



AGENDA
DRAINAGE DISTRICT
BOARD OF DIRECTORS
July 15, 2014
10:00 A.M.

NOTICE is hereby given in accordance with Chapter 551, Texas Government Code, that a SPECIAL 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-45443** A.) Requesting approval of attached draft specifications and approval to re-advertise for RFQ No. HCDD1-14-022-08-13A "Title Company Services-Pool". Due to no response from previous RFQ.

B.) Requesting approval of attached draft specifications and approval to re-advertise for RFQ No. HCDD1-14-023-08-13B " Title Report Services-Pool". Due to no response from previous RFQ.

C.) Requesting approval to advertise for RFB No. HCDD1-14-025-08-15 "Mission Inlet Arch Culvert-Aluminum Liner Plate Re-Line"
5. **AI-45439** A. Discussion and action to develop an Interlocal Agreement between Hidalgo County Drainage District #1 and Hidalgo County, Precinct #3 for assistance on clearing drainage channel along Military Highway.

B. Authority to move forward with final acquisition of outstanding acreage owned by Hidalgo County, as it relates to the Raymondville Drain outfall.
6. **AI-45501** Request Approval for the payment on a claim to Mo VAc Environmental Inc. in the amount of \$ 797.35 for services provided in the cleaning of fuel tanks on our Floodway System.
7. **AI-45504** A. 2013 Bond Series - Construction Projects.
 1. Request approval of Payment application #1 for Texas Cordia Construction, LLC in the amount of \$62,689.50 pertaining to the construction of PCT 4 Edinburg Drain Stub- Out to South Main Drain Control Structure Project
 2. Request approval of Payment application #1 to GP7 Construction, Inc. in

the amount of \$42,611.30. Construction is for the FM 495 Drain - Trenton Road Field Crossing.

3. Request approval of Final Payment Application and the release of retainage in the amount \$ 91,304.30 to Rojas Construction and Paving, LLC for the Construction of PCT 2 RDD- North side Village and Hidden Valley Sub Area Drainage Improvements.

B. Maintenance and Operation Projects - General Fund

1. Request approval of Payment Request #6 from Texas Cordia Construction LLC in the amount of \$5,914.17 for the Construction of the Alamo Expressway Drainage Crossing

2,. Request approval of Payment Application #3 to Texas Cordia Construction, LLC in the amount of \$225,785.70 for the Construction of the Edinburg WWTP Effluent Line and Crossing.

8. **AI-45507**
- A. Request for the Board of Directors to take action to approve an Order Approving a Loan from Plains Capital Bank in the amount of \$ 406,980.00 for the purchase of 2 Doosan DX255LC Long Reach Excavators at a cost of \$203,490.00 each.
 - B. Request approval of a Budget Amendment to Recognize the Note Proceeds and appropriate the loan proceeds in the General Fund Maintenance and Operation - Heavy Equipment account number 14-110-433-006-47420.
 - C. Approval to Issue a Manual Check to H & V Equipment, Inc. in the amount of \$406,980.00 upon receiving proceeds from Plains Capital Bank.

9. **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**

10. **Open Session:**

- A. **Real Estate Acquisition**
- B. **Pending and/or Potential Litigation**

11. **Closed Session:**
Board of Directors may reconvene into Closed Session for the discussion regarding the agenda items listed

12.

Open Session:

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

13.

Adjourn

AI-45443

4.

DRAINAGE DISTRICT

Meeting Date: 07/15/2014

Submitted By: Jaime Salazar, DRAINAGE DISTRICT

Department: DRAINAGE DISTRICT

Information

CAPTION

A.) Requesting approval of attached draft specifications and approval to re-advertise for RFQ No. HCDD1-14-022-08-13A "Title Company Services-Pool". Due to no response from previous RFQ.

B.) Requesting approval of attached draft specifications and approval to re-advertise for RFQ No. HCDD1-14-023-08-13B " Title Report Services-Pool". Due to no response from previous RFQ.

