



**AGENDA
DRAINAGE DISTRICT
BOARD OF DIRECTORS
March 25, 2014
9:00 A.M.**

NOTICE is hereby given in accordance with Chapter 551, Texas Government Code, that a REGULAR MEETING of the Drainage District #1 Board of Directors will be held at the Edinburg Council Chambers, 415 W. University Drive, Edinburg, Hidalgo County, Texas. Discussion and possible action relating to the following business will be transacted:

1. **Roll Call**
2. **Open Forum**
3. **Approval of Consent Agenda**
4. **AI-43722** Approval to rescind action taken on agenda item #AI-43580, March 18, 2014 meeting, as it relates to Raymondville Drain.
5. **AI-43705** Discussion, consideration and approval of the submittal of application and resolution to TWDB to receive a grant in the amount that equals all funds that are available through HB1025, Section 83rd. Legislature (which will not exceed \$10 million) to be used for the development of improvements associated with the Raymondville Drain.
6. **AI-43687**
 - A. Discussion, direction and action to enter into ICA between HCDD#1 and HCID#1 as it relates to required improvements to the Edinburg Pump House (Penitas Pump House) to comply with the IBWC/FEMA certification requirements.
 - B. Discussion, direction and action for District legal counsel to begin preparation of required MOU and/or MOA with IBWC as it relates to the levee improvements in and around the HCID#1 Edinburg Pump House (Penitas Pump House)
7. **AI-43559**
 - A. Discussion, consideration and clarification on revised financial related Administration positions as per the action taken by the Board of the Hidalgo County Drainage District No. 1 at the meeting of 03/11/2014.
 - B. Approval of modified administration staff for the accounting group.
 - C. Approval of revised organizational chart

8. **AI-43694** A.) Requesting approval to accept sole bid received and award contract to bidder meeting all specified requirements for RFB No.: HCDD1-14-005-03-12 "HAULING SERVICES-STONE RIP RAP".
- B.) Requesting approval of "Pool" of pre-qualified firms submitting Statements of Qualifications for ranking on an "As Needed Basis" per project by the Hidalgo County Drainage District No.1 for projects requiring said services set forth in the requirements stated in RFQ No. HCDD1-14-006-03-13A "Real Estate Appraisal Services-Pool".
- C.) Requesting approval of "Pool" of pre-qualified firms submitting Statements of Qualifications for ranking on an "As Needed Basis" per project by the Hidalgo County Drainage District No.1 for projects requiring said services set forth in the requirements stated in RFQ No. HCDD1-14-007-03-13B "Professional Survey Services-Pool".
- D.) Requesting exemption from competitive bidding requirements under the Texas Local Government Code, Section 262.024(A) (4) "a Professional Service" for the provision of Engineering Services as it relates to Hidalgo County Irrigation District No.1 (Edinburg Pump/Penitas Pump) and Levee Rehabilitation Project.
- E.) Presentation of scoring grid (for the purpose of ranking by HCDD1 Board of Directors) of firms graded and evaluated through the District's approved "Pool" of Professional Engineers in connection with Professional Engineering Services required for the Hidalgo County Irrigation District No.1 (Edinburg Pump/Penitas Pump) and Levee Rehabilitation Project.

FIRM NAME:	SCORE:	RANK:
DANNENBAUM ENGINEERING	99	
S&B INFRASTRUCTURE	98	
DOS LOGISTICS, INC.	98	

F.) Requesting approval for the Hidalgo County Drainage District No.1 to negotiate Agreement with the number one ranked firm of _____; for the provision of Engineering Services required for the Hidalgo County Irrigation District No.1 (Edinburg Pump/Penitas Pump) and levee Rehabilitation Project.

9. **AI-43567** Request approval of Application for Payment No. 1 in the amount of \$27,388.26 from Texas Cordia, LLC pertaining to Contract No. 13-014-11-26 for Alamo Expressway Drain/Border Crossing Improvements Project approved by Board on 11-26-2013.

