

**Notice of Meeting for the
Georgetown Utility System Advisory Board and the Governing Body
of the City of Georgetown
October 11, 2019 at 2:00 PM
at Georgetown Municipal Complex, 300-1 Industrial Avenue, Georgetown TX**

The City of Georgetown is committed to compliance with the Americans with Disabilities Act (ADA). If you require assistance in participating at a public meeting due to a disability, as defined under the ADA, reasonable assistance, adaptations, or accommodations will be provided upon request. Please contact the City Secretary's Office, at least three (3) days prior to the scheduled meeting date, at (512) 930-3652 or City Hall at 808 Martin Luther King Jr. Street, Georgetown, TX 78626 for additional information; TTY users route through Relay Texas at 711.

Regular Session

(This Regular Session may, at any time, be recessed to convene an Executive Session for any purpose authorized by the Open Meetings Act, Texas Government Code 551.)

A Call to Order

The Board may, at any time, recess the Regular Session to convene in Executive Session at the request of the Chair, a Board Member, the City Manager, Assistant City Manager, General Manager of Utilities, City Council Member, or legal counsel for any purpose authorized by the Open Meetings Act, Texas Government Code Chapter 551, and are subject to action in the Regular Session that follows.

B Introduction of Visitors

Employee Recognition --

-- Introduction of Daniel Bethapudi, Electric General Manager

C October 2019 GUS CIP Project Updates and September Council Actions

Wesley Wright, P.E., Systems Engineering Director/Michael Hallmark, CIP Manager

D Industry Updates

Legislative Regular Agenda

E Public Wishing to Address the Board

On a subject that **is posted on this agenda**: Please fill out a speaker registration form which can be found on the table at the entrance to the Board Meeting. Clearly print your name and the letter of the item on which you wish to speak and present it to the Staff Liaison, **prior to the start of the meeting**. You will be called forward to speak when the Board considers that item. Only persons who have delivered the speaker form **prior** to the meeting being called to order may speak.

On a **subject not posted on the agenda**: Persons may add an item to a future Regular scheduled Board agenda by filing a written request with the Staff Liaison **no later than one week prior to the Board meeting**. The request must include the speaker's name and the specific topic to be addressed with sufficient information to inform the board and the public. **Only those persons who have submitted a timely request will be allowed to speak**. For Board Liaison contact information, please logon to

-- At time of posting, no persons had signed up to address the Board.

- F Review and possible action to approve the minutes from the regular GUS Board meeting held on September 13, 2019. - Sheila K. Mitchell, GUS Board Liaison
- G Consideration and possible recommendation to authorize the expenditure of funds for the purchase of single phase electric meters and water modules for the Advanced Meter Infrastructure system for an annual estimated expenditure of \$800,000 from Elster Solutions, LLC, pursuant to the Settlement/Compromise Agreement between the City of Georgetown and Elster Solutions approved by Council on November 27, 2018. – Glenn W. Dishong, Utility Director
- H Consideration and possible recommendation to approve the third renewal for sludge and bio-solids transport and disposal services, with Sheridan Environmental, LLC, in an amount not to exceed \$556,234.87. – Mike Welch, Plant Operations Superintendent
- I Consideration and possible recommendation to approve a renewal for contracted wastewater laboratory services, with Pollution Control Services Laboratory in the estimated amount of \$74,508.00. – Mike Welch, Plant Operations Superintendent
- J Consideration and possible recommendation to renew the Tree Trimming and Vegetation Management Contract to National Tree Expert Company, Inc. of Burnet, Texas, in the estimated amount of \$280,000.00. – Mike Westbrook, Electric Operations Manager
- K Consideration and possible recommendation to approve the second renewal for Brush Trimming and Removal Services to Austex Tree Service, Inc., of Round Rock, Texas in the estimated amount of \$100,000.00. – Mike Westbrook, Electric Operations Manager
- L Consideration and possible recommendation to continue utilizing the annual agreement for LCRA Material Acquisition to purchase electric distribution, fiber, water, safety, and substation materials, hardware, and tools for Fiscal Year 2020 from Techline Ltd. under their contract with the Lower Colorado River Authority ("LCRA") Electric Material Acquisition Program in the not to exceed amount of \$4,000,000.00 -- Wesley Wright, PE, Systems Engineering Director
- M Consideration and possible recommendation to renew the contract for labor services for Outside Plant Fiber Optic Infrastructure Construction to JC Communications of Cedar Park, Texas, in the not to exceed amount of \$300,000.00 -- Wesley Wright, P.E., Systems Engineering Director
- N Consideration and possible recommendation to renew the Annual Electric System Underground Construction and Maintenance Bid for labor services to Pedro S.S. Services, Inc. of Austin, Texas, in the not to exceed amount of \$2,500,000.00 -- Wesley Wright, P.E., Systems Engineering Director
- O Consideration and possible recommendation to approve Task Order CDM-20-002 for Utility Evaluation Support, to CDM Smith Inc. in the amount of \$55,000.00. -- Wesley Wright, PE, Systems Engineering Director
- P Consideration and possible recommendation to approve a Contract Amendment with Royal Vista, Inc. of Liberty Hill, Texas for relocating water and wastewater utilities along 7th Street in the amount of \$278,735.00 -- Wesley Wright, P.E., Systems Engineering Director/Michael Hallmark, CIP Manager

Adjournment

Certificate of Posting

I, Robyn Densmore, City Secretary for the City of Georgetown, Texas, do hereby certify that this Notice of Meeting was posted at City Hall, 808 Martin Luther King Jr. Street, Georgetown, TX 78626, a place readily

accessible to the general public as required by law, on the _____ day of _____, 2019, at _____, and remained so posted for at least 72 continuous hours preceding the scheduled time of said meeting.

Robyn Densmore, City Secretary

City of Georgetown, Texas
Utility System Advisory Board
October 11, 2019

SUBJECT:

Call to Order

The Board may, at any time, recess the Regular Session to convene in Executive Session at the request of the Chair, a Board Member, the City Manager, Assistant City Manager, General Manager of Utilities, City Council Member, or legal counsel for any purpose authorized by the Open Meetings Act, Texas Government Code Chapter 551, and are subject to action in the Regular Session that follows.

ITEM SUMMARY:

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

City of Georgetown, Texas
Utility System Advisory Board
October 11, 2019

SUBJECT:

October 2019 GUS CIP Project Updates and September Council Actions
Wesley Wright, P.E., Systems Engineering Director/Michael Hallmark, CIP Manager

ITEM SUMMARY:

GUS Item Update Coversheet October 2019

Berry Creek Wastewater Interceptor – 3CJ

Santa Clara crews have installed all the 36” pipe, and have under 200 LF of 30” pipe and 4 manholes left to install

Berry Creek Wastewater Interceptor Phases 1, 2 & 3

Alternative routing around Berry Springs Park near Market St. under review and redesign

Braun Elevated Storage Tank (EST)

Steel crew on site & has the lower four rows of cone transition panels set in place, started installing the first row of vertical panels

Cedar Breaks to Pastor Dedicated Water Line

Crews have installed all of the 24” waterline and are within 100 LF of installing the 20” waterline to the connection point at Pastor GST

CR 255

Recommended by GUS 10/09/15, approved by CC on 10/27/15. Preliminary Construction Plans are near 80% complete & Easements 50% complete

EARZ Area 1 - 2018

PM Construction has completed Point Repairs, Pipe Bursting & manhole Rehab has been completed. ACM Lift Station being taken Off-Line and demo out

Lake WTP Chemical Storage Improvements

Task Order approved by GUS Board 12/8/17 & City Council 12/12/17. Possibly combined with another Project

Lake WTP Raw Water Intake & Pump Station Improvements

Divers have installed all 9 slide gates & gate control stems/brackets. Pipe work to be installed after first of the year in 2020

Park Lift Station

Task Order recommended by GUS 2/10/17 & approved by City Council 2/18/17. 100% Design Plans & Specs being reviewed by Staff, Bids in late Fall 2019

Pastor Pump Station

Both submersible pumps and pump control valves set in place and able to run in automatic mode

Pecan Branch WWTP

Substantial Completion Walk-Thru with Punchlist, crews working to finalize Punchlist Items

Ronald Reagan Water Line

Ronald Reagan 30” water line is installed and online along with the 12” Mission Oaks Waterline, crews in Clean Up phase

San Gabriel Wastewater Treatment Plant – Belt Press

Contract with Keystone approved by GUS Board & goes to City Council for consideration
9/24/19

Shell Road Water line

Final Design Plans are 90% complete & Easements are 60% complete

South Lake Water Treatment Plant – Intake & Raw Waterline

Task Order approval by GUS Board 1/11/19 & City Council 1/22/19

Sun City 2.0 MG Elevated Storage Tank

New EST is online. New perimeter fence in installed. 50% of area is hydro-mulched. Last remaining task's delayed until after peak demand

Water Tank Rehab- 2018

CDM Task Order recommended by GUS Board 12/8/17 & approved by Council 12/12/17

Tentatively out for Bid Fall 2019

Westloop Waterline Improvements

Santa Clara crews installing 24" Ductile Iron waterline off W. University & behind apartments on Wolf Ranch

West University 2018 Waterline Improvements

Project near completion & in Close Out Phase for paperwork

September Council Actions -- attached

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

Wesley Wright, P.E., Systems Engineering Director/Michael Hallmark, CIP Manager

ATTACHMENTS:

Description	Type
☐ October 2019 GUS CIP Project Updates	Backup Material
☐ September Council Actions	Backup Material

GUS Item Update Coversheet October 2019

Berry Creek Wastewater Interceptor – 3CJ

Santa Clara crews have installed all the 36” pipe, and have under 200 LF of 30” pipe and 4 manholes left to install

Berry Creek Wastewater Interceptor Phases 1, 2 & 3

Alternative routing around Berry Springs Park near Market St. under review and redesign

Braun Elevated Storage Tank (EST)

Steel crew on site & has the lower four rows of cone transition panels set in place, started installing the first row of vertical panels

Cedar Breaks to Pastor Dedicated Water Line

Crews have installed all of the 24” waterline and are within 100 LF of installing the 20” waterline to the connection point at Pastor GST

CR 255

Recommended by GUS 10/09/15, approved by CC on 10/27/15. Preliminary Construction Plans are near 80% complete & Easements 50% complete

EARZ Area 1 - 2018

PM Construction has completed Point Repairs, Pipe Bursting & manhole Rehab has been completed. ACM Lift Station being taken Off-Line and demo out

Lake WTP Chemical Storage Improvements

Task Order approved by GUS Board 12/8/17 & City Council 12/12/17. Possibly combined with another Project

Lake WTP Raw Water Intake & Pump Station Improvements

Divers have installed all 9 slide gates & gate control stems/brackets. Pipe work to be installed after first of the year in 2020

Park Lift Station

Task Order recommended by GUS 2/10/17 & approved by City Council 2/18/17. 100% Design Plans & Specs being reviewed by Staff, Bids in late Fall 2019

Pastor Pump Station

Both submersible pumps and pump control valves set in place and able to run in automatic mode

Pecan Branch WWTP

Substantial Completion Walk-Thru with Punchlist, crews working to finalize Punchlist Items

Ronald Reagan Water Line

Ronald Reagan 30" water line is installed and online along with the 12" Mission Oaks Waterline, crews in Clean Up phase

San Gabriel Wastewater Treatment Plant – Belt Press

Contract with Keystone approved by GUS Board & goes to City Council for consideration 9/24/19

Shell Road Water line

Final Design Plans are 90% complete & Easements are 60% complete

South Lake Water Treatment Plant – Intake & Raw Waterline

Task Order approval by GUS Board 1/11/19 & City Council 1/22/19

Sun City 2.0 MG Elevated Storage Tank

New EST is online. New perimeter fence in installed. 50% of area is hydro-mulched. Last remaining task's delayed until after peak demand.

