



**Date:** October 21, 2020

**Time:** 9:30 a.m.

**Places:** Online Zoom meeting

**Event:** Regular Board Meeting

Name	Company Name	Contact Information Phone Number	Email Address
Karen Nichols	LRG- Projects Manager	575-233-5742 Ext1018	
Furman Smith	LRG- Board Vice Chair	575-382-5982	
Patricia Charles	LRG- Projects Specialist	575-233-5742 Ext1021	
Esperanza Holguin	LRG- Board Chair	575-644-9543	
Paul Smith	LRG- Board Director	505-710-4671	
John Schroder	LRG- Accounting Assistant	575-233-5742 Ext1006	
Martin Lopez	LRG- General Manager	575-233-5742 Ext1004	
Mike Lopez	LRG- Operations Manager	575-233-5742 Ext1011	
Kathi Jackson	LRG - Finance Manager	575-233-5742 Ext1005	
Henry Magallanez	LRG-Board Director	575-525-9683	
Marty Howel	Souder Miller & Associates	575-647-0799	
Josh Smith	LRG Attorney	575-528-0500	
Mario Juarez Infante	Wilson & Company	575-527-9257	



**Date:** October 21, 2020

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**Event:** Regular Board Meeting

Name	Company Name	Contact Information Phone Number	Email Address
Diana Gomez	Bohannon Huston Inc.	575-532-8670	
Gabriel Villanueva	Wilson & Company	575-527-9257	
Marvin Chavez	Wilson & Company	575-527-9257	

# LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY

## Draft Minutes —REGULAR BOARD OF DIRECTORS MEETING

9:30 a.m. Wednesday, October 21, 2020 via Online Zoom Meeting

Contact us at 575-233-5742 or [board@LRGauthority.org](mailto:board@LRGauthority.org) for information, assistance, or to subscribe to email board meeting reminders. Email the board address or dial extension 1021 or 1018 and leave a message if requesting phone or log-in information for online meetings. Agendas are final 72 hours prior to the meeting and may be obtained at any LRGPWWA Office or at [www.LRGauthority.org/noticesavisos.html](http://www.LRGauthority.org/noticesavisos.html)

- I. **Call to Order, Roll Call to Establish Quorum:** Chair Mrs. Holguin called the meeting to order at 9:32 a.m., Mr. P Smith representing District #1 was present, District #2 is vacant, Mr. Evaro representing District #3 was present, Mrs. Holguin representing District #4 was present, Mr. Magallanez representing District # 5 was present, District #6 is vacant, Mr. F. Smith representing District #7 was present. Staff members present were General Manager Martin Lopez, Projects Manager Karen Nichols, Projects Specialist Patricia Charles, Finance Manager Kathi Jackson, Operations Manager Mike Lopez, Accounting Assistant John Schroder and Josh Smith LRG Attorney. Guest included Marty Howel with Souder Miller & Associates, Diana Gomez with Bohannon Huston Inc. Mario Juarez Infante, Gabriel Villanueva, Marvin Chavez all from Wilson & Company were also present.
- II. **Pledge of Allegiance – postponed due to online meeting**
- III. **Motion to approve Agenda:** Mr. F Smith made the motion to approve the agenda. Mr. Magallanez seconded the motion, the motion passed with all in favor.
- IV. **Approval of Minutes**
  - A. **Motion to approve the minutes of the September 16, 2020 Regular Board Meeting:** Mr. F Smith made the motion to approve the minutes for September 16, 2020 Regular Board Meeting. Mr. Evaro seconded the motion, the motion passed with all in favor.
- V. **Presentations: Mario Juarez Infante with Wilson & Company to give an update on the Central Office Building:** He has been working with Ms. Nichols in requesting an extension to the funding agreement. There are 3 reasons for the delays in this project. One is that the NM Dept of Transportation is concerned with the impact generated by the new office in Vado. They recommended right and left turn lanes. This would require some work with EBID to extend the roadway crossing because of the irrigation ditch there. Two- The second round of comments have been submitted to NMED. NMED requested permitting from DAC. He responded that the permitting comes from NM CID. Mr. Josh Smith is going to schedule a teleconference with the DAC attorney to discuss this matter. Mr. Juarez-Infante indicated that we are complying with the County rules and regulations the question is if a permit from DAC is needed. Third- Mr. Deal is a Civil Engineer with Construction Programs Bureau is taking extra time to review the plans because he is not an architect. Once the permitting problem is resolved then we could let the project out to bid end of this month. Then schedule the bid process in November. Bid opening in December and bring it to the December board meeting. Construct could then start after January 4<sup>th</sup> 2021 and should take approximately 9 months.
- VI. **Public Input**

- A. General Matters: 15 minutes are allotted for this item, 3 minutes per person:** Ms. Nichols informed the board that we have several Engineering Firms present at our meeting that will be asked to participate during her report.

## **VII. Managers' Reports**

- A. General Manager:** Mr. Lopez provided a written report and stood for questions. We have submitted all documents to renew LRGPWWA's insurance policy. There will be an increase because of the Brazito Project and the additional new vehicle acquired recently. The insurance for employees has also increased. November billing will include the sewer customers connected as part of the Mesquite-Brazito Sewer Project. Our condolences to Mr. Ismael Borunda's family. He was the President for La Mesa MDWCA during the transition into LRGPWWA. At the November board meeting we will be recognizing 13 employees for completing 10 years of service with LRGPWWA.
- B. Operations:** Mr. Mike Lopez provided a written report and stood for questions. Water production is still high this time last year was 45.93 million gallons and this year is 53.20 million gallons.
- C. Finance:** Ms. Jackson provided a written report and stood for questions. Revenues for September were \$386,000.00 expenses were \$399,000.00. We took in \$1.1 million for this quarter and have spent \$991,000.00 so we are able to absorb the over spending for September. Register change out is almost complete. The audit should be ready by next month.
- D. Projects:** Ms. Nichols provided a written report and stood for questions. She shared a monthly status report provided by Bohannan Huston. This is very helpful in providing her reports. The projects are Mesquite-Brazito Sewer Projects 1 and 2, South Valley Water Supply Project Mesquite Wetlands Closure and Water Master Plan. Mrs. Gomez from Bohannan Huston said Mesquite-Brazito Project 1 we are assisting in getting all the funds used. Sent a change order yesterday. There is a delay due to the staff changes at USDA. The project is near completion. Mesquite-Brazito Project 2 they can't proceed due to 2 easements that are pending Pena and Gomez, Mr. Josh Smith is working on getting the easements. Mr. Josh Smith said he got the documents for Pena Wednesday morning; the judgement will be recorded. Gomez property owners were served on October 8, 2020 and have 30 days to respond. Mrs. Gomez said they have been waiting on USDA for 2 -3 months to get authorization to proceed on the South Valley Project. The delays at USDA are due to staff changes. The approvals were received in May the next step is to open for bidding. Mesquite Wetlands Closure – they opened bids and have recommendations for awards on today's agenda. Water Master Plan – working on exhibits and updating current information. They are planning on a meeting with LRGPWWA to make sure they are on the right track and making sure they know what is expected and needed by LRGPWWA. Marty Howel from Souder Miller & Associates gave an update on Valle Del Rio- they have substantial completion for the scope of work. There is a far amount of funding left which will be used to run 3 phase power to the site, replace booster system in order to get fire flow to system. He contacted the landowner in the area for easement. The landowner is planning a subdivision of 1-2 acre lots with 10-15 lots. DAC has requested they have fire flow

for the subdivision. These lots will then be connected to LRGPWWA's system. High Valley 1- the rehab. Of the existing well is completed. The only thing pending is the new production meter and replacing 6 feet of piping inside the building, which has been ordered. High Valley 2- documents have been submitted to NMED-CPB for approval. The project includes design and construction of a new well and new well house and the connection to the Vista Del Ray Mutual Domestic system. Stern Drive Project- has been completed and had some funding left. Those funds will be used to survey additional area to get more topo for additional water line installations in the future. Ms. Nichols got a call from DAC about the property we are trying to purchase for the East Mesa Project to give us more space at the 3 sisters tank site. JR from DAC said they finished the work on the lot split there, but said the property taxes had not been paid yet. Ms. Nichols believes taxes have been paid but will have to check in to it. East Mesa Project - DB Stephens & Assoc. has been in contact with Bohannon Huston about sharing information regarding the Water Master Plan. She would like to see communication between Souder Miller and DB Stephens & Assoc. to also share information in order to move forward the water planning effort. Mr. Lopez gave the board additional updates – Mr. Schroder has been working on getting all customer files scanned so staff can access those documents as needed. He is working on upgrading our fire wall, which will cause some down time next week. We are also working with Carl at RCAC on getting an assessment on Cyber Security.

