status: Unpaid

Terms: NET 30

REMIT TO:

NCBFAA
1200 18th Street, NW, #901
Washington DC 20036
Phone: (202) 466-0222
Fax: (202) 466-0226

SHIP TO: City of Pharr International Bridge Department
9900 S. Cage Blvd.
Pharr TX 78577

Order Taken By: Kimberly Murphy

BALANCE DUE: \$806.09

Item	Date	Qty	Price	Line Price	Net Line	Credits	Tax
Affiliate Membership	1/1/2018-12/31/2018	1	\$806.09	\$806.09	\$806.09	\$0.00	

Approved

SubTotal: \$806.09

6.25 % Tax: \$0.00

Invoice Total: \$806.09

Additional Discount: \$0.00

Received To Date: \$0.00

Balance Due: \$806.09

NCBFAA estimates the non-deductible lobbying portion of 2018 membership dues is 9%.

PLEASE REFERENCE INVOICE NUMBER ON REMITTANCE



AGENDA MEMORANDUM

BOARD: Pharr International Toll Bridge
Board

AGENDA ITEM #: 4.A.

DATE SUBMITTED: November 14,
2017

MEETING DATE: November 15,
2017

FROM: Vanessa Guzman, Administrative
Assistant

DEPARTMENT: Bridge

DIRECTOR:

Agenda Item: Crossings and Revenues Report for October 2017.

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue:

Financial Consideration:

Staff Recommendation:

Alternatives:

ROUTING:

Vanessa Guzman

Created/Initiated - 11/14/2017

**CROSSINGS AND REVENUES
FOR THE MONTH OF OCTOBER
FISCAL YEAR 2017 – 2018**

a) BRIDGE CROSSINGS

Crossings for the Pharr International Bridge totaled **112,972** vehicles for the month of October F.Y. 2017-2018, which showed a decrease of **-3,477** vehicles or **-2.99%** over The same month in F.Y. 2016-2017.

b) CAR CROSSINGS

Car crossings for the Pharr International Bridge totaled **63,084** cars for the month of October F.Y. 2017 – 2018, showing a decrease of **(-7,666)** cars or **-10.84%** over the same month in F.Y. 2016 – 2017.

c) SOUTHBOUND TRUCK CROSSINGS

Truck crossings totaled **49,888** trucks for the month of October F.Y. 2017-2018, showing an increase of **4,189** trucks or **9.17%** over the same month in F.Y. 2016 - 2017.

d) TOTAL REVENUES

Revenues for the Pharr International Bridge totaled, **\$1,151,213 dollars** for the month of October F.Y. 2017 – 2018

\$ 220,573 Autos & other
\$ 923,487 Trucks
\$ 7,153 Profit on pesos
\$1,151,213 TOTAL

Revenues showed an increase of **\$23,947** or **2.12%** over the same month in F.Y. 2016 – 2017

e) NORTHBOUND TRUCKS

Northbound trucks at the Pharr International Bridge totaled **53,564** trucks for the month of October F.Y. 2017-2018, showing an increase of **5,008** trucks or **10.31%** over the same month in F.Y. 2016-2017.

SOUTHBOUND TRUCK CROSSINGS SHOWED A DECREASE OF -3,676 TRUCKS FOR THE MONTH OF OCTOBER, COMPARED TO NORTHBOUND TRUCK CROSSINGS.

**PHARR INTERNATIONAL BRIDGE
TOTAL CROSSINGS COMPARISON BY FISCAL YEAR (CARS & TRUCKS)**

	F.Y. 2016 – 2017	F.Y. 2017-2018	GAIN LOSS
OCTOBER	116,449	112,972	(-3,477)
NOVEMBER	114,878		
DECEMBER	119,937		
JANUARY	117,900		
FEBRUARY	110,888		
MARCH	127,524		
APRIL	115,854		
MAY	117,831		
JUNE	119,759		
JULY	118,087		
AUGUST	120,311		
SEPTEMBER	114,908		
TOTAL CROSS.	1,414,326		

**PHARR INTERNATIONAL BRIDGE
CAR CROSSING COMPARISON BY FISCAL YEAR**

	F.Y. 2016-2017	F.Y. 2017-2018	GAIN LOSS
OCTOBER	70,750	63,084	(-7,666)
NOVEMBER	70,695		
DECEMBER	77,558		
JANUARY	70,240		
FEBRUARY	64,422		
MARCH	74,400		
APRIL	70,452		
MAY	68,456		
JUNE	70,401		
JULY	71,512		
AUGUST	70,943		
SEPTEMBER	67,579		
TOTAL CAR CROSS.	847,408		

**PHARR INTERNATIONAL BRIDGE
TRUCK CROSSING COMPARISON BY FISCAL YEAR**

	F.Y. 2016-2017	F.Y. 2017-2018	GAIN LOSS
OCTOBER	45,699	49,888	4,189
NOVEMBER	44,183		
DECEMBER	42,379		
JANUARY	47,660		
FEBRUARY	46,466		
MARCH	53,124		
APRIL	45,402		
MAY	49,375		
JUNE	49,358		
JULY	46,575		
AUGUST	49,368		
SEPTEMBER	47,329		
TOTAL TRUCK CROSSING	566,918		