Water Tank Rehab- 2018

CDM Task Order recommended by GUS Board 12/8/17 & approved by Council 12/12/17

Tentatively out for Bid Fall 2019

Westloop Waterline Improvements

Santa Clara crews installing 24" Ductile Iron waterline off W. University & behind apartments on Wolf Ranch

West University 2018 Waterline Improvements

Project near completion & in Close Out Phase for paperwork

Project: Berry Creek Wastewater Interceptor
Project# 3CJ
Update – October 2019

Project Description: This project will consist of approximately 15,000 linear feet of wastewater interceptor ranging in diameter from 36-inch to 30-inch from the existing Berry Creek lift station to the existing Sun City lift station. The alignment of the interceptor will generally follow Berry Creek.

Purpose: The purpose of this project is to add wastewater capacity in Sun City, provide wastewater service to the Shell road area, and will allow Sun City Lift Station to come off line when the future phases are complete.

Project Manager: Ken Taylor

Engineer: CDM Smith

Contractor: Santa Clara Construction

Phase	Start	Finish	Status / Comments
Preliminary Engineering	May 2015	February 2016	Recommended by GUS 5/8/15 approved by CC 5/26/15.
Final Design	February 2016	March 2018	100% complete
ROW / Easements	June 2015		Complete
Bid / Award Bid #			Approved by City Council on 12/11/18, NTP issued 1/24/19
Construction	January 2019	February 2020	Santa Clara crews have installed all the 36" pipe, and have under 200 LF of 30" pipe and 4 manholes left to install
Post Construction			



Project: Berry Creek Wastewater Interceptor
Phase 1,2, &3
Project#
Update – October 2019

Project Description: This project will consist of approximately 21,500 linear feet of wastewater interceptor ranging in diameter from 36-inch to 48-inch from the existing Berry Creek lift station to the existing Pecan Branch Wastewater Plant. The alignment of the interceptor will generally follow Berry Creek.

Purpose: The purpose of this project is to add wastewater capacity in Sun City, provide wastewater service to the Shell road area, and will allow Sun City Lift Station to come off line.

Project Manager: Ken Taylor

Engineer: Walker Partners, LLC

Contractor: TBD

Phase	Start	Finish	Status / Comments
Preliminary Engineering			Recommended by GUS 10/13/17 Approved by City Council 10/23/17. Boring samples being analyzed
Final Design	Fall 2019	Spring 2020	
ROW / Easements			
Bid / Award Bid #			Alternative routing around Berry Springs Park near Market St. under review and redesign
Construction			
Post Construction			

Project: Braun EST
Project# 2JG
Update – October 2019

Project Description: This project involves - Design, bidding and general services during construction for a 3 MG elevated storage tank (EST) at the Braun EST site

Purpose: The purpose of this project is to add additional elevated water storage capacity and meet the demands of the water system in the 1178 pressure plane.

Project Manager: Ken Taylor

Engineer: CDM

Contractor: Landmark Structures

Phase	Start	Finish	Status / Comments
Preliminary Engineering	January 2018	March 2018	Task Order approved by GUS Board 12/8/17 & by City Council 12/12/17
Final Design	April 2018	July 2018	
ROW / Easements			
Bid / Award Bid #	September 2018	October 2018	Approved by GUS Board & Council in October
Construction	January 2019	June 2020	Steel crew on site & have the lower four rows of cone transition panels set in place, started installing the first row of vertical panels
Post Construction			



Project: Cedar Breaks EST – Pastor 24 Inch Dedicated Water Line
Project# 2JI
Update – October 2019

Project Description: This project will consist of approximately 12,000 linear feet water line that will run from Cedar Breaks Elevated Storage Tank to the Pastor Ground Storage Tank. The waterline will run in DB Woods Rd right-of-way for the northern portion and around the north and western border of Wood Ranch for the southern portion.

Purpose: The purpose of this project is to run a dedicated water line from Cedar Breaks EST to Pastor Pump Station, this dedicated 24-inch waterline will allow the Pastor Pump Station to fill without depleting the existing distribution system and effecting fire flow. This will also increase the capacity of the Pastor Pump Station to keep up with growth and demand in the Western District.

Project Manager: Ken Taylor

Engineer: CDM Smith

Contractor: Prota Construction

Phase	Start	Finish	Status / Comments
Preliminary Engineering	July 2018	September 2018	Task Order approved by GUS Board 6/6/18 & City Council 6/26/18
Final Design	October 2018	November 2018	Preliminary Survey work starting
ROW / Easements	July 2018	November 2018	Complete
Bid / Award Bid #	January 2019	February 2019	Approved by Council 2/19
Construction	Early 2019	October 2019	Crews installed all of the 24" waterline and are within 100 LF of installing the 20" waterline to the connection point at Pastor GST
Post Construction			



Project: County Road 255 Waterline Improvements

Project# 2JE

Update – October 2019

Project Description: This project involves upgrading the existing 15-inch water main with 16-inch C-905 or DI pipe. This project will consist of approximately 44,500 LF of 16-inch water main replacement.

Purpose: The purpose of this project is to upgrade the class pipe water mains to C-905 or DI pipe, and replace this existing main that has a large amount of water leaks.

Project Manager: Ken Taylor

Engineer: KPA

Contractor: TBD

Phase	Start	Finish	Status / Comments
Preliminary Engineering	October 2015	March 2016	Recommended by GUS 10/09/15, approved by City Council on 10/27/15.
Final Design	March 2016	Winter 2019	80% Complete
ROW / Easements	October 2015		50% complete
Bid / Award Bid #			
Construction			
Post Construction			

Project: EARZ Area 1 - 2018
Project# 3CQ
Update – October2019

Project Description: This project will consist of pipe bursting, cured-in-place, open trench, & rehabbing manholes.

Purpose: The purpose of this project is to make repairs on the wastewater collection system to be in compliance with TCEQ rules and regulations.

Project Manager: Chris Logan

Engineer: KPA

Contractor: PM Construction


Phase	Start	Finish	Status / Comments
Preliminary Engineering	March 2017	June 2017	Task Order Recommended by GUS 2/10/17 Approved by CC 2/28/17
Final Design	June 2017	August 2017	September 2018, reviewing 90% plans
ROW / Easements	N/A	N/A	N/A
Bid / Award Bid # Bid opening			Approved by City Council 12/11/18
Construction			PM Construction has completed Point Repairs, Pipe Bursting & manhole Rehab. Close Out phase
Post Construction			

City of Georgetown, Texas
EARZ WASTEWATER REHABILITATION
AREA 1-2018

City Council
 Mayor
 Date Recd
 Mayor Pro-Tem
 At-Large

City Council Members
 Anna Clay DW301.1
 Valerie McWhorter DW301.2
 John McWhorter DW301.3
 Scott Frazier DW301.4
 Ty Lupton DW301.5
 Rachael Adams DW301.6
 Tamiya Gaudin DW301.7

City Manager
 David Morgan



EST. 1848
 GEORGETOWN
 TEXAS

KPA
 KANSAS CITY, MO & ASSOCIATES, L.P.
 CONSULTING ENGINEERS
 10000 N. STEPHENSON BLVD., SUITE 100
 DALLAS, TEXAS 75241-1000
 PHONE: (214) 343-1000
 FAX: (214) 343-1001
 WWW.KPA-ENGINEERS.COM

Approved by the City of Georgetown, Texas
 On _____ day of _____, 2018.

Director _____ DW301.5
 Systems Engineering

Manager _____ DW301.5
 Systems Engineering

Project: San Gabriel Park Lift Station Improvements
Project# 3CN
Update – October 2019

Project Description: This project will consist of the construction a new wastewater lift station with appurtenant electrical and instrumentation improvements.

Purpose: The purpose of this project is to provide wastewater service for growth and development in the San Gabriel Wastewater Basin.

Project Manager: Ken Taylor

Engineer: KPA

Contractor: TBD

Phase	Start	Finish	Status / Comments
Preliminary Engineering	March 2017	June 2017	Recommended by GUS 2/10/17& City Council 2/18/17
Final Design	July 2017	December 2017	90% Plans under review by Staff TCEQ variance under review
ROW / Easements	N/A	N/A	
Bid / Award Bid #			Tentatively Bids in late Fall 2019 Reviewing 100% Plans & Specs prior to Bid
Construction			
Post Construction			

City of Georgetown, Texas

SAN GABRIEL PARK LIFT STATION

IMPROVEMENTS

100% SET



City Council

Mayor

Dale Rose

Mayor Pro-Tem

Ann City

City Council Members

Anna Eby District 1

Valerie Nicholson District 2

John Mosser District 3

Steve Pough District 4

Ty Olsson District 5

Richard Johnson District 6

Tommy Gonzalez District 7

City Manager

Casey Morgan

Approved by the City of Georgetown, Texas
this _____ day of _____, 2019.

Director,
System Engineering _____ Date _____

Manager,
System Engineering _____ Date _____



KASBERG KATZ & ASSOCIATES, LP
CONSULTING ENGINEERS
2000 W. 11TH STREET, SUITE 100
GEORGETOWN, TEXAS 75140
TEL: 281.261.1111 FAX: 281.261.1112



Ken Taylor
4-16-18

Project: Pastor Pump Station
Project# 2BZ
Update – October 2019

Project Description: This project involves upgrading the existing pump station with two new motors, pumps, electrical, instrumentation & HVAC. Design of pipeline improvements to provide more water to the Pastor Pump Station and to complete the West Loop Water Line near SH 29 and DB Wood Road.

Purpose: The purpose of this project is to upgrade pipeline improvements and to provide more water to the Pastor Pump Station and to complete the West Loop Water Line near SH 29 and DB Wood Road.

Project Manager: Ken Taylor

Engineer: CDM

Contractor: Archer Western

Phase	Start	Finish	Status / Comments
Preliminary Engineering	May 2017	October 2017	Task Order recommended by GUS 4/14/17 and goes to Council 4/25/17.
Final Design	October 2017	February 2018	
ROW / Easements			
Bid / Award Bid #			GUS Board approved Contract with Archer Western 3/9/18 and Council approved 3/27/18
Construction	April 2018	August 2019	Both submersible pumps and pump control valves set in place and able to run in automatic mode



Project: Pecan Branch Wastewater Treatment Plant Expansion
Project# 3CA
Update – October 2019

Project Description: The project includes expanding the existing Pecan Branch WWTP from 1.5 to 3.0 MGD including the construction of an influent pump station, screening and grit removal facilities, aeration basins, secondary clarifiers, cloth disk filters, UV disinfection facility, sludge holding tanks facilities, site grading and paving, electrical improvements, and instrumentation improvements.

Purpose: The purpose of this project is to provide wastewater treatment for future growth and development.

Project Manager: Ken Taylor

Engineer: CDM Smith

Contractor: CSA Construction

Phase	Start	Finish	Status / Comments
Preliminary Engineering	November 2012	March 2013	Complete
Final Design	December 2015	January 2017	100% Set of Plans
ROW / Easements			Complete
Bid / Award Bid # 201717	March 2017	May 2017	Bid Opening 3/28/17 GUS Board approved 4/14/17 City Council 4/25/17
Construction	July 2017	August 2019	Substantial Completion Walk-Thru with Punchlist, crews working to finalize Punchlist Items
Post Construction			



Project: Ronald Reagan Waterline Improvements

Project# 2JM

Update – October 2019

Project Description: This project involves upgrading the existing 15-inch water main with 16-inch C-905 or DI pipe. This project will consist of approximately 44,500 LF of 16-inch water main replacement.

