

**Notice of Meeting for the
Georgetown Transportation Advisory Board and the Governing Body
of the City of Georgetown
October 11, 2019 at 10:00 AM
at GMC Building, 300-1 Industrial Avenue, Georgetown, TX 78626**

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
- B Introduction of Board Members and Visitors
- C Updates to various planning initiatives by CAMPO and TxDOT transportation improvement projects as well as an update on GoGeo Operations
- D Discussion regarding the Airport Monthly Update and Project Time Lines - Joseph A. Carney, C.M., Airport Manager and Ray Miller, Acting Director of Public Works.
- E October 2019 GTAB Updates - Wesley Wright, P.E., Systems Engineering Director/Michael Hallmark, CIP Manager.
- F The Draft Bicycle Master Plan.

The City of Georgetown Public Works Department is working with graduate students from The University of Texas at Austin to create a Bicycle Master Plan for Georgetown. The plan will serve as a blueprint for potential cycling transportation enhancements in the future

Legislative Regular Agenda

- G Consideration and possible action to approve the Minutes from the September 13, 2019 Meeting. -- Emily Koontz - Board Liaison
- H Consideration and possible action on Task Order KPA-20-001 to Kasberg, Patrick, and Associates, LP (KPA) in the amount of \$162,970.00 for professional engineering services related to the FY20 Downtown ADA Improvements -- Wesley Wright, PE, Systems Engineering Director.
- I Consideration and possible recommendation to award a contract to Royal Vista, Inc. of Liberty Hill, Texas for the construction of the 17th Street CDBG Sidewalk project in the amount of \$163,405.00 -- Wesley Wright, P.E., Systems Engineering Director/Michael Hallmark, CIP Manager.
- J Consideration and possible action on Task Order KPA 20-002 with Kasberg, Patrick, and Associates, LP in the amount of \$423,500.00 for professional engineering services related to FY20 Street Maintenance and Curb and Gutter replacement -- Wesley Wright, PE, Systems Engineering Director

- K Consideration and possible action to approve an appropriation of \$2,650,000 to AvFuel Corporation for annual fuel purchases for resale at the Georgetown Municipal Airport -- Joseph A. Carney, C.M., Airport Manager and Ray Miller, Acting Director of Public Works

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
Transportation Advisory Board
October 11, 2019

SUBJECT:

Call to Order

ITEM SUMMARY:

FINANCIAL IMPACT:

NONE

SUBMITTED BY:

Emily Koontz - Board Liaison

City of Georgetown, Texas
Transportation Advisory Board
October 11, 2019

SUBJECT:

Updates to various planning initiatives by CAMPO and TxDOT transportation improvement projects as well as an update on GoGeo Operations

ITEM SUMMARY:

FINANCIAL IMPACT:

NA

SUBMITTED BY:

Ray Miller, Jr., Acting Director of Public Works

ATTACHMENTS:

Description		Type
□	CAMPO / TxDOT / Industry Updates	Cover Memo

MEMORANDUM

TO: Georgetown Transportation Advisory Board Members

FROM: Ray Miller, Jr., Acting Director of Public Works

SUBJECT: Industry / CAMPO / TxDOT / Transit Updates – October 11, 2019 Meeting

DATE: October 4, 2019

The purpose of this memo is to provide GTAB with updates in regard to the subjects listed above.

TXDOT

– Mobility-35 Projects (my35.org):

- i. IH-35 and Williams Drive
 - Improve safety and mobility, including:
 - Address increased turning movements at Williams Drive intersection
 - Move north/south through-traffic from Williams Drive intersection to a new bypass lane under Williams Drive
 - Add a northbound frontage road between Williams Drive and Lakeway Drive exit ramp
 - Reconstruct the Williams Drive interchange to a diverging diamond intersection (DDI)
 - Construct north and southbound intersection bypass lanes under Williams Drive bridge
 - Extend the northbound I-35 frontage road from Williams Drive to the Lakeway Drive exit ramp
 - Improve the existing southbound I-35 frontage road
 - Construct a northbound bypass lane on Austin Avenue at Williams Drive
 - Improve bicycle and pedestrian paths along the I-35 frontage roads
 - Construction is estimated to begin late 2020 with an anticipated completion in mid-2023
 - <http://ftp.dot.state.tx.us/pub/txdot/my35/capital/projects/williams-drive/schematic.pdf>
- ii. IH-35 from FM 2243 (Leander Road) to SE Inner Loop
 - Increase safety and mobility, including eliminating potential conflict points between I-35 entrance and exit ramps

- Replace existing bridge at RM 2243 with a taller, wider bridge that includes three additional designated turn lanes
- Improve existing southbound I-35 frontage road from RM 2243 to north of SE Inner Loop
- Add braided entrance/exit ramps along the southbound I-35 frontage road between RM 2243 and SE Inner Loop
- Provide a northbound to southbound U-turn bridge
- Improve bicycle and pedestrian sidewalks and paths
- Construction is estimated to begin fall of 2023 with an anticipated completion the fall of 2025
- <http://ftp.dot.state.tx.us/pub/txdot/my35/capital/projects/rm2243/layout.pdf>

iii. IH-35 and Westinghouse (IH-35 from SE Inner Loop to FM 1431)

- Improve safety and mobility, including:
 - Increasing visibility at the I-35 frontage road and Southeast Inner Loop and Westinghouse Road intersections
 - Enhancing traffic flow by reducing lane merging/weaving along the southbound main-lanes and frontage road
- Remove Westinghouse Road bridge and construct new I-35 bridge over Westinghouse Road
- Construct westbound to southbound Continuous Flow Intersection (CFI) at Westinghouse Road
- Improve intersection at I-35 and SE Inner Loop
- Improve existing southbound I-35 frontage road from north of SE Inner Loop to RM 1431
- Reverse entrance/exit ramps along the southbound I-35 frontage road between SE Inner Loop and RM 1431
- Improve bicycle and pedestrian sidewalks and paths
- Construction is estimated to start spring 2023 with an anticipated completion in winter 2025
- <http://ftp.dot.state.tx.us/pub/txdot/my35/capital/projects/rm2243-rm1431/layout.pdf>

iv. IH-35 and SH-29

- Improve safety and mobility to:
 - Improve traffic flow due to a high volume of left-turning traffic
 - Accommodate turning movements onto and from SH 29
 - Eliminate the need for left-turn bays and left-turn signal phases
 - Minimize the number of potential conflicts between through traffic and left-turn traffic
- Mainlane and frontage road improvements
- Intersection bypass lanes
- Replacing and widening the SH 29 bridge
- Construction is estimated to begin in late 2023 dependent on funding

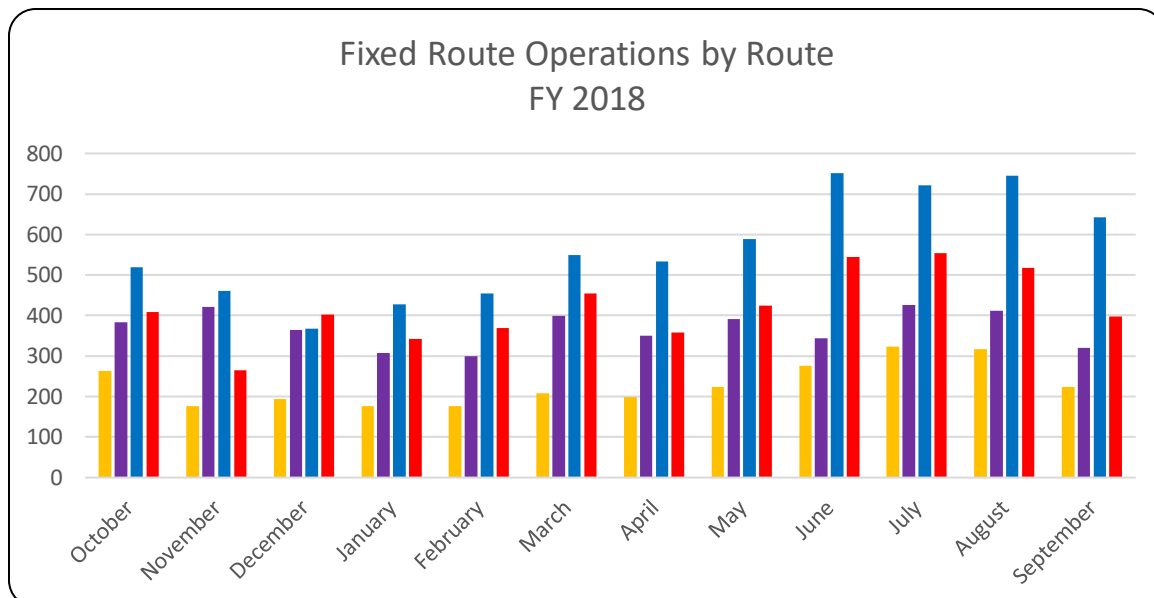
Other Projects (in design or ready to go to construction)

- SH-29 & DB Woods
Project will add turn lanes on both SH-29 and DB Woods, install a concrete median along SH-29 and improve drainage at the intersection. Construction is estimated to begin in mid-2020.
- Leander Road (FM 2243) from Norwood Drive to Southwest By-Pass
Construct a 4-lane divided roadway with improved sidewalks on the north side of the roadway. Construction is estimated to begin in late 2022.

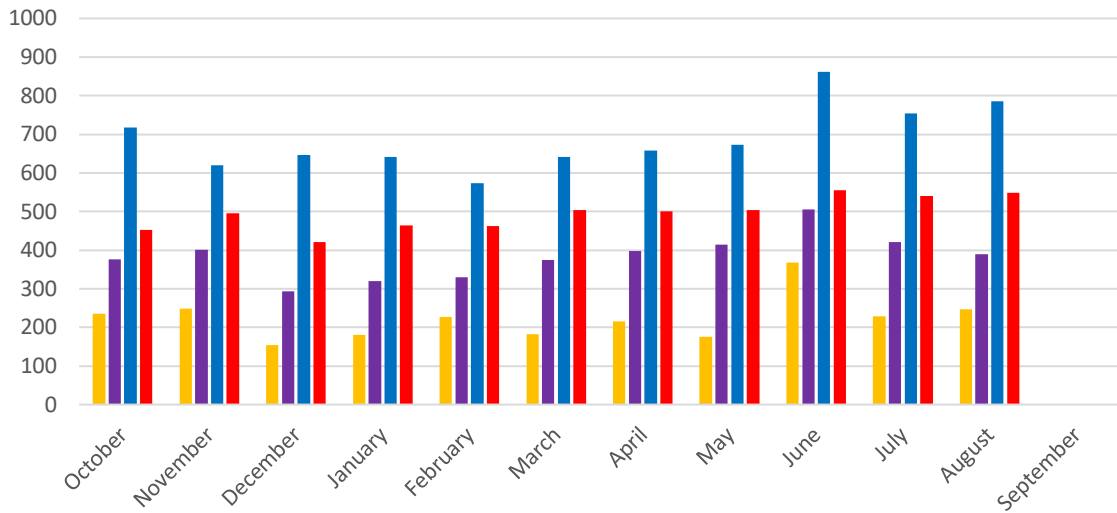
Transit – GoGeo

The 1st and 2nd charts show the number of riders by route and by month of the year. In reviewing the two charts, there has been an increase in ridership for October thru April of FY 2019 in comparison to October thru April of FY 2018.

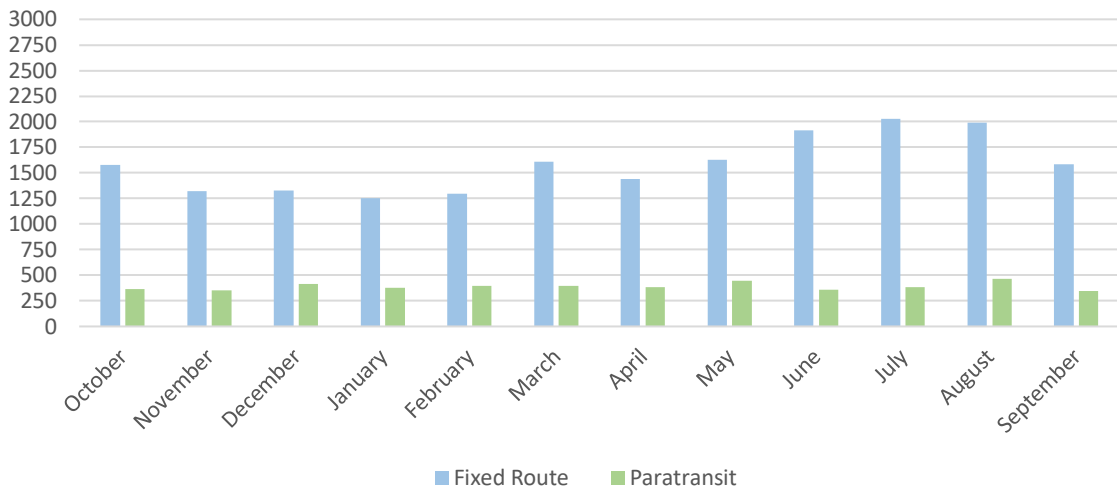
The 3rd and 4th charts provide ridership numbers by month and fiscal year for both the Fixed Route system and the Paratransit service. The Fixed Route system is shown in blue while the paratransit service is shown in green.

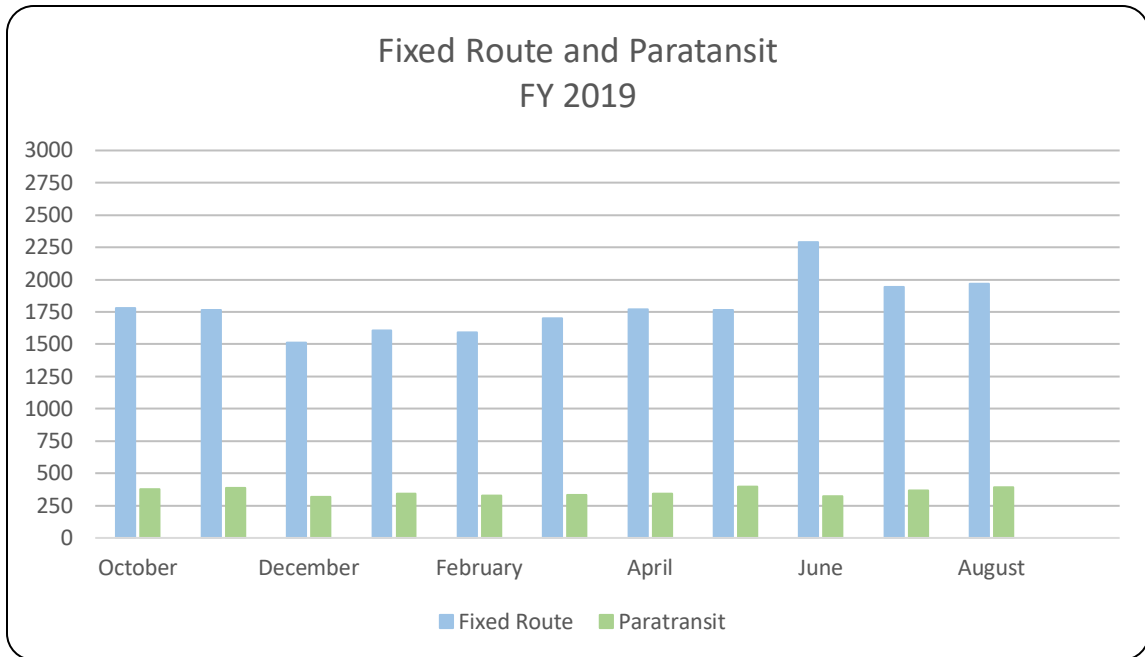


Fixed Route Operations by Route
FY 2019



Fixed Route and Paratransit
FY 2018





FY 2018					
	Orange	Purple	Blue	Red	Paratransit
October	264	384	519	408	367
November	177	422	460	265	352
December	193	365	368	403	413
January	176	308	428	343	380
February	176	299	454	369	395
March	208	399	550	454	394
April	199	350	533	358	381
May	223	392	589	424	445
June	276	344	752	544	357
July	324	426	722	554	385
August	317	411	745	518	462
September	223	320	642	397	349
TOTAL	2756	4420	6762	5037	4680

FY 2019						
	Orange	Purple	Blue	Red		Paratransit
October	236	376	717	453		376
November	248	401	619	496		387
December	154	293	646	421		320
January	181	320	641	464		342
February	227	329	574	462		328
March	183	375	641	503		333
April	215	397	658	501		342
May	175	414	673	503		399
June	368	506	862	555		322
July	228	421	754	540		368
August	246	390	785	549		393
September						
TOTAL	2461	4222	6683	5447		3910

	Fixed Route Comparison by FY			
	FY 2018		FY 2019	Dif =/+
	1575	October	1782	207
	1324	November	1764	440
	1329	December	1514	185
	1255	January	1606	351
	1298	February	1592	294
	1611	March	1702	91
	1440	April	1771	331
	1628	May	1765	137
	1916	June	2291	375
	2026	July	1943	-83
	1991	August	1970	-21
	1582	September		
Total	18975		19700	
	1581	AVG	1790.909	209.7273

City of Georgetown, Texas
Transportation Advisory Board
October 11, 2019

SUBJECT:

Discussion regarding the Airport Monthly Update and Project Time Lines - Joseph A. Carney, C.M., Airport Manager and Ray Miller, Acting Director of Public Works.

