

CONFERENCE MEMO

PROJECT: Cordova Rd between SH 46
and SH 123
Seguin, TX

DATE:

July 20, 2023

8/11/23

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 ← **Bold/italic: PD to discuss with City of Seguin for a equivalent letter**
 - **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 cable 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 **and non joint bid**

via email CPS said they have no facilities in project limits

- 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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