

COASTAL WATER AUTHORITY

Minutes of Regular Meeting

January 8, 2020

The Board of Directors (the "Board") of Coastal Water Authority ("CWA") convened its Regular Meeting; open to the public, at the CWA Conference Room, 1801 Main Street, Suite 800, Houston, Texas, with the following in attendance:

Directors

D. Wayne Klotz, P.E., President	Jon M. Sjolander
Tony L. Council, P.E., First Vice-President	Joseph G. Soliz
Douglas E. Walker, Second Vice-President	Giti Zarinkelk, P.E.
Thomas A. Reiser, Secretary-Treasurer	

CWA Staff

Don Ripley
John Baldwin
David Miller
Greg Olinger
James Lewis
Todd Vu
Mary Caballero

City of Houston Staff

Yvonne Forrest, PW&E

Legal Counsel

Neil Thomas, Norton Rose Fulbright US LLP

All Members of the Board were present thus constituting a quorum.

I. CALL TO ORDER – Wayne Klotz

Director Klotz called the meeting to order at 10:00 A.M. and welcomed all attendees to the meeting. (The sign-in sheets for those in attendance at the meeting are attached hereto.)

- A. Welcome.**
- B. Pledge of Allegiance.**
- C. Salute to the Texas Flag.**
- D. Moment of Silence.**

II. ITEMS FOR CONSIDERATION – Wayne Klotz

At this time Director Klotz stated as an announcement that effective today and at all subsequent meetings of the CWA Board, each meeting will begin with the opportunity for comments from any attendees regarding any items on the Agenda. Any attendee's public comment will be limited to three minutes. Director Klotz asked if anyone had any comments for today's meeting and that they were welcome to make them at this time. There were no comments from the attendees.

A. Minutes of the December 11, 2019 Board Meeting.

Director Klotz stated that the first item of business was the approval of the Minutes of the Board Meeting of December 11, 2019, as written.

Motion approving the Minutes of the Board Meeting of December 11, 2019.
Motion made by Director Zarinkelk Seconded by Director Council. The Motion carried unanimously.

III. ONGOING PROJECTS – David Miller

A. Luce Bayou Interbasin Transfer Project.

The Directors received a copy of CWA's December 2019 Luce Bayou Interbasin Transfer Project (LBITP) Monthly Status Report in their Board Members' Agenda packets.

a. Capers Ridge Pump Station.

Mr. Miller stated the bi-monthly progress meetings were conducted on December 4 and December 18, 2019.

Major activities performed by Renda/Johnson Brothers JV (RJB) in December 2019 included:

- Poured the north roof deck of the pump station (this completes all structural concrete at the intake/pump station)
- Continued backfill and compaction to elevation +40
- Began installation of 36-inch flushing pipe and 48-inch pump discharge piping

Major work activities planned for January 2020 include:

- Begin sediment removal
- Roof deck shoring removal
- Pour concrete grade beams and slab at control building
- Continue 36-inch and 48-inch piping installation
- Install auger cast piles for north and south electrical pull boxes

Mr. Miller stated that with the delays on the CRPS and dual 96-inch pipelines construction projects the construction materials testing service contract with HVJ Associates requires an amendment to extend its services commensurate with the extended construction schedules. CWA and HVJ completed negotiation of scope and fee for the amendment in December 2019. The fee was reviewed with the Professional Engineering Services Review Committee (PESRC) on December 30, 2019. The Committee recommended bringing this request forward for Board consideration. Mr. Miller noted that the proposal was included as Attachment 1 to the LBITP Monthly Status Report. There were no questions from the Board and Mr. Miller recommended the motion as presented.

Motion authorizing the Executive Director to issue a work order amendment to HVJ Associates Inc. in the amount of \$340,100.00 for additional construction materials testing services on the Capers Ridge Pump Station and Dual 96-Inch Pipelines as part of the Luce Bayou Interbasin Transfer Project.

Motion made by Director Council, Seconded by Director Walker. The Motion carried unanimously.

Mr. Miller presented progress photos taken at the project site.

b. Canal System.

Mr. Miller stated CWA, Triple B Services (Canal Contractor for Canal Segments 1, 2 and 3), Gunda Corp., and Parsons conducted the progress meeting on December 17, 2019 for Canal Segment 1. Triple B Services is approximately 95% complete on Segment 1 and 100% complete on Canal Segments 2 and 3.

Major activities performed by Triple B Services for Canal Segment 1 in December 2019 included:

- Continued concrete headwalls at station 72+00, Scott Road and FM2100 siphons

Major work activities planned for January 2020 include:

- Complete station 72+00 and FM2100 siphon headwalls
- Final seeding, fencing and gate installation
- Final inspection

Director Klotz asked if Segments 2 and 3 were closed out. Mr. Miller stated, yes. Mr. Miller noted that Canal Segment 1 is projected to finish by early February 2020. There were no further questions from the Board. Mr. Miller presented progress photos from the Canal System site.

c. Dual 96-Inch Diameter Pipelines.

Mr. Miller stated the contractor for the Dual 96-inch Diameter Pipeline, Thalle Construction (Thalle), is approximately 87% complete.

Major activities performed by Thalle in December 2019 included:

- Air/Vac piping
- Flow distribution basin concrete
- Pig retrieval facility fittings installation

Major work activities planned for January 2020 include:

- Continue flow distribution basin concrete
- Continue ARV piping
- Begin pouring pig facility concrete walls

Mr. Miller presented progress photos from the site.

Mr. Miller presented to the Board a summary of the Minority, Women and Small Business Enterprises (MWSBE) report ending December 2019 that included all construction contractors working on the LBITP.

IV. MAINTENANCE & OPERATIONS – Greg Olinger

A. Monthly Operations Report/Project Updates.

The Monthly Operations Report for December 2019 was included in the Board Members' Agenda packets.

B. Bayport Waterline Rehabilitation Phase 3 – Request for Qualifications.

Mr. Olinger stated that this item is for the procurement of an engineer to complete a design of replacement waterlines in the Bayport Complex. This will be the third iteration of pipeline replacements that CWA has undertaken in the last few years. These water lines were installed in the early 1960's and are the last portions of asbestos transite pipelines in the CWA system. Mr. Olinger presented the Board with an aerial map showing the line segments being undertaken as part of this project. Mr. Olinger stated that the Request for Qualifications (RFQ) will include engineering services for the design of approximately 14,500 LF of new waterlines. The scope of work consists of field survey data collection, geotechnical investigation, agency coordination and permit approvals, and preliminary and final design. Mr. Olinger noted the proposed procurement dates would be as follows:

- January 8, 2020 – RFQ posted to CWA website
- January 31, 2020 – Deadline for Submittal of Inquiries to CWA's Executive Director
- February 14, 2020 – Statement of Qualifications (SOQs) due to CWA
- March 3, 2020 – Professional Engineering Service Committee Review
- March 11, 2020 – Recommendations to CWA Board of Directors

This item was discussed with the PESRC on December 30, 2019. A copy of the draft RFQ was included in the Board Members' Agenda packets. There were no questions from the Board and Mr. Olinger recommended the motion as presented.

Motion authorizing the Executive Director to advertise a Request for Qualifications for engineering services related to the design of the Bayport Waterline Rehabilitation Phase 3 Project.

Motion made by Director Walker, Seconded by Director Zarinkelk. The Motion carried unanimously.

C. Main Canal Radial Gate Replacement – Request for Bids.

Mr. Olinger stated that this item is for the replacement of the radial gate on the Main Canal located at CWA's Canal Maintenance Station. The radial gate was originally installed in 1974 and has now reached the end of its service life. Detailed inspections of the gate have confirmed the need for its replacement. The scope involves fabrication and replacement of the existing radial gate along with replacement of the hoist and the platform deck. Mr. Olinger noted that LAN (CWA's GEC) along with Texas Water Engineering did a great job in completing the design for this replacement and CWA has a final set of bid documents prepared to issue. Mr. Olinger stated that one of the challenges of the project will be to ensure that the service in the Main Canal is uninterrupted. To accomplish this, the 500 MGD bypass structure to temporarily convey flows around the gate will be used. CWA has also directed that the installation work be completed during low flow periods, which occur from November through March. There are also extra unit price items for bypass pumping should the demand exceed what can be provided through the bypass structure.

Mr. Olinger stated that based on the specialized work involved, last September (09/11/19) the Board authorized a two-step procurement approach allowing pre-qualification of contractors based on submitted qualifications. CWA reviewed the submitted qualifications and identified three contractors qualified to bid on the project. The qualifications submitted demonstrate that each company has the requisite experience and ability to successfully complete this project. This item was discussed with the O&M Committee on December 30, 2019. A copy of the bid form and a copy of the summary of work is included in the Board Members' Agenda packets. There were no questions from the Board and Mr. Olinger recommended the motions as presented.

Motion authorizing the Executive Director to approve the Main Canal Radial Gate pre-qualified contractor short list to include: Boyer Inc., BRH-Garver Construction L.P., and Principal Services LTD.

Motion made by Director Walker, Seconded by Director Zarinkelk. The Motion carried unanimously.

The proposed procurement dates on the Request for Bids would be as follows:

- January 8, 2020 – Request for Bids
- February 14, 2020 – Bids Due
- March 3, 2020 – O&M Oversight Committee Review
- March 11, 2020 – Recommendations to CWA Board of Directors

Motion authorizing the Executive Director to issue a Request for Bids to the pre-qualified contractors for the Main Canal Radial Gate Replacement Project.

Motion made by Director Walker, Seconded by Director Zarinkelk. The Motion carried unanimously.

D. Main Canal Radial Gate Replacement – Construction Administration and Inspection – Request for Qualifications.

Mr. Olinger stated that this item is for the support of the Radial Gate Replacement Project, CWA is proposing a construction administration and inspection team to help monitor the progress with the gate fabrication and to inspect the removal and replacement of the radial gate. This team would also

assist with the contract administration and would handle the construction materials testing. CWA has prepared a Request for Qualifications to advertise with the following schedule:

- January 8, 2020 – RFQ posted to CWA website
- January 31, 2020 – Deadline for Submittal of Inquiries to CWA’s Executive Director
- February 14, 2020 – Statement of Qualifications (SOQs) due to CWA
- March 3, 2020 – Professional Engineering Service Committee Review
- March 11, 2020 – Recommendations to CWA Board of Directors

This item was discussed with the PESRC Committee on December 30, 2019. A copy of the draft RFQ was included in the Board Members’ Agenda packets. There were no questions from the Board and Mr. Olinger requested the motion as presented.

Motion authorizing the Executive Director to issue a Request for Qualifications for construction administration and inspections services for the Main Canal Radial Gate Replacement Project.

Motion made by Director Walker, Seconded by Director Zarinkelk. The Motion carried unanimously.

E. Lake Houston Water Quality Study Update.

Mr. Olinger stated that this item is an update on the Lake Houston Water Quality Study. Mr. Olinger noted that KIT is CWA’s team lead on the study and that Mr. Sunil Kommineni and Mr. Justin Bartlet would provide a brief update to the Board. At this time Mr. Kommineni and Mr. Bartlet went over the Lake Houston Water Quality Study presentation. (A copy of the presentation is attached hereto.) Director Klotz asked Ms. Yvonne Forrest, COH/Houston Public Works/Houston Water, if the COH is being provided the information they need on this project. Ms. Forrest stated, yes and that Mr. Drew Molly with the COH is involved in the progress meetings.

F. Lake Houston Dam Rehabilitation Project Update.

Mr. Olinger stated this item is an update to the Lake Houston Dam Rehabilitation Project. Work in December 2019 and into January 2020 has consisted of multiple concrete pours within the ogee weir section of the lower weir. Mr. Olinger presented a diagram of the lower hearth weir, the new training wall, the splitter wall and the gated section weir. Mr. Olinger noted that the contractor has currently established a cofferdam in the lower hearth weir and is working on concrete placements to elevate the weir by 7 feet. Mr. Olinger stated that CWA is working closely with the City of Houston (COH) on the management of the lake level to provide some assistance to the contractor to deal with storm water events. Progress photos taken at the project site were presented to the Board. There were no questions from the Board.

V. BUSINESS REVIEW – John Baldwin

A. Monthly Financial Statements for the Previous Month.

Mr. Baldwin presented to the Board the Financial Statements for the month ending December 31, 2019. Mr. Baldwin stated that all five of the operating budgets came in under budget as forecasted and that CWA is closing the books out and currently going through the budget year end closing process. The revenue and reimbursements from the COH are on schedule. Mr. Baldwin noted that the 2020 Budgets have been passed on to Ms. Forrest, COH/Houston Public Works/Houston Water, for its presentation to the COH City Council. There were no questions from the Board on the financials.

VI. DISBURSEMENTS – John Baldwin

Mr. Baldwin presented to the Board the summary of disbursements for the month on the various construction funds. The disbursements to be approved by the Board included: the Bayport Capital Improvement Fund – in the amount of \$3,611.76; the Special Project Equity Fund – in the amount of \$570,683.01; the Construction Fund – Series 2013 (Luce Bayou Project) – in the amount of \$87,784.32; the Construction Fund – Series 2015 (Luce Bayou Project) – in the amount of \$190,046.48; the Construction Fund – Series 2016 (Luce Bayou Project) – in the amount of \$1,563,804.72; and the Construction Fund – Series 2017 Loan (Luce Bayou Project) – in the amount of \$893,223.63.

Motion approving the Disbursement of Funds as presented.

Motion made by Director Reiser, Seconded by Director Soliz. The Motion carried unanimously.

VII. OLD BUSINESS – Don Ripley

There were no old business items to discuss.

VIII. NEW BUSINESS – Don Ripley

There were no new business items to discuss.

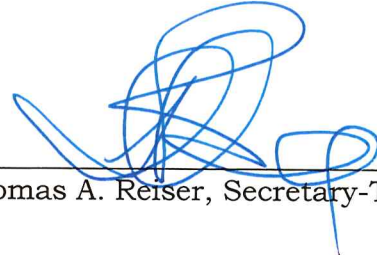
IX. EXECUTIVE SESSION – Wayne Klotz

There was no executive session.

X. ADJOURNMENT – Wayne Klotz

The meeting was adjourned at 10:50 A.M.

[Signature page follows]

A handwritten signature in blue ink, consisting of several overlapping loops and a long horizontal stroke at the bottom.

Thomas A. Reiser, Secretary-Treasurer