

Bastrop County
WCID #2

Board Packet
for
October 26, 2021

**BASTROP COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT
NO. 2**

VIA VIDEOCONFERENCE CALL

THE PRESIDING OFFICER AND A QUORUM OF THE BOARD OF DIRECTORS WILL BE PHYSICALLY PRESENT AT, AND MEMBERS OF THE PUBLIC MAY ATTEND, THE MEETING AT THE LOCATION SPECIFIED BELOW.

NOTICE IS HEREBY GIVEN THAT A MEETING OF THE GOVERNING BODY OF THE ABOVE-NAMED POLITICAL SUBDIVISION WILL BE HELD ON OCTOBER 26, 2021 AT 2:00 P.M AT THE BASTROP CONVENTION CENTER LOCATED AT 1408 CHESTNUT STREET, BASTROP, TX 78602.

AGENDA

- 1.) Call to Order and Establish a Quorum
- 2.) Pledge of Allegiance
- 3.) Texas State Flag
- 4.) Discussion and possible action regarding BEFCO Engineering's Proposal and Scope of Services for Water Line Surveying and Civil Engineering Services for District's Bond Projects - Hightower
- 5.) Discussion of District Capital Improvement Projects
- 6.) Discussion of District operational improvements
- 7.) Discussion of prioritization of District capital improvement projects and operational projects
- 8.) Discussion regarding Fiscal Year 2022 preliminary budget including potential capital improvement projects and operational projects to be included in the proposed budget
- 9.) Adjournment


AUTHORIZED SIGNATURE

The Board of Directors may go into Executive Session at any time during the meeting pursuant to the applicable section of Subchapter D, Chapter 551, Texas Government Code, of the Texas Open Meetings Act, on any of the matters set forth on this agenda regardless of whether Executive Session is specifically referenced. No final action, decision or vote will be taken on any subject or matter in Executive Session.

The District is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call 512-321-1688 for further information.

Agenda

Item # 4

Proposal
from BEFCO
Engineering



BEFCO ENGINEERING, INC.

Consulting Engineering/Land Surveying

P.O. BOX 615 485 NORTH JEFFERSON

LA GRANGE, TEXAS 78945-0615

979 / 968-6474 FAX 979 / 968-3056

www.befcoengineering.com E-mail: office@befcoengineering.com

Texas Registered Engineering Firm F-2011 Texas Licensed Surveying Firm #10001700

August 30, 2021

Mr. Paul Hightower, General Manager
Bastrop County WCID #2
106 Conference Drive
Bastrop, Texas 78602
Sent Via Email: paul@bcwcid2.org

RE: **Bond Projects - Water Line Improvements
Surveying and Civil Engineering Services
BEFCO Job #21-8163**

Mr. Hightower:

The purpose of this letter is to provide you with a proposal and scope of services for surveying and civil engineering services associated with proposed Water Line Improvements associated with the recent Bond Application. For the purposes of this proposal, Bastrop County WCID #2 is the "Client", "BCWCID #2" or "Owner" and BEFCO Engineering, Inc. is the "Engineer" or "BEFCO". The water line improvements address both compliance and high maintenance water lines as defined in the Bond Application and listed below:

Compliance:

- N. Kaupo Drive (Existing 2" will be replaced with new 6" water line)
- El Camino River Road (Existing 2" will be replaced with new 8" water line)
- Hawea Lane (Existing 2 1/4" will be replaced with new 6" water line)
- Keanahalululu Lane west of Nuuanu (Services on existing 2" line will be reconnected to an existing 4" line located on the south side of Keanahalululu Lane)

High Maintenance:

- Kamaiki Drive (Existing 6" will be replaced with new 6" water line)
- Keanahalululu Lane near Riverside Drive and Air Strip Road (Existing 6" will be replaced with new 8" water line)
- Mahalua Lane (Existing 6" will be replaced with new 6" water line)
- Wainee Lane (Existing 4" will be replaced with new 6" water line)

The above improvements were identified on the bond project map which is attached to this proposal. The following scope of services are for the survey and design of the above listed improvements. BEFCO will prepare two separate sets of construction plans, one for compliance and one for high maintenance. The two projects will be bid in separate bid processes.

"Proficient, practical engineering and land surveying services with a sense of small-town values and care"

Task #1: Topographic Survey, Civil Engineering Construction Documents, Contract Book, Bid Process and Limited Construction Phase Services

\$148,800 Lump Sum

BEFCO will provide a current, detailed topographic survey of the existing road right-of-way needed for design of the water line improvements. The limits of survey will be contained to the portions of existing roadway right-of-way needed for construction document preparation. The topographic survey would show existing improvements, visible existing utilities, accessible invert elevations, and one-foot contour elevations. Significant individual trees within the right-of-way will be located. BCWCID #2 will contact "Texas 811" and use their hydro excavator to help establish location of underground public utilities. Existing road right-of-way will be delineated on the survey.

