Bastrop County WCID #2

Board Packet

for

April 18, 2024

BASTROP COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 2
MEETING AGENDA

TO: THE BOARD OF DIRECTORS OF BASTROP COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 2, BASTROP COUNTY, TEXAS AND TO ALL INTERESTED PARTIES:

NOTICE IS HEREBY GIVEN THAT A MEETING OF THE GOVERNING BODY OF THE ABOVE-NAMED POLITICAL SUBDIVISION WILL BE HELD ON THURSDAY APRIL 18, 2024 AT 6:30 P.M IN THE BOARD ROOM LOCATED AT 112 CORPORATE DRIVE, BASTROP, TX 78602.

MEETING DISCUSSION TOPICS

APPROVED
By Paul Hightower at 1:07 pm, 4/11/24

1.) Call to Order and Establish a Quorum – O'Hanlon

2.) Salute to Flags – O'Hanlon

3.) Public Comments/Announcements (The Board respectfully requests that persons limit comments to three (3) minutes. Under the Open Meeting Act, the Board may not deliberate or take action in response to any matter raised during public comment that is not a separate agenda item.)

4.) Discussion and possible action regarding scheduling of future meeting dates:
   a. Regular Board of Director's Meeting scheduled for Thursday, May 16, 2024 at 6:30 p.m.

5.) CONSENT AGENDA: (*Consent Agenda items are generally routine. Unless removed by a member of the Board or General Manager, items listed on the consent agenda may be acted on together and without prior discussion.*)
   a. Approval of minutes from the March 21, 2024 Meeting of the Board of Directors; and
   b. Approval of minutes from the March 23, 2024 Annual Road Meeting; and
   c. Approval of monthly financial report for March 2024; and
   d. Approval of Release of Liens held by District on Real Property.

6.) Discussion regarding the following items to be presented in the General Manager's report:
   a. Update on District facilities, water plants and lift stations
   b. Update on Water/Wastewater Maintenance & Improvement projects
   c. Update on Roads maintenance & improvement projects
   d. Employee & Administrative Update

7.) Discussion and review of capital improvement projects to be funded with bond proceeds– Hightower

8.) Discussion and possible action related to approval of Maintenance Water Line Improvements - Wainee\Mahalua Award Recommendation Letter from Befco – Hightower / BEFCO

9.) Discussion and possible action related to approval of October 2024-September 2025 Road Engineering Proposal from Befco - Hightower

10.) Discussion and possible action related to approval of Fiscal Year 2023 Financial Audit Report – Hightower

11.) Board suggestions on future agenda items

12.) Adjourn

_____

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 #5

Consent Agenda

5a. March 21st

Board Meeting Minutes

Minutes of the Regular Board Meeting for
BASTROP COUNTY WATER CONTROL
AND IMPROVEMENT DISTRICT #2

A regular meeting of the Board of Directors of Bastrop County Water Control and Improvement District #2 was held on Thursday, March 21, 2024, beginning at 6:30 p.m. The meeting was held at the District office, located at 112 Corporate Drive.

Present BCWCID #2 Board Members:
Mary Beth O'Hanlon, President
Scott Ferguson, Vice-President
Michele Plummer, Secretary
Butch Carmack, Director
Ron Whipple, Treasurer

BCWCID #2 Staff:
Paul Hightower, General Manager
Patricia Lujan, Office Supervisor
Darrel Culberson, Comptroller
Tyler Walsh, Senior Manager
Adam Brown, Field Manager

Absentees

Remote Participation
Tony Corbett, Attorney

1.) Call to Order and Establish a Quorum – O'Hanlon

By: MaryBeth O'Hanlon **Time: 6:30PM**

2.) Salute to Flags – O'Hanlon

3.) Public Comments/Announcements (The Board respectfully requests that persons limit comments to three (3) minutes. Under the Open Meeting Act, the Board may not deliberate or take action in response to any matter raised during public comment that is not a separate agenda item.)

No comments or discussion.

4.) Discussion and possible action regarding scheduling of future meeting dates:

a. Annual Road Meeting scheduled for Saturday March 23, 2024 at 9:00 a.m.
b. Regular Board of Director's Meeting scheduled for Thursday, April 18, 2024 at 6:30 p.m.

Mrs. O'Hanlon stated that the District's Annual Road meeting is scheduled for the following Saturday March 23rd at 9am and the next regular Board meeting is Thursday April 18th at 6:30pm. All Directors stated they should be present.

No further comments or suggestions.

5.) CONSENT AGENDA: (*Consent Agenda items are generally routine. Unless removed by a member of the Board or General Manager, items listed on the consent agenda may be acted on together and without prior discussion.*)

a. Approval of minutes from the February 15, 2024 Meeting of the Board of Directors; and
b. Approval of monthly financial report for February 2024; and
c. Approval of Release of Liens held by District on Real Property.

No comments regarding the Board Meeting minutes.

Mr. Culberson presented the District's financial & cash statement. Board expressed no issues or concerns.

Paul Hightower read the Release of Liens as noted in the report.

No further questions or comments.

Mrs. O'Hanlon called the question.

Motion: Butch Carmack moved to approve the Consent Agenda.

Seconded: Scott Ferguson

Vote: Five (5) in favor, motion carries.

6.) Discussion regarding the following items to be presented in the General Manager's report:

a. Update on District facilities, water plants and lift stations
b. Update on Water/Wastewater Maintenance & Improvement projects
c. Update on Roads maintenance & improvement projects
d. Employee & Administrative Update

Mr. Hightower read the GM report as posted in the Board packet.

No further comments or discussion.

7.) Discussion and review of 2023 capital improvement projects to be funded with bond proceeds– Hightower

No comments. Tabled for future meetings.

8.) Discussion and possible action related to approval of Fiscal Year 2023 Financial Audit Report – Hightower

No comments. Tabled for future meetings.

9.) Discussion and possible action regarding approval of Interlocal Agreement with the City of Bastrop relating to 2024 road improvement projects – Hightower

Paul Hightower read the ILA as shown in the packet and explained that this was similar to what the District does with the County, except it relates to the City roads. Mr. Hightower explained that the City, County and District employees have had multiple meetings discussing the roads and had al come to an agreement. Staff recommended approval.