**PHARR INTERNATIONAL BRIDGE
NORTHBOUND TRUCK CROSSINGS (FULL, EMPTY & AG.)**

	F.Y. 2016-2017	F.Y. 2017-2018	GAIN LOSS	(FULL TRUCKS)	EMPTY	AG. TRUCKS
OCTOBER	48,556	53,564	5,008	37,000	16,562	13,292
NOVEMBER	46,858					
DECEMBER	45,358					
JANUARY	50,740					
FEBRUARY	49,245					
MARCH	57,046					
APRIL	49,081					
MAY	53,140					
JUNE	52,870					
JULY	50,002					
AUGUST	53,198					
SEPTEMBER	50,732					
TOTAL NORTHBOUND	606,826					

**PHARR INTERNATIONAL BRIDGE
REVENUE COMPARISON BY FISCAL YEAR**

	F.Y. 2016-2017	F.Y. 2017-2018	GAIN (LOSS)
OCTOBER	\$ 1,127,266	\$ 1,151,213	\$ 23,947
NOVEMBER	\$ 1,097,396		
DECEMBER	\$ 1,117,916		
JANUARY	\$ 1,112,015		
FEBRUARY	\$ 1,082,396		
MARCH	\$ 1,234,414		
APRIL	\$ 1,127,087		
MAY	\$ 1,132,303		
JUNE	\$ 1,195,892		
JULY	\$ 1,141,346		
AUGUST	\$ 1,151,818		
SEPTEMBER	\$ 1,124,717		
TOTAL REV.	\$ 13,644,566		



AGENDA MEMORANDUM

BOARD: Pharr International Toll Bridge
Board

AGENDA ITEM #: 4.B.

DATE SUBMITTED: November 14,
2017

MEETING DATE: November 15,
2017

FROM: Vanessa Guzman, Administrative
Assistant

DEPARTMENT: Bridge

DIRECTOR:

Agenda Item: Finance Report for October 2017.

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue:

Financial Consideration:

Staff Recommendation:

Alternatives:

ROUTING:

Vanessa Guzman

Created/Initiated - 11/14/2017

CITY OF PHARR
GENERAL LEDGER STATUS REPORT
NON AUDITED BUDGET VS. ACTUAL
FOR PERIOD ENDING OCTOBER 31, 2017

BRIDGE FUND 70

	FY 17/18		PERCENT OF	BALANCE	Y-T-D ACTUAL	FY 16/17	--Variance--	
	ANNUAL BUDGET	Y-T-D ACTUAL				Prior FY Y-T-D Actual	Amount	Percent
REVENUES								
BRIDGE TOLL REVENUES	\$ 13,200,000	\$ 1,143,053	9%	\$ (12,056,947)	\$ 1,143,053	\$ 1,104,765	\$ 38,287	3%
BRIDGE REVENUE FUND INTEREST EARNED	28,000	3,573	13%	(24,427)	3,573	1,775	1,798	101%
PESO EXCHANGE RATE INCOME	50,000	7,153	14%	(42,847)	7,153	3,964	3,189	80%
RENTAL INCOME	222,600	24,000	11%	(198,600)	24,000	17,000	7,000	41%
TOLL TICKET SALES	10,000	1,356	14%	(8,644)	1,356	766	590	77%
TRANSFER IN - BRIDGE CIP	-	-	0%	-	-	-	-	0%
MISC INCOME	-	-	0%	-	-	-	-	0%
FINANCING DEBT FUNDS	2,410,000	-	0%	(2,410,000)	-	-	-	0%
TOTAL REVENUES	15,920,600	1,179,135	7%	(14,741,465)	1,179,135	1,128,270	50,865	5%
EXPENDITURES								
PERSONNEL	1,208,200	82,632	7%	1,125,568	82,632	64,214	(18,418)	-29%
SUPPLIES & MATERIALS	153,800	3,036	2%	150,764	3,036	394	(2,642)	-670%
BUILDING & EQUIPMENT	2,619,000	645	0%	2,618,355	645	1,346	701	52%
REPAIRS & MAINTENANCE	15,400	-	0%	15,400	-	126	126	100%
EQUIPMENT RENTALS	44,600	215	0%	44,385	215	215	(0)	0%
UTILITIES	60,000	(122)	0%	60,122	(122)	-	122	0%
VEHICLE USAGE	20,400	1,338	7%	19,062	1,338	1,313	(25)	-2%
INSURANCE	40,000	31,557	79%	8,443	31,557	-	(31,557)	0%
DEBT SERVICE	1,220,300	39,615	3%	1,067,485	39,615	(2,750)	(42,365)	1541%
CONTRACTUAL SERVICES	117,000	819	1%	116,181	819	-	(819)	0%
OTHER CONTRACTUAL & SPECIAL SERVICES	803,700	33,618	4%	770,082	33,618	17,492	(16,126)	-92%
TRANSFERS OUT	9,618,200	544,933	6%	9,073,267	544,933	697,667	152,734	22%
TOTAL EXPENDITURES	15,920,600	738,286	5%	15,182,314	738,286	780,017	41,731	5%
REVENUE OVER/(UNDER) EXPENDITURES	\$ -	\$ 440,849		\$ 440,849	\$ 440,849	\$ 348,253	\$ 92,596	



AGENDA MEMORANDUM

BOARD: Pharr International Toll Bridge
Board

AGENDA ITEM #: 4.C.