BEFCO will provide civil engineering construction documents for the scope of work described above for the design of the water line improvements. Deliverables for this task will include two sets of construction plans – one for compliance and one for maintenance consisting of:

1. Civil Engineering Construction Drawings
 - Cover Sheet, General Notes, Vicinity Map
 - Water Line Plan Sheets (No Profiles)
 - Construction Details

BEFCO will prepare two contract books, administer the bidding process and coordinate execution of the construction contracts. The contract books will include the following documents:

- Standard EJCDC Contract Documents and General Provisions
- Standard Bid Format and Preparation of Bid Schedule
- Bid, Performance and Payment Bonds
- Insurance Requirements
- Specifications

Other services provided in this task include:

- Quantity take off
- Prepare bid advertisement and provide to BCWCID #2 for submittal to the Bastrop Advertiser
- Provide contract book and plans as requested by prospective contractors
- Address contractor questions during the bid process and issue bid addenda as required
- Conduct Bid Opening
- Review bids in collaboration with BCWCID #2, provide award recommendation letter and attend Board Meeting that awards the contract
- Facilitate contract execution between BCWCID #2 and awarded contractor
- Facilitate issuance of a Notice to Proceed

After execution of construction contracts and issuance of Notice to Proceed, BEFCO will provide limited construction phase services including preconstruction meeting, shop drawing review, monthly site visit, processing pay applications, record drawing preparation and completion of project closeout.

Additional services requested by the Client will be provided on an hourly basis per the attached rate schedule. Change Orders that require additional survey and design services will be additional services. BEFCO will notify the Client prior to proceeding with additional services.

Please note that this proposal EXCLUDES surveying and engineering services stated below as they are not anticipated to be required or are being provided by others:

- Design services outside of the water line improvements listed above;
- Surveying services beyond what is needed for design of the water line improvements;
- Construction staking;
- Franchise utility relocation coordination (electric, cable, telephone and gas);
- Excavation or 3rd party utility locators to locate utilities underground.
- Title research;
- Protracted disputes such as, but not limited to homeowner encroachments into the right-of-way;
- Right-of-way encroachments;
- Separate instrument easement preparation or easement vacation;
- Environmental permitting and evaluation such as the Houston Toad;
- Preparation of SWPPP;

Reimbursable Expenses: Reimbursable expenses may include, but are not limited to, permitting fees and expenses, overnight mail, delivery services, and printing. Reimbursable expenses incurred will be billed directly to the Client.

INDEMNIFICATION: CLIENT AGREES TO INDEMNIFY, DEFEND AND HOLD BEFCO HARMLESS FROM AND AGAINST ANY AND ALL CLAIMS, LIABILITIES, SUITS, DEMANDS, LOSSES, COSTS AND EXPENSES, INCLUDING, BUT NOT LIMITED TO, REASONABLE ATTORNEYS' FEES AND ALL LEGAL EXPENSES AND FEES INCURRED ON APPEAL, AND ALL INTEREST THEREON, ACCRUING OR RESULTING TO ANY AND ALL PERSONS, FIRMS OR ANY OTHER LEGAL ENTITIES ON ACCOUNT OF ANY DAMAGES OR LOSSES TO PROPERTY OR PERSONS, INCLUDING INJURY OR DEATH, OR ECONOMIC LOSSES, ARISING OUT OF THE PROJECT AND/OR THE PERFORMANCE OR NON-PERFORMANCE OF OBLIGATIONS UNDER THIS AGREEMENT, EXCEPT TO THE EXTENT SUCH DAMAGES OR LOSSES ARE FOUND BY A COURT OR FORUM OF COMPETENT JURISDICTION TO BE CAUSED BY BEFCO'S NEGLIGENT ERRORS OR OMISSIONS.

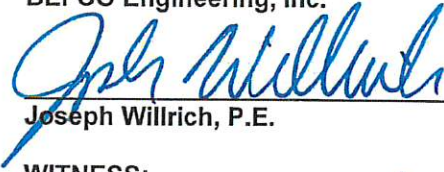
Termination: Either Client or BEFCO may terminate this Agreement upon seven days written notice. If terminated, Client agrees to pay BEFCO for all Basic and Additional Services rendered and Reimbursable Expenses incurred up to the date of termination.

The fees as described herein shall be firm for thirty (30) days from the date of this proposal. Payment for services rendered is due at BEFCO Engineering, Inc. at P.O. Box 615, La Grange, Texas 78945 within 30 days of invoice date. Additional services can be performed as needed on an hourly basis as illustrated on the attached Rate Schedule and would be in addition to the fees outlined in this proposal.

If agreeable to this proposal, please execute both copies, keep one for your records and return the second copy for our records. Please contact us if you have any questions regarding this proposal.

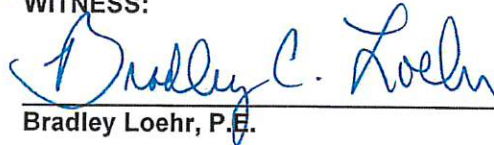
Sincerely,

BEFCO Engineering, Inc.



Joseph Willrich, P.E.

WITNESS:



Bradley Loehr, P.E.

Attachments: BEFCO Rate Schedule
Bond Project Map

Bastrop County WCID #2

Paul Hightower

WITNESS:

RATE SCHEDULE

DESIGN OR FIELD ENGINEER	\$130.00/HR.
REGISTERED PROFESSIONAL LAND SURVEYOR	\$130.00/HR.
DESIGNER/TECHNICIAN	\$95.00/HR.
CLERICAL	\$55.00/HR.
SURVEY CREW	\$150.00/HR.
RPLS SURVEY CREW	\$175.00/HR.
PER DIEM (MEAL & ROOM)	\$150/DAY/Per Man
SPECIAL SERVICES OR EXPENSES (Safety equipment, drug testing, soil testing, etc.)	COST PLUS 15%

- ABOVE RATES INCLUDE ALL MILEAGE CHARGES
- GPS/ROBOTIC EQUIPMENT CHARGES ARE INCLUDED IN CREW RATES
- CHARGES ARE BASED ON PORTAL TO PORTAL

2/6/2020