No further questions or comments.

Mrs. O'Hanlon called the question.

Motion: Butch Carmack moved to approve the ILA.

Seconded: Michele Plummer

Vote: Five (5) in favor, motion carries.

10.) Discussion and possible action relating to review of Statement of Qualifications and approval of contract for Professional Engineering Services– Hightower

Paul Hightower read the 3 statements of qualifications to the Board along with the rate schedules that the Board had requested. Staff recommended staying with Befco. After Board discussion, the recommendation was denied. Board recommended to go with Schaumburg & Polk for water/wastewater and keep Befco for roads. Staff explained that we had 1 current project going with Befco for a water line replacement and that we would need to finish that. Final Board recommendation was to retain Befco thru the finish of the current project, to retain Schaumburg & Polk for future water/wastewater projects and to keep Befco for road construction.

No further questions or comments.

Mrs. O'Hanlon called the question.

Motion: Ron Whipple moved to approve the recommendation as discussed.

Seconded: Butch Carmack

Vote: Five (5) in favor, motion carries.

11.) Discuss, consider and take action regarding May 4, 2024, Director Election:

a. Accept Certification of Unopposed Candidates.
Aceptar certificatión de candidatos únicos.

b. Adopt Order Canceling Election.
Adoptar una Orden de cancelación.

Paul Hightower read the Order for Election Cancellation as shown in the packet and explained that this was the final step to cancel the election since we had 2 unopposed positions. Staff recommended approval.

No further questions or comments.

Mrs. O'Hanlon called the question.

Motion: Butch Carmack moved to approve the contract as shown.

Seconded: Michele Plummer

Vote: Five (5) in favor, motion carries

12.) Discussion and review of 2024 Annual Road Meeting presentation – Hightower

Board stated the presentations all looked good and felt we were ready for the Saturday meeting.

No further suggestions or comments.

13.) Board suggestions on future agenda item

No suggestions or comments.

14.) Adjourn 8:02 p.m.

Mrs. O'Hanlon called the question.

Motion: Butch Carmack moved to adjourn.

Seconded: Ron Whipple.

Vote: Five (5) in favor, motion carries.

_____
Authorized Signature

5b. March 23rd

Road Meeting Minutes

Minutes of the Annual Road Meeting of the

BASTROP COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT #2

An annual road meeting of the Board of Directors of Bastrop County Water Control and Improvement District #2 was held on Saturday, March 23, 2024, beginning at 9:00 a.m. The meeting was held at the District office, located at 112 Corporate Drive.

Present BCWCID #2 Board Members:
Mary Beth O'Hanlon, President
Scott Ferguson, Vice President
Ron Whipple, Treasurer
Michele Plummer, Director
Butch Carmack, Director

BCWCID #2 Staff:
Paul Hightower, General Manager
Patricia Lujan, Office Supervisor
Tyler Walsh, Senior Operations
Nicki McPherson

MEETING DISCUSSION TOPICS

1.) Call meeting to Order – O'Hanlon

2.) Salute to Flags – O'Hanlon

3.) Introduction of the Board and Special Guests –O'Hanlon

Mrs. O'Hanlon introduced Precinct 1 Commissioner Hamner, Commissioner Candidates Butch Carmach and Dominica McGinnis and Joseph Willrich from Befco Engineering.

4.) Update from Bastrop County Precinct 1 Commissioner regarding road projects- Commissioner Hamner

Commissioner Hamner gave an update regarding several items within the Tahitian Village subdivision and spoke about the recent training that District employees received. Commissioner Hamner spoke about the widening of Lovers Lane currently going on.

No further comments or questions

5.) Update from consulting engineer regarding road projects– Willrich

Mr. Willrich explained the services Befco provides and about the future road plan updates.

No further comments or questions

6.) Presentation of proposed updates to District's Master Road Plan for District Road Projects– Hightower

Mr. Hightower presented the Road plan, as shown in the packet.

No further comments or questions.

7.) Public Hearing and Comment regarding proposed revisions to the District's Master Road Plan (the Board respectfully requests you limit your comments and/or questions to three (3) minutes)

One customer inquired about his lots on Hoku Court and stated that he believed they were unbuildable. Tyler stated that he would take a look and someone could get back to him to help him figure it out.

No further comments or questions

8.) Review and possible action regarding approval of updates to the District's Master Road Plan – BCWCID2 Board of Directors

Mrs. O'Hanlon called the question.

Motion: Butch Carmack moved to approve the plan as presented.

Seconded: Ron Whipple.

Vote: Five (5) in favor, motion carries.

9.) Adjournment

Mrs. O'Hanlon called the question.

Motion: Scott Ferguson moved to adjourn.

Seconded: Ron Whipple.

Vote: Five (5) in favor, motion carries.

Meeting ended at 9:48 a.m.

5c. Financials

Bastrop County Water Control and Improvement District #2
Cash & Investment Report
As of March 31, 2024

Fund	Account Name	Account Number	Bank Name	Yield	Prior Month Balance	Current Balance
Standby Fund						
	Standby Operating Account	2687	Roscoe State Bank	0.00%	$ 101,109	$ 102,384
	Standby Fund Total				**$ 101,109**	**$ 102,384**
Roads Fund						
	Roads Construction Account	2709	Roscoe State Bank	0.00%	$ 349,452	$ 370,017
	Roads Construction MMA	3131	Roscoe State Bank	1.75%	102,127	102,275
	Roads Fund Total				**$ 451,579**	**$ 472,292**
Debt Service Fund						
	TWDB Reserve Fund - DS	0001	Texpool	3.98%	$ 218,589	$ 219,576
	Annual TWDB MMA - DS	4385	First National Bank	0.50%	123,020	123,069
	Wastewater Escrow TWDB Loan - D	1041	Amergy Bank		85,313	85,313
	Debt Service Fund - DS	0004	Texpool	3.98%	312,908	314,321
	Debt Service Fund Total				**$ 739,830**	**$ 742,279**
Capital Fund						
	Water Capital Projects Fund	7780	First National Bank	0.50%	$ 36,943	$ 36,943
	Capital Project - Bond Series 2021	0005	Texpool	3.98%	4,912,548	4,934,728
	Water Capital Projects Fund	3653	First National Bank	0.50%	86	86
	Capital Project - Bond Series 2023	0006	Texpool	3.98%	2,426,710	2,437,667
	Capital Fund Total				**$ 7,376,287**	**$ 7,409,423**
Water Fund						
	Water Operating Account	1469	First National Bank	0.50%	$ 709,582	$ 826,521
	Wastewater TWDB Checking	3289	First National Bank	0.00%	572	572
			Operating Total:		**$ 710,154**	**$ 827,093**
	Wastewater /Water MMA	0002	Texpool	3.98%	$ 1,247,837	$ 1,253,471
	Wastewater /Water Capital	3543	First National Bank	0.50%	346,224	346,253
	Wastewater MMA (Water)	5076	First National Bank	0.50%	147,057	147,116
	Water Fund Total				**$ 2,451,272**	**$ 2,573,933**
Total Cash & Investments					**$ 11,120,077**	**$ 11,300,312**