DATE SUBMITTED: November 13,
2017

MEETING DATE: November 15,
2017

FROM: Vanessa Guzman, Administrative
Assistant

DEPARTMENT: Bridge

DIRECTOR:

Agenda Item: Engineer's Report.

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue: No back-up information is needed for this item.

Thank you

Financial Consideration: N/A

Staff Recommendation:

Alternatives:

ROUTING:

Vanessa Guzman

Created/Initiated - 11/13/2017



AGENDA MEMORANDUM

BOARD: Pharr International Toll Bridge
Board

AGENDA ITEM #: 4.D.

DATE SUBMITTED: November 13,
2017

MEETING DATE: November 15,
2017

FROM: Vanessa Guzman, Administrative
Assistant

DEPARTMENT: Bridge

DIRECTOR:

Agenda Item: Director's Report.
--

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue: No back-up information is needed for this item.

Thank you

Financial Consideration: N/A

Staff Recommendation:

Alternatives:

ROUTING:

Vanessa Guzman

Created/Initiated - 11/13/2017



AGENDA MEMORANDUM

BOARD: City Commission

AGENDA ITEM #: 5.A.

DATE SUBMITTED: November 8, 2017

MEETING DATE: November 15, 2017

FROM: Omar Anzaldua, City Engineer

DEPARTMENT: Engineering

DIRECTOR:

Agenda Item: Consideration and action, if any, authorizing City Manager to amend the contract with Halff Associates, Inc. for the FY16 Donations Acceptance Program (DAP)-Pharr LPOE Cargo Inspection Dock & Cold Inspection Facility Expansion and Agriculture Lab & Training Center Facility Project.

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason: N/A

Issue: The City of Pharr is requesting the authorization of the Pharr International Toll Bridge Board on approving the City Manager to amend the contract for Professional Engineering and Architectural Services with Halff Associates Inc. for the FY16 Donations Acceptance Program (DAP)-Pharr LPOE Cargo Inspection Dock & Cold Inspection Facility Expansion and Agriculture Lab & Training Center Facility Project.

This Amendment is for the Design Phase of the Project.

Financial Consideration: Amendment No. 1 Fee is estimated at \$1,705,800

Staff Recommendation: Staff recommends approval of Amendment No. 1 to the contract with Halff Associates, Inc. for additional Professional Engineering and Architectural Services for the FY16 Donations Acceptance Program (DAP)-Pharr LPOE Cargo Inspection Dock & Cold Inspection Facility Expansion and Agriculture Lab & Training Center Facility Project.

Alternatives: N/A

ROUTING:

Omar Anzaldua
Omar Anzaldua

Created/Initiated - 11/08/2017
Approved - 11/08/2017

Karla Moya
Patricia Rigney
City Management Office

New - 06/28/2017

**PROJECT AGREEMENT FOR
PROFESSIONAL ENGINEERING SERVICES**

AMENDMENT NO. 1

The Contract between **Halff Associates, Inc.**, and the **City of Pharr** which was executed by the parties on **August 7, 2017** for the design of the **FY16 Donations Acceptance Program (DAP) - Pharr LPOE Cargo Inspection Dock & Cold Inspection Facility Expansion and Agriculture Lab & Training Center Facility**, is hereby amended by mutual agreement as follows:

- A. Modification to Section 1 – Scope of Work – Additional Scope of Work for the Design Phase as outlined in Amendment No. 1- Exhibit A
- B. Modification to Section 5 – Professional Service Fee – Increase to Fee as outlined in Amendment No. 1-Exhibit B “Fee Summary”
- C. Modification to Section 4 – Termination –The Time Schedule for the Design Phase is modified as outlined Amendment No. 1-Exhibit C “Project Schedule”

This amendment adds **\$1,705,800.00** to the contract and the maximum total payable under the entire contract, including all amendments, is changed from \$ 62,000.00 to **\$ 1,767,800.00.**

All other terms and conditions of the existing contract not changed by this Amendment shall remain in full force and effect.

APPROVAL OF AMENDMENT NO. 1

**Halff Associates, Inc.
5000 W Military Hwy #100,
McAllen, TX 78503**

ENGINEERING FIRM

By: _____

Robert L. Saenz, PE, CFM, PMP
Vice President
Halff Associates, Inc.
(ENGINEER)

SIGNED on this the _____ day of _____, 20 ____.

Juan Guerra
City Manager
City of Pharr, Texas

SIGNED on this the _____ day of _____, 20 ____.