## **VIII. Unfinished Business**

### **A. Appointment of Directors for Districts 2 & 6 - Postponed**

## **IX. New Business**

**A. Termination of Membership for Delinquent Accounts:** Mr. Lopez said the customers on this list have gone thru the collections process and membership needs to be terminated. Mr. Magallanez made the motion to terminate membership for the customers on the list. Mr. F Smith seconded the motion, the motion passed with all in favor.

**B. Motion to adopt Resolution FY2021-11 Adopting FY2020 1<sup>st</sup> Quarter Budget:** Mrs. Holguin said this item is the quarterly budget which needs to be submitted on a quarterly basis. Mr. Magallanez made the motion to adopt Resolution FY2021-11 adopting 1<sup>st</sup> quarter budget. Mr. F Smith seconded the motion, the motion passed with all in favor.

**C. Motion to authorize using General funds to cover additional cost over & above the remaining 09 SAP-E4037 GFR funds for the purchase of a second Excavator:** We were awarded funding last year to purchase an excavator and other items. Initially we wanted to purchase any implements that could be used with the excavator, but there weren't any. So, we thought we could use the extra money to possibly purchase an additional excavator. In the mean time the vendor we purchase the first excavator was not awarded the state contract. The new vendor's prices are higher so we would need to use money from our general fund to purchase the second excavator. Mr. Magallanez made the motion to authorize the use of General funds to cover additional costs over the remaining funds. Mr. F Smith seconded the motion, the motion passed with all in favor.

- D. General Manager Annual Evaluation:** Mrs. Holguin would like the board to please complete the evaluation form and forward it to her. Then a closed session to discuss the evaluation.
- E. Motion to approve the Contract Award for Mesquite Wetlands Closure Project per Engineer's recommendation to Caliper Construction:** Mrs. Gomez referenced the Award Recommendation letter included in the board packet, which shows that Caliper Construction Inc. was the engineer's recommendation for award of the Mesquite Wetlands Closure Project. Mrs. Gomez contacted Caliper Construction because of the substantially lower cost of the earth work. Caliper Construction verified the cost as true and said that the lower cost was because they are not sub-contracting it out plus they specialize in earth work. Mr. Furman made the motion to approve the contract award to Caliper Construction. Mr. Evaro seconded the motion, the motion passed with all in favor.
- F. Motion to convene in closed session pursuant to NMSA 1978 10-15-1 H.7-threatened or pending litigation and NMSA 1978 10-15-1 H.8 regarding the acquisition of real property or water rights.** Mr. Magallanez made the motion to convene to closed session. Mr. Evaro seconded the motion, the motion passed with all in favor.
- i. **Roll Call Vote:** District #1 (Mr. P. Smith) **\_yes**, #2 (Vacant), #3 (Mr. Evaro) **\_yes**, #4 (Mrs. Holguin) **\_yes**, #5 (Mr. Magallanez) **\_yes**, #6 (Vacant), #7(Mr. Smith) **\_yes**
  - ii. **Motion to reconvene in open session:** Mr. Magallanez made the motion to reconvene to open session. Mr. Evaro seconded the motion, the motion passed with all in favor.
  - iii. Statement by the Chair: ***The matters discussed in the closed meeting were limited only to those specified in the motion for closure.*** Mrs. Holguin stated that eh matters discussed in the closed meeting were limited only to those specified in the motion for closure.
  - iv. **Motion, if any related to closed session matters:** No action needed as a result from the closed session.
- X. Other discussion and agenda items for next meeting at 9:30 a.m. Wednesday, November 18, 2020 at the La Mesa Office.**
- A. **Have any Board Members participated in training? If so, please give us a copy of your certificate:** No new training certificates
  - B. **Directors should turn in Board of Directors Manuals so staff can update them**
  - C. **Staff Years of Service Recognition – 13 employees**
  - D. **Audit Approval (Audit is due by December 15<sup>th</sup>)**
  - E. **Closed session for November for General Manager evaluation**
- XI. Motion to Adjourn:** Mr. F Smith made the motion to adjourn the board meeting at 10:46 a.m. Mr. P Smith seconded the motion, the motion passed with all in favor.

These minutes will be presented to the board for approval on the 18<sup>st</sup> Day of November, 2020 board meeting:

SEAL:

\_\_\_\_\_  
Esperanza Holguin, Board Chair

Attest:

\_\_\_\_\_  
Joe Evaro, Secretary

DRAFT

# LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY

## Meeting Notice & Agenda—REGULAR BOARD OF DIRECTORS MEETING

9:30 a.m. Wednesday, October 21, 2020 via Online Zoom Meeting

Contact us at 575-233-5742 or [board@LRGauthority.org](mailto:board@LRGauthority.org) for information, assistance, or to subscribe to email board meeting reminders. Email the board address or dial extension 1021 or 1018 and leave a message if requesting phone or log-in information for online meetings. Agendas are final 72 hours prior to the meeting and may be obtained at any LRGPWVA Office or at [www.LRGauthority.org/noticesavisos.html](http://www.LRGauthority.org/noticesavisos.html)

- I. Call to Order, Roll Call to Establish Quorum: District #1 (Mr. P. Smith) \_\_, #2 (Vacant) \_\_, #3 (Mr. Evaro) \_\_, #4 (Mrs. Holguin) \_\_, # 5 (Mr. Magallanez) \_\_, #6 (Vacant) \_\_, #7 (Mr. F. Smith) \_\_
- II. Pledge of Allegiance – postponed due to online meeting
- III. Motion to approve Agenda
- IV. Approval of Minutes
  - A. Motion to approve the minutes of the September 16, 2020 Regular Board Meeting
- V. Presentations: Mario Juarez Infante with Wilson & Company to give an update on the Central Office Building
- VI. Public Input
  - A. General Matters: 15 minutes are allotted for this item, 3 minutes per person
- VII. Managers’ Reports
  - A. General Manager
  - B. Operations
  - C. Finance
  - D. Projects
- VIII. Unfinished Business
  - A. Appointment of Directors for Districts 2 & 6 - Postponed
- IX. New Business
  - A. Termination of Membership for Delinquent Accounts
  - B. Motion to adopt Resolution FY2021-11 Adopting FY2020 1<sup>st</sup> Quarter Budget
  - C. Motion to authorize using General funds to cover additional cost over & above the remaining 09 SAP-E4037 GFR funds for the purchase of a second Excavator.
  - D. General Manager Annual Evaluation



- E. Motion to approve the Contract Award for Mesquite Wetlands Closure Project per Engineer's recommendation to Caliper Construction
- F. Motion to convene in closed session pursuant to NMSA 1978 10-15-1 H.7-threatened or pending litigation and NMSA 1978 10-15-1 H.8 regarding the acquisition of real property or water rights.

- i. Roll Call Vote: District #1 (Mr. P. Smith) \_\_\_\_, #2 (Vacant) \_\_\_\_, #3 (Mr. Evaro) \_\_\_\_, #4 (Mrs. Holguin) \_\_\_\_, #5 (Mr. Magallanez) \_\_\_\_, #6 (Vacant) \_\_\_\_, #7(Mr. Smith) \_\_\_\_

- ii. Motion to reconvene in open session.

- iii. Statement by the Chair: ***The matters discussed in the closed meeting were limited only to those specified in the motion for closure.***

- iv. Motion, if any related to closed session matters.

