

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