AMENDMENT NO.1

EXHIBIT “A”

SCOPE OF SERVICES

Services to be provided by Halff Associates, Inc.

October 31, 2017

Halff Associates, Inc. (HALFF) will perform architectural/engineering and design activities for the City of Pharr (Gifting Authority) to develop concepts, plans, specifications, and estimates (PS&E) for “FY16 Donations Acceptance Program (DAP) - Pharr LPOE Cargo Inspection Dock & Cold Inspection Facility Expansion and Agriculture Lab & Training Center Facility” located at the Pharr Land Port of Entry in Pharr, Texas.

Project Background / Criteria. The project is a proposed donation to the United States Custom and Border Protection (CBP) from the City of Pharr, Texas, and is included in the FY16 Donations Acceptance Program (DAP). The project will assist in expediting the inspection process for both agriculture and non-agriculture imports that are transported by semi-trailer and truck vehicles entering the Pharr Land Port of Entry (LPOE). The project was initially programmed by the City of Pharr, General Services Administration (GSA), Customs and Border Protection (CBP), and United States Department of Agriculture (USDA) to provide inspection facilities at the City of Pharr LPOE and currently includes the following design features:

- 45-degree angle truck parking design (each 16’W x 100’L)
- 24 truck spaces (13 for Cold Rooms and 11 for Dry Docks)
- More queuing and staging room at East, South, and West locations
- More room for traffic flow (approximately 200’ to the south)
- BSIF connector road (dock expansion and site circulation constrained by this project)
- Cold Inspection Facility - (13 rooms at 22.5’W x 73’L each) - 21,353 square feet
- Cargo Inspection Facility - (11 dry dock at 22.5’W x 73’L each) - 18,068 square feet
- Agriculture Lab and Training Center - 8,400 square feet
- Operations Management Space - (office space for 10 -12 officers) - 1,600 square feet
- Broker’s Processing Space - (Indoor; broker boxes; 10-15 persons) - 650 square feet
- Driver’s Pavilion (outdoor; covered; waiting and restrooms) - 700 square feet
- Ramp/Informal Inspections Space - (outdoor; covered) – 4,900 square feet
- Fork Lifts & Charging Stations - 600 square feet
- Storage - 500 square feet
- Stevedore Pavilion - (outdoor; covered; 20 persons) – 500 square feet
- Break Area – (outdoor; uncovered; tables for training) – 2,450 square feet

The attached Exhibit – Alternative F (dated June 07, 2017) shows the proposed site layout, as developed by CBP for this project.

All design documents for the Project shall be prepared in the English language, in English units, and formatted in accordance with the design standards and guidelines for GSA, CBP, USDA, and the City of Pharr. Project submittals shall adhere to the following:

- Requirements of the National Environmental Policy Act (NEPA);
- GSA P-100 Standards;
- CBP 2014 Land Port of Entry Design Guide; and
- other applicable Local, State, and Federal Design Standards.

Luis Bazan, Port Director for the City of Pharr, is the Gifting Authority's Representative for this project and will provide the official approval of design concepts and submittals by HALFF on this project.

Project Description / Purpose. The proposed project adds inspection facilities for inbound agriculture and non-agriculture commercial vehicles entering the LPOE of Pharr, Texas, from Mexico. The improvements will include the expansion of dock facilities and amenities for inspection of import goods and training. The project has been programmed by the government agencies listed above and is currently at a point where the HALFF team, as design consultants to the City of Pharr, can finalize the conceptual layout and character of the project and develop construction documents to implement the proposed improvements listed above.

A construction cost for the proposed improvements is assumed to be \$25 million. This figure is based on the July 2017 rough order of magnitude cost estimates included in the Final Technical Requirement Package for the Pharr, TX Land Port of Entry FY2016 Donation Acceptance Program Proposal, dated September 25th, 2017, and prepared by the U.S. Customs and Border Protection in cooperation with the U.S. General Services Administration states that the fee for Design and Construction is estimated at \$27- 31 million. In addition to this cost, there will be an additional outfitting cost for IT/security/inspection equipment/Ag Equipment totaling approximately \$2 to \$2.5 million.

Amendment No. 1 adds the Design Phase tasks to Halff Associates' Contract Agreement. Having completed the Concept Phase items and received the Final Technical Requirement Package for the Pharr, TX Land Port of Entry FY2016 Donation Acceptance Program Proposal, dated September 25th, 2017, and prepared by the U.S. Customs and Border Protection in cooperation with the U.S. General Services Administration, the HALFF team can begin developing construction documents in accordance with the tasks outlined below. For ease in navigating through this Amendment to the Contract Agreement, the Concept Phase Tasks have been gray-scaled to highlight the Design Phase tasks.