C.) Requesting approval to advertise for RFB No. HCDD1-14-025-08-15 "Mission Inlet Arch Culvert-Aluminum Liner Plate Re-Line"

BACKGROUND

Attachments

Title Company specs

Title Report specs

Form Review

Inbox	Reviewed By	Date
Budget & Management	Debbie Tamez	07/10/2014 03:39 PM
Final Approval	Monica Badillo	07/11/2014 05:25 PM
Form Started By: Jaime Salazar		Started On: 07/10/2014 01:44 PM
	Final Approval Date: 07/11/2014	

HIDALGO COUNTY DRAINAGE DISTRICT NO.1
“TITLE COMPANY SERVICES (POOL)”
RFQ No. HCDD1-14-022-08-13A
EXHIBIT “A”

REQUIREMENTS

Hidalgo County Drainage District No. 1 is seeking to establish a **“Pool”** of qualified Title Companies for the purpose of providing and rendering title policy related services on an **“AS NEEDED BASIS”**. The Hidalgo County Drainage District No.1 will receive sealed envelopes containing Statements of Qualifications for the provision of **“Title Company Services (Pool)”** as specified herein.

Statements of qualifications will be accepted until **9:30 A.M., Wednesday, August 13, 2014. ANY RFQ RECEIVED AFTER THAT DATE AND TIME WILL NOT BE ACCEPTED AND WILL BE RETURNED UNOPENED.**

Deliver Submittal to:

RFQ Number: HCDD1-14-022-08-13A
Jaime J. Salazar, Buyer
Hidalgo County Drainage District No. 1
902 N. Doolittle Rd.
Edinburg, Texas 78542

The Submittal Envelope Must Show the RFQ Number, Name and Acceptance Date.

The following outlines the Request for Qualifications:

SECTION I: GENERAL TERMS AND CONDITIONS

ADDITIONAL INFORMATION:

Hidalgo County Drainage District No. 1 is requesting that statements of qualifications be routed to Jaime J. Salazar, Buyer, at 902 N. Doolittle Rd., Edinburg, Texas 78542. **WRITTEN QUESTIONS WILL BE ACCEPTED VIA EMAIL BY NO LATER THAN** Wednesday, August 6, 2014, at 5:00 P.M. at jaime.salazar@hcdd1.org. Responses will be sent to all applicants via email by Friday, August 8, 2014. **TELEPHONE INQUIRIES WILL NOT BE ACCEPTED.**

ROPOSER’S AFFIDAVIT:

Respondents to this RFQ must submit a signed Proposer’s Affidavit (attached herein in Exhibit D) certainly that the submission is **(1)** not the result of Collusion as described in the Proposer’s Affidavit; **(2)** that the Respondent does not have a Conflict of Interest as described in the Proposer’s Affidavit; or that the Respondent has not and will not attempt to lobby directly or indirectly as described in the Proposer’s Affidavit.

NON-DISCRIMINATION:

Submitters, during the performance of this contract, will not discriminate against any employee or applicant for employment because of race, religion, sex, national origin or disability except where religion, sex, national origin or disability is a bona fide occupational qualification reasonably necessary to the normal operation of the contractor.

PROCESSING TIME FOR PAYMENT:

Submitters are advised that a minimum of thirty (30) days is required to process invoices for payment.

ELECTRONIC TRANSMISSION OF BIDS:

Hidalgo County Drainage District No. 1 will not accept telegraphic or electronically transmitted submissions.

PROOF OF FINANCIAL AND BUSINESS CAPABILITY:

Submitters must, upon request, furnish satisfactory evidence of their ability to furnish products or services in accordance with the terms and conditions of these requirements. Hidalgo County Drainage District No. 1 will make the final determination as to the submitter's ability.

SUBMITTER DEFAULT:

Hidalgo County Drainage District No. 1 reserves the right, in case of submitter default, to procure the articles or services from other sources and hold the defaulting submitter responsible for any excess costs occasioned thereby.

RESTRICTIVE OR AMBIGUOUS REQUIREMENTS:

It is the responsibility of the submitter to review the Request for Qualifications (RFQ) packet and to notify the Hidalgo County Drainage District No. 1 if the requirements are formulated in a manner that would unnecessarily restrict competition. Any such protest or question regarding the requirements or bidding procedures must be received in the Hidalgo County Drainage District No. 1 not less than seventy-two hours prior to the time set for the opening. These criteria also apply to requirements that are ambiguous.

