

LOUIS R. RIGBY
Mayor
BRANDON LUNSFORD
Councilperson At Large A
BRENT McCAULLEY
Councilperson At Large B
MANDI WILLIAMS
Councilperson District 1



CHUCK ENGELKEN
Mayor Pro Tem
Councilperson District 2
BILL BENTLEY
Councilperson District 3
RICK HELTON
Councilperson District 4
JAY MARTIN
Councilperson District 5
ROBBIE McLARRIN
Councilperson District 6

CITY COUNCIL MEETING AGENDA

Notice is hereby given of a regular meeting of the La Porte City Council to be held July 10, 2023, beginning at 6:00 pm in the City Hall Council Chamber, 604 West Fairmont Parkway, La Porte, Texas,, for the purpose of considering the following agenda items. All agenda items are subject to action.

Remote participation is available. Attend via a screen using the link

<https://us02web.zoom.us/j/83612181770?pwd=Y0JZOU54YzdUTFh4SEYvNVQvS1ZDUT09>.

Join by phone at 877-853-5257 or 888-475-4499. The meeting ID is 836 1218 1770 and the passcode is 642021.

1. **CALL TO ORDER**
2. **INVOCATION** – The invocation will be given by Lanier Young, St. John's Episcopal Church.
PLEDGES – Will be led by Councilperson Mandi Williams.
U.S. Flag
Texas Flag: Honor the Texas Flag. I pledge allegiance to thee, Texas, one state, under God, one, and indivisible.
3. **PRESENTATIONS, PROCLAMATIONS, AND RECOGNITIONS**
 - (a) Recognition of City employees for years of service. [Louis R. Rigby, Mayor]
4. **CITIZEN COMMENT** *(Generally limited to five minutes per person; in accordance with state law, the time may be reduced if there is a high number of speakers or other considerations.)*
5. **CONSIDERATION OF COUNCILPERSON ABSENCES**
 - (a) Presentation, discussion, and possible action to excuse the absence of Councilperson Brandon Lunsford from the June 26, 2023, regular City Council meeting. [Louis R. Rigby, Mayor]
6. **CONSENT AGENDA** *(Approval of Consent Agenda items authorizes each to be implemented in accordance with staff recommendations provided. An item may be removed from the consent agenda and added to the Statutory Agenda for full discussion upon request by a member of the Council present at this meeting.)*
 - (a) Approve the minutes of the June 26, 2023, regular City Council meeting, and of the June 29, 2023, special City Council meeting. [Louis R. Rigby, Mayor]
 - (b) Adopt Ordinance 2023-3942 authorizing an agreement between the City of La Porte, Texas, and Pattillo, Brown, & Hill, L.L.P. for professional auditing services for the City of La Porte Fiscal Year ending September 30, 2023, and through and including the City of La Porte Fiscal Year ending September 30, 2027. [Michael Dolby, Finance Director]
 - (c) Authorize the City Manager to execute a professional services contract between the City of La Porte, Texas, and Garver USA, for compliance assistance with EPA revisions to the Lead and Copper Rule, not to exceed \$85,852.00. [Ray Mayo, Director of Public Works]
 - (d) Approve the recommended date of September 11, 2023, for holding the public hearing on the City of La Porte's Fiscal Year 2023-2024 Proposed Budget. [Shelley Wolny, Assistant Finance Director]

7. STATUTORY AGENDA

- (a) Presentation, discussion, and possible action to increase the City of La Porte, Texas, Emergency Medical Service (EMS) billing rates for City of La Porte residents and non-residents commencing with the City of La Porte 2023-2024 budget year. [Lisa Camp, EMS Chief]

8. REPORTS

- (a) Receive report of the Fiscal Affairs Committee meeting. [Mayor Pro Tem Engelken]
- (b) Receive report of the Drainage and Flooding Committee meeting. [Councilperson Martin]

9. ADMINISTRATIVE REPORTS

- Planning and Zoning Commission meeting, July 20
- La Porte Development Corporation Board meeting, July 24
- City Council meeting, July 24

10. COUNCIL COMMENT *Hear announcements concerning matters appearing on the agenda; items of community interest; and/or inquiries of staff regarding specific factual information or existing policy from the Mayor, Councilpersons, and City staff, for which no formal action will be discussed or taken.*

11. EXECUTIVE SESSION

- (a) Texas Government Code Section 551.074 - Personnel Matters. Deliberation regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee - City Council will meet in closed session with City Secretary Lee Woodward.
- (b) Texas Government Code Sec. 551.071(1)(A)-Pending or Contemplated Litigation. The City Council will meet in closed session with the City Attorney and City Manager to discuss claim in connection with settlement agreement between the City of La Porte, Texas, and Tradebe Environmental Services, LLC d/b/a Tradebe Treatment and Recycling dated November 11, 2019.
- (c) Texas Government Code Section 551.074 - Personnel Matters. Deliberation regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public official or employee - City Council will meet in closed session to discuss the position of Municipal Judge for the City of La Porte.

12. RECONVENE into open session and consider action, if any, on item(s) discussed in executive session.

13. ADJOURN

If, during the course of the meeting and discussion of any items covered by this notice, City Council determines that a Closed or Executive Session of the Council is required, then such closed meeting will be held as authorized by Texas Government Code, Chapter 551, Section 551.071 - consultation with counsel on legal matters; Section 551.072 - deliberation regarding purchase, exchange, lease or value of real property; Section 551.073 - deliberation regarding a prospective gift; Section 551.074 - personnel matters regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; Section 551.076 - implementation of security personnel or devices; Section 551.087 - deliberation regarding economic development negotiation; Section 551.089 - deliberation regarding security devices or security audits, and/or other matters as authorized under the Texas Government Code. If a Closed or Executive Session is held in accordance with the Texas Government Code as set out above, the City Council will reconvene in Open Session in order to take action, if necessary, on the items addressed during Executive Session.

Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services are requested to contact the City Secretary's office (281-470-5019), two working days prior to the meeting for appropriate arrangements.

Pursuant to Texas Government Code Sec. 551.127, on a regular, non-emergency basis, members may attend and participate in the meeting remotely by video conference. Should that occur, a quorum of the members will be physically present at the location noted above on this agenda.

CERTIFICATE

I, Lee Woodward, City Secretary, do hereby certify that a copy of the July 10, 2023, City Council agenda was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, and to the City's website, www.LaPorteTX.gov, in compliance with Chapter 551, Texas Government Code.

DATE _____
TIME _____
TAKEN DOWN _____

Lee Woodward

Lee Woodward, City Secretary

Employee Service Awards

June 2023

Cherell Daeumer – Purchasing Manager (10 years)

Cherell was hired as the Purchasing Manager in June of 2013. Since that time, she has led the purchasing department to great success. Her work has contributed to the many awards won by the Finance department and ensured the City is operating in full compliance and with best practices in the wide variety of purchasing and procurement activities. Her outstanding work and leadership were recognized in 2014 when she was named Manager of the Year.

The past decade is not the totality of Cherell's service to the La Porte Community. She first joined the La Porte team in 1992 as a Customer Service Assistant in the Finance department in 1992. She held finance and support roles through 2008.

Cherell, we are glad you came back 10 years ago. Thank you for all the years of service you have provided to the La Porte community.

Scott Bradley – Parks Maintenance Superintendent (30 years)

Bryan Scott Bradley joined the La Porte team on June 1, 1993 as the Recreation and Fitness Center Coordinator. He served in that capacity until June of 2006, when he moved over to his current role as Parks Maintenance Superintendent. In his time serving the La Porte community, Scott has logged hundreds of hours of training on topics including facilities maintenance, athletic program leadership, emergency response, and pool and waterpark management. Over the years he has received numerous kudos and notes of appreciation from residents and community groups for his dedicated service. His contributions to the quality of life for La Porte residents and visitors through projects like the Monarch Park Splashpad and Fairmont Park Dog Park are greatly appreciated.

Scott, thank you for your three decades of service in making La Porte a great place to live, work, and visit.



REQUEST FOR CITY COUNCIL AGENDA ITEM

Agenda Date Requested: <u>July 10, 2023</u>
Requested By: <u>Louis R. Rigby, Mayor</u>
Department: <u>City Council</u>
<input checked="" type="radio"/> Report <input type="radio"/> Resolution <input type="radio"/> Ordinance

Exhibits: None

Appropriation	
Source of Funds:	_____
Account Number:	_____
Amount Budgeted:	_____
Amount Requested:	_____
Budgeted Item:	<input type="radio"/> Yes <input checked="" type="radio"/> No

SUMMARY & RECOMMENDATION

This item has been added for consideration by the City Council of the absence of Councilperson Brandon Lunsford from the June 26, 2023, meeting, per the Council's adopted *Rules of Procedure*, excerpted below. Councilperson Lunsford made the required notification on June 12.

5.04 Rules for Attendance at Regular Meetings of the City Council

Section 2.04 (b)(4) of the City Charter provides that a member of City Council shall forfeit his or her office by failing "*to attend three consecutive regular Council meetings without being excused by the Council*".

A member of City Council who will not be able to attend a regular Council meeting shall make a reasonable effort to notify the Mayor, the City Manager's Office, or the City Secretary's Office prior to the meeting, and shall indicate the reason for his or her inability to attend.

Absences shall be considered excused if for personal illness, family illness, emergencies, funerals, military service, family events including vacations, weddings, and graduations, business obligations, official city business such as attendance at a conference for municipal officers, or for other good cause as determined by the Council. At the next regular meeting following the meeting at which the member was absent, the City Council shall consider a vote to determine whether the member's absence is deemed excused or unexcused.

Absence from a regular meeting shall be considered unexcused if the member fails to convey the reason for his or her absence to the Mayor, City Manager, or City Secretary or otherwise fails to give sufficient information to the City Council to enable it to determine the reason for the absence. Furthermore, absence due solely to the refusal of the member to participate in a meeting through telephonic or video conference call, when such measures are legally available to the member in accordance with state law, shall be

considered unexcused when the member fails to show good cause why the member could not participate through such methods.

If a member is absent for more than fifty (50) percent of a meeting without being excused by the City Council in accordance with rules and procedures established herein, the member shall be considered absent from such meeting.

STRATEGIC PLAN STRATEGY AND GOAL

The productive interaction among Councilpersons, acknowledging the demands of their additional responsibilities, directly supports the following Guiding Principles of City's 2023 Strategic Plan:

- Governance: *The City of La Porte is governed in a transparent, efficient, accountable, and responsive manner on behalf of its citizens that actively promotes citizen involvement.*
- Organizational Excellence: *The City of La Porte will operate in a transparent, efficient, accountable and responsive manner by preparing the organization and the staff for the future, focusing on core services, attracting and retaining the best employees and wise stewardship of financial resources.*

ACTION REQUIRED BY CITY COUNCIL

Excuse the absence of Councilperson Brandon Lunsford from the June 26, 2023, City Council meeting.

LOUIS R. RIGBY
Mayor
BRANDON LUNSFORD
Councilperson At Large A
BRENT McCaulley
Councilperson At Large B
MANDI WILLIAMS
Councilperson District 1
CHUCK ENGELKEN
Mayor Pro Tem
Councilperson District 2



BILL BENTLEY
Councilperson District 3
RICK HELTON
Councilperson District 4
JAY MARTIN
Councilperson District 5
ROBBIE McLARRIN
Councilperson District 6

**MINUTES OF THE REGULAR MEETING OF THE
CITY COUNCIL OF THE CITY OF LA PORTE
JUNE 26, 2023**

The City Council of the City of La Porte met in a regular meeting on Monday, June 26, 2023, at the City Hall Council Chambers, 604 West Fairmont Parkway, La Porte, Texas, at 6:00 p.m., with the following in attendance:

Councilpersons present: Louis Rigby, Brent McCaulley, Mandi Williams, Chuck Engelken, Bill Bentley, Rick Helton, Jay Martin, Robbie McLarrin

Councilpersons attending remotely: None

Councilpersons absent: Brandon Lunsford

Council-appointed officers present: Corby Alexander, City Manager; Clark Askins, City Attorney; Lee Woodward, City Secretary

CALL TO ORDER – Mayor Rigby called the meeting to order at 6:00 p.m.

2. INVOCATION – The invocation was given by Dr. Dee Spears, Fairmont Park Church, and pledges were led by Councilperson Robbie McLarrin.

3. PRESENTATIONS, PROCLAMATIONS, AND RECOGNITIONS

- a. Proclamation recognizing July as Parks and Recreation Month. [Mayor Louis R. Rigby]
- b. Receive Annual Report from Houston Port Region Economic Alliance. [Matt Daeumer, Assistant City Manager]

4. CITIZEN COMMENT *(Generally limited to five minutes per person; in accordance with state law, the time may be reduced if there is a high number of speakers or other considerations.)*

There were no comments.

5. CONSENT AGENDA *(Approval of Consent Agenda items authorizes each to be implemented in accordance with staff recommendations provided. An item may be removed from the consent agenda and added to the Statutory Agenda for full discussion upon request by a member of the Council present at this meeting.)*

- a. Approve the minutes of the June 12, 2023, regular City Council meeting. [Louis R. Rigby, Mayor]
- b. Approve the appointment of Champ Dunham to an open position on the La Porte Fire Control, Prevention, & Emergency Medical Services District Board of Directors. [Louis R. Rigby, Mayor]
- c. Adopt Resolution 2023-07 authorizing the submission of an application to the Texas Water Development Board for supplemental funding in the amount of \$13,840,000.00 for the Lomax Lift Station Consolidation Project. [Ray Mayo, Director of Public Works]
- d. Approve an amended community fence grant agreement with Anthony Langston and Suzanne Skie-Azizi for the benefit of Oyster Bay Subdivision in an amount not to exceed

\$16,400.00 and authorize the City Manager to execute all agreements associated with the project. [Matt Daeumer, Assistant City Manager]

- e. **Adopt Resolution 2023-06 accepting a bid by Amin Ali to acquire tax resale property described as 1) Lots 1 through 24, inclusively, Block 1132, La Porte, Harris County, Texas, (HCAD Account #024-199-032-0001); 2) Lots 25 through 28, inclusively, Block 1132, La Porte, Harris County, Texas, (HCAD Account #024-199-032-0025); 3) Lots 29 through 30, inclusively, Block 1132, La Porte, Harris County, Texas, (HCAD Account #024-199-032-0029); and 4) Lots 31 through 32, inclusively, Block 1132, La Porte, Harris County, Texas, (HCAD Account #024-199-032-0031). [Shelley Wolny, Assistant Finance Director]**

Mayor Pro Tem Engelken moved to approve the consent agenda; the motion was seconded by Councilperson Bentley; the motion was adopted, 8-0.

6. PUBLIC HEARING

- a. **The City Council will hold a public hearing to receive comments regarding a recommendation by the Planning and Zoning Commission to adopt Ordinance 2023-3941 amending the Code of Ordinances of the City of La Porte, Chapter 106 "Zoning" by granting Special Conditional Use Permit #23-91000002, to allow for a Miniwarehouse/Self-Storage use in the General Commercial (GC) zoning district, on an 8.03-acre tract of land located at the 9100 Block of W. Fairmont Pkwy., La Porte, Texas, legally described as Tract 713, La Porte Outlots, Harris County, Texas, followed by discussion and possible action to adopt Ordinance 2023-3941 amending the Code of Ordinances of the City of La Porte, Chapter 106 "Zoning" by granting Special Conditional Use Permit #23-91000002 to allow for a Miniwarehouse/Self-Storage use in the General Commercial (GC) zoning district, on an 8.03-acre tract of land located at the 9100 Block of W. Fairmont Pkwy., La Porte, Texas, legally described as Tract 713, La Porte Outlots, Harris County, Texas. [Teresa Evans, Planning & Development Director]**

Mayor opened the public hearing at 6:38 p.m. Hector Rubio of J. Morales, Inc., representing the project, offered public comment in support of the project. Mayor Rigby closed the public hearing at 7:02 p.m.

Mayor Pro Tem Engelken moved to deny adoption of Ordinance 2023-3941 amending the Code of Ordinances of the City of La Porte, Chapter 106 "Zoning" by granting Special Conditional Use Permit #23-91000002 for a Miniwarehouse/Self-Storage use in the General Commercial (GC) zoning district, on an 8.03-acre tract of land located at the 9100 Block of W. Fairmont Pkwy., La Porte, Texas, legally described as Tract 713, La Porte Outlots, Harris County, Texas; Councilperson Bentley seconded the motion; the motion was adopted, 8-0.

7. STATUTORY AGENDA

- a. **Presentation, discussion, and possible action to approve utilization of the civil service testing process for the hiring of police cadets in order for the Police Department to reach full staffing. [Doug Ditrich, Chief of Police]**

Mayor Pro Tem Engelken moved to approve utilization of the civil service testing process for the hiring of police cadets in order for the Police Department to reach full staffing; the motion was seconded by Councilperson Helton; the motion was adopted, 8-0.

- b. **Presentation, discussion, and possible action to call a special session of the La Porte City Council to be held at Lomax Elementary School, 10615 N Avenue L, La Porte, 77571, at 7 p.m. CT, on Thursday, June 29, 2023, in accordance with the provisions of the La Porte City Council Rules of Procedure Section 3.01(B). [Mayor Rigby and Councilperson Williams]**

Without objection, this item was handled between items 2 and 3. Councilperson Williams moved to approve having a special session of the La Porte City Council to be held at Lomax Elementary School, 10615 N Avenue L, La Porte, 77571, at 7 p.m. CT, on Thursday, June 29, 2023, in accordance with the provisions of the La Porte City Council Rules of Procedure Section 3.01(B); the motion was seconded by Councilperson Martin.

Councilperson McCaulley moved to amend the motion by striking “to be held at Lomax Elementary School, 10615 N Avenue L, La Porte, 77571”, and inserting “at City Council Council chamber”; the motion was seconded by Councilperson Martin; the vote was tied 4-4 and and the amendment was not adopted.

The main motion was adopted, 6-2, Councilpersons Martin and McLarrin voting against.

8. REPORTS

- a. Receive report of the La Porte Development Corporation Board meeting. [Councilperson Engelken]**

Mayor Pro Tem Engelken said the Committee met, approved a payment of \$15,000 to Frank Nance State Farm, received the Houston Port Region Economic Alliance, received an update on an interview for an Economic Development Manager, and set the next meeting for July 24.

9. ADMINISTRATIVE REPORTS

The City Manager said there were no reports.