- X. Other discussion and agenda items for next meeting at 9:30 a.m. Wednesday, November 18, 2020 at the La Mesa Office.

- A. Have any Board Members participated in training? If so, please give us a copy of your certificate
  - B. Directors should turn in Board of Directors Manuals so staff can update them
  - C. Staff Years of Service Recognition
  - D. Audit Approval (Audit is due by December 15<sup>th</sup>)

## XI. Motion to Adjourn

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aide or service to attend or participate in the hearing or meeting, please contact the LRGPWWA office at 575-233-5742, PO Box 2646, Anthony NM 88021 OR 215 Bryant St., Mesquite NM at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the LRGPWWA office if a summary or other type of accessible format is needed.

Si usted es una persona con una discapacidad que necesita un lector, amplificador, intérprete de lenguaje de signos o cualquier otra forma de ayudante auxiliar o servicio para asistir o participar en la audiencia o reunión, póngase en contacto con la oficina de LRGPWWA, 575-233-5742, PO Box 2646, Anthony, NM 88021 o 215 Bryant St., Mesquite, NM por lo menos una semana antes de la reunión o tan pronto como sea posible. Documentos públicos, incluyendo el orden del día y actas, pueden proporcionarse en diferentes formatos accesibles. Póngase en contacto con la oficina LRGPWWA si es necesario un resumen u otro tipo de formato accesible.

# LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY

## Minutes —REGULAR BOARD OF DIRECTORS MEETING

### DELAY IN MEETING START TIME

**12:00 p.m. Wednesday, September 16, 2020 via Online Zoom Meeting**

Contact us at 575-233-5742 or [board@LRGauthority.org](mailto:board@LRGauthority.org) for information, assistance, or to subscribe to email board meeting reminders. Email the board address or dial extension 1021 or 1018 and leave a message if requesting phone or log-in information for online meetings. Agendas are final 72 hours prior to the meeting and may be obtained at any LRGPWWA Office or at [www.LRGauthority.org/noticesavisos.html](http://www.LRGauthority.org/noticesavisos.html)

- I. **Call to Order, Roll Call to Establish Quorum:** Chair Mrs. Holguin called the meeting to order at 12:00 p.m. Mr. P Smith representing District #1 was present, District #2 is vacant, Mr. Evaro representing District #3 was absent, Mrs. Holguin representing District #4 was present, Mr. Magallanez representing District # 5 was present, District #6 is vacant, Mr. F Smith representing District #7 was present. Staff members present were General Manager Martin Lopez, Projects Manager Karen Nichols, Projects Specialist Patricia Charles, Finance Manager Kathi Jackson, Operations Manager Mike Lopez, Accounting Assistant John Schroder and Marty Howell from Souder Miller & Associates.
- II. **Pledge of Allegiance – postponed due to online meeting**
- III. **Motion to approve Agenda:** Mr. Magallanez made the motion to approve the agenda. Mr. P Smith seconded the motion, the motion passed with all in favor.
- IV. **Approval of Minutes**
  - A. **Motion to approve the minutes of the August 19, 2020 Regular Board Meeting:** Mr. F Smith made the motion to approve the minutes for August 19, 2020 regular board meeting. Mr. Magallanez seconded the motion, the motion passed with all in favor.
- V. **Presentations: None**
- VI. **Public Input**
  - A. **General Matters: 15 minutes are allotted for this item, 3 minutes per person: None**
- VII. **Managers' Reports**
  - A. **General Manager:** Mr. Lopez provided a written report and stood for questions. None of the board members had any questions for Mr. Lopez.
  - B. **Finance:** Ms. Jackson provided a written report and stood for questions. Ms. Jackson said revenues were \$369,304.12 and expenses were \$284,445.86. The only unusual spending was for Professional fees \$23,766.00 for scanning our customer files so they can be accessed from any office. She said the Audit process has started.

- C. Projects:** Ms. Nichols provided a written report and stood for questions. Kick off meeting with Bohannon Huston, Inc. was held on 9/8/20 for the Water Master Plan. The Mesquite Wetlands Closure project was bid on 9/6/20.
- D. Operations:** Mr. Mike Lopez provided a written report and stood for questions. The well drillers went to the El Centro well and gave it an acid wash and equipped it with a 75 horse power pump and motor. They took video of the well and reported it looked very good. Ms. Nichols asked how the supply of water for High Valley customers was going. Mr. Lopez said Henry from Southwest EnviroTech has been hauling potable water in a large tanker.

**VIII. Unfinished Business**

- A. Appointment of Directors for Districts 2 & 6 - Postponed**

**IX. New Business**

- A. Motion to adopt Resolution #FY2021-09 Authorizing Officer & Agents SAP 20-E4037:** Mr. F. Smith made the motion to adopt Resolution #FY2021-09 Authorizing Officer & Agents SAP 20-E4037. Mr. Magallanez seconded the motion, the motion passed with all in favor. Mr. Lopez said these resolutions are for reauthorizations. Ms. Nichols said one of these SAP is for the Mini Excavator purchase project and the other is for the additional funds requested for the Jacquez Road Project that will now be used for improvements in the Vado area.
- B. Motion to adopt Resolution #FY2021-10 Authorizing Officer & Agents SAP 20-E4038:** Mr. Magallanez made the motion to adopt Resolution #FY2021-10 authorizing Officer & Agents SAP20-E4038. Mr. F Smith seconded the motion, the motion passed with all in favor.

**X. Other discussion and agenda items for next meeting at 9:30 a.m. Wednesday, October 21, 2020 at the East Mesa Office.**

- A. Have any Board Members participated in training? If so, please give us a copy of your certificate**
- B. Directors should turn in Board of Directors Manuals so staff can update them**
- C. Termination of Membership for Delinquent Accounts**
- D. Approve 1<sup>st</sup> Quarter Budget Report w/Resolution**
- E. General Manager Annual Evaluation**

**XI. Motion to Adjourn:** Mr. F Smith made the motion to adjourn the board meeting at 12:11 p.m. Mr. Magallanez seconded the motion, the motion passed with all in favor.

**These minutes were approved on the 21st Day of October, 2020 at a regular meeting of the Board of Directors:**

**SEAL:**

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Esperanza Holguin, Board Chair

Attest:

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Joe Evaro, Secretary

**LRGPWWA**  
**Manager's Report**  
**October 21, 2020**

- Have submitted all documents to renew LRGPPWA Insurance Policy
- The November billing will include the sewer customers connected as part of the Mesquite-Brazito Sewer Project
- Ismael Borunda, La Mesa MDWCA Board President passed earlier this month. President during transition into the LRGPPWA
- On November 3, 2020 will have 13 employees mark their 10-year anniversary with the LRGPPWA-employees to be recognized at the November Board meeting

## **Lower Rio Grande PWWA**

### **Operators Report**

**October 21 , 2020**

#### **System Problems and Repairs.**

- Backflow inspections are Current. (Mesquite District)
- For the month of September, we were issued 288 work and service orders, most were register change outs.
- For the month of August, we were issued 326 work and service orders.
- For the month of September, we installed 8 new water service connections in the South Valley.
- We had 6 main line break at Alto De Las Flores due to the contractors hitting the main lines.
- We had two main line breaks at the East Mesa.
- We had no main or service line breaks at Talavera MDWCA.
- We had Three Main and service line breaks in South valley area.
- Alto de Las Flores construction Project is in full swing, almost all main lines are installed and the new water tank has been erected.

- Arroyo well is now down, it started losing production fast and we shut it down last Friday, I will be obtaining 3 quotes to pull pump and motor and camera.