Purpose: The purpose of this project is to install 21,300 LF of 30" water main on the west side of Ronald Reagan from FM 2338 (Williams dr) to FM 3405

Project Manager: Ken Taylor

Engineer: KPA

Contractor: Royal Vista

Phase	Start	Finish	Status / Comments
Preliminary Engineering	October 2015	March 2016	KPA Task Order approved by GUS Board & City Council on 8/28/18
Final Design	March 2016	February 2018	80% Complete
ROW / Easements	October 2015		50% complete
Bid / Award Bid #			Approved by City Council 12/11/18
Construction	January 2019	September 2019	Ronald Reagan 30" water line is installed and online along with the 12" Mission Oaks Waterline, crews in Clean Up phase
Post Construction			



Project: San Gabriel Wastewater Treatment Plant – Belt Press
Project# 3CP
Update – October 2019

Project Description: This project involves - Design, bidding and general services during construction for a new sludge dewatering building and the installation of dewatering equipment, a polymer system and a conveyor for the San Gabriel Wastewater Treatment Plant (WWTP)

Purpose: The purpose of this project is to replace the existing drying beds with a new sludge dewatering building and the installation of dewatering equipment, a polymer system and a conveyor to load a roll-off dumpster.

Project Manager: Ken Taylor

Engineer: CDM

Contractor: TBD

Phase	Start	Finish	Status / Comments
Preliminary Engineering	April 2018	August 2018	Task Order approved by GUS Board 3/9/18 & by City Council 3/27/18
Final Design	August 2018	December 2018	
ROW / Easements	N/A		
Bid / Award Bid #	February 2019	March 2019	Contract with Keystone approved by GUS Board & goes to City Council for consideration 9/24/19
Construction			
Post Construction			



9430 Research Boulevard
 Building 1, Suite 200
 Austin, Texas 78758
 Tel: (512) 346-1100
 Fax: (512) 345-1483

September 16, 2019

Mr. Gary Hampton
 Keystone Construction Services, LP
 7100 Old Bee Cave Road
 Austin, TX 78735

RE: San Gabriel WWTP Dewatering Improvements Project
 Project No. 3CP
 Notice of Impending Award

Dear Mr. Hampton:

On August 29, 2019, bids were received and opened for the above referenced project. Keystone Construction Services, LP (Keystone) was the low bidder, and we have recommended to the City of Georgetown that they award the construction contract to your company. The Georgetown Utility System (GUS) Advisory Board considered our recommendation and has recommended to City Council that they approve the contract with Keystone in the amount of \$3,013,050.00 (Base Bid plus Deductive Alternative No. 2). The award of the contract is on the City Council Agenda for the September 24, 2019 meeting, and we anticipate that the City Council will follow the recommendation of the GUS Board and award the contract to Keystone at that time.

Transmitted with this letter are three (3) originals of the confirmed construction contracts that need to be executed on the behalf of Keystone and returned to us with the required signatures, bonds, and insurance certificates as well as the disclosure of interested parties (Form 1295). In accordance with the Instructions to Bidders, we expect that these partially executed contract documents will be returned to us within fifteen (15) days. When the documents are returned, the Contract and other documents will be compiled and forwarded to the City of Georgetown for review and execution. When the Contracts are executed by the City of Georgetown, we will call to establish a pre-construction meeting. The notice to proceed date which establishes the start of the contract time will be designated in the Notice to Proceed letter.

If you have any questions, please contact me.

Sincerely,

Ana Marie Karanalegos, P.E., BCEE
 CDM Smith Inc.
 TBPE Firm Registration No. F-3043

Project: Shell Road Waterline Improvements
Project# 3CI
Update – October 2019

Project Description: This project will consist of approximately 13,500 LF of 16-inch water line and approximately 2300 LF of 12-inch waterline.

Purpose: The purpose of this project is to provide secondary feed of water to Sun City.

Project Manager: Ken Taylor

Engineer: KPA


Contractor: TBD

Phase	Start	Finish	Status / Comments
Preliminary Engineering	April 2015	August 2015	Task Order Recommended by GUS 3/13/15 Approved by CC 3/24/15.
Final Design	August 2015	March 2018	90% complete
ROW / Easements	June 2015	October 2017	60% complete
Bid / Award Bid			
Construction			
Post Construction			

City of Georgetown, Texas

SHELL ROAD WATERLINE EXTENSION

City Council
Mayor
 Dale Ross
Mayor Pro-Tem
 Keith Brinard
City Council Members
 Anna Eby District 1
 Keith Brinard District 2
 John Hesser District 3
 Steve Fought District 4
 Ty Glisson District 5
 Rachael Johnson District 6
 Tommy Gonzalez District 7
City Manager
 David Morgan
CITY OF GEORGETOWN, TEXAS
 SHELL ROAD WATERLINE EXTENSION



EST. 1848
GEORGETOWN
TEXAS


PRELIMINARY REVIEW SET

Approved by the City of Georgetown, Texas
 This _____ day of _____, 2015.

Utilities Engineer _____ Date _____

Manager _____ Date _____
 Systems Engineering

This document is intended for the review of the City of Georgetown, Texas. It is not to be used for construction, bidding or permit purposes.



KASBERG, PATRICK & ASSOCIATES, L.P.
 CONSULTING ENGINEERS
 GEORGETOWN, TEXAS 78626
 FIRM REGISTRATION NO. P-210

CITY OF GEORGETOWN, TEXAS
 SHELL ROAD WATERLINE EXTENSION

Project: South Lake Water Treatment Plant Intake & Raw Waterline
Project# 2BN
Update – October 2019

Project Description: This project will consist of design/engineering for a 22 MGD raw water intake & pump station with future expansion to 44 MGD and 3,800 LF of raw water pipeline to carry water to the SLWTP.

Purpose: The purpose of this project is to provide the supply & demand for future water needs for the City of Georgetown and Western District

Project Manager: Ken Taylor

Engineer: CDM

Contractor: TBD

Phase	Start	Finish	Status / Comments
Preliminary Engineering	February 2019	August 2019	Task Order approval by GUS Board 1/11/19 & City Council 1/22/19
Final Design	August 2019	April 2020	
ROW / Easements			
Bid / Award Bid	Summer 2020		
Construction	Fall 2020		
Post Construction			

TASK ORDER

Task Order No. CDM-19-001-TO,
 consisting of 12 pages.

Task Order

In accordance with paragraph 1.01 of the Master Services Agreement between Owner and CDM Smith, Inc. ("Engineer") for Professional Services – Task Order Edition, dated September 30, 2016, ("Agreement"), Owner and Engineer agree as follows:

- Specific Project Data**
 - Title: South Lake Water Treatment Plant Intake and Raw Waterline
 - Description: Preliminary Engineering, Final Design, Bidding and Construction Services for the new South Lake Water Treatment Plant (SLWTP) raw water pump station and pipeline.
The plant will have a treatment capacity of 22 million gallons per day (MGD) with capabilities for expanding to 44 MGD in the future. The raw water supply facilities will include a raw water intake and pump station and 3,800 LF of raw water pipeline to carry water to the SLWTP.
The SLWTP raw water pump station and raw water pipeline will be designed and packaged as two sets of construction documents. The work will be constructed in two separate construction contracts.
 - City of Georgetown Project Number: 2BN
 - City of Georgetown General Ledger Account No.: 6600-0580-00-049
 - City of Georgetown Purchase Order No.: _____
 - Master Services Agreement Contract Number: 2016-738-05A

Georgetown – Revised L&E
 K<M 8-000 Standard Form of Agreement Between Owner and Engineer Professional Services – Task Order Edition
 Copyright © 2004 National Society of Professional Engineers Inc. All rights reserved.
 Attachment E – Task Order Form
 Page 1 of 12

Project: Sun City Elevated Water Storage Tank
Project# 2CP
Updated – October 2019

Project Description: This project will consist of the replacement of the existing .4 million gallon Elevated Water Storage Tank with a 2 million gallon Elevated Water Storage Tank.

Purpose: The purpose of this project is to increase elevated water storage in the Sun City 1015 pressure plan from .4 MG to 2MG to meet the demands of the water system in the 1015 pressure plane.

Project Manager: Chris Pousson

Engineer: Dunham Engineering, Inc.

Contractor: CB&I



Phase	Start	Finish	Status / Comments
Preliminary Engineering	November 2016	May 2017	Task Order recommended by GUS 11/11/16, Approved by CC 11/22/16.
Final Design	May 2017	June 2017	100% complete
ROW / Easements	N/A	N/A	N/A
Bid / Award Bid #	July 2017	September 2017	GUS Board and Council Approved
Construction	December 2017	June 2019	New EST is online. New perimeter fence in installed. 50% of area is hydro-mulched. Last remaining task's delayed until after peak demand.
Post Construction			

Project: Water Tank Rehab - 2018

Project# 2CX

Update – October 2019

Project Description: This project involves - Design bidding and general services during construction for the demolition of the steel ground storage tank (GST) and steel lime silo at the Park Water Treatment Plant (WTP), demolition of the Woods GST, and rehabilitation of the 1 MG GST at the Southside WTP; and design


Purpose: The purpose of this project is the demolition of the steel structures at the Park WTP and the Woods sites and rehabilitation of the 1 MG GST at the Southside WTP site will be bid so that qualified demolition and tank rehab contractors can bid the project.

Project Manager: Ken Taylor

Engineer: CDM

Contractor: TBD

Phase	Start	Finish	Status / Comments
Preliminary Engineering	January 2018	March 2018	Task Order recommended by GUS Board 12/8/17 & approved by Council 12/1/2/17
Final Design	April 2018	June 2018	
ROW / Easements			
Bid / Award Bid #	July 2018	November 2019	Tentatively out for Bid Fall 2019
Construction			
Post Construction			



CITY OF GEORGETOWN, TEXAS

2018 SOUTHSIDE WATER TREATMENT PLANT TANK REHAB

PROJECT No. 2CX

NOVEMBER 2017



LOCATION PLAN

CDM Smith

AUSTIN, TEXAS
Transportation

Water Environment Energy Facilities

CITY COUNCIL
MAYOR
DALE ROSS

CITY COUNCIL MEMBERS
ANNA EBY DISTRICT 1
VALERIE NICHOLSON DISTRICT 2
JOHN HESSER DISTRICT 3
STEVE FOUGHT DISTRICT 4
TY GIPSON DISTRICT 5
RACHAEL JONROWE DISTRICT 6
TOMMY GONZALEZ DISTRICT 7

MAYOR PRO TEM

CITY MANAGER
DAVID MORGAN

GENERAL MANAGER OF UTILITIES
JIM BRIGGS

WATER SERVICES UTILITY DIRECTOR
GLENN DISMONG

SYSTEMS ENGINEERING DIRECTOR
WESLEY WRIGHT, P.E.

WATER UTILITY ENGINEER
DAVID MUNK, P.E.

CITY OF GEORGETOWN, PROJECT NUMBER DATE

CITY OF GEORGETOWN, UTILITY ENGINEER PREPARED BY DATE

FORM NO. 101
TOWN OF GEORGETOWN NUMBER 1-1042 DATE

Project: West University 2018 Waterline Improvements
Project# 2JJ
Update – October 2019

Project Description: This project will consist of approximately 1,220 LF of 12-inch water line and approximately 150 LF of 8-inch waterline.