5d. Liens Release

Lien List Recap for: **MARCH** **2024**

Total Amount of Liens Released	$199,600.88
Road Assessments Paid	$81,661.18
Standby Assessments Paid	$810.00
Attorney Fees	$7,414.88
Total actually collected	$89,886.06
Total Write-Offs	$365.44

Note: The reason the amount collected **could** be lower then the amount released is because the report must show a release amount for each lien filed. The accounts were all paid in full.

Agenda Item #6

General Manager's Report

BASTROP COUNTY WCID NO. 2
General Manager's Update

April 18, 2024

6a. Update on District water plants and lift stations:

No updates at this time.

6b. W/WW Maintenance & Capital Improvements update:

The Wainee\Mahalua project is on the docket for approval tonight. This is the current & only W/WW project with Befco. Everything else moving forward will be with Schaumburg & Polk. We had a kick-off meeting with them this week and it went well. Staff toured the facilities & area with them as well. They have all of the current documents and are reviewing them for our upcoming projects. We will have a projects meeting next month after they review everything.

6c. Roads maintenance & improvement projects update:

Road crews are on task for the year. Most of the prep and ditch work has been completed and crews are working to finish the prepping. County has started the Lovers Lane construction and plan on moving into Tahitian after this.

6d. Employee & Administrative update:

No updates at this time.

Agenda

Item #8

Discussion and possible action related to approval of Maintenance Water Line Improvements - Wainee\Mahalua Recommendation Letter

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

April 5, 2024

Mr. Paul Hightower
General Manager
Bastrop County WCID No. 2
112 Corporate Drive
Bastrop, Texas 78602

RE: Bid Award Recommendation
Maintenance Water Line Improvements – Wainee & Mahalua
BEFCO Job No. 21-8163

Dear Mr. Hightower:

The bid opening for the Bastrop County WCID No. 2 Maintenance Water Line Improvements – Wainee & Mahalua project was held on Friday, April 5, 2024. The bid advertisement was provided to numerous contractors as well as sixteen plan rooms. The project was also advertised to bid in the Austin American Statesman\Bastrop Advertiser newspaper from March 11, 2024 to April 1, 2024. The District received three (3) bids for the project ranging from $238,701.00 to $321,455.00 for the total base bid (Items 1-34).

Please see attached Bid Tab Summary for the base bid from the various bidders. After reviewing the pricing and past work experience, the most advantageous base bid was submitted by M&C Fonseca Construction Company, Inc. in the amount of $238,701.00. BEFCO has past work experience with M&C Fonseca Construction and they have successfully completed those projects. They also have significant water line construction experience. BEFCO recommends that Bastrop County WCID No. 2 award the contract, in the amount of **$238,701.00 Base Bid Items No. 1-34**, to **M&C Fonseca Construction Company, Inc.**. If you have any questions or require more information, please advise. Thank you for the opportunity to provide engineering services for this project.

Sincerely,

BEFCO Engineering, Inc.

Joseph G. Willrich, P.E.

