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| **PROJECT:** | Cordova Rd between SH 46 and SH 123  Seguin, TX | **DATE:** | | July 20, 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  David Wilder - Pape-Dawson  Pablo Martinez – City of Seguin  Travis Engler - GVEC  Matthew Allen - GVEC  Jeff Mayronne - LCRA  Reza Shah-Mohammadi – LCRA  Melissa Horn - 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 | | |
| **FROM:** | Deepa Elter | **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
  + Project is utilizing federal funding
  + Guadalupe County and City of Seguin are 50/50 project sponsors
  + 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 is in the process of setting right-of-way and beginning right-of-way acquisition process.
* LCRA
  + 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 advised they can 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***
* Texas Administrative Code (TAC)
  + TAC has been updated as of November, 2022 to include the following:
    - Project will be following TAC guidelines
* **PD requested easement documentation, UCM markups, and any additional information by 8/11/2023**
* No utility expenses are reimbursable unless utilities are in an existing, compensable easement.
  + Notice of Required Accomodation (NORA) letters will not be sent out because this is not consider a TxDOT project
  + GVEC requested a NORA letter equivalent
  + PD advised this project is off-system
* AT&T
  + Consultant is not currently identified**.** AT&T will look at UCM prior to selecting a consultant
  + AT&T stated there are multiple cabinets within easements throughout the project
  + Fiber optic calle material procurement no longer on backorder
  + Cabinets are on backorder with a 1.5 year lead time.
* Charter
  + Not present
* Brightspeed
  + Not present
* CPS
  + Not present
  + 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 continue coordination regarding the pipeline sale between Markwest and CPS
* GVEC
  + Consultant is M & S Engineering
    - Firm will not begin design until formal notification (NORA letter or equivalent)
  + 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
  + Specialty poles have a 30 week lead time
* LCRA
  + LCRA asked why there was no linework for their utilities in the area
    - ***PD requested LCRA as-builts. No Infrastructure identified within ROW during SUE investigations.***
    - ***PD confirmed 100’ transmission easement identified per survey data***
  + LCRA advised they will send as-builts by 8/11/2023
  + PD advised the road in front of the substation will remain 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
  + Design will be in-house
* Springs Hill WSC
  + Consultant will be Malone and Wheeler
  + Non-joint bid
  + Springs Hill only manage potable water, not sewer
  + Springs Hill advised there should not be any issues with key infrastructure, material procurement constraints, or long lead times
* 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**

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