Purpose: The purpose of this project is to provide adequate flows & pressure to the University/IH 35 area

Project Manager: Ken Taylor

Engineer: CDM

Contractor: Smith Contracting

Phase	Start	Finish	Status / Comments
Preliminary Engineering	April 2015	August 2015	Task Order Recommended by GUS 3/13/15 Approved by CC 3/24/15.
Final Design	August 2015	March 2018	October 2018
ROW / Easements	June 2015	October 2017	Complete
Bid / Award Bid			Approved by City Council 12/11/18, PreConstruction Meeting scheduled for 1/11/19 with NTP to be issued shortly after
Construction	January 2019	August 2019	Project near completion & in Close Out Phase for paperwork
Post Construction			



Project: West Loop Waterline Improvements
Project# 2JJ
Update – October 2019

Project Description: The project consists of furnishing, installing, and providing all labor and materials required to install approximately 2,410 linear feet of new 24-inch diameter water pipeline and approximately 425 linear feet of 8-inch diameter water pipeline

Purpose: The purpose of this project is to provide adequate flows & pressure to the West University and River Chase areas

Project Manager: Ken Taylor

Engineer: CDM

Contractor: Santa Clara Construction

Phase	Start	Finish	Status / Comments
Preliminary Engineering	Feb	March 2019	Task Order Issued 1/24/19
Final Design	March 2019	May 2019	Complete
ROW / Easements	June 2015	October 2017	Complete
Bid / Award Bid			Approved by City Council 6/25/19, PreConstruction Meeting held 8/12/19 & NTP issued for 9/6/19
Construction	January 2019	August 2019	Santa Clara crews installing 24" Ductile Iron waterline off W. University & behind apartments on Wolf Ranch
Post Construction			



GUS BOARD ITEMS FORWARDED TO COUNCIL

September 24, 2019

M

Forwarded from Georgetown Utility Systems Advisory Board (GUS):

Consideration and possible action to approve the purchase of Bioxide from Evoqua Water Technologies LLC of Sarasota, Florida, in an amount not to exceed \$88,600.00, for FY 2019-20 -- Glenn W. Dishong, Utility Director

N

Forwarded from Georgetown Utility Systems Advisory Board (GUS):

Consideration and possible action to approve the renewal #3 to the contract agreement #17-0101 for Water and Wastewater Treatment Plant and Distribution chemicals to Brenntag Southwest, Inc., in the estimated amount of \$357,728.52 -- Glenn W. Dishong, Utility Director

O

Forwarded from Georgetown Utility Systems Advisory Board (GUS):

Consideration and possible action to approve annual task orders: Task Order MEI-20-001 for Electric System and Planned Capital Improvement Projects in the amount not to exceed \$200,000.00, Task Order MEI-20-002 for Electric System Engineering Planning and Assistance in the the amount not to exceed \$250,000.00, and Task MEI-20-003 for New Development Engineering and Design in the amount not to exceed \$590,000.00 with McCord Engineering Inc., of College Station, Texas for professional engineering services -- Wesley Wright, PE, Systems Engineering Director

P

Forwarded from Georgetown Utility Systems Advisory Board (GUS):

Consideration and possible action to execute Task Order CDM-19-008-TO with CDM Smith for Total Dissolved Solids (TDS) source and reduction analysis for three of the City's wastewater treatment plants in the amount of \$57,000.00 -- Glenn W. Dishong, Utility Director

AF Forwarded from Georgetown Utility Systems Advisory Board (GUS):

Consideration and possible action to approve a contract with Keystone Construction Services, LP of Austin, Texas for the San Gabriel WWTP Dewatering Improvements project in the amount of \$3,013,050.00 -- Wesley Wright, P.E., Systems Engineering Director

ALL ITEMS PASSED

City of Georgetown, Texas
Utility System Advisory Board
October 11, 2019

SUBJECT:

Review and possible action to approve the minutes from the regular GUS Board meeting held on September 13, 2019. - Sheila K. Mitchell, GUS Board Liaison

ITEM SUMMARY:

Board to review, revise and/or approve the minutes from the regular GUS Board meeting held on September 13, 2019.

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

Sheila K. Mitchell/GUS Board Liaison

ATTACHMENTS:

Description	Type
 GUS Sept 13 2019 DRAFT Minutes	Backup Material

**Minutes of the Meeting of the
Georgetown Utility Systems Advisory Board and the
Governing Body of the City of Georgetown, Texas
September 13, 2019 at 2:00PM
at Georgetown Municipal Complex, 300-1 Industrial Avenue, Georgetown, TX**

The City of Georgetown is committed to compliance with the Americans with Disabilities Act (ADA). If you require assistance in participation at a public meeting due to a disability, as defined under the ADA, reasonable assistance, adaptations, or accommodations will be provided upon request. Please contact the City Secretary's Office, at least three (3) days prior to the scheduled meeting date, at (512) 930-3652 or City Hall at 808 Martin Luther King, Jr. Street, Georgetown, TX 78626 for additional information: TTY users route through Relay Texas at 711.

Board Members Present: Ed Pastor – Chair, Edward Wiley – Secretary, Mike Cunningham, Steve Fought, Arthur Yaeger

Board Members Absent: John Copelan – Vice Chair, David Maserang

Staff Members Present: Glenn Dishong, Wesley Wright, Leticia Zavala, Michael Hallmark, Mike Welch, David Morgan, Laurie Brewer, Sheila Mitchell, John Gonzales, Brian Barton, Paul Diaz

Others Present: Jake Moeller/McCord Engineering

Regular Session

(This Regular Session may, at any time, be recessed to convene an Executive Session for any purpose authorized by the Open Meetings Act, Texas Government Code 551.)

A. Call to Order – Called to order by Chair at 2:00p.m.

The Board may, at any time, recess the Regular Session to convene an Executive Session at the request of the Chair, a Board Member, the City Manager, Assistant City Manager, General Manager of Utilities, City Council Member, or legal counsel for any purpose authorized by the Open Meetings Act, Texas Government Code Chapter 551, and are subject to action in the Regular Session that follows.

B. Introduction of Visitors

– Jake Moeller/McCord Engineering

Employee Recognition –

-- None

C. September 2019 GUS CIP Project Updates and August Council Actions – Wesley Wright, P.E., Systems Engineering Director/Michael Hallmark, CIP Manager

Wright noted reports in packets, gave brief updates on each. No questions from board members.

D. Industry / Council Updates

Dishong gave update on interview process for new Electric General Manager. Morgan expects an announcement within the next week. Dishong spoke about level of Lake Georgetown; down about 8 feet right now. We are in first phase of Drought Contingency Plan based on the utilization of our plant capacity. Drought conditions are continuing to get worse under current weather conditions. Cunningham asked and Morgan responded about interest rates, future funding decisions. Pastor asked and Dishong/Hallmark responded on Zebra Mussel update; waiting on Corp of Engineers approval for easement usage. A contractor has been selected and ready to work.

Legislative Regular Agenda.

The Board will individually consider and possibly take action on any or all of the following items:

E. Public Wishing to Address the Board

On a subject that **is posted on this agenda**: Please fill out a speaker registration form which can be found on the table at the entrance to the Board Meeting. Clearly print your name and the letter of the item on which you wish to speak and present it to the Staff Liaison, **prior to the start of the meeting**. You will be called forward to

speaking when the Board considers that item. Only persons who have delivered the speaker form **prior** to the meeting being called to order may speak.

On a **subject not posted on the agenda**: Persons may add an item to a future Regular scheduled Board agenda by filing a written request with the Staff Liaison **no later than one week prior to the Board meeting**. The request must include the speaker's name and the specific topic to be addressed with sufficient information to inform the board and the public. **Only those persons who have submitted a timely request will be allowed to speak**. For Board Liaison contact information, please logon to <https://government.georgetown.org/georgetown-utility-system-advisory-board-gus/>.

- No persons signed up to address the board.
- F. Review and possible action to approve the minutes from the Regular GUS Board meeting held on August 9, 2019. – Sheila K. Mitchell, GUS Board Liaison
Minutes were considered for approval. No questions or revisions. **Motion by Yaeger, seconded by Cunningham** to approve the minutes from the Regular GUS Board meeting held on August 9, 2019. **Approved 5-0-2 (Copelan, Maserang absent)**
- G. Consideration and possible recommendation to approve the purchase of Bioxide from Evoqua Water Technologies LLC of Sarasota, Florida, in an amount not to exceed \$88,600.00, for Fiscal Year 2019/2020. -- David W. Thomison, Water Services Manager/Mike Welch, Plant Operations Superintendent
Welch presented information on behalf of Thomison stating we've been using this product for last 20 years for any odor control in the system. Dishong stated this is a sole source patented use of the chemical. **Motion by Wiley, seconded by Cunningham** to approve the purchase of Bioxide from Evoqua Water Technologies LLC of Sarasota, Florida, in an amount not to exceed \$88,600.00, for Fiscal Year 2019/2020. **Approved 5-0-2 (Copelan, Maserang absent)**
- H. Consideration and possible recommendation to approve the renewal #3 to the contract agreement # 17-0101 for Water and Wastewater Treatment Plant and Distribution chemicals to Brenntag Southwest, Inc., in the estimated amount of \$357,728.52. – David Thomison, Water Services Manager/Mike Welch, Plant Operations Superintendent
Welch presented item request for renewal #3 for water, wastewater and distribution chemicals, as required by regulation. Dishong noted previously bid out; requesting renewal. **Motion by Cunningham, seconded by Wiley** to approve renewal #3 to the contract agreement # 17-0101 for Water and Wastewater Treatment Plant and Distribution chemicals to Brenntag Southwest, Inc., in the estimated amount of \$357,728.52. **Approved 5-0-2 (Copelan, Maserang absent)**
- I. Consideration and possible recommendation to approve annual task orders: Task Order MEI-20-001 for Electric System and Planned Capital Improvement Projects in the amount not to exceed \$200,000, Task Order MEI-20-002 for Electric System Engineering Planning and Assistance in the amount not to exceed \$250,000, and Task MEI-20-003 for New Development Engineering and Design in the amount not to exceed \$590,000 with McCord Engineering Inc., of College Station, Texas for professional engineering services. -- Wesley Wright, PE, Systems Engineering Director
Wright presented information on scope of each task order, included in agenda packet. McCord has been used for over 20 years and have done an excellent job working for the utility. Cunningham stated he felt like McCord has done a great job for the city. **Motion by Cunningham, seconded by Pastor** to approve annual task orders: Task Order MEI-20-001 for Electric System and Planned Capital Improvement Projects in the amount not to exceed \$200,000, Task Order MEI-20-002 for Electric System Engineering Planning and Assistance in the amount not to exceed \$250,000, and Task MEI-20-003 for New Development Engineering and Design in the amount not to exceed \$590,000 with McCord Engineering Inc., of College Station, Texas for professional engineering services. **Approved 5-0-2 (Copelan, Maserang absent)**
- J. Consideration and possible recommendation to approve a contract with Keystone Construction Services, LP of Austin, Texas for the San Gabriel WWTP Dewatering Improvements project in the amount of \$3,013,050.00. - Wesley Wright, P.E., Systems Engineering Director/Michael Hallmark, CIP Manager
Wright provided information on sludge process and presented video of process for new system. Reminded board our current process is performed the old way, dumped and dried in the sun, then

requires removal. Most of the old drying beds will be removed. This is also inclusive of the Wastewater Treatment Plant belt thickener rehab. Four bids received. Wiley asked if all bids require using same type of equipment. Wright noted two machines do this process and city was acceptable of either type. Cunningham commented on process, noting Keystone is a good company. **Motion by Cunningham, seconded by Wiley** to approve a contract with Keystone Construction Services, LP of Austin, Texas for the San Gabriel WWTP Dewatering Improvements project in the amount of \$3,013,050.00. **Approved 5-0-2 (Copelan, Maserang absent)**

