



Project CSJ: 1202-02-018  
 LG Name: Williamson County  
 LG Texas ID No. (TIN): 17460009784  
 District or Division: 14 AUS  
 Project Name: FM 971: CR 348 to CR 349

**Oversight Level Special Approval**  
**Part A - LG Qualifications Statement**  
*(Local Government Agency management  
 of project development process elements)*

Local government (LG) agencies may manage elements of the project development process (environmental, right-of-way acquisition, utility relocation, non-construction, design/bid document preparation, letting and award, and construction/project close-out) with written TxDOT approval. This approval is typically provided by language in the Advance Funding Agreement executed by TxDOT and the LG agency. Part A (pages 1-4) of this form is required to be completed by LG personnel. Upon receipt of completed Part A, the TxDOT district or division will evaluate the LG's capabilities to manage one or more elements of a project using Part B (pages 5-8) for recommendation to the TxDOT's Executive Director.

**Describe the following items for the proposed project or program**

**Scope of work, project limits and any significant project elements**

The scope of work for this Project consists of preliminary engineering (preliminary design, environmental, utilities, right of way), plans, specifications, and estimates (PS&E), construction of intersection improvement with continuous left and right turn lanes and deceleration lanes within the limits of the future Granger High School site on FM 971 from 0.14 miles east of CR 348 to 0.01 miles west of CR 349, in Williamson County, Texas.

<b>LG proposes to manage the following activities for this project:</b>	<b>To be performed by LG with its own staff?</b>	<b>To be performed by consultant under contract with LG?</b>
Environmental	No	Yes
Right-of-way acquisition	No	Yes
Utility relocation	No	Yes
Design and bid document preparation	No	Yes
Letting and award	Yes	No
Construction oversight, inspection, documentation and project close-out	Yes	No
Non-construction	N/A	N/A
Other _____	N/A	N/A

*If an activity is not a part of the project, select N/A.*

**Describe LG's approach to performing the proposed management services for this project.**

County Senior Director of Infrastructure, Robert B. Daigh, PE, is serving as Responsible Person in Charge; County has selected engineering firm AtkinsRealis to perform design services; County has selected consulting engineering firm HNTB, which serves as County's Road Bond Program Manager and General Engineering Consultant, to manage consultant contracts, oversee performance of project and invoicing.

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In evaluating a LG request to manage elements of the project development process for projects on the State Highway System or which include TxDOT and/or FHWA funding, 43 TAC §15.52 requires TxDOT to consider specific criteria. The LG is to provide information requested in Items 1 and 2 below. TxDOT district personnel will complete information on the remainder of the evaluation criteria in Part B (pages 5-8).

# **1. Previous experience of the LG in performing the type of work proposed**

Attach an audited financial statement of Local Government Agency for most recent fiscal year.	2023
If TxDOT already has a copy of a Single Audit report or other audited financial statement for a recent year, insert the fiscal year in the box to the right (submittal of an additional audit is not required).	

Please provide information on up to two similar, completed projects managed or performed by the LG in the past 5 years.

## **PROJECT A**

Name of previously completed project	0151-03-041 SH 29 Intersection at CR 200 / Loop 332 (Seward Junction)			
Describe type of work	LG managed and funded on-system project, included design, environmental, ROW acquisition, utility relocation, and construction. SH 29 Intersection at CR 200 / Loop 332: Design and construction of eastbound and westbound turn lanes (roadway widening) along SH 29 approaching CR 200, widening of CR 200 up to the CapMetro Railroad, and widening (addition of turn lanes on Loop 332 approaching SH 29) of Loop 332. ROW was acquired along CR 200.			
Describe any complex items of work	During construction a phased traffic control plan was implemented at the signalized intersection to maintain traffic flow through shifting traffic patterns. An 8-inch diameter waterline was relocated. Drainage and driveway improvements were constructed along SH 29 as part of the project.			
Construction cost	Estimated:	\$1,570,274.73	Actual:	\$1,650,685.55
Letting date	Scheduled:	7/31/2018	Actual:	7/31/2018
Contract time	Scheduled:	180 calendar days	Actual:	213 calendar days
LG management activities performed by LG personnel	Responsible Person in Charge - maintained familiarity with day-to-day project operations, participated in decisions about change orders, reviewed the project regularly, reviewed financial processes, transactions and documentation, and directed the project staff.			
LG management activities performed by consultants	Design, environmental, utility coordination, ROW acquisition, construction oversight, contract management, invoice preparation.			
Name of current LG employee contact who worked on project	Robert B. Daigh, PE	Phone #	512-943-3330	
		Email	bdaigh@wilco.org	