10. **Closed Session:**
Board of Directors may go into Closed Session pursuant to Chapter 551, Texas Government Code, Sections 551.071 & 551.072 to discuss the following:

- A. **Real Estate Acquisition**

B. Pending and/or Potential Litigation

11. Open Session:

A. Real Estate Acquisition

B. Pending and/or Potential Litigation

12. Closed Session:

Board of Directors may reconvene into Closed Session for the discussion regarding the agenda items listed

13. Open Session:

Board of Directors may reconvene into Open Session for the discussion regarding the agenda items listed

14. Adjourn

AI-43722

4.

DRAINAGE DISTRICT

Meeting Date: 03/25/2014

Submitted By: Sylvia Sanchez, DRAINAGE
DISTRICT

Department: DRAINAGE DISTRICT

Information

CAPTION

Approval to rescind action taken on agenda item #AI-43580, March 18, 2014 meeting, as it relates to Raymondville Drain.

BACKGROUND

Form Review

Inbox	Reviewed By	Date
Budget & Management	Debbie Tamez	03/21/2014 08:04 AM
Final Approval	Monica Badillo	03/21/2014 04:03 PM
Form Started By: Sylvia Sanchez		Started On: 03/21/2014 07:33 AM
	Final Approval Date: 03/21/2014	

AI-43705

5.

DRAINAGE DISTRICT

Meeting Date: 03/25/2014

Submitted By: Sylvia Sanchez, DRAINAGE
DISTRICT

Department: DRAINAGE DISTRICT

Information

CAPTION

Discussion, consideration and approval of the submittal of application and resolution to TWDB to receive a grant in the amount that equals all funds that are available through HB1025, Section 83rd. Legislature (which will not exceed \$10 million) to be used for the development of improvements associated with the Raymondville Drain.

BACKGROUND

Form Review

Inbox	Reviewed By	Date
Budget & Management	Debbie Tamez	03/20/2014 03:27 PM
Final Approval	Monica Badillo	03/21/2014 04:03 PM
Form Started By: Sylvia Sanchez		Started On: 03/20/2014 01:52 PM
	Final Approval Date: 03/21/2014	

AI-43687

6.

DRAINAGE DISTRICT

Meeting Date: 03/25/2014

Submitted By: Sylvia Sanchez, DRAINAGE
DISTRICT

Department: DRAINAGE DISTRICT

Information

CAPTION

A. Discussion, direction and action to enter into ICA between HCDD#1 and HCID#1 as it relates to required improvements to the Edinburg Pump House (Penitas Pump House) to comply with the IBWC/FEMA certification requirements.

B. Discussion, direction and action for District legal counsel to begin preparation of required MOU and/or MOA with IBWC as it relates to the levee improvements in and around the HCID#1 Edinburg Pump House (Penitas Pump House)

BACKGROUND

Form Review

Inbox	Reviewed By	Date
Budget & Management	Debbie Tamez	03/20/2014 09:41 AM
Final Approval	Monica Badillo	03/21/2014 04:03 PM
Form Started By: Sylvia Sanchez		Started On: 03/20/2014 07:52 AM
	Final Approval Date: 03/21/2014	

AI-43559

7.

DRAINAGE DISTRICT

Meeting Date: 03/25/2014

Submitted By: Lora Briones, DRAINAGE DISTRICT

Department: DRAINAGE DISTRICT

Information

CAPTION

A. Discussion, consideration and clarification on revised financial related Administration positions as per the action taken by the Board of the Hidalgo County Drainage District No. 1 at the meeting of 03/11/2014.