- 10. COUNCIL COMMENT Hear announcements concerning matters appearing on the agenda; items of community interest; and/or inquiries of staff regarding specific factual information or existing policy from the Mayor, Councilpersons, and City staff, for which no formal action will be discussed or taken.**

The Council thanked Chad Burke for the Economic Alliance report; offered condolences to City Attorney Clark Askins on the passing of his mother this morning; and expressed gratitude to the Parks and Recreation Department for the excellent job they perform in holding City events.

11. EXECUTIVE SESSION

- a. Texas Government Code Sec. 551.071(1)(A)-Pending or Contemplated Litigation. The City Council will meet in closed session with the City Attorney and City Manager to discuss Union Pacific Railroad property development-zoning matter.**

The Council adjourned into executive session at 7:20 p.m.

- 12. RECONVENE into open session and consider action, if any, on item(s) discussed in executive session.**

The Council reconvened from executive session at 8:10 p.m. No action was taken.

ADJOURN – Without objection, the meeting was adjourned at 8:11 p.m.

Lee Woodward, City Secretary

LOUIS R. RIGBY
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ROBBIE McLARRIN
Councilperson District 6

MINUTES OF CITY COUNCIL SPECIAL MEETING JUNE 29, 2023

The City Council of the City of La Porte met in a special meeting on Thursday, June 29, 2023, at Lomax Elementary School, 10615 N. Avenue L, La Porte, Texas, 77571, at 7:00 p.m., with the following in attendance:

Councilpersons present: Louis Rigby, Brandon Lunsford, Brent McCaulley, Mandi Williams, Chuck Engelken, Rick Helton

Councilpersons attending remotely: None

Councilpersons absent: Bill Bentley, Jay Martin, Robbie McLarrin

Council-appointed officers present: Corby Alexander, City Manager; Lee Woodward, City Secretary

CALL TO ORDER – Mayor Rigby called the meeting to order at 7:00 p.m.

2. CITIZEN COMMENT *(Generally limited to five minutes per person; in accordance with state law, the time may be reduced if there is a high number of speakers or other considerations.)*

Cliff Wilson, Mike Pertl, Frank Sessions, Danny Earp, Kristin Lee, Dennis Roese, Randall Hayes, Chris Santiago, Daryl Leonard, Terri Hayes, Douglas Harris, Lanny Murdock, Charles Sloan, Sharon Henry, Steven Brown, Josh Hollub, Roger Hansel, Barry Tobias, Johnathan Branch, Debbie Brown, Wyatt Smith, Tim Benoit, Madison Suarez, Ron Nowetner, David Janda, and Mary Toney spoke of their pleasure with the lifestyle in the Lomax area, concerns about prior encroachments, chemical storage risks, potential drainage issues, challenges regarding livestock and wildlife, a rumor of an extension to Lomax School Road, worries about increased pollution, traffic, and crime, and in opposition to rezoning the area. Ti O'Daniel asked for more information.

3. STATUTORY AGENDA

- a. **Presentation, discussion, and possible action regarding proposed development of an approximately 270-acre tract of land located south of State Highway 225 and east of Underwood Drive in La Porte, Texas, by owner Union Pacific Railroad, for industrial commercial and/or transportation uses. [Mayor Rigby and Councilperson Williams]**

Mayor Rigby reminded the assembled that no formal proposal has been received by the City and no action would be taken.

4. **COUNCIL COMMENT** Hear announcements concerning matters appearing on the agenda; items of community interest; and/or inquiries of staff regarding specific factual information or existing policy from the Mayor, Councilpersons, and City staff, for which no formal action will be discussed or taken.

Councilpersons expressed their support of residents' views; thanked residents for attending and sharing their concerns; and voiced opposition to the proposal discussed.

ADJOURN – Without objection, the meeting was adjourned at 8:32 p.m.

Lee Woodward, City Secretary



REQUEST FOR CITY COUNCIL AGENDA ITEM

Agenda Date Requested: July 10, 2023

Requested By: Michael Dolby, Director

Department: Finance

☐ Report ☐ Resolution ☒ Ordinance

Exhibits:

Ordinance, RFP Evaluation Sheet, Access Report

Appropriation

Source of Funds: 001,016,033,034,038

00161415155001- \$52,910

01670755335001- \$5,250

03370715315001- \$5,000

03450515225001- \$5,000

03860305655001- \$5,000

Account Number: 03860305655001- \$5,000

Amount Budgeted: \$73,160

Amount Requested: \$62,675

Budgeted Item: ☒ Yes ☐ No

SUMMARY & RECOMMENDATION

Pursuant to state statute and City ordinance, the City shall have its records and accounts audited annually and shall prepare an annual financial statement and report. The audit shall be performed by a certified public accounting (CPA) firm, licensed to practice in the State of Texas. At least every five years, the request for proposal (RFP) process is initiated to review and evaluate all qualified firms interested in providing these services to the City of La Porte.

RFP #23505 for Professional Auditing Services was advertised in the April 20th and April 27th editions of the Bay Area Observer, posted on Public Purchase and the city's website. Fourteen (14) vendors downloaded the RFP Documents, five (5) responses were received. Staff from the Finance Department evaluated the responses based on expertise and experience, adequacy of staffing, sampling techniques, and analytical procedures, references for similar government entities and completeness of the response. Following the evaluation of the responses, Pattillo, Brown & Hill was identified as the highest ranking firm based on the total score. Pattillo, Brown & Hill performed auditing services from 2015-2017 and staff was very pleased with their work.

It is our intention to present an agreement between the City of La Porte and Pattillo, Brown & Hill for professional auditing services for a total of five (5) years, for fiscal years ending September 30, 2023, through FY ending 2027. The Governmental Finance Officers Association's best practices regarding the procurement of audit services is that "Governmental entities should enter into multiyear agreements of at least five years in duration when obtaining the services of independent auditors. Such agreements allow for greater continuity and help minimize the potential for disruption in connection with the independent audit.

The total fees for these services for FY 2023 will be \$62,675, for FY ending 2024 fees will total \$64,500, for FY ending 2025 fees will total \$66,250, for FY 2026 fees will total \$68,000 and FY 2027 fees will total \$69,750. It is our intention to present this item to the Fiscal Affairs Committee on July 10, 2023.

STRATEGIC PLAN STRATEGY AND GOAL

1.2 Improve voter turnout and transparency.

2.2 Establish a more robust program to get the facts to the public.

ACTION REQUIRED BY CITY COUNCIL

Approve Ordinance 2023-3942 authorizing an agreement with Pattillo, Brown & Hill for professional auditing services for FY ending September 30, 2023 through FY ending 2027.

Approved for the City Council meeting agenda

Corby D. Alexander, City Manager

Date

Access Report

Agency

Bid Number

Bid Title

City of La Porte (TX)

23505

Professional Auditing Services

Vendor Name	Accessed First Time	Documents
School Wholesale Supplies LLC	2023-04-21 04:05 AM CDT	RFP 23505 Professional Auditing Services.pdf
Weaver	2023-04-20 12:17 PM CDT	RFP 23505 Professional Auditing Services.pdf
Blackbird renewable energy	2023-05-12 07:56 AM CDT	RFP 23505 Professional Auditing Services.pdf
Hinderliter, de Llamas and Associates	2023-04-20 12:22 PM CDT	RFP 23505 Professional Auditing Services.pdf
BrooksWatson & Company, PLLC	2023-04-24 09:45 AM CDT	RFP 23505 Professional Auditing Services.pdf
Cherry Bekaert LLP	2023-04-21 01:54 PM CDT	RFP 23505 Professional Auditing Services.pdf
Ask IT Consulting Inc.	2023-04-20 10:56 PM CDT	RFP 23505 Professional Auditing Services.pdf
BKD, LLP	2023-04-30 12:24 PM CDT	RFP 23505 Professional Auditing Services.pdf
Climate Survival Solutions	2023-04-21 06:05 AM CDT	RFP 23505 Professional Auditing Services.pdf
Pattillo, Brown & Hill, L.L.P.	2023-04-21 02:14 PM CDT	RFP 23505 Professional Auditing Services.pdf
Belt Harris Pechacek	2023-04-21 08:02 AM CDT	RFP 23505 Professional Auditing Services.pdf
Perkens WS Corporation	2023-04-24 12:47 AM CDT	RFP 23505 Professional Auditing Services.pdf
Eide Bailly, LLP	2023-04-21 10:17 AM CDT	RFP 23505 Professional Auditing Services.pdf
CJIS GROUP LLC	2023-04-21 09:29 AM CDT	RFP 23505 Professional Auditing Services.pdf

**RFP 23505- PROFESSIONAL AUDITING SERVICES
EVALUATION SUMMARY**

Criteria	Belt Harris Pechacek LLP	Brooks Watson & CO	Forvis LLP	Weaver	Pattillo, Brown & Hill
Demonstrated technical expertise and experience	10	10	10.4	11	11.6
Adequacy of staffing, sampling techniques, analytical procedures, etc.	7.5	7.5	7.5	7.7	8.7
References and qualifications	5.2	4.9	4.8	5.5	6
Completeness and conformity of the reply of the RFP	2.8	2.8	2.8	2.9	2.9
Final Scores	25.5	25.2	25.5	27	29.2

ORDINANCE NO. 2023- 3942

AN ORDINANCE APPROVING AND AUTHORIZING AN AGREEMENT BETWEEN THE CITY OF LA PORTE, TEXAS AND PATTILLO, BROWN & HILL, CERTIFIED PUBLIC ACCOUNTANTS, TO AUDIT THE CITY'S GENERAL-PURPOSE FINANCIAL STATEMENTS FOR THE FISCAL YEARS ENDING SEPTEMBER 30, 2023, SEPTEMBER 30, 2024, SEPTEMBER 30, 2025, SEPTEMBER 30, 2026, AND SEPTEMBER 30, 2027; MAKING VARIOUS FINDINGS AND PROVISIONS RELATING TO THE SUBJECT; FINDING COMPLIANCE WITH THE OPEN MEETINGS LAW; AND PROVIDING AN EFFECTIVE DATE HEREOF.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LA PORTE:

Section 1. The City Council hereby approves and authorizes the contract, agreement, or other undertaking described in the title of this ordinance, in substantially the form as shown in the document which is attached hereto and incorporated herein by this reference. The City Manager is hereby authorized to execute such document and all related documents on behalf of the City of La Porte. The City Secretary is hereby authorized to attest to all such signatures and to affix the seal of the City to all such documents.

Section 2. The City Council officially finds, determines, recites and declares that a sufficient written notice of the date, hour, place and subject of this meeting of the City Council was posted at a place convenient to the public at the City Hall of the City for the time required by law preceding this meeting, as required by the Open Meetings Law, Chapter 551, Texas Government Code; and that this meeting has been open to the public as required by law at all times during which this ordinance and the subject matter thereof has been discussed, considered and formally acted upon. The City Council further ratifies, approves and confirms such written notice and the content and posting thereof.

Section 3. This Ordinance shall be effective from and after its passage and approval, and it is so ordered.

PASSED AND APPROVED, this 10th day of JULY, 2023.

CITY OF LA PORTE, TEXAS

By: _____

Louis R. Rigby, Mayor

ATTEST:

Lee Woodward, City Secretary

APPROVED AS TO FORM:

Clark T. Askins, City Attorney



REQUEST FOR CITY COUNCIL AGENDA ITEM

Agenda Date Requested: July 10, 2023

Requested By: Ray Mayo, Director

Department: Public Works

☒ Report ☐ Resolution ☐ Ordinance

Exhibits: Garver Professional Services Agreement:
RFQ 23601 Evaluation Summary, Access Report,
Garver Proposal

Appropriation

Source of Funds: 003 -Utility CIP

Account Number: 003-7085-533-1100

Amount Budgeted: \$125,000.00

Amount Requested: \$85,852.00

Budgeted Item: ☒ Yes ☐ No

SUMMARY & RECOMMENDATION

Recent revisions of the Environmental Protection Agency's rule regarding National Primary Drinking Water Regulations amending lead and copper rule revisions (LCRR), has tasked all public water systems to meet certain reporting, sampling and on-going operating procedures. The rules are focused on protection of public health by minimizing lead and copper levels in drinking water, primarily by reducing corrosion of plumbing materials.

City staff has participated in workgroups and training opportunities on this topic sponsored by Texas Water Utilities Association and Texas Commission on Environmental Quality. The first tier of reporting milestones deadline is October 16, 2024. This will entail a database of all water service connections in La Porte, and eventually, determinations of pipe material types upstream and downstream of the water meter. In the sampling component, specific location sampling will occur inside schools and daycare facilities served by the City water system.

In order to meet the deadlines and the detailed criteria, staff is proposing to utilize a consultant to assist in development of the service line inventory, develop a sampling plan and procedure, and preparation of a replacement plan, all consistent with the new regulations.

RFQ #23601 for 'Lead and Copper Compliance Program' was advertised on February 23rd and March 2, 2023, in the Bay Area Observer, Public Purchase and the City website. Forty-six Vendors were notified, nineteen downloaded the bid documents and four (4) responses were received. The four proposals were evaluated by a 3-person selection team that scored the proposals based on qualifications, experience, project understanding, sample of past assistance provided, and capacity to perform. Garver USA scored the highest during the evaluation. Since selection, City staff has conducted several meetings with the consultant to determine the levels of effort needed and negotiate the agreement. City staff recommends execution of a professional services agreement with Garver for \$85,852.00.

STRATEGIC PLAN STRATEGY AND GOAL

3.8 Address long-term maintenance needs of City Infrastructure.

Proper operation of the water system requires compliance with all regulations imposed by Federal and State agencies.

ACTION REQUIRED BY CITY COUNCIL

Authorize the City Manager to execute a professional services agreement with Garver, USA for compliance assistance with revisions to the Lead and Copper Rule, not to exceed \$85,852.00.

Approved for the City Council meeting agenda

Corby D. Alexander, City Manager

Date



PROFESSIONAL SERVICES AGREEMENT

Project No. 22W09085

THIS PROFESSIONAL SERVICES AGREEMENT (“**Agreement**”) is made by and between the **City of La Porte** (hereinafter referred to as “**Owner**”), and **Garver, LLC** (hereinafter referred to as “**Garver**”). Owner and Garver may individually be referred to herein after as a “**Party**” and/or “**Parties**” respectively.

1. SCOPE OF SERVICES

- 1.1. Services. Owner hereby engages Garver to perform the following scope of service described in Exhibit A attached hereto (“**Services**”). Execution of this Agreement by Owner constitutes Owner’s written authorization to proceed with the Services.

2. PAYMENT

- 2.1. Fee. For the Services described under Section 1.1, Owner will pay Garver on a monthly basis in accordance with this Section and Exhibit B. Owner shall pay Garver all undisputed amounts within thirty (30) days of receipt of an invoice. If any undisputed payment due Garver under this Agreement is not received within forty-five (45) days from the date of an invoice, Garver may elect to suspend Services under this Agreement without penalty.

3. AMENDMENTS

- 3.1. Amendments. Garver shall be entitled to an equitable adjustment in the cost and/or schedule for circumstances outside the reasonable control of Garver, including modifications in the scope of Services, applicable law, codes, or standards after the Effective Date (“**Amendment**”). All Amendments shall be effective only after being signed by the designated representatives of both Parties. Garver shall have no obligation to perform any additional services created by such Amendment until a mutually agreeable Amendment is executed by both Parties.

4. OWNER'S RESPONSIBILITIES

- 4.1. Owner shall be responsible for all requirements and instructions that it furnishes to Garver pursuant to this Agreement, and for the accuracy and completeness of all programs, reports, data, and other information furnished by Owner to Garver pursuant to this Agreement. Garver may use and rely upon such requirements, programs, instructions, reports, data, and information in performing or furnishing services under this Agreement, subject to any express limitations or reservations applicable to the furnished items as further set forth in Exhibit A.

5. GENERAL

- 5.1. Standards of Performance. Garver shall perform any and all Services required herein in accordance with generally accepted practices and standards employed by the applicable United States professional services industries as of the Effective Date practicing under similar conditions and locale. Garver shall not be responsible for the acts or omissions of any contractor for whom it does not have a direct contract. Garver neither guarantees the performance of any contractor nor assumes responsibility for any contractor’s failure to furnish and perform its work in accordance with the documents applicable to the contractor’s work even when Garver is performing construction phase services.



- 5.2. Instruments of Service. All reports, specifications, record drawings, models, data, and all other information provided by Garver or its subconsultants, which is required to be delivered to Owner under Exhibit A (the “**Deliverables**”), shall become the property of Owner subject to the terms and conditions stated herein. All property rights of a Party, including copyright, patent, and reuse (“**Intellectual Property**”), shall remain the Intellectual Property of that Party. Any Intellectual Property of Garver, or any third party embedded in the Deliverables, shall remain so imbedded and may not be separated therefrom. Upon Owner fulfilling its payment obligations under this Agreement, Garver hereby grants Owner a license to use the Intellectual Property but only in the operation and maintenance of the Project for which it was provided. Use of such Intellectual Property for modification, extension, or expansion of this Project or on any other project, unless under the direction of Garver, shall be without liability to Garver and Garver's subconsultants.
- 5.3. Opinions of Cost. Since Garver has no control over: (i) the cost of labor, materials, equipment, or services furnished by others; (ii) the contractor or its subcontractor(s)' methods of determining prices; (iii) competitive bidding; (iv) market conditions; or (v) similar material factors, Garver's opinions of Project costs or construction costs provided pursuant to Exhibit A, if any, are to be made on the basis of Garver's experience and qualifications and represent Garver's reasonable judgment as an experienced and qualified professional engineering firm, familiar with the construction industry; but Garver cannot and does not guarantee that proposals, bids, or actual Project or construction costs will not vary from estimates prepared by Garver.
- 5.4. Underground Utilities. Except to the extent expressly included as part of the Services, Garver will not provide research regarding utilities or survey utilities located and marked by their owners. In no event is Garver responsible for damage to underground utilities, unmarked or improperly marked, caused by geotechnical conditions, potholing, construction, or other contractors or subcontractors working under a subcontract to this Agreement.
- 5.5. Confidentiality. Owner and Garver shall consider: (i) all information provided by the other Party that is marked as “Confidential Information” or “Proprietary Information” or identified as confidential pursuant to this Section in writing promptly after being disclosed verbally; and (ii) all documents resulting from Garver's performance of Services, to be Confidential Information. Except as legally required, Confidential Information shall not be discussed with or transmitted to any third parties, except on a “need to know basis” with equal or greater confidentiality protection or written consent of the disclosing Party. Confidential Information shall not include and nothing herein shall limit either Party's right to disclose any information provided hereunder which: (i) was or becomes generally available to the public, other than as a result of a disclosure by the receiving Party or its personnel; (ii) was or becomes available to the receiving Party or its representatives on a non-confidential basis, provided that the source of the information is not bound by a confidentiality agreement or otherwise prohibited from transmitting such information by a contractual, legal, or fiduciary duty; (iii) was independently developed by the receiving Party without the use of any Confidential Information of the disclosing Party; or (iv) is required to be disclosed by applicable law or a court order. All confidentiality obligations hereunder shall expire three (3) years after completion of the Services.