PROPOSAL DELIVERY:

Hidalgo County Drainage District No. 1 requires submitters, when hand delivering qualifications, to have a Hidalgo County Drainage District No. 1 representative time date, stamp, and initial the envelope when dropping bid off.

SIGNING OF QUALIFICATIONS:

In order to be considered all submittals **must** be signed. **Please sign the original in blue ink.**

WAIVING OF INFORMALITIES:

Hidalgo County Drainage District No. 1 reserves the right to waive minor informalities or technicalities when it is in the best interest of Hidalgo County Drainage District No. 1.

SUBCONTRACTING:

The successful submitter may not subcontract the award without the written consent of the Hidalgo County Drainage District Board of Directors.

TERM OF CONTRACT:

The term of the “Pool” will be for one (1) year with the District’s option to renew for an additional one (1) year, under the same rates/fees, terms and conditions. District reserves the right to continue the contract for an additional sixty (60) day grace period at the end of the contract for unforeseen delay in award of new bid for next contract term.

DAVIS BACON ACT:

All selected and awarded firms are required to include the Davis-Bacon Act when advertising and development specifications.

SECTION II RFQ REQUIREMENTS

REQUEST FOR QUALIFICATIONS:

The required contents and limitations for the preparation of the RFQ are described in this section. Failure to provide the requested information or adhere to any HCDD1 limitations will result in disqualification of the submitted RFQ. A total of **one (1) original and five (5) copies and one (1) CD in PDF format** of the RFQ shall be submitted to the address on the cover letter.

CONTENTS:

The required contents for the RFQ are presented below in the order they should be incorporated into the submitted document.

UNDERSTANDING OF THE PROJECT:

This section should demonstrate the submitters understanding of the project needs, services required and any local issues or concerns. This description should be concise, candid, and limited to 3 pages in length.

PERSONNEL AND STAFFING:

The firm should provide an organizational chart for the project and a summary paragraph of the project work to be performed by each proposed staff member. Biographic summaries that highlight the experience relevant to the specific project responsibilities should be provided for all proposed personnel. There is a one (1) page limitation for each biographic summary provided.

REQUIRED CERTIFICATIONS AND SUBMITTALS:

This section will contain any licenses and certifications as required by Hidalgo County Drainage District No. 1, the State of Texas, etc. The firm(s) should add copies of their Professional Liability Insurance. Hidalgo County Drainage District No. 1 requires limits as described and detailed in Exhibit “C”- Insurance Requirements contained herein.

PURPOSE:

Hidalgo County Drainage District No. 1 is requesting Statements of Qualifications from interested firms with experienced in providing “Title Company Services”. The purpose of soliciting Statements of Qualifications is to develop a “Pool” of pre qualified title companies from which title company related services may be required and engaged on as “As Needed Basis”. These title services are required but not limited to acquisition of property for which Texas Department of Transportation funding is involved. The term of

the “Pool” will commence upon approval from Board of Directors and will expire one (1) year after, with the option to renew for an additional one (1) year, under the same rates/fees, terms and conditions. Hidalgo County Drainage District No. 1 reserves the right to continue this bid for an additional sixty (60) day grace period at the end of the contract for unforeseen delay in award of new bid for next contract term.

I. FIRM QUALIFICATIONS:

The Hidalgo County Drainage District No. 1 is requesting Statement of Qualifications form interested parties for the provision of “Title Company Services (Pool)”.

1. The firm must possess a current license from the Texas Board of Insurance.
2. The firm or vendor selected is to have adequate experience and staff, such as, but not limited to:
 - a. Title Examiners
 - b. Closing Officers
 - c. Escrow Agents
3. The provider should have experience with State (i.e. Tx Dot), County and other governmental entities as well as private sector firms.

II. SCOPE OF TITLE COMPANY SERVICES INCLUDE BUT ARE NOT LIMITED TO THE FOLLOWING:

1. Title Reports
2. Title Searches, i.e., Title Certificates
3. Title Commitments
4. Title Policy
5. Escrow Agent Services, when requested by the District.
6. Closing document preparation with fee schedule, when requested by the District.