B. Approval of modified administration staff for the accounting group.

C. Approval of revised organizational chart

BACKGROUND

Attachments

1
2

Form Review

Inbox	Reviewed By	Date
Budget & Management	Debbie Tamez	03/19/2014 03:54 PM
Final Approval	Monica Badillo	03/21/2014 04:03 PM
Form Started By: Lora Briones		Started On: 03/12/2014 02:47 PM
	Final Approval Date: 03/21/2014	

HIDALGO COUNTY DRAINAGE DISTRICT #1 CURRENT ADMINISTRATIVE - STAFF 2014 BUDGETED SALARIES ACCOUNT NUMBER -- 110-415-003		
SLOT #	CLASSIFICATION	CURRENT 2014 SALARY
1	FINANCIAL OFFICER	79,512.28
2	CONTRACTS MANAGER/ACCOUNTS PAYABLE CLERK	39,601.75
3	ACCOUNTING CLERK	32,869.71
4	ACCOUNTANT FOR PAYROLL	43,594.51
5	ACCOUNTANT for FUNDS	47,694.15
6	GIS OPERATOR	55,140.28
7	CUSTODIAN	22,101.70
8	SECRETARY	40,022.50
9	BUYER	56,142.83
10	HYDRAULIC ENGINEER	70,000.00
11	DISTRICT ADMINISTRATIVE ASSISTANT	70,677.58
12	CLERK	23,690.00
13	INFORMATION TECHNOLOGY TECHNICIAN	41,200.00
14	ADMINISTRATIVE CLERK	37,142.11
		659,389.40

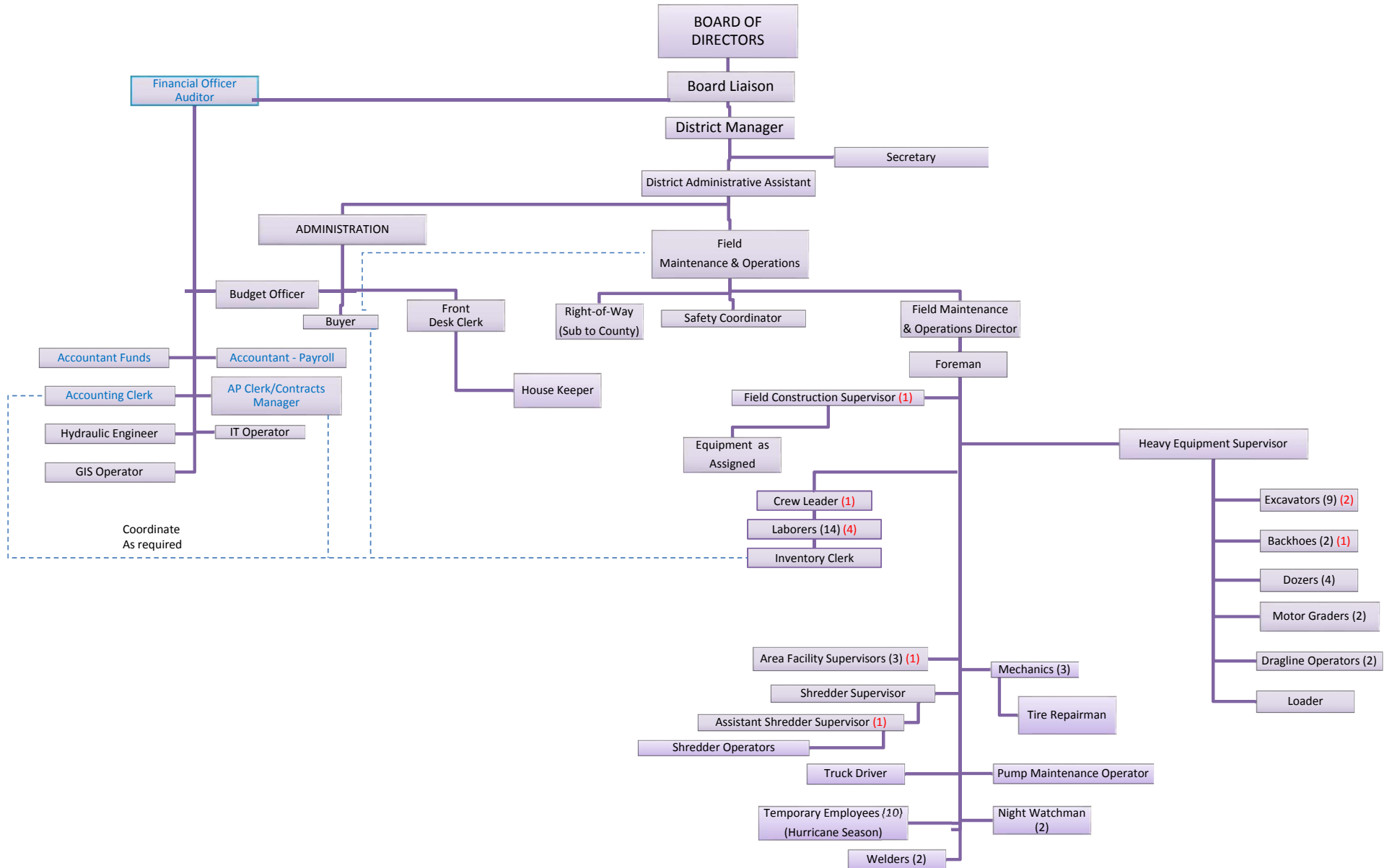
MODIFIED ADMINISTRATIVE STAFF FOR THE ACCOUNTING GROUP 2014 BUDGETED SALARIES ACCOUNT NUMBER -- 110-415-003			
	SLOT #	CLASSIFICATION	CURRENT 2014 SALARY
1	1	FINANCIAL OFFICER	79,512.28
2	2	CONTRACTS MANAGER/ACCOUNTS PAYABLE CLERK	39,601.75
3	3	ACCOUNTING CLERK	32,869.71
4	4	ACCOUNTANT for PAYROLL	43,594.51
5	5	ACCOUNTANT for FUNDS	47,694.15
			243,272.40