STATE OF TEXAS
JOSEPH G. WILLRICH
98415
LICENSED
PROFESSIONAL ENGINEER
4-5-2024

Attachments: Bid Tab Summary

JGW:bms

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

BASTROP COUNTY WCID #2
MAINTENANCE WATER LINE IMPROVEMENTS - WAINEE & MAHALUA
BEFCO JOB NO. 21-8163
APRIL 5, 2024

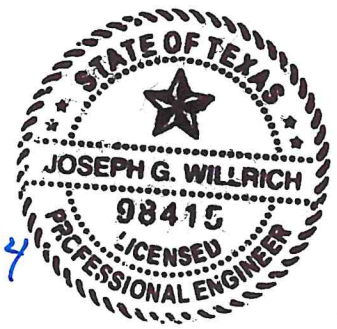
Item No.	Est. Qty.	Units	Description in Words	M & C Fonseca Const. Co. Inc. 1901 Prairie Creek Rd. Granite Shoals, TX 78654 Unit Price	M & C Fonseca Const. Co. Inc. Total Price	WJC Constructors, LLC PO Box 104 Smithville, TX 78957 Unit Price	WJC Constructors, LLC Total Price	Nelson Lewis Inc. 450 FM 1431 East Marble Falls, TX 78654 Unit Price	Nelson Lewis Inc. Total Price
MAHALUA WATER LINE									
1	736	LF	6" C900 DR-18 PVC WATER LINE	$ 67.00	$ 49,312.00	$ 59.96	$ 44,130.56	$ 90.00	$ 66,240.00
2	102	LF	10" C900 DR-18 PVC WATER LINE	$ 105.00	$ 10,710.00	$ 121.06	$ 12,348.12	$ 250.00	$ 25,500.00
3	45	LF	6" PVC CERTA-LOK RJIB C900 DR-18 WITH 10" PVC C900 DR 18 CASING BY BORE	$ 425.00	$ 19,125.00	$ 274.56	$ 12,355.20	$ 380.00	$ 17,100.00
4	55	LF	6" PVC CERTA-LOK RJIB C900 DR-18 BY UNCASED BORE METHOD	$ 225.00	$ 12,375.00	$ 184.90	$ 10,169.50	$ 215.00	$ 11,825.00
5	54	LF	10" C900 DR-18 PVC CASING AT EX. SANITARY SEWER CROSSINGS	$ 135.00	$ 7,290.00	$ 225.43	$ 12,173.22	$ 150.00	$ 8,100.00
6	4	EA	6" GATE VALVES	$ 2,700.00	$ 10,800.00	$ 2,043.80	$ 8,175.20	$ 3,500.00	$ 14,000.00
7	2	EA	10" GATE VALVES	$ 3,400.00	$ 6,800.00	$ 4,090.35	$ 8,180.70	$ 6,500.00	$ 13,000.00
8	2	EA	FIRE HYDRANT ASSEMBLY	$ 9,000.00	$ 18,000.00	$ 7,910.65	$ 15,821.30	$ 10,000.00	$ 20,000.00
9	2	EA	TRACER WIRE RISERS	$ 400.00	$ 800.00	$ 852.50	$ 1,705.00	$ 400.00	$ 800.00
10	1	EA	TIE-IN TO EX. 4" WATER LINE	$ 3,000.00	$ 3,000.00	$ 3,315.40	$ 3,315.40	$ 3,000.00	$ 3,000.00
11	1	EA	TIE-IN TO EX. 6" WATER LINE	$ 4,000.00	$ 4,000.00	$ 3,637.70	$ 3,637.70	$ 3,500.00	$ 3,500.00
12	2	EA	TIE-IN TO EX. 10" WATER LINE	$ 5,000.00	$ 10,000.00	$ 4,165.15	$ 8,330.30	$ 4,200.00	$ 8,400.00
13	2	EA	TIE-IN EXISTING 3/4" METERS TO NEW MAIN LINE (SHORT SERVICES)	$ 1,250.00	$ 2,500.00	$ 1,563.10	$ 3,126.20	$ 1,800.00	$ 3,600.00
14	1	LS	SPECIAL SHORT SERVICE #1 (STA. 7+48)		$ 1,350.00		$ 1,838.10		$ 2,000.00
15	1	LS	WATER LINE SERVICE BORE #1 (STA: 4+41)		$ 3,850.00		$ 8,492.00		$ 15,000.00
16	838	LF	WATER LINE TRENCH PROTECTION	$ 1.00	$ 838.00	$ 4.40	$ 3,687.20	$ 1.00	$ 838.00
17	15	LF	ASPHALT PAVEMENT REPAIR (FOR WATER LINE IMPROVEMENTS)	$ 48.00	$ 720.00	$ 137.38	$ 2,060.70	$ 425.00	$ 6,375.00
18	15	LF	GRAVEL PAVEMENT REPAIR (FOR WATER LINE IMPROVEMENTS)	$ 20.00	$ 300.00	$ 93.38	$ 1,400.70	$ 140.00	$ 2,100.00
19	1	EA	FIRE HYDRANT DEMO	$ 750.00	$ 750.00	$ 1,217.70	$ 1,217.70	$ 750.00	$ 750.00
20	1	EA	VALVE STACK DEMO	$ 250.00	$ 250.00	$ 660.00	$ 660.00	$ 500.00	$ 500.00
21	1	LS	HYDRAULIC SEEDING		$ 1,000.00		$ 3,850.00		$ 2,000.00
			MAHALUA WATER LINE BASE BID (Items Nos. 1-21)		**$ 163,770.00**		**$ 166,674.80**		**$ 224,628.00**

Item No.	Est. Qty.	Units	Description in Words	M & C Fonseca Const. Co. Inc. 1901 Prairie Creek Rd. Granite Shoals, TX 78654 Unit Price	M & C Fonseca Const. Co. Inc. Total Price	WJC Constructors, LLC PO Box 104 Smithville, TX 78957 Unit Price	WJC Constructors, LLC Total Price	Nelson Lewis Inc. 450 FM 1431 East Marble Falls, TX 78654 Unit Price	Nelson Lewis Inc. Total Price
WAINEE WATER LINE									
22	617	LF	**6" C900 DR-18 PVC WATER LINE**	$ 67.00	$ 41,339.00	$ 58.36	$ 36,008.12	$ 80.00	$ 49,360.00
23	25	LF	**6" PVC CERTA-LOK RJIB C900 DR-18 BY UNCASED BORE METHOD**	$ 225.00	$ 5,625.00	$ 230.34	$ 5,758.50	$ 215.00	$ 5,375.00
24	2	EA	**6" GATE VALVES**	$ 2,700.00	$ 5,400.00	$ 2,043.80	$ 4,087.60	$ 3,500.00	$ 7,000.00
25	1	EA	**FIRE HYDRANT ASSEMBLY**	$ 9,000.00	$ 9,000.00	$ 7,535.00	$ 7,535.00	$ 10,000.00	$ 10,000.00
26	2	EA	**TRACER WIRE RISERS**	$ 400.00	$ 800.00	$ 856.90	$ 1,713.80	$ 400.00	$ 800.00
27	2	EA	**TIE-IN TO EX. 4" WATER LINE**	$ 3,000.00	$ 6,000.00	$ 3,315.40	$ 6,630.80	$ 3,000.00	$ 6,000.00
28	1	EA	**TIE-IN EXISTING 3/4" METERS TO NEW MAIN LINE (SHORT SERVICES)**	$ 1,250.00	$ 1,250.00	$ 1,618.10	$ 1,618.10	$ 1,800.00	$ 1,800.00
29	1	LS	**LONG WATER SERVICE #1 (STA: 6+98)**	$ 1,700.00	$ 1,700.00	$ 5,014.41	$ 5,014.41	$ 2,500.00	$ 2,500.00
30	617	LF	**WATER LINE TRENCH PROTECTION**	$ 1.00	$ 617.00	$ 4.40	$ 2,714.80	$ 1.00	$ 617.00
31	25	LF	**ASPHALT PAVEMENT REPAIR (FOR WATER LINE IMPROVEMENTS)**	$ 48.00	$ 1,200.00	$ 137.38	$ 3,434.50	$ 425.00	$ 10,625.00
32	1	EA	**FIRE HYDRANT DEMO**	$ 750.00	$ 750.00	$ 1,217.70	$ 1,217.70	$ 750.00	$ 750.00
33	1	EA	**VALVE STACK DEMO**	$ 250.00	$ 250.00	$ 660.00	$ 660.00	$ 500.00	$ 500.00
34	1	LS	**HYDRAULIC SEEDING**		$ 1,000.00		$ 3,850.00		$ 1,500.00
			WAINEE WATER LINE BASE BID (Items Nos. 22-34)		**$ 74,931.00**		**$ 80,243.33**		**$ 96,827.00**
			MAHALUA WATER LINE BASE BID (Items Nos. 1-21)		**$ 163,770.00**		**$ 166,674.80**		**$ 224,628.00**
			WAINEE WATER LINE BASE BID (Items Nos. 22-34)		**$ 74,931.00**		**$ 80,243.33**		**$ 96,827.00**
			TOTAL BASE BID (Items Nos. 1-34)		**$ 238,701.00**		**$ 246,918.13**		**$ 321,455.00**