III. RFQ REQUIREMENTS:

Each proposal must address, but may not be limited to, the following issues:

1. Firm Name
2. Name, position, phone and fax number of Point of Contact (POC).
3. Name of Principal/Owner and number of years in business.
4. Provide the number of staff members available in order to render (but not be limited to) all the services described and listed herein.
5. List three (3) governmental projects with names, addresses, and phone numbers of representatives who can be contacted for references.
6. Detail how your firm/company had the capability to deliver the services required on a timely basis.
 - a. State in how many business days your company can return a “Title Report” after a “Request, i.e. Purchase Order” is received by your firm. Also, state your firm commitment to comply or exceed (state

how) the completed “Title Policy” within the seven (7) to ten (10) days. Include a copy of “Texas Title Insurance Premium Rates”.

- b. State in how many business days your company can complete “Escrow Agent” services (if requested by County) and include the applicable rates for those services.
- c. State how much personnel or staff will be assigned to rendering the services required.
- d. State in detail what “other services” are not included in the rates provided.

IV. EVALUATION CRITERIA:

The following criteria will generally be used to evaluate Statements of Qualifications:

- 1. Firm’s Staffing and Experience-**20 Points**
- 2. Capability to perform all the services required (as stated in Section III herein) for the noted projects in a timely manner, namely; **a)** to produce the title report in the amount of days; **b)** to meet or exceed schedules and deadlines of a maximum of seven (7) to ten (10) business (working) days per parcel; and **c)** to complete “Escrow Agent Related Services” as per commitment-**45 Points**
- 3. Recent experience and familiarity with Political Subdivisions/Government Agencies-**15 Points**
- 4. “Other Services” not included in the “Texas Title Insurance Premium Rates”-**10 Points**
- 5. Cost of “Other Services” Proposed-**10 Points**

V. REQUEST FOR SERVICES & EVALUATION PROCESS:

A department requiring Title Company Services will review, evaluate & rank at least three Statements of Qualifications utilizing the evaluation criteria noted below.

A department requiring Title Company Services will review, evaluate and rank the Qualifications utilizing the evaluation criteria noted below. Based on the department’s review evaluation and considering how many parcels are required a company or companies will be selected to provide the services. A company may be asked to submit supplemental information. Requests for title policy related services will be in the form of a fully executed “Purchase Order” and will be forwarded to the firm(s) in the order of their ranked evaluation on a rotational basis for the Indefinite Delivery Indefinite Quantity (IDIQ) Contract.

In the event that a Title Commitment is requested and no title policy is necessary or

purchased, Hidalgo County Drainage District No. 1 will pay a maximum of three hundred dollars (\$300.00) for the services.

VI. INVOLUNTARY TERMINATION:

The approval of a vendor as pre qualified to perform work for the Hidalgo County Drainage District No. 1 under this RFQ shall be deemed to be terminated and the vendor removed from the qualified vendor list upon occurrence of any of the following:

1. The death of the vendor, if an individual, or the primary professional member, if a firm or entity.
2. The suspension, revocation or cancellation of the vendor's right to practice his profession in the State of Texas.
3. The imposition of any restriction or limitations by any Governmental authority having jurisdiction over the vendor to such an extent that the vendor cannot engage in the professional practice for which vendor is pre qualified.
4. The failure of the vendor to faithfully and diligently perform the usual and customary duties assigned or contracted to it from time to time.
5. The failure or refusal of the vendor to comply with the reasonable policies, standards, and regulations of Hidalgo County Drainage District No. 1, which may from time to time be established; provided however, that such policies, standards and regulations are not contrary to any law or regulatory directive; or
6. The conduct of the vendor in any unprofessional, unethical, or fraudulent manner; a finding of unprofessional or unethical conduct by any board, institution, organization or professional society having any privilege or right to pass upon the conduct of the vendor, or conduct of the vendor which discredits Hidalgo County Drainage District No. 1.

VII. CONTRACT AWARD:

The District does not guarantee that a contract will be awarded as a result of the RFQ. In the event that a contract award is made, but the contract is not executed, the District does not guarantee that the contract will be re-awarded.

VIII. RESPONSE DEADLINE:

Response to the RFQ must be received at the office of Jaime J. Salazar, Buyer, Hidalgo County Drainage District No. 1; 902 N. Doolittle Rd., Edinburg, Texas 78542, by no later than Wednesday, August 13, 2014 at 9:30 a.m. for consideration. Please refer to Legal Notice, Page 1, No. 2, RFQ No. HCDD1-14-022-08-13A and also in Exhibit "A" (Requirements), Page 1 of this section.