**NMED:** All of our Monthly Bac-T-Samples were taken for the month of September and all samples were negative.

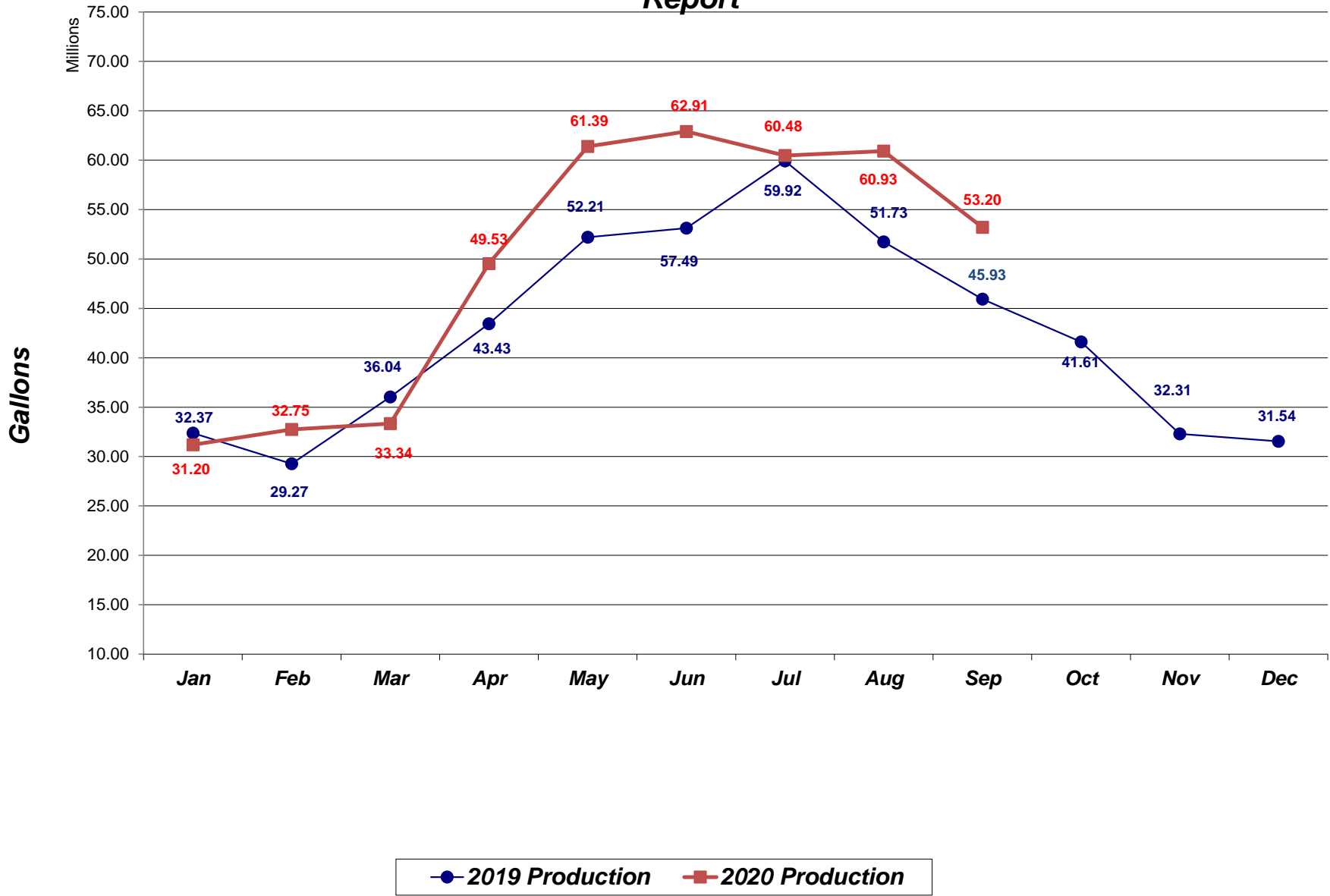
**Mesquite district Wetlands:** NMED is going to require us to drill 3 monitoring wells as the existing are dry.

**Mesquite and Organ Sewer Reports.** The Organ and the Mesquite Wastewater reports are due on January 1<sup>st</sup>, 2021

**Chlorine:** No problems.

**Reports:** NMED, State Engineers, and the water conservation reports have been sent.

# Lower Rio Grande PWWA Water Production Report







Lower Rio Grande Public Water Works Authority

# Income Statement

## Group Summary

For Fiscal: FYE 2021 Quarter Ending: 09/30/2020

AcctNumber	Current	MTD Activity	QTD Activity	YTD Activity	Budget
	Total Budget				Remaining
<b>Revenue</b>					
40000 - Operating Revenue	2,990,000.00	342,318.42	977,154.88	977,154.88	2,012,845.12
40002 - Installation Fees	105,000.00	6,672.81	29,813.94	29,813.94	75,186.06
40003 - Activation & Connection Fees-Water	5,000.00	250.00	550.00	550.00	4,450.00
40005 - Backflow Testing	7,000.00	1,000.00	3,625.00	3,625.00	3,375.00
40006 - Tampering Fee/Line Breaks	0.00	0.00	62.40	62.40	-62.40
40007 - Delinquency Fee	50,000.00	8,200.00	27,500.00	27,500.00	22,500.00
40008 - Penalties-Water	50,000.00	8,858.80	28,887.34	28,887.34	21,112.66
40009 - Membership Fees	5,000.00	500.00	1,950.00	1,950.00	3,050.00
40010 - Impact Fees	40,000.00	6,325.86	20,026.32	20,026.32	19,973.68
40011 - Returned Check Fees	0.00	45.00	80.00	80.00	-80.00
40012 - Credit Card Fees	8,000.00	1,164.00	3,380.00	3,380.00	4,620.00
40013 - Miscellaneous Revenue	0.00	30.00	70.00	70.00	-70.00
40015 - Penalties-Sewer	4,500.00	482.66	1,637.84	1,637.84	2,862.16
40016 - Meter Test Fee	0.00	-15.00	-15.00	-15.00	15.00
40017 - Hydrant Meter Rental Fee	5,000.00	250.00	500.00	500.00	4,500.00
40019 - DAC Trash Coupons	1,000.00	84.00	296.00	296.00	704.00
40020 - Miscellaneous Revenue-Sewer	2,500.00	60.83	2,113.62	2,113.62	386.38
45000 - Tower Rent	5,000.00	500.00	1,500.00	1,500.00	3,500.00
45001 - Billing Adjustments-Water	0.00	0.00	-539.03	-539.03	539.03
45005 - Fiscal Agent Fees	50,000.00	4,668.74	14,018.27	14,018.27	35,981.73
45010 - Interest	0.00	20.15	65.10	65.10	-65.10
45015 - Copy/Fax	0.00	28.00	33.25	33.25	-33.25
45020 - Other Income	45,000.00	321.02	1,478.05	1,478.05	43,521.95
45022 - Annual Farm Rental	5,000.00	0.00	0.00	0.00	5,000.00
45025 - Contract Services	40,000.00	4,614.32	11,112.20	11,112.20	28,887.80
45030 - Transfers In	0.00	0.00	56,920.00	56,920.00	-56,920.00
49000 - Recovered Bad Debts	0.00	100.00	600.00	600.00	-600.00
<b>Revenue Total:</b>	<b>3,418,000.00</b>	<b>386,479.61</b>	<b>1,182,820.18</b>	<b>1,182,820.18</b>	<b>2,235,179.82</b>
<b>Expense</b>					
60001 - Transfers to Reserves	0.00	10,000.00	30,000.00	30,000.00	-30,000.00
60005 - Accounting Fees	500.00	0.00	0.00	0.00	500.00
60010 - Audit	14,000.00	0.00	0.00	0.00	14,000.00
60020 - Bank Service Charges	15,000.00	2,808.58	7,838.61	7,838.61	7,161.39
60025 - Cash Short/Over	500.00	28.14	67.16	67.16	432.84
60026 - Computer Hardware	10,000.00	3,962.45	3,962.45	3,962.45	6,037.55
60030 - Dues and Subscriptions	3,000.00	16.25	3,020.87	3,020.87	-20.87
60035 - Engineering Fees	10,000.00	0.00	1,967.80	1,967.80	8,032.20
60045 - Late Fees	1,000.00	39.54	39.54	39.54	960.46
60050 - Legal Fees	5,000.00	1,118.87	1,496.88	1,496.88	3,503.12
60055 - Legal Notices	2,500.00	0.00	0.00	0.00	2,500.00
60060 - Licenses & Fees	6,000.00	1,638.00	1,838.00	1,838.00	4,162.00
60065 - Meals	2,500.00	0.00	17.93	17.93	2,482.07
60075 - Permit Fees	1,500.00	0.00	25.00	25.00	1,475.00
60080 - Postage	3,000.00	0.00	236.32	236.32	2,763.68
60090 - Professional Fees-Other	10,000.00	0.00	23,766.14	23,766.14	-13,766.14
60100 - Project Development	0.00	3,411.84	8,090.68	8,090.68	-8,090.68
60120 - Retirement Account Fees	6,500.00	668.86	1,942.19	1,942.19	4,557.81
60125 - Easments & Leases	10,000.00	0.00	0.00	0.00	10,000.00
60130 - Training	5,000.00	560.00	560.00	560.00	4,440.00
60140 - Travel:Airfare Per Diem	3,000.00	0.00	0.00	0.00	3,000.00
60150 - Travel:Lodging Per Diem	4,000.00	0.00	0.00	0.00	4,000.00
60155 - Travel:Meals Per Diem	2,000.00	0.00	0.00	0.00	2,000.00
60160 - Travel:Mileage/Parking Per Diem	1,500.00	0.00	0.00	0.00	1,500.00
60165 - Travel:Vehicle Rental Per Diem	1,000.00	0.00	0.00	0.00	1,000.00
60600 - Debit Service	148,000.00	117,856.90	136,935.54	136,935.54	11,064.46
60625 - Interest paid to NMED	14,000.00	0.00	0.00	0.00	14,000.00

