

CONFERENCE MEMO

PROJECT: Cordova Rd
SH 46 to SH 123
Seguin, TX

DATE: August 11, 2023

CONFERENCE LOCATION: Virtual – Microsoft Teams Meeting

CONFERENCE DATE: July 20, 2023

PURPOSE OF MEETING: Utility Kickoff Meeting

ATTENDEES: Deepa Elter – Pape-Dawson
Steven Tate - Pape-Dawson
John Tyler - Pape-Dawson
Jake Powell – Pape-Dawson
David Wilder - Pape-Dawson
Pablo Martinez – City of Seguin
Travis Engler - GVEC
Matthew Allen – GVEC
Clayton Hines - LCRA
Casie Boos - GVEC
Jeff Mayronne - LCRA
Reza Shah-Mohammadi – LCRA
Melissa Horn – LCRA
Sergio Garza – LCRA
Ana BerryAnn – LCRA
Mark Venvell – LCRA
Devan Montoya - Springs Hill WSC
Parish Austin - AT&T
Bryan Lopez - Zayo
Eric Davis - Cobb Fendley, Zayo
Mark Conlan - Centerpoint
Clay Forister - Guadalupe County
Jill Tarski – Malone and Wheeler
Chip Perry - TxDOT

FROM: Deepa Elter, P.E., CFM

PROJECT NO.: 12775-00

cc: Attendees, File

DISCUSSION:

Below is an outline of the discussion and direction for the project listed above. **Action items and/or question responses are shown in the bold and italic format.**

- Limits
 - Cordova Rd between SH 46 and SH 123
- Project Schedule
 - Letting – Q4 2025
- Project Overview
 - Guadalupe County and City of Seguin are splitting the project
 - Cordova Rd will be reconstructed from a 2 lane road to a 4 lane road with a raised median

- Cordova Rd will be realigned at SH 46
- There will be drainage improvements throughout the project location
- Huber Rd will be widened to a 3 lane road at Cordova Rd, including a left turn lane.
- ROW acquisitions
 - PD scheduled ROW acquisition clearance Q4 2024.
- This project will follow Texas Administrative Code (TAC), which was updated in November of 2022
- ***PD requested easement documentation, UCM markups, and any additional information by 8/11/2023 from all utility companies***
- No utility expenses are reimbursable unless utilities are on an easement.
 - Notice and Opportunity to Respond and Advise (NORA) letters will not be sent out because this is not a TxDOT project
 - ***GVEC requested a NORA letter equivalent. PD to discuss with City of Seguin***
- AT&T
 - Consultant will be bid out. AT&T will look at UCM prior to starting the bidding process
 - They will have easements mostly on the north side with cabinets and advised they cannot reuse cabinets. Avoid cabinets.
 - Fiber optic cable material procurement no longer on backorder
 - Cabinets are on backorder with a 1.5 year lead time.
- Charter
 - Not present
- City of Seguin
 - Not present
- Brightspeed
 - Not present
- CPS
 - Not present
 - It is believed that CPS has overhead transmission west of GVEC substation

- GVEC stated that 1.5 years ago, CPS worked with GVEC on transmission (located west of the substation)
- ***PD will need to reach out to Centerpoint to inquire about any information regarding the pipeline sale between Markwest and CPS***
- CPS advised via email they have no facilities in project limits
- GVEC
 - Consultant is M & S Engineering
 - Firm will not mobilize until formal notification (NORA letter or equivalent)
 - ***PD to discuss with City of Seguin for equivalent letter***
 - Non-joint bid
 - Long lead times for copper fiber conductor cables (1 year)
 - Substation, double circuit, underground feeders crossing the road
 - Transmission lines are coming out of the substation
 - Poles have a 30 week lead time
- LCRA
 - LCRA asked why there was no linework for their utilities in the area
 - PD advised we do not have LCRA as-builts on file, so no linework
 - PD confirmed 100' transmission easement per survey data
 - LCRA advised they will send as-builts by 8/11/2023
 - PD advised the road in front of the substation will become City of Seguin right-of-way
 - Long lead times if there is an issue with the height clearance (9-12 months) in front of the substation
 - Consultant will be in-house and non-joint bid
 - LCRA expressed concern regarding the turning radius for their utility vehicles in front of the substation.
 - PD advised the intent is to keep the existing turning radius. LCRA to provide vehicle models and turning radius diagrams for their vehicles.
 - LCRA asked who will own the road in front of the substation after completion of construction.

- PD advised it will be the City of Seguin

- Springs Hill WSC
 - Consultant will be Malone and Wheeler
 - Non-joint bid
 - They only manage potable water, not sewer
 - They advised there should not be any issues with key infrastructure, material procurement constraints, or long lead times
 - Most infrastructure is in private easements. Will send documents

- Zayo
 - Consultant will be Cobb Fendley and Associates, Inc.
 - It is unclear as of now if it will be joint bid or non-joint bid, but Zayo expressed desire for joint bid unless UCM prevents it
 - No issues with lead times
 - 45 day lead time for splicing

- Centerpoint
 - Centerpoint advised they will need a consultant, but do not have one at this time
 - Non-joint bid
 - There are no issues with key infrastructure, material procurement constraints, or long lead times. Centerpoint advised they do not have any easements.

- Exxon
 - Not present

END OF MEMO