6. INSURANCE

- 6.1. Insurance. Garver shall procure and maintain insurance as set forth in Exhibit C until completion of the Service. Garver shall name Owner as an additional insured on Garver's General Liability policy to the extent of its indemnity obligations provided in this Agreement.



Upon request, Garver shall furnish Owner a certificate of insurance evidencing the insurance coverages required in Exhibit C.

7. INDEMNIFICATION / WAIVERS

7.1. Indemnification. Subject to the limitations of liability set forth in Section 7.2, Garver agrees to indemnify and hold Owner and its personnel harmless from tort damages due to bodily injury (including death) or third-party tangible property damage to the extent such damages are caused by the negligent acts, errors, or omissions of Garver or any other party for whom Garver is legally liable, in the performance of the Services under this Agreement.

7.2. Waivers. Notwithstanding any other provision to the contrary, the Parties agree as follows:

7.2.1. MUTUAL WAIVER. TO THE FULLEST EXTENT PERMITTED BY LAW, NEITHER OWNER, GARVER, NOR THEIR RESPECTIVE PERSONNEL SHALL BE LIABLE FOR ANY CONSEQUENTIAL, SPECIAL, INCIDENTAL, INDIRECT, PUNITIVE OR EXEMPLARY DAMAGES, OR DAMAGES ARISING FROM OR IN CONNECTION WITH LOSS OF USE, LOSS OF REVENUE OR PROFIT (ACTUAL OR ANTICIPATED), LOSS BY REASON OF SHUTDOWN OR NON-OPERATION, INCREASED COST OF CONSTRUCTION, COST OF CAPITAL, COST OF REPLACEMENT POWER OR CUSTOMER CLAIMS, AND OWNER HEREBY RELEASES GARVER, AND GARVER RELEASES OWNER, FROM ANY SUCH LIABILITY.

7.2.2. LIMITATION. IN RECOGNITION OF THE RELATIVE RISKS AND BENEFITS OF THE PROJECT TO BOTH THE OWNER AND GARVER, OWNER HEREBY AGREES THAT GARVER'S AND ITS PERSONNEL'S TOTAL LIABILITY UNDER THE AGREEMENT SHALL BE LIMITED TO ONE HUNDRED PERCENT (100%) OF GARVER'S FEE SET FORTH IN EXHIBIT B.

7.2.3. NO OTHER WARRANTIES. NO OTHER WARRANTIES OR CAUSES OF ACTION OF ANY KIND, WHETHER STATUTORY, EXPRESS OR IMPLIED (INCLUDING ALL WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE AND ALL WARRANTIES ARISING FROM COURSE OF DEALING OR USAGE OF TRADE), SHALL APPLY. OWNER'S EXCLUSIVE REMEDIES AND GARVER'S ONLY OBLIGATIONS ARISING OUT OF OR IN CONNECTION WITH DEFECTIVE SERVICES (PATENT, LATENT, OR OTHERWISE), WHETHER BASED IN CONTRACT, IN TORT (INCLUDING NEGLIGENCE AND STRICT LIABILITY), OR OTHERWISE, SHALL BE THOSE STATED IN THE AGREEMENT.

7.3. THE LIMITATIONS SET FORTH IN SECTION 7.2 APPLY REGARDLESS OF WHETHER THE CLAIM IS BASED IN CONTRACT, TORT, OR NEGLIGENCE, INCLUDING GROSS NEGLIGENCE, STRICT LIABILITY, WARRANTY, INDEMNITY, ERROR AND OMISSION, OR ANY OTHER CAUSE WHATSOEVER.

8. DISPUTE RESOLUTION

8.1. EACH PARTY IRREVOCABLY WAIVES, TO THE FULLEST EXTENT PERMITTED BY APPLICABLE LAWS, ANY AND ALL RIGHT TO TRIAL BY JURY.



9. TERMINATION

9.1. Termination. This Agreement may be terminated seven (7) days after written notice and a reasonable opportunity to cure by either Party in the event of failure by the other Party to perform any material obligation in accordance with the terms hereof.

10. MISCELLANEOUS

10.1. Governing Law. This Agreement is governed by the laws of the State of Texas, without regard to its choice of law provisions.

10.2. No Third-Party Beneficiaries. Nothing herein shall be construed to give any rights or benefits hereunder to anyone other than Owner and Garver. This Agreement does not contemplate any third-party beneficiaries.

10.3. Entire Agreement. This Agreement constitutes the entire agreement between Owner and Garver and supersedes all prior written or oral understandings and shall be interpreted as having been drafted by both Parties. This Agreement may be amended, supplemented, or modified only in writing by and executed by both Parties.

11. EXHIBITS

11.1. The following Exhibits are attached to and made a part of this Agreement:

- Exhibit A – Services
- Exhibit B – Compensation Schedule
- Exhibit C – Insurance

If there is an express conflict between the provisions of this Agreement and any Exhibit hereto, the terms of this Agreement shall take precedence over the conflicting provisions of the Exhibit.

Owner and Garver, by signing this Agreement, acknowledge that they have independently assured themselves and confirms that they individually have examined all Exhibits, and agrees that all of the aforesaid Exhibits shall be considered a part of this Agreement and agrees to be bound to the terms, provisions, and other requirements thereof, unless specifically excluded.

Acceptance of this proposed Agreement is indicated by an authorized agent of the Owner signing in the space provided below. Please return one signed original of this Agreement to Garver for our records.

[Signature Page to Follow]



IN WITNESS WHEREOF, Owner and Garver have executed this Agreement effective as of the date last written below ("**Effective Date**").

City of La Porte, Texas

Garver, LLC

By: _____
Signature

By: D. N. Olson
Signature

Name: _____
Printed Name

Name: Daniel N. Olson, PE
Printed Name

Title: _____

Title: Vice President

Date: _____

Date: 06/23/2023

APPENDIX A SCOPE OF SERVICES

CITY OF LA PORTE Lead and Copper Rule Assistance

(Garver Project No. – 22W09085)

Background

The City of La Porte (“City”) selected Garver to assist with preparations for compliance with the Lead and Copper Rule Revisions (LCRR). These services will be phased based on the regulatory timeframe, i.e., the LCRR compliance date of October 16, 2024, and will be responsive to regulatory changes introduced by the Lead and Copper Rule Improvements (LCRI), which is currently in development.

Generally, Garver will provide technical guidance to the City related to:

- Water quality
- Sampling plans and protocols
- Lead service line replacement plan
- Budgeting for LCRR and LCRI costs
- Identifying and applying for funding
- Communications materials
- Operator training

Assumptions

The scope of work was developed based on the following assumptions:

- The draft LCRI will be released by the United States Environmental Protection Agency (EPA) by Summer 2023. The Texas Commission on Environmental Quality (TCEQ) will be releasing regulations and guidance between 2023 and 2024. Each task will be completed based on the information available from the EPA and TCEQ between the notice to proceed and submittal deadline.
- The City has begun developing a service line inventory by reviewing relevant records.
 - The City has records from recent meter replacements and will compile the records for review.
- The City does not have Standard Operating Procedures for service line replacements but will prepare one based on proposal meeting held on May 11, 2023
- The City will provide:
 - Updates on the service line inventory as it is populated
 - Standard operating procedures for service line replacements
 - A list of existing tap sampling sites for Lead and Copper Rule (LCR) compliance
 - Existing sampling protocol for LCR tap sampling, if different from the TCEQ standard
 - Existing communications materials for LCR compliance

Scope of Work

The following scope of work describes the services to be provided. Garver will prepare an overall project management plan and quality control/assurance plan to be used for all tasks.

A. Task I – Project Management

1. Garver will attend one virtual kick-off meeting to discuss project objectives, internal and external team, lines of communication, and schedule. Garver will prepare a data request document and submit to the City, including:
 - a. Locations of existing schools and licensed child-care facilities in electronic (GIS) format, if available.
 - b. The City's distribution system map, in electronic (GIS) format, if available.
 - c. Historical water quality data from the City's groundwater wells, entry points and distribution system, including Nitrification Action Plan data and disinfectant residual data, in electronic (Microsoft Excel) format
 - d. Historical flow data from each of the City's water sources in electronic (Microsoft Excel) format
 - e. Historical monthly mineral analysis reports from the City of Houston Southeast Water Purification Plant in electronic (Microsoft Excel or PDF) format
 - f. Historical customer complaint records in electronic (Microsoft Excel) format
2. Garver will prepare a Project Management Plan and Quality Control Plan for project documentation and establishing reviews for each deliverable. Progress reports to support invoices are not included as part of this scope.

B. Task II – Service Line Inventory Development Assistance

LCRR Required: Yes.

LCRR Deadline: Submit service line inventories to TCEQ no later than October 16, 2024

1. Up to two (2) Garver staff will meet with the City to review the City's existing research related to the service line inventory, view source materials available at the City's facilities, and view representative meter boxes in the City. Up to two (2) eight-hour in-person meetings are expected.
2. Garver will assist the City in developing a strategy for identifying service line materials using existing records, routine and emergency maintenance activities, county appraisal district electronic record screening, and targeted materials inspections. The strategy and a proposed schedule will be documented in a technical memorandum (TM). The TM will be submitted as draft and final documents following quality review per the Project Management Plan.
3. Garver will assist the City in setting up a GIS-based template for the City's service line inventory. In addition to providing a list of information to be included in the template, Garver staff will provide up to twenty-four (24) hours of virtual GIS support to assist the City in setting up the template and a process to export it to TCEQ's service line inventory template upon completion by the City.
4. Garver will set up a form for field data collection, in either paper or electronic format (e.g., Survey 1,2,3). This form will be used by the City's field staff to document and record service line materials as they are encountered in the field.
5. Garver will review data collected by the City using the template and form up to two (2) times

and provide recommendations for enhancing the accuracy and completeness of the data, based on the EPA and TCEQ regulations and guidance documents available.

6. Up to three (3) Garver staff will attend four (4) one-hour meetings to discuss inventory progress and any new service line documentation obtained by the City.
7. Garver will facilitate one (1) virtual workshop to discuss findings from the Service Line Inventory Development TM.
8. Garver will conduct a quality review of deliverables per PMP.

C. Task III – Sampling Plans and Protocols

LCRR Required: Yes.

LCRR Deadline: Submit sampling plans to TCEQ no later than October 16, 2024. Sampling is required to start January 2025.

1. Garver will prepare and submit a data request to the City for existing lead and copper sampling plans and protocols.
2. Garver will review the City's planned approach to developing and maintaining a list of schools and licensed child-care facilities and provide comments.
3. Garver will develop Draft and Final sampling protocols for implementation at schools and licensed child-care facilities in accordance with the requirements of the LCRR and LCRI, based on the latest available EPA documents. Sampling protocols will include the number of samples required per facility and flow charts for selecting sampling points within each facility.
4. Garver will facilitate one (1) virtual workshop to discuss the draft sampling plans and protocols and receive City feedback.
5. Garver will provide one virtual or in-person City staff training session (up to four hours in duration) for implementation of the new plans and protocols.
6. Garver will conduct a quality review of deliverables per PMP.

D. Task IV – Lead Service Line Replacement Plan

LCRR Required: Yes.

LCRR Deadline: Submit lead service line replacement plan to TCEQ no later than October 16, 2024

1. Garver will submit a data request for existing lead service line replacement-related documents.
2. Garver will review the City's existing details related to service line replacement and develop a lead service line replacement plan based on the City's service line inventory and requirements of the LCRR and LCRI. Based on LCRR requirements, the plan is expected to include:
 - a. A strategy for determining the composition of service lines of unknown material
 - b. A procedure for conducting full lead service line replacements
 - c. A strategy for informing customers before full and partial lead service line replacements

- d. A lead service line replacement goal rate recommended by the system in the event of a lead trigger level exceedance
- e. A prioritization strategy for completing lead service line replacements
- f. A funding strategy for conducting lead service line replacements that considers ways to accommodate customers that are unable to pay to replace the portion that they own.

Garver will submit the plan in draft and final versions. Quality reviews of the plan will be conducted per the Project Management Plan. LCRR and LCRI requirements will be based on the EPA and TCEQ regulations and guidance documents available.

- 3. Garver will facilitate one (1) virtual workshop to discuss the draft sampling plans and protocols and receive City feedback.
- 4. Garver will conduct a quality review of deliverables per PMP.

ADDITIONAL SERVICES

Additional Services are tasks to support deliverables required by TCEQ and/or EPA. The City has indicated the desire to self-perform tasks and have Garver support the City as needed. Additional Services will be authorized by the City as requested and per the contract terms. Anticipated durations and deliverables are provided below, but will be adjusted as part of the authorization process.

A. Task A.I – Physical Inspections of Meter Boxes (hourly, not to exceed)

- 1. Two (2) Garver staff will conduct physical inspections meter vaults to identify visible service line materials for up to 400 meter boxes.
- 2. Garver will conduct scratch-and-magnet tests to identify service line materials if required.
- 3. Resulting materials classifications will be documented in the field, including one digital photograph per visible service line, using Survey 1,2,3 or similar.
- 4. Results will be uploaded to the City's GIS or provided to the City for upload.

B. Task A.II – Budgeting and Funding Procurement Assistance for LCRR and LCRI Costs (hourly, not to exceed)

- 1. Garver will assist the City in identifying items related to LCRR and LCRI compliance that should be included in the City's operating budget, based on the EPA and TCEQ regulations and guidance documents available.
- 2. Garver will assist the City in identifying grants and loans available for projects associated with the LCRR and LCRI, such as lead service line replacement projects or addressing lead in schools and child-care facilities.
- 3. Garver will prepare a data request document for information needed to complete project information forms (PIFs) and submit to the City, including:
 - a. System maps
 - b. Reports
 - c. Data
 - d. Budget-level cost estimates
 - e. Project information
- 4. Garver will coordinate with the City and the funding agency (e.g., the Texas Water

Development Board, TWDB) as necessary. Garver will send the draft PIF to the City for the City to submit to the funding agency.

5. Garver will facilitate one (1) virtual workshop to discuss the funding opportunities and procurement approach.

C. Task A.III – Data Entry (hourly, not to exceed)

1. Garver staff will enter service line inventory data into the City's GIS-based service line inventory. Data types may include structure or service line build dates, work order reports, subdivision or development names, and service line materials. It is assumed that the City will provide the data to Garver in an MS Excel spreadsheet or other database format agreed to by Garver and the City, or in typed, regularly formatted PDFs that can be converted to spreadsheet format by common PDF software (e.g., BlueBeam, Adobe). Digitization or entry of handwritten data is not included.
2. Garver will provide quality reviews of Garver-input data per the Project Management Plan

D. Task A.IV – Predictive Modeling (hourly, not to exceed)

1. Garver will use data provided in the City's service line inventory to develop a predictive model to classify service lines of unknown material. Possible inputs to the model are expected to include structure build dates, subdivision or development, service line size, water main material, water main installation date, results from physical inspections, and other available data. The level of confidence achieved by the modeling will be related to the amount and reliability of available inputs.
2. A predictive model will be based on IF/THEN statements for a subset of the service line inventory data if relatively little data is available; machine learning algorithms may be used if more than six (6) possible reliable inputs are available.
3. The predictive model will be validated and retrained using additional service line inventory data.
4. The validated model will be applied to the unknown service line materials to provide "likely" classifications.
5. Garver will summarize the methodology and results from predictive modeling in a brief TM. The TM will be submitted to the City as draft and final documents. Full results will be submitted to the City for upload to GIS with the final TM.

E. Task A.V – Technical Advisor, as needed (hourly, not to exceed)

1. Garver will provide advisory services to support the City's compliance with the Lead and Copper as well as other water quality related items.

SUMMARY OF PROJECT DELIVERABLES BY TASK

A. Task II – Service Line Inventory Development Assistance

1. Draft Service Line Inventory Development technical memorandum in electronic (PDF) format
2. Final Service Line Inventory Development technical memorandum in electronic (PDF) format

B. Task III – Sampling Plans and Protocols (FY 2023/2024)

1. Draft Tap Sampling Sites in GIS (.SHP) format
2. Final Tap Sampling Sites in GIS (.SHP) format
3. Draft Tap Sampling Protocols in electronic (PDF) format
4. Final Tap Sampling Protocols in electronic (PDF) format
5. Draft Sampling Protocols for Schools and Child-care Facilities in electronic (PDF) format
6. Final Sampling Protocols for Schools and Child-care Facilities in electronic (PDF) format

C. Task IV – Lead Service Line Replacement Plan (FY 2023/2024)

1. Submittal of Data Request
2. Draft Lead Service Line Replacement Plan in electronic (PDF) format
3. Final Lead Service Line Replacement Plan in electronic (PDF) format

EXTRA WORK

The following items are not included under this agreement but will be considered as extra work:

1. Physical inspection of service lines including but not limited to excavation and hydro-vacuum.
2. Digitization of handwritten data for the service line inventory.
3. Populating the service line inventory
4. Sampling or water quality analyses.
5. Development of a list of schools and licensed child-care facilities.
6. Development of communications materials beyond those identified herein.
7. Estimation of labor costs for City staff.
8. Design services of any kind.
9. Submittals or deliverables in addition to those listed herein.

SCHEDULE

Garver shall begin work under this Agreement within ten (10) calendar days of the Notice to Proceed for each task and shall complete the work in accordance with the schedule below. It is assumed that the Notice to Proceed for each task will be accompanied by City-developed documents that Garver is to review.