ITEM SUMMARY:

Airport Reports

- Taxiway Edge Lighting
- Operations Report
- Fuel Sales Report
- Hangar / Tie-down Lease Report
- FY 2019 Accomplishments and Projects
- Avgas Fuel Price Comparison
- JetA Fuel Price Comparison
- Airport Monthly Financial Reports

Staff Recommendation

None

FINANCIAL IMPACT:

None

SUBMITTED BY:

Joseph A. Carney C.M., Airport Manager

ATTACHMENTS:

Description	Type
❑ Airport Coversheet	Cover Memo
❑ Taxiway Lighting Project	Backup Material
❑ Airport Operations	Backup Material
❑ Airport Fuel Sales	Backup Material
❑ Hangar Tie Down Lease Report	Backup Material
❑ Airport Accomplishments	Backup Material
❑ Avgas Fuel Comparison	Backup Material
❑ Jet A Fuel Comparison	Backup Material
❑ Airport Financial Summary	Backup Material
❑ Airport Monthly Report Model - Sept FY2019	Backup Material

AGENDA ITEM COVER SHEET

SUBJECT:

Airport Monthly Report – Joseph A. Carney, C.M., Airport Manager

ITEM SUMMARY:

Airport Reports:

- Taxiway Edge Lighting
- Operations Report
- Fuel Sales Report
- Hangar / Tie-Down Lease Report
- FY 2019 Accomplishments and Projects
- Avgas Fuel Price Comparison
- Jet A Fuel Price Comparison
- Airport Monthly Financial Reports

STAFF RECOMMENDATION:

None

FINANCIAL IMPACT:

None

COMMENTS:

None

ATTACHMENTS:

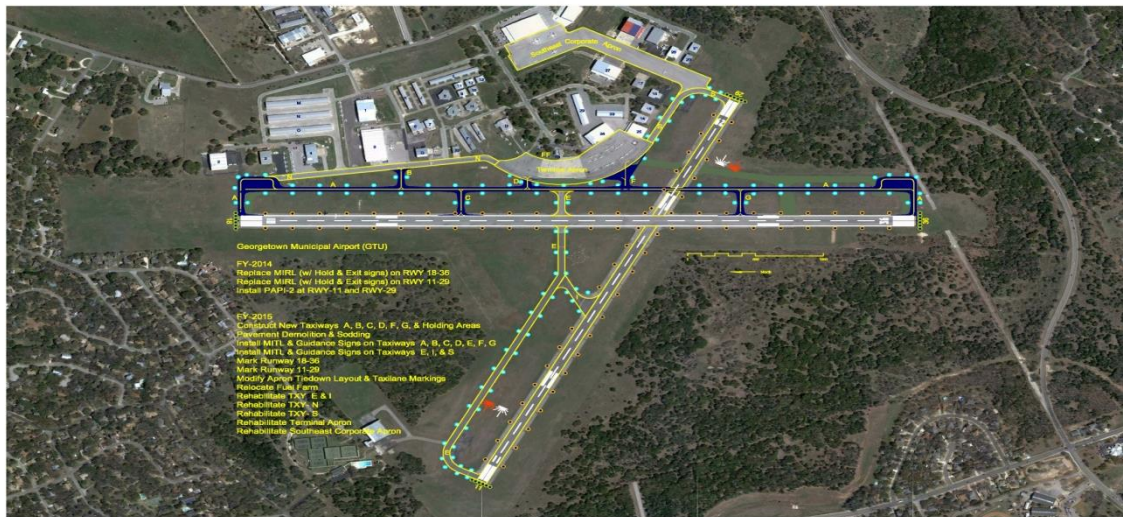
Submitted By: Joseph A. Carney, Airport Manager

Joseph A. Carney, C.M.
Airport Manager

Ray Miller, Jr.
Acting Director of Public Works

Airport Improvements
Project No. 1914GRGTN
September 2019

Project Description	FY2018 project: Taxiway Edge Lighting Project
Purpose	Design and Install Taxiway Edge Lighting Project
Project Estimate	\$1,287,562
Project Engineer	Garver Engineering



Feb 2014 – GTAB consideration of project 1314GRGTN Preliminary Design for FY2014 project: Airfield Electrical Improvements.

Aug 8, 2018 Georgetown Municipal Airport requests to use Garver as project engineer in letter to TxDOT

May 29, 2019 TxDOT advises Garver that they can proceed with the Final Design for Project 1914GRGTN

May 29, 2019 Pre Design/Design meeting at Georgetown Municipal Airport Conference room with Airport Manager, TxDOT, and Garver to go over time line for design and contract documents.

June 14, 2019 GTAB consideration of project 1914GRGTN Taxiway Lighting Project.

June 25, 2019 City Council approved project

July 9, 2019 Meeting with TxDOT, Engineer Bid Estimate was \$2,862,980.00 which is \$1,575,418.00 over the CIP Budgeted amount.

July 16, 2019 Meeting with TxDOT and Garver to discuss options for reducing cost.

July 30, 2019 Meeting with TxDOT and Garver to discuss proposal that will be submitted for final design.

August 4 & 11, 2019 TxDOT will place ads in local newspapers for bids.

August 30, 2019 Bid Opening at TxDOT, 4 companies submitted bids. The engineer of record, GarverUSA, is currently reviewing the bid documents for completeness and correctness.

September 2019 There were 4 bids, one of which came in significantly under budget for the Base Bid. Garver Engineer was working with TxDOT to see if there was a possibility of pulling the PAPI lights for RWY 11/29 out of the additive alternate while staying under budget. TxDOT refused. Engineer is working on final work in conjunction with TxDOT.

Projected time line

- *Construction phase TBD*
- *Closeout Phase 45 days post construction*

Georgetown Municipal Airport Contract Tower Program Update
Operations for Month of August 2019



KGTU OPERATIONS FOR THE MONTH OF: AUGUST						
TAKEOFF/L ANDING	MONTHLY NUMBERS		YEAR TO DATE	YEAR TO DATE	PREVIOUS/CURRENT YR	
	2018	2019	2018	2019	COUNT	%
IFR	804	980	8896	8832	-64	-0.7%
VFR	4014	4483	36703	39145	2442	6.2%
LOCAL	5580	5889	49923	52389	2466	4.7%
TOTAL	10398	11352	95522	100366	4844	4.8%

*This does not include flyover operations (i.e. handoffs from ABIA approach/departure control to KGTU tower then onto the next ATC.

Georgetown Municipal Airport Fuel Sales Update
For Month of August 2019



FUEL REPORT FOR MONTH OF: AUGUST						
TYPE OF FUEL	GALLONS SOLD FOR MONTH		YEAR TO DATE	YEAR TO DATE	CHANGE PREVIOUS/CURRENT YR	
	2018	2019	2018	2019	GALLONS	%
AVGAS	32,252	36,832	304,523	319,827	15,304	5.0%
JET A	30,544	38,794	400,507	347,636	(52,871)	-15.2%
TOTALS	62,796	75,626	705,030	667,463	(37,567)	-5.6%

Airport Hangar / Tie-Down Lease Update
September 2019

Project Description Hangar / Tie-Down Lease Agreements
Purpose Occupancy Rates

Unit Stats

Total T-Hangars – 130

- 129 Occupied
- 1 Vacant

Total Storage Units – 11

- 8 Occupied
- 3 Vacant

Total Tie-Downs – 38 Monthly, 14 for Overnight/Transient Parking

- 36 Monthly Occupied
- 2 Monthly Vacant

GTU Airport FY 2019

In-Work Projects

Replace bottom door seals on Hangars H, I, J, and TT. 60 of 66 complete

Develop Airport Preventative Maintenance Program. Ongoing

Wildlife Hazard Assessment completed by Lou Bridges with Mead & Hunt. Reviewing draft

Upgrade to bi-fold door drive motors in Hangars BB & CC. Obtaining contractor bids

Upgrade cable guides with roller poppers in Hangar H. In progress – ½ completed

Tree and brush removal at retention pond drainage area. In progress

Install cattle guard at north gate. Obtaining quotes

Airport lease rate study. RFQ submitted, published in newspaper 6/12 & 6/16

Airport fuel rate study. Rejection of Rate Analysis – airport staff conducted survey

Taxiway edge lighting / PAPIs for 1//36 & 11/29. Bid documents opened 8/30/19

Install roller poppers in Hangar I.

AvFuel Fuel Contract Extension. Working with Purchasing.

Planned Projects

Obtaining Pesticide Application License to allow for airport staff to spray state regulated chemicals.

Replace broken fence along Lakeway Drive.

Replace HVAC units in AeroJet Center hangar.

Install chain link fence around Tower.

Convert lights in Hangars E, F, and G to LED.

Convert lights in CTA hangar to LED.

Spray seal asphalt pavement at north side of AeroJet Center hangar.

Spray seal asphalt pavement at Hangars H, I, and J.

Crack seal asphalt pavement at CTA hangar.

Install cattle guard at south gate.

Install decorative rock around AST and oil recovery tank fences.

Accomplishments

Rekeyed all locks in the Air Traffic Control Tower (ATCT) for added security and to simplify the number of access keys needed. The locks have not been changed since the ATCT's opening in 2007.

Added a magnetic dry erase whiteboard to the north wall of the Airport Conference Room.

Repainted Airport Manager's Office and Communication Room in Terminal building.

Installed rain diverters to tin covered walkway in front of Terminal entrance.

Removed vegetation and installed predator wire on fence south of runway 11/29 for wildlife management.

Tree and brush removal completed at Genesis.

Inspected roof insulation in CTA hangar. No repair needed.

Installed timer switches in Hangar I.

Installed lending library bookcase in terminal conference room.

Inspected door rollers on Genesis hangar. No replacement needed.

Installed tv/monitor for use in Airport Conference Room.

Installed gun cabinet in maintenance shop for wildlife management.

Installed folding wall desk for laptop use with tv/monitor in Airport Conference Room.

Replaced 48 skylights on AeroJet Center's east hangar roof.

Repaired leaking roof above Hangar C-4.

Replaced HVAC units in CTA hangar.

Laid asphalt millings around Runway 36 PAPIs and Runway 11/29 threshold end lights.

Poured three concrete dumpster pads. Two at Genesis hangar and one at CTA hangar.

Installed network wiring in Airport Conference Room for phone and PC while IT Department procured the equipment.

Replace water heaters in CTA hangar.

Remove vegetation and install predator wire on fence near Genesis hangar.

Replace gutter and dilapidated panels on side of CTA hangar.

Repair failed ramp at Genesis hangar.

Updated Texas Agriculture Weights & Measures Certificate/License

Repave Terminal Drive with new asphalt.

Paint CTA hangar.

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Airports

NavAids

Airspace Fixes

Aviation Fuel


Hotels


iPhone App

My AirNav

1425 users online [LOGIN](#)100LL Avgas prices within 50 miles of KGTU

Airport / FBO		100LL			
		\$3.64—\$6.75 average \$4.70			
<u>KGTU</u>	Georgetown Municipal Airport Georgetown, TX				
	 GTU JET	FS	\$5.15	GUARANTEED	
			\$5.05		
	City of Georgetown Terminal	 SS	\$3.65	02-Oct update	
	AeroJet Center	 FS	\$5.15	GUARANTEED	
<u>T74</u>	Taylor Municipal Airport Taylor, TX				
14 ESE	Taylor Municipal Airport	Avfuel	SS	\$3.75	02-Oct update
<u>KEDC</u>	Austin Executive Airport Austin, TX				
18 SSE		 SS	\$4.75	02-Oct update	
		FS	\$5.70		
<u>KRYW</u>	Lago Vista TX - Rusty Allen Airport Lago Vista, TX				
18 SW	Lago Vista Airport	independent	SS	\$3.64	02-Oct update
<u>KILE</u>	Skylark Field Airport Killeen, TX				
24 N	Flight Line Services	Avfuel	SS	\$4.05	26-Sep update
<u>88R</u>	Spicewood Airport Spicewood, TX				
26 WSW	 Spicewood Pilots Association, Inc	 SS	\$4.00	12-Sep update	
<u>KAUS</u>	Austin-Bergstrom International Airport Austin, TX				
29 S		independent	FS	\$6.70	GUARANTEED
		independent	FS	\$6.75	04-Oct update
		 FS	\$6.70	GUARANTEED	
<u>KBMQ</u>	Burnet Municipal Airport-Kate Craddock Field Burnet, TX				






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29 W	Faulkner's Air Shop	Avfuel	SS \$3.80 FS \$4.05	03-Oct update
KTPL 32 NNE	<i>Draughon-Miller Central Texas Regional Airport</i> Temple, TX General Aviation Terminal		SS \$3.82 FS \$4.20	26-Sep update
KRCK 36 E	<i>H H Coffield Regional Airport</i> Rockdale, TX City of Rockdale		AS \$4.00	02-Oct update
KDZB 36 WSW	<i>Horseshoe Bay Resort Airport</i> Horseshoe Bay, TX Horseshoe Bay Resort Jet Center	EPIC	FS \$6.24	02-Oct update
KLZZ 37 NW	<i>Lampasas Airport</i> Lampasas, TX  City of Lampasas (FBO) 	SS \$3.80	GUARANTEED	
T35 38 ENE	<i>Cameron Municipal Airpark</i> Cameron, TX  City of Cameron	SS \$4.36	GUARANTEED	
KGOP 45 N	<i>Gatesville Municipal Airport</i> Gatesville, TX City of Gatesville	independent	SS \$4.36	26-Sep update
84R 47 SE	<i>Smithville Crawford Municipal Airport</i> Smithville, TX Fayette Aero LLC	Avfuel	SS \$4.40	26-Sep update
KGYB 47 SE	<i>Giddings-Lee County Airport</i> Giddings, TX Sills Aviation Services LLC	independent	SS \$4.47	02-Oct update
KHYI 48 SSW	<i>San Marcos Regional Airport</i> Austin, TX  BERRY AVIATION, INC <small>AN ACORN GROWTH COMPANY</small>		SS \$4.49 FS \$5.49	27-Sep update
50R 50 S	<i>Lockhart Municipal Airport</i> Lockhart, TX Martin & Martin Aviation	Avfuel	SS \$4.73	26-Sep update

Jet A prices within 50 miles of KGTU

Airport / FBO		Jet A		
		\$3.35—\$7.25		average \$4.86
<u>KGTU</u>	Georgetown Municipal Airport Georgetown, TX			
	 GTU JET	 AVFUEL	FS \$4.99 \$4.89	GUARANTEED  AIRBOSS
	 AeroJet AeroJet Center	 AVFUEL	FS \$4.98	GUARANTEED
<u>T74</u>	Taylor Municipal Airport Taylor, TX			
14 ESE	Taylor Municipal Airport	Avfuel	SS \$3.35	02-Oct update
<u>KEDC</u>	Austin Executive Airport Austin, TX			
18 SSE	 Henriksen Jet Center PARAGON Network	 Phillips 66	FS \$5.95	02-Oct update  PHILLIPS 66® CONTRACT FUEL
<u>KILE</u>	Skylark Field Airport Killeen, TX			
24 N	Flight Line Services	Avfuel	SS \$3.70 FS \$4.15	26-Sep update
<u>KGRK</u>	Robert Gray Army Airfield Fort Hood (Killeen), TX			
25 NNW	Killeen-Fort Hood Regional Airport	FS	\$4.15	24-Apr update
<u>KAUS</u>	Austin-Bergstrom International Airport Austin, TX			
29 S	 Signature FLIGHT SUPPORT A BBA Aviation company	independent	FS \$7.25	GUARANTEED
	 ATLANTIC	independent	FS \$6.90	04-Oct update
	 MILLION AIR	 World Fuel	FS \$5.49	GUARANTEED  AIRBOSS
<u>KBMQ</u>	Burnet Municipal Airport-Kate Craddock Field Burnet, TX			
29 W	Faulkner's Air Shop	Avfuel	FS \$4.76	03-Oct update
<u>KTPL</u>	Draughton-Miller Central Texas Regional Airport Temple, TX			
32 NNE	General Aviation Terminal	SS	\$4.32	26-Sep update
		FS	\$4.70	
<u>KDZB</u>	Horseshoe Bay Resort Airport Horseshoe Bay, TX			
36 WSW	Horseshoe Bay Resort Jet Center	EPIC	FS \$5.74	02-Oct update



CONTRACT FUEL

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T35

38 ENE

Cameron Municipal Airpark Cameron, TX



[City of Cameron](#)

[SS](#)

\$3.45

[GUARANTEED](#)

KGYB

47 SE

Giddings-Lee County Airport Giddings, TX

[Sills Aviation Services LLC](#)

independent

[SS](#)

\$3.90

02-Oct
[update](#)

KHYI

48 SSW

San Marcos Regional Airport Austin, TX



[FS](#)

\$4.85

27-Sep
[update](#)