I certify that this is correct and true to the best of my knowledge and belief

BEFCO Engineering, Inc. (F-2011)

Joseph Willrich, P.E.
Registration No. 98415
April 5, 2024



4-5-24

Agenda

Item #9

Discussion and possible action related to approval of October 2024-September 2025 Road Engineering Proposal from Befco

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

March 28, 2024

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

RE: Oct. 2024 - Sept. 2025 Road Project
Surveying and Civil Engineering Services
BEFCO Job #24-9001

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 road improvements for the October 2024 – September 2025 Road Project. The roads for this project are approximately 3.39 miles in total length and are depicted on the 2024 Annual Road Meeting Map and listed below:

- Heleakala Dr
- Keneka
- Aiea Ct
- Kaiwi Ct
- Hanauma Dr
- Helemano Dr
- Iva Lane

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 road surveys and design will be consistent with the October 2019 – September 2020 Road Project and in accordance with meeting on February 13, 2019 with Paul Hightower (BCWCID #2), Scott Ferguson (BCWCID #2), Joseph Willrich (BEFCO), Tim Sanders (BEFCO) and County Commissioner Mel Hamner (Bastrop County) which discussed the road requirements. Per the February 13, 2019 meeting, following is BEFCO's understanding of the various design and construction aspects of the project and is the basis for the proposal provided herein. It is recommended that BCWCID #2 memorialize these items, as appropriate, with Bastrop County in an Interlocal Agreement. ***{Please note that BEFCO has bracketed, italicized, and bolded clarifications as it relates to the October 2024 – September 2025 Roads.}***

1. Per the Road District Statute 11001, in reviewing plans and specifications for construction in a subdivision, Bastrop County shall generally apply, as a minimum standard, the standard the County applied to review similar plans or specifications at the time the subdivision was created. If plans exceed this minimum standard, standard of approval shall be based on good engineering practices related to vehicle and pedestrian safety, soil and terrain, watershed impacts, projected traffic and future maintenance. Per the 1992 Roadway Master Plan, the subdivision was created in 1972; therefore, County design standards in effect as of 1972 shall apply. BEFCO understands that Bastrop County had no standards in 1972. Roads will need to meet County Commissioner requirements for acceptance. County Commissioner is requesting that roads generally follow existing road grades, compacted subgrade, 24-foot wide roads from edge of shoulder to edge of shoulder with 8 inches of compacted crushed limestone base, 2 course chip seal (by County forces for 20 feet of the 24-foot road), and bar ditches and culverts sized for the 25-year event with preferred bar ditch side slopes of 4:1.

2. BEFCO understands that a geotechnical report will not be prepared for each roadway and that the pavement section will be as directed by Bastrop County Commissioner Mel Hamner. BEFCO understands this typical pavement section to be compacted subgrade to 95% density (no lime or cement stabilization), 8 inches of crushed limestone base per TXDOT Item 247 compacted to 95% density with a 2-course chip seal surface treatment. During construction, the County will only require the base material to be density tested (subgrade density testing not required) and will dictate any modifications to this typical section.

BCWCID #2 should memorialize this pavement section and testing requirements in the Interlocal Agreement with the County.

3. BEFCO understands all the roads are classified as residential roads except Pahalawe which is classified as a collector. Per BCWCID #2's 1992 Road Master Plan, residential streets are to be 20 feet of chip seal with two-foot shoulders for a total width of 24 feet. Collector streets are to be 24 feet of chip seal with two-foot shoulders for a total width of 28 feet. ***{The 1992 Master Plan indicates all October 2024 – September 2025 roads are classified as residential except Keneka (Formerly Wahane) and Iva (Formerly Kawaa) listed as a collector. Keneka and Iva road segments are west of washout areas of Kaawa and Wahane and are assumed to be classified as residential due to lack of connectivity.}***

4. Design plans will include a plan view ONLY of the proposed road improvements including limits of paving, driveway reconstruction, and proposed culverts. Road profiles, proposed road grading, proposed ditch grading, proposed driveway grading and proposed culvert flowline elevations are not included in the design plans. This is a deviation from standard design practice; however, BCWCID #2 and County Commissioner indicated the roads will be constructed at a similar grade to that of existing and have requested that road profiles, proposed road grading, proposed ditch grading, proposed driveway grading and proposed culvert flowline elevations not be included in the design plans. Finished grading described above will rely on the capabilities of the construction contractor with oversight by BCWCID #2 and the County.