REVISED SCHEDULE FOR THE DISTRICT ADMINISTRATION MODIFIED JOINT STAFFING DUTIES THAT WILL WORK JOINTLY WITH ACCOUNTING GROUP 2014 BUDGETED SALARIES ACCOUNT NUMBER -- 110-415-003			
	SLOT #	CLASSIFICATION	CURRENT 2014 SALARY
1	6	GIS OPERATOR	55,140.28
2	7	CUSTODIAN	22,101.70
3	9	BUYER	56,142.83
4	13	INFORMATION TECHNOLOGY TECHNICIAN	41,200.00
5	12	CLERK	23,690.00
6	14	ADMINISTRATIVE CLERK	37,142.11
7	8	SECRETARY	40,022.50
8	10	HYDRAULIC ENGINEER	70,000.00
9	11	DISTRICT ADMINISTRATIVE ASSISTANT	70,677.58
10	NEW	BUDGET OFFICER	
			416,117.00

HIDALGO COUNTY DRAINAGE DISTRICT No. 1

ORGANIZATIONAL CHART

As of March 2014



• These positions may be assigned to Supervisors as required

** Classification in Blue Print are the position that will be under the Financial Officer..

DRAINAGE DISTRICT

Meeting Date: 03/25/2014

Submitted By: Jaime Salazar, DRAINAGE DISTRICT

Department: DRAINAGE DISTRICT

Information

CAPTION

A.) Requesting approval to accept sole bid received and award contract to bidder meeting all specified requirements for RFB No.: HCDD1-14-005-03-12 "HAULING SERVICES-STONE RIP RAP".

B.) Requesting approval of "Pool" of pre-qualified firms submitting Statements of Qualifications for ranking on an "As Needed Basis" per project by the Hidalgo County Drainage District No.1 for projects requiring said services set forth in the requirements stated in RFQ No. HCDD1-14-006-03-13A "Real Estate Appraisal Services-Pool".

C.) Requesting approval of "Pool" of pre-qualified firms submitting Statements of Qualifications for ranking on an "As Needed Basis" per project by the Hidalgo County Drainage District No.1 for projects requiring said services set forth in the requirements stated in RFQ No. HCDD1-14-007-03-13B "Professional Survey Services-Pool".