Basic Services Task Description	Calendar Days
Task II – Service Line Inventory Development Draft TM	75 days from Notice to Proceed
Task II – Service Line Inventory Development Final TM	15 days from Receipt of City Comments on Draft
Task III – Draft Tap Sampling Sites and Protocols	To be Coordinated with City Based on Service Line Inventory Development Schedule
Task III – Final Tap Sampling Sites and Protocols	15 days from Receipt of City Comments on Draft
Task IV – Draft Lead Service Line Replacement Plan	To be Coordinated with City Based on Service Line Inventory Development Schedule
Task IV – Final Lead Service Line Replacement Plan	15 days from Receipt of City Comments on Draft

*Note: for planning purposes, 14 calendar days are assumed for a complete City response to a data request or comments related to a DRAFT submittal.



**EXHIBIT B
(COMPENSATION SCHEDULE)**

The table below presents a summary of the fee amounts and fee types for this Agreement.

WORK DESCRIPTION	FEE AMOUNT	FEE TYPE
BASIC SERVICES		
TASK I Project Management	\$3,218.00	LUMP SUM
TASK II Service Line Inventory Development Assistance	\$37,702.00	LUMP SUM
TASK III Sampling Plans and Protocols	\$24,082.00	LUMP SUM
TASK IV Lead Service Line Replacement Plan	\$20,850.00	LUMP SUM
BASIC SERVICES SUBTOTAL	\$85,852.00	
ADDITIONAL SERVICES (Not Selected at this time)		
TASK A.I Physical Inspections of Meter Boxes	-	RATE SCHEDULE
TASK A.II Budgeting and Funding Procurement Assistance for LCRR and LCRI Costs	-	RATE SCHEDULE
TASK A.III Data Entry	-	RATE SCHEDULE
TASK A.IV Predictive Modeling	-	RATE SCHEDULE
TASK A.V Technical Advisor	-	RATE SCHEDULE
ADDITIONAL SERVICES (SUBTOTAL)	-	
TOTAL FEE	\$85,852.00	

The lump sum amount to be paid under this Agreement is \$85,852.00 for Basic Services and the hourly not to exceed amount is \$0.00 for Additional Services. For informational purposes, a breakdown of Garver's estimated costs is included in this Exhibit B with for each employee classification.

Exhibit B

City of La Porte

Lead and Copper Rule Assistance

WORK TASK DESCRIPTION	QA/QC	Project Manager	LCCR Advisor	Project Engineer	Grad. Eng./ Comms.	GIS Specialist	Predictive Modeler	Funding Specialist	GARVER	GARVER	TOTAL
	E-6	E-5	E-4	E-3	E-1	ES-4	E-3	P-2			
	hr.	hr.	hr.	hr.	hr.	hr.	hr.	hr.			
Basic Services Section											
1. TASK I Project Management											
1. Virtual Kick-off Meeting		2	2		4				\$1,406		\$1,406
2. Project Management Plan		4	4						\$1,812		\$1,812
									\$0		\$0
Subtotal - TASK I Project Management	0	6	6	0	4	0	0	0	\$3,218	\$0	\$3,218
2. TASK II Service Line Inventory Development Assistance											
1. Research Review Meeting with City		4	20		20				\$7,576	\$1,000	\$8,576
2. GIS-Template Assistance		2	2			24			\$5,682		\$5,682
3. Field Data Collection Form Assistance		2	2			4			\$1,702		\$1,702
4. Service Line Inventory Data Reviews		2	8			8			\$3,722		\$3,722
5. Prepare Draft and Final Strategy Letter Tech. Memo.		4	20		40				\$10,076		\$10,076
6. Attend up to four Progress Meetings		8	4		8				\$3,808	\$100	\$3,908
7. Virtual Workshop		4	4		8				\$2,812		\$2,812
8. Quality Review per PMP	4								\$1,224		\$1,224
									\$0		\$0
Subtotal - TASK II Service Line Inventory Development Assistance	4	26	60	0	76	36	0	0	\$36,602	\$1,100	\$37,702
3. TASK III Sampling Plans and Protocols											
1. Data Request		2	2		4				\$1,406		\$1,406
2. Tap Sampling Plan and Protocol Updates		4	16		32	2			\$8,658		\$8,658
3. Review City's Approach to List of Schools and Licensed Childcare Facilities		2	2						\$906		\$906
4. Sampling Protocols for Schools and Licensed Childcare Facilities		4	12		32				\$7,444		\$7,444
5. Virtual Workshop		4	6		8				\$3,220		\$3,220
6. Quality Review per PMP	8								\$2,448		\$2,448
									\$0		\$0
Subtotal - TASK III Sampling Plans and Protocols	8	16	38	0	76	2	0	0	\$24,082	\$0	\$24,082
4. TASK IV Lead Service Line Replacement Plan											
1. Data Request		2	2		4				\$1,406		\$1,406
2. Lead Service Line Replacement Plan		8	24		60				\$14,388		\$14,388
3. Virtual Workshop		4	6		8				\$3,220		\$3,220
4. Quality Review per PMP	6								\$1,836		\$1,836
									\$0		\$0
Subtotal - TASK IV Lead Service Line Replacement Plan	6	14	32	0	72	0	0	0	\$20,850	\$0	\$20,850
Subtotal - Basic Services Section	18	62	136	0	228	38	0	0	\$84,752	\$1,100	\$85,852



Exhibit B-1
City of La Porte
Lead and Copper Rule Assistance
Garver Hourly Rate Schedule: July 2022 - June 2023

Classification	Rates	Classification	Rates
Engineers / Architects		Resource Specialists	
E-1	\$ 120.00	RS-1	\$ 96.00
E-2	\$ 139.00	RS-2	\$ 133.00
E-3	\$ 168.00	RS-3	\$ 188.00
E-4	\$ 196.00	RS-4	\$ 246.00
E-5	\$ 239.00	RS-5	\$ 308.00
E-6	\$ 294.00	RS-6	\$ 379.00
E-7	\$ 398.00	RS-7	\$ 431.00
Planners		Environmental Specialists	
P-1	\$ 144.00	ES-1	\$ 96.00
P-2	\$ 181.00	ES-2	\$ 127.00
P-3	\$ 225.00	ES-3	\$ 154.00
P-4	\$ 251.00	ES-4	\$ 191.00
P-5	\$ 290.00	ES-5	\$ 240.00
Designers		ES-6	\$ 293.00
D-1	\$ 112.00	ES-7	\$ 376.00
D-2	\$ 131.00	ES-8	\$ 425.00
D-3	\$ 156.00	Project Controls	
D-4	\$ 181.00	PC-1	\$ 99.00
Technicians		PC-2	\$ 136.00
T-1	\$ 87.00	PC-3	\$ 173.00
T-2	\$ 111.00	PC-4	\$ 222.00
T-3	\$ 135.00	PC-5	\$ 271.00
T-4	\$ 170.00	PC-6	\$ 333.00
Surveyors		PC-7	\$ 428.00
S-1	\$ 54.00	Administration / Management	
S-2	\$ 71.00	AM-1	\$ 69.00
S-3	\$ 95.00	AM-2	\$ 93.00
S-4	\$ 137.00	AM-3	\$ 130.00
S-5	\$ 181.00	AM-4	\$ 165.00
S-6	\$ 206.00	AM-5	\$ 203.00
2-Man Crew (Survey)	\$ 207.00	AM-6	\$ 250.00
3-Man Crew (Survey)	\$ 261.00	AM-7	\$ 301.00
2-Man Crew (GPS Survey)	\$ 227.00	M-1	\$ 481.00
3-Man Crew (GPS Survey)	\$ 281.00		
Construction Observation			
C-1	\$ 106.00		
C-2	\$ 136.00		
C-3	\$ 166.00		
C-4	\$ 204.00		
C-5	\$ 244.00		



**EXHIBIT C
(INSURANCE)**

Pursuant to Section 7.1 of the Agreement, Garver shall maintain the following schedule of insurance until completion of the Services:

Worker's Compensation	Statutory Limit
Automobile Liability	
Combined Single Limit (Bodily Injury and Property Damage)	\$500,000
General Liability	
Per Occurrence	\$1,000,000
Aggregate	\$2,000,000
Professional Liability	
Per Claim	\$1,000,000
Annual Aggregate	\$2,000,000
Excess of Umbrella Liability	
Per Occurrence	\$1,000,000
General Aggregate	\$1,000,000

**RFQ #23601 LEAD AND COPPER RULE COMPLIANCE PROGRAM
EVALUATION SUMMARY**

Criteria	Max Points	120 WATER	GARVER	HDR ENGINEERING	TLC ENGINEERING
Qualifications and Experience	135	103	131	128	102
Proposed Project Phasing Timeline	75	50	75	73	60
Sample of Past Assistance Provided	60	25	52	55	25
Demonstrated Capacity to Perform	30	21	30	30	14
Final Scores	300	199	288	286	201

Access Report

Agency

Bid Number

Bid Title

City of La Porte (TX)

23601

Lead and Copper Rule Compliance Program

Vendor Name	Accessed First Time	Documents
School Wholesale Supplies LLC	2023-03-04 02:11 AM CST	RFQ 23601 Lead and Copper Rule Compliance Program.pdf
CMS	2023-03-01 02:50 PM CST	RFQ 23601 Lead and Copper Rule Compliance Program.pdf
120Water	2023-03-07 07:20 AM CST	RFQ 23601 Lead and Copper Rule Compliance Program.pdf
NovaTech	2023-03-01 01:56 PM CST	RFQ 23601 Lead and Copper Rule Compliance Program.pdf
TLC Engineering Inc.	2023-03-02 09:38 AM CST	RFQ 23601 Lead and Copper Rule Compliance Program.pdf
Wayne Enterprises	2023-03-01 12:10 PM CST	RFQ 23601 Lead and Copper Rule Compliance Program.pdf
entram	2023-03-10 07:44 PM CST	RFQ 23601 Lead and Copper Rule Compliance Program.pdf
The Bid Lab	2023-03-02 04:03 AM CST	RFQ 23601 Lead and Copper Rule Compliance Program.pdf
Abernethy Schwartz Partners, LLC	2023-03-03 03:43 PM CST	RFQ 23601 Lead and Copper Rule Compliance Program.pdf
Dodge Data & Analytics	2023-03-01 07:04 PM CST	RFQ 23601 Lead and Copper Rule Compliance Program.pdf
Climate Survival Solutions	2023-03-02 11:35 PM CST	RFQ 23601 Lead and Copper Rule Compliance Program.pdf
Hearn Company	2023-03-01 02:09 PM CST	RFQ 23601 Lead and Copper Rule Compliance Program.pdf
Garver, LLC	2023-03-02 08:36 AM CST	RFQ 23601 Lead and Copper Rule Compliance Program.pdf
Tukmol General Contractor	2023-03-07 02:20 AM CST	RFQ 23601 Lead and Copper Rule Compliance Program.pdf
Perkins WS Corporation	2023-03-01 11:02 PM CST	RFQ 23601 Lead and Copper Rule Compliance Program.pdf
HDR	2023-03-01 03:25 PM CST	RFQ 23601 Lead and Copper Rule Compliance Program.pdf
HDR Engineering, Inc.	2023-03-01 09:52 AM CST	RFQ 23601 Lead and Copper Rule Compliance Program.pdf
Gary R Traylor and Associates, Inc.	2023-03-01 11:58 AM CST	RFQ 23601 Lead and Copper Rule Compliance Program.pdf
TruePani Inc.	2023-03-20 07:10 PM CDT	RFQ 23601 Lead and Copper Rule Compliance Program.pdf

Trusted Advisor Dedicated to La Porte



RFQ #23601 Qualifications for: Lead and Copper Rule Compliance Program

March 21, 2023





12141 Wickchester Lane, Suite 200
Houston, TX 77079
(713) 491-8333
GarverUSA.com

City of La Porte. Purchasing Division
Attn: Purchasing Manager
604 W. Fairmont Parkway
La Porte, TX 77571

March 21, 2023

Re: Lead and Copper Rule Compliance Program

Dear Selection Committee,

Like many communities, the City of La Porte is having to comply with LCRR regulations while continuing to prioritize normal day-to-day operations. **Our experienced and accessible subject matter experts will provide support to efficiently comply with the lead and copper rules and regulations.**

We will provide you with dedicated subject matter experts.

Dr. Ashley Pifer (your LCRR Leader) is Garver's distribution system water quality practice leader and brings over a decade of experience outlining water quality sampling plans, investigating water quality challenges, and assisting with regulatory compliance. Dr. Zaid Chowdhury, who will serve in a Quality Control role, is also a water quality expert who stays on the leading edge of coming regulations, even regularly advising the EPA over the past 30 years. Led by their expertise, Garver is already assisting multiple clients with their LCRR compliance. This means we don't need to "learn on the job," we bring an already-proven project approach to the City.

We have proven experience on relevant LCRR projects. The Garver team brings a proven track record and dedicated resources to help our clients meet compliance-driven deadlines. Your project team leaders, Ashley Pifer and Wade Parks, will help coordinate project efforts to gain efficiencies and keep your needs top priority. With this established team chemistry and workflow, La Porte can be confident that they will receive comprehensive support and assistance throughout the entire process.

We provide a responsive, local team. We understand the importance of having a local team that can be responsive to your needs and provide assistance when needed. As your dedicated Client Service Manager, Wade is located just minutes from La Porte in Garver's Houston office and is committed to being your point-of-contact throughout the project.

Select Garver for a proven valuable asset to regulatory compliance. **We are ready and available to handle this project effort so you can focus on your existing commitments.** If you have any questions please reach out to me at WPParks@GarverUSA.com or 478-287-4657. Thank you for your consideration.

Regards,
GARVER

Wade Parks, PE
Client Service Manager
Point-of-Contact

Ashley Pifer, PhD, PE
LCRR Leader

Dan Olson, PE
Project Principal
Authorized to Enter Into Contract

Legal Firm Name
Garver, LLC

Date of Formation
1919

Office Location
12141 Wickchester Lane
Suite 200
Houston, TX 77079

Contact Person
Wade Parks
WPParks@GarverUSA.com
478-287-4657

Legal Business Description
Limited Liability Company



Qualifications

Your project team includes dedicated and accessible subject matter experts with experience executing relevant LCRR projects.

Knowledge of LCRR, Drinking Water Distribution Systems, and Sampling/Testing Guidelines

The Lead and Copper Rule Revisions (LCRR) and Lead and Copper Rule Improvements (LCRI) are intended to reduce human exposure to lead from drinking water. These regulations include provisions for identifying and removing sources of lead and communicating the health risks associated with lead to the public. The LCRR is currently in effect, with a compliance date of October 16, 2024. The LCRI, which will further strengthen human health protection, is under development, with proposed and final versions expected in 2023 and 2024. The LCRR and LCRI have many moving parts and compliance requires upfront preparation and ongoing effort.

Garver's approach to meeting the regulatory requirements will maximize the City's capacity to self-perform the work while executing the required work efficiently and effectively. We will serve as an extension of your staff. We will also provide the support needed to take advantage of funding opportunities to decrease the cost burden to the City and ease the implementation of the program for both the City and the public.



Dr. Zaid Chowdhury brings a long history with regulatory initiatives.

Zaid has dedicated his career to regularly advising and working with the EPA over the past **30 years**. This close involvement continues today and will allow our team to stay ahead of the LCRI requirements as they are finalized.

Our systematic approach starts with understanding and quantifying La Porte's LCRR compliance needs before developing, managing, and implementing a right-sized LCRR Compliance Program.

Project Components Include:

1. Service Line Material Inventory
2. Lead Service Line Replacement Plan
3. Sample Monitoring Plan for Compliance
4. Public Education Outreach Assistance
5. Technical Implementation and Support
6. Budgeting/Identifying Funding for LCRR/LCRI costs



Dr. Ashley Pifer, your local LCRR Leader,

is actively helping other communities meet LCR and LCRR requirements. She's focused on the regulatory

compliance needs of the LCRR/LCRI and is in the process of executing plans for multiple communities and will lead the technical execution to ensure the program is efficient and successful. The following is a sampling of communities Ashley is working with:

- Waxahachie Lead and Copper Rule Assistance TO#1 - **Complete**
- Waxahachie Lead and Copper Rule Assistance TO#1 - **Active**
- Rockwall Lead and Copper Rule Revision - **Active**
- Paulding County Lead & Copper Sampling Support - **Complete**
- Mountain Home Lead and Copper Rule Compliance - **Active**
- Aledo Lead and Copper Rule Revisions Assistance - **Active**
- Celina Lead and Copper Rule Revisions Assistance - **Active**

Ashley's experience in developing established workflows and providing comprehensive support and assistance will ensure the efficient and effective delivery of the LCRR program for the City of La Porte. With Ashley's guidance, La Porte can rest assured that they will receive expert advice and support to meet LCRR regulations and ensure the safety of their water supply.



Firm's Understanding of the Scope of Services

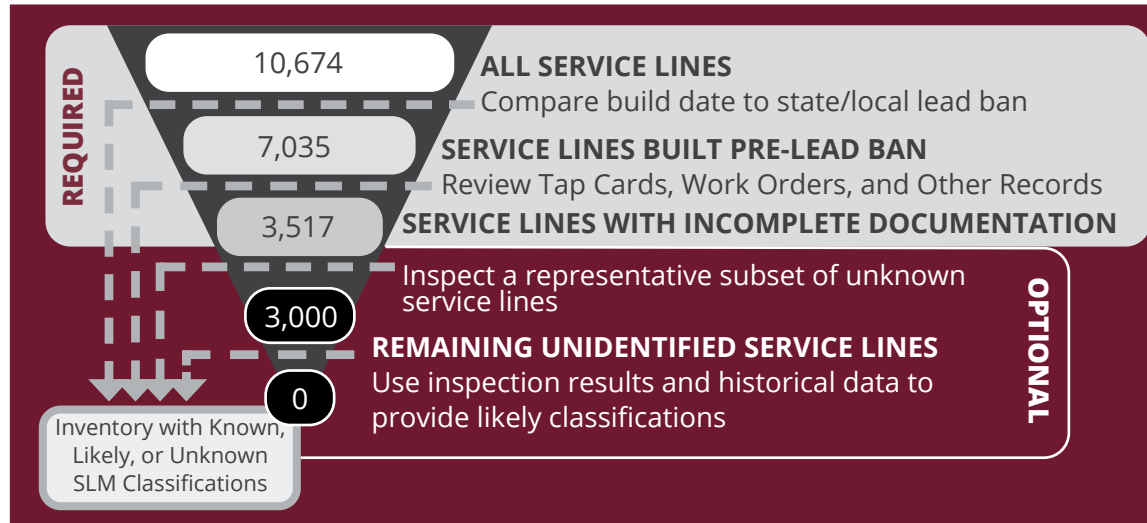
1. Development of Water Service Line Materials (SLM) Inventory

The SLM inventory is foundational to LCRR compliance; in addition to being a required regulatory submittal, it quantifies the potential need for lead service line material replacement allowing assessment of the associated costs and need for grants or loans. The SLM inventory is also the basis for updating tap sampling site selection.