5. Based on the design plan content described above, design depth of bar ditch and culvert sizes will be based on existing grades (not finished roadway grading). Culvert sizing will be based on the estimated required bar ditch depth and an assumed headwater depth at the upstream end of the culvert. The headwater depth will be noted on the plans and the contractor will have to achieve this condition during construction. Culvert size and ditch depth will be noted (not graded) on the plans. The design storm shall be the 25-year event with consideration of the 100-year event not exceeding 1-foot above roadway elevation. Drainage calculations will be based on the Rational Method, Manning's equation for normal depth flow and nomographs for culvert sizing. BEFCO will assume a fully developed watershed and utilize the Rational Method for developing a storm water flow for each drainage area. TxDOT rainfall intensities will be utilized for the Rational Method. It is specifically noted that sizing of the bar ditch and culverts is approximate since finished roadway and bar ditch grading is not being provided in the design plans. ***{TXDOT recently adopted Atlas 14 rainfall intensities; therefore, BEFCO intends to utilize these rainfall intensities for the drainage design.}***

6. Other design elements and construction requirements include pipe culvert material, headwalls at culverts, topsoil and revegetation, ribbon curb at intersection radii, flumes, rock rip-rap, guardrail, signage and erosion controls. These elements will be incorporated into the design as required through collaboration with BCWCID #2, County Commissioner and BEFCO.

7. After topographic surveys are completed, existing roadway conditions will be reviewed with BCWCID #2 and Commissioner Hamner to discuss any potential issues or unique design considerations that may deviate to the standards described above. Plan and specifications approval for Bastrop County will be by County Commissioner Hamner and his road foreman. Once design plans are at a 95% completion, BEFCO will meet with BCWCID #2, County Commissioner and road foreman to review the plans and obtain final comments. The final comments will be incorporated into the final signed and sealed plans. ***{Thorough road reviews are completed at the time of field survey reviews; therefore, final signed and sealed plans are provided at the completion of final design and assumed to be approved unless the Commissioner provides comments.}***

8. BEFCO understands the 2.3 mile project will be bid as one project. BEFCO will provide signed and sealed design plans, specifications, quantity take-off and quantity bid schedule. A majority of the specifications will be provided in the plans with supplemental specifications provided in 8.5"x11" format. These documents will be provided to Bastrop County for incorporation into a Contract Book Bastrop County will be preparing.

BEFCO understands that Bastrop County, through an Interlocal Agreement with BCWCID #2, will prepare the bid documents\contract book, conduct the bidding process including but not limited to advertisement, issuance of bid documents, bid opening, award recommendation and issuance of Notice to Proceed. BCWCID #2 will manage the construction contract and provide construction observation in conjunction with Bastrop County. BEFCO will have limited construction phase services and will provide consultation as requested by BCWCID #2. ***{BCWCID #2 will likely construct the roads; therefore, BEFCO is not anticipating preparing the contract book and conduct the bid process for the 3.39 mile October 2024 – September 2025 roads. A task for these services is provided should BCWCID #2 decide to have BEFCO publicly bid the project to an outside contractor.}***

9. It is specifically noted that this proposal does not include BEFCO's time to address protracted disputes with homeowners, right-of-way encroachments\right-of-way issues, utility relocations, and easements on private property.

10. Per County Commissioner, road construction will not be impacted by Houston Toad season. All construction will be contained in existing road corridors and as long as there is no standing water during toad season, road construction work can occur. ***{All of the October 2024 – September 2025 roads are within the Toad Habitat.}***

Task #1: Topographic Survey **$117,000 Lump Sum**

BEFCO will provide a current, detailed topographic survey for the 3.39 miles of road and the limits of survey will be contained to the existing roadway right-of-way. The topographic survey would show existing improvements, visible existing utilities, accessible invert elevations, and one-foot contour elevations. Individual trees will not be located. BEFCO will contact "Texas 811" and BCWCID #2 to help establish location of underground public utilities. Existing road right-of-way will be delineated on the survey and the right-of-way will be staked at time of topographic survey. Re-staking the right-of-way is not included in this task.

Task #2 Civil Engineering Construction Documents (Design Plans\Specifications) $92,500 Lump Sum

BEFCO will provide civil engineering construction documents as described above for the design of 3.39 miles of roadway and associated bar ditch, culvert and driveway improvements. Major drainage crossings\bridge structures and FEMA floodplain issues are not anticipated for this project and therefore are excluded from the scope of this task. Water and wastewater design are not included in this task as it will be evaluated on a case-by-case basis by BCWCID #2 if design is desired for the respective roads. Deliverables for this task will include approximately 35 to 40 plan sheets consisting of:

1. Civil Engineering Construction Drawings
   - Cover Sheet, General Notes, Vicinity Map
   - Roadway Plan Sheets (No Profiles, No Proposed Grading)
   - Drainage Area Maps and Calculations
   - Construction Details

Erosion controls are anticipated to be limited to silt fence and will be shown on the roadway plan sheets. Road profiles, proposed road grading, proposed ditch grading, proposed driveway grading and proposed culvert flowline elevations are not included in the design plans. Design depth of bar ditch and culvert sizes will be based on existing grades (not finished roadway grading). Culvert sizing will be based on the estimated required bar ditch depth and an assumed headwater depth at the upstream end of the culvert. PLEASE REFERENCE ALL DESIGN AND CONSTRUCTION ASSUMPTIONS IDENTIFIED AT THE BEGINNING OF THE PROPOSAL (Items 1-10). BEFCO understands that the roadway design plans will be reviewed and approved by County Commissioner Hamner. This task includes addressing one round of ordinary and reasonable comments from Commissioner Hamner.

Task #3 Contract Book and Bid Process (If Requested) **$15,000 Lump Sum**

BEFCO will prepare the contract book, administer the bidding process and coordinate execution of the construction contract. BEFCO assumes this project will be bid as one project and not require multiple bidding processes or multiple contract books. The contract book 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

Task #4 Water and Wastewater Construction Documents (If Requested) **$Hourly As Requested**

BEFCO will provide civil engineering construction documents for water and wastewater improvements as requested by BCWCID #2. Documents will include plan sheets (no profiles) and construction details. These plans will be included into the overall plan set prepared in Task #2. If requested, these services will be provided on an hourly basis per the attached rate schedule.

Task #5 Project Meetings **$Hourly As Requested**

BEFCO will coordinate and attend meetings with the Client and Bastrop County for the duration of the design phase of the project. This task will also be used to perform roadway site visits after completion of surveys with BCWCID #2 and Bastrop County Commissioner Hamner to discuss any additional roadway design objectives. These services will be provided on an hourly basis per the attached rate schedule.