Submittals. Formal submittal packages will be prepared and reviewed by the City of Pharr, GSA, CBP, & USDA. Comments will be prepared by each agency and submitted to HALFF in a timely manner for consideration during the design process. HALFF will prepare responses for each comment and indicate whether the Gifting Authority is in concurrence with the comments or explain any exceptions taken. Formal design submittals to the Gifting Authority will occur at the following major milestones:

Data Acquisition and Concept Development

- Acquire Gifting Authority furnished information
- Initial review of three (3) concepts,
- One (1) refined concept,
- Model of final concept,
- Rough order of magnitude estimate of probable cost

Design Phase

- Survey for Design (Special Services)
- 30% construction drawings, technical specification list, and estimate of probable cost,
- 60%, construction drawings, technical specification list, and estimate of probable cost,
- 90% construction drawings, technical specification list, and estimate of probable cost, and
- 100% construction drawings, technical specification list, and estimate of probable cost.

The 100% submittal will be submitted to the Gifting Authority for the purpose of bidding and constructing the project improvements and is not subject to review.

Concept Phase.

The following is a list of detailed descriptions of specific services to be provided by HALFF:

Data Acquisition & Kickoff meeting (Hourly Not to Exceed without Gifting Authority's written Approval)

1. HALFF will incorporate, as applicable, the schematic design (dated July 12, 2017) provided by the City of Pharr into the design efforts of the Project.
2. Immediately after Notice to Proceed, but before the project kickoff meeting, the HALFF team will request the following information:
 - 2.1 Current Program and meeting minutes developed by Stakeholders
 - 2.2 Current estimate and budget prepared for current Program
 - 2.3 Electronic Record Drawings, in CAD format, of existing improvements within proposed project site
 - 2.4 Security clearance for site visits to the LPOE
3. **Project Kickoff Meeting:** HALFF and Stakeholders will attend a kickoff meeting via **teleconference** to obtain project understanding and clear direction for the following items:
 - 3.1 Project elements and requirements
 - 3.2 Approved budget and schedule
 - 3.3 Priority of importance for elements in Program
 - 3.4 Identification of critical Program elements and those that may be phased
 - 3.5 Identification of design opportunities and constraints from Stakeholders

Concept Development (Hourly Not to Exceed without Gifting Authority's written Approval)

4. **Concept Development:** HALFF will develop three (3) floor plan concepts utilizing information obtained during the data acquisition and the kickoff meeting. The concept development phase will consist of the following:
 - 4.1 Three (3) layout concepts will be developed by HALFF and presented to the Stakeholders via **teleconference (WebEx)** for Stakeholder's consideration. During the teleconference, the Stakeholders and design team will review the pros and cons of each concept and develop a consensus of what is to be included in the ultimate concept layout.
 - 4.2 After the teleconference, Stakeholders submit their comments on the three (3) layout concepts to the HALFF design team.
 - 4.3 HALFF will develop the ultimate concept layout utilizing information obtained from Stakeholder input and will present the final concept to the Stakeholders via a **teleconference**. During this **teleconference** meeting, the HALFF team will discuss the desired architectural style, building materials, and colors for the facilities.
 - 4.4 After the teleconference, Stakeholders submit their comments on the ultimate concept to the HALFF design team.
 - 4.5 HALFF will develop a model of the ultimate concept using Sketch Up and include the building architectural style, materials and colors indicated by the Stakeholders. This final

concept will be presented to the Stakeholders via teleconference for a final round of comments.

- 4.6 After the teleconference, Stakeholders submit their comments on the final concept to the HALFF design team for inclusion in the design.
- 4.7 The Final Concept and Model, incorporating all the information received during teleconference and written comments from the Stakeholders, will be submitted to the Stakeholders for their information. The HALFF team will need the approval of the City of Pharr and the issuance of the Notice to Proceed, to proceed with the design phase.

Design Phase.

HALFF will prepare design and PS&E for the following disciplines:

- Civil / Site
- Electrical
- Mechanical / HVAC
- Structural
- Architectural / Aesthetics

5. 30%, 60% & 90% Design Phase

- 5.1 HALFF will prepare construction documents which will include plans and specifications for the 30%, 60%, and 90% design submittals. Each submittal will be reviewed by the Stakeholders and returned to HALFF with written comments.
- 5.2 HALFF shall review with the Gifting Authority each design submittal for concurrence with the project program. ***The City of Pharr will have final acceptance of each submittal prior to proceeding to the next phase.***
- 5.3 HALFF will provide written responses to comments and will address each comment accordingly. The review time anticipated after each review will be two (2) weeks. Reviews longer than this time frame will impact the schedule of the project.
- 5.4 Submittals will be based on the mutually agreed upon program and Project budget requirements. HALFF shall prepare, for approval by the Gifting Authority and submittal to the Stakeholders, Design Documents in electronic format. ***Reproduced sets of drawings required for each submittal will be reimbursed for production cost.***
- 5.5 HALFF will submit to Gifting Authority an Opinion of Probable Construction Cost for each design submittal.