VENDOR(S) ARE NOT TO PROVIDE A FEE SCHEDULE WITH THIS SUBMITTAL:

The fee will be negotiated in accordance with the Professional Service Procurement Act, Tex, Govt. Code Ann. 2254.001, et seq. Once selected, submitter is to provide a fee proposal for the

scope of work to follow.

NUMBER OF COPIES TO BE SUBMITTED:

Hidalgo County Drainage District No. 1 requires **one (1) original submittal and five (5) copies of the Statement of Qualifications.**

SECTION III
SELECTION AND SCHEDULES

SELECTION PROCEDURES:

The RFQ shall be submitted according to the schedule below.

EVALUATION:

The evaluation system consists of a 100-point system. The firms will be ranked after evaluation. Categories under the 100-point system include response to RFQ. RFQ submittal evaluation will be based on the criteria outlined in Exhibit B.

PROPOSAL RANKING:

The Drainage District and/or a Departmental Committee will grade, score and evaluate the written RFQ's. After the RFQ's have been graded, scored and evaluated, the department will present a scoring grid to the Hidalgo County Drainage District No. 1 Board of Directors for the purpose of ranking.

NEGOTIATION PROCESS:

The Board will authorize the Drainage District or a designee, to negotiate a letter of engagement for services with the number one ranked firm. If negotiations prove unsuccessful, the next highest ranked firm will be contacted. The Hidalgo County Drainage District No. 1 reserves the right to reject any and all RFQs.

Any contract awarded to a successful submitter will be in effect until (a) the contract expires, (b) delivery and acceptance of the performance of services ordered, or (c) terminated by Hidalgo County Drainage District No. 1 with thirty day's written notice prior to cancellation.

RFQ SUBMITTED TO:

Jaime J. Salazar, Buyer
Hidalgo County Drainage District No. 1
902 N. Doolittle Rd.
Edinburg, Texas 78541

RFQs must be submitted by **no later than 9:30 a.m. on Wednesday, August 13, 2014.**

HIDALGO COUNTY DRAINAGE DISTRICT NO.1
“TITLE REPORT SERVICES (POOL)”
RFQ No. HCDD1-14-023-08-13B
EXHIBIT “A”

REQUIREMENTS

Hidalgo County Drainage District No. 1 is seeking to establish a **“Pool”** with qualified firm(s) and/or vendor(s) to provide Title Report Services on an **“AS NEEDED BASIS”**. The Hidalgo County Drainage District No.1 will receive sealed envelopes containing Statements of Qualifications for the provision of **“Title Report Services (Pool)”** as specified herein.

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NON-DISCRIMINATION:

Submitters, during the performance of this contract, will not discriminate against any employee or applicant for employment because of race, religion, sex, national origin or disability except where religion, sex, national origin or disability is a bona fide occupational qualification reasonably necessary to the normal operation of the contractor.

PROCESSING TIME FOR PAYMENT:

Submitters are advised that a minimum of thirty (30) days is required to process invoices for payment.

ELECTRONIC TRANSMISSION OF BIDS:

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PROOF OF FINANCIAL AND BUSINESS CAPABILITY:

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PROPOSAL DELIVERY:

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SIGNING OF QUALIFICATIONS:

In order to be considered all submittals **must** be signed. **Please sign the original in blue ink.**

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SUBCONTRACTING:

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TERM OF CONTRACT:

The term of the “Pool” will be for one (1) year with the District’s option to renew for an additional one (1) year, under the same rates/fees, terms and conditions. District reserves the right to continue the contract for an additional sixty (60) day grace period at the end of the contract for unforeseen delay in award of new bid for next contract term.

DAVIS BACON ACT:

All selected and awarded firms are required to include the Davis-Bacon Act when advertising and development specifications.

SECTION II RFQ REQUIREMENTS

REQUEST FOR QUALIFICATIONS:

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CONTENTS:

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This section should demonstrate the submitters understanding of the project needs, services required and any local issues or concerns. This description should be concise, candid, and limited to 3 pages in length.