- K. Consideration and possible recommendation to execute Task Order CDM-19-008-TO with CDM Smith for Total Dissolved Solids (TDS) source and reduction analysis for three of the City's wastewater treatment plants in the amount of \$57,000.00. - Glenn W. Dishong, Utility Director Dishong presented item with explanation of permit renewals for TCEQ requirements due to high levels of total dissolved solids. Dishong noted items to be removed from water, coming in from the source water, stating TCEQ agreed not to put a limit on the plants and agreed to allow us to perform a source analysis and determine any limits based on findings. Wiley asked and Dishong replied potential source is from large volume of water softeners on system. Samplings will occur over a three year period. **Motion by Cunningham, seconded by Yaeger** to execute Task Order CDM-19-008-TO with CDM Smith for Total Dissolved Solids (TDS) source and reduction analysis for three of the City's wastewater treatment plants in the amount of \$57,000.00. **Approved 5-0-2 (Copelan, Maserang absent)**

Adjournment

Motion by Cunningham, seconded by Fought to adjourn. Meeting adjourned at 2:26PM

Ed Pastor – Chair

Ed Wiley – Secretary

Sheila K. Mitchell, GUS Board Liaison

City of Georgetown, Texas
Utility System Advisory Board
October 11, 2019

SUBJECT:

Consideration and possible recommendation to authorize the expenditure of funds for the purchase of single phase electric meters and water modules for the Advanced Meter Infrastructure system for an annual estimated expenditure of \$800,000 from Elster Solutions, LLC, pursuant to the Settlement/Compromise Agreement between the City of Georgetown and Elster Solutions approved by Council on November 27, 2018. – Glenn W. Dishong, Utility Director

ITEM SUMMARY:

This item is for a recommendation of a sole source purchase agreement to Elster Solutions, LLC "Honeywell" in an amount not-to-exceed \$800,000 for authority to purchase single phase electrical meters and water modules on an as needed basis in FY2020. The Honeywell electrical meters can only be provided by the manufacturer and it's distributor for this region, Wesco. However, in comparing prices offered, the prices are most advantageous through Elster for these items.

The water products manufactured by Honeywell are proprietary parts to the AMI system. Elster Solutions, LLC "Honeywell" is the manufacturer and sole authorized distributor of Honeywell Energy Axis water modules in the State of Texas. These water products will be provided in an annual Agreement, ending on September 30, 2020.

The Local Government Code, Section 252.022, (7) (A) approves exemption from competitive bidding laws for procurement of items available from only one source because of patents, copyrights, secret processes, or natural monopolies.

SPECIAL CONSIDERATIONS:

Elster Solutions, LLC is a sole source provider of Honeywell EnergyAxis water meters and modules in the State of Texas.

STAFF RECOMMENDATION:

Staff recommends the approval of an Agreement with Elster Solutions, LLC, to provide EnergyAxis AMI water modules and for providing electrical meters and related items for the Advanced Metering Infrastructure system in an amount not-to-exceed \$800,000.00.

FINANCIAL IMPACT:

Total annual cost is not to exceed \$800,000 for these parts.

SUBMITTED BY:

Glenn W. Dishong, Utility Director

City of Georgetown, Texas
Utility System Advisory Board
October 11, 2019

SUBJECT:

Consideration and possible recommendation to approve the third renewal for sludge and bio-solids transport and disposal services, with Sheridan Environmental, LLC, in an amount not to exceed \$556,234.87. – Mike Welch, Plant Operations Superintendent

ITEM SUMMARY:

The purpose of this renewal is to provide sludge and bio-solids transport for disposal as part of the water/wastewater plant operations. The agreement began October 1, 2016 and will end October 1, 2021. The term of the agreement: For one (1) year and may be renewed each year upon review and approval by the City.

STAFF RECOMMENDATION:

Staff recommends the renewal of the annual procurement for services provided by Sheridan Environmental for the handling and disposal of sludge.

FINANCIAL IMPACT:

Cost of the sludge transport and disposal will be funded from the water and wastewater plant operations fund.

	Fund	Annual Budget
Water Sludge Disposal	660-5-0529-51-610	\$115434.62
Wastewater Sludge Disposal	660-5-0531-51-610	<u>440,800.20</u>
Combined Total Budget		\$556,234.87

SUBMITTED BY:

Mike Welch, Plant Operations Superintendent (skm)

ATTACHMENTS:

Description	Type
❏ Renewal	Backup Material

RENEWAL AGREEMENT

This Renewal Agreement is entered into by and between **CITY OF GEORGETOWN**, a Texas Home-Rule Municipal Corporation (the "City"), and **SHERIDAN ENVIRONMENTAL, LLC** (the "Contractor"), collectively, the **Parties** follows:

WHEREAS, the Parties entered into an Agreement on August 17, 2016 for Sludge Hauling Services, PO No. 3700B006, (the "Original Agreement"),

WHEREAS, the Original Agreement provided an initial term of one (1) year and provided for four (4) additional one (1) year renewal terms,

WHEREAS, the Parties agreed to renew the Original Agreement on August 28, 2017, this being the first renewal and on October 1, 2018, this being the second renewal.

WHEREAS, the Parties hereby agree to renew the Original Agreement in accordance with the terms of the Original Agreement as well as any terms provided herein,

NOW THEREFORE, in consideration of the mutual covenants contained herein, the Parties agree as follows:

1. The Parties agree to renew the Original Agreement for an additional term which will begin immediately upon the expiration of the original term and will end on September 30, 2020, this being the Third Renewal term.
2. During the Third Renewal term, the prices shown in Exhibit A, attached hereto, shall apply to Sludge Hauling Services.
3. During the Third Renewal term, the not to exceed amount shall be \$556,234.87.
4. All other terms of the Agreement not inconsistent with this Amendment shall apply. Except as expressly modified by this Amendment, the Agreement remains unchanged and in full force and effect, subject to its terms.
5. This Amendment is effective on the date executed by the City.

SHERIDAN ENVIRONMENTAL, LLC

By: Phillip McLauren
Printed Name: Phillip McLauren
Title: President
Date: 9/24/19

CITY OF GEORGETOWN

By: _____
Printed Name: _____
Title: _____
Date: _____

ATTEST:

Robyn Densmore, City Secretary

APPROVED AS TO FORM:

Skye Masson,
First Assistant City Attorney

City of Georgetown, Texas
Utility System Advisory Board
October 11, 2019

SUBJECT:

Consideration and possible recommendation to approve a renewal for contracted wastewater laboratory services, with Pollution Control Services Laboratory in the estimated amount of \$74,508.00. – Mike Welch, Plant Operations Superintendent

ITEM SUMMARY:

The purpose of this renewal is to provide regulatory-required wastewater laboratory services. The agreement began October 1, 2018 and will end October 1, 2023. The term of the agreement: For one (1) year and may be renewed each year upon review and approval by the City.

STAFF RECOMMENDATIONS:

Staff recommends the renewal of the annual contract for wastewater laboratory services with Pollution Control Services, in the estimated amount of \$74,508.00 for the following:

-- Laboratory Testing Services for the following wastewater facilities:

- * San Gabriel Wastewater Treatment Plant * Berry Creek Wastewater Treatment Plant
- * Dove Springs Wastewater Treatment Plant * Pecan Branch Wastewater Treatment Plant
- * Cimarron Hills Wastewater Treatment Plant

FINANCIAL IMPACT:

Funds for this expenditure are available in the wastewater plant ops budget.

<u>Fund</u>	<u>Annual</u>
660-5-0531-51-320	<u>Budget</u>
	\$95,000.00

SUBMITTED BY:

Mike Welch, Plant Operations Superintendent (skm)

ATTACHMENTS:

Description	Type
❏ Renewal	Backup Material

CONTRACT RENEWAL NOTICE

August 26, 2019

Pollution Control Services
c/o Chuck Wallgren
1532 Universal City Blvd., Ste. 100
University City, TX 78148

RE: ITB #201843 / Wastewater Treatment Plant Laboratory Services

The above contract was awarded to your company on August 16, 2018. It has been determined that your company has performed in accordance with the requirements of our Contract. Therefore, the City intends to exercise its *first (1st)* option to renew the Contract effective from October 1, 2019 through September 30, 2020. This renewal period shall be governed by the specifications, pricing, and the terms and conditions set forth per the above referenced Contract.

Acknowledge your acceptance of this renewal by signing this document in the space provided below and returning to this office within ten (10) days.

Sincerely,

CITY OF GEORGETOWN

Name

Title

I/We hereby acknowledge acceptance of this Contract renewal, and agree to be bound by all requirements, terms, and conditions as set forth in the above referenced Contract.

Company: Pollution Control Services

Signed: 

Date: 8/31/19

Print Name: Rick Wilborn

{00010832 / v / RSAUCIER / WATER / LABSERVICES / 8/26/2019}
City Council Approval Date\:\: _____

City of Georgetown, Texas
Utility System Advisory Board
October 11, 2019

SUBJECT:

Consideration and possible recommendation to renew the Tree Trimming and Vegetation Management Contract to National Tree Expert Company, Inc. of Burnet, Texas, in the estimated amount of \$280,000.00. – Mike Westbrook, Electric Operations Manager

ITEM SUMMARY:

The Tree Trimming and Vegetation Management is an annual contract with optional five (5) one (1) year extensions (this fiscal year is the 4th). The term of the third agreement will end September 30, 2020 and renewals follow the City's fiscal year October 1st – September 30th. The main services include scheduled trimming of existing main and lateral lines to a planned 5 year trim cycle. Services also include tree trimming and removal of trees for extensions and upgrades to existing facilities. The contractor will bill for labor services rendered based upon labor units and hourly time and equipment billing as outlined with this agreement in an amount not to exceed \$280,000.00.

STAFF RECOMMENDATION:

Staff recommendation is to renew the contract with National Tree Expert Company, Inc. of Burnet, Texas, in the estimated amount of \$280,000.00.

FINANCIAL IMPACT:

Funds for this expenditure are budgeted in the Electric Operations Budget:
610-5-0525-51-511

SUBMITTED BY:

Mike Westbrook, Electric Operations Manager (skm)

ATTACHMENTS:

Description		Type
□	Renewal	Backup Material

**Renewal No. 3
to the Agreement between
Townsend Tree Service Company, LLC
and the
City of Georgetown, Texas**

This is the Third Renewal (“Third Renewal”) of the Agreement between Townsend Tree Service Company, LLC dba National Tree Expert Company and the City of Georgetown, Texas entered into on October 26, 2016, Tree Trimming and Vegetation Management Services, ITB 201656 (“Agreement”).

WHEREAS, on October 26, 2016, the City and Townsend Tree Service Company, LLC entered into the Agreement;

WHEREAS, the Agreement included five (5) one-year renewal periods;

WHEREAS, on August 15, 2018 Townsend Tree Service Company, LLC requested a price increase pursuant to the terms of the Agreement for the Second Renewal term and on August 28, 2018 City staff reviewed the request and recommended approval of the increase;

WHEREAS, the Parties desire to renew the Agreement for the Third Renewal price and establish the prices for Tree Trimming and Vegetation Management Services during the Third Renewal period;

NOW THEREFORE, in consideration for the mutual benefits to be derived by the parties from this Amendment and other good and valuable consideration, the City and Townsend Tree Service Company, LLC agree as follows:

1. The Parties agree to renew the Agreement for a Third Renewal term which will begin immediately upon the expiration of the current term and will end on September 30, 2020.
2. During the Third Renewal term, the prices shown in Exhibit A, attached hereto, shall apply to the Tree Trimming and Vegetation Management Services.
3. During the Third Renewal term, the not to exceed amount shall be \$280,000.00.
4. All other terms of the Agreement not inconsistent with this Amendment shall apply. Except as expressly modified by this Amendment, the Agreement remains unchanged and in full force and effect, subject to its terms.
5. This Amendment is effective on the date executed by the City.