D.) Requesting exemption from competitive bidding requirements under the Texas Local Government Code, Section 262.024(A) (4) "a Professional Service" for the provision of Engineering Services as it relates to Hidalgo County Irrigation District No.1 (Edinburg Pump/Penitas Pump) and Levee Rehabilitation Project.

E.) Presentation of scoring grid (for the purpose of ranking by HCDD1 Board of Directors) of firms graded and evaluated through the District's approved "Pool" of Professional Engineers in connection with Professional Engineering Services required for the Hidalgo County Irrigation District No.1 (Edinburg Pump/Penitas Pump) and Levee Rehabilitation Project.

FIRM NAME:	SCORE:	RANK:
DANNENBAUM ENGINEERING	99	
S&B INFRASTRUCTURE	98	
DOS LOGISTICS, INC.	98	

F.) Requesting approval for the Hidalgo County Drainage District No.1 to negotiate Agreement with the number one ranked firm of _____; for the provision of Engineering Services required for the Hidalgo County Irrigation District No.1 (Edinburg Pump/Penitas Pump) and levee Rehabilitation Project.

BACKGROUND

Attachments

Appraisal Pool

Survey Pool

Hauling Services bid tab

Form Review

Inbox	Reviewed By	Date
Budget & Management	Debbie Tamez	03/20/2014 03:16 PM
Final Approval	Monica Badillo	03/21/2014 04:03 PM
Form Started By: Jaime Salazar		Started On: 03/20/2014 09:38 AM
	Final Approval Date: 03/21/2014	

HIDALGO COUNTY DRAINAGE DISTRICT NO. 1 RFQ ACCEPTANCE SHEET

DEPARTMENT NAME: HIDALGO COUNTY DRAINAGE DISTRICT NO. 1

BID OPENING DATE: March 13, 2014

BID OPENING TIME: 9:30 A.M.

RFQ No.: 14-006-03-13A "Real Estate Appraisal Services" Effective: 03/13/2014 to 03/13/2015

	NAME OF COMPANY	APPRAISAL SERVICES
1.	Leonel Garza Jr. & Associates, LLC 1419 Dove, Suite 1 McAllen, TX 78504 (956) 687-7295 Contact: Leonel Garza, III / Owner	
2.	Appraisal Haus 502 West Kuhn Street Edinburg, TX 78541 (956) 386-1500 Contact: George Jaime Salazar II, Owner	
3.		
4.		
5.		
6.		
7.		

HIDALGO COUNTY DRAINAGE DISTRICT No. 1
RFQ ACCEPTANCE SHEET
RFQ No.: HCDD1-14-007-03-13B

DEPARTMENT NAME: HIDALGO COUNTY DRAINAGE DISTRICT No. 1

BID OPENING DATE: March 13, 2014

BID OPENING TIME: 9:30 A.M.

DESCRIPTION OF RFQ: "Professional Surveying Services" Effective: 03/13/2014 to 03/13/2015

	NAME OF COMPANY	SURVEYING SERVICES
1.	Guzman & Munoz Engineering & Surveying, Inc. 2020 W. Expressway 83, Suite 5 Mercedes, TX 78570 (956) 565-4637 Contact: Jose L. Munoz, P.E.	
2.	Quintanilla, Headley & Associates, Inc. 124 E. Stubbs Edinburg, TX 78539 (956) 381-6480 Contact: Alfonso Quintanilla, P.E., R.P.L.S.	
3.	Fulcrum Consulting Services P. O. Box 530540 Harlingen, TX 78553 (956) 797-3411 Contact: Daniel Campos, P.E.	
4.	Sam Engineering & Surveying, Inc. 200 South Cage Boulevard Pharr, TX 78577 (956) 702-8880 Contact: Samuel Maldonado, P.E., R.P.L.S.	
5.	R. Gutierrez Engineering Corporation 130 E. Park Avenue Pharr, TX 78577 (956) 782-2558 Contact: Ramiro Gutierrez, P.E.	
6.	Halff Associates, Inc. 5000 West Military Highway, Suite 100 McAllen, TX 78503 (956) 664-0286 Contact: Raul Garcia, Jr., P.E., CFM	