6. 100% Design Phase

- 6.1 Based on the 90% design submittal comments, HALFF will prepare for approval by the Gifting Authority, Final Design Documents consisting of Drawings and Specifications setting forth in detail the requirements of the Project. HALFF will submit electronically the proposed final plans and specifications to the Gifting Authority's representative. Reviews, as outlined above, will receive approval by the City Official prior to the advertisement of bids for the project, and the time frame specified in the scheduled sequence of work.
- 6.2 HALFF will prepare and utilize the Gifting Authority's front end documents including necessary bidding information, bidding forms, the Conditions of the Contract, and the Gifting Authority's standard form of Agreement between the Owner and the Contractor or Vendor for review and approval by the Gifting Authority.

- 6.3 HALFF will advise the Gifting Authority of any adjustments to previous Opinions of Probable Construction Cost indicated by changes in requirements of general market conditions.
- 6.4 HALFF will assist the Gifting Authority in connection with the Gifting Authority's Responsibility for filing documents required for the approval of governmental authorities having jurisdiction over the Project.
- 6.5 HALFF will prepare documents for a single bid to include all proposed improvements.

7. Special Services

- 7.1 **Survey for Design:** This task includes field ties to visible surface improvements on the site and obtaining site topography required for site design. This does not include survey of any subsurface facilities. Existing underground structures or utilities will be obtained from record drawings and utility locating services. A cad base drawing will be developed to be use in the design of the proposed improvements. This does not include survey of any subsurface facilities other than wastewater & storm sewer.
 - 7.1.1 Establishing Control: This task includes establishing horizontal and vertical control for the design and contractor.
 - 7.1.2 Preparation of easements is not included in this task but can be provided as an additional service.
 - 7.1.3 This does not include any subsurface utility exploration (SUE) services but can be provided as an additional service.
- 7.2 **Geotechnical Engineering:** Halff will subcontract a geotechnical firm to perform a geotechnical investigation and provide foundation and pavement recommendations pertinent to the project for use in the design of the proposed structures and site improvements.
- 7.3 **Information Technology Systems (ITS):** Design includes the drawing and specifications for structure cabling for communication and data, access controls, surveillance system. Submittals will be included in the 30%, 60%, 90% & 100% design submittals outlined above.
- 7.4 **Storm Water Pollution Prevention Plan:** Halff will provide erosion control plans (SWP3) for the project. The plans will provide erosion control measure details (typical) and notes for use by the contractor. Halff will not be responsible for the maintenance of the plan during construction.
- 7.5 **Furniture/ Interior Design:** The design of the major furniture pieces included in the interior spaces in the laboratory and office will be included in the 30%, 60%, 90% & 100% design submittals outlined above. Data from the Technical Requirements Package for the Pharr, TX Land Port of Entry FY2016 Donation Acceptance Program Proposal will be used as the basis of design.
- 7.6 **Bidding for Construction:** HALFF will assist the City of Pharr with the bid of this project. The Gifting Authority will provide all "front-end" documents to be included in the solicitation of bids and arrange for the public notifications in the local newspapers.
 - 7.6.1 HALFF will provide one (1) set of reproducible Design documents and an electronic version, to the Gifting Authority for the purpose of the bidding process.
 - 7.6.2 HALFF will conduct a pre-bid conference, inviting all prospective bidders and prospective sub-contractors to discuss all aspects and requirements of the proposed work. The Gifting Authority will provide the location for this pre-bid meeting.
 - 7.6.3 HALFF shall issue all addenda, through the Gifting Authority, to provide clarification, if needed, for work to be performed on the proposed Project. HALFF will obtain the Gifting Authority's approval prior to issuance of addenda

which affect the scope of the Project, or significantly alters the Project, as approved by Gifting Authority

7.6.4 HALFF will attend the bid opening.

7.6.5 HALFF will develop a Bid Tab, verify references, and provide a Recommendation of Award letter to the Gifting Authority.

Additional Services NOT included in the Conceptual or Design Phases.

HALFF can provide any of these additional services, upon written request, and for an additional fee.

- 8. Environmental Services:** It is assumed that the City of Pharr will contract a consultant separately for the environmental study needed to obtain environmental clearance of the site. Halff Associates can provide the needed Environmental Service, upon request, and for an additional fee.
- 9. Subsurface Utility Engineering (SUE):** Halff can provide subsurface utility engineering services and drawing for this project, if requested, and for an additional service.
- 10. Hydraulic Studies:** The City of Pharr will supply all available hydraulic data and studies that accurately depict the flooding conditions for the proposed outfall for the drainage improvements. Any analysis needed to determine the capacity of the proposed drainage outfall is outside the scope of this project. A hydraulic study can be provided for this proposed outfall, as required, for an additional fee.
- 11. Master Planning:** The needs and layout of facilities for the future developments at the Pharr-Reynosa International Bridge, especially as it relates to the structures proposed in this project, is outside the scope of this project. Master Planning services can be provided, if requested, and for an additional fee.
- 12. Construction Materials Testing:** It is assumed that the City of Pharr will contract with a qualified testing laboratory for these services prior to the start of construction. If a construction materials laboratory is not contracted for this project prior to construction, Halff can subcontract these services for an additional fee.

Construction Phase. (Not in scope.)