BY THE SIGNATURES affixed below, this Amendment is hereby incorporated into and made a part of the above-referenced contract.

[Signature page to follow]

TOWNSEND TREE SERVICE COMPANY, LLC CITY OF GEORGETOWN

By: _____

Printed

Name: _____

Authorized Representative

Title: _____

Date: _____

By: _____

Dale Ross, Mayor

Date: _____

Attest:

Robyn Densmore, City Secretary.

Approved as to Form:

Skye Masson, First Assistant City Attorney

City of Georgetown, Texas
Utility System Advisory Board
October 11, 2019

SUBJECT:

Consideration and possible recommendation to approve the second renewal for Brush Trimming and Removal Services to Austex Tree Service, Inc., of Round Rock, Texas in the estimated amount of \$100,000.00. – Mike Westbrook, Electric Operations Manager

ITEM SUMMARY:

For the safety of City Electric Staff, in order to properly repair and/or maintain the electric equipment in both the common areas and the neighborhoods, in both normal day-to-day activities, as well as emergency situations, electrical equipment must be kept clear to allow for easy access. In preparation for the City Electric Staff to perform an identifying and tagging project, the services bid will result in a multi-phase contract beginning with Phase 1 – the Sun City Community, consisting of 235 locations, followed by Phase 2 – the remainder of the Sun City Community consisting of 716 locations. Other neighborhoods will be added as requested by the Electric Department. In preparation for this project to begin, a Property Owner Communication Plan was developed to ensure property owners are well informed of the project. A formal solicitation was issued for Brush Trimming and Removal Services and was posted on the City's Ion Wave bid system. 211 vendors were invited to bid. There were 22 HUB vendors from the City's bid system invited and 22 Georgetown vendors. Two (2) bids were received. The bids were reviewed for compliance with the specifications and reference checks were performed. The recommended contractor has an A+ rating with the Better Business Bureau. The Contract term: Initial term effective from the date of acceptance and approval and remain in full force and effect for one (1) year, with a renewal term of two (2) additional one-years for a total contract term of three (3) years.

STAFF RECOMMENDATION:

Staff recommendations approval of the second renewal for Brush Trimming and Removal Services to Austex Tree Service, Inc., of Round Rock, Texas in the estimated amount of \$100,000.00.

FINANCIAL IMPACT:

Funds for this expenditure are budgeted in the Electric Operations Budget: Account Number 610-5-0525-51-511. First year was \$70,000.00, Second year is \$100,000.00 and third year is \$100,000.00. Estimated total (not to exceed): \$270,000.00 for the entire term of the 3 year contract.

SUBMITTED BY:

Mike Westbrook – Electric Operations Manager (skm)

ATTACHMENTS:

Description	Type
☐ Renewal	Backup Material

RENEWAL AGREEMENT

This Renewal Agreement is entered into by and between **CITY OF GEORGETOWN**, a Texas Home-Rule Municipal Corporation (the "City"), and **AUSTEX TREE SERVICE, INC.** (the "Contractor"), collectively, the **Parties** follows:

WHEREAS, the Parties entered into an Agreement on September 26, 2017 for Brush Trimming and Removal Services, Contract No. 17-037-SC, (the "Original Agreement"),

WHEREAS, the Original Agreement provided an initial term of one (1) year and provided for two (2) additional one (1) year renewal terms,

WHEREAS, the Parties renewed the Original Agreement on September 25, 2018 for a first renewal term,

WHEREAS, the Parties hereby agree to renew the Original Agreement in accordance with the terms of the Original Agreement as well as any terms provided herein,

NOW THEREFORE, in consideration of the mutual covenants contained herein, the Parties agree as follows:

1. The Parties agree to renew the Original Agreement for an additional term which will begin immediately upon the expiration of the original term and will end on September 26, 2020, this being the second renewal term.
2. The Parties agree that the not to exceed amount shall be \$100,000.00.
3. This renewal binds and benefits the Parties and their successors or assigns. This document, including the Original Agreement, is the entire agreement between the Parties.
4. All other terms and conditions of the Original Agreement remain in full force and effect.

AUSTEX TREE SERVICE, INC.

By: Hale Hawkins

Printed Name: Hale Hawkins

Title: CEO

Date: 9-20-19

CITY OF GEORGETOWN

By: _____

Printed Name: _____

Title: _____

Date: _____

ATTEST:

Robyn Densmore, City Secretary

APPROVED AS TO FORM:

Skye Masson,
First Assistant City Attorney

City of Georgetown, Texas
Utility System Advisory Board
October 11, 2019

SUBJECT:

Consideration and possible recommendation to continue utilizing the annual agreement for LCRA Material Acquisition to purchase electric distribution, fiber, water, safety, and substation materials, hardware, and tools for Fiscal Year 2020 from Techline Ltd. under their contract with the Lower Colorado River Authority ("LCRA") Electric Material Acquisition Program in the not to exceed amount of \$4,000,000.00 -
- Wesley Wright, PE, Systems Engineering Director

ITEM SUMMARY:

Continued utilization of this agreement will allow the City of Georgetown to take advantage of lower prices and stock availability for the purchase of electric distribution, fiber, water, safety, and substation materials, hardware, and tools for use on CIP and Operational projects directly from Techline, the vendor awarded the Electric Material Acquisition Services Contract by LCRA. This City of Georgetown has utilized this partnership for well over a decade and is a key component of our ability to provide service delivery to new development.

Materials purchased through this agreement were competitively bid by LCRA, and are not included on any solicitation issued and awarded by the City. Materials are purchased on an as needed basis and are stocked in the City's warehouse for use by various departments for new construction projects, maintenance of the systems, or stock replenishment. The not to exceed total for this requirement is \$4,000,000.00 based on planned projects, expected new development and maintenance history in previous years.

According to Texas Local Government Code 271.102 (c), the City satisfies any state laws requiring the local government to seek competitive bids for the purchase of the goods and services when purchasing under Subchapter F. Cooperative Purchasing Program. The Texas Local Government Code 271.101 states that a municipality may participate in a local agreement with a special district. The City's agreement with LCRA allowing access to this contract has been renewed.

STAFF RECOMMENDATION:

Staff recommends renewal of the annual agreement for LCRA Material Acquisition.

FINANCIAL IMPACT:

Funds are included in the FY20 Capital and Operating Budgets.

SUBMITTED BY:

Wesley Wright

City of Georgetown, Texas
Utility System Advisory Board
October 11, 2019

SUBJECT:

Consideration and possible recommendation to renew the contract for labor services for Outside Plant Fiber Optic Infrastructure Construction to JC Communications of Cedar Park, Texas, in the not to exceed amount of \$300,000.00 -- Wesley Wright, P.E., Systems Engineering Director

ITEM SUMMARY:

The bid for Outside Plant Fiber Optic Infrastructure Construction is a labor only contract, to construct planned or anticipated CIP, Development and Maintenance projects in the not to exceed amount of \$300,000.00.

JC Communications work is necessary to expand and maintain the city's internal/private fiber network. The network is used for most city business as well as utility and traffic signal communications.

The term will begin December 1, 2019 through November 30, 2020. This is the fifth and final renewal of the original bid.

STAFF RECOMMENDATION:

Staff recommends approval of this final renewal.

FINANCIAL IMPACT:

Funds are available in the FY20 Capital Improvement Budget.

SUBMITTED BY:

Wesley Wright

ATTACHMENTS:

Description	Type
 Renewal Form	Backup Material

RENEWAL AGREEMENT

This Renewal Agreement is entered into by and between **CITY OF GEORGETOWN**, a Texas Home-Rule Municipal Corporation (the “City”), and **JPC CONSTRUCTION INC. d/b/a JC COMMUNICATIONS** (the “Contractor”), collectively, the **Parties** follows:

WHEREAS, the Parties entered into an Agreement on December 1, 2014 for Outside Plant Fiber Optic Infrastructure Construction, Contract No. 14-0002-SC (3500B005) / ITB#201452, (the “Original Agreement”),

WHEREAS, the Original Agreement provided an initial term of one (1) year and provided for five (5) additional one (1) year renewal terms,

WHEREAS, the Parties renewed the Original Agreement for a first renewal term on December 1, 2015, a second renewal term on December 1, 2016, a third renewal term on December 1, 2017, and a fourth renewal term on December 1, 2018,

WHEREAS, the Parties hereby agree to renew the Original Agreement in accordance with the terms of the Original Agreement as well as any terms provided herein,

NOW THEREFORE, in consideration of the mutual covenants contained herein, the Parties agree as follows:

1. During this fifth and final renewal term, the City will pay the Contractor an amount not to exceed \$300,000.00.
2. The Parties agree to renew the Original Agreement for an additional term which will begin immediately upon the expiration of the original term and will end on November 30, 2020, this being the fifth and final renewal term.
3. This renewal binds and benefits the Parties and their successors or assigns. This document, including the Original Agreement, is the entire agreement between the Parties.
4. All other terms and conditions of the Original Agreement remain in full force and effect.

**JPC CONSTRUCTION INC. d/b/a
JC COMMUNICATIONS**

CITY OF GEORGETOWN

By: _____

By: _____

Printed Name: _____

Printed Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

ATTEST:

Robyn Densmore, City Secretary

APPROVED AS TO FORM:

Skye Masson, First Assistant City Attorney

City of Georgetown, Texas
Utility System Advisory Board
October 11, 2019

SUBJECT:

Consideration and possible recommendation to renew the Annual Electric System Underground Construction and Maintenance Bid for labor services to Pedro S.S. Services, Inc. of Austin, Texas, in the not to exceed amount of \$2,500,000.00 -- Wesley Wright, P.E., Systems Engineering Director

ITEM SUMMARY:

The Electric System Underground Construction and Maintenance bid is an annual contract for labor only contract services with optional annual extensions. Bids were received and awarded last year (FY19) and this proposed item would be the first annual renewal.

As in years past, if approved, the contractor will bill for labor services rendered based on unit pricing as outlined with the agreement not to exceed the amount of \$2,500,000.00. Work will be based on new development service demand, the approved Capital Improvement Plan, and various maintenance projects to be constructed in the term of this agreement. Materials and engineering design services are provided under separate procurement contracts.

Pedro SS Services has served the customers and developers of Georgetown well for many years. They are committed to safety and have proven capable of meeting the community's needs.

STAFF RECOMMENDATION:

Staff recommends approval of this renewal.

FINANCIAL IMPACT:

Fund are available in the FY20 Electric Capital Improvement Budget.

SUBMITTED BY:

Wesley Wright

ATTACHMENTS:

Description	Type
□ Renewal Agreement	Backup Material

RENEWAL AGREEMENT

This Renewal Agreement is entered into by and between **CITY OF GEORGETOWN**, a Texas Home-Rule Municipal Corporation (the "City"), and **PEDRO SS SERVICES, INC.** (the "Contractor"), collectively, the **Parties** follows:

WHEREAS, the Parties entered into an Agreement on October 23, 2018 for Annual Electric System Underground Construction and Maintenance, ITB No. 201836, Contract No. 19-0015-SC, (the "Original Agreement"),

WHEREAS, the Original Agreement provided an initial term of one (1) year and provided for four (4) additional one (1) year renewal terms,

WHEREAS, the Parties hereby agree to renew the Original Agreement in accordance with the terms of the Original Agreement as well as any terms provided herein,

NOW THEREFORE, in consideration of the mutual covenants contained herein, the Parties agree as follows:

1. The Parties agree to renew the Original Agreement for an additional term which will begin immediately upon the expiration of the original term and will end on September 30, 2020, this being the First Renewal term.
2. During the First Renewal term, the not to exceed amount shall be \$2,000,000.00.
3. All other terms of the Agreement not inconsistent with this Amendment shall apply. Except as expressly modified by this Amendment, the Agreement remains unchanged and in full force and effect, subject to its terms.
4. This Amendment is effective on the date executed by the City.