7.	Melden & Hunt, Inc. 115 West McIntyre St. Edinburg, TX 78541 (956) 381-0981 Contact: Fred L. Kurth, P.E., R.P.L.S.	
8.	Dos Land Surveying 1002 E. Expressway 83 Weslaco, TX 78596 (956) 969-4296 Contact: Eric Ybarra, President, CEO	

HIDALGO COUNTY DRAINAGE DISTRICT NO. 1
"HAULING SERVICES - STONE RIP RAP"
BID No.: HCDD1-14-005-03-12

BID TABULATIONS

ROY'S HAULING SERVICE
" HAULING SERVICES - STONE RIP RAP"

Radius Miles	Total Cost Per Cubic Yard	Fuel Cost Percentage Per Cubic Yard	Current/Base Fuel Cost
SAMPLE	\$3.00	25.00%	\$0.75
01-10 Mile	\$4.25	75.00%	\$3.19
11-20 Mile	\$5.50	75.00%	\$4.13
21-30 Mile	\$8.50	75.00%	\$6.38
31-40 Mile	\$9.20	75.00%	\$6.90
41-50 Mile	\$9.87	75.00%	\$7.41
51-60 Mile	\$11.00	75.00%	\$8.25
61-70 Mile	\$12.00	75.00%	\$9.00

HIDALGO COUNTY DRAINAGE DISTRICT NO. 1
"HAULING SERVICES - STONE RIP RAP"
BID NO.: HCDD1-14-005-03-12

BID COMPARISON

Roy's Hauling Service 2011 "HAULING SERVICES FOR STONE RIP RAP"				Roy's Hauling Service 2014 "HAULING SERVICES FOR STONE RIP RAP"				Price Difference
Radius Miles	Total Cost Per Ton	Fuel Cost Percentage Per Ton	Current/Base Fuel Cost	Radius Miles	Total Cost Per Ton	Fuel Cost Percentage Per Ton	Current/Base Fuel Cost	Price Increase from (2011)
SAMPLE	\$3.00	33.00%	\$1.00	SAMPLE	\$3.00	33.00%	\$1.00	
01-10 Mile	\$4.25	75.00%	\$3.19	01-10 Mile	\$4.25	75.00%	\$3.19	0
11-20 Mile	\$5.50	75.00%	\$4.13	11-20 Mile	\$5.50	75.00%	\$4.13	0
21-30 Mile	\$6.75	75.00%	\$5.06	21-30 Mile	\$8.50	75.00%	\$6.38	\$1.75
31-40 Mile	\$8.00	75.00%	\$6.00	31-40 Mile	\$9.20	75.00%	\$6.90	\$1.20
41-50 Mile	\$9.25	75.00%	\$6.94	41-50 Mile	\$9.87	75.00%	\$7.41	0.62
51-60 Mile	\$11.00	75.00%	\$8.25	51-60 Mile	\$11.00	75.00%	\$8.25	0
61-70 Mile	\$12.00	75.00%	\$9.00	61-70 Mile	\$12.00	75.00%	\$9.00	0

AI-43567

9.

DRAINAGE DISTRICT

Meeting Date: 03/25/2014

Submitted By: Claudette Guerrero, DRAINAGE
DISTRICT

Department: DRAINAGE DISTRICT

Information

CAPTION

Request approval of Application for Payment No. 1 in the amount of \$27,388.26 from Texas Cordia, LLC pertaining to Contract No. 13-014-11-26 for Alamo Expressway Drain/Border Crossing Improvements Project approved by Board on 11-26-2013.