Our screening approach to the SLM inventory (right, numbers for illustration purposes only) maximizes the use of publicly available data and water system knowledge.

Based upon feedback from the EPA, service lines installed after the State Lead Ban became effective in 1988 can be classified as non-lead. We will review SLM inventory materials previously developed by your staff and identify and review other available materials such as: structure build dates from County and City records, historical plumbing codes, and historical water system maps and master plans to classify additional service lines.

Your staff comes into contact with service lines as part of normal operation and maintenance, as well as construction projects. We will develop data collection forms in paper form or compatible with field data entry into GIS and QA/QC practices that can be incorporated into your standard operating procedures. We will tailor the content of these forms based on your staff's preferences and training needs, such as the form on the right which developed for the City of Mountain Home. Such data collection will be required following the LCRR compliance date



and early implementation provides an opportunity to classify more service lines.

Our strategy for systematically and efficiently identifying SLM through existing records research will reduce the number of unknowns to the extent possible. If the number of unknown SLMs is low, we will develop a plan for identifying them through field investigation over time through maintenance and repair activities or through a dedicated program. Should hundreds or thousands of unknown service lines remain, field investigations can be conducted at statistically representative number of sites to provide insight into the proportion of unknowns likely to be lead, galvanized requiring replacement, or nonlead. This would help the City prioritize further investigations or service line replacements, if needed. Should substantial information be available for sites with unknown service line materials, it can be paired with the results of field inspections in a predictive model to assign "likely" classifications to other unknown service line materials.

For field investigations, we will develop a field proofing plan, prior to finalizing the approach, to the service line confirmation activities. **Rods and Cobb-Fendley have performed field verifications for multiple communities and is experienced in developing best practices.** We will leverage City and Garver team resources to accomplish field investigations cost effectively.

City of Mountain Home Water Department
Water Service Line Inventory - Materials Verification Form

This form will help the City of Mountain Home complete a service line inventory for compliance with the Lead and Copper Rule Revisions (LCRR). Please fill out this form when service lines or connectors are exposed as part of construction, maintenance, or other procedures. If data is unavailable for certain fields, leave those fields blank.

Basic Information

Date: _____
Name of Person Completing Form: _____
Street Address: _____
Account Number: _____
Type of Structure Served: _____
Project Type: _____

Service Line Materials Information

Gooseneck Material: _____
Existing City-Owned Service Line Size: _____
Existing City-Owned Service Line Material: _____
Lead Solder Present, City-Side? _____
City-Side Materials Verification Method: _____
Existing Customer-Owned Service Line Size: _____
Existing Customer-Owned Service Line Material: _____
Lead Solder Present, Customer-Side? _____
Other Lead-containing Equipment Connected? _____
Customer-Side Materials Verification Method: _____

If Service Line is Replaced During this Project

New City-Owned Service Line Size: _____
New City-Owned Service Line Material: _____
New Customer-Owned Service Line Size: _____
New Customer-Owned Service Line Material: _____

Notes:

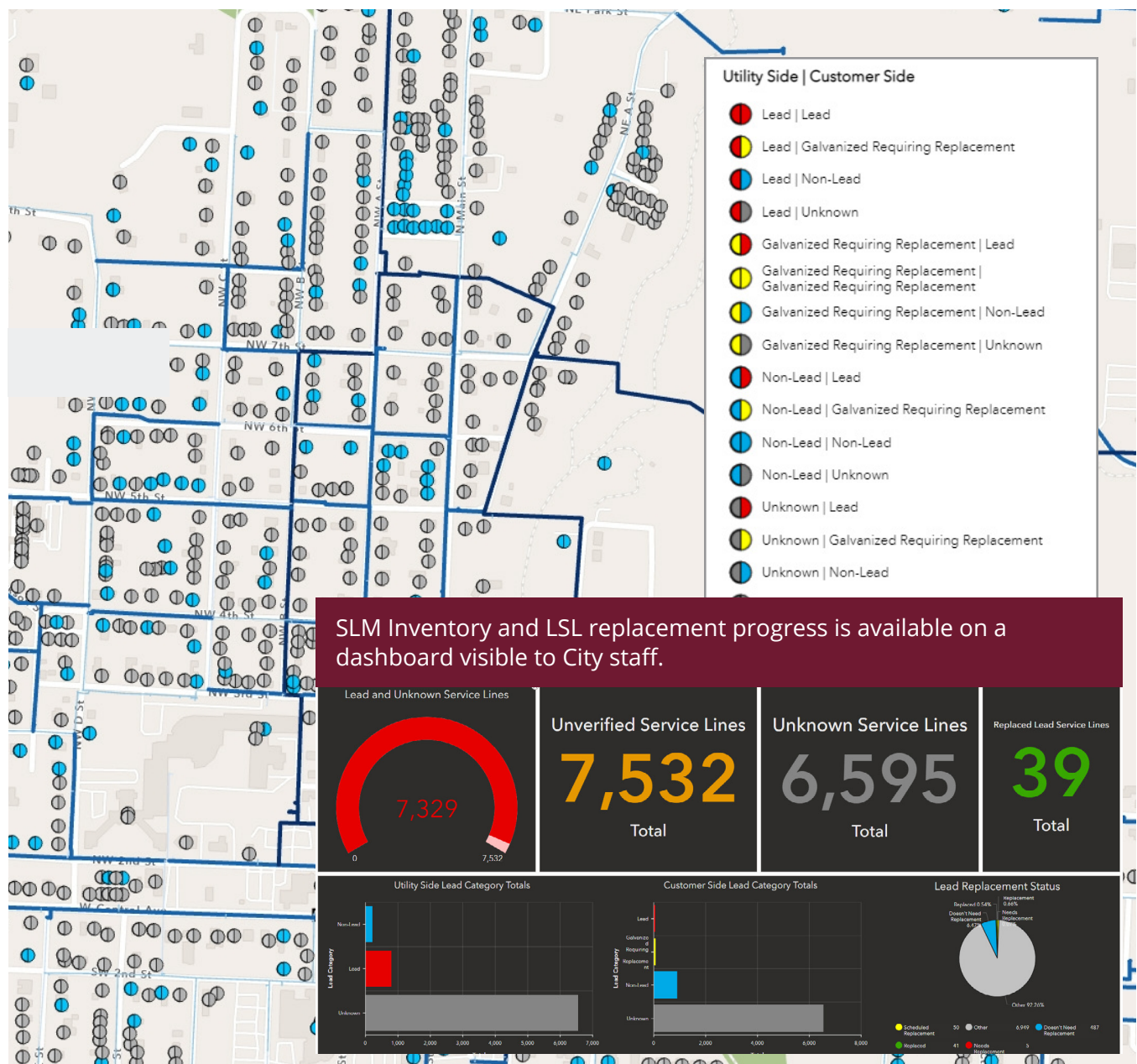
Example Project Types: New water main installation or inspection, Water main or service line leak repair, Exposed water main due to utility or other construction.
Example Gooseneck Materials: Lead, non-lead
Example Structures Served: Single Family Residence, Multi-Family Residence, School, Childcare Facility, Commercial Building
Example Service Line Materials: Lead, copper, galvanized, plastic, other non-lead
Example Materials Verification Methods: Visual inspection at meter pit, visual inspection during mechanical or vacuum excavation, scratch test, other
Example Lead-containing Equipment: Backflow preventer, meter, valve, etc.



2. Establishing Inventory of Lead Service Lines for Publication

We propose to set up the SLM inventory in GIS, taking advantage of the City's existing GIS data, for easy updates by the City staff or Garver team throughout the project and by City staff in the future. Additionally, GIS-based inventories facilitate making the inventory available to the public online in accordance with LCRR requirements. **An example SLM inventory map is shown below.** A similar map could be made public in a PDF format if desired. We will develop simple procedures for exporting data from GIS to TCEQ's MS Excel SLM inventory template. As part of our approach, we believe the data belongs to you and won't lock it behind closed doors. We will work with you to develop the GIS approach that best meets your needs, data, and staff capabilities.

Representative ArcGIS Pro graphic of what the public-facing SLM inventory map could include.



3. Lead Service Line (LSL) Replacement Plan

Should lead, galvanized requiring replacement (GRR), or lead status unknown service lines be expected to be served by the City at the LCRR compliance date, we will develop a lead service line replacement to achieve regulatory compliance. The plan will include a procedure for replacing service lines and recommended water service line materials and installation details. The program will include customer communication materials to encourage the replacement of customer-owned LSL or GRR, and protocols for post-replacement flushing and pitcher filter use as appropriate. Additionally, it will include a process for documenting completed replacements and any customer refusals. The program will also include a schedule for implementation considering the replacement rate required under the LCRR and prioritization of sensitive populations and underserved communities.

4. Sampling Plans and Protocols

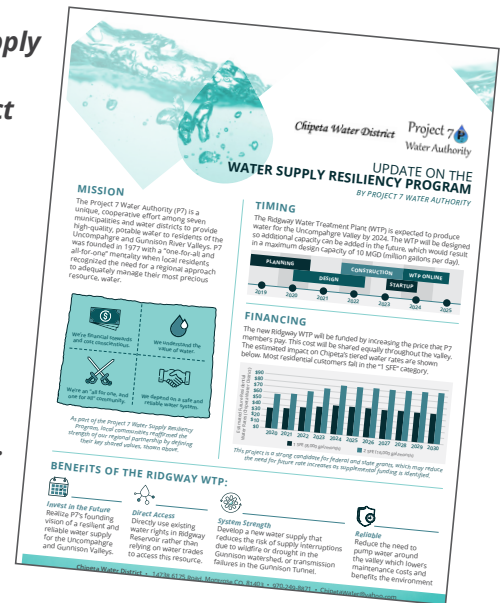
The LCRR requires lead sampling at all licensed childcare facilities, preschools, elementary schools, and middle schools served, with 20% of these facilities sampled per year over a 5-year period. We will assist you in developing a list of sampling locations, a schedule for completing sampling, logic for selecting sampling sites within structures, and sampling protocols. We also understand that the number of schools and licensed childcare facilities may change over the 5-year sampling period and will develop procedures for City staff to use to update the sampling schedule as needed. We will also help develop a communication strategy and schedule for setting up sampling, training customers and staff on sampling protocols, and effectively communicating results. We are also tracking USEPA's upcoming Lead and Copper Rule Improvements, which may impact this sampling program, and will incorporate any new requirements as they become available.

The LCRR also requires modifications to tap sampling programs to account for the new site tiering structure. We will provide assistance as needed to recommend new sampling sites based on the SLM inventory and LCRR requirements. We can also supplement expected TCEQ sampling protocols if needed.

5. Public Education and Outreach

Achieving public buy-in is critical to a successful program and we are dedicating experienced resources with Anita Smith on the team. We will be working closely with you to develop the materials and communication strategy to keep the public informed throughout along with developing training materials needed to ensure sampling and service line replacements meet the program objectives.

For our team's ongoing Water Supply Improvements program for Project 7 Water Authority in Colorado, we developed the flier to the right, explaining to customers why rates were increasing in support of the improvements.



We can also help your staff recruit customers to participate in tap sampling. We did this as part of a recent project in Paulding County, GA, by developing a simple script for utility staff to follow when recruiting customers for tap sampling. We will provide recommendations on planning your compliance sampling and training City staff and customers on proper sample collection and handling.



6. Identifying Funding Sources to Assist with Implementing LCRR Requirements

The LCRR imposes costs on water systems. We will help you quantify and budget for those expected costs. Funding to support LSL replacements and other compliance activities is expected in the coming years. It is standard practice for us to keep our ears close to the ground and locate funding opportunities to ease the financial burden from regulatory changes. Garver staff, dedicated to funding procurement, have written successful proposals for grants and other funding opportunities for more than 20 communities in Texas.

7. Progress Meetings with City Staff and Stakeholders

LCRR compliance requires coordination between different City departments and external stakeholders, including schools, County and State health departments, and TCEQ. Garver will attend monthly meetings with City Staff to keep you aware of project progress, and we will attend meetings with other staff and stakeholders and provide progress visuals such as maps and dashboards as needed.

8. Coordinating with the State Water Board for Inventory Compliance, Sampling/Testing, and Replacement Plans

The SLM inventory, LSL replacement plan, and tap sampling plan must be submitted to TCEQ by October 16, 2024 under the LCRR. Garver will coordinate the inventory methodology with TCEQ to obtain buy-in and assist you in completing all three documents and submitting them to TCEQ to meet LCRR requirements. Additionally, our technical experts will track EPA actions related to the LCRI, which may impact the content and submittal dates for the LSL replacement plan and tap sampling plan. Garver can also help you identify laboratories for required sampling after the compliance date.

9. Providing a Baseline Schedule for Task Completion, Milestones, and Monthly Updates

The LCRR compliance date is also a deadline for submitting an initial SLM inventory and a lead service line replacement plan. Other LCRR components will also be needed quickly, including sampling plans and protocols and public outreach materials. However, the EPA's announcement of the LCRI suggests that certain LCRR requirements will be modified, which introduces uncertainty and the possibility of re-work.

Garver brings a phased approach to LCRR and LCRI compliance that focuses first on the SLM inventory because EPA has stated that it intends to maintain the LCRR's requirements and deadlines and because it is a significant effort. As the SLM inventory takes shape, it will inform other LCRR compliance components, such as the lead service line replacement plan, tap sampling plans, and preparation of customer communication materials. The lead service line replacement plan can proceed early if lead or galvanized requiring replacement service lines are identified to facilitate proactive replacement of these lines. Delaying the remaining components allows them to be informed by the SLM inventory and also the proposed LCRI, which EPA has indicated will be released in the summer of 2023.

10. Providing an Outline, Draft, and Final Report Showing Background, Information Gathered, and Measures for the City to take to be in Compliance with LCRR

Garver will develop a report summarizing work done as part of this project and provide resources such as schedules and sampling, reporting, and customer notification flow charts to guide the City through the ongoing efforts that will be required after the compliance date.

11. Other Services as Requested to Implement the LCRR

Garver will leverage our in-house data management team to build a fit-for-purpose LCRR/LCRI program dashboard that supports the City's progress tracking and regulatory compliance efforts and can be used to showcase the City's efforts in public outreach materials. Examples of components of the program that visualization tools can be developed around are:

- SLM inventory progress
- Service Line Replacement Tracking
- Customer communication, including reminders when communication is triggered and coordination with customers related to sampling, service line replacement, and pitcher filters.
- Sampling progress and results for tap samples, schools, and licensed childcare facilities.
- Overall program progress and regulatory compliance deadlines.

Garver's subject matter experts can also assess water quality throughout your system to identify any areas at higher risk for lead release. We can provide recommendations for additional studies or operational and/or capital improvements to address water quality concerns.

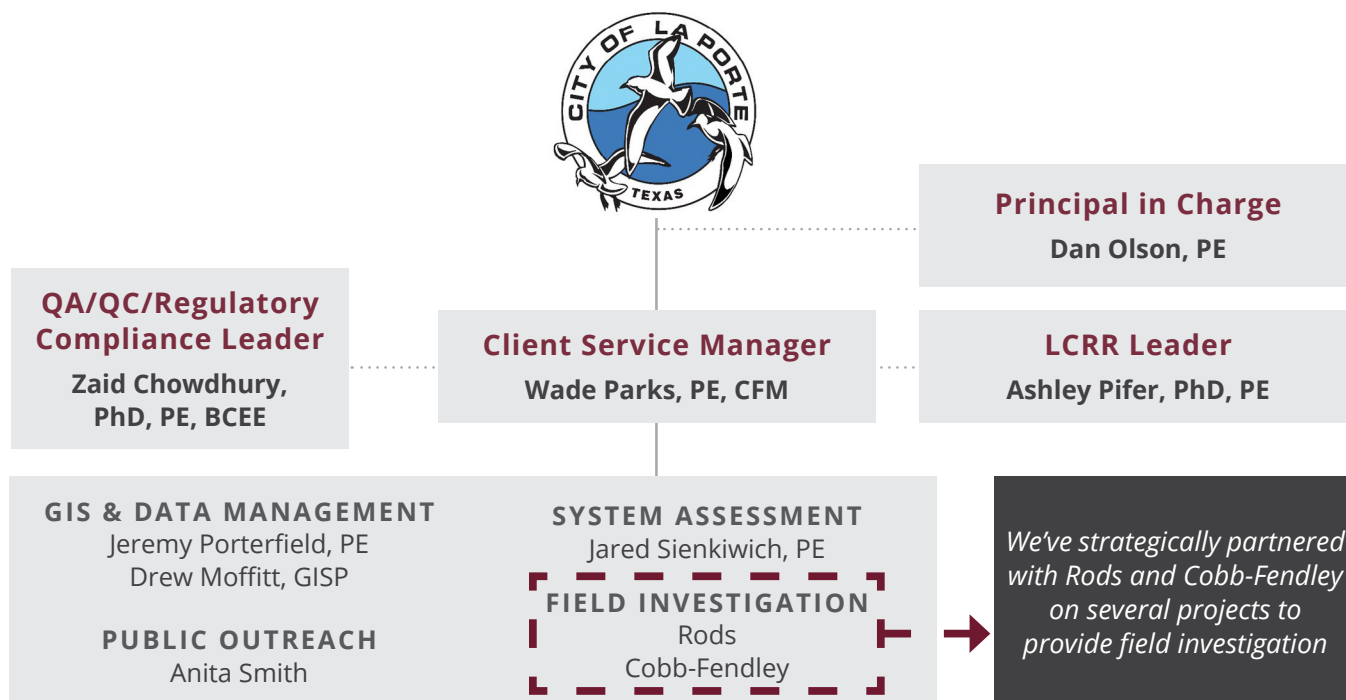


Project Team

Your project team combines regulatory assistance with Lead & Copper Rule experts, forming the ideal staff partner

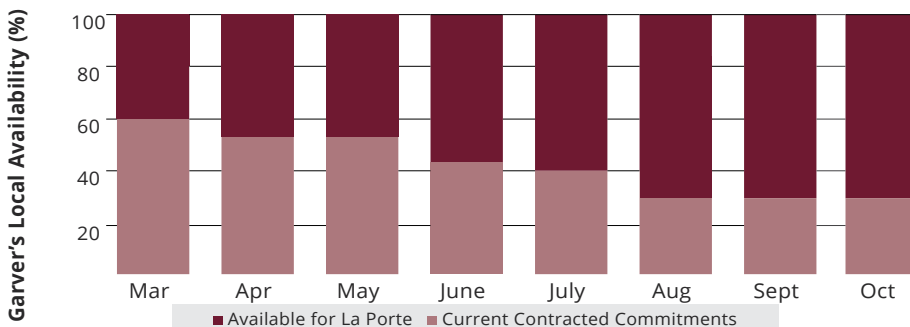
Team Organization

Our team members have worked together to help communities stay ahead of regulatory changes. In addition, Garver's best technical experts (Ashley Pifer and Zaid Chowdhury) and public outreach specialist (Anita Smith) understand everything needed to seamlessly bring La Porte into LCRR compliance. Our GIS and data management specialists' experience allows us to efficiently extract, analyze, and compile data from multiple sources into an LCRR-compliant service line inventory.