PEDRO SS SERVICES, INC.

CITY OF GEORGETOWN

By: _____

By: _____

Printed Name: _____

Printed Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

ATTEST:

Robyn Densmore, City Secretary

APPROVED AS TO FORM:

Skye Masson, First Assistant City Attorney

City of Georgetown, Texas
Utility System Advisory Board
October 11, 2019

SUBJECT:

Consideration and possible recommendation to approve Task Order CDM-20-002 for Utility Evaluation Support, to CDM Smith Inc. in the amount of \$55,000.00. -- Wesley Wright, PE, Systems Engineering Director

ITEM SUMMARY:

CDM Smith maintains and frequently updates our Water and Wastewater Models. New development often requires a review of those models to determine if capacity is available and, if not, what improvements are necessary for a development to obtain water and/or wastewater service. This analysis is a critical component of new development due diligence and planning.

STAFF RECOMMENDATION:

Staff recommends approval of the proposed task order.

FINANCIAL IMPACT:

Funds are available in the FY20 Budget and are recouped through developer paid fees.

SUBMITTED BY:

Wesley Wright

ATTACHMENTS:

Description	Type
□ Task Order & Scope	Backup Material

TASK ORDER

Task Order No. CDM-20-002-TO,
consisting of 6 pages.

Task Order

In accordance with paragraph 1.01 of the Master Services Agreement between Owner and **CDM Smith, Inc.** ("Engineer") for Professional Services – Task Order Edition, dated September 30, 2016, ("Agreement"), Owner and Engineer agree as follows:

1. Specific Project Data

- A. Title: 2019-2020 Utility Evaluations Support
- B. Description: Continue to support improved operational performance in water distribution hydraulic model, support GUS with water distribution system and wastewater collection system utility evaluations and/or ad hoc evaluation requests for the period of October 1, 2019 through September 30, 2020.
- C. City of Georgetown Project Number: _____
- D. City of Georgetown General Ledger Account No.: 660-9-0580-90-176
- E. City of Georgetown Purchase Order No.: _____
- F. Master Services Agreement, Contract Number: 2016-738-MSA

2. Services of Engineer

Task 1 Meetings and Project Management

The project management portion of this task involves day-to-day ENGINEER administrative, technical, and financial management of the project activities to ensure that the project budget, schedule, scope, and quality objectives are met. This effort includes coordinating meetings, management of staff and quality milestones, and preparation of monthly invoices and progress reports.

Task 2 Data Collection

Data from OWNER and online sources may need to be collected to support utility evaluations including GIS, water billing, automated meter reading, water production, SCADA, existing and future land use, development, and growth data. ENGINEER will review the data and follow-up with OWNER regarding our understanding of the data or any missing data. This task also includes appropriate organization of the data and developing necessary databases.

Task 3 Water Demand and Wastewater Flows Updates

TASK ORDER

ENGINEER will work on a process to establish an annual routine for updating model demands (water) and base flows (wastewater) to reflect updated system conditions, specifically as planned developments are converted into new customers reflected by new metered connections in the system. ENGINEER will provide documentation on the developed process.

Task 4 Water and Wastewater Model Updates

ENGINEER may make incremental modifications to water and wastewater models at direction of OWNER to accommodate changed physical or operational system conditions.

Task 5 Fiscal Year 2020 Water and Wastewater Utility Evaluations

This task will cover fiscal year 2020 modeling services for utility evaluations requested by OWNER for the water and wastewater systems. These evaluations are conducted for proposed developments in an effort to support OWNER with determining critical improvements needed to serve the proposed development or other areas that may be impacted by the proposed development. ENGINEER will perform “what if” scenarios using most recent water and wastewater models. This task will include the following services:

- Engineer will evaluate specific development situations as directed by OWNER and provide a recommendation as to whether existing infrastructure can support the development and, as necessary, recommendations regarding the infrastructure required to allow for the proposed development.
- An email and/or informal memo will be prepared and sent to the Project Manager outlining the request for evaluation and results of the evaluation. The Project Manager will distribute to OWNER as needed. The applicable Service Evaluation Form will be attached to the email/memo.
- Engineer will also indicate in the email/memo if the plans for specific developments meet the criteria established for determining wastewater flows/water demands based on the future land use plan or other development plans. This information will help OWNER determine if there are significant deviations from their CIP.
- Services will also include periodic conference calls or, if needed, meetings with OWNER to discuss evaluations and implications of development scenarios. Engineer will revise data as directed by OWNER based on these discussions.

This task will be done in parallel with the rest of this scope with evaluations completed as needed. The fee for this task is \$55,000, which will be utilized until exhausted.

TASK ORDER

3. Owner's Responsibilities

Owner shall have those responsibilities set forth in the Agreement subject to the following:

- A. Designate a person to act as OWNER's representative with respect to the services to be performed or furnished by the Engineer. This representative will have authority to transmit instructions, receive information, interpret and define OWNER's policies and decisions with respect to ENGINEER's services.
- B. Provide all criteria and full information as to OWNER's requirements for the project, including objectives and constraints, space, capacity and performance requirements, flexibility and expandability.
- C. Assist ENGINEER by placing all available information pertinent to the Project, including previous reports at the ENGINEER's disposal.
- D. Furnish to ENGINEER, as requested for performance of basic services or as required by the Contract Documents, the following:
 - i. Data prepared by or services of others;
 - ii. Environmental assessments, audits, investigations and impact statements, and other relevant environmental or cultural studies as to the Project;
 - iv. Arrange for access to and make all provisions for ENGINEER to enter upon public and private property as required for Engineer to perform services under this Task Order;
 - v. Examine all alternate solutions, studies, reports, sketches, proposals and other documents presented by ENGINEER;
 - vi. Provide such accounting, bond and financial advisory, independent cost estimating and insurance counseling services and such legal services as OWNER may require or ENGINEER may reasonably request with regard to legal issues pertaining to the Project;
 - vii. Provide labor and safety equipment to open electrical/instrumentation cabinets, open and protect manholes and/or to operate valves and hydrants as required by the ENGINEER; and
 - viii. Give prompt notice to ENGINEER whenever OWNER observes or otherwise becomes aware of any development that affects the scope or time of performance or furnishing of ENGINEER's services, or any defect or nonconformance in ENGINEER's services in the work of any Contractor.

4. Times for Rendering Services

Phase

All Tasks (1 through 5)

Completion Date

September 30, 2020

TASK ORDER

5. **Payments to Engineer**

A. Owner shall pay Engineer for services rendered as follows:

<i>Category of Services</i>	<i>Compensation Method</i>	<i>Lump Sum or Not to Exceed Amount of Compensation for Services</i>
<i>Basic Services</i>		
<i>All Services Tasks 1-5</i>	<i>Lump Sum</i>	<i>\$55,000</i>

Expected breakdown of services as follows:

2018 Master Plans and CIPs Tasks	Cost
Task 1 - Meetings and Project Management	\$ 1,500
Task 2 - Data Collection	\$ 2,500
Task 3 – Demand and Flow Updates	\$ 4,000
Task 4 – Model Updates	\$ 2,000
Task 5 – Utility Evaluations	\$ 45,000
Task Order Total	\$ 55,000

B. The terms of payment are set forth in Article 4 of the Agreement unless modified in this Task Order.

6. **Consultants:**

None

7. **Other Modifications to Agreement:**

None

8. **Attachments:**

Billing Rate Schedule

9. **Documents Incorporated By Reference:** The Agreement effective September 30, 2016.

TASK ORDER

Terms and Conditions: Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is _____, 20____.

OWNER:

ENGINEER:

By: _____

By: _____

Name: Wes Wright

Name: Allen Woelke, P.E.

Title: Systems Engineering Director

Title: Vice President

Engineer License or Firm's
Certificate No. F-3043

State of: Texas

Date: _____

Date: _____

ATTEST:

APPROVED AS TO FORM:

Robyn Densmore, City Secretary

City Attorney

TASK ORDER

DESIGNATED REPRESENTATIVE FOR
TASK ORDER:

DESIGNATED REPRESENTATIVE FOR
TASK ORDER:

Name: Chelsea Solomon, P.E.

Name: Allen Woelke

Title: Utility Engineer

Title: Vice President

Address: 300-1 Industrial Ave.
Georgetown, TX 78626

Address: 9430 Research Boulevard
Suite 1-200
Austin, TX 78759

E-Mail Address: Chelsea.Solomon@georgetown.org

E-Mail Address: woelkead@cdmsmith.com

Phone: 512-930-6116

Phone: 512-346-1100

Fax: 512-930-3558

Fax: 512-345-1483

TASK ORDER

CDM Smith
Billing Rate Schedule

Personnel Category	Billing Rate (\$/hr)
Engineer 10	295
Engineer 9	280
Engineer 8	240
Engineer 7	220
Engineer 6	200
Engineer 5	180
Engineer 4	160
Engineer 3	140
Project Engineer 1/2	130
Senior Technician/CADD	135
Drafter	115
Senior Administration	110
Contract Administration	100
Clerical	90

City of Georgetown, Texas
Utility System Advisory Board
October 11, 2019

SUBJECT:

Consideration and possible recommendation to approve a Contract Amendment with Royal Vista, Inc. of Liberty Hill, Texas for relocating water and wastewater utilities along 7th Street in the amount of \$278,735.00 -- Wesley Wright, P.E., Systems Engineering Director/Michael Hallmark, CIP Manager

ITEM SUMMARY:

This proposed Contract Amendment is to upgrade both water and wastewater utilities in and around the old Council Chambers and extending a 6" wastewater line and manholes running eastward down 7th street from near Main street to Myrtle street plus installing and extending 6" and 8" waterlines between Main and Church street on 7th street. These improvements will help the further development and expansion of the surrounding properties, support a planned future parking garage, and provide needed upgrades/enhancements to the existing water and wastewater systems.

STAFF RECOMMENDATION:

Staff and KPA Engineers recommend executing this Contract Amendment for the Council Chamber Utility Relocates with Royal Vista, Inc. of Liberty Hill, Texas in the amount of \$278,735.00.

FINANCIAL IMPACT:

Funds for this expenditure are available in the both the Water and Wastewater CIP Budget.

SUBMITTED BY:

Wesley Wright, P.E., Systems Engineering Director/Michael Hallmark, CIP Manager.

ATTACHMENTS:

Description	Type
☐ Letter of Recommendation	Backup Material
☐ Utility Relocation Layout Exhibit	Backup Material
☐ Change Order# 1	Backup Material



KASBERG, PATRICK & ASSOCIATES, LP
CONSULTING ENGINEERS
Texas Firm F-510

Temple
One South Main Street
Temple, Texas 76501
(254) 773-3731

RICK N. KASBERG, P.E.
R. DAVID PATRICK, P.E., CFM
THOMAS D. VALLE, P.E.
GINGER R. TOLBERT, P.E.
ALVIN R. "TRAE" SUTTON, III, P.E., CFM
JOHN A. SIMCIK, P.E., CFM

Georgetown
1008 South Main Street
Georgetown, Texas 78626
(512) 819-9478

September 23, 2019

Mr. Ken Taylor
CIP Project Manager
Georgetown Utility Systems
Systems Engineering
City of Georgetown
300-1 Industrial Avenue
Georgetown, Texas 78626-8445

Re: City of Georgetown
Ronald Reagan & Mission Oaks Water Line Improvements Project
Change Order No. 1
Georgetown, Texas

Dear Mr. Taylor,

Please find the attached Change Order No. 1 in the amount of \$278,735.00 for the above referenced project. This change order is for adding the Former City Council Chambers Utility Relocation Project to the Ronald Reagan & Mission Oaks Water Line Improvements Project.