Task #6 Construction Phase Services **$Hourly As Requested**

After execution of construction contract and issuance of Notice to Proceed, BEFCO will provide limited construction phase services as requested by the Client for preconstruction meeting, public meeting with Homeowners adjacent to the road project, on-going construction meetings, shop drawing review, periodic site visits, processing pay applications, record drawing preparation and completion of project closeout. These services will be provided on an hourly basis per the attached rate schedule as requested by BCWCID #2.

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 and surveying services outside of the 3.39 mile roadway right-of-ways;
- Franchise utility relocation coordination (electric, cable, telephone and gas);
- Major drainage structure\bridge design;
- Formal drainage studies, FEMA permitting, HEC-RAS modeling;
- Hydraulic Modeling of existing upstream or downstream storm sewer and/or drainage ditches;
- Excavation or 3rd party utility locators to locate utilities underground.
- Geotech Report Including Pavement Recommendations (Pavement section for project to be as provided by Bastrop County Commissioner);
- 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;
- Structural design of retaining walls;
- Environmental permitting and evaluation such as the Houston Toad;
- Preparation of SWPPP;
- Construction materials testing (subgrade and base density testing, concrete strength, etc.)

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.

Bastrop County WCID #2

Paul Hightower

Attachments: BEFCO Rate Schedule
2024 Annual Road Meeting Map

RATE SCHEDULE

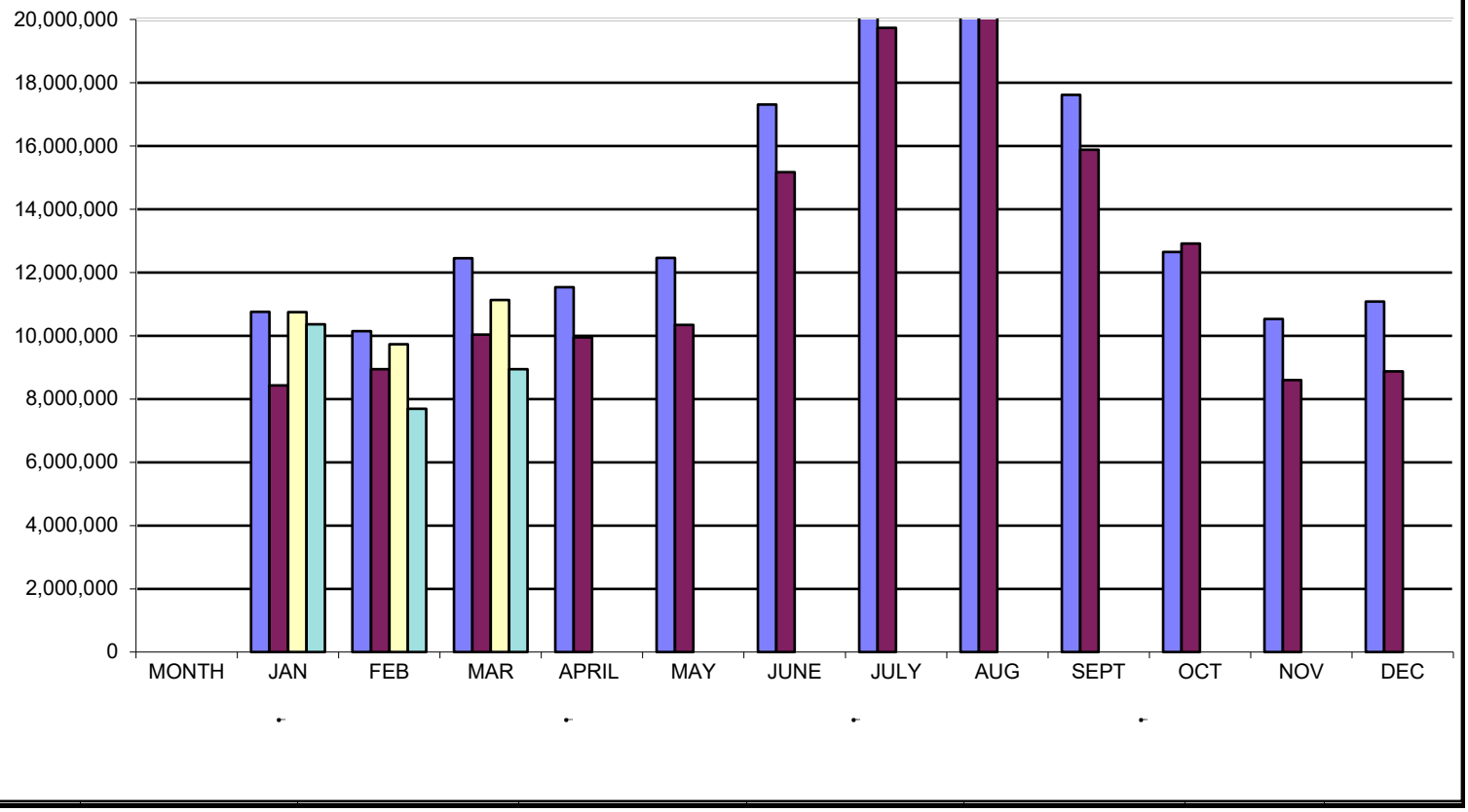
PRINCIPAL	$200.00/HR.
DESIGN OR FIELD ENGINEER	$160.00/HR.
REGISTERED PROFESSIONAL LAND SURVEYOR	$160.00/HR.
DESIGNER/TECHNICIAN	$120.00/HR.
CLERICAL	$70.00/HR.
SURVEY CREW	$180.00/HR.
PER DIEM (MEAL & ROOM)	$200/DAY/Per Man
SPECIAL SERVICES OR EXPENSES (Safety equipment, drug testing, soil testing, etc.)	COST PLUS 15%

- ABOVE RATES INCLUDE ALL MILEAGE CHARGES
- ONE (1) GPS/ROBOTIC EQUIPMENT CHARGE IS INCLUDED IN CREW RATES
- CHARGES ARE BASED ON PORTAL TO PORTAL