Staff Availability

Garver's local team has been growing and adding staff to continue to serve our local clients with high quality service and responsiveness. Based on our current staffing level and our commitments (executed contracts), the chart below shows our capacity to support La Porte on your upcoming project.





Education

Master of Science in Civil Engineering

Bachelor of Science in Civil Engineering

Registrations

Professional Engineer TX, 117228

Wade Parks, PE

Client Service Manager

As Garver's Southeast Texas Team Leader, Wade has more than 13 years of experience with a variety of civil engineering projects. Particularly, his focus has been on developing cost-effective solutions for water and wastewater pipeline and treatment projects. To do so, Wade examines the whole picture of the system to identify if the solution is implementable and cost effective for the long term. He has worked on the client side of projects, assisting a large municipality with the management of their \$250 M capital improvement program. This insight has allowed him to understand the procedures of municipalities and the challenges they face on a day to day basis with project management. As a result of this experience, he's able to apply logical, risk-based decisions to help solve water-related problems.

Wade understands that effective resource management is important to project success. Having the properly skilled personnel and allocating the right resources can determine the ability to drive a project forward. Each project faces different challenges and as such requires customized staff and resources to successfully achieve the client's goals.

HOUSTON SOUTHEAST WATER PURIFICATION PLANT AND HOUSTON WATER RISK-BASED ASSET MANAGEMENT PROGRAM PL20-06 | HOUSTON, TX

Deputy project manager for serving as the technical advisor for the 200 MGD Southeast Water Purification Plant for the next three to five years. Responsibilities included leading a team of technologists and engineers to update the City's asset management database, capital improvements plan for the facility, pre-engineering and design of improvements, and overall assistance with plant operations and treatment goals.

FRIENDSWOOD 2021 WATER SYSTEM IMPROVEMENTS | FRIENDSWOOD, TX

Project manager for a water master plan and update to existing utility planning to identify capital improvements or operational adjustments to improve the drinking water system. In addition to the hydraulics assessment, included developing condition assessments, water quality improvements, and revising their sampling and NAP plans to meet their existing and future improvements.

MONT BELVIEU WATER SYSTEM IMPROVEMENTS | MONT BELVIEU, TX

Project manager for an assessment of the City of Mont Belvieu's water distribution system. This included evaluating existing system and developing alternatives to address existing water quality and future development challenges. Improvements balanced hydraulic and water quality aspects to maintain or increase the level of service for the citizens.

FULSHEAR AWIA STUDY | FULSHEAR, TX

Senior Project manager for a risk and resilience assessment to review the City's critical infrastructure and identify high risk assets and recommended improvements for increasing system resilience.





Ashley Pifer, PhD, PE

LCRR Leader

Dr. Pifer's career is focused on helping water utilities produce and distribute high-quality drinking water. Her expertise in disinfectant residual, disinfection byproduct, nitrification, and corrosion management has been used in drinking water projects across the United States, from water quality studies to treatment process evaluations and design. She regularly assists drinking water utilities with treatment plant and distribution system monitoring plans to improve water quality and maintain regulatory compliance.

Education

Ph.D., Civil Engineering

Bachelor of Science in
Civil Engineering

Registrations

Professional
Engineer TX, 120866

Affiliations

American Water Works Association:

Distribution System
Water Quality Committee

M56, Fundamentals
and Control of
Nitrification Committee

M58, Internal Corrosion
Control Committee

M68, Water Quality in
Distribution Systems
Committee co-Chair

Disinfection
Committee Chair

Water Research

Foundation: Project
Advisory Committee
member; Principal
Investigator for WRF
Nitrification Project
#4687

LEAD AND COPPER RULE ASSISTANCE | WAXAHACHIE, TX

Dr. Pifer is working with the City of Waxahachie as they prepare for compliance with the Lead and Copper Rule Revisions. The first phase of the project focused on initiation of the service line inventory development process and a water quality assessment. Dr. Pifer provided guidance to the City on developing a service line information template to be used by field personnel to populate the City's service line inventory. She assessed water quality in the City's water treatment plants and distribution system and identified operations and maintenance modifications to improve water quality stability. In the second phase, she is developing a lead service line replacement plan, updating the City's sampling plans and protocols and reviewing public outreach materials.

NITRIFICATION ACTION PLAN SUPPORT | NORTH RICHLAND HILLS, TX

Distribution system water quality specialist for updates to the City of North Richland Hills' Nitrification Action Plan (NAP), which included review of historical water quality data and development of goals and trigger levels for water quality parameters associated with nitrification. Led improvements to the City's data management spreadsheet to facilitate data tracking and identification of conditions conducive to nitrification and nitrification events. Provided training to City staff on nitrification and the use of their new NAP tools.

LEAD AND COPPER RULE COMPLIANCE | MOUNTAIN HOME, AR

Technical lead for assisting the City with preparations for compliance with the Lead and Copper Rule Revisions and Lead and Copper Rule Improvements. This ongoing project includes a system-wide water quality assessment and development of a service line inventory based on historical records and physical inspections. Following completion of the inventory, Dr. Pifer will develop sampling plans and protocols, public communication materials, and a lead service line replacement plan as needed.

PROJECT 7 SOFTENING TREATMENT PILOT | MONTROSE, CO

Technical lead for the design of a 30-gpm drinking water treatment pilot facility for a novel surface water treatment process. Dr. Pifer developed the process flow diagram, testing, and sampling plan for this United States Bureau of Reclamation pilot study, which was used to demonstrate the effectiveness of the train for softening and removal of disinfection byproduct precursors, turbidity, iron, and manganese. Additionally, she developed a protocol for a benchtop corrosion study to evaluate the corrosivity of finished water from the pilot facility. Dr. Pifer provided guidance to the pilot operational team during the 20-week test period and is currently leading pilot data analysis and preparation of a pilot report.





Education

Bachelor of Science
in Environmental
Engineering

Registrations

Professional
Engineer TX, 115373

Dan Olson, PE

Principal in Charge

With over 15 years of experience, Dan has worked the entire water and wastewater spectrum, including water reuse. He applies technology to efficiently solve client concerns and deliver sustainable solutions. When it comes to treatment, he understands how every aspect of a plant works together and has provided designs for both conventional and advanced treatment plants. He looks for alternatives that optimize processes and are easy to operate and maintain. Dan's project management approach instills defined lines of communication to keep schedules on track. Dan knows that by keeping a project on schedule, he can maintain budgets and prevent costly delays. Additionally, Dan continually seeks out opportunities to continue learning about new methods and technologies. He then leverages this knowledge to add value and technical expertise to clients, delivering sound and cost-effective solutions.

HOUSTON SOUTHEAST WATER PURIFICATION PLANT AND HOUSTON WATER RISK-BASED ASSET MANAGEMENT PROGRAM PL20-06 | HOUSTON, TX

Project manager responsible for serving as the technical advisor for the 200 MGD Southeast Water Purification Plant for the next three to five years. Responsibilities included leading a team of technologists and engineers to update the City's asset management database, capital improvements plan for the facility, pre-engineering and design of improvements, and overall assistance with plant operations and treatment goals.

BAY CITY WATER SYSTEM EVALUATION | BAY CITY, TX

Project manager for the planning, hydraulic modeling, and preliminary engineering of water system improvements that include two new water wells, storage, disinfection, and high service pumping. The project also included a new water transmission line to provide redundancy and looping in the water distribution system for better pressure maintenance and ability to meet minimum fire flows.

WEST HARRIS COUNTY REGIONAL WATER AUTHORITY KINDER MORGAN SEGMENT 3 WATER LINE | HOUSTON, TX

Principal in charge for a new 66-inch waterline that is part of the surface water transmission system for the West Harris County Regional Water Authority (WHCRWA). Responsible for providing design, bid, and construction phase services. Responsibilities included leading the team in Garver's Texas Water Infrastructure Design Center to maximize efficiency and ensure the quality of this 66-inch diameter water line design.

HOUSTON AWIA RISK AND RESILIENCE PLAN ASSISTANCE | HOUSTON, TX

Project manager for responsible for providing consulting services to the City of Houston on completing their Risk & Resilience Assessment to comply with the American Water Infrastructure Act of 2018. Responsibilities included coordinating efforts to enter and review information from the risk assessment into the VSAT tool and certify compliance with the Act.





Education

Ph.D., Civil Engineering

Master of Science in
Civil Engineering

Bachelor of Science in
Civil Engineering

Registrations

Board Certified
Environmental Engineer,
05-20050

Professional Engineer,
TX, 144321

Affiliations

**American Water
Works Association,**
Chair of Aesthetic
Quality and Perceptions
Committee; Government
Affairs Regulatory
Advisory Work Group;
Organic Contaminants
Controls Committee

**Water Research
Foundation,** Project
Advisory Committee
Member for several
projects; Past
Member of Research
Advisory Council
and Research Area
Advisory Committees
for Non-Regulated
DBPs, VOCs, and Trace
Organic Contaminants

Zaid Chowdhury, PhD, PE, BCEE

QA/QC / Regulatory Compliance Leader

Dr. Chowdhury has 34 years of experience developing advanced methods and innovative solutions for water treatment. Through his extensive work with the EPA, he has developed disinfection by-products and arsenic rules that influence the design of today's treatment systems. Dr. Chowdhury understands the complexities of advanced treatment systems and how to gain the most efficient performance out of cost-effective solutions. He is highly regarded as an industry expert for water quality process design and research with a strong reputation for innovative thinking and problem-solving skills. Dr. Chowdhury has long standing experience in water infrastructure, water regulations, staff management and development, and strategic and master planning.

LEAD AND COPPER RULE ASSISTANCE | WAXAHACHIE, TX

Technical adviser for this compliance assistance program. Provided QA/QC for service line inventory data collection templates and the full system water quality assessment.

CORROSION CONTROL STUDY | BROKEN ARROW, OK

Technical lead responsible for analyzing water quality and treatment data from the Client to determine the optimized corrosion control approach. Alternatives considered included pH adjustment and corrosion inhibitor (phosphate) addition. Alternatives were considered with water chemistry calculations provided by various published models.

CLWSC WTP OPTIMIZATION AND WATER QUALITY STUDY | CANYON LAKE, TX

QA/QC for this water quality study and sampling project. Reviewed sampling plan and technical memoranda.

WIDEFIELD WATER MASTER PLAN | COLORADO SPRINGS, CO

Technical adviser responsible for providing assistance with scenario and master planning. Oversaw updates to the capital improvements program for potential upgrades to the system's water quality improvements for the removal of iron, manganese, and total dissolved solids for waters retrieved from one of the wellfields.

NITRATE REMOVAL STUDY | OKARCHE, OK

Technical advisor who reviewed pilot data, manufacturer proposals, and led QA/QC of final engineering report.

WTP EXPANSION OWNER'S ADVISOR | PFLUGERVILLE, TX

Technical reviewer for the Owner's Representative services of the design-build execution for the expansion of the Pflugerville WTP. Responsibilities included reviewing documents prepared by the design consultants and attending workshops where the design criteria and water quality were discussed. During the review, the treatment process and regulatory compliance were emphasized.





Education

Bachelor of Science in
Geography

Registrations

Certified GIS Professional
Nationwide, 67799

Drew Moffitt, GISP

GIS & Data Management

Drew Moffitt has been solving problems with maps and data for 19 years. During this time, he has worked across a broad set of industries such as DoD, natural resources, water and wastewater utilities, transportation, and water resources at both site and statewide scales. His mission is to use GIS to communicate complicated topics or datasets in uncomplicated ways. He leads the Geospatial Solutions Team at Garver to help clients solve the problem of “where” using connected software, data and innovative solutions.

STORMWATER GIS DATA AND MAP | JACKSONVILLE, AR

Project manager responsible for digitally mapping the entire City’s stormwater system network in less than four months. The completed first phase collected almost 14,000 above and below ground features using aerial imagery, LiDAR, and other geospatial products.

KANSAS DEPARTMENT OF TRANSPORTATION’S IKE PROGRAM | KANSAS STATEWIDE, KS

Program management consultant mapping lead for public website whose website won the 2021 ASSHTO Website and Technology award. Developed bridge replacement screening tool that evaluated over 85 GIS datasets for non-GIS users across multiple organizations that allowed for uniform and rapid assessments. GIS-lead for statewide mapping of State-owned lighting systems across hundreds of sites and thousands of features.

HELENA UTILITIES SANITARY SEWER MAPPING | HELENA UTILITY BOARD, AL

Geospatial lead responsible for developing the platform tools and methods to collect the City’s sanitary sewer system using survey-grade GNSS devices. A customized cloud-based GIS system was developed to allow for a rapid one-time data entry method. Prior to field work, a desktop-based exercise to digitize the network was undertaken using recent aerial imagery and other geospatial products. This network was then loaded into the cloud-based GIS system, and each sanitary sewer feature was in the field, its condition assessed, and recorded using internet connected tablets. Progress was tracked real-time with both public and private GIS-based dashboards.

WOODLANDS WATER SANITARY SEWER ASSESSMENT SSTAR PROGRAM YEAR 2 | WOODLANDS WATER, TX

Geospatial lead responsible for developing processes to replace traditional sewer manhole evaluations using advanced ArcGIS Survey 123-based technology and processes. The developed technology stack replaced the labor intensive, and mistake prone NASSCO-based paper and spreadsheet scoring and replaced it with a single point data phone-based entry system that utilized hosted GIS features, over 20 scoring tables, and pages of smart reporting templates.





Education

Bachelor of Science in
Civil Engineering

Registrations

Professional
Engineer AR, 18915

Jeremy Porterfield, PE

GIS & Data Management

Jeremy Porterfield is a project manager who is an expert in pavement analysis and recommendations. Jeremy oversees projects from start to finish and has hands-on experience with each step of the process. His experience includes program design and management, inspections and inspector training, pavement thickness evaluations, automated pavement data collection, and developing custom deliverables to precisely suit a client's needs. Jeremy is skilled at using BI tools to solve real world problems in creative and innovative ways.

LANDSIDE PAVEMENT MANAGEMENT PLAN | NORTHWEST ARKANSAS NATIONAL AIRPORT, AR

Civil engineer responsible for map and database creation, field work scheduling, field data review, data ingestion and analysis, and deliverable creation. Created and partnered with the development of the first PowerPM portal.

TEXTRON AVIATION PAVEMENT MANAGEMENT PLAN - WHICHITA CAMPUSES | TEXTRON AVIATION, KS

Civil engineer responsible for development and deployment of Textron PowerPM dashboard, a tool that leverages GIS and BI tools to allow client to efficiently manage pavement condition data and maximize the benefits of their funding.

KDOT AVIATION 2020 NPIAS AIRPORT PCI STUDY | KANSAS DEPARTMENT OF TRANSPORTATION, KS

Project engineer responsible for data ingestion, analysis, transformation, and utilization in PowerPM deliverables. Role as technology development and integration lead currently includes partnering with the client to capture designed maintenance strategies and translating those strategies into a digital workflow.

MCKINNEY NATIONAL AIRPORT PAVEMENT MANAGEMENT PROGRAM | MCKINNEY NATIONAL AIRPORT, TX

Civil engineer responsible for development and deployment of TKI PowerPM dashboard, a tool that leverages GIS and BI tools to allow client to efficiently manage pavement condition data and maximize the benefits of their funding.

LOUISVILLE MUHAMMAD ALI INTERNATIONAL AIRPORT AIRFIELD ELECTRICAL STUDY | LOUISVILLE, KY

Civil engineer working with project lead to design and deploy the Power Airfield Management Circuit Dashboard, allowing the client to easily visualize the status of the airfield electrical circuits and identify potential issues and address them.

DALLAS LOVE FIELD CROSSFIELD TAXIWAY REPLACEMENT | DALLAS LOVE FIELD, TX

Civil engineer responsible for developing a custom alternative analysis tool allowing client to quickly understand and compare the various outcomes related to different taxilane reconfiguration alternatives.





Education

Bachelor of Science
in Environmental
Engineering

Registrations

Professional
Engineer TX, 145471

Jared Sienkiewich, PE

System Assessment

Jared Sienkiewich is a project engineer on Garver's Water Team specializing in process mechanical engineering for water and wastewater treatment plants. He has experience with major maintenance and rehabilitation projects, asset management, conceptual reports for process technology selections, and general process improvements. He also has experience with assessing the condition of wastewater infrastructure, wastewater permitting, and general wastewater facility and collection system design. Jared is also NASSCO PACP, MACP, and LACP certified which includes pipeline assessment, lateral assessment, and manhole assessment.

GULF COAST WATER AUTHORITY WATER TREATMENT PLANT DISINFECTION UPGRADES, | TEXAS CITY, TX

Project engineer for the evaluation of six disinfection methods to promote a safer working environment at the water treatment plant. Responsibilities included developing the life-cycle cost analysis and opinion of probable construction costs for each alternative. Also responsible for corresponding with vendors and the Client, contributing to and finalizing the report, and collecting data.

WEST HARRIS COUNTY REGIONAL WATER AUTHORITY KINDER MORGAN SEGMENT 3 WATER LINE | HOUSTON, TX

Project engineer responsible for providing a quality assurance and control review of plans. Responsibilities included developing design calculations for thrust restraints, tunnels, and casing. Additionally, responsible for preparing forms for City of Houston and Harris County Engineering Department permitting.