The Former City Council Chambers Utility Relocation Project consists of relocating existing water and wastewater utilities that are in conflict with the proposed redevelopment of the former City Council Chambers, as well as the proposed parking garage facility proposed at the corner of Main and 6th Streets. The utilities that are proposed to be relocated currently serve the former City Council Chambers and three (3) neighboring businesses. Please find the attached Exhibit A – Project Layout.

The project will include installing the following:

- **Water Relocation:**
 - 300 feet of 6" water line;
 - 175 feet of 8" water line;
 - 1 – Fire Hydrant Assembly;
 - Valves, Fittings, Services, & Appurtenances;
 - Concrete Sidewalk Repair;
 - Asphalt Trench Repair.

Mr. Ken Taylor
September 23, 2019
Page Two

- **Wastewater Relocation:**
 - 850 feet of 6" wastewater line;
 - 6 – 4' Manholes;
 - Wastewater Services;
 - Asphalt Trench Repair;
 - Curb & Gutter Repair;

We have reviewed the pricing for this change order and have found it to be consistent with projects of similar scope. Therefore we recommend the approval of Change Order No. 1 in the amount of \$278,735.00 to Royal Vista, Inc. for the Former City Council Chambers Utility Relocation Project.

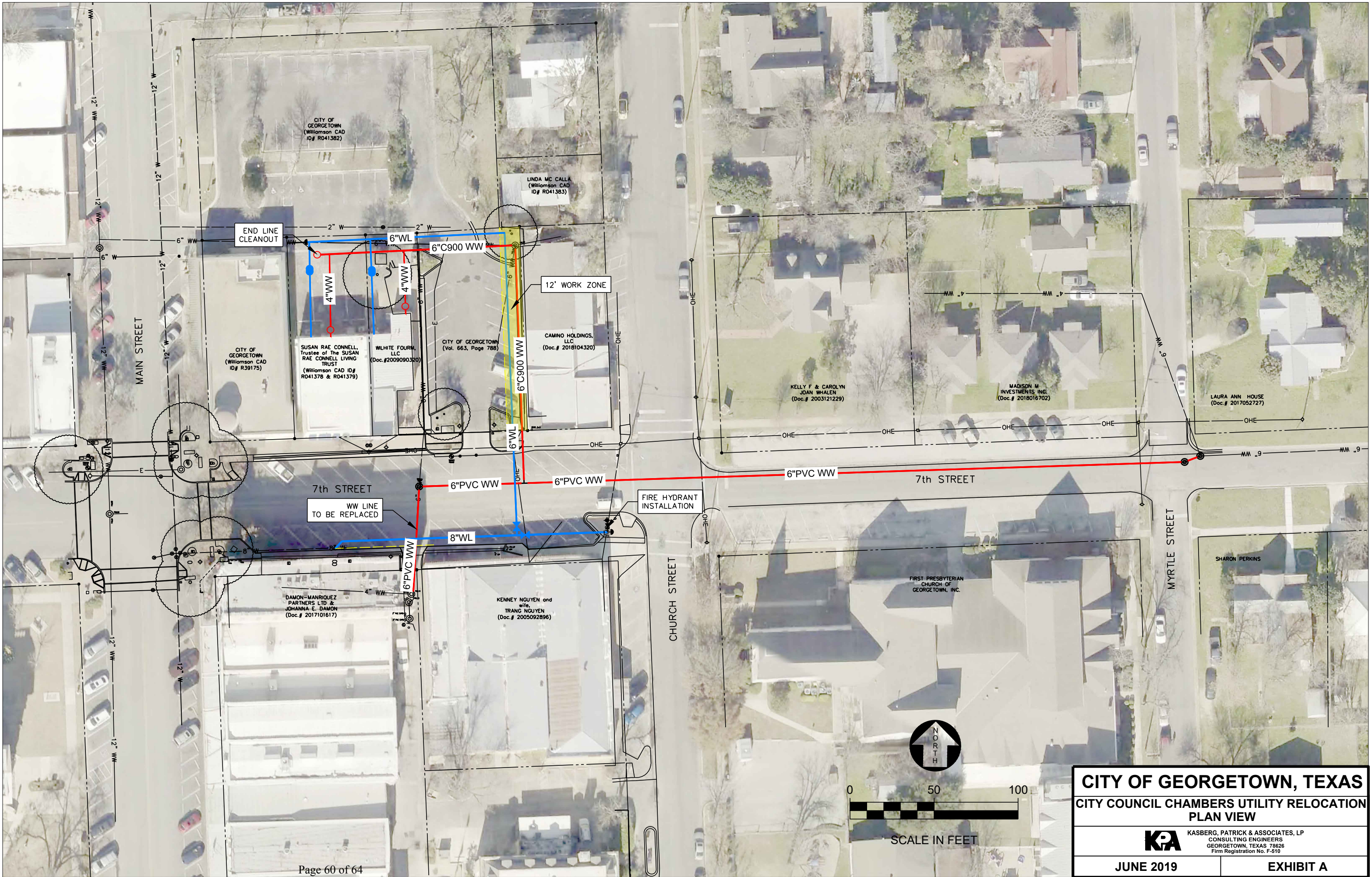
Sincerely,

A handwritten signature in blue ink, appearing to read "Alvin R. Sutton III".

Alvin R. (Trae) Sutton III, P.E., CFM

ARS/

xc: Mr. Wesley Wright, PE, City of Georgetown
Mr. Michael Hallmark, City of Georgetown
Ms. Nicole Abrego, City of Georgetown
Mr. Steve DeLeon, Royal Vista, Inc.
2019-114-30



Change Order

No. **1**

Date of Issuance: _____ Effective Date: _____

Owner: City of Georgetown	Purchase Order No.	Owner's Contract No.:19-0014 CIP
Contract: Ronald Reagan & Mission Oaks Water Line Improvements		Date of Contract: 12-11-2018
Contractor: Royal Vista, Inc.		Engineer's Project No.: 2018-136-40

The Contract Documents are modified as follows upon execution of this Change Order:

Description:

Former Council Chambers Utility Relocation Project – Furnish and Install water and wastewater lines and services required to serve the former Council Chambers Building and neighboring properties.

Attachments (list documents supporting change):

Exhibit A – Location Map

CHANGE IN CONTRACT PRICE:

Original Contract Price:

\$6,149,425.00

from previously approved Change Orders No. _____ to No. _____:

N/A

Contract Price prior to this Change Order:

N/A

Increase of this Change Order:

\$278,735

Contract Price incorporating this Change Order:

\$6,428,160.00

CHANGE IN CONTRACT TIMES:

Original Contract Times: ☐ Working days ☒ Calendar days

Substantial completion (days or date): 233

Ready for final payment (days or date): 248

from previously approved Change Orders No. _____ to No. _____:

Substantial completion (days): N/A

Ready for final payment (days): N/A

Contract Times prior to this Change Order:

Substantial completion (days or date): 233

Ready for final payment (days or date): 248

[Increase] of this Change Order:

Substantial completion (days or date): 358

Ready for final payment (days or date): 373

Contract Times with all approved Change Orders:

Substantial completion (days or date): December 31, 2019

Ready for final payment (days or date): January 15, 2020

RECOMMENDED:

ACCEPTED:

ACCEPTED:

By: _____
Engineer (Authorized Signature)

By: _____
Owner (Authorized Signature)

By: _____
Contractor (Authorized Signature)

Date: _____

Date: _____

Date: _____

Change Order

Instructions

A. GENERAL INFORMATION

This document was developed to provide a uniform format for handling contract changes that affect Contract Price or Contract Times. Changes that have been initiated by a Work Change Directive must be incorporated into a subsequent Change Order if they affect Price or Times.

Changes that affect Contract Price or Contract Times should be promptly covered by a Change Order. The practice of accumulating Change Orders to reduce the administrative burden may lead to unnecessary disputes.

If Milestones have been listed in the Agreement, any effect of a Change Order thereon should be addressed.

For supplemental instructions and minor changes not involving a change in the Contract Price or Contract Times, a Field Order should be used.

B. COMPLETING THE CHANGE ORDER FORM

Engineer normally initiates the form, including a description of the changes involved and attachments based upon documents and proposals submitted by Contractor, or requests from Owner, or both.

Once Engineer has completed and signed the form, all copies should be sent to Owner or Contractor for approval, depending on whether the Change Order is a true order to the Contractor or the formalization of a negotiated agreement for a previously performed change. After approval by one contracting party, all copies should be sent to the other party for approval. Engineer should make distribution of executed copies after approval by both parties.

If a change only applies to price or to times, cross out the part of the tabulation that does not apply.

RVI

350 C.R. 260, Liberty Hill, Texas 78642

Phone: (512) 515-6824 ~ Fax: (512) 515-6829

BID

9/13/2019

TO: CITY OF GEORGETOWN

From: LARRY FOUST, ROYAL VISTA INC.

Project: CITY COUNCIL CHAMBERS AND UTILITY RELOCATION

[illegible]

SANITARY SEWER				
6" SDR-26 PVC SEWER PIPE	850	LF	\$85.00	\$72,250.00
6" WASTEWATER PLUG	1	EA	\$450.00	\$450.00
48" PRECAST CONCRETE MANHOLE	6	EA	\$4,650.00	\$27,900.00
TIE INTO EXISTING MANHOLE	1	EA	\$2,150.00	\$2,150.00
6" CLEANOUT (END OF LINE)	1	EA	\$450.00	\$450.00
4" CLEANOUT (SERVICE)	3	EA	\$350.00	\$1,050.00
CONNECT TO EXISTING WW SERVICE	3	EA	\$4,500.00	\$13,500.00
WASTEWATER TESTING	1	LS	\$3,000.00	\$3,000.00
TRENCH SAFETY	850	LF	\$8.00	\$6,800.00
FITTINGS	1	LS	\$3,000.00	\$3,000.00
* ALL TO WITHIN 5' OF BUILDING				
			SUBTOTAL SANITARY SEWER	\$130,550.00
OTHER				
ROW PREP	1	LS	\$5,000.00	\$5,000.00
REMOVAL PER PLAN	1	LS	\$2,500.00	\$2,500.00
SWPP	1	LS	\$3,000.00	\$3,000.00
ADM TRAFFIC CONTROL PLAN	1	LS	\$6,000.00	\$6,000.00
RECORD DRAWINGS	1	LS	\$500.00	\$500.00
DVD/PHOTOS	1	LS	\$1,800.00	\$1,800.00
SILT FENCE	50	LS	\$4.00	\$200.00
CURB INLET PROTECTION	4	EA	\$750.00	\$3,000.00
ASPHALT ROADWAY REPAIR	875	SY	\$45.00	\$39,375.00
BRICK PAVER AND CONCRETE PAVER BASE INSTALLATION (REPAIR)	400	SF	\$12.00	\$4,800.00
CONCRETE CURB & GUTTER REPAIR	30	LF	\$40.00	\$1,200.00
CONCRETE DRIVEWAY REPAIR	15	SY	\$80.00	\$1,200.00
4" WHITE THERMO PAINT (STRIPE)	380	LF	\$15.00	\$5,700.00
			SUBTOTAL OTHER	\$74,275.00
MOBILIZATION				
MOBILIZATION	1	LS	\$15,000.00	\$15,000.00
			SUBTOTAL MOBILIZATION	\$15,000.00

TOTAL BID	\$278,735.00
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