Airport Financial Summary

September 2019

2019 General Ledger Financial Summary *

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	
Revenue	\$ 270,086	\$ 324,765	\$ 284,467	\$ 333,941	\$ 219,761	\$ 263,798	\$ 166,215	\$ 721,711	\$ 370,380	\$ 309,548	\$ 338,269	\$ 252,644	\$ 3,855,584
Primary Revenue	\$ 267,247	\$ 320,531	\$ 279,510	\$ 330,272	\$ 215,898	\$ 259,443	\$ 162,304	\$ 244,741	\$ 313,973	\$ 304,942	\$ 326,574	\$ 249,802	\$ 3,275,238
Grant Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 49,649	\$ -	\$ 6,221	\$ -	\$ 55,870
Interest	\$ 287	\$ 662	\$ 2,383	\$ 1,039	\$ 1,309	\$ 1,730	\$ 1,210	\$ 1,562	\$ 3,920	\$ 1,880	\$ 2,764	\$ -	\$ 18,746
Other	\$ 2,552	\$ 3,572	\$ 2,575	\$ 2,630	\$ 2,555	\$ 2,625	\$ 2,700	\$ 2,594	\$ 2,838	\$ 2,725	\$ 2,711	\$ 2,842	\$ 32,918
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bond Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 472,813	\$ -	\$ -	\$ -	\$ -	\$ 472,813
Expense	\$ (129,746)	\$ (385,497)	\$ (241,244)	\$ (251,479)	\$ (259,197)	\$ (209,166)	\$ (162,345)	\$ (253,433)	\$ (327,002)	\$ (282,503)	\$ (603,271)	\$ (283,936)	\$ (3,388,820)
Capital Expense	\$ (11,914)	\$ -	\$ -	\$ -	\$ (10,205)	\$ (11,600)	\$ (10,988)	\$ (10,710)	\$ (32,784)	\$ (12,999)	\$ (129,010)	\$ (14,731)	\$ (244,941)
Debt Services	\$ -	\$ -	\$ -	\$ -	\$ (21,996)	\$ -	\$ -	\$ (7,813)	\$ -	\$ -	\$ (110,049)	\$ (27)	\$ (139,886)
Operations Expense	\$ (97,077)	\$ (354,375)	\$ (216,695)	\$ (229,264)	\$ (206,246)	\$ (172,347)	\$ (125,180)	\$ (185,073)	\$ (256,582)	\$ (234,078)	\$ (328,822)	\$ (234,903)	\$ (2,640,640)
Personnel Expense	\$ (20,754)	\$ (31,122)	\$ (24,549)	\$ (22,216)	\$ (20,751)	\$ (25,219)	\$ (26,177)	\$ (49,837)	\$ (37,636)	\$ (35,426)	\$ (35,390)	\$ (34,275)	\$ (363,352)
Gain/Loss	\$ 140,340	\$ (60,733)	\$ 43,224	\$ 82,462	\$ (39,436)	\$ 54,632	\$ 3,870	\$ 468,278	\$ 43,378	\$ 27,045	\$ (265,002)	\$ (31,292)	\$ 466,765

CAFR Adjusted - Beginning Fund Balance (FY19): \$ 1,298,256
 Current Gain/Loss \$ 466,765
 Current Projected Fund Balance \$ 1,765,021

2018 General Ledger Financial Summary

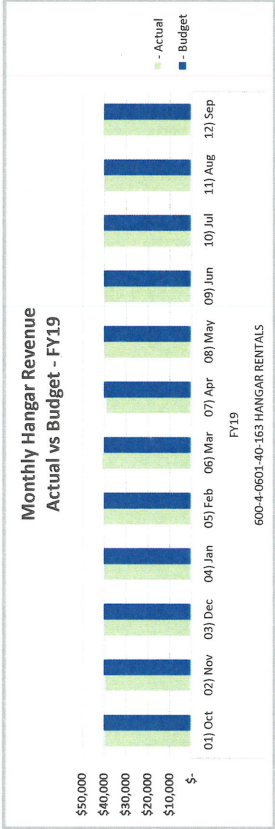
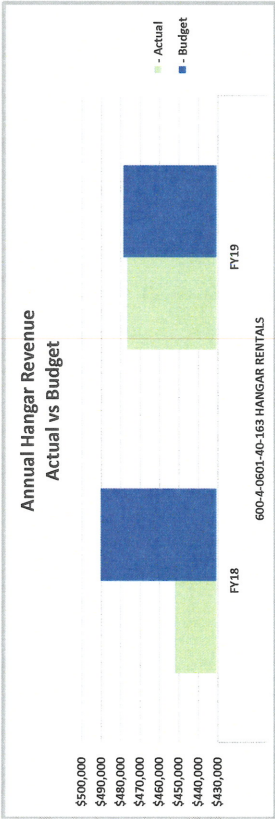
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	
Revenue	\$ 329,725	\$ 298,089	\$ 273,667	\$ 251,953	\$ 216,161	\$ 314,389	\$ 269,702	\$ 475,363	\$ 350,290	\$ 916,216	\$ 302,058	\$ 351,325	\$ 4,348,938
Primary Revenue	\$ 321,161	\$ 294,072	\$ 270,927	\$ 238,035	\$ 213,275	\$ 311,129	\$ 267,982	\$ 309,801	\$ 304,735	\$ 305,929	\$ 293,779	\$ 332,304	\$ 3,463,128
Grant Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,763	\$ 41,810	\$ 607,308	\$ 4,861	\$ 15,663	\$ 689,983
Interest	\$ 334	\$ 890	\$ 407	\$ 534	\$ 637	\$ 1,022	\$ 442	\$ 1,444	\$ 1,464	\$ 644	\$ 1,039	\$ 963	\$ 9,821
Other	\$ 8,230	\$ 3,127	\$ 2,333	\$ 5,805	\$ 2,250	\$ 2,238	\$ 1,279	\$ 2,464	\$ 2,280	\$ 2,335	\$ 2,380	\$ 2,395	\$ 37,115
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bond Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 148,891	\$ -	\$ -	\$ -	\$ -	\$ 148,891
Expense	\$ (327,383)	\$ (246,471)	\$ (257,209)	\$ (220,389)	\$ (207,650)	\$ (283,584)	\$ (262,109)	\$ (278,510)	\$ (274,696)	\$ (1,422,158)	\$ (348,324)	\$ 268,931	\$ (3,859,552)
Capital Expense	\$ -	\$ (144)	\$ -	\$ -	\$ (4,695)	\$ (11,894)	\$ (5,525)	\$ (3,300)	\$ (6,775)	\$ (1,113,411)	\$ (3,003)	\$ 477,031	\$ (671,715)
Debt Services	\$ -	\$ -	\$ -	\$ -	\$ (19,250)	\$ -	\$ -	\$ 1,109	\$ -	\$ -	\$ (106,156)	\$ -	\$ (124,298)
Operations Expense	\$ (300,926)	\$ (218,986)	\$ (214,726)	\$ (193,204)	\$ (158,442)	\$ (245,207)	\$ (227,301)	\$ (247,777)	\$ (225,967)	\$ (280,486)	\$ (214,143)	\$ (185,480)	\$ (2,712,645)
Personnel Expense	\$ (26,457)	\$ (27,341)	\$ (42,483)	\$ (27,185)	\$ (25,264)	\$ (26,483)	\$ (29,284)	\$ (28,542)	\$ (41,953)	\$ (28,261)	\$ (25,022)	\$ (22,620)	\$ (350,895)
Gain/Loss	\$ 2,342	\$ 51,618	\$ 16,458	\$ 31,564	\$ 8,511	\$ 30,806	\$ 7,593	\$ 196,853	\$ 75,594	\$ (505,942)	\$ (46,266)	\$ 620,255	\$ 489,387

Note: This report balances with the City's financial system as of : 10/2/2019
 * This report is subject to change until the close of the fiscal year.

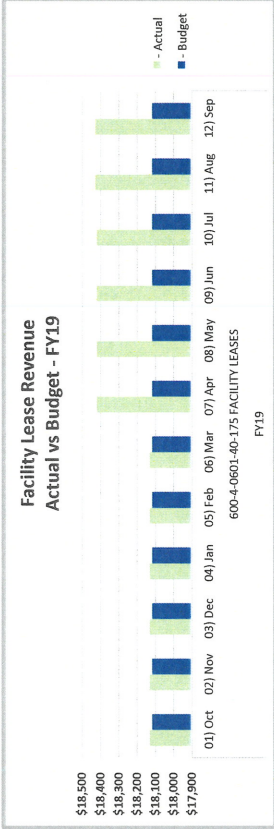
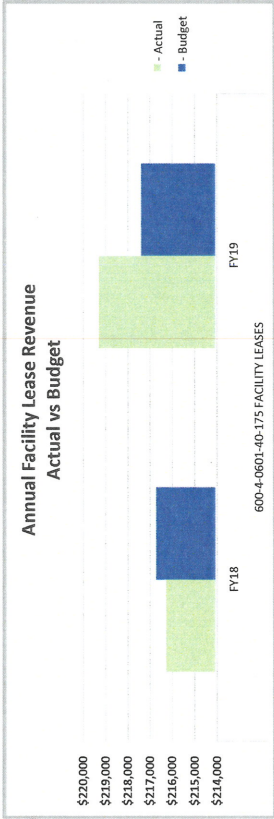
Airport Financial Summary

September 2019

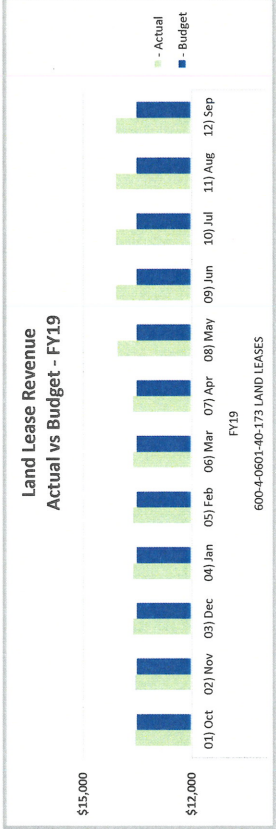
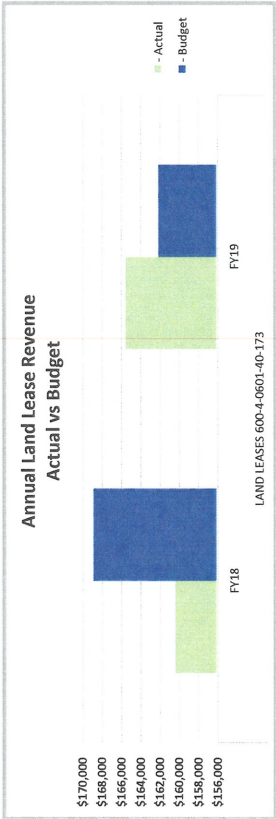
Hangar Revenue



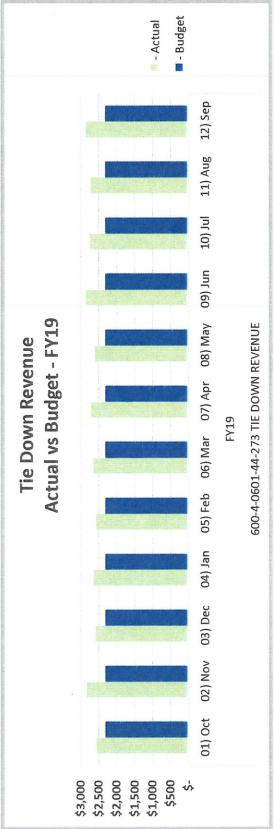
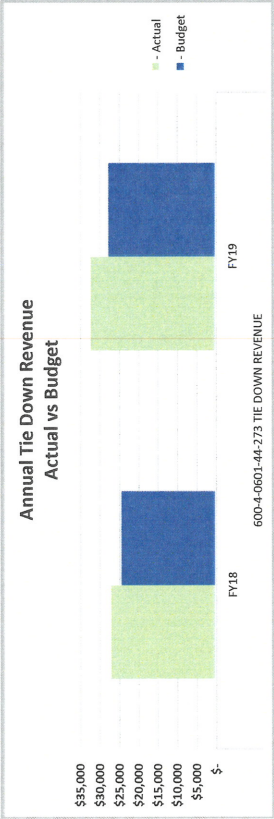
Lease Revenue



Land Lease Revenue



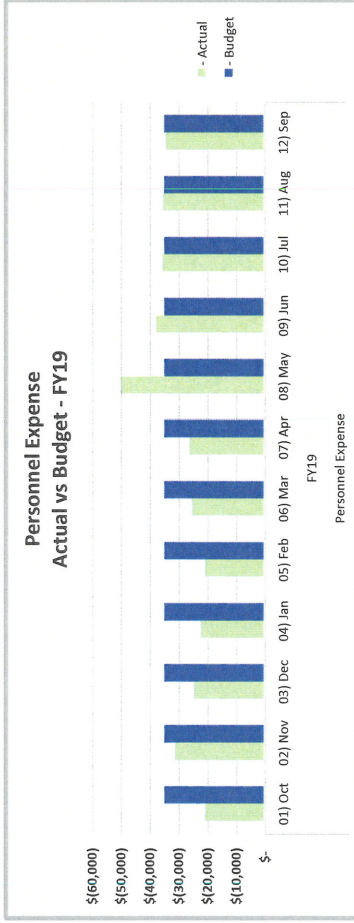
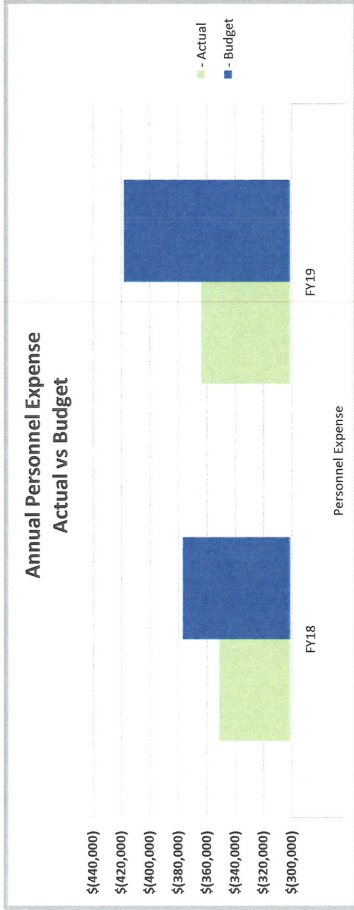
Tie Down Revenue



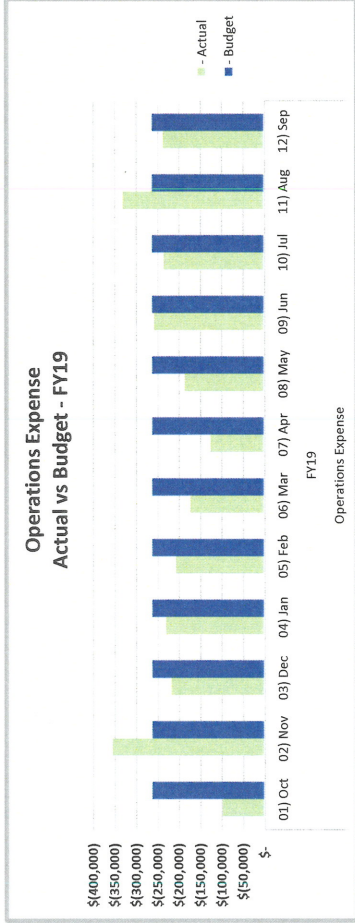
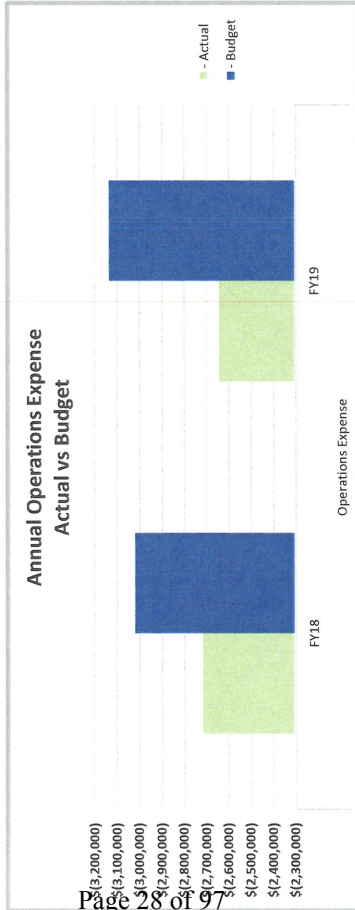
Airport Financial Summary

September 2019

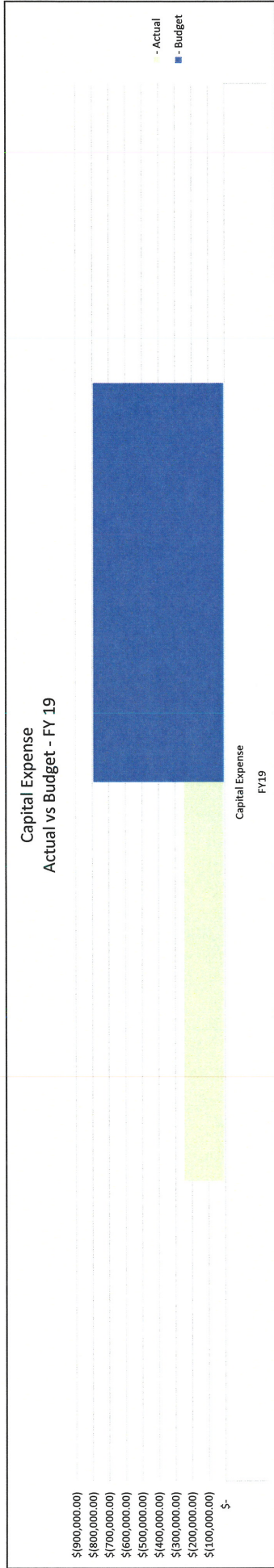
Personnel Expense



Operations Expense



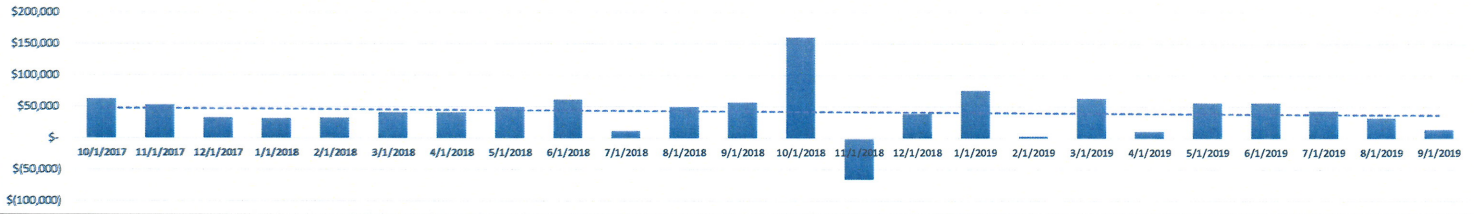
Capital Expense



City of Georgetown - Airport Fuel Summary

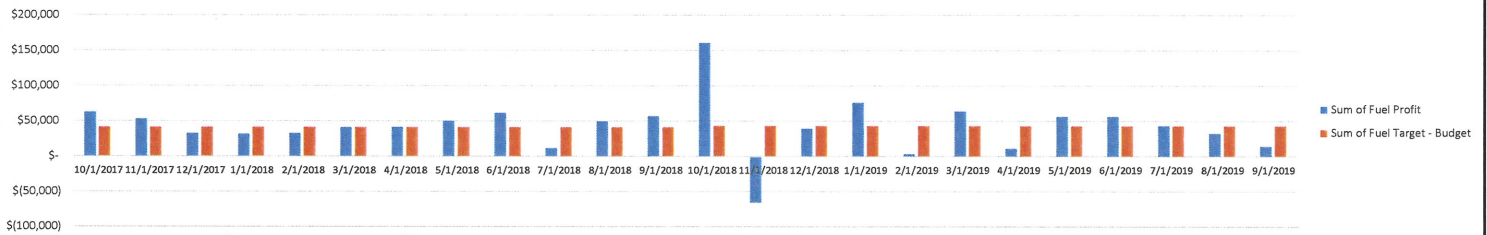
September 2019

Monthly Fuel Profit
(Fuel Sales minus Fuel Expense)
October 2017 - Current

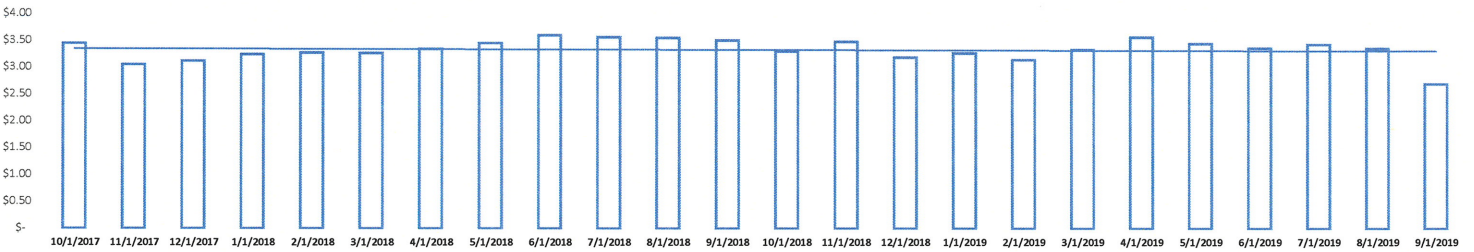


Fiscal Year	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Total
FY18	\$ 62,884	\$ 53,420	\$ 32,811	\$ 31,824	\$ 32,795	\$ 41,507	\$ 41,857	\$ 50,442	\$ 61,981	\$ 12,248	\$ 50,213	\$ 57,351	\$ 529,332
FY19	\$ 160,929	\$ (65,119)	\$ 39,475	\$ 76,410	\$ 3,881	\$ 64,292	\$ 11,332	\$ 57,007	\$ 57,077	\$ 43,949	\$ 32,979	\$ 14,659	\$ 496,871

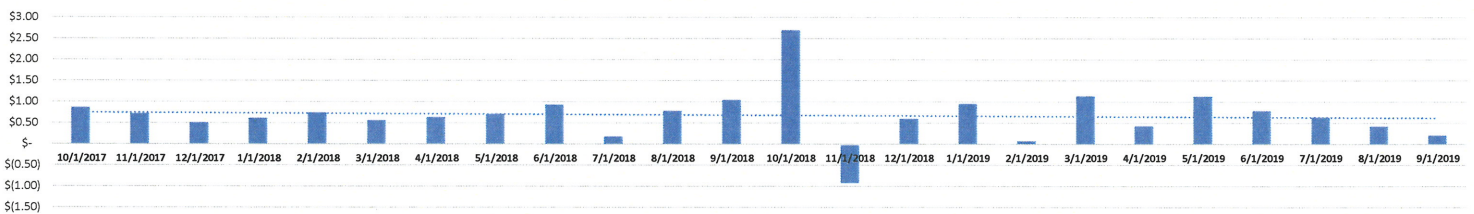
Fuel Profit vs Fuel Budget
October 2017 - Current



Average Price Per Gallon
Total Fuel Expense/Gallons Sold
October 2017 - Current



Profit Per Gallon Sold
(Profit/Gallons Sold)
October 2017 - Current



Note: This report accurately reflects FUEL SALES (Revenue), FUEL/GAS (Expense), and GALLONS sold as of 10/02/2019.
This report is subject to change until the close of the fiscal year.

Airport Operations Fund

Year-End Projection to Approved: Sep FY2019

	APPROVED BUDGET	CURRENT PERIOD	YEAR TO DATE (W/ENCUMB)	YEAR-END PROJECTION
BEGINNING FUND BALANCE	1,298,256		-	1,298,256
Operating Revenue				
Fuel and Terminal Sales	2,907,450	176,719	2,409,583	2,751,500
Interest and Other	80,260	3,111	94,746	86,000
Leases and Rentals	863,952	73,083	865,655	859,940
Operating Revenue Total	3,851,662	252,913	3,369,983	3,697,440
Operating Expenditures				
Operations-Fuel	2,389,550	161,819	2,237,534	2,200,000
Operations-Non Fuel	743,171	73,123	731,185	726,748
Personnel	417,348	52,013	381,090	371,525
Operating Expenditures Total	3,550,069	286,956	3,349,810	3,298,273
TOTAL NET OPERATIONS	301,593	(34,043)	20,174	399,167
Non-Operating Revenue				
Bond Proceeds	465,000	-	430,000	465,000
Grants	40,000	-	55,870	40,000
Non-Operating Revenue Total	505,000	-	485,870	505,000
Non-Operating Expenditures				
Airport Master Plan	-	-	5,870	-
Debt Service	147,975	27	139,886	147,975
Hangar Upgrades	75,000	12,331	75,000	75,000
Pavement Upgrades	15,000	-	(10,744)	15,000
Runway Rehab	516,500	-	-	516,500
Edge Lighting	150,000	-	128,760	150,000
Wildfire Management	35,000	2,400	27,001	35,000
Non-Operating Expenditure Total	939,475	14,758	365,773	939,475
TOTAL NET NON-OPERATIONS	(434,475)	(14,758)	120,097	(434,475)
EXCESS (DEFICIENCY) OF TOTAL REVENUE OVER TOTAL REQUIREMENTS	(132,882)	(48,801)	140,271	(35,308)
ENDING FUND BALANCE	1,165,374		1,438,527	1,262,948

City of Georgetown, Texas
Transportation Advisory Board
October 11, 2019

SUBJECT:

October 2019 GTAB Updates - Wesley Wright, P.E., Systems Engineering Director/Michael Hallmark, CIP Manager.

ITEM SUMMARY:

October 2019 GTAB Updates Cover Sheet

FM 971 - Realignment at Austin Avenue:

TxDOT review from district office met 5-21 on 90% plans Klotz submitted 100 % plans in August.
Environmental complete and submitted.
Scheduled engineering completion 2019

Northwest Blvd:

Pre-con held 8-19 Chasco beginning to prep ROW, and finishing construction survey

Rivory Blvd Extension:

Project walk through 8-28-19 punch list established road to open to traffic 9-3-19
Planned to complete August 2019

EB Williams @ Rivory Turn Lane

COG Electric/Fiber has relocated utilities. Atmos has completed line upgrades and relocations needed.
Suddenlink is scheduling relocation. Fiber Light ready to relocate after Suddenlink has moved.

Southwest Bypass (RM 2243 to IH 35) Phase 1:

Complete

Southwest Bypass (RM 2243 to IH 35) Phase 2:

Subgrade complete, Base course 90%
Bridge 95% complete

Completion scheduled 4th quarter 2019

Rock Water Quality Pond Improvements:

WPAP modifications defined and GA is being included into the TCEQ application. WPAP approval has been received from TCEQ. Council approved. Contracts are being routed for signatures. MA Smith tentative to start Mid-October. Pre-con to be scheduled.

Old Town “Northeast” Sidewalk:

Bid Opening held on July 16th 2019. GTAB approved recommendation of award to Choice Builders LLC on August 9th, City Council approved on August 27th. Contract are fully executed. Groundbreaking to be held on October 8th. Contractor to start on project the week of October 7th 2019.

Austin Ave Sidewalks – Hwy 29 to Leander Rd.:

Contractor completing striping work project wide. TDLR inspection to occur 10-10-19. Contractor to complete punch list items after TDLR inspection.

Shell Sidewalk Improvements:

95% design complete. Easement at Shell road and Sequoia spur has been secured. Tentatively scheduled to start advertising 10-13.

17th St. CDBG Sidewalk:

Working on 95% plans. Survey identified some ROW lines that need cleaning up at the Rail Apts. Bid Opening held on September 10th 2019. Royal Vista apparent low qualified bidder. GTAB to consider on October 11th followed by City Council

2019 HIPR:

NTP issued for 6/24/19, Crews have completed paving all of Old Town and Berry Creek. Crews have begun paving on Sun City Blvd.

2019 High Performance Pavement Seal Package #1 (PMM)

Contractor has completed application of high performance pavement sealer in University Park, Raintree and Sun City. Punch list items have been completed. All striping work has been completed. Project closing documents in process.

2019 High Performance Pavement Seal Package #2 (HA5)

Contractor has completed HA5 pavement seal application in Georgetown Village. Striping work to take place from Oct 2nd through Oct. 4th 2019. Punch list items to be addressed.

17th Street Rehab

Bid opening held on August 28th 2019. GTAB & Council approved. Contracts being routed for signatures. Pre-con to be set, start date to be determined.

2018 Curb & Gutter

Project will be bid with 17th Street rehab. Bid opening held on August 28th 2019. GTAB & Council approved. Contracts being routed for signatures. Pre-con to be set, start date to be determined

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

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

ATTACHMENTS:

Description	Type
 October 2019 GTAB Updates	Presentation

October 2019 GTAB Updates Cover Sheet

FM 971 - Realignment at Austin Avenue:

TxDOT review from district office met 5-21 on 90% plans Klotz submitted 100 % plans in August. Environmental complete and submitted.

Scheduled engineering completion 2019

Northwest Blvd:

Pre-con held 8-19 Chasco beginning to prep ROW, and finishing construction survey

Rivory Blvd Extension:

Project walk through 8-28-19 punch list established road to open to traffic 9-3-19

Planned to complete August 2019

EB Williams @ Rivory Turn Lane

COG Electric/Fiber has relocated utilities. Atmos has completed line upgrades and relocations needed. Suddenlink is scheduling relocation. Fiber Light ready to relocate after Suddenlink has moved.

Southwest Bypass (RM 2243 to IH 35) Phase 1:

Complete

Southwest Bypass (RM 2243 to IH 35) Phase 2:

Subgrade complete, Base course 90%

Bridge 95% complete

Completion scheduled 4th quarter 2019

Rock Water Quality Pond Improvements:

WPAP modifications defined and GA is being included into the TCEQ application. WPAP approval has been received from TCEQ. Council approved. Contracts are being routed for signatures. MA Smith tentative to start Mid-October. Pre-con to be scheduled.

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Austin Ave Sidewalks – Hwy 29 to Leander Rd.:

Contractor completing striping work project wide. TDLR inspection to occur 10-10-19. Contractor to complete punch list items after TDLR inspection.

Shell Sidewalk Improvements:

95% design complete. Easement at Shell road and Sequoia spur has been secured. Tentatively scheduled to start advertising 10-13.

17th St. CDBG Sidewalk:

Working on 95% plans. Survey identified some ROW lines that need cleaning up at the Rail Apts. Bid Opening held on September 10th 2019. Royal Vista apparent low qualified bidder. GTAB to consider on October 11th followed by City Council

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17th Street Rehab

Bid opening held on August 28th 2019. GTAB & Council approved. Contracts being routed for signatures. Pre-con to be set, start date to be determined.

2018 Curb & Gutter

Project will be bid with 17th Street rehab. Bid opening held on August 28th 2019. GTAB & Council approved. Contracts being routed for signatures. Pre-con to be set, start date to be determined

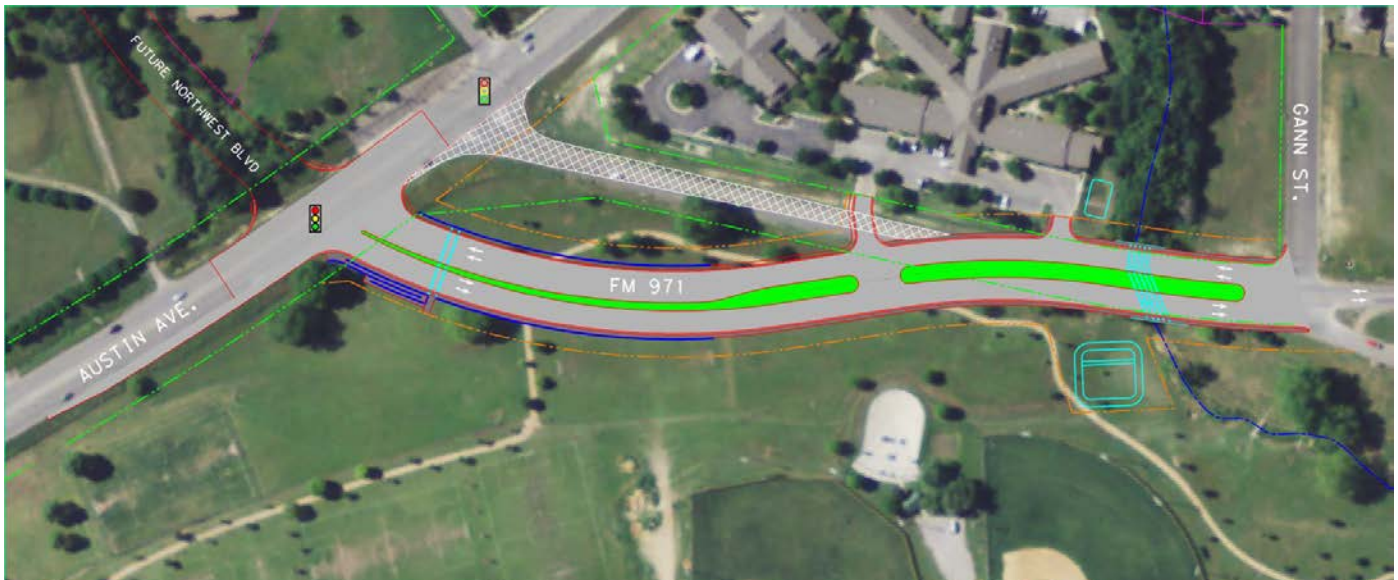
FM 971 at Austin Avenue
Realignment Intersection Improvements
Project No. 1BZ TIP No. AG
Unchanged - October 2019

Project Description Design and preparation of final plans, specifications and estimates (PS&E) for the widening and realignment of FM 971 at Austin Avenue, eastward to Gann Street.

Purpose To provide a new alignment consistent with the alignment of the proposed Northwest Boulevard Bridge over IH 35; to allow a feasible, alternate route from the west side of I 35 to Austin Avenue, to Georgetown High School, to San Gabriel Park and a more direct route to SH 130.

Project Managers Joel Weaver

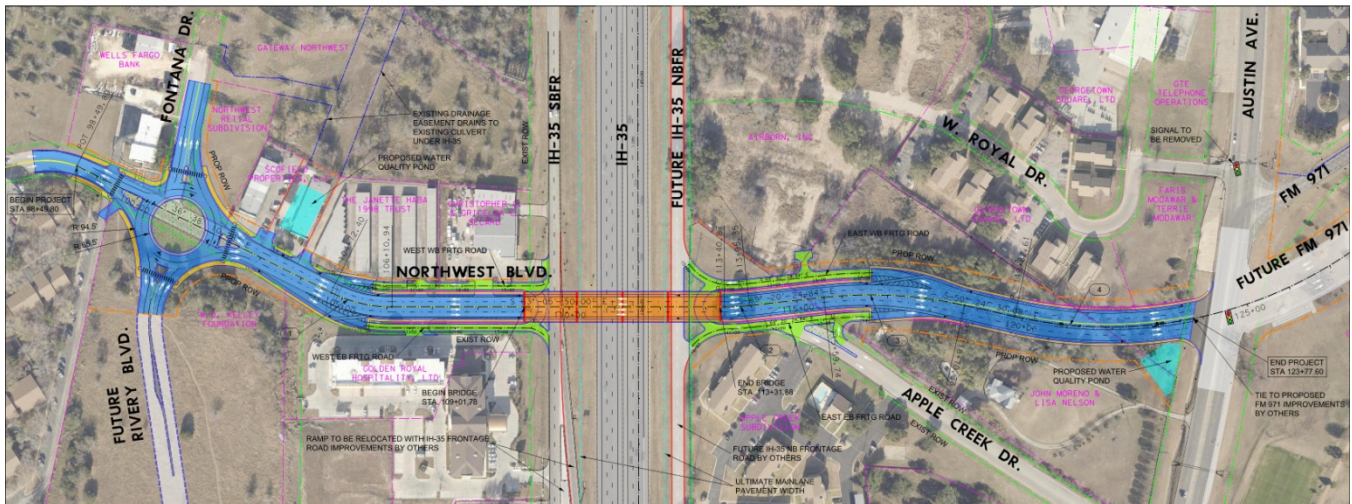
Engineer Klotz Associates, Inc.



Element	Status / Issues
Design	TxDOT review from district office met 5-21 on 90% plans Klotz submitted 100 % plans in August. Environmental complete and submitted. Scheduled engineering completion 2019
Environmental/ Archeological	TBD
Rights of Way	Pursuing one parcel on Project. Parcel has been sent to condemnation, possession expected Summer 2019.
Utility Relocations	TBD
Construction	Estimated late fiscal year 18-19
Other Issues	AFA with TxDOT complete.

**Northwest Boulevard
(Fontana Drive to Austin Avenue)
Project No. 5QX TIP No. AF
Unchanged- October 2019**

Project Description	Construction of overpass and surface roads to connect Northwest Boulevard with Austin Avenue and FM 971.
Purpose	This project will relieve congestion at the Austin Avenue/Williams Drive intersection and provide a more direct access from the west side of IH 35 corridor to Georgetown High School and SH 130 via FM 971.
Project Manager	Joel Weaver and Wesley Wright, P.E.
Engineer	Klotz Associates



Element	Status / Issues
Design	Design Complete
Environmental/ Archeological	Complete
Rights of Way	ROW Documents are being finalized. All offers have been made. 8 Parcels required. 5 acquired, 1 in closing, 2 in condemnation.
Utility Relocations	TBD
Construction	pre-con held 8-19 Chasco beginning to prep ROW, and finishing construction survey
Other Issues	

Rivory Boulevard Extension
(Williams Drive to Northwest Boulevard @ Fontana Drive)
Project No. 5RM TIP No. AD
Unchanged - October 2019

Project Description Develop the Rights-of-Way Map, acquire ROW, address potential environmental issues and complete construction plans specifications and estimate (PS&E) for the extension of Rivory Boulevard from Williams Drive to Northwest Boulevard at Fontana Drive in anticipation of future funding availability.

Purpose To provide a route between Williams Drive and Northwest Boulevard serving the Gateway area, providing an alternate route from Williams Drive to the future Northwest Boulevard Bridge over IH 35, to provide a route between the hotels in the Gateway area and the proposed Conference Center near Rivory Boulevard and Wolf Ranch Parkway.

Project Manager Travis Baird, Joel Weaver, and Wesley Wright, P.E.

Engineer Kasberg Patrick and Associates



Element	Status / Issues		
Design	Complete		
Environmental/ Archeology	Complete		
Rights of Way	Offers have been made on 22 parcels, and 20 have closed. Environmental assessment complete on 11 parcels in preparation for demolition. Condemnation hearings completed on 2 parcels, working toward final resolution of matter.	Total Parcels:	22
		Appraised:	22
		Offers:	22
		Acquired:	20
		Closing pending:	0
		Condemnation:	2
Utility Relocations	TBD		
Construction	Project walk through 8-28-19 punch list established road to open to traffic 9-3-19 Planned to complete August 2019		
Other Issues			

Right Turn Lane EB Williams Driver @ Rivery Blvd**Project No. 5RP TIP No. None****October 2019**

Project Description Develop the Plans, Specifications and Estimate for roadway improvements necessitated by the development for the Summit at Rivery.

Purpose To provide improved traffic flow into the Summit at Rivery hotel and conference center from Williams Drive

Project Manager Joel Weaver, Chris Pousson and Wesley Wright, P.E.

Engineer M&S Engineering, LLC

Element	Status / Issues		
Design	EB Williams @ Rivery turn lane design complete. TCEQ WPAP approval received. Easements/ROW contracts have been signed, Closing scheduled for June 28 th . Change Order for Joe Bland approved. PO has been created.		
Environmental /Archeology	TBD		
Rights of Way	All easements acquired.	Total Parcels:	3
		Appraised:	3
		Offers:	3
		Acquired:	3
		Closing pending:	0
		Condemnation:	0
Utility Relocations	Atmos to relocate 1 – 3" line - completed		
Bid Phase	TBD		
Construction	COG Electric/Fiber has relocated utilities. Atmos has completed line upgrades and relocations needed. Suddenlink is scheduling relocation. Fiber Light ready to relocate after Suddenlink has moved.		
Other Issues	TBD		

Southwest Bypass Project
(RM 2243 to IH 35)
Project No. 1CA Project No. BK
Unchanged – October 2019

Project Description Develop PS&E for Southwest Bypass from Leander Road (RM 2243) to IH 35 in the ultimate configuration for construction of approximately 1.5 miles of interim 2-lane roadway from Leander Road (RM 2243) to its intersection with the existing Inner Loop underpass at IH 35.

Purpose To extend an interim portion of the SH 29 Bypass, filling in between Leander Road (RM 2243) to IH 35 Southbound Frontage Road.

Project Manager Williamson County
City Contact: Ed Polasek, AICP

Engineer HDR, Inc.



Element	Status / Issues
Williamson County Project Status	<p>(Southwest Bypass (RM 2243 to IH 35) Phase 1 – WPAP for phase 1 approved.</p> <p>On site tasks: Phase 1</p> <ul style="list-style-type: none"> ○ Complete <p>Southwest Bypass (RM 2243 to IH 35) Phase 2 –</p> <p>Subgrade complete, base course 90%</p> <p>Bridge 95%</p> <p>Project completion scheduled last quarter 2019</p>
Rights of Way	Complete
Other Issues	

Rock Water Quality Pond Improvements

Project No. 1EC TIP No. None

October 2019

Project Description	Design and preparation of final plans, specifications and estimates (PS&E) and construction administration for WPAP modifications and rehabilitation of the Rock Water Quality Pond.
Purpose	To improve the water quality treatment and capacity for the downtown overlay district.
Project Managers	Michael Hallmark, Chris Pousson
Engineer	Steger & Bizzell



Element	Status / Issues
Design	Design 100%. WPAP modifications defined and GA is being included into the TCEQ application. WPAP approval has been received from TCEQ
Environmental/ Archeological	GA is complete
Rights of Way	N/A
Utility Relocations	none
Bid Phase	Council approved. Contracts are being routed for signatures. MA Smith tentative to start Mid-October. Pre-con to be scheduled.
Construction	TBD
Other Issues	

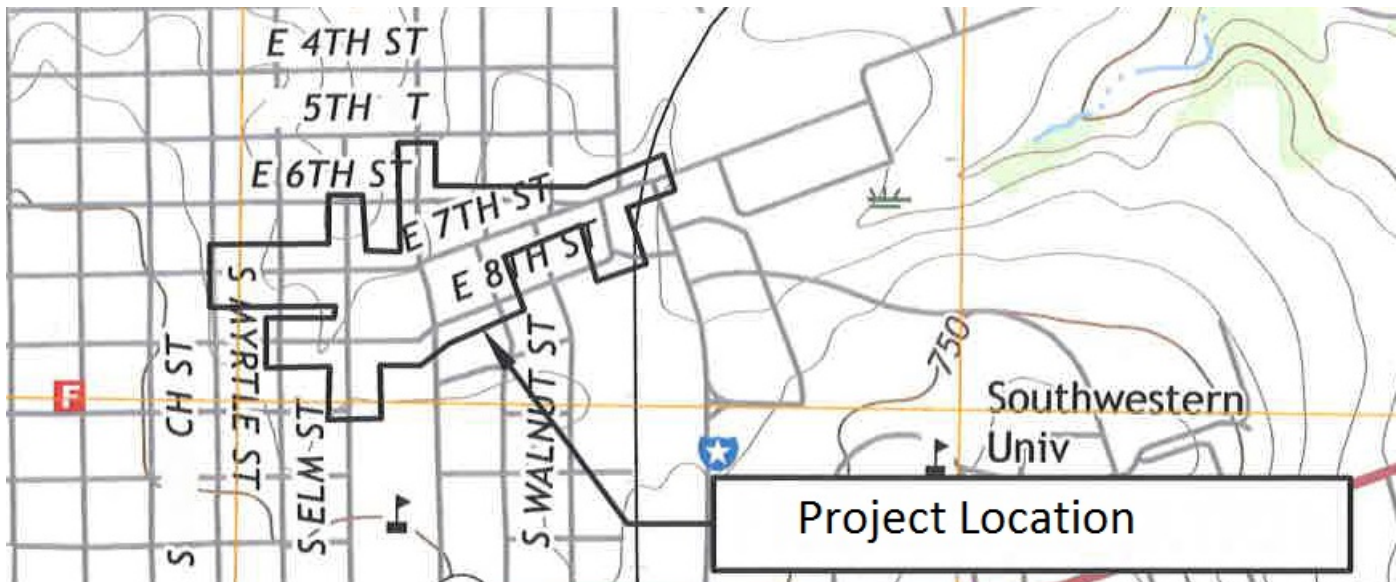
Citywide Sidewalk Improvements Project
Old Town Northeast Sidewalks
Project No. 1EF TIP No. None
October 2019

Project Description The proposed project consists of the rehabilitation and installation of pedestrian facilities along several streets in northeast “Old Town”. Various methods of rehabilitating existing non-compliant sidewalks will be considered. This project requires coordination with TCEQ and TDLR and all proposed pedestrian elements will be ADA compliant with the Texas Accessibility Standards (TAS).

Purpose To provide ADA/TDLR compliant sidewalks and ramps identified in the 2015 Sidewalk Master Plan.

Project Managers Nat Waggoner, AICP, PMP®, Chris Pousson

Engineer Steger Bizzell



Element	Status / Issues
Design	Finalizing design, received TCEQ WPAP approval. Final review of design and contract specifications are underway.
Environmental/ Archeological	TBD
Rights of Way / Easements	All easements needed have been obtained.
Utility Relocations	Relocate Frontier, Sudden link and COG Electric overhead.
Construction	Bid Opening held on July 16 th 2019. GTAB approved recommendation of award to Choice Builders LLC on August 9 th , City Council approved on August 27 th . Contract are fully executed. Groundbreaking to be held on October 8 th . Contractor to start on project the week of October 7 th 2019.
Other Issues	

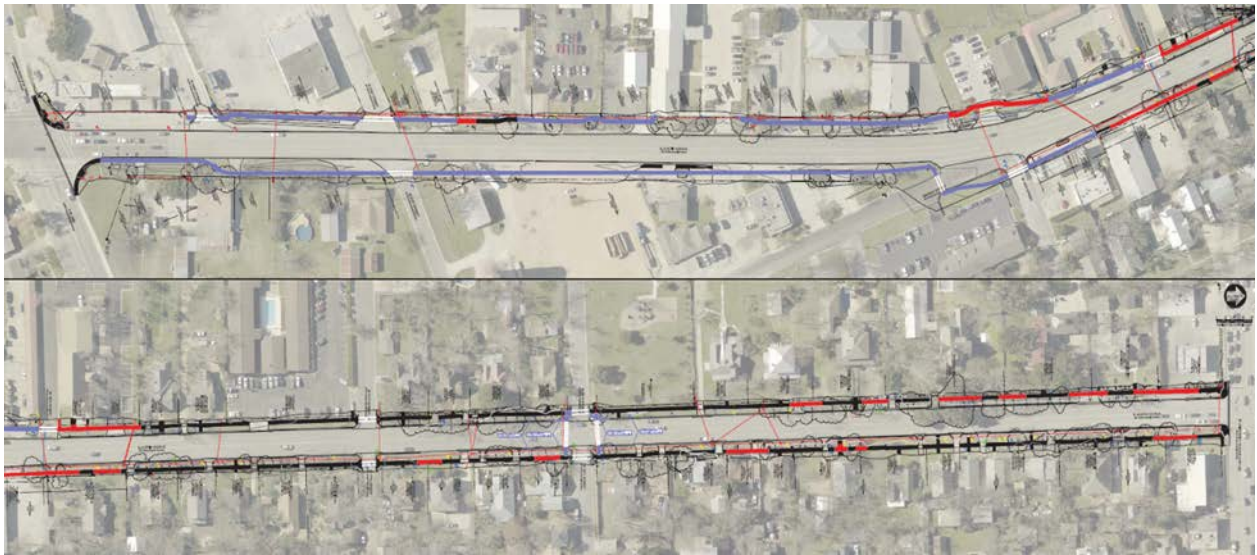
Citywide Sidewalk Improvements
Austin Ave Sidewalk Improvements
Project No. 1CJ TIP No. None
October 2019

Project Description The proposed project consists of the rehabilitation and installation of pedestrian facilities along Austin Ave from Hwy 29 to Leander Rd. Various methods of rehabilitating existing non-compliant sidewalks will be considered. This project requires coordination with TCEQ and TDLR and all proposed pedestrian elements will be ADA compliant with the Texas Accessibility Standards (TAS).

Purpose To provide ADA/TDLR compliant sidewalks and ramps identified in the 2015 Sidewalk Master Plan.

Project Managers Chris Pousson

Engineer KPA



Element	Status / Issues
Design	Bid Opening held on 10-30-18. GTAB approved on 11-9-18, City Council approved on 11-27-18.
Environmental/ Archeological	TBD
Rights of Way / Easements	none
Utility Relocations	Hydrant
Construction	Contractor completing striping work project wide. TDLR inspection to occur 10-10-19. Contractor to complete punch list items after TDLR inspection.
Other Issues	N/A

Shell Road Sidewalk Improvements

Project No. TIP No. None

October 2019

Project Description	The proposed project consists of the installation of pedestrian facilities along Shell Road from Sequoia Spur to Bellaire Dr. This project requires coordination with TCEQ and TDLR and all proposed pedestrian elements will be ADA compliant with the Texas Accessibility Standards (TAS).
Purpose	To provide ADA/TDLR compliant sidewalks and ramps to eliminate sidewalk gaps for pedestrian mobility.
Project Managers	Chris Pousson
Engineer	KPA

Element	Status / Issues
Design	95% design set to be reviewed.
Environmental/ Archeological	TBD
Rights of Way / Easements	1 easement secured at Shell Road and Sequoia Spur.
Utility Relocations	TBD
Construction	Tentatively scheduled to start advertising 10-13. Plan to take to GTAB in November.
Other Issues	TBD

**17th St CDBG Sidewalks
(Railroad to Forest St)
Project No. 9AZ TIP No.
October 2019**

Project Description Construction of new sidewalk along 17th St from Railroad to Forest St. Improving the two GoGeo bus stops on that route.

Purpose This project will improve the pedestrian route connecting existing low income housing to important community services and destinations.

Project Manager Chris Logan

Engineer KPA



Element	Status / Issues
Design	<p>Task order is fully executed for the engineering services. Design underway</p> <ul style="list-style-type: none"> • Survey is complete, working on preliminary alignment • Final Design – complete by early July • Bidding – Complete by mid August
Environmental/ Archeological	Complete
Rights of Way	Working on 90% plans. Survey identified some ROW lines that need cleaning up at the Rail Apts.
Utility Relocations	TBD
Construction	Bid Opening held on September 10 th 2019. Royal Vista apparent low qualified bidder. GTAB to consider on October 11 th followed by City Council
Other Issues	

Project: 2019 Street Maintenance Hot In Place Recycling (HIPR)

Project# 1EM

Update – October 2019

Project Description: This project will consist of furnishing an installing approximately 225,000 square yards of hot-in-place asphalt recycling, edge milling, adjustment of water valves and manholes, tree pruning, traffic control and miscellaneous striping.

Purpose: The purpose of this project is to maintain high Pavement Condition Indices (PCI) by Hot-In-Place asphalt recycling within the City Street Maintenance Program

Project Manager: Ken Taylor

Engineer: KPA

Contractor: Cutler Repaving

Phase	Start	Finish	Status / Comments
Preliminary Engineering	February 2019	March 2019	Task Order approved by Council February 2019
Final Design	March 2019	April 2019	
ROW / Easements			
Bid / Award Bid #	May 2019	May 2019	Bid Opening 5/1/19, Approved by GTAB 5/10/19 & Council on 5/14/19
Construction	June 2019	September 2019	NTP issued for 6/24/19, Crews have completed paving all of Old Town and Berry Creek. Crews have begun paving on Sun City Blvd.
Post Construction			



2019 Street Maintenance
Project No. 1EU / 1ET TIP No. None
October 2019

Project Description 2019 CIP Maintenance project consist of furnishing and installing approximately 240,000 square yards of high performance pavement seal (PMM) and approximately 180,000 square yards of high performance pavement seal (HA5) traffic control, and miscellaneous striping in Sun City, Georgetown Village, University Park and Raintree subdivisions.

To provide protection and maintain an overall pavement condition index of 85%

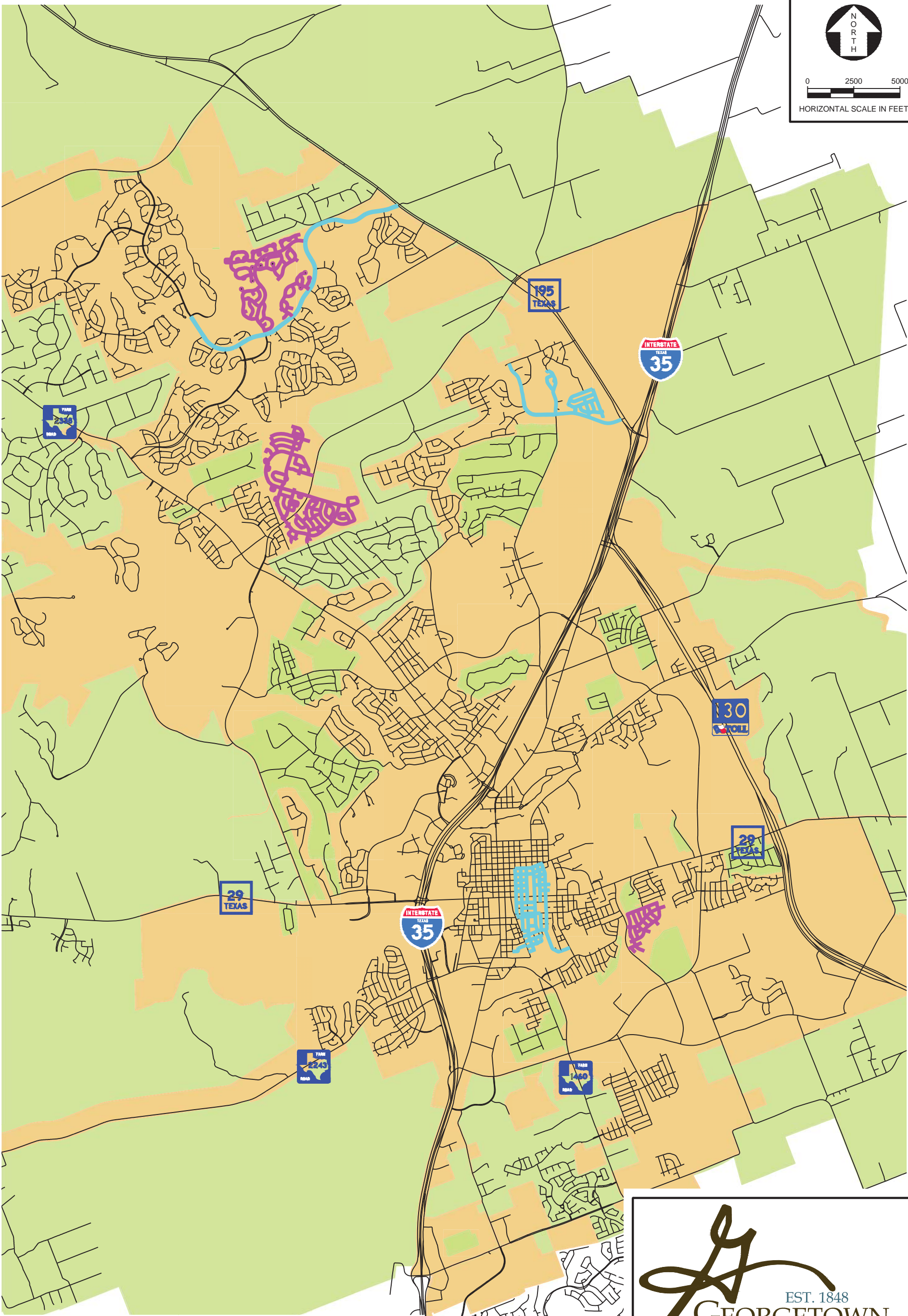
Purpose

Project Manager Chris Pousson
Engineers KPA, LP



Task	Status / Issues
High performance pavement seal Package #1 (PMM)	Contractor has completed application of high performance pavement sealer in University Park, Raintree and Sun City. Punch list items have been completed. All striping work has been completed. Project closing documents in process.
High performance pavement seal Package #2 (HA5)	Contractor has completed HA5 pavement seal application in Georgetown Village. Striping work to take place from Oct 2 nd through Oct. 4 th 2019. Punch list items to be addressed.

© 2014 Kasberg, Patrick & Associates, LP FILE: P:\Georgetown\2019\Development\Street Maintenance\STREET MAINTAINANCE.dwg LAST SAVED: 1/25/2019 2:35:47 PM LAYOUT: 11x17 exhibit



LEGEND

GEORGETOWN CITY LIMITS

GEORGETOWN ETJ

BID PROJECTS

HOT IN PLACE RECYCLING (HIPR)

HIGH PERFORMANCE PAVEMENT SEAL (HPPS)



KASBERG, PATRICK & ASSOCIATES, LP
CONSULTING ENGINEERS
GEORGETOWN, TEXAS 78626
FIRM REGISTRATION NUMBER F-510

PROPOSED 2019 IMPROVEMENT PROJECTS
EXHIBIT A

January 25, 2019

17th Street Rehabilitation
Project No. 1CE TIP No. None
October 2019

Project Description This project consist of the rehabilitation of 17th street from Austin Ave to Church Street. This project will include replacing and upgrading the existing water line in the project area, new curb and gutter and full rehabilitation of the street.

Project Manager Chris Pousson

Engineer/Engineers KPA



Element	Status / Issues
Design	Complete
Environmental/ Archeological	N/A
Rights of Way	All work will remain in existing ROW
Utility Relocations	N/A
Bid Phase	Bid Opening held on August 28 th 2019. GTAB & Council approved. Contracts being routed for signatures. Pre-con to be set, start date to be determined.
Construction	
Other Issues	

2018 Curb and Gutter
Project No. 5AL TIP No. None
October 2019

Project Description Design and preparation of final plans, specifications and estimates (PS&E) and construction administration for curb and gutter replacements on 20th street, 19 ½ street, Myrtle Street, 16th street, 17 ½ street and Elm Street.

Purpose This project consists of removing and replacing old curb and gutter that do not properly drain storm water and prematurely damage streets.

Project Managers Chris Pousson

Engineer KPA



Element	Status / Issues
Design	100% Complete.
Environmental/ Archeological	N/A
Rights of Way	N/A
Utility Relocations	N/A
Bid Phase	Project will be bid with 17 th Street rehab. Bid Opening held on August 28 th . GTAB & Council approved. Contracts being routed for signatures. Pre-con to be set, start date to be determined.
Construction	
Other Issues	

City of Georgetown, Texas
Transportation Advisory Board
October 11, 2019

SUBJECT:

The Draft Bicycle Master Plan.

The City of Georgetown Public Works Department is working with graduate students from The University of Texas at Austin to create a Bicycle Master Plan for Georgetown. The plan will serve as a blueprint for potential cycling transportation enhancements in the future

ITEM SUMMARY:

The draft Bicycle Master Plan for Georgetown was presented to the City Council at a workshop session on Sept. 24, 2019. The plan presents a blueprint for future transportation projects or educational efforts to support a safe and well-connected bicycle network in Georgetown. Staff is now presenting the Draft Plan to City Boards, Commissions and to various civic groups to introduce them to the plan and to obtain their input and comments about the Plan. A Public Open House for the Plan will be held on October 23, 2019 at the Georgetown Public Library. The Open House will begin at 6:00pm. Provided below is the review schedule for the Plan:

Bicycle Master Plan review schedule 2019

- September 24, 3 p.m., City Council workshop, Council and Courts Building, 510 W. Ninth Street
- October 10, 6 p.m., Parks and Recreation Board, Parks Administration Building, 1101 N. College Street
- October 11, 10 a.m., Georgetown Transportation Advisory Board, Williamson Room, Georgetown Municipal Complex, 300-1 Industrial Avenue
- October 21, 6 p.m., Georgetown Commission on Aging, Public Safety Operations and Training Center, 3500 DB Wood Road
- October 15, 6 p.m., Planning and Zoning Commission, Council and Courts Building, 510 W. Ninth Street
- October 23, 6 p.m., Public Open House, Georgetown Public Library, 402 W. Eighth Street
- November 4, 6:30 p.m., Youth Advisory Board, Teen Center at Georgetown Recreation Center, 1003 N. Austin Ave.
- November 8, 10 a.m., Recommendation from Georgetown Transportation Advisory Board, Williamson Room, Georgetown Municipal Complex, 300-1 Industrial Avenue
- November 14, 6 p.m., Presentation and recommendation from the Parks and Recreation Board, Parks and Recreation Board, Parks Administration Building, 1101 N. College Street
- November 19, 6 p.m., Presentation and recommendation from Planning and Zoning Commission, Planning and Zoning Commission, Council and Courts Building, 510 W. Ninth Street
- November 26, 6 p.m., Presentation and first reading of ordinance to adopt the plan, City Council meeting, Council and Courts Building, 510 W. Ninth Street
- December 10, 6 p.m., Presentation and second reading of ordinance to adopt the plan, City Council meeting, Council and Courts Building, 510 W. Ninth Street.

FINANCIAL IMPACT:

Implementation of the plan and coordination with various road maintenance and improvement projects as well as incorporating bicycle infrastructure into new road way projects.

SUBMITTED BY:

Ray Miller, Jr., Acting Director of Public Works

ATTACHMENTS:

Description	Type
 Bicycle Master Plan - Executive Summary	Cover Memo

Georgetown Bicycle Master Plan

BIKE
GEORGETOWN 

City of Georgetown

Bicycle Master Plan

(Draft as of 7.29.2019)



EXECUTIVE SUMMARY

In 2018, the City of Georgetown began updating its 2030 Comprehensive Plan. A component of this update is the Bicycle Master Plan (the Plan), a joint effort between City staff and a project team from the University of Texas at Austin (UT Austin). An initial study of bicycling conditions in Georgetown was conducted in fall 2016 by the UT project team. This study provided a baseline for the formal planning process that began in fall 2018. To inform the plan-making, the project team engaged with the Georgetown community extensively through public workshops, online surveys, and neighborhood intercept surveys; led stakeholder meetings with City and County staff and representatives of regional and state agencies; and administered site visits across the city. In addition, the project team assembled 12 case studies of best practices from around the country and completed 11 topical reports on technical components of bicycle planning, including but not limited to crash analyses, cost estimates, and design considerations.

VISION, GOALS AND OBJECTIVES

The vision statement of the Georgetown Bicycle Master Plan describes the bicycling environment that the Plan aims to offer to Georgetown's residents and visitors. The goals and objectives specify strategies, actions, and paths toward the realization of that vision.

Executive Summary

VISION STATEMENT

Georgetown will have a safe, well-connected bicycle network that is accessible to all ages, abilities, and backgrounds; supports the local economy; and improves the experience of everyone biking in the community.

Goals	Objectives
<i>Promote safety</i> for cycling on-and off-road	<ul style="list-style-type: none"> • Prioritize bike paths that minimize conflicts with vehicle traffic. • Design intersections that prioritize protected bicycle and pedestrian crossings. • Increase awareness of and respect for bicycle riders through education and enforcement.
<i>Develop connectivity</i> across the city to provide access to popular destinations	<ul style="list-style-type: none"> • Design and build bicycle corridors that connect residential areas with the city center and major destinations. • Integrate with regional trails and bicycle networks. • Overcome barriers at critical crossing points to provide east-west and north-south connectivity across the city.
<i>Enhance equity</i> in bike access	<ul style="list-style-type: none"> • Balance the needs and interests of cycling groups and the general public. • Improve bicycle and pedestrian access around schools. • Build flat paths where possible to accommodate users of all abilities. • Expand transportation choices in underserved areas through bicycle infrastructure and connections to public transportation through first and last mile bicycle connections.
<i>Support the economy</i> through bicycling	<ul style="list-style-type: none"> • Implement bike and pedestrian-oriented urban design to increase transportation options to downtown businesses. • Promote bicycle tourism by fostering partnership between public agencies, private business, and non-profit organizations. • Ensure that commercial destinations have adequate bicycle parking. • Attract bicycle-oriented business.
<i>Foster a bicycle friendly culture</i>	<ul style="list-style-type: none"> • Educate residents about proper bicycling behaviors for bicyclists, drivers, and pedestrians. • Provide bicycle network maps and install wayfinding signage. • Pursue a Bicycle Friendly Community Designation. • Promote cycling as an easy, inexpensive way to enhance public health.

SWOT HIGHLIGHTS

A Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis was conducted based on information gathered from public engagements and field investigations. *Safety, connectivity, equity, economy, and culture* are key themes that emerged from the SWOT analysis. These themes have become key attributes of the vision and directed the formulation of goals and objectives of the Plan.

Strengths

- Bicycling for recreation is already very popular within the community.
- Recreational trails are utilized and enjoyed by residents and visitors.
- The Georgetown Public Library and the Sheraton Hotel both manage well-used public bike sharing services, and Southwestern University provides its students with on-campus bike sharing.
- Residents expressed support for additional bicycling facilities.

Opportunities

- Survey respondents stated that expansion of off-street trails would encourage bicycle use.
- Projects and infrastructure improvements that overlap with planned or proposed projects in other departments (e.g. Streets) can be prioritized for their low cost and high reward.
- There exist roads that can be utilized as a secondary low stress network to guide bikes away from major roadways.

Weaknesses

- The lack of bike lanes and bike facilities makes some residents feel unsafe while riding bikes.
- Drivers and bike riders lack knowledge and experience comfortably sharing the road.
- Most bicycle trips are recreational rather than for commuting or running errands. This is potentially due to Georgetown's proximity to a large city, its extensive parks with existing trails, and lack of bicycle infrastructure connecting popular destinations.

Threats

- Rapid development outside of Downtown does not lend itself to biking due to long distances between destinations.
- Improvements made to major arterials without incorporated bicycle infrastructure will fortify existing barriers to bike connectivity and likely create new threats.
- Lack of coordination among public agencies and private developers or advocates concerned with biking might delay or deter the implementation of City-wide bicycle system integration and infrastructure improvement.

PROPOSED BICYCLE SYSTEM

Planning and design of the bicycle network are guided by the Plan Vision, Goals, and Objectives. The essential elements of the proposed system can be characterized using the “5-4-3-2-1” framework below. A map of the proposed system is shown in Figure 1.

<p>5</p> <p>types of bicycle infrastructure</p>	<p>It is not feasible nor economical to provide bicycle treatment on all streets, roadways, and intersections. The Plan proposes <i>five types of common bicycle treatments</i>: off-street path, physically protected bike lane, buffered bike lane, striped bike lane, and sharrow. Application of each type should be based on the assessment of system needs and local conditions.</p>
<p>4</p> <p>sets of critical connections</p>	<p>The Plan proposes improvement to <i>four sets of critical connections</i> in order to overcome the identified bicycling barriers. The first set includes four bicycle crossing points along I-35 to improve east-west biking connectivity. The second set includes three crossing points along San Gabriel River to improve north-south connectivity in northern Georgetown. The third set includes three crossing points along University Ave. The fourth set connects Sun City to Overlook Park and Downtown while minimizing conflicts with Williams Dr.</p>
<p>3</p> <p>closed bicycle loops</p>	<p>Upon completion of the four sets of critical connections, the Plan presents <i>three closed bicycle loops</i> to serve the whole of Georgetown.</p> <ul style="list-style-type: none"> • Loop 1: Central Georgetown components San Gabriel bike trail to the north and west, Maple St. and Holly St. to the east, 15th and 16th St. to the south • Loop 2: Southern Georgetown components San Gabriel bike trail to the north, Inner Loop to the east, 21st St. to the south, Wolf Ranch Pkwy. to the west • Loop 3: Northern Georgetown components San Gabriel bike trail network to the west and south, trails in Berry Springs Park to the east, Shell Rd. to the north
<p>2</p> <p>corridors in central Georgetown</p>	<p><i>Two corridors</i> connect the three bicycle loops described above. They form a secondary low stress network that minimizes conflicts with Austin Ave. and 7th St., which carry large volumes of vehicular traffic. The north-south corridor follows Main St. and the east-west corridor is along 8th St. They intersect at the Square, Georgetown’s historic center.</p>
<p>1</p> <p>central core</p>	<p><i>The Square</i> is the vibrant, people-centered focal point of Georgetown. The Plan aims to enhance connectivity between the Square and the rest of the city, building off of existing roads and integrating with park paths.</p>

Executive Summary

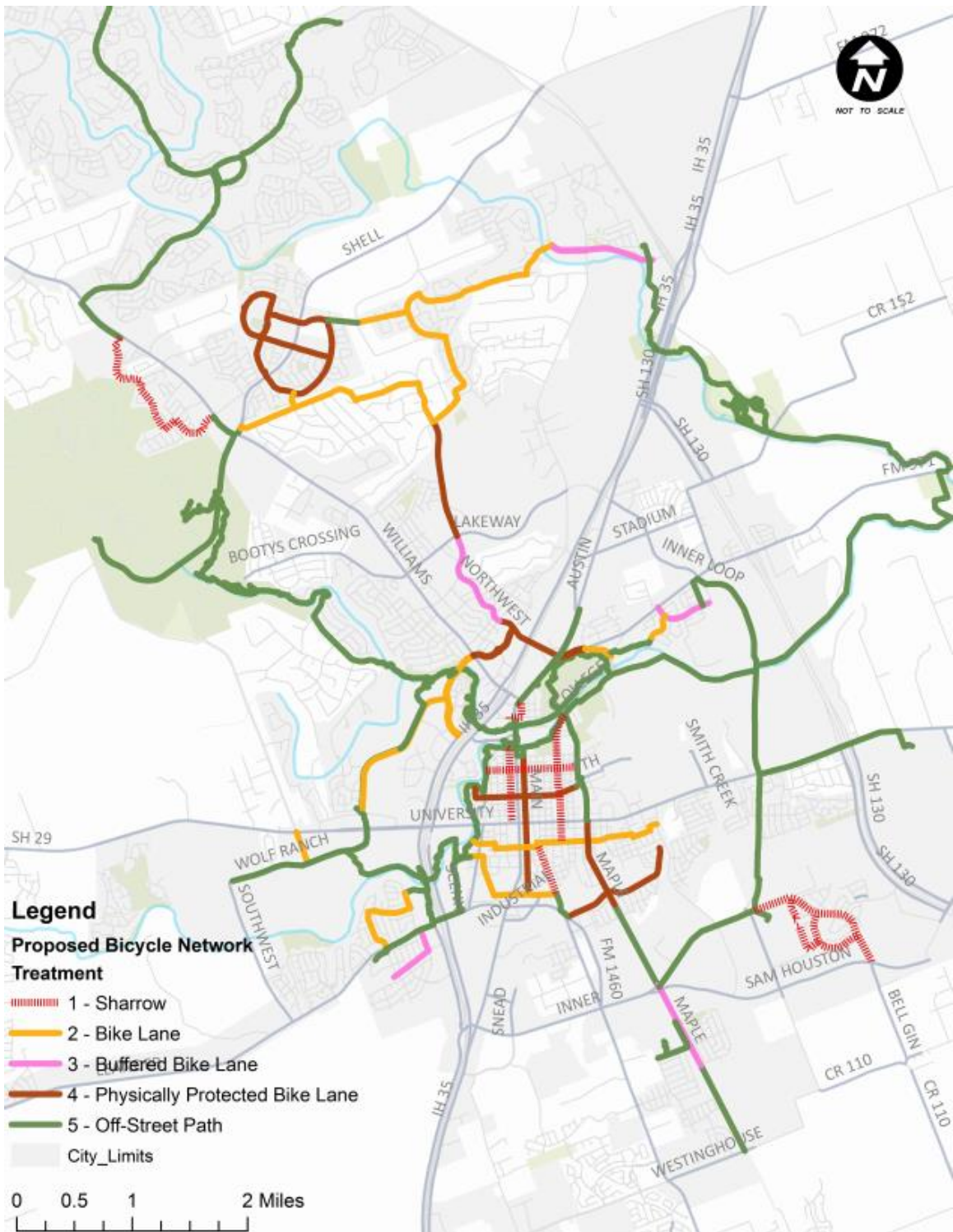


Figure 1. Proposed Bike Network

*for descriptions of the types of bike infrastructure shown in Figure 1, see page 44

ENGINEERING, EDUCATION, ENCOURAGEMENT, ENFORCEMENT, AND EVALUATION PLAN

Engineering, Education, Encouragement, Enforcement, and Evaluation make up the “5E’s” framework, the industry standard for implementing bicycle or pedestrian improvements. The City already possesses an extensive network of off-street cycling trails, which are popular among local bike riders and visitors and stimulate economic development for local businesses. The citizens of Georgetown have expressed interest in connecting the off-street trails and other key areas of the city via on-street facilities. To fulfill these requests, this plan utilizes the 5E’s framework. High level recommendations for each E are as follows:

Engineering

- Strengthen the City’s Complete Streets policy
- Adopt NACTO guidelines in all design manuals

Education

- Expand the Safe Routes to School program
- Train City engineers in bicycle facility design
- Partner with local bicycle advocacy groups to provide educational classes for adults and students

Encouragement

- Create a bicycle advisory committee
- Implement bicycle encouragement programs
- Work toward recognition as a Bicycle Friendly Community

Enforcement

- Work with the Georgetown Police Department to refresh officers on bicycle safety
- Enhance local laws and regulations to improve safety for bicyclists and all

Evaluation

- Create a bicycle and pedestrian counting program
- Implement a set of system performance measures

City of Georgetown, Texas
Transportation Advisory Board
October 11, 2019

SUBJECT:

Consideration and possible action to approve the Minutes from the September 13, 2019 Meeting. -- Emily Koontz - Board Liaison

ITEM SUMMARY:

FINANCIAL IMPACT:

NONE

SUBMITTED BY:

Emily Koontz - Board Liaison

ATTACHMENTS:

Description		Type
□	GTAB Minutes 09-13-19	Backup Material

**Minutes of the Meeting of the
Georgetown Transportation Advisory Board and the
Governing Body of the City of Georgetown, Texas
September 13, 2019**

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 at least three (3) days prior to the scheduled meeting date, at (512)930-3652 or City Hall at 113 East 8th Street for additional information: TTY users route through Relay Texas at 711.

Board Members Present: Ron Bindas – Board Chair, Dan Jones, Robert Redoutey, George Brown, Sheila Mills, Doug Noble, Troy Hellmann,

Board Members Absent: Rachael Jonrowe, Ercel Brashear

Staff Present: Wes Wright, Ray Miller, Emily Koontz, Michael Hallmark, Joseph Carney, Paul Diaz, Wayne Reed, David Morgan, Tristan Whitmire

Others Present: Terry Reed-ACC, Carl Norris-ACC, John Milford-ACC, Tony Estes – TxDOT, Bobby Ramthen – TxDOT, Trae Sutton - KPA, Brad Lamb – GTU Jet, Philip Huntley – Garver, Pete Valenti, Jacob Walker - HDR

Regular Session

A. Call to Order: Meeting called to order by Chairperson Ron Bindas at 10:00am

Georgetown Transportation Advisory 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 Board Members and Visitors: All board members, visitors, and staff were introduced.

C. Industry/CAMPO/TxDOT/Transit Updates: Miller gave updates. Updates included in the packet. Mills asked and Miller confirmed that the funding concerns mainly TxDOT and, at this point, they have not sought any contribution from the city. Bindas asked and Miller replied that GoGeo is still lagging behind its ideal ridership. Bindas asked and Morgan replied that some of the main reasons for GoGeo were to reduce traffic and increase mobility for certain populations.

D. Airport Monthly Update: Joseph Carney gave updates. All updates included in the packet. Brown asked and Carney replied that there has been interest in developing private enterprise of hangars at the airport and they are working on a process for addressing those interests.

Citizens Wishing to Address the Board: The following people with the Airport Concerned Citizens (ACC) signed up to speak to the Board on Item E:
Carl Norris – 6 minutes (extra 3 minutes donated by John Milford) – Statement attached to minutes.

- E. September 2019 GTAB Updates – Wesley Wright, P.E. Systems Engineering Director/Michael Hallmark, CIP Manager. Wright gave updates. All updates included in the packet.

Legislative Regular Agenda

- F. Consideration and possible approval of the Minutes from the May 10, 2019 Meeting – Emily Koontz – Board Liaison. **MOTION by Redoutey, second by Mills** to approve the minutes. **APPROVED 7-0-2 (Brashear and Jonrowe – absent)**
- G. Consideration and possible recommendation to approve the bid for the Sun City Intersection Safety Enhancement Project to Choice Builders LLC of Temple Texas in the amount of \$632,132.40 -- Wesley Wright, P.E., Systems Engineering Director/Michael Hallmark, CIP Manager. Wright explained that this is a push-button crosswalk that enables rapid-flashing beacon to alert drivers to pedestrians in the crosswalk. The city has agreed to enhance sidewalk and crosswalk safety. The city has recently bid out nine of these crosswalks. There is money left in the budget that can be used to cover the costs of this project. Noble asked and Wright explained that the price includes the sign, striping, and the hardware needed to work the beacon. Bindas asked and Wright replied that the intersections were identified as busy crosswalks and places where Sun City was looking to invest money in sidewalk and crosswalk safely. Brown asked and Sutton answered that the timing of the lights can be adjusted and is usually set for 45 to 60 seconds. Hellmann asked and Wright replied that the funding source is the operations budget. **MOTION by Hellmann, second by Noble. APPROVED 7-0-2 (Brashear and Jonrowe – absent)**
- H. Consideration and possible recommendation to award a contract to Patin Construction, LLC of Taylor, Texas for the 17th street rehabilitation and 2018 Curb & Gutter project in the amount of \$926,440.00 – Wesley Wright, P.E., Systems Engineering Director/Michael Hallmark, CIP Manager. Wright explained that 17th Street needs to be rehabbed and has degraded more than can be fixed by the Cutler process. Hellmann asked and Wright responded that they will do the whole street including curb and gutter. Hellmann asked and Wright responded that Patin has done pavement for the city before. **MOTION by Noble, second by Jones. APPROVED 7-0-2 (Brashear and Jonrowe – absent)**
- I. Consideration and possible recommendation to approve a contract with M.A. Smith Contracting, Inc. of Austin, Texas for the Rock Water Quality Pond Improvements project in the amount of \$544,879.00 – Wesley Wright, P.E., Systems Engineering Director/Michael Hallmark, CIP Manager. Wright explained that this project is complete rehab of the pond. This will also allow for the expansion of the pond which will eliminate the need for new businesses in the downtown overlay to provide water quality ponds. This is funded with drainage dollars and funds are available. Bindas asked and Wright replied that an estimated timeframe for the project is nine months. Mills asked and Wright replied that there will be a wrought iron fence around the area. **MOTION by Hellmann, second by Brown. APPROVED 7-0-2 (Brashear and Jonrowe – absent)**

- J. Consideration and possible action to recommend an Interlocal Agreement (ILA) with Capital Metro for GoGeo Transportation Services for FY 2020 -- Ray Miller, Jr., Transportation Planning Coordinator / Interim Director of Public Works. Miller explained this is the yearly agreement with Capital Metro for transportation which includes several things, among them, GoGeo and Carts. Noble asked and Miller replied that there are four buses, four routes running throughout the day. Bindas asked and Miller replied that the ridership fare is meant to contribute to the cost of this agreement. Morgan said that the partnership with the Health Foundation was a three year agreement so idea from Council originally was to go through the three years and see what ridership looks like and also test rideshare programs. Noble asked and Miller replied that the Lyft program was slightly more cost effective. Morgan added that in the second round of the rideshare program there will be focus on seeing if people who use GoGeo, especially paratransit, would use rideshare programs. **MOTION by Brown, second by Hellmann. APPROVED 6-1-2 (Brashear and Jonrowe – absent, Bindas – against)**
- K. Consideration and possible action to recommend a Transit Service Agreement with Southwestern University for GoGeo Transportation Services for FY 2020 -- Ray Miller, Jr., Transportation Planning Coordinator / Interim Director of Public Works. **MOTION by Hellmann, second by Mills. APPROVED 7-0-2 (Brashear and Jonrowe – absent)**
- L. Consideration and possible recommendation to renew the current contract with AvFuel Corporation to supply aviation fuel (Jet-A & 100LL/Avgas) and services to the Georgetown Municipal Airport, City of Georgetown, in the estimated annual amount of \$2,200,000.00 - Joseph A. Carney, C.M. **MOTION by Brown, second by Jones. APPROVED 7-0-2 (Brashear and Jonrowe – absent)**
- M. Consideration and possible action to approve the Texas Department of Transportation Grant for Routine Airport Maintenance - Joseph A. Carney, C.M., Airport Manager. Carney explained that this is a yearly grant from TxDOT. If the city turns in \$100,000 for maintenance programs, then TxDOT gives back \$50,000. **MOTION by Mills, second by Brown. APPROVED 7-0-2 (Brashear and Jonrowe – absent)**
- N. Consideration and possible action to reject all bids for RFP # 201931 Airport Fuels Rates Analysis -- Joseph A. Carney, C.M., Airport Manager. Carney explained that there were bids out for market rate land lease rates and fuel rates they both came back together at about \$50,000 and there had only been budgeted \$30,000. Carney explained that they have figured out how to do this in-house so they can stop moving forward with bids. **MOTION by Brown, second by Redoutey. APPROVED 7-0-2 (Brashear and Jonrowe – absent)**
- O. Consideration and possible recommendation to approve a Facility Lease with AeroJet Center, LLC and Wood Aviation, Inc. for the hangar located at 221 Stearman Dr. on the Georgetown Municipal airport with an annual lease rate of \$81,528. -- Joseph A. Carney, C.M., airport Manager and Ray Miller Interim Director of Public Works. **MOTION by Noble, second by Jones. APPROVED 7-0-2 (Brashear and Jonrowe – absent)**
- P. Consideration and possible recommendation to approve a Facility Lease with Diverse Aviation, LLC for the hangar located at 207 Hangar Drive on the Georgetown Municipal

Airport with an annual lease rate \$10,809.96. -- Joseph A. Carney, C.M. Airport Manager and Ray Miller, Interim Director of Public Works. Redoutey asked and Carney replied that the difference in prices between the two hangar lease prices are a result of the difference **MOTION by Brown, second by Hellmann. APPROVED 7-0-2 (Brashear and Jonrowe – absent)**

Adjournment

Motion by Hellmann, second by Bindas. **APPROVED 7-0-2 (Brashear and Jonrowe – absent)**

Meeting was Adjourned at 11:12 AM

Approved:

Attested:

Ronald Bindas - Chair

Dan Jones – Secretary

Emily Koontz – GTAB Board Liaison

**GTAB STATEMENT
SEPTEMBER 13, 2019
AGENDA ITEM “D”
AIRPORT MONTHLY REPORT**

Good morning Mr. Chairman, and members of the GTAB. My name is Hugh C. Norris, Jr. My residence is 4400 Luna Trail, Georgetown, Texas. I am a member of the Airport Concerned Citizens (ACC).

My comments this morning on behalf of the ACC continue our August 9, 2019 statement demanding a professional study showing how the Georgetown Municipal Airport (GTU) can be seamlessly relocated to a safer, superior site at no cost to current taxpayers. Before proceeding further with our relocation study request, we need to briefly scan how we, as a community, arrived at this unfortunate and dangerous GTU location.

In 1943 the GTU was constructed as part of the nation's WW II effort by the U.S. government as a naval air training airfield on city acquired land three miles from the city. Three miles from a town of 4,000 was a reasonable safe distance. In 1945 after the war, the airfield facilities were transferred to the city to function as the GTU. For the next 35 years with only small user aircraft, quiet and limited operations, social acceptance, and lack of land zoning to restrict non-airport compatible land uses, the GTU became development landlocked with city approval.

In 1980, things changed. The city, through its Airport Advisory Board (AAB) and FAA federal funding, created the first of four 20 year GTU Airport Master Plans and PROGRAMS of capital improvements with expenditures of about \$28 Million local, state and federal funds to develop the GTU as a regional reliever airport for Central Texas. These plans and PROGRAMS have all been developed and implemented with deadly indifference to those on the ground AND without published public hearings and public participation. With such funding, GTU based aircraft and operations have expanded from 48 and 85/day to currently planned over 500 and up to 764/day. Since 1980, Georgetown has become one of the top ten fastest growing cities in the nation located in the second fastest growing region of the nation. The GTU is now the hazardous centerpiece of the 2030 Comprehensive Plan Update located in the heart of our rapidly growing city, atop the exposed Edwards Aquifer Recharge Zone (EARZ), AND considered by our city leaders as the best of ALL possible locations.

Since 1980 other significant interim issues have occurred including: (1) An intensified city GTU secrecy program beginning with the 1980 plan and PROGRAM including official statements of "No expansion at the airport and none are planned", (2) 1998 - anti-airport expansion and air show citizen protests and petitions to the City Council and FAA, (3) 1999 - relocation of Mueller Airport to the vacated Bergstrom USAF base- now ABIA, with FAA approval and continuation of federal grants, (4) 1999 to Present - diversion of general aviation from ABIA - increase in GTU operations - more citizen protests, (5) 2001- legislation requiring TxDOT to build and maintain a reliever general aviation State Airport for Central Texas, (6) 2002 - closure of Georgetown Air Show due to debilitating noise, safety threats and air crashes; city council threatens closure of GTU (7) 2002 - AAB 2002 non-professional and defective report proposing GTU must remain operational; city council's report approval and Comprehensive Plan inclusion, (8) GTU attains FAA regional Reliever airport designation, (9) 2003 TxDOT professional study describing requirements and cost for required state airport; minimum requirements: 750 acres, 7,000 LF runway, \$59 Million cost; local, state, federal officials see future for GTU, (10) 2003-2005- TxDOT fails to attain suitable location for state legislative demand, (11) 2005- Georgetown, TxDOT and FAA intensify GTU Reliever facility capabilities and add air traffic control tower, (12) 2016- city population grown beyond past GTU master plans projections - continued GTU expansion assures destruction of existing neighborhoods (13) 2018-ABIA proposes \$6.5 Billion expansion PROGRAM; 20 year GTU \$60 Million PROGRAM (14) 2019 - 2030 Comprehensive Plan Update plans GTU hazardous location industrial zoned for storage and use of every known type of hazardous materials totally encircled in landlocked heart of city and atop the exposed EARZ.

Mr. Chairman, every individual member of this board must recognize the growing dangers to this city by the GTU's current location and recommend to the mayor and City Council the funding of the needed professional GTU relocation study. ACC will address added comments to this issue at later meetings. Your comments and questions will be appreciated.

City of Georgetown, Texas
Transportation Advisory Board
October 11, 2019

SUBJECT:

Consideration and possible action on Task Order KPA-20-001 to Kasberg, Patrick, and Associates, LP (KPA) in the amount of \$162,970.00 for professional engineering services related to the FY20 Downtown ADA Improvements -- Wesley Wright, PE, Systems Engineering Director.

ITEM SUMMARY:

As part of the 2015 Road Bond Program, the City of Georgetown Voters approved \$10MM for Priority 1 sidewalk and accessibility (ADA) improvements as defined by the Sidewalk Master Plan. Approximately \$1MM is dedicated each year for such improvements. Fiscal year 2020's sidewalk capital budget focuses on accessibility improvements in Downtown.

This task order is for the professional surveying and engineering services necessary to design these improvements. The Road Bond Program contemplated several years of funding for Downtown sidewalks. This year will focus on connectivity between the new City Hall, Library, Rock Street, and the immediate vicinity of the Downtown Square. As funds are available and in future years, improvements will extend out to eventually address accessibility throughout most of Downtown.

KPA is a City of Georgetown firm with an office in Downtown. They have successfully completed multiple Downtown projects in the past, are very familiar with the area, and highly qualified to complete this work. Staff recommends approval.

FINANCIAL IMPACT:

Funds for the \$162,970 design fee are included in the FY20 Capital Budget.

SUBMITTED BY:

Wesley Wright

ATTACHMENTS:

Description	Type
 Design Task Order	Backup Material

TASK ORDER

Task Order No. KPA-20-001-TO,
consisting of 10 pages.

Task Order

In accordance with paragraph 1.01 of the Master Services Agreement between Owner and Kasberg, Patrick & Associates, LP ("Engineer") for Professional Services – Task Order Edition, dated March 23, 2016, ("Agreement"), Owner and Engineer agree as follows:

1. Specific Project Data

- A. Title: Rock Street Sidewalk & FY20 Downtown ADA Improvements Project
- B. Description: This task order consists of Professional Engineering Services for the preparation of plans, specifications, bidding documents and construction administration for the Rock Street Sidewalk & FY20 Downtown ADA Improvements Project. The proposed sidewalk improvements will include Rock Street from 7th to 8th and FY 20 Downtown ADA Improvements. The services for this project shall include the performing of topographic surveys, preparation of plans and technical specifications, bidding services, product submittal review and construction administration services. Services also include Environmental Phase I Investigations.
- C. City of Georgetown Project Number: _____
- D. City of Georgetown General Ledger Account No.: _____
- E. City of Georgetown Purchase Order No.: _____
- F. Master Services Agreement, Contract Number: 2016-730-MSA

2. Services of Engineer

See Exhibit A, Scope of Services, attached

3. Owner's Responsibilities

Owner shall have those responsibilities set forth in the Agreement subject to the following:
Consultant will require coordination from the City to capture locations of existing City owned utilities within the project area as well as any asbuilt/record drawings in the area.

4. Times for Rendering Services

<u>Phase</u>	<u>Completion Date</u>
<u>Final Design</u>	<u>March 1, 2020</u>
<u>Bidding Services</u>	<u>April 15, 2020</u>
<u>Construction Admin. Services</u>	<u>October 1, 2020</u>

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 Final Design, Bidding, Construction Phase</i>	A. <i>Lump Sum</i>	<i>\$162,970.00</i>

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

6. **Consultants:**

*Kasberg, Patrick & Associates, LP – Georgetown, Texas
All County Surveying – Temple, Texas
Terracon, Inc. – Austin, Texas*

7. **Other Modifications to Agreement:**

None

8. **Attachments:**

*Exhibit A – Scope of Services
Exhibit B – Fee Schedule*

9. **Documents Incorporated By Reference:** The Agreement effective March 23, 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 _____, 2019.

OWNER:

By: _____

Name: Dale Ross

Title: Mayor

Date: _____

ENGINEER:

By: 

Name: Alvin R (Trae) Sutton III, PE.CFM

Title: Principal

Engineer License or Firm's
Certificate No. F-510
State of: Texas

Date: September 30, 2019

APPROVED AS TO FORM:

City Attorney

TASK ORDER

Owner:**Designated Representative for Task Order:**

Name: Michael Hallmark

Title: CIP Manager

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

E-Mail
Address: Michael.Hallmark@georgetown.org

Phone: 512-930-3569

Fax: _____

Engineer:**Designated Representative for Task Order:**

Name: Trae Sutton, P.E., CFM

Title: Principal

Address: 1008 South Main Street
Georgetown, TX 78626

E-Mail
Address: TSutton@kpaengineers.com

Phone: 512-819-9478

Fax: 254-733-6667

EXHIBIT A – DETAILED PROJECT SCOPE
SERVICES PROVIDED BY ENGINEER
KASBERG, PATRICK & ASSOCIATES, LP
GEORGETOWN, TEXAS

Project Description:

This task order consists of Professional Engineering Services for the preparation of plans, specifications, bidding documents and construction administration for Rock Street Sidewalk & FY20 Downtown ADA Improvements Project. The proposed sidewalk improvements will include Rock Street from 7th to 8th, various locations around the Square, and other pedestrian connection points in the downtown area. The services for this project shall include the performing of topographic surveys, preparation of plans and technical specifications, bidding services, product submittal review and construction administration services. Services also include Environmental Phase I Investigations.

Exact locations for the sidewalk improvements will be determined by City Staff prior to performing topographic surveys.

The scope of services associated with this project is as follows:

I. Design Phase

- a. Data Collection, Permits, and Utility Coordination
 - i. The ENGINEER will obtain and develop detailed topographical survey for each area.
 - ii. The ENGINEER will coordinate with utility companies and other City departments to identify any possible conflicts and/or proposed utility improvements on the proposed roadway rehabilitations.
 - iii. The ENGINEER will investigate general drainage within the project area and conveyance to positive flow at the connection points of the project to existing conditions. Any areas of concern or non-conveyance will be reported to the City of Georgetown Staff and discussed.
 - iv. The ENGINEER will review curbs, driveways, etc. to determine conflicts with existing private property connections to the project.
 - v. The ENGINEER will conduct a review of all pedestrian ramps to determine their ADA compliance status along the project routes.
 - vi. The ENGINEER will incorporate City of Georgetown imagery into the field surveys and integrate the two as a model.
- b. Develop Design Plans
 - i. The ENGINEER will utilize the survey data and surface model to develop plan and profile sheets for the proposed curb and gutter replacement projects. The ENGINEER will illustrate all proposed slopes, typical sections, plan/profiles, and improvement locations.
 - ii. The ENGINEER will develop plan/profiles for the following:
 - a. Sidewalk Improvements;
 - b. Pedestrian Ramps.
 - iii. The ENGINEER will develop erosion control/sedimentation/tree protection plans.
 - iv. The ENGINEER will develop traffic control, striping and signing plans if required.

- v. The ENGINEER will develop all standard and special details for each construction method.
 - vi. The ENGINEER will develop a quantity take-off and an estimate of probable construction cost for each project.
- c. TDLR Clearances
 - i. The ENGINEER will submit the final design plans to TDLR for project review and registration. The fee associated with project review, registration and inspection is included in Exhibit B of this Task Order.
- d. TCEQ Clearances
 - i. The ENGINEER shall prepare an Exception Request based on the sidewalk improvements being located within the downtown water quality pond drainage area;
 - ii. The ENGINEER will develop plans, reports and other required documents to submit to TCEQ an Exception Request for Edwards Aquifer clearances. The TCEQ fee for this type of approval has been included in Exhibit B of this Task Order;
- e. Develop Project Details
 - i. The ENGINEER will develop details for the project to include:
 - 1. Sidewalk Details
 - 2. Curb & Gutter Details (If Required)
 - 3. Drainage Details (If Required)
 - 4. Misc. Details
- f. Develop Technical Specifications for the Project
 - i. The ENGINEER will develop detailed technical specifications for the Project.
- g. Review Plans with City Staff, Incorporate Comments
 - i. The ENGINEER will schedule a meeting with City Staff to review the plans at the 60% and 90% design stages to discuss issues and report any dilemmas that have been encountered.
 - ii. The ENGINEER will receive all City Staff comments and incorporate into the plans. Once comments have been incorporated the ENGINEER will schedule a second meeting with City Staff to review the revised plans.
 - iii. The ENGINEER will submit the five sets of final plans to City Staff.

II. Bidding

- a. The ENGINEER will develop the invitation to bid and deliver to City Staff for advertising the project for public bidding. The ENGINEER will also solicit bids from past contractors to acquire as competitive a bidding process as possible;
- b. The ENGINEER will manage and distribute bidding documents;
- c. The ENGINEER will prepare for the Pre-Bid Conference, develop an agenda and sign in sheet, conduct the Pre-Bid Conference, take notes at the conference, prepare minutes and incorporate into the addenda;
- d. The ENGINEER will receive all questions from bidders, log the questions and answer in the form of an addenda;

- e. The ENGINEER will conduct the bid letting, receive all bids, tabulate the bids and certify them;
- f. The ENGINEER will research the low bidder(s) qualifications and recommend award to the City of Georgetown.

III. Construction Administration

- a. The ENGINEER will prepare contract documents; forward those to the contractor awarded the project by the Georgetown City Council. Once the contractor has executed the contract documents, they will be checked for proper documentation and forwarded to the City of Georgetown for execution;
- b. The ENGINEER will schedule and conduct the Pre-Construction Conference. Minutes from the conference will be taken and distributed;
- c. The ENGINEER will receive and review all submittals and material samples for the project. Documentation for the submittals will be generated and distributed to the City of Georgetown and the contractor;
- d. The ENGINEER will hold regularly scheduled construction progress meetings. These meetings will include meeting agendas covering project specifics and schedules. Notes will be taken by the ENGINEER at the meetings. Minutes will then be developed and distributed to the City of Georgetown Staff and the contractor;
- e. The ENGINEER will make periodic visits the project site. These site visits are utilized to perform a general overview of the project and answer any questions the contractor may have. The City of Georgetown will provide daily on-site representation for the project;
- f. The ENGINEER will develop pay estimate forms for the project. These will be distributed to City Staff and the contractor. The ENGINEER will review the pay requests with City Staff;
- g. The ENGINEER will conduct a final walk through of the project. Punch list items will be generated during this review. A letter addressed to City Staff will be generated discussing the findings of the walk through. The contractor will be copied on this letter as well;
- h. The ENGINEER will develop final record drawings for the City of Georgetown Staff. The record drawings will be presented in the form of a DVD with pdf of each plan sheet and a full 11x17 hard copy.

EXHIBIT B: FEE SCHEDULE**Summary of Professional Services Fee Estimate by Consultant
September 30, 2019**

COST SUMMARY	Summary of Costs			
	KPA	ACS	TER	TOTAL
Rock Street Sidewalk & FY20 Downtown ADA Improvements Project				
1 PROJECT MANAGEMENT/COORDINATION	\$ 15,360.00			\$ 15,360.00
2. FINAL DESIGN	\$ 74,150.00	\$ 26,500.00	\$ 10,400.00	\$ 111,050.00
3. BIDDING	\$ 7,720.00			\$ 7,720.00
4. CONSTRUCTION ADMINISTRATION	\$ 27,690.00			\$ 27,690.00
PROJECT TOTAL	\$ 124,920.00	\$ 26,500.00	\$ 10,400.00	\$ 161,820.00
PROJECT FEES				
TDLR FEE				\$ 650.00
TCEQ WPAP/EXEMPTION FEE				\$ 500.00
TOTAL PROJECT PROFESSIONAL SERVICES FEE				\$ 162,970.00

Subconsultants:
Topographic Surveying - All County Surveying (ACS)
Environmental Services (Phase I ESA) - Terracon, Inc (TER)

EXHIBIT B: FEE SCHEDULE

Rock Street Sidewalk & FY20 Downtown ADA Improvements Project
Summary of Professional Services Fee Estimate by Employee/Position Category
September 30, 2019

Kasberg, Patrick & Associates, LP (KPA)	Total Fee	Summary of Hours							TOTAL
		Principal	Project Manager	Project Engineer	Graduate Engineer (EIT)	Senior Eng Tech (CAD)	Eng Tech (CAD)	Clerical	
Scope Items	Fee Schedule	\$ 200.00	\$ 160.00	\$ 135.00	\$ 105.00	\$ 85.00	\$ 75.00	\$ 55.00	
1. PROJECT MANAGEMENT/COORDINATION									
a. Coordination/Project Support with ACS (Topographic Surveys)	\$ 2,780.00	2	2	4	8	8			24
b. Coordination/Project Support with Terracon (Environmental)	\$ 2,060.00	2	2	4	6	2			16
c. Project Review Meeting with Staff (60%)	\$ 1,370.00	2	2	2	2	2			10
d. Project Review Meeting with Staff (95%)	\$ 1,370.00	2	2	2	2	2			10
e. Coordinate with Dry Utilities regarding conflicts	\$ 5,880.00	4	6	10	14	10	6		50
f. Final Project Review/Submittal Meeting with Staff	\$ 1,900.00	2	2	2	4	4	2		16
Subtotal Project Management/Coordination	\$ 15,360.00	14	16	24	36	28	8	0	126
2. FINAL DESIGN									
a. Develop Topographic Survey (Point File) into CAD Surfaces	\$ 4,770.00	2	2	2	8	24	12		50
b. Incorporate Utilities into CAD File	\$ 4,440.00	2	2	4	10	18	8		44
c. Develop Plan & Profile Sheets	\$ 22,700.00	16	24	28	36	60	40		204
d. Develop Project Details & Typical Sections	\$ 12,320.00	8	8	18	28	32	18		112
e. Prepare WPAP Exception Request	\$ 11,230.00	8	12	18	30	18	8		94
f. Develop Erosion Control Layout and Details	\$ 3,740.00	2	4	4	8	12	4		34
g. Project Technical Specification Development	\$ 4,410.00	4	4	8	18				34
h. Project Bid Schedule Preparation & OPC	\$ 4,220.00	4	4	4	12	8	4		36
i. Prepare Plan Sets for Bidding	\$ 6,320.00	5	4	6	18	18	6		57
Subtotal Final Design	\$ 74,150.00	51	64	92	168	190	100	0	665

EXHIBIT B: FEE SCHEDULE

Rock Street Sidewalk & FY20 Downtown ADA Improvements Project
Summary of Professional Services Fee Estimate by Employee/Position Category
September 30, 2019

Kasberg, Patrick & Associates, LP (KPA)	Total Fee	Summary of Hours							TOTAL
		Principal	Project Manager	Project Engineer	Graduate Engineer (EIT)	Senior Eng Tech (CAD)	Eng Tech (CAD)	Clerical	
Scope Items	Fee Schedule	\$ 200.00	\$ 160.00	\$ 135.00	\$ 105.00	\$ 85.00	\$ 75.00	\$ 55.00	
4. BIDDING									
a. Advertise / Solicit Bidders	\$ 750.00		2		2			4	8
b. Distribute plans and specifications	\$ 750.00		2		2			4	8
c. Pre-Bid Conference	\$ 1,410.00	2	2	2	4				10
d. Answer Questions and Prepare Addenda	\$ 2,890.00	2	2	4	8	8		2	26
e. Receive & Tabulate Bids	\$ 1,160.00	1	2	2	3			1	9
f. Recommend Award	\$ 760.00	1	1	1	2			1	6
Subtotal Bidding	\$ 7,720.00	6	11	9	21	8	0	12	67
5. CONSTRUCTION ADMINISTRATION									
a. Prepare Contract Documents & distribute to Contractor	\$ 2,440.00	2	4	4	4			8	22
b. Review Submittals	\$ 4,020.00	2	8	8	12				30
c. Construction Meetings/minutes/etc.	\$ 7,030.00	8	12	12	18				50
d. Review Construction Progress Payments	\$ 2,210.00	2	4	4	6				16
e. Site Review/Visits	\$ 7,030.00	8	12	12	18				50
f. Final Walkthrough/Develop Punch List	\$ 1,620.00	2	2	2	6				12
g. Record Drawings	\$ 3,340.00	2	2	4	8	12		4	32
Subtotal Bid Documents	\$ 27,690.00	26	44	46	72	12	0	12	212
Summary of Labor & Associated Cost	Total Fee	Principal	Senior Engineer	Project Engineer	Graduate Engineer (EIT)	Senior Eng Tech (CAD)	Eng Tech (CAD)	Clerical	TOTAL
1. PROJECT MANAGEMENT/COORDINATION	\$ 15,360.00	14	16	24	36	28	8	0	126
2. FINAL DESIGN	\$ 74,150.00	51	64	92	168	190	100	0	665
3. BIDDING	\$ 7,720.00	6	11	9	21	8	0	12	67
4. CONSTRUCTION ADMINISTRATION	\$ 27,690.00	26	44	46	72	12	0	12	212
TOTAL	\$ 124,920.00	97	135	171	297	238	108	24	1,070

City of Georgetown, Texas
Transportation Advisory Board
October 11, 2019

SUBJECT:

Consideration and possible recommendation to award a contract to Royal Vista, Inc. of Liberty Hill, Texas for the construction of the 17th Street CDBG Sidewalk project in the amount of \$163,405.00
– Wesley Wright, P.E., Systems Engineering Director/Michael Hallmark, CIP Manager.

ITEM SUMMARY:

This proposed project is to provide ADA/TDLR Compliant sidewalks and increase mobility along 17th Street from Forest St to Railroad Ave. The project consists of constructing approximately 1,100 feet of sidewalk, 175 square yards of driveway approach, and 12 curb ramps along 17th Street from Forest St to Railroad Ave. This project also includes 150 ft of crosswalk and two GoGeo (fixed route) bus shelters.

This project was publicly advertised on August 25th 2019 and September 1, 2019. Six (6) firms obtained plans. From these plan holders on September 10, 2019 we received five (5) competitive bids. The project was bid with three parts (A, B, and C), the City has the right to choose which parts to construct. The decision was made to only construct part A due to CDBG funding. Royal Vista, Inc. was low bid on part A. Kasberg, Patrick & Associates, LP have reviewed the current workload, references and construction history of Royal Vista, Inc., and as a results of the findings, Kasberg, Patrick & Associates recommend the contract be awarded to Royal Vista, Inc.

STAFF RECOMMENDATION:

Kasberg, Patrick & Associates, LP and staff recommend awarding the contract to Royal Vista, Inc. of Liberty Hill, Texas for the construction of the 17th Street CDBG Sidewalk project in the amount of \$163,405.00

FINANCIAL IMPACT:

CDBG Grant CIP 215-9-0880-90-003

