

San Jacinto River Authority

Board of Directors Meeting
March 26, 2020





**SAN JACINTO RIVER AUTHORITY BOARD OF DIRECTORS
NOTICE OF PUBLIC MEETING
THURSDAY, MARCH 26, 2020 – 8:00 AM
TELEPHONE CONFERENCE CALL / WEBINAR
GENERAL AND ADMINISTRATION BUILDING - BOARD ROOM
1577 DAM SITE ROAD, CONROE, TEXAS**

Notice is hereby given to all interested members of the public that the Board of Directors of the San Jacinto River Authority will hold a regular public meeting **via webinar / telephone conference call** pursuant to Texas Government Code, Section 551.125, as amended, and as modified by the temporary suspension of various provisions thereof effective March 16, 2020, by the Governor of Texas in accordance with the Texas Disaster Act of 1975, all as related to the Governor's proclamation on March 13, 2020, certifying that the COVID-19 pandemic poses an imminent threat of disaster and declaring a state of disaster for all counties in Texas.

Webinar Link: <https://attendee.gotowebinar.com/register/1559421254666319629>.

Telephone conference call phone number: (914) 614-3221 and the audio access code is 537-418-277.

All members of the public may participate in the meeting in person, via webinar, or telephone conference call.

AGENDA

- 1. CALL TO ORDER**
- 2. PUBLIC COMMENTS** (3 minutes per speaker)
- 3. DIVISION UPDATES** - Receive updates from General & Administration Division related to ongoing projects, staff reports, or items on the consent agenda.

G & A: Jace Houston, General Manager

- 4. CONSENT AGENDA** - This agenda consists of ministerial or "housekeeping" items required by law, such as routine bids, contracts, purchases, resolutions, and orders; items previously approved by Board action, such as adoption of items that are part of an approved budget or capital improvement projects, interlocal agreements, or action which is required by law or delegated to the General Manager; and items of a non-controversial nature. These items will be considered by a single motion unless removed and placed on the Regular Agenda for individual consideration at the request of any Director.

G&A

a. Unaudited Financials for the Months of January and February, 2020

Consider approval of the unaudited financials for the months of January and February, 2020.

b. Quarterly Investment Report for the Quarter Ended February 29, 2020

Consider approval of the Quarterly Investment Report for the Quarter Ended February 29, 2020.

c. Resolution Adopting 2020 Prevailing Wage Rate Scales for Construction Projects

Consider review of annual survey of wage rate scales and adopt a resolution of the San Jacinto River Authority Board of Directors adopting the 2020 prevailing wage rate scales for construction projects.

WOODLANDS

d. Amendment No. 1 to Work Order No. 1 for Wastewater Treatment Facility No. 1 Aeration Basin Nos. 1 and 2 Replacement

Consider authorizing the General Manager to execute Amendment No. 1 to Work Order No. 1 for final design services for Wastewater Treatment Facility No. 1 Aeration Basin Nos. 1 and 2 Replacement in The Woodlands.

e. Work Order No. 2 for Wastewater Treatment Facility No. 2 Odor Study

Consider authorizing the General Manager to execute Work Order No. 2 for professional engineering services for Wastewater Treatment Facility No. 2 Odor Study in The Woodlands.

RAW WATER ENTERPRISE

f. Professional Services Agreement and Work Order No. 1 for Westside Diversion Channel Improvements

Consider authorizing the General Manager to execute a professional services agreement and Work Order No. 1 for final design services for Westside Diversion Channel Improvements for Lake Conroe.

5. REGULAR AGENDA - This agenda consists of items requiring individual consideration by the Board of Directors.

a. FLOOD MANAGEMENT

1. Interlocal Agreement with Harris County Flood Control District for Conceptual Design of the San Jacinto River and Tributaries Sediment Removal and Sand Trap Development Project

Consider authorizing the General Manager to negotiate and execute an Interlocal Agreement with the Harris County Flood Control District for the Conceptual Design of the San Jacinto River and Tributaries Sediment Removal and Sand Trap Development Project for Flood Management.

2. Professional Services Agreement and Work Order No. 1 for Conceptual Design of the San Jacinto River and Tributaries Sediment Removal and Sand Trap Development Project

Consider authorizing the General Manager to negotiate and execute a professional services agreement and Work Order No. 1 for the Conceptual Design of the San Jacinto River and Tributaries Sediment Removal and Sand Trap Development Project for Flood Management.

