

# MINUTES

## REGIONAL ECONOMIC ADJUSTMENT PLAN FOR BUILDING DISASTER RESILIENT COMMUNITIES

September 11, 2009

LRGVDC TRANSPORTATION CENTER

510 S. Pleasantview Dr.

Weslaco, TX. 78596

In attendance where:

Committee members

Sonia Lambert

Allan Moore

Don Medina

Godfrey Garza

Others:

Dannenbaum Engineering

AECOM USA

Kimley –horn

Civil Systems Engineering Inc.

Halff Associates

Espey Consultants

TIP Strategies

S & B Infrastructure

TEDSI

RABA – Kistner

Comile Resources Inc.

LRGVDC Board of Directors

NRS

Cameron County Drainage # 5

Dos Logistics

GMES

AMBIOTEC

UTPA

LRGVDC

Committee Chair, Ms. Sonia Lambert called the meeting to order and stated that the purpose of this meeting was to provide a questions and answers session for the Request for Qualifications (RFQ) to plan and develop the Regional Economic Adjustment Plan for Building Disaster Resilient Communities. Ms. Lambert then recognized Mr. Victor Morales, Procurement Officer for the Lower Rio Grande Valley Development Council (LRGVDC).

Mr. Morales stated that Page 2 of the RFQ contained the main name of this program which should be included on all requests be they hard copy or email and on any responds to the RFQ. The schedule is listed on Page 4 which begins with this meeting. Mr. Morales mentioned that the RFQ was posted on

Wednesday August 12, 2009 and Sunday August 23, 2009 and noted that the notice for this conference was posted on Sunday September 06, 2009. Mr. Morales also stated questions and requests for clarification all have to come through the LRGVDC Procurement Department in writing or by email.

On Page 5 regarding the Disadvantaged Business Enterprise Program (DBE) requirements Mr. Morales stated that the Committee encourages the respondents to make every effort to use DBE's and Historically Underutilized Businesses (HUB's) as much as possible.

Mr. Morales pointed out that the response to the RFQ is outlined on Page 6 emphasizing the need to confirm that the time and date is stamped on packet upon delivery at the LRGVDC office, and reminded the group that the deadline for submission is October 06, 2009 at 3:00 pm.

Mr. Richard Seit, from Dannebaum Engineering inquired about the availability of computer programs that staff used to integrate data or are respondents to develop the entire package. Ms. Terrie Salinas responded that the LRGVDC 911 Department does have a current GIS system and when the application was written it was based on the equipment currently in use.

Mr. Alan Potok, from AECOM USA asked the purpose for a performance bond. Mr. Morales responded that due to the size of the project and the amount of funds involved, staff needs to track the deliverables based on the specifications of the scope of work. Mr. Potok asked clarification on the amount of funding. After discussion from the committee Mr. Morales responded revision to that portion may be necessary and would follow up at a later date. Mr. Potok asked what was the logic behind requesting litigation bonds in excess of \$250,000. Chairperson Lambert responded that the purpose for the litigation bonds is to serve as further references to ensure the success of the project. Mr. Potok asked if the four counties have developed a Hazard Mitigation Plan. Ms. Salinas responded in the affirmative and added that all four counties have submitted their Hazard Mitigation Plans to the LRGVDC Homeland Security Department. Mr. Potok's last question was if in the last evaluation criteria for consultants, has staff listed the consultant's ability to respond to the Committee's needs and asked for articulation to help respondents focus responses more specifically to what the Committee's needs are. Ms. Lambert responded that the Committee's main objective is ensure that a study of the 4 county region that will indicate flooded area and determine the best drainage method for those areas.

Andrew Howard with Kimley-horn associates asked if the committee required specific skills and experience for the Project Manager position. Mr. Godfrey Garza responded that the Committee would expect the project manager be professional and articulate as well as have a strong base on drainage.

Wess Birdwell from Halff Associates introduces himself, and had no questions at this time.

Tom Mountz from Espey Consultants asked when presentations will occur after the submittal date. The Committee responded that would occur between 10/06/09 and 10/16/09.

Michael Ahrbrock with the University of Texas Pan America asked what is the timeline for the completion of the project. Ms. Salinas responded that there is a 36 month timeline from the beginning

to the end of the project. Mr. Ahrbrock also wanted to know if there is a projected budget amount. Ms. Salinas responded that the budget is approximately \$3 million.

Bart Standley with AECOM USA asked if the committee had any expectations of integrations with other federal agencies, or if they have been working with this process and is the RGRWA anticipating developing anything around other federal agencies. Ms. Salinas responded that what staff hoped to establish from this study was to use the LRGVDC Strategic Plan or any other plan to identify projects that are needed in the future, to be able to answer that question in the study.

Al Flores with Dannenbaun Engineering asked what would be the institutional frame work in place for guiding that project. Will there be a committee composed of various counties and who will be the point of contact for this project? Ms. Salinas responded that this project was under LRGVDC's Economic Development, using the expert consultation guidance of the Committee, so the Committee has primary responsibility for this project. In conclusion Mr. Ken Jones added that the Committee reports to RGRWA as well as the LRGVDC Board of Directors. Chairperson Lambert thanked those in attendance and noted that questions should be directed to Mr. Morales. There being no further questions, the meeting was adjourned.