HALFF will assist the City of Pharr Engineering Department with Construction Administration services as follows:

13. Construction Administration Services

- 13.1** Prior to award of the Construction Contract, the Engineer shall provide three (3) complete sets of the construction bid documents for contract signing. Should additional sets be required, Engineer will be reimbursed for the actual cost of reproduction, upon approval in advance by Gifting Authority.
- 13.2** This task includes review of contractor's submittals for related improvements, review and response to contractor's requests for information (RFI's) for related improvements, and a representative from the design team will be conducting periodic site visits during construction.
- 13.3** Attending monthly meetings, reviewing contractor's payment applications, conduct substantial and final walk through, and develop punch list.

14. Reimbursable Expenses

- 14.1** Direct costs including printing and reproduction, postage, messenger service, long distance telephone calls and travel will be considered reimbursable expenses. Reimbursable expenses will be billed separately at 1.05 times the direct cost incurred.
Estimated reimbursable expenses shown will not be exceeded without your approval.

***FY16 DAP - Pharr LPOE Cargo Inspection Dock &
Cold Inspection Facility Expansion and Agriculture Lab & Training Center Facility***

This does not include permitting or review fees required by the agencies. These fees will be provided by the Gifting Authority.

AMENDMENT NO.1

**EXHIBIT “B”
FEE SUMMARY**

TASK		FEE AMOUNT
Concept Phase		
Basic Services		
	Data Acquisition & Kickoff meeting (Hourly not to Exceed)	\$12,000
	Concept Development (Hourly, not to Exceed)*	\$40,000
	Basic Services Total	\$52,000
Special Services		
	TIGER Grant Application Assistance (Hourly, not to Exceed)*	\$10,000
	Special Services Total	\$10,000
	CONCEPTUAL DESIGN PHASE TOTAL	\$62,000
Design Phase		
Basic Services		
	Civil (Site), Electrical, Mechanical (HVAC), Structural, and Architectural design and PS&E	\$1,347,200
	Construction Cost Estimation	\$30,200
	Basic Services Total	\$1,377,400
Special Services		
	Survey for Design	\$21,500
	Geotechnical Study	\$ 13,200
	Information Technology Systems (ITS)	\$142,300
	Furniture/ Interior Design	\$53,300
	Storm Water Pollution Prevention Plan	\$2,500
	Bidding for Construction	\$35,600
	Special Services Total	\$268,400
	DESIGN PHASE TOTAL	\$1,645,800
	ESTIMATED REIMBURSABLE EXPENSE TOTAL	\$60,000
Additional Services (<i>Not in scope but can be provided for an additional fee</i>)		
	Construction Administration Services	\$ 365,400
	Environmental Engineering	\$ To Be Determined
	Subsurface Utility Engineering (SUE)	\$ To Be Determined
	Hydraulic Studies	\$ To Be Determined
	Master Planning Services	\$ To Be Determined
	Geotechnical Engineering	\$ To Be Determined
	Construction Materials Testing	\$ To Be Determined

** Due to programming constraints by the US Customs and Border Protection, the scope of the Conceptual Development was limited and much of the “Not to Exceed” fee was not utilized. As per the City of Pharr Bridge Director, portions of the unutilized fee for the Conceptual Development could be applied toward work needed to complete the benefit-cost*

***FY16 DAP - Pharr LPOE Cargo Inspection Dock &
Cold Inspection Facility Expansion and Agriculture Lab & Training Center Facility***

analysis component in a TIGER grant application for this project.

Unless otherwise stated, fees quoted in this proposal exclude state and federal sales taxes on professional services. Current Texas law requires assessment of sales tax, on certain kinds of surveying services, but does not require sales taxes on other professional services. In the event that new or additional state or federal taxes are implemented on the professional services provided under this contract during the term of the work, such taxes will be added to the applicable billings and will be in addition to the quoted fees.

AMENDMENT NO.1

EXHIBIT “C”
PROJECT SCHEDULE

The time to complete the services included in Exhibit “A” – Scope of Services shall be as follows:

Concept Phase - 6 weeks, from receipt of the Notice to Proceed.

Design Phase

Preliminary Design – 1 month, from receipt of the Notice to Proceed.

Design - 10 months, from receipt of the Notice to Proceed.

Bidding Phase - 2 months

Construction - 18 months, from receipt of the Notice to Proceed.
Administration

Reviews by the City, GSA, CBP, and USDA are not included in the time frames listed above, and should not exceed two (2) weeks for each submittal.



AGENDA MEMORANDUM

BOARD: Pharr International Toll Bridge
Board

AGENDA ITEM #: 5.B.

DATE SUBMITTED: November 13,
2017

MEETING DATE: November 15,
2017

FROM: Vanessa Guzman, Administrative
Assistant

DEPARTMENT: Bridge

DIRECTOR:

Agenda Item: Discussion and action, if any, on Modernization of the Current Cold Inspection Facility at the Pharr Import Lot.

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue: No back-up information needed for this item.

Thank you.