6. BRIEFINGS AND PRESENTATIONS

- a. Presentation of Annual Energy Report for period September 1, 2018, through August 31, 2019.

7. ANNOUNCEMENTS / FUTURE AGENDA

Next San Jacinto River Authority Board Meeting - April 23, 2020

8. ADJOURN

Persons with disabilities who plan to attend this meeting and would like to request auxiliary aids or services are requested to contact Cynthia Bowman at (936) 588-3111 at least three business days prior to the meeting so that appropriate arrangements can be made.



Item No.	Agenda Item	Date
4a	Consider approval of the unaudited financials for the months of January and February, 2020.	03/26/2020

BACKGROUND INFORMATION

The monthly unaudited financial statements are intended to keep the Board of Directors apprised of the ongoing financial condition of the Authority.

The monthly statements include Financial Highlights, Schedules of Revenues and Expenses (Actual and Budget), Unaudited Balance Sheet, Unaudited Statement of Revenues and Expenses (Summary), and Schedule of Investments.

STRATEGIC GOAL: Goal 1: Engaged Board of Directors

FUNDING SOURCE: N/A

ATTACHMENTS: Unaudited Financials

RECOMMENDED ACTION

Approve the unaudited financial statements for the months of January and February, 2020.



San Jacinto River Authority

Board Communication

Item No.	Agenda Item	Date
4b	Consider approval of the Quarterly Investment Report for the Quarter Ended February 29, 2020.	03/26/2020

BACKGROUND INFORMATION

The Quarterly Investment Report presents the investment balances and activity for San Jacinto River Authority funds, including investment strategy for each fund, in compliance with the provisions of the San Jacinto River Authority Investment Policy and the Public Funds Investment Act (Chapter 2256, Government Code).

STRATEGIC GOAL: Goal 1: Engaged Board of Directors

FUNDING SOURCE: N/A

ATTACHMENTS: Quarterly Investment Report

RECOMMENDED ACTION

Approve the quarterly investment report for the quarter ended February 29, 2020.



Item No.	Agenda Item	Date
4c	Consider review of annual survey of wage rate scales and adopt a resolution of the San Jacinto River Authority Board of Directors adopting the 2020 prevailing wage rate scales for construction projects.	03/26/2020

BACKGROUND INFORMATION

Chapter 2258, Texas Government Code (“Chapter 2258”), requires the Authority to determine the general prevailing rate of per diem wages for each craft or type of worker in the locality in which a construction project for the Authority is to be performed and the general prevailing rate of per diem wages for legal holiday and overtime work. Chapter 2258 provides that a worker employed on a construction project by or on behalf of the Authority shall be paid not less than said general prevailing rates, as applicable.

The Authority last reviewed its resolution adopting prevailing wage rate scales for construction projects on February 28, 2019, and adopted the Department of Labor wage rate scales in accordance with Chapter 2258.

It is recommended that the Board adopt the Department of Labor wage rate scales for 2020 by and through adoption of the proposed resolution.

STRATEGIC GOAL: Goal 2: Operational Excellence

FUNDING SOURCE: N/A

ATTACHMENTS: Resolution and Exhibit “A” – Prevailing Wage Rate Scale

RECOMMENDED ACTION

Adopt a resolution of the Board of Directors of the San Jacinto River Authority adopting the 2020 prevailing wage rate scale for construction projects.



Item No.	Agenda Item	Date
4d	Consider authorizing the General Manager to execute Amendment No. 1 to Work Order No. 1 for final design services for Wastewater Treatment Facility No. 1 Aeration Basin Nos. 1 and 2 Replacement in The Woodlands.	03/26/2020

BACKGROUND INFORMATION

Firm Name: KIT Professionals, Inc.

Project: Wastewater Treatment Facility No. 1 Replacement of Aeration Basin Nos. 1 and 2

Type of Services: Professional Engineering Services

Type of Agreement: Professional Services Work Order Agreement (Contract No. 18-0004-A)

Project Description:

Final design is currently underway to replace Aeration Basin Nos. 1 and 2 at Wastewater Treatment Facility No. 1 (WWTF No. 1). During final design, the existing piping at the return activated sludge (RAS) pump station developed leaks at the threaded joints and is in need of replacement due to age (approximately 40 years old) and condition. This item was not originally included in the project based on a previously conducted exterior condition assessment which did not show the leaks. Because the RAS pump station and piping is integral to the operation of the aeration basins, modifications to the RAS pump station and replacement of RAS piping is required to ensure a successful project.