PERSONNEL AND STAFFING:

The firm should provide an organizational chart for the project and a summary paragraph of the project work to be performed by each proposed staff member. Biographic summaries that highlight the experience relevant to the specific project responsibilities should be provided for all proposed personnel. There is a one (1) page limitation for each biographic summary provided.

REQUIRED CERTIFICATIONS AND SUBMITTALS:

This section will contain any licenses and certifications as required by Hidalgo County Drainage District No. 1, the State of Texas, etc. The firm(s) should add copies of their Professional Liability Insurance. Hidalgo County Drainage District No. 1 requires limits as described and detailed in Exhibit “C”- Insurance Requirements contained herein.

PURPOSE:

Hidalgo County Drainage District No. 1 is requesting Statements of Qualifications from interested firms with experienced in providing “Title Report Services (Pool)”. The purpose of soliciting Statements of Qualifications is to develop a “Pool” of pre qualified title companies from which title company related services may be required and engaged on as “As Needed Basis”. These Title Services are required but not limited to acquisition of property for which Texas Department of Transportation funding is involved. The term of

the “Pool” will commence upon approval from Board of Directors and will expire one (1) year after, with the option to renew for an additional one (1) year, under the same rates/fees, terms and conditions. Hidalgo County Drainage District No. 1 reserves the right to continue this bid for an additional sixty (60) day grace period at the end of the contract for unforeseen delay in award of new bid for next contract term.

I. FIRM QUALIFICATIONS:

The Hidalgo County Drainage District No. 1 is requesting Statement of Qualifications form interested parties for the provision of “Title Report Services (Pool)”.

1. The firm or vendor selected is to have adequate experience and a workload free from constraints to complete Title Reports within three (3) business days per parcel.
2. The firm should have experience with: (1) State (i.e. TxDOT), County and other governmental entities as well as private sector firm; and/or (2) Education and/or life experience equivalent in rendering such services
3. All information and/or data contained within the completed “Title Report” must be obtained from a Title/Abstract office.

II. SCOPE OF SERVICES TITLE REPORT SERVICES INCLUDED BUT ARE NOT LIMITED TO THE FOLLOWING:

1. Name and address of owner of property with information on title vesting;
2. Lien holder with recording information;
3. Legal description of property;
4. Easement affecting property both specifically for the lot and general covering entire subdivision;
5. Show any Federal and/or State Tax Liens
6. Provide copies of Deed, Liens and Easements.
7. Provide copy of maps where information was retrieved (Highlighted & Specified)

III. RFQ REQUIREMENTS:

Each proposal must address, but may not be limited to, the following issues:

1. Firm Name
2. Name, position, phone and fax number of Point of Contact (POC).
3. Name of Principal/Owner and number of years in business.
4. State name of Title Company from whose records information will be obtained.
5. List three (3) governmental projects with names, addresses, and phone numbers of representatives who can be contacted for references.
6. Detail how your firm/company had the capability to deliver the services required on a timely basis.

IV. EVALUATION CRITERIA:

The following criteria will generally be used to evaluate Statements of Qualifications:

1. Capability to perform all the services required for the noted projects in a timely manner, namely to meet schedules and deadlines of a maximum of three (3) business (working) days per parcel.
2. Recent experience and familiarity with Hidalgo County Drainage District No. 1 and the Texas Department of Transportation requirements and procedures;
3. List of recent projects.
4. Professional integrity and competence.
5. Professional background.
6. Current workload.
7. Thoroughness of information provided.

V. REQUEST FOR SERVICES & EVALUATION PROCESS:

When Hidalgo County Drainage District No.1 is requiring Title Report Services we will review, evaluate & rank at least three Statements of Qualifications utilizing the evaluation criteria noted below.

Based on the review and evaluation, a minimum of three (3) firms will be ranked for further consideration and may be required to submit supplemental information.

Negotiations will take place with the potential firms in the order of their ranked evaluation, for subsequent negotiations of fees & services.