BACKGROUND

Attachments

ALAMO EXPWY DRAIN/BORDER CROSSINGS

Form Review

Inbox	Reviewed By	Date
Budget & Management	Debbie Tamez	03/21/2014 02:16 PM
Final Approval	Monica Badillo	03/21/2014 04:03 PM
Form Started By: Claudette Guerrero		Started On: 03/12/2014 04:42 PM
	Final Approval Date: 03/21/2014	

APPLICATION FOR PMT #1

To: HIDALGO COUNTY DRAINAGE DISTRICT NO. 1 (OWNER)
 From: Texas Cordia, LLC (CONTRACTOR)
 Contract: 13-014-11-26
 Project: Alamo Expressway Drain / Border Crossing Improvements
 OWNER's Contract No. 13-014-11-26 ENGINEER's Project No.: ENG12.005
 For Work accomplished through the date of: January 31, 2014

1. Original Contract Price:	\$ 381,968.40	✓
2. Net change by Change Orders and Written Agreements (+ or -):	\$ -	
3. Current Contract Price (1 plus 2):	\$ 381,968.40	
4. Total completed and stored to date: 7.97%	\$ 30,431.40	
5. Retainage (per Agreement):		
<u>10% of completed Work:</u>	\$ 3,043.14	
<u>10% of stored material:</u>	\$ -	
Total Retainage:	\$ 3,043.14	
6. Total completed and stored to date less retainage (4 minus 5):	\$ 27,388.26	
7. Less previous Application for Payments:	\$ -	
8. Balance to Finish:	\$ 351,537.00	
9. AMOUNT DUE THIS APPLICATION (6 MINUS 7):	\$ 27,388.26	

Accompanying Documentation: *DOB/m*

14.133433320-47330020-000

CONTRACTOR'S Certification:

The undersigned CONTRACTOR certifies that (1) all previous progress payments received from OWNER on account of Work done under the Contract referred to above have been applied on account to discharge CONTRACTOR's legitimate obligations incurred in connection with Work covered by prior Applications for Payment numbered 1 through PMT #1 inclusive; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to OWNER at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to OWNER indemnifying OWNER against any such Lien, security interest or encumbrance); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and not defective.

Dated 2/13/14

Texas Cordia, LLC

CONTRACTOR

By: *[Signature]*

State of Texas

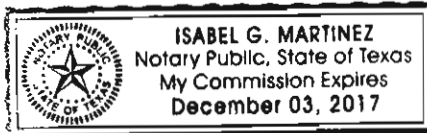
County of Hidalgo

Subscribed and sworn to before me this 13th

day of February, 2014

[Signature]
Notary Public

My Commission expires: 12/03/17



Payment of the above AMOUNT DUE THIS APPLICATION is recommended.

Dated 02/14/2014

R. GUTIERREZ ENGINEERING CORPORATION

ENGINEER

By: *[Signature]* Hernan Lugo, PE.

Schedule of Values

Contractor Name: Texas Cordia, LLC
 Starting Date: January 17, 2014
 Project Ending Date: April 16, 2014
 Retainage Percent: 10%

Application: _____ PMT #1
 Application Date: #####
 Period To: January 31, 2014
 Engineer Firm: R. Gutierrez Eng. Corp.

Summary										
Contract Number	Description	Original Schedule Value	Application #1	Retainage for App #1	Payment for Application #1	Total Completed to Date	Retainage to Date	Total Completed Less Retainage	Previous Payments	Balance To Finish
13-014-11-26	Alamo Expressway Drain / Border Crossing Improvements	\$ 381,968.40	\$ 30,431.40	\$ 3,043.14	\$ 27,388.26	\$ 30,431.40	\$ 3,043.14	\$ 27,388.26	\$ -	\$ 351,537.00
TOTALS:		\$ 381,968.40	\$ 30,431.40	\$ 3,043.14	\$ 27,388.26	\$ 30,431.40	\$ 3,043.14	\$ 27,388.26	\$ -	\$ 351,537.00