Amendment No. 1 to Work Order No. 1 provides for professional engineering services for final design related to modifications to the RAS pump station and replacement of RAS piping at WWTF No. 1. This amendment reduces the budget of Task 1105 (Topographic Survey) by \$40,896.00 due to unused funds in that task, and increases the budget of Task 1103 (Final Design) by \$40,896.00. The total fee for Work Order No. 1 remains unchanged at \$1,088,849.00.

Key Deliverable(s):	Due Date(s):
90% Design Submittal Package	April 17, 2020
Final Design Submittal Package	June 19, 2020
As-Built Drawings	February 11, 2023
Type of Comp. (WO No. 1, AM No. 1)/Amt.:	Cost Plus Multiplier with Not-to-Exceed /\$0.00
Original Fee for Work Order No. 1:	\$1,088,849.00 (Board Approved August 22, 2019)
Amendment No. 1 to Work Order No. 1:	\$ <u> 0.00</u> (Recommended Action)
Total Amount of Work Order No. 1:	\$1,088,849.00
Construction Cost:	\$12,308,300.00 (Est.)
Anticipated Completion Date:	February 11, 2023

STRATEGIC PLAN: Goal 2: Operational Excellence

FUNDING SOURCE: TWDB 2017 Special Project Revenue Bonds

ATTACHMENTS: Map, Exhibit 1, Amendment No. 1 to Work Order No. 1, Level of Effort, Schedule

RECOMMENDED ACTION

Authorize the General Manager to execute Amendment No. 1 to Work Order No. 1 with KIT Professionals, Inc., for final design services for Wastewater Treatment Facility No. 1 Replacement of Aeration Basin Nos. 1 and 2 in The Woodlands.



Item No.	Agenda Item	Date
4e	Consider authorizing the General Manager to execute Work Order No. 2 for professional engineering services for Wastewater Treatment Facility No. 2 Odor Study in The Woodlands.	03/26/2020

BACKGROUND INFORMATION

Firm Name: Perkins Engineering Consultants, Inc.

Project: Wastewater Treatment Facility No. 2 Odor Study

Type of Services: Professional Engineering Services

Type of Agreement: Professional Services Work Order Agreement (Contract No. 20-0043)

Project Description:

Residents surrounding Wastewater Treatment Facility No. 2 (WWTF No. 2) have experienced intermittent odors on Research Forest Drive and the surrounding neighborhoods for the past couple of years. During that time, SJRA Woodlands staff have conducted many activities at WWTF No. 2 and the surrounding collection system to identify and mitigate the odors. Although the odor complaints have reduced in frequency, complaints regarding odors still occur. This study will allow for instruments to be placed at WWTF No. 2 and the surrounding neighborhoods to assist in identifying the odor source, their constituents and concentrations based upon a monitoring plan developed by the consultant. The Consultant will analyze the potential odor sources and the wind dispersion of the odor throughout the surrounding area. This study will also determine potential mitigation strategies for WWTF No. 2 and the collection system with cost estimates for each option. A similar study is being conducted by the Consultant for SJRA at Wastewater Treatment Facility No. 1 under Work Order No. 1 of the PSA.

Work Order No. 2 provides for all labor and materials required to study the potential sources of odor at WWTF No. 2 and the surrounding area, provide potential mitigation strategies to address the odor. .

Key Deliverable(s):	Due Date(s):
Monitoring Plan	May 06, 2020
Summary Memorandum	June 05, 2020
Prioritization of Suggested Improvements	July 05, 2020
Type of Compensation/Amount.:	Cost Plus Multiplier with Not-to-Exceed /\$41,673.00
*Previously Authorized Work Order No. 1:	\$55,549.00
Work Order No. 2	<u>\$41,673.00</u>
Total Amount:	\$97,222.00

Anticipated Completion Date: July 05, 2020

* See attached Exhibit 1 for information on previously authorized work order for this project.