Financial Consideration: N/A

Staff Recommendation:

Alternatives:

ROUTING:

Vanessa Guzman

Created/Initiated - 11/13/2017



AGENDA MEMORANDUM

BOARD: Pharr International Toll Bridge Board

AGENDA ITEM #:

DATE SUBMITTED: November 8, 2017

MEETING DATE: November 15, 2017

FROM: Vanessa Guzman, Administrative Assistant

DEPARTMENT: Administration

DIRECTOR:

Agenda Item: Pursuant to Section 551.071, the City may convene in a closed, non-public meeting with its attorney and discuss any matters related **to legal advice on pending or contemplated litigation, settlement offer, and/or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter.** The City and its attorney may also discuss such issues with the appropriate staff so as to obtain necessary and relevant information so that such discussion is informative and developed.

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue:

Financial Consideration:

Staff Recommendation:

Alternatives:

ROUTING:

Vanessa Guzman

Created/Initiated - 11/08/2017



AGENDA MEMORANDUM

BOARD: Pharr International Toll Bridge Board

AGENDA ITEM #:

DATE SUBMITTED: November 8, 2017

MEETING DATE: November 15, 2017

FROM: Vanessa Guzman, Administrative Assistant

DEPARTMENT: Administration

DIRECTOR:

Agenda Item: Pursuant to Section 551.072, the City may convene in a closed, non-public meeting to discuss any matters related to **real property and deliberate the purchase, exchange, lease, or value of real property as such would be detrimental to negotiations between the City and a third party in an open meeting**. The City and its attorney may also discuss such issues with the appropriate staff so as to obtain necessary and relevant information so that such discussion is informative and developed.

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue:

Financial Consideration:

Staff Recommendation:

Alternatives:

ROUTING:

Vanessa Guzman

Created/Initiated - 11/08/2017



AGENDA MEMORANDUM

BOARD: Pharr International Toll Bridge Board

AGENDA ITEM #:

DATE SUBMITTED: November 8, 2017

MEETING DATE: November 15, 2017

FROM: Vanessa Guzman, Administrative Assistant

DEPARTMENT: Administration

DIRECTOR:

Agenda Item: Pursuant to Section 551.074, the City may convene in a closed, non-public meeting to discuss any matters related to **appointment, employment, evaluation, reassignment, duties and discipline or dismissal of a public officer or employee and to hear any complaints or charges against an officer or employee.** The City and its attorney may also discuss such issues with the appropriate staff including members so as to obtain necessary and relevant information so that such discussion is informative and developed.

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue:

Financial Consideration:

Staff Recommendation:

Alternatives:

ROUTING:

Vanessa Guzman

Created/Initiated - 11/08/2017



AGENDA MEMORANDUM

BOARD: Pharr International Toll Bridge Board

AGENDA ITEM #:

DATE SUBMITTED: November 8, 2017

MEETING DATE: November 15, 2017

FROM: Vanessa Guzman, Administrative Assistant

DEPARTMENT: Administration

DIRECTOR:

Agenda Item: Pursuant to Section 551.076, the City may convene in a closed, non-public meeting to discuss any matters on the **deployment, or specific occasions for implementation, of security personnel or devices**. The City and its attorney may also discuss such issues with the appropriate staff so as to obtain necessary and relevant information so that such discussion is informative and developed.

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue:

Financial Consideration:

Staff Recommendation:

Alternatives:

ROUTING:

Vanessa Guzman

Created/Initiated - 11/08/2017



AGENDA MEMORANDUM

BOARD: Pharr International Toll Bridge Board

AGENDA ITEM #:

DATE SUBMITTED: November 8, 2017

MEETING DATE: November 15, 2017

FROM: Vanessa Guzman, Administrative Assistant

DEPARTMENT: Administration

DIRECTOR:

Agenda Item: Pursuant to Section 551.084, the City may convene in a closed, non-public meeting to discuss any matters involving an **investigation and may exclude a witness from hearing during the examination of another witness in the investigation.** The City and its attorney may also discuss such issues with the appropriate staff so as to obtain necessary and relevant information so that such discussion is informative and developed.

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue:

Financial Consideration:

Staff Recommendation:

Alternatives:

ROUTING:

Vanessa Guzman

Created/Initiated - 11/08/2017



AGENDA MEMORANDUM

BOARD: Pharr International Toll Bridge Board

AGENDA ITEM #:

DATE SUBMITTED: November 8, 2017

MEETING DATE: November 15, 2017

FROM: Vanessa Guzman, Administrative Assistant

DEPARTMENT: Administration

DIRECTOR:

Agenda Item: Pursuant to Section 551.087, the City may convene in a closed, non-public meeting to discuss any matters regarding **economic development issues**. The City and its attorney may also discuss such issues with the appropriate staff so as to obtain necessary and relevant information so that such discussion is informative and developed.

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Exclude Material from Public Packet? No

Reason:

Issue:

Financial Consideration:

Staff Recommendation:

Alternatives:

ROUTING:

Vanessa Guzman

Created/Initiated - 11/08/2017