03/05/2024

Misc Reports

	2023	2023	2024	2024	2024		
	PUMPED	USAGE	PUMPED	USAGE	PUMPED	ACTIVE	
MONTH	WATER	OF WATER	WATER	OF WATER	UNBILLED	METERS	%
JAN	10760239	8426807	10742789	10367301	309,996	2,271	1%
FEB	10147969	8939642	9733921	7695855	953,700	2,268	11%
MAR	12454621	10041789	11134303	8939458	800,927	2,280	13%
APRIL	11537934	9950485					#DIV/0!
MAY	12462381	10344180					#DIV/0!
JUNE	17314556	15172654					#DIV/0!
JULY	23565506	19738094					#DIV/0!
AUG	24789200	23637321					#DIV/0!
SEPT	17613065	15879891					#DIV/0!
OCT	12646027	12919807					#DIV/0!
NOV	10525332	8598438					#DIV/0!
DEC	11076969	8875527					#DIV/0!
TOTALS	174,893,799	152,524,635	31,611,013	27,002,614	2,064,623		8%



JOB CODE		ISSUED THIS PERIOD ISSUED	ISSUED THIS PERIOD COMPLETED	ISSUED THIS PERIOD VOIDED	ISSUED THIS PERIOD OUTSTANDING	PRIOR ORDERS COMPLETED	PRIOR ORDERS VOIDED	PRIOR ORDERS OUTSTANDING	TOTAL COMPLETED	TOTAL OUTSTANDING
ALARM	SEWER ALARM	19	13	0	1	2,511	31	2	2,524	3
BROWN	BROWN WATER	0	0	0	0	398	3	0	398	0
CHANG	CHANGE SIGN	0	0	0	0	37	0	0	37	0
CULVE	CULVERT PERMIT	0	0	0	0	523	11	0	523	0
FLUSH	FLUSH WATER LINE	0	0	0	0	911	1	0	911	0
HSWAP	METER HEAD SWAP	0	0	0	0	152	15	0	152	0
IRRIG	IRRIGATION PERMIT	0	0	0	0	61	2	1	61	1
LEAK	CHECK FOR LEAK	9	7	0	1	1,987	26	2	1,994	3
LKMTR	LOCK MTR	1	1	0	0	237	64	0	238	0
LNLOC	LINE LOCATE	0	0	0	0	266	5	0	266	0
METER	MOVE METER CHARGE	0	0	0	0	6	8	1	6	1
MI	METER INFORMATION	2	1	0	1	183	12	1	184	2
MISCE	MISCELLANEOUS	3	3	0	0	3,503	188	16	3,506	16
MOW	MOWING GRASS	0	0	0	0	262	1	2	262	2
OCC	OCCUPANT CHANGE	23	21	2	0	4,469	70	0	4,490	0
ODOR	SMELLY WATER	0	0	0	0	40	0	0	40	0
OFF	TURN OFF SERVICE	13	13	0	0	3,045	298	0	3,058	0
OFFEE	TRIP CHARGE TURN OFF	0	0	0	0	22	0	0	22	0
ON	TURN ON SERVICE	20	18	2	0	4,096	88	0	4,114	0
ONFEE	TRIP CHARGE TURN ON	0	0	0	0	23	2	0	23	0
POOLS	POOL/SPA PERMIT	0	0	0	0	57	1	0	57	0
RADIO	RADIO READ REPORT	0	0	0	0	154	5	0	154	0
RC	READ CHECK	0	0	0	0	448	111	0	448	0
ROAD	ROAD REPAIR	7	0	0	0	3,962	26	10	3,962	10
RRMON	RADIO READ MONITOR (RENT)	0	0	0	0	0	1	0	0	0
SEWER	WASTEWATER MISC SERVICE	1	1	0	0	1,485	32	2	1,486	2
SIGN	STREET SIGN	0	0	0	0	77	4	1	77	1
SWAP	METER SWAP-OUT	0	0	0	0	1,832	114	0	1,832	0
SWTAP	W/W TAP	3	1	0	2	526	26	2	527	4
TMPWT	TMP WTR	0	0	0	0	9	5	0	9	0
W/W	W/W ESTIMATE	6	6	0	0	1,280	46	1	1,286	1
WMEAS	MEASURE FOR WATER TAP	8	8	0	0	1,983	53	1	1,991	1
WPRES	LOW WATER PRESSURE	1	1	0	0	432	18	0	433	0
WTRTP	WATER TAP	8	2	0	6	395	794	0	397	6
WWMOV	W/W ESTIMATE FOR RELOCATE	0	0	0	0	11	6	0	11	0
**	GRAND TOTALS **	124	96	4	11	35,383	2,067	42	35,479	53

MARCH 2024
BCWCID#2

Re-Cap of Water Tap Applications
WATER TAPS:

2024 Pending	8	
2024 Complete……..…….....	14	
2023 Complete……	78	
2022 Complete……	117	
2021 Complete……	112	
2020 Complete…….……..	119	
2019 Complete…….…….....	96	
2018 Complete……...	96	
2017 Complete……	78	
2016 Complete ……..	88	
2015 Complete ……..	60	
2014 Complete …….	39	
2013 Complete……	35	
2012 Complete…….....	37	
2011 Complete……	42	
2010 Complete……	49	
2009 Complete……	43	
2008 Complete……	35	
2007 Complete……	47	
2006 Pending……..	1	(Sac-N-Pac)
2006 Complete…….	25	
2005 Complete…….	26	
2004 Complete……..	39	
2003 Complete……..	72	
2002 Complete..……	113	

Prepared by: Patricia Lujan 4/15/2024

MARCH 2024
BCWCID#2

Re-Cap of Wastewater Tap Applications

WASTEWATER TAPS:

2024 Pending ……...	8
2024 Complete…….	9
2023 Complete…….	32
2022 Complete…….	35
2021 Pending ……...	1
2021 Complete…….	33
2020 Compete……..	43
2019 Complete…….	34
2018 Complete……..….	52
2017 Complete …….……	35
2016 Complete ……..……	40
2015 Complete …….	32
2014 Complete ..……	26

Active Wastewater Customers: 894

Prepared by: Patricia Lujan 4/15/2024