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**PROJECT B**

Name of previously completed project	0151-04-070 US 183 at Intersection of CR 259			
Describe type of work	LG managed and funded on-system project, included design, environmental, ROW acquisition, utility relocation, and construction. Design and Construction of westbound and eastbound turn lanes and crossover. The project included intersection and operational improvements consisting of construction of median and left turn, earthwork, grading, base, surfacing and drainage structures.			
Describe any complex items of work	During construction, phased traffic control was implemented to maintain on traffic on a 5 lane arterial with heavy traffic, through shifting patterns. Additionally traffic control and barricades were required to isolate and protect work zone between median divided mainlanes. The project included traffic signal modifications, utility coordination and relocation of water and telecommunication utilities, maintaining access for businesses, coordination with TxDOT during construction.			
Construction cost	Estimated:	\$850,000	Actual:	\$833,750.03
Letting date	Scheduled:	1/16/2019	Actual:	9/6/2019
Contract time	Scheduled:	600 days	Actual:	684 days
LG management activities performed by LG personnel	Responsible Person in Charge - maintained familiarity with day-to-day project operations, participated in decisions about change orders, reviewed the project regularly.			
LG management activities performed by consultants	Design, environmental, utility coordination, ROW acquisition, construction oversight, contract management, invoice preparation.			
Name of current LG employee contact who worked on project	Robert B. Daigh, PE	Phone #	Robert B. Daigh, PE	
		Email	bdaigh@wilco.org	

**2. The capability of the LG to perform the type of work proposed or to award and manage a contract for that work in a timely manner, consistent with federal, state, and Department regulations, standards, and specifications**

Please describe the LG's proposed personnel.

Name of person to serve in the position of Responsible Person in Charge	Robert B. Daigh, PE	Position/Title	Sr Director of Infrastructure
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- a. Must be full-time employee of LG;
- b. Must be able to administer project activities (cost, time, scope, adherence to contract requirements, construction quality, etc.);
- c. Must maintain familiarity with day-to-day project operations (including project safety);
- d. Must make or participate in decisions about change orders or supplemental agreements;
- e. Must visit and review the project regularly;
- f. Must review financial processes, transactions and documentation; and
- g. Must direct his/her project staff (agency or consultant) at all stages of the project.

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Name of person to serve as Project Manager	Christen Eschberger, PE	Position/Title	Vice President, HNTB
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- a. Responsible for daily oversight of the project;  
 b. Primary point of communication with TxDOT for day-to-day matters;  
 c. May be same person as Responsible Person in Charge; and  
 d. May be local government employee or consultant.

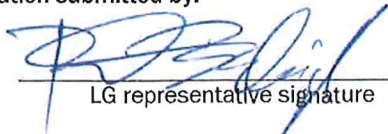
Project Manager's previous experience on projects of similar type, complexity and cost	Ms. Eschberger has served as the PM on many Williamson County projects, including the following similar LG managed and funded on-system projects: 0683-01-079 RM 620 Safety Improv (Design, Env, ROW/Utility, Constr.) 1566-01-012 FM 1660@ Landfill Rd (Design, Env, ROW/Utility, Constr.) 0151-03-036 SH 29 Two-Way Left Turn Lane (Design, Env, Utility, Constr.)
Project Manager's previous experience on TxDOT and/or FHWA-funded projects	Ms. Eschberger is responsible for overseeing design, env, utility, ROW, and construction of Williamson County Road Bond and Pass Through projects, including the following projects with state/federal funds: 0015-08-128 IH 35 NB Frontage Rd (Design, Env, ROW/Utility, Constr.) 0204-02-027 US 79 Section 3 (Design, Env, ROW/Utility, Construction) 0151-04-063 US 183 (Design, Env, ROW/Utility, Construction) 0914-05-172 CR 351 @ Donahoe Creek (Design, Env, ROW/Utility) 2211-01-023 RM 2338 (Design, Env, ROW/Utility, Construction)

Name of person to serve in the position of Qualified Person	Christen Eschberger, PE	Position/Title	Vice President, HNTB
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- a. Must have completed TxDOT-required LGPP training prior to obligation of federal funds as outlined in the AFA;  
 b. May be same person as Responsible Person in Charge or Project Manager; and  
 c. May be LG employee or consultant.