60650 - Interest paid to NMFA	37,000.00	3,024.21	6,757.89	6,757.89	30,242.11
60675 - Interest paid to USDA	125,000.00	11,596.26	34,788.78	34,788.78	90,211.22
63000 - Regular Pay	1,120,000.00	75,564.80	277,173.94	277,173.94	842,826.06
63001 - Overtime	54,500.00	4,299.65	9,598.90	9,598.90	44,901.10
63006 - Holiday Pay	56,500.00	5,267.23	9,891.35	9,891.35	46,608.65
63007 - Sick Pay	50,000.00	6,044.30	16,827.78	16,827.78	33,172.22
63008 - Annual Leave Pay	118,000.00	6,335.10	20,163.39	20,163.39	97,836.61
63010 - 401K 10% Company Contribution	5,000.00	0.00	0.00	0.00	5,000.00
63020 - 401K Employee Contribution	2,000.00	0.00	0.00	0.00	2,000.00
63040 - Administrative Labor	5,000.00	0.00	0.00	0.00	5,000.00
63060 - Contract Labor	0.00	0.00	0.00	0.00	0.00
63070 - Employee Benefits-401K Contrib	168,500.00	2,691.74	9,309.12	9,309.12	159,190.88
63100 - Insurance-Dental	12,500.00	1,096.96	3,103.08	3,103.08	9,396.92
63110 - Insurance-Health	250,000.00	22,770.89	65,048.78	65,048.78	184,951.22
63115 - Salaries: Insurance - Work Comp	15,000.00	0.00	2,870.00	2,870.00	12,130.00
63125 - Insurance: Life & Disability	12,500.00	90.82	109.05	109.05	12,390.95
63130 - Mileage	1,500.00	0.00	0.00	0.00	1,500.00
63135 - Drug Testing	500.00	0.00	0.00	0.00	500.00
63160 - Payroll Taxes-Medicare	20,500.00	1,413.92	4,838.02	4,838.02	15,661.98
63170 - Payroll Taxes-Social Security	80,500.00	6,045.68	20,686.65	20,686.65	59,813.35
63200 - Vision Insurance	4,000.00	332.72	965.10	965.10	3,034.90
64100 - Sewer:DAC Waste Water Flow Charge	50,000.00	4,893.77	16,054.80	16,054.80	33,945.20
64200 - Sewer:Electricity-Sewer	9,000.00	1,773.73	5,043.73	5,043.73	3,956.27
64300 - Sewer:Lab & Chemicals-Sewer	10,000.00	1,775.15	3,292.14	3,292.14	6,707.86
64500 - Sewer:Supplies & Materials	28,500.00	0.00	45.87	45.87	28,454.13
65010 - Automobile Repairs & Maint.	30,000.00	6,183.22	15,536.53	15,536.53	14,463.47
65230 - Computer Maintenance	70,000.00	24,658.24	33,511.81	33,511.81	36,488.19
65240 - Equipment Rental	2,500.00	0.00	0.00	0.00	2,500.00
65250 - Fuel	60,000.00	0.00	8,919.32	8,919.32	51,080.68
65255 - GPS Insights Charges	7,000.00	570.19	2,242.39	2,242.39	4,757.61
65260 - Kitchen & Cleaning Supplies	1,000.00	0.00	0.00	0.00	1,000.00
65270 - Lab Chemicals-Water	5,000.00	0.00	259.95	259.95	4,740.05
65275 - SCADA Maintenance Fee	2,000.00	0.00	0.00	0.00	2,000.00
65276 - Test Equipment Calibration	2,000.00	0.00	0.00	0.00	2,000.00
65277 - Generator Maintenance Contract	3,000.00	0.00	0.00	0.00	3,000.00
65278 - Meter Testing/Repair/Replacement	20,000.00	0.00	0.00	0.00	20,000.00
65280 - Lab Chemicals-Water:Chemicals	35,000.00	4,335.27	13,028.10	13,028.10	21,971.90
65300 - Locates	2,500.00	0.00	0.00	0.00	2,500.00
65310 - Maint. & Repairs-Infrastructure	65,000.00	7,114.06	14,017.29	14,017.29	50,982.71
65320 - Maint. & Repairs-Office	12,500.00	1,875.87	6,146.20	6,146.20	6,353.80
65330 - Maintenance & Repairs-Other	16,500.00	6,308.72	13,649.28	13,649.28	2,850.72
65340 - Materials & Supplies	50,000.00	4,227.65	12,820.97	12,820.97	37,179.03
65345 - Non Inventory-Consumables	50,000.00	7,258.84	17,374.82	17,374.82	32,625.18
65350 - Office Supplies	10,000.00	423.05	2,639.72	2,639.72	7,360.28
65360 - Printing and Copying	47,500.00	3,945.34	11,664.42	11,664.42	35,835.58
65370 - Tool Furniture	10,000.00	3,120.22	3,669.57	3,669.57	6,330.43
65390 - Uniforms-Employee	15,000.00	832.02	1,935.07	1,935.07	13,064.93
65490 - Cell Phone	20,000.00	1,521.40	4,755.34	4,755.34	15,244.66
65500 - Electricity-Lighting	6,000.00	529.56	1,655.17	1,655.17	4,344.83
65510 - Electricity-Offices	15,000.00	1,204.45	4,661.21	4,661.21	10,338.79
65520 - Electricity-Wells	200,000.00	22,070.26	63,725.96	63,725.96	136,274.04
65530 - Garbage Service	3,000.00	219.58	658.74	658.74	2,341.26
65540 - Natural Gas	3,000.00	174.39	378.31	378.31	2,621.69
65550 - Security/Alarm	5,000.00	662.87	662.87	662.87	4,337.13
65560 - Telephone	20,000.00	1,565.26	4,571.07	4,571.07	15,428.93
65561 - Telstar Maintenance Contract	7,000.00	0.00	0.00	0.00	7,000.00
65570 - Wastewater	2,000.00	190.06	565.44	565.44	1,434.56
66200 - Insurance-General Liability	90,000.00	1,309.00	18,764.00	18,764.00	71,236.00
66700 - Water Conservation Fee	15,000.00	1,827.82	5,529.49	5,529.49	9,470.51
<b>Expense Total:</b>	<b>3,418,000.00</b>	<b>399,253.70</b>	<b>991,716.52</b>	<b>991,716.52</b>	<b>2,426,283.48</b>
<b>Total Surplus (Deficit):</b>	<b>0.00</b>	<b>-12,774.09</b>	<b>191,103.66</b>	<b>191,103.66</b>	<b>-191,103.66</b>

**LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY  
PROJECTS REPORT – 10/21/20**

**LRG-11-02.2 – Mesquite-Brazito Sewer Project – Bohannon Huston, Inc. & File Construction – Construction – NMFA PG/SAP funded Planning, \$30k 2014 SAP, \$540,608 2014 CITF (10% Loan), USDA-RD Loan \$357,000 @ 3.250%, Grant \$1,194,919, Colonia’s Grants of \$6,356,474 & \$119,407 –15<sup>th</sup>** Contractor’s pay application has been submitted. 184 new customers were connected. Partial substantial completion has been issued, and final Change Order is in development.