CITY OF HOUSTON LIFT STATION REHABILITATION AND REPAIR | HOUSTON, TX

Project engineer responsible for compiling the front end and technical specifications. Responsibilities included assisting with developing the opinion of probable construction cost, developing and reviewing the construction drawings, developing the storm water pollution prevention plan for five lift station facilities, and developing the small diameter (four inch) waterline design at Bonner Road Lift Station. Additionally, responsible for designing the preliminary storm sewer for Old Katy Road, coordinating with the City of Houston permitting department to gain approval for construction, and providing bid phase services.

GCWA WATER TREATMENT PLANT PERMANENT PILOT PLANT | TEXAS CITY, TX

Project engineer responsible for performing a site visit to assess a potential pilot plant location and configuration. Responsibilities included coordinating with vendors to solicit quotes, evaluating chemical feed rates, and designing the pilot plant facility.





Education

Bachelor of Arts in
Journalism-Public
Relations

Anita Smith

Public Outreach

Anita is a public relations specialist with more than 26 years of experience. Through creative and results-oriented approaches, Anita helps develop sound strategies that increase awareness and positively impact the bottom line. She has extensive experience managing corporate reputations and building brands, as well as the ability to deliver award-winning marketing and public relations campaigns recognized on local and national levels.

KAW LAKE WATER SUPPLY PROGRAM | ENID, OK

Public outreach specialist for this \$475M (full build out), brand new water supply program. It involves a new intake, 70 miles of transmission piping, and a new WTP. With the project covering significant area and affecting a large population, public outreach and communication is critical. Anita led the team charged with effectively communicating key project milestones through videos, articles, and media outreach, which resulted in positive print and TV news coverage about the project.

IT CAN WAIT (TEXTING AND DRIVING INITIATIVE) | STATEWIDE, AR*

Lead public relations manager responsible for developing and managing media and public relations. Responsibilities also included serving as the spokesperson and single media contact.

FIBER OPTIC DEPLOYMENT | STATEWIDE, AR*

Lead public relations manager responsible for developing and managing media and public relations, which included maintaining positive media coverage. Responsibilities also included assisting with constituent involvement.

COPPER THEFT INITIATIVE | STATEWIDE, AR*

Lead public relations manager responsible for developing and managing media and public relations. Responsibilities included raising awareness of copper theft and how to mitigate issues in Arkansas.

CHAIN REACTION CHALLENGE | VARIOUS LOCATIONS*

Manage public relations and media outreach for Garver's STEM education-focused centennial campaign across the firm's 11-state footprint. Positively communicate Garver's community engagement on a hyper-local level through earned TV, online, print, and social media coverage.

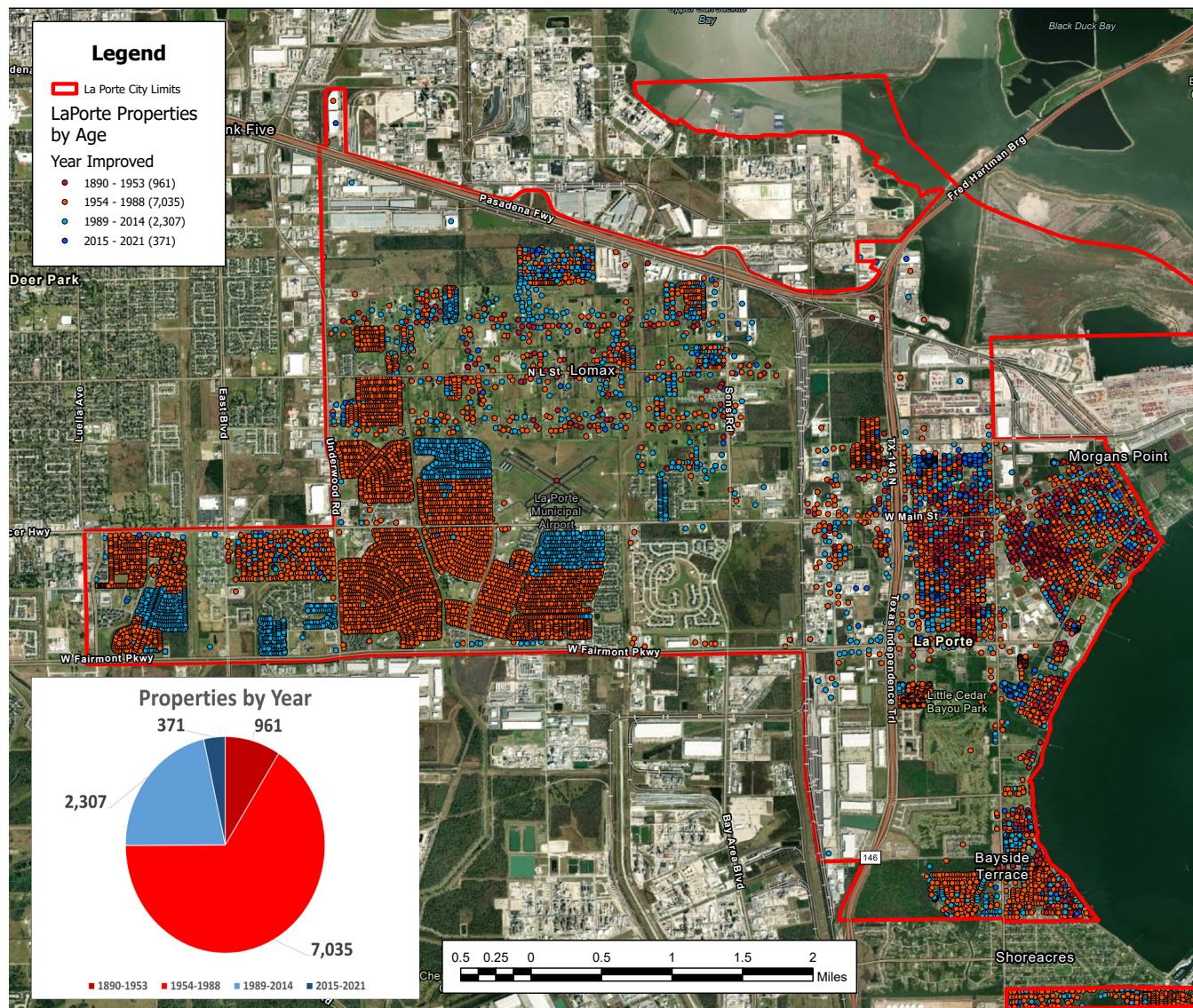
**Previous experience*



Work Plan/Service Approach

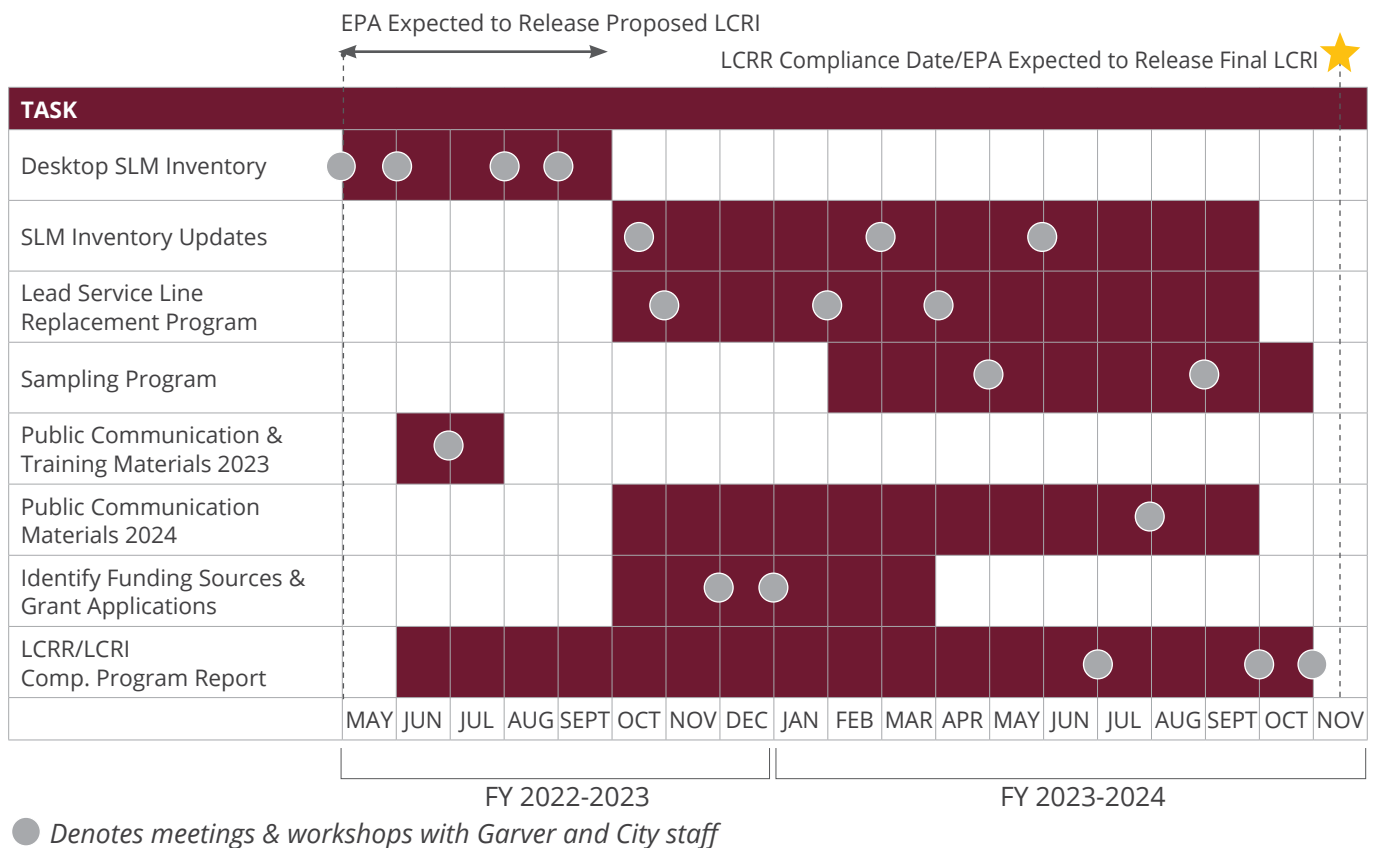
Work Plan

Garver plans to execute the project as illustrated in the Qualifications Section of the RFQ. We will work with the City to review existing research and the City's goals from the project. Our team is familiar with the City and has provided a map that illustrates properties constructed before the 1988 lead ban. This map, as well as other information, such as City ordinances, can streamline the initial inventory workload and help the City efficiently meet the regulatory deadlines.



Schedule of Proposed Work and Services to be Provided

Our team understands the work required and has developed a baseline schedule and resource requirements to assist with delivering this project for the City, shown below.



Needs from City Staff

Garver's goal is to balance City staff and Garver resources to economically deliver the project and protect the health and safety of the public. **The chart on the following page outlines the expected deliverables in addition to resource and time commitment from City staff.** The chart assumes field inspections would be conducted by City staff; the Garver team is prepared to take on that task if preferred.



DELIVERABLE	CITY EXPERTISE & TIME COMMITMENT
DESKTOP SLM INVENTORY	
Data Request	Utility Superintendent: <40 hours of Time
Field Data Collection Form	
Draft Initial Inventory for City Review	
Draft Inventory TM	
Final Inventory TM	
Field Investigation Plan (If Needed)	
SLM INVENTORY UPDATES	
Field Investigations	Field Operator: ~400 Hours for Field Investigation Field Supervisor: ~100 Hours for Field Investigations GIS Staff: <40 Hours to Update Inventory
Updated Inventory for City Review	
Final Inventory to City and TCEQ	
SLM Inventory Available Online	
LEAD SERVICE LINE REPLACEMENT PROGRAM	
Data Request	Utility Superintendent: <40 Hours of Time Assistant Director of Public Works: <8 Hours of Time
Draft Interim LSL Replacement Program	
Interim LSL Replacement Program to City	
Draft Final LSL Replacement Program	
Final LSL Replacement Program to TCEQ	
SAMPLING PROGRAM	
Data Request	Utility Superintendent: <16 Hours of Time
Draft Sampling Protocol and Schedule for Schools & Childcare	
Draft Sampling Sites for Tap Sampling	
Final Sample Sites, Schedules, and Protocols to City	
Final Sample Sites, Schedules, and Protocols to TCEQ	
PUBLIC COMMUNICATION & TRAINING MATERIALS 2023	
Schedule of Materials to be Produced	Communications Staff: <16 Hours of Time
Review Service Line Inventory Customer Notifications	
Schedule City Staff Training	
PUBLIC COMMUNICATION MATERIALS 2024	
Review LSL Replacement Plan Customer Materials	Communications Staff: 40-60 Hours of Time
Review Customer Recruitment Materials for Tap Sampling	
Review Customer/Public Notification Materials	
Review of Public Education & Customer Confidence Report	
IDENTIFY FUNDING SOURCES & GRANT APPLICATIONS	
Identification of Funding Sources	Grant Writer/Finance: 40-60 Hours of Time
Data Request	
Draft Project Information Forms to City	
Final Project Information Forms to City & Funding Agency	
LCRR/LCRI COMP. PROGRAM REPORT	
Draft Outline	City Manager, Assistant City Manager, Director of Public Works, Assistant Director of Public Works, and Utility Superintendent: 4-16 Hours of Time Per Person
Draft Report	
Final Report	



Value-Added

Drew Moffitt helps Garver's clients solve the problem of "where" using connected software, data, and innovative solutions.

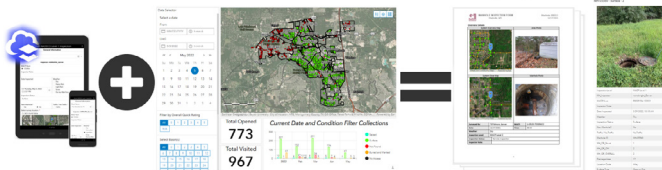
He's helped:

- Deploy and implement new GIS systems for 3 municipalities in the last year within Arkansas.
- Design and deploy mobile collection efforts resulting in the inspection of over 2,000 manholes last year alone.
- Develop statewide GIS screening processes and dashboards for state DOTs with datasets consisting of 100,000's of unique GIS combinations that are used within their ArcGIS Enterprise Portal environment.
- Build and maintain the IKE Projects map for the KDOT IKE Program - working with KDOT staff to help augment capabilities within their system and data.



Manhole Inspection Applications

Vertically integrated app runs on smartphones and tablets. Score manhole and lines instantly - no office work required. Report generation complete with GIS maps, photos, and tables - automatically. Use accompanying dashboards for tracking field collection across dates and condition in real-time - no need to coordinate as data is always up-to-date.



Cloud-Based GIS Deployment for Utilities

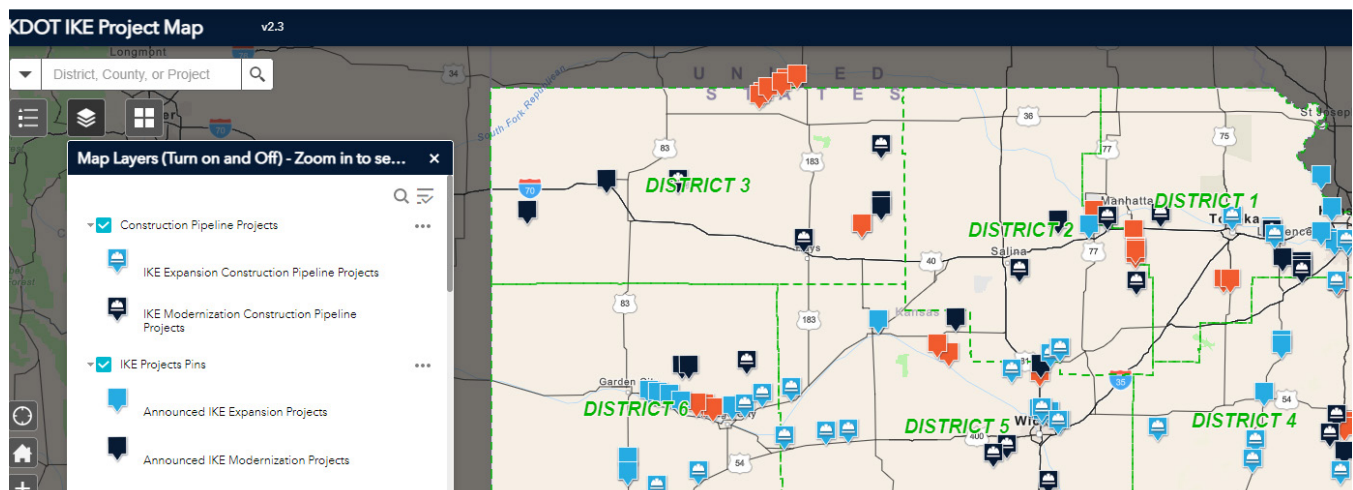
We develop and deploy custom cloud-based GIS systems, bring in existing data, deploy high-accuracy GNSS devices with field tablets, and train staff in operations.



IKE Project Map



[ABOUT](#) [PROJECTS](#) [ACCOUNTABILITY](#) [COMMUNITY RESOURCES](#) [FAQS](#)



References

We're passionate about serving the greater Houston area. Here are some recent clients we've assisted with water system needs, don't just take our word for it, take theirs.

City of Friendswood, Texas

JILDARDO ARIAS, DIRECTOR OF ENGINEERING

15355 Blackhawk Boulevard
Friendswood, TX 77546
jarias@friendswood.com
281-966-3312

City of Houston, Texas

KENNETH BROWN, DEPUTY ASSISTANT DIRECTOR

3100 Genoa Red Bluff Road
Houston, TX 77034
kenneth.brown2@houstontx.gov
281-966-3312

City of Bay City, Texas

BARRY CALHOUN, DIRECTOR OF PUBLIC WORKS

1217 Avenue J
Bay City, TX 77414
bcalhoun@cityofbaycity.org
979-245-7236

City of Mont Belvieu, Texas

RICARDO JAVIER VILLAGRAND, COMMUNITY DEVELOPMENT DIRECTOR

11607 Eagle Drive
Mont Benvieu, TX 77580
rvillagrand@montbelvieu.net
281-576-2213



Team Experience

Even though these are new regulations, the Garver team is already assisting multiple cities with LCRR compliance

Lead and Copper Rule Assistance TO#1

WAXAHACHIE, TX

Client Liaison City of Waxahachie, Texas Ruiz Moreno PO Box 757 Waxahachie, TX 75165 469-309-4367	Contract Amount \$38,100 Funding Source Water Enterprise Fund Operating Budget	Key Personnel Ashley Pifer Zaid Chowdhury Completion Year 2022
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Garver assisted the City of Waxahachie with their LCRR program. Serving as a technical guide, our team first reviewed the City's field data collection protocol to assist in development of their lead service line asset inventory, and we provided reviews and input as the City has populated their inventory. Garver's water quality experts assessed the City's water quality and identified operational and maintenance improvements at their two water treatment plants to improve chemical stability in the distribution system.