STRATEGIC PLAN: Goal 2: Operational Excellence

FUNDING SOURCE: Cash

ATTACHMENTS: Map, Exhibit 1, Work Order No. 2, Level of Effort, Schedule

RECOMMENDED ACTION

Authorize the General Manager to execute Work Order No. 2 in an amount not to exceed \$41,673.00 with Perkins Engineering Consultants, Inc. for professional engineering services for Wastewater Treatment Facility No. 2 Odor Study in The Woodlands.



Item No.	Agenda Item	Date
4f	Consider authorizing the General Manager to execute a professional services agreement and Work Order No. 1 for final design services for Westside Diversion Channel Improvements for Lake Conroe.	03/26/2020

BACKGROUND INFORMATION

Firm Name: Freese and Nichols, Inc.

Project: Final Design for Westside Diversion Channel Improvements

Type of Services: Professional Engineering Services

Type of Agreement: Professional Services Work Order Agreement (Contract No. 18-0059-15-1)

Project Description:

The Westside Diversion Channel is a critical component of the Lake Conroe Dam west side embankment underdrain and relief well system. Over recent years, localized slides have developed within portions of the channel, which have been exacerbated by erosion damages. SJRA’s easement over the existing drainage channel requires us to perform corrective maintenance on the east and west side of Dam Site Road. This project includes repairs of the noted slope damages, as well as improvements to alleviate future damages along the channel banks upstream and downstream of the Dam Site Road. Improvements to be considered will include slope regrading and stabilization, silt/material removal near culverts under Dam Site Road, and erosion protection in critically high-velocity-flow areas. The project limit will span approximately from 250-foot west of Dam Site Road to 400-foot east of Dam Site Road. Improvements will be configured towards reliable operation of the Westside Diversion Channel, and alleviate erosion damage extending beyond the SJRA easement and/or property boundaries. Work includes all labor, materials, and expenses required to perform final design and procurement phase services for Westside Diversion Channel Improvements

Key Deliverable(s): Due Date(s):

75% Design Submittal Within 63 Calendar Days of Notice-to-Proceed

100% Design Submittal Within 119 Calendar Days of Notice-to-Proceed

Type of Compensation/Amount: Lump sum/\$112,855.00
Cost Plus Multiplier with Not-to-Exceed/\$42,807.00

Total Amount: \$155,662.00

Construction Cost: \$1,293,000.00 (est.)

Anticipated Completion Date: October, 29, 2020

STRATEGIC PLAN: Goal 2: Operational Excellence

FUNDING SOURCE: R&R Fund

ATTACHMENTS: Map, Professional Services Agreement, Work Order No. 1, Scope, Level of Effort, Schedule

RECOMMENDED ACTION

Authorize the General Manager to execute a professional services agreement and Work Order No. 1 in an amount not to exceed \$155,662.00 with Freese and Nichols, Inc., for final design services for Westside Diversion Channel Improvements for Lake Conroe.



Item No.	Agenda Item	Date
5a1	Consider authorizing the General Manager to negotiate and execute an Interlocal Agreement with the Harris County Flood Control District for the Conceptual Design of the San Jacinto River and Tributaries Sediment Removal and Sand Trap Development Project for Flood Management.	03/26/2020

BACKGROUND INFORMATION

House Bill 1824, approved by the 86th Texas Legislature, allows SJRA and the Harris County Flood Control District (HCFCD) to remove material from the San Jacinto River and its tributaries to restore, maintain, or expand storm flow capacity without the need for state permitting or a royalty payment to the state. SJRA is leading efforts, with support from HCFCD, to perform a project to plan, design, and construct one or more “sand traps” along the West and/or East Forks of the San Jacinto River to reduce future sedimentation accumulation with the goal of reducing the risk of flooding. A major component of the project is coordinating with Aggregate Production Operations (APOs) along the West and East Forks of the San Jacinto River in an attempt to establish a public/private partnership which would provide for operation and maintenance of the proposed sand trap(s) by an APO or APOs in the vicinity of the sand trap(s). The project is anticipated to consist of a conceptual design effort to select the most feasible site(s) for installation of a sand trap, followed by preliminary and final design, and construction.