VI. INVOLUNTARY TERMINATION:

The approval of a vendor as pre qualified to perform work for the Hidalgo County Drainage District No. 1 under this RFQ shall be deemed to be terminated and the vendor removed from the qualified vendor list upon occurrence of any of the following:

1. The death of the vendor, if an individual, or the primary professional member, if a firm or entity.
2. The suspension, revocation or cancellation of the vendor's right to practice his profession in the State of Texas.
3. The imposition of any restriction or limitations by any Governmental authority having jurisdiction over the vendor to such an extent that the vendor cannot engage in the professional practice for which vendor is pre qualified.
4. The failure of the vendor to faithfully and diligently perform the usual and customary duties assigned or contracted to it from time to time.
5. The failure or refusal of the vendor to comply with the reasonable policies, standards, and regulations of Hidalgo County Drainage District No. 1, which may from time to time be established; provided however, that such policies, standards and regulations are not contrary to any law or

- regulatory directive; or
6. The conduct of the vendor in any unprofessional, unethical, or fraudulent manner; a finding of unprofessional or unethical conduct by any board, institution, organization or professional society having any privilege or right to pass upon the conduct of the vendor, or conduct of the vendor which discredits Hidalgo County Drainage District No. 1.
 7. A vendor submitting a deliverable product, i.e. title report that results in delay or interruption of the acquisition process including the incurring of additional expense by the Hidalgo County Drainage District No.1 will be grounds for termination of vendors participation in the "Pool".

VII. CONTRACT AWARD:

The District does not guarantee that a contract will be awarded as a result of the RFQ. In the event that a contract award is made, but the contract is not executed, the District does not guarantee that the contract will be re-awarded.

VIII. RESPONSE DEADLINE:

Response to the RFQ must be received at the office of Jaime J. Salazar, Buyer, Hidalgo County Drainage District No. 1; 902 N. Doolittle Rd., Edinburg, Texas 78542, by no later than Wednesday, June 11, 2014 at 10:30 a.m. for consideration. Please refer to Legal Notice, Page 1, No. 2, RFQ No. HCDD1-14-023-08-13B and also in Exhibit "A" (Requirements), Page 1 of this section.

VENDOR(S) ARE NOT TO PROVIDE A FEE SCHEDULE WITH THIS SUBMITTAL:

The fee will be negotiated in accordance with the Professional Service Procurement Act, Tex, Govt. Code Ann. 2254.001, et seq. Once selected, submitter is to provide a fee proposal for the scope of work to follow.

NUMBER OF COPIES TO BE SUBMITTED:

Hidalgo County Drainage District No. 1 requires **one (1) original submittal and five (5) copies and one (1) CD in PDF format of the Statement of Qualifications (SOQ's).**

SECTION III
SELECTION AND SCHEDULES

SELECTION PROCEDURES:

The RFQ shall be submitted according to the schedule below. The Hidalgo County Drainage District No.1 is will consider all factors including past experience, evidence of good organization background, references, ability to provide requested services and any other factors found necessary for quality services including a presentation of the proposed system. Board of Directors will rank and/or award.

EVALUATION:

The evaluation system consists of a 100-point system. RFQ's will be ranked after evaluation. Categories under the 100-point system include response to RFQ. RFQ submittal evaluation will

be based on the criteria outlined in Exhibit B.

PROPOSAL RANKING:

The Drainage District and/or a Committee will grade, score and evaluate the written RFQ's. After the RFQ's have been graded, scored and evaluated, the department will present a scoring grid to the Hidalgo County Drainage District No. 1 Board of Directors for the purpose of ranking.

NEGOTIATION PROCESS:

The Board will authorize the Drainage District or a designee, to negotiate a letter of engagement for services. If negotiations prove unsuccessful, the next highest ranked submitter will be contacted. The Hidalgo County Drainage District No. 1 reserves the right to reject any and all RFQs.

Any contract awarded to a successful submitter will be in effect until **(a)** the contract expires, **(b)** delivery and acceptance of the performance of services ordered, or **(c)** terminated by Hidalgo County Drainage District No. 1 with thirty day's written notice prior to cancellation.

RFQ SUBMITTED TO:

Jaime J. Salazar, Buyer
Hidalgo County Drainage District No. 1
902 N. Doolittle Rd.
Edinburg, Texas 78542

AI-45439

5.

DRAINAGE DISTRICT

Meeting Date: 07/15/2014

Submitted By: Sylvia Sanchez, DRAINAGE DISTRICT

Department: DRAINAGE DISTRICT

Information

CAPTION

A. Discussion and action to develop an Interlocal Agreement between Hidalgo County Drainage District #1 and Hidalgo County, Precinct #3 for assistance on clearing drainage channel along Military Highway.