Lead and Copper Rule Assistance TO#2

WAXAHACHIE, TX

Client Liaison City of Waxahachie, Texas Ruiz Moreno PO Box 757 Waxahachie, TX 75165 469-309-4367	Contract Amount \$97,200 Funding Source Water Enterprise Fund Operating Budget	Key Personnel Ashley Pifer Zaid Chowdhury Completion Year 2023
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Garver is assisting the City with their LCRR program. Under this second task order, we are providing guidance to the City regarding their continuing work to complete their lead service line asset inventory. We will be developing a service line replacement plan consistent with Federal and State regulatory requirements and guidance in preparation for replacement of service lines, if needed, ahead of the LCRR compliance date. Garver's funding procurement experts will assist the City in applying for grants or loans to fund any service line replacements identified. Additionally, Garver is developing sampling protocols for further assessment of water quality concerns identified in Task Order No. 1. Garver will also update the City's sampling plans and protocols for LCRR sampling at taps and in schools and licensed childcare facilities.



Rockwall Lead and Copper Rule Revision

ROCKWALL, TX

Client Liaison

City of Rockwall, Texas
Amy Williams, PE
385 South Goliad Street
Rockwall, TX 75087
972-771-7700

Contract Amount

\$271,429

Funding Source

CIP Budget

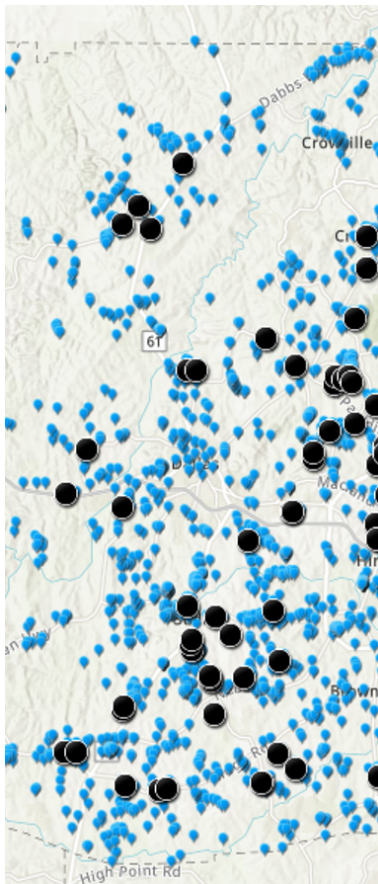
Key Personnel

Ashley Pifer

Completion Year

2023

Garver is assisting the City of Rockwall with their LCRR program. As the first two initial tasks, Garver is assisting the City in developing a strategy for completing a lead service line asset inventory through existing records, routine and emergency maintenance activities, and targeted field inspections. We developed field data collection templates to facilitate population of the Texas Commission on Environmental Quality's LCRR lead service line asset inventory template. The Garver team is providing field supervision for City crews during the targeted field inspections.



Lead & Copper Sampling Support

PAULDING COUNTY, GA

Client Liaison

Paulding County, GA
Jo Hagler
3844 Atlanta Hwy
Hiram, GA 30141
770-222-6850

Contract Amount

\$39,094.00

Funding Source

Operations Budget

Key Personnel

Ashley Pifer
Zaid Chowdhury

Completion Year

2022

Garver provided lead and copper water sampling and analysis coordination for Paulding County Water System (PCWS) per requirements set forth in The Georgia Rules for Safe Drinking Water and The Georgia Safe Drinking Water Act. Starting from approximately 3,500 addresses, Garver identified possible Tier I, Tier II, and Tier III sampling locations and determined if pipes had been replaced, on-site treatment, or other items identified in the 40 CFR Part 141, Subpart I. Based on these findings, Garver selected sampling locations and coordinated sampling.

As part of this work, Garver developed communications materials to recruit customers to conduct sampling and provide instructions for collecting samples.



Lead and Copper Rule Compliance

MOUNTAIN HOME, AR

Client Liaison

City of Mountain Home, AR
Hillrey Adams
720 S. Hickory
Mountain Home, AR
870-425-5116

Contract Amount

\$253,772

Funding Source

City Revenue Funds

Key Personnel

Ashley Pifer
Jeremy Porterfield

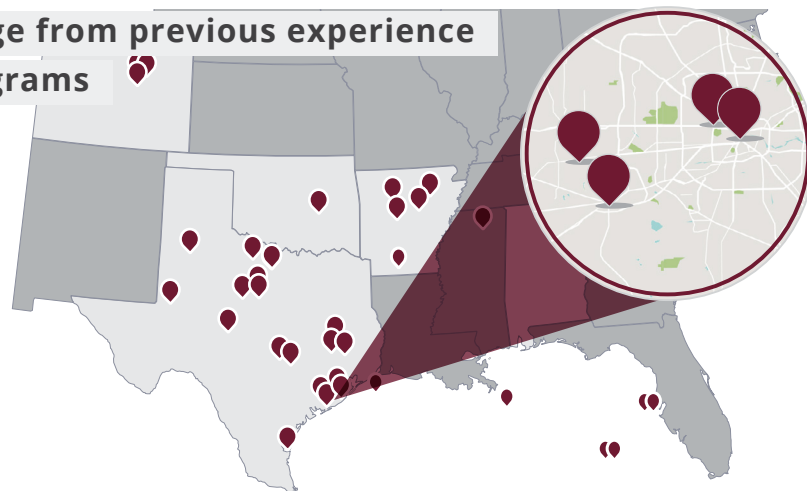
Completion Year

2024

With the approaching compliance deadline of October 16, 2024, Garver is assisting the City of Mountain Home with their LCRR program. Our team is developing a GIS-based lead service line asset inventory by reviewing existing records, including subdivision plat dates, structure build dates from the Baxter County Assessor, and historical work orders documenting service line replacements. Based on the number of service lines identified as “lead status unknown” during the initial records review, we will develop a strategy for completing the inventory through field inspections and provide field services for the inspections. Based on the results of the lead service line asset inventory, we will update the City’s tap sampling plan and protocols for LCRR compliance. Should service lines be classified as other than non-lead, we will develop a lead service line replacement plan and assist the City in procuring funding for lead service line replacement.

Our team brings a wealth of knowledge from previous experience delivering regulatory compliance programs

The map to the right and table below illustrate our team’s experience helping clients comply with recent federal and state water distribution system regulations, from Risk & Resiliency and Emergency Preparedness to Revised Total Coliform Rule, and Monitoring Plans. This experience provides valuable lessons-learned that will be applied throughout our assessment of the City of La Porte’s system. Ashley Pifer brings established workflows to the project team that will see increased efficiency and seamless delivery of your LCRR program.



	AWIA 2018 Compliant	RRA	ERP	Cybersecurity	On-Budget	Completed on Time
Project: Location						
Houston Risk and Resilience Assessment and Emergency Response Planning Assistance: Houston, TX	📍	📍	📍	📍	📍	📍
Fulshear AWIA Study: Fulshear, TX	📍	📍	📍	📍	📍	📍
Rosenberg American Water Infrastructure Act Risk and Resiliency Assessment and Emergency Response Plan: Rosenberg, TX	📍	📍			📍	📍
Houston AWIA Risk and Resilience Plan Assistance: Houston, TX	📍	📍			📍	📍



CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor doing business with local governmental entity

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of vendor who has a business relationship with local governmental entity.

2 ☐ Check this box if you are filing an update to a previously filed questionnaire. (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

N/A

Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

☐ Yes

☐ No


B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

☐ Yes

☐ No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

6 ☐ Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7 
Signature of vendor doing business with the governmental entity

March 21, 2023

Date

House Bill 89 VERIFICATION

I, Daniel Olson (Person name), the undersigned
representative of (Company or Business name) Garver

(hereafter referred to as company) **being an adult over the age of eighteen (18) years of age, do hereby verify that the company named-above, under the provisions of Subtitle F, Title 10, Government Code Chapter 2270::**

- 1. Does not boycott Israel currently; and**
- 2. Will not boycott Israel during the term of the contract the above-named Company, business or individual with City of La Porte, Texas.**

This statement is exempt for sole proprietorship vendors, vendors who have less than 10 full time employees and contracts that are under \$100,000 of public funds.

Pursuant to Section 2270.001, Texas Government Code:

- 1. "Boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes; and*
- 2. "Company" means a for-profit sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or any limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of those entities or business associations that exist to make a profit.*

March 21, 2023

DATE



SIGNATURE OF COMPANY REPRESENTATIVE



City of La Porte

Established 1892

Purchasing Department

Cherell Daeumer, Purchasing Manager

CERTIFICATION

The undersigned affirms that he/she is duly authorized to represent this firm; that this submission has not been prepared in collusion with any other firm, and the contents of this submission have not been communicated to any other firm prior to the official opening of this submission.

Signed By: DNOlson Date: March 21, 2023

Typed Name: Daniel Olson

Title: Vice President

Company Name: Garver

Phone: 713-395-4277 Email Address: DNOlson@GarverUSA.com

Mailing Address: 12141 Wickchester Lane, Suite 200, Houston, TX 77079



12141 Wickchester Lane
Suite 200
Houston, TX 77079
(713) 491-8333

www.GarverUSA.com



REQUEST FOR CITY COUNCIL AGENDA ITEM

Agenda Date Requested: July 10, 2023

Requested By: Shelley Wolny, Asst. Director

Department: Finance

☒ Report ☐ Resolution ☐ Ordinance

Exhibits: Budget Calendar

Appropriation

Source of Funds: N/A

Account Number: N/A

Amount Budgeted: N/A

Amount Requested: N/A

Budgeted Item: ☐ Yes ☒ No

SUMMARY & RECOMMENDATION

In accordance with Article IV, Section 4.03 of the City of La Porte's City Charter and Section 102 of the Texas Local Government Code, City Council shall determine the place and time of the public hearing on the proposed budget and shall cause to be published a notice of the place and time. Not less than ten (10) days after the date of publication, the City Council will hold a Public Hearing on the proposed budget.

Staff is recommending that a Public Hearing for the Fiscal Year 2023-2024 Proposed Budget be held on September 11, 2023, at a regularly called meeting of the City Council to begin at 6 p.m.

STRATEGIC PLAN STRATEGY AND GOAL

1.2 Improve voter turnout and transparency.

Approving the date of the public hearing maintains transparency by giving advanced notice to the public regarding the upcoming budget discussions and vote.

2.2 Establish a more robust program to get the facts to the public.

Approving the date of the public hearing gives advanced notice to the public regarding the upcoming budget discussions and vote.

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ACTION REQUIRED BY CITY COUNCIL

Approve the recommended date of September 11, 2023, for the Public Hearing on the City's FY 2023-2024 Proposed Budget.

Approved for the City Council meeting agenda

Corby D. Alexander, City Manager

Date

BUDGET CALENDAR

FY 2023-2024

April							May							June						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1		1	2	3	4	5	6					1	2	3
2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	
30																				

July							August							September						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1			1	2	3	4	5						1	2
2	3	4	5	6	7	8	6	7	8	9	10	11	12	3	4	5	6	7	8	9
9	10	11	12	13	14	15	13	14	15	16	17	18	19	10	11	12	13	14	15	16
16	17	18	19	20	21	22	20	21	22	23	24	25	26	17	18	19	20	21	22	23
23	24	25	26	27	28	29	27	28	29	30	31			24	25	26	27	28	29	30
30	31																			

DATE

APRIL 1, 2023

APRIL 17, 2023

MAY 5, 2023

MAY 12, 2023

MAY 26, 2023

JUNE 12-16 & 19-23, 2023

JUNE 19, 2023

JULY 5, 2023

JULY 10, 2023

JULY 24, 2023

AUGUST 7-11, 2023

AUGUST 31, 2023

SEPTEMBER 11, 2023

SEPTEMBER 11/25, 2023

ACTIVITY

PRE-BUDGET WORKSHOP WITH COUNCIL

BUDGET KICKOFF - INITIAL DISCUSSION AND PACKET DISTRIBUTION*

OVERTIME PROJECTIONS DUE FROM DIVISIONS FOR FY2023 ESTIMATES AND FY2024 PROJECTIONS

-COMPLETE DEPARTMENTAL INPUT OF 2022-2023 ESTIMATES
-COMPLETE DEPARTMENTAL INPUT OF 2023-2024 PROJECTIONS
-REVENUE ESTIMATES AND PROJECTIONS DUE TO FINANCE
-GOALS, OBJECTIVES AND PERFORMANCE MEASURES DUE TO FINANCE

PROPOSED BUDGETS TO CITY MANAGER (REVENUES & EXPENDITURES)

CITY MANAGER REVIEW WITH DEPARTMENTS (ZOOM MEETINGS)

FINAL REVENUE ESTIMATES PREPARED

BUDGET REVIEW COMPILATIONS COMPLETED BY CITY MANAGER

CITY COUNCIL TO DETERMINE PLACE AND TIME OF PUBLIC HEARING

CITY MANAGER SENDS CITY COUNCIL PROPOSED BUDGET

CITY MANAGER BUDGET WORKSHOPS WITH COUNCIL

POST NOTICE OF PUBLIC HEARING**

CITY COUNCIL ADOPTS BUDGET/PUBLIC HEARING

CITY COUNCIL ADOPTS TAX RATE

*WORKSHEETS EMAILED TO DEPARTMENT HEADS REMOTELY APRIL 17TH AND COMPLETED BY FRIDAY, MAY 12TH.

**30 DAYS PRIOR TO SETTING THE TAX LEVY.



REQUEST FOR CITY COUNCIL AGENDA ITEM

Agenda Date Requested: 07/10/2023

Requested By: Lisa Camp, EMS Chief

Department: Administration

☒ Report ☐ Resolution ☐ Ordinance

Exhibits: Local EMS Billing Rates

Appropriation

Source of Funds: _____

Account Number: _____

Amount Budgeted: _____

Amount Requested: _____

Budgeted Item: ☐ Yes ☒ No

SUMMARY & RECOMMENDATION

During the April 1, 2023, pre-budget retreat EMS proposed a billing rate increase for EMS transports and mileage to City Council for their input and direction.

City Council's direction at this meeting was to develop a billing rate for non-residents of the City of La Porte utilizing La Porte EMS services along with an increase for billing rates for City of La Porte residents.

In discussions with Emergicon, the third-party EMS billing company, a check box is set up in our medical reporting software – ESO, that will allow medics to choose “Resident Status – either Non-Resident of the City of La Porte or Resident of the City of La Porte” to distinguish the residential status of the patient. The billing company will extrapolate this information when the EMS reports are migrated into the Emergicon Billing System.

Current La Porte EMS billing rates as of this date are:

- Advanced Life Support 1/Advanced Life Support 2 - \$788
- Basic Life Support - \$788.00
- Mileage rate - \$10.00 per mile
- Treat no Transport - \$396.00

There is no charge for basic care - splinting, bandaging, blood pressure checks, blood glucose check, and lift assist.

Billable charges are incurred in a treat no transport situation when medications, ECG monitoring, and oxygen are administered but the patient chooses to not be transported to the hospital.

Current Medicare Billing Rates are established and set by the Centers for Medicare and Medicaid Services (CMS) and these are set geographically. Currently proposed increases in billing rates would not affect Medicare/Medicaid patients.

Our billing patient mix averages 47% Medicare patients, 11% Medicaid patients, 24% Insurance patients (including workers compensation), and 18% Private Pay/Uninsured patients per year.

The proposed new billing rates would conservatively yield an additional revenue of \$138,000 per year from the percentage of insurance billable calls.

Below is a recommendation from EMS for City Council's review and direction.

EMS proposed billing rates for resident of the City of La Porte:

- Advanced Life Support 1 – \$900
- Advanced Life Support 2 - \$1,000
- Basic Life Support - \$800
- Mileage rate - \$20.00 per mile
- Treat no Transport - \$250.00
- Oxygen - \$100
- ALS Disposables - \$400
- BLS Disposables - \$200

EMS proposed billing rates for non-residents of the City of La Porte:

- Advanced Life Support 1 – \$1,100
- Advanced Life Support 2 - \$1,200
- Basic Life Support - \$1,000
- Mileage rate - \$20.00 per mile
- Treat no Transport - \$250.00
- Oxygen - \$100
- ALS Disposables - \$400
- BLS Disposables - \$200

As a reminder, City Council approved the current billing rates for EMS transports and mileage in 2005. Although we have maintained the same billing rate for 18 years, the cost of providing EMS services increases yearly.

STRATEGIC PLAN STRATEGY AND GOAL

Organizational Excellence – The City of La Porte will operate in a transparent, efficient, accountable, and responsive manner by preparing the organization and the staff for the future, focusing on core services, attracting and retaining the best employees and wise stewardship of financial resources.

ACTION REQUIRED BY CITY COUNCIL

Presentation, discussion, and possible action to increase the EMS billing rate for City of La Porte residents and non-residents.

Approved for the City Council meeting agenda

Corby D. Alexander, City Manager

Date

Local EMS Rates



Deer Park	Seabrook	Baytown	Nassau Bay	League City
ALS 2 \$1200	ALS 2 \$1300	ALS 2 \$700	ALS 2 \$900	ALS 2 \$1,100
ALS 1 \$1000	ALS 1 \$1100	ALS 1 \$600	ALS 1 \$855	ALS 1 \$ 900
BLS \$ 900	BLS \$1000	BLS \$500	BLS \$787	BLS \$800
Mileage \$ 21	Mileage \$18.50	Mileage \$10	Mileage \$15	Mileage \$21
ALS Disposables \$445	ALS Disposables \$400		200-500% up charge of original cost	
BLS Disposables \$275	BLS Disposables \$200		200-500% up charge of original cost	
Treat No Transport \$150	Treat No Transport \$250	Treat No Transport \$150	Treat No Transport \$175	Treat No Transport \$150
	Oxygen \$125		Non-Resident Rates ALS -1,055 BLS - \$987	