**LRG-17-01 – Mesquite-Brazito Sewer Project 2 – Bohannon Huston, Inc. – Design Stage – USDA-RD LOC \$15,030,780 –24<sup>th</sup>** Request for Funds from RCAC bridge loan is pending. Two easements are pending, Josh is taking care of these. USDA-RD is ready to issue closing instructions once the final LOC documents are submitted.

**LRG-11-03 – Interconnect & Looping Project – see LRG-18-02 for current portion – Stern Drive Line Ext.**

**LRG-11-05 – South Valley Water Supply & Treatment Project WTB #252– Bohannon Huston - Design stage - \$750,000 WTB – 10% Loan 10% Match:** RCAC loan was approved, and loan commitment has been extended. Contract Documents have been approved by USDA-RD and NMED-DWB. Extension of Time has been submitted to NM OSE for the well. RD approval to bid and closing on RCAC construction loan are pending, closing instructions have been requested from OGC, and all LOC items have been submitted.

**LRG-17-01 – Water Master Plan – BHI - WTB #252/CDBG 19-C-NR-I-06-G-100:** First draw has been completed, second is in process.

**LRG-17-02 – Central Office Building – Wilson & Co. - DW-4213 \$3,285,619:** Wilson & Co. has submitted revised contract documents and response to NMED-CPB comments, and review is pending. Resolution of the NM DOT permit issue is still pending. Now there is an issue being sorted out by our attorney regarding county review of the project.

**Forty-Year Water Plan – CE&M – complete – needs update for new mergers after Brazito combine & commingle:** pending NM-OSE comments/approval. Currently only includes the initial five systems.

**LRG-13-03 – Valle Del Rio Water System Project – Construction Stage & Ph. II Design - \$1,197,708 DWSRLF funding - \$898,281 principal forgiveness – 299,427 loan repayment – Souder, Miller & Associates:** Partial substantial completion walk through was held 10/15/20. Change order for booster station work is in preparation.

**LRG-17-03 –East Mesa Water System Improvements Project – NMFA 3803-PG & 3804-PG, 4915-CIF – Design** – Contract documents were approved by NMED-CPB on 9/21/20. Land purchase is being finalized.

**LRG-18-01 – High Valley Water System Improvements Project – NMFA 4645-CIF18, 4915-CIF – Design & Construction – Souder, Miller & Assoc. –** Time extension was approved by the Colonia’s Infrastructure Board. Project is complete except for installation of new production meter which has not yet been received. Pay app has not yet been received.

**LRG-18-01 Ph. II – High Valley Water System Improvements Ph. II Project – NMFA 4916-CIF \$630,384 Grant, \$111,244 Loan – Design & Construction – Souder, Miller & Assoc.** – 90% design documents have been submitted to NMED-CPB for approval.

**LRG-18-02 – Stern Drive Waterline Extension Project – Design/Build – SMA - \$150,000 SAP** –SMA Engineering Services Agreement Amendment #6 for extension of time has been submitted to NMED-CPB for approval. Operations is reviewing 90% contract documents.

**LRG-19-09 – S. Valley Service Area Line Extensions - SMA** – Authorization to apply to NMED Local Government Planning Fund for PER funding was approved by the board, but due to NMFA restrictions, we cannot apply until December and January.

**LRG-19-10 – Vehicle Purchase - \$64,700 USDA-CF - \$120,388 GF** – All vehicles have been received. Request for funds was submitted to USDA-RD on 10/6/20 to close out the project.

**LRG-20-01 – Mesquite Wetlands Closure – Plan/Design - BHI - \$250,000 SAP:** Bid opening was 10/6/20. Engineer's bid tabulation and recommendation for award of contract are on today's agenda.

### **Other projects:**

**Infrastructure Capital Improvements Plan 2022-2026:** ICIP is final, has been submitted to NM DFA, corrected, and approved. Final document is posted on the Projects & Planning page at our website.

**Documents Retention & Destruction** – Sorting of old association documents for storage or destruction is ongoing, and staff is implementing approved retention/destruction schedules for LRGPWWA documents. One bin was sent out for shredding in the past month.

**Website and Email** – Notices and Minutes pages are up to date.

**Training** – Patty and I attended NM DFA Webinar: Capital Outlay Process webinar on 10/7/20, Patty attended the final module of the Utility Management Institute 10/7 thru 10/9/20 online. Patty attended SARS CoV-2 Wastewater Monitoring and DWSRF & Capacity Building in Action both on 09/30/20.

**As Needed Engineering Services** - Currently we have one active Task Order: Souder, Miller & Associates for two NM DOT permits for new services.

**Collection & Lien Procedures** - 279 first notifications, 250 certified letters have been sent and 98 liens have been filed to date. 37 liens have been released following payment in full of the account.

**Water Audits** –Water audit results for 2019 have been reported to NMED.

**Rate Study** – Work session with Karl Pennock of RCAC was held yesterday.

**Cyber Security Assessment** – Work session is scheduled for tomorrow morning with Karl Pennock, RCAC, and will include our IT contractor.