B. Authority to move forward with final acquisition of outstanding acreage owned by Hidalgo County, as it relates to the Raymondville Drain outfall.

BACKGROUND

Form Review

Inbox	Reviewed By	Date
Budget & Management	Debbie Tamez	07/10/2014 01:24 PM
Final Approval	Monica Badillo	07/11/2014 05:25 PM
Form Started By: Sylvia Sanchez		Started On: 07/10/2014 01:04 PM
	Final Approval Date: 07/11/2014	

AI-45501

6.

DRAINAGE DISTRICT

Meeting Date: 07/15/2014

Submitted For: Sylvia Sanchez

Submitted By: Lora Briones, DRAINAGE
DISTRICT

Department: DRAINAGE DISTRICT

Information

CAPTION

Request Approval for the payment on a claim to Mo VAc Environmental Inc. in the amount of \$ 797.35 for services provided in the cleaning of fuel tanks on our Floodway System.

BACKGROUND

Form Review

Inbox	Reviewed By	Date
Budget & Management	Debbie Tamez	07/11/2014 04:53 PM
Final Approval	Monica Badillo	07/11/2014 05:25 PM
Form Started By: Lora Briones		Started On: 07/11/2014 04:30 PM
	Final Approval Date: 07/11/2014	

AI-45504

7.

DRAINAGE DISTRICT

Meeting Date: 07/15/2014

Submitted For: Lora Briones

Submitted By: Lora Briones, DRAINAGE DISTRICT

Department: DRAINAGE DISTRICT

Information

CAPTION

A. 2013 Bond Series - Construction Projects.

1. Request approval of Payment application #1 for Texas Cordia Construction, LLC in the amount of \$62,689.50 pertaining to the construction of PCT 4 Edinburg Drain Stub- Out to South Main Drain Control Structure Project

2. Request approval of Payment application #1 to GP7 Construction, Inc. in the amount of \$42,611.30. Construction is for the FM 495 Drain - Trenton Road Field Crossing.

3. Request approval of Final Payment Application and the release of retainage in the amount \$ 91,304.30 to Rojas Construction and Paving, LLC for the Construction of PCT 2 RDD- North side Village and Hidden Valley Sub Area Drainage Improvements.

B. Maintenance and Operation Projects - General Fund

1. Request approval of Payment Request #6 from Texas Cordia Construction LLC in the amount of \$5,914.17 for the Construction of the Alamo Expressway Drainage Crossing

2,. Request approval of Payment Application #3 to Texas Cordia Construction, LLC in the amount of \$225,785.70 for the Construction of the Edinburg WWTP Effluent Line and Crossing.

BACKGROUND

Form Review

Inbox	Reviewed By	Date
Budget & Management	Debbie Tamez	07/14/2014 09:01 AM
Final Approval	Monica Badillo	07/14/2014 10:24 AM
Form Started By: Lora Briones		Started On: 07/11/2014 04:42 PM
	Final Approval Date: 07/14/2014	

AI-45507

8.

DRAINAGE DISTRICT

Meeting Date: 07/15/2014

Submitted For: Lora Briones

Submitted By: Lora Briones, DRAINAGE DISTRICT

Department: DRAINAGE DISTRICT

Information

CAPTION

A. Request for the Board of Directors to take action to approve an Order Approving a Loan from Plains Capital Bank in the amount of \$ 406,980.00 for the purchase of 2 Doosan DX255LC Long Reach Excavators at a cost of \$203,490.00 each.

B. Request approval of a Budget Amendment to Recognize the Note Proceeds and appropriate the loan proceeds in the General Fund Maintenance and Operation - Heavy Equipment account number 14-110-433-006-47420.

C. Approval to Issue a Manual Check to H & V Equipment, Inc. in the amount of \$406,980.00 upon receiving proceeds from Plains Capital Bank.

BACKGROUND

Form Review

Inbox	Reviewed By	Date
Budget & Management	Debbie Tamez	07/14/2014 09:01 AM
Final Approval	Monica Badillo	07/14/2014 10:24 AM
Form Started By: Lora Briones		Started On: 07/11/2014 05:17 PM
	Final Approval Date: 07/14/2014	