Work Order No. 1, also presented for consideration at the March 2020 SJRA Board of Directors Meeting, includes the labor and materials required to perform the conceptual design phase of the project. Conceptual design efforts include, but are not necessarily limited to, identifying and evaluating potential sediment trap locations and trapping efficacy, developing conceptual sand trap solutions, determining downstream benefits of potential sand trap solutions, and developing a conceptual design report which will include recommendations for which site(s) to carry forward into the preliminary engineering phase.

HCFCD, as a partner on the project, has agreed to fund 50% of the conceptual design cost, up to a maximum contribution of \$200,000. The cost of the conceptual design effort is \$257,640.30, bringing HCFCD’s anticipated share to \$128,820.15. Upon completion of the conceptual design effort, SJRA will provide HCFCD with an accounting of the costs of the effort, and HCFCD’s 50% contribution amount will be adjusted if necessary based on any changes in the final conceptual design cost.

STRATEGIC GOAL: Goal 3: Water Resource Leadership

FUNDING SOURCE: N/A

ATTACHMENTS: Draft Interlocal Agreement

RECOMMENDED ACTION

Authorize the General Manager to negotiate and execute an Interlocal Agreement with the Harris County Flood Control District for the Conceptual Design of the San Jacinto River and Tributaries Sediment Removal and Sand Trap Development Project for Flood Management.



Item No.	Agenda Item	Date
5a2	Consider authorizing the General Manager to negotiate and execute a professional services agreement and Work Order No. 1 for the Conceptual Design of the San Jacinto River and Tributaries Sediment Removal and Sand Trap Development Project for Flood Management.	03/26/2020

BACKGROUND INFORMATION

Firm Name:	Freese and Nichols, Inc.
Project:	San Jacinto River and Tributaries Sediment Removal and Sand Trap Development
Type of Services:	Professional Engineering Services
Type of Agreement:	Professional Services Work Order Agreement (Contract No. 20-0024-1)
Project Description:	<p>House Bill 1824, approved by the 86th Texas Legislature, allows SJRA and the Harris County Flood Control District (HCFCD) to remove material from the San Jacinto River and its tributaries to restore, maintain, or expand storm flow capacity without the need for state permitting or a royalty payment to the state. SJRA is leading efforts, with support from HCFCD, to perform a project to plan, design, and construct one or more “sand traps” along the West and/or East Forks of the San Jacinto River to reduce future sedimentation accumulation with the goal of reducing the risk of flooding. A major component of the project is coordinating with Aggregate Production Operations (APOs) along the West and East Forks of the San Jacinto River in an attempt to establish a public/private partnership which would provide for operation and maintenance of the proposed sand trap(s) by an APO or APOs in the vicinity of the sand trap(s). The project is anticipated to consist of a conceptual design effort to select the most feasible site(s) for installation of a sand trap, followed by preliminary and final design, and construction. Work Order No. 1 includes the labor and materials required to perform the conceptual design phase of the project. Conceptual design efforts include, but are not necessarily limited to, identifying and evaluating potential sediment trap locations and trapping efficacy, developing conceptual sand trap solutions, determining downstream benefits of potential sand trap solutions, and developing a conceptual design report which will include recommendations for which site(s) to carry forward into the preliminary engineering phase. HCFCD has agreed to fund 50% of the conceptual design cost, up to a maximum contribution of \$200,000, as provided by the interlocal agreement also presented for consideration at the March 2020 SJRA Board of Directors meeting.</p>
Key Deliverable(s):	Due Date(s):
Draft Conceptual Design Report	Within 146 calendar days of NTP
Final Conceptual Design Report	Within 161 calendar days of NTP
Type of Compensation/Amount:	Cost Plus Multiplier with Not-to-Exceed/\$185,179.52 Lump sum/\$72,460.78
Total Amount:	\$257,640.30 (SJRA Share = \$128,820.15)
Anticipated Completion Date:	September 21, 2020

STRATEGIC PLAN: Goal 3: Water Resource Leadership

FUNDING SOURCE: Cash, Harris County Flood Control District Contribution

ATTACHMENTS: Map; Draft Professional Services Agreement, Work Order No. 1, Scope, Level of Effort, and Schedule; Business Justification

RECOMMENDED ACTION

Authorize the General Manager to negotiate and execute a professional services agreement and Work Order No. 1 in an amount not to exceed \$257,640.30 with Freese and Nichols, Inc., for the Conceptual Design of the San Jacinto River and Tributaries Sediment Removal and Sand Trap Development Project for Flood Management.