Qualified Person's previous experience on projects of similar type, complexity and cost	Ms. Eschberger has served as the PM on many Williamson County projects, including the following similar LG managed and funded on-system projects: 0683-01-079 RM 620 Safety Improv (Design, Env, ROW/Utility, Constr.) 1566-01-012 FM 1660@ Landfill Rd (Design, Env, ROW/Utility, Constr.) 0151-03-036 SH 29 Two-Way Left Turn Lane (Design, Env, Utility, Constr.)
Qualified Person's previous experience on TxDOT and/or FHWA-funded projects	Ms. Eschberger is responsible for overseeing design, env, utility, ROW, and construction of Williamson County Road Bond and Pass Through projects, including the following projects with state/federal funds: 0015-08-128 IH 35 NB Frontage Rd (Design, Env, ROW/Utility, Constr.) 0204-02-027 US 79 Section 3 (Design, Env, ROW/Utility, Construction) 0151-04-063 US 183 (Design, Env, ROW/Utility, Construction) 0914-05-172 CR 351 @ Donahoe Creek (Design, Env, ROW/Utility) 2211-01-023 RM 2338 (Design, Env, ROW/Utility, Construction)

Information submitted by:

  
 LG representative signature

Robert B. Daigh, P.E.

LG representative printed name

  
 Date

Senior Director of Infrastructure

LG representative title

**PLEASE  
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**Oversight Level Special Approval**  
**Part B - TxDOT Evaluation and Special Approval of LG Qualifications**  
*(Local Government Agency management  
of project development process elements)*

Local government (LG) agencies may manage elements of the project development process (environmental, right-of-way acquisition, utility relocation, non-construction, design/bid document preparation, letting and award, and construction/project close-out) with written TxDOT approval. This approval is typically provided by language in the Advance Funding Agreement executed by TxDOT and the LG. Completion of Part A - LG Qualifications Statement and this Part B - TxDOT Evaluation and Special Approval of LG Qualifications are required for TxDOT to authorize the LG to manage one or more elements of a project.

In approving a LG request to perform construction on the State Highway System (regardless of funding type) or manage elements of the project development process and be reimbursed with TxDOT and/or FHWA funding, 43 TAC §15.52 requires TxDOT to consider specific criteria. TxDOT district or division personnel shall review Part A (pages 1-4), provide supplemental information by fully completing Part B (pages 5-8), and based upon a determination of the adequacy of the LG's project delivery systems and accounting controls, recommend an appropriate role for the LG in project delivery and set a minimum oversight level on page 7 of this form.

43 TAC §15.52 regulations require the approval of the Executive Director (or authorized designee) for the LG to manage projects in the following cases:

	Applies
Any project on the State Highway System that improves freeway main lanes	Yes
A roadway construction project that is to be on the State Highway System for which less than 50% of the funds come from sources other than federal or state highway funding	No

**1. Department resources available to perform or manage the project in an efficient and timely manner**

Describe any Department resource constraints that suggest the LG management of project development activities is in the best interest of TxDOT and the LG.	TxDOT is constrained by limited availability of personnel for developing, managing, and coordinating the various project development activities for this project. The LG has developed the project to this point and is most familiar with all aspects of the project.
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**2A. LG's previous experience in performing the type of work proposed**

In Section 1 of Part A (beginning on page 2), the LG submitted information on up to two similar projects completed in the past 5 years managed or performed by the LG. Please designate if these previous projects are comparable or not to the proposed new project.

	Yes/No
Project A Comparable	Yes
Project B Comparable	Yes

TxDOT Overall Risk Score of LG Agency: A  
(For definition of Overall Risk Score ratings, see page 9)

Date of Score: 3/9/23

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**2B. District or Division evaluation of LG capability to perform type of work proposed based on past projects identified above and other previous projects with TxDOT and/or FHWA funding**

Please describe the LG's performance.

a. Timeliness and quality in acquisition of right of way	LG has the capacity to perform timely and quality work on acquisition of ROW.
b. Timeliness and quality in relocation of utilities	LG has the capacity to perform timely and quality work on utility relocation.
c. Timeliness and quality of preparing environmental documents and obtaining required permits and clearances	LG has managed preparation of environmental documents and has met goals in a timely manner in previous projects.
d. Timeliness and quality of project design and developing contract documents	LG has managed preparation of design and contract documents and has met goals in a timely manner in previous projects.
e. Timeliness and quality of letting and awarding construction contract	LG is experienced in the letting and contract award process.
f. Quality of performance in managing construction contractor and contract change orders	LG has displayed successful contract management.
g. Quality of performance in project inspection and documentation during construction	In past projects, LG met performance goals for project inspection and documentation.
h. Timeliness and quality of reimbursement requests throughout project	LG has responded in a timely manner to reimbursement requests.
i. Timeliness and quality of project close-out after project acceptance	LG is experienced in the process and has responded in a timely manner for past projects.
j. Timeliness of submitting supplemental funding when required	LG has responded in a timely manner for past projects.
k. Timeliness and adequacy in responding to audits	LG has responded in a timely manner for past projects and has been responsive to requests for information.

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3. Percentage of total project costs provided by federal, state, and local government

	Total	Federal	State	Local
List the estimated distribution of project costs. Should align with the Budget in the AFA; *percentages may not match when comparing funding categories to overall totals.				
Environmental (\$)	\$10,000.00			\$10,000.00
Right of Way (\$)	\$0.00			
Utilities (\$)	\$10,000.00			\$10,000.00
Engineering (\$)	\$159,991.00			\$159,991.00
Construction (\$)	\$1,475,000.00			\$1,475,000.00
Non-Construction (\$)	\$0.00			
Direct State Costs (\$)	\$37,751.00		\$37,751.00	
Indirect State Costs (\$)	\$87,549.00		\$87,549.00	
Total (\$)	\$1,780,291.00	\$0.00	\$125,300.00	\$1,654,991.00
Total (%)*	100.00%	0.00%	7.04%	92.96%
If needed, provide additional notes for consideration regarding explanation of project costs. (Optional)				

4. Cost effectiveness of local performance of the work as compared to the department's performance of the project

On federally funded projects, FHWA holds TxDOT entirely responsible for successful project delivery, including the proper acquisition of right of way, utility relocation, environmental, design, construction, and project close-out. LG management of the project requires the LG performance of activities plus TxDOT oversight to assure compliance with all federal and state requirements.

Explain why it is advantageous for successful delivery of this project for the LG to manage the proposed elements of project development.	The LG is familiar with this project location within their jurisdiction and has interest in meeting requirements of the LG program.
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5. Any other considerations relating to the benefit of the state, the traveling public, and the operations of the Department

Please list any additional items to be considered in TxDOT's evaluation that are of benefit to the state, the traveling public, and the operations of the Department to allow the LG to manage the proposed elements of the project development process.	This project will provide improvements on TxDOT roadway. The benefits of the County managing this project include a better understanding and communication related to the issues affecting the project and the public.
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Special approval for LG to manage the following items:

Environmental	Yes	ROW acquisition	Yes	Non-construction	Select
Design/PS&E	Yes	Utility relocation	Yes		Select
Letting & award	Yes	Construction	Yes	None	Select

Based upon review of Part A and completion of Part B, the District or Division determines the LG has adequate project delivery systems and sufficient accounting controls. Therefore, I (District Engineer/Division Director) recommend the Executive Director provides special approval to the LG performing the above marked project delivery items. The District or Division commits to providing an appropriate level of oversight of the LG activities to maximize compliance with applicable federal and state laws and regulations.

The District or Division will provide oversight (as defined on page 9):

- ☒ Level 1
- ☐ Level 2
- ☐ Level 3

Form Completed By:

DocuSigned by:  
Michelle Meaux  
TxDOT employee signature

3/3/2025  
Date

Recommendation for approval:

DocuSigned by:  
Tucker Lyman  
District Engineer or Division Director signature

3/4/2025  
Date

Special approval:

Executive Director or delegated authority signature

Date

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## Local Government Projects – Risk Assessment

### LG Risk Rating Definitions

Low level of risk to TxDOT	A
Moderate level of risk to TxDOT	B
High level of risk to TxDOT	C
Unacceptable level of risk to TxDOT	D

### Oversight Levels

Level 1 Oversight – Relatively Low Risk Non-construction Projects and Very Low Risk Construction Projects

Level 2 Oversight – Higher Risk Non-construction Projects and Low to Moderate Risk Construction Projects

Level 3 Oversight – Higher Risk Construction Projects

TxDOT District Oversight Activity <sup>1</sup>	Minimum Frequency <sup>2</sup>		
	Level of Oversight		
	1	2	3
LG submit and TxDOT review project reports	Quarterly	Monthly	Monthly
TxDOT host project review/coordination meetings with LG	Quarterly	Monthly	Semi-monthly
TxDOT conduct worksite/project site visits	Annually <sup>3</sup>	Monthly	Weekly
TxDOT review LG project documentation/records	Annually <sup>3</sup>	Monthly	Monthly
LG submit and TxDOT review and approve reimbursement requests	Monthly	Monthly	Monthly

<sup>1</sup> Refer to TxDOT [LG Project Management Guide](#) for additional details on oversight activities

<sup>2</sup> Greater frequency may be at District or Division discretion

<sup>3</sup> Minimum of two times