BHI PROJECT NO.	PROJECT NAME	BHI TEAM	PROJECT DESCRIPTION	FUNDING REQUIREMENTS	ACTION ITEMS/STATUS	PROJECT SCHEDULE MILESTONE
20160280	Mesquite-Brazito Wastewater System Improvements – Project 1	<p><b>Lead PM:</b> Tyler Hopkins</p> <p><b>Assistant PM:</b> Matt Thompson</p> <p><b>Project Admin:</b> Diana Gomez</p> <p><b>Construction Observer:</b> James Baca</p>	<p><b>Engineering Services:</b> PO # Engineering Services Amt. \$966,035 RPR Services (T&amp;M) - Amt. \$223,400 Amendments: 1-3</p> <p><b>Contractor: File Construction</b> Contract Value: \$6,231,976.50 NTP date: June 17, 2019 Contract duration: 270 calendar days Change Orders: 1-4 - 201 days time extension and Increase \$392,313.20 Substantial Completion Date: September 28, 2020 (CO #4)</p>	<p><b>Engineering Services: USDA</b> Expiration date:</p> <p><b>Construction Services: USDA</b> Expiration date:</p>	<ul style="list-style-type: none"> <li>• Construction on-going</li> <li>• BHI/LRGPWWA working with File on Final Change Order for additional work to be performed on LS 14 and extension of time.</li> </ul>	<ul style="list-style-type: none"> <li>• 1<sup>st</sup> Monday of the month – progress meetings at 2:00 pm.</li> <li>• 9/14/20 –substantial completion walk-through scheduled</li> <li>• 9/28/20 – substantial completion</li> </ul>
20190085	Mesquite-Brazito Wastewater System Improvements – Project 2	<p><b>Lead PM:</b> Tyler Hopkins</p> <p><b>Assistant PM:</b> Matt Thompson</p> <p><b>Project Admin:</b> Diana Gomez</p> <p><b>Construction Observer:</b> James Baca</p>	<p><b>Engineering Services:</b> PO # Engineering Services Amt. \$1,141,525 RPR Services (T&amp;M) - Amt. \$245,977 Amendments:</p> <p><b>Contractor:</b> Contract Value: NTP date Contract duration: Change Orders: Substantial Completion Date</p>	<p><b>Engineering Services: USDA</b> USDA LOC submittal deadline: August 1, 2019 Expiration date: March 5, 2021</p> <p><b>Construction Services: USDA</b> Expiration date: March 5, 2021</p>	<ul style="list-style-type: none"> <li>• 8/7/19 DAC permits submitted</li> <li>• 8/27/19 NMDOT permits submitted</li> <li>• 11/14/19 EBID approved permits received</li> <li>• 11/14/19 USDA comments received</li> <li>• 2/11/20 BHI submitted 95% revised submittal</li> <li>• 3/5/2020 BHI received USDA 95% submittal comments</li> <li>• BHI acquired the grinder station easements</li> <li>• 9/10/20 DAC permits and comments received</li> <li>• 9/17/20 Flory property Order Granting Immediate and Permanent Possession received.</li> <li>• Two easements pending (Pena – 108 Blossom and Gomez – 218 Vine), Josh is taking care of these.</li> </ul>	<ul style="list-style-type: none"> <li>• 7/15/19 – 95% submittal to USDA and LRGPWWA</li> <li>• 2/11/20 – 95% revised submittal</li> <li>• 5/18/20 –address USDA and LRGPWWA 95% submittal comments.</li> <li>• 6/16/20 received USDA approval on drawings and documents</li> <li>• Advertisement – as soon as ROW is finalized and USDA authorization to bid.</li> </ul>
20200263	South Valley Water Supply and Treatment Project	<p><b>Lead PM:</b> Matt Thompson</p> <p><b>Engineer:</b> Elena Bronisz</p> <p><b>Project Admin:</b> Diana Gomez</p> <p><b>Construction Observer:</b> CDM employee</p>	<p><b>Engineering Services:</b> PO # Engineering Services Amt. \$193,900 RPR Services (T&amp;M) - Amt. \$121,100 Amendments:</p> <p><b>Contractor:</b> Contract Value: NTP date Contract duration: Change Orders: Substantial Completion Date</p>	<p><b>Engineering Services: USDA</b> USDA LOC submittal deadline: June 12, 2020 Expiration date: June 12, 2022</p> <p><b>Construction Services: USDA</b> Expiration date: June 12, 2022</p>	<ul style="list-style-type: none"> <li>• 12/4/19 ROW documentation submitted to USDA for review</li> <li>• 11/19/19 addendum received from Terracon report for site soil classifications converted into a site percolation rate.</li> <li>• 12/18/19 CDM submitted a technical memorandum describing the disposal process of backwash decant water</li> <li>• BHI/CDM responded to NMED-DWB, USDA and LRGPWWA comments</li> <li>• 5/11/20 USDA approval to contract documents and drawings received</li> <li>• 5/13/20 NMED-DWB approval received</li> </ul>	<ul style="list-style-type: none"> <li>• 9/17/19 USDA signed contract received</li> <li>• 2/11/20 submitted to NMED-DWB</li> <li>• 2/19/20 submitted to USDA.</li> <li>• 2/14/20 received NMED-DWB comments</li> <li>• 3/10/20 received LRGPWWA comments</li> <li>• 5/6/20 – addressed NMED-DWB, LRGPWWA and USDA comments</li> <li>• TBD – Advertisement pending USDA authorization to bid</li> </ul>



20200423	Mesquite Wetlands Closure	<p><b>Lead PM:</b> Tyler Hopkins</p> <p><b>Engineer:</b> Josue Magana</p> <p><b>Project Admin:</b> Diana Gomez</p> <p><b>Construction Observer:</b> N/A</p>	<p><b>Engineering Services:</b> PO # Engineering Services Amt. \$49,000 RPR Services (T&amp;M) - Amt. \$0 Amendments: #1 – 150 calendar day extension</p> <p><b>Contractor: Caliper Construction</b> Contract Value: \$79,777.00 NTP date: TBD Contract duration: 90 calendar days Change Orders: Substantial Completion Date</p>	<p><b>Engineering Services: SAP 19-D2446-GF</b> Amount: \$250,000 Expiration date: June 30, 2023</p>	<ul style="list-style-type: none"> <li>• Survey and Geotech have been scheduled</li> <li>• Survey has been completed</li> <li>• EBID permit was denied, design will continue with not allowing surface drainage to drain to EBID.</li> <li>• Received NMED-CPB comments 7/26 and BHI responded to comments</li> <li>• NMED-CPB authorization to advertise for bids received 8/28/2020</li> <li>• BHI responded by addendum bidders' questions.</li> <li>• BHI to support with contract/bonds execution after award acceptance</li> </ul>	<ul style="list-style-type: none"> <li>• 3/12/20 – Permit Renewal submitted</li> <li>• 5/19/20 – 60% design submitted</li> <li>• 6/26/20 – 95% submittal submitted</li> <li>• 7/2/20 – NMED-GWQB approval/no comments.</li> <li>• 8/4/20 – Final submittal with NMED response to comments</li> <li>• 9/6/20 – Advertisement for bids</li> <li>• 10/6/20 – Bid Opening scheduled</li> <li>• 10/21/20 – pending Award Recommendation Acceptance</li> </ul>
20210198	Water Master Plan	<p><b>Lead PM:</b> Matt Thompson</p> <p><b>Engineer:</b> Mikhala Churchman</p> <p><b>Project Admin:</b> Diana Gomez</p> <p><b>Construction Observer:</b> N/A</p>	<p><b>Engineering Services:</b> PO # Engineering Services Amt. \$98,400 RPR Services (T&amp;M) - Amt. N/A Amendments:</p>	<p><b>Engineering Services:</b> CDBG Grant 19-C-NR-I-06-G-100 Amount: \$50,000.00 Expiration: 12/1/2021</p>	<ul style="list-style-type: none"> <li>• BHI held an internal kickoff meeting, gathered information and created maps to hold a client kickoff meeting.</li> <li>• BHI is working on figures defining existing system components to discuss at a second client meeting.</li> </ul>	<ul style="list-style-type: none"> <li>• 7/28/20 – Agreement/NTP received</li> <li>• 9/8/20 – client kickoff meeting</li> <li>• 2/23/21 – Draft Water Master Plan</li> <li>• TBD – Final Water Master Plan upon comments received of Draft</li> </ul>

# LRGPWWA Termination of Membership List for Board Approval

October 21, 2020

	<b>Customer Account</b>	<b>Customer Name</b>	<b>Service Address</b>	<b>City &amp; Zip Code</b>	<b>Current Balance</b>	<b>Lien Filed Write off</b>
1	13-05013-00	Graciela Nevarez	7145 Arco Iris Street	Las Cruces	\$ 313.38	Lien filed
2	13-05043-00	Norma Hernandez	9387 Corona Rd	Las Cruces	\$ 200.00	Write off
3	02-00078-00	Juanita Lujan	616 Mesquite Drive	Mesquite	\$ 430.47	Write off
4	11-08081-00	Sandra Martinez	13 Jamaica Rd	Anthony	\$ 509.20	Lien filed
5	02-20026-00	Salvador P Ramirez	428 East Plaza Drive	Mesquite	\$ 510.29	Write off
6	11-07311-00	Alan Garcia	27 Sidewinder Rd	Anthony	\$ 357.94	Write off
7	03-07061-01	Ricardo Sandoval	190 Swannack Rd	Vado	\$ 476.80	Lien filed
8	08-07135-00	Virginia Segovia	1585 Igou Rd	Anthony	\$ 753.16	Lien filed
9	01-20072-00	Gerardo Gomez	16 Firehouse Rd	Mesquite	\$4,012.99	Lien filed
10	03-03001-01	Graciela Hernandez	22 Thorn Way	Mesquite	\$ 478.32	Lien filed
11	01-09868-00	Patricia Gasca	33 Hilda Road	Mesquite	\$ 567.38	Lien filed
12						
13						
14						
15						

*updated 10/13/20*



[www.lrgauthority.org](http://www.lrgauthority.org)

# **LOWER RIO GRANDE**

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## **Public Water Works Authority**

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### **Resolution #FY2021-11**

### **Approving First Quarter Budget for Fiscal Year 2021**

**Whereas**, in order to comply with Sections 6-6-1 and 6-6-2 NMSA 1978 and to apply for CDBG funding, the Board of Directors wishes to adopt and pass a resolution to approve the FY2021 First Quarter Budget on October 21, 2020.

**Therefore**, be it resolved, the Board of Directors adopts and passes this resolution to approve the FY2021 First Quarter Budget officially approved on October 21, 2020.

PASSED, APPROVED, AND ADOPTED: October 21, 2020

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Esperanza Holguin, Board Chair

Seal:

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Joe Evaro, Secretary



October 12, 2020

Karen Nichols, Project Manager  
Lower Rio Grande Public water Works Authority (LRGPWWA)  
325 Holguin Road  
Vado, NM 88072

Re: Mesquite Wetlands Closure  
Award Recommendation  
BHI Project No. 20200423

Dear Mrs. Nichols,

Bids were opened for the above-referenced project on Thursday, October 6, 2020 at 2:00 p.m. through a Microsoft Teams meeting. The Project consists of Lower Rio Grande PWWA Mesquite Wetlands Facility Closure Plan per NMED regulations including site grading, abandonment of existing monitoring wells, installation of new monitoring wells, and renewal of NMED GWQB discharge permit.

The project was bid on a lump sum cost basis and unit price bid schedule. Final quantities may vary from those estimated in the Bid Schedule. A total of four bids were received before the scheduled Bid Opening. A tabulation of the bids and the engineer's estimate of probable cost are attached. A summary of the three lowest bids is shown below:

	Total Base Bid
Caliper Construction, Inc. Las Cruces, New Mexico	\$79,777.00
Highland Enterprises, Inc. Las Cruces, New Mexico	\$134,992.00
J29 Enterprises, Inc. Albuquerque, New Mexico	\$146,850.00
<i>Engineer Estimate</i>	<i>\$164,500.00</i>

These figures DO NOT include New Mexico Gross Receipts Tax at the Remainder of Doña Ana County rate of 6.750% or contingency.

Engineering ▲

Spatial Data ▲

Advanced Technologies ▲

Karen Nichols, Project Manager  
LRGPWWA  
October 12, 2020  
Page 2

The apparent low bidder is:

Caliper Construction, Inc  
P.O. Box 1719  
Las Cruces, NM 88005  
575.524.3924

License No. 88225  
GA98, GB98, GF98,  
Expires: February 28, 2021

The apparent low bidder's licenses, as well as their subcontractors, have been verified with NM Licensing Services, are valid for the type of work to be accomplished and are in active status. We have worked with Caliper Construction, Inc. on previous projects in the past and all were completed within the authorized construction period and with satisfactory results.

Caliper's total bid price is half of the construction cost estimate and still considerably lower compared the other three bidders. BHI reached out to Caliper to verify project description and elements are all accounted for. They indicated that their bid price is correct, and all elements of the project were accounted for.

The contract documents require that bidders hold the bid prices for a period of sixty (60) days after the bid opening to allow the Owner to evaluate the bid proposals. Per the attached funding analysis, it is our understanding that the LRGPWWA has adequate funding to award the project Total Base Bid, I recommend that the Authority award construction of the base bid project to Caliper Construction, Inc. in the amount of \$79,777.00.

The Authority should take action to accept or revise this recommendation in accordance with the Authority's objectives for award of the construction contract. It is my understanding that consideration of the award will take place at an Authority's board meeting on October 21, 2020 contingent on NMED-CPB approval. Please do not hesitate to contact me if you have any questions or need further assistance with this prior to that time.

Sincerely,



Tyler Hopkins, PE  
Project Manager

TH/dg  
Enclosure(s)

cc: Caliper Construction, Inc.

**BID TABULATION**  
**LOWER RIO GRANDE PUBLIC WATER WORKS AUTHORITY**  
**MESQUITE WETLANDS CLOSURE**  
 Bid Opening: October 6, 2020

Bid Item	Description	Unit	Qty	Engineers Estimate		Caliper Construction, Inc.		Highland Enterprises, Inc.		J29 Enterprises, LLC		File Construction LLC	
				Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
<b>General Bid Lot</b>													
1	Mobilization/Demobilization	LS	1	\$ 21,500.00	\$ 21,500.00	\$ 11,337.00	\$ 11,337.00	\$ 18,530.00	\$ 18,530.00	\$ 22,000.00	\$ 22,000.00	\$ 20,595.50	\$ 20,595.50
2	Storm Water Pollution Prevention Plan	LS	1	\$ 5,000.00	\$ 5,000.00	\$ 5,300.00	\$ 5,300.00	\$ 10,164.00	\$ 10,164.00	\$ 7,920.00	\$ 7,920.00	\$ 6,771.00	\$ 6,771.00
3	Earthwork Displacement	Cy	7,800	\$ 10.00	\$ 78,000.00	\$ 4.30	\$ 33,540.00	\$ 9.98	\$ 77,844.00	\$ 10.60	\$ 82,680.00	\$ 12.60	\$ 98,280.00
4	Monitoring Wells	EA	3	\$ 10,000.00	\$ 30,000.00	\$ 6,200.00	\$ 18,600.00	\$ 5,978.00	\$ 17,934.00	\$ 7,500.00	\$ 22,500.00	\$ 4,110.20	\$ 12,330.60
5	Existing Monitor Well Abandonment	EA	5	\$ 5,000.00	\$ 25,000.00	\$ 1,200.00	\$ 6,000.00	\$ 1,104.00	\$ 5,520.00	\$ 1,350.00	\$ 6,750.00	\$ 2,312.30	\$ 11,561.50
6	Materials Testing	ALW	1	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
<b>TOTAL BASE BID (Items 1-6)</b>				<b>\$</b>	<b>164,500.00</b>	<b>\$</b>	<b>79,777.00</b>	<b>\$</b>	<b>134,992.00</b>	<b>\$</b>	<b>146,850.00</b>	<b>\$</b>	<b>154,538.60</b>

Resident Contractor Preference		Yes	Yes	Yes	Yes
Veteran Contractor Preference		No	No	No	No
Amount of Preference (Max 10%)	N/A	5%	5%	5%	5%
<b>Application of Preference</b>		\$75,788.15	\$128,242.40	\$139,507.50	\$146,811.67

**Certification:**  
 I herby certify that the above figures are the same as those submitted in the Bid Proposal.

*Josue Magana* 2020.10.12 14:43:11 -06'00'

Josue Magana , PE Date

# Bohannon Huston

## FUNDING ANALYSIS LRGPWWA MESQUITE WETLANDS CLOSURE October 12, 2020

<b>ENGINEERING SERVICES - BHI</b>	
001 - Project Management (LS)	\$ 3,000
002 - Geotechnical Services (LS)	\$ 3,000
003 - Survey Services (LS)	\$ 3,900
004 - NMED Permit Renewal and Closeout (LS)	\$ 6,100
005 - 60% Preliminary Draft Design (LS)	\$ 9,800
006 - 95% Final Draft and Final Design (LS)	\$ 9,200
007 - Bid Administration	\$ 5,500
008 - Construction Administration	\$ 8,500
Contract Total	\$ 49,000
NMGRT (8.3125%)	\$ 4,073
<b>TOTAL OF ENGINEERING FEES</b>	<b>\$ 53,073</b>
<b>CONSTRUCTION</b>	
Base Bid - Caliper Bid	\$ 79,777
Contingencies - 15%	\$ 7,978
Construction NMGRT @ 6.75%	\$ 5,923
<b>TOTAL CONSTRUCTION</b>	<b>\$ 93,678</b>
<b>FUNDING AVAILABLE</b>	
SAP 19-D2446-GF	\$ 250,000
<b>TOTAL FUNDING AVAILABLE</b>	<b>\$ 250,000</b>
<b>REMAINING PROJECT FUNDS AVAILABLE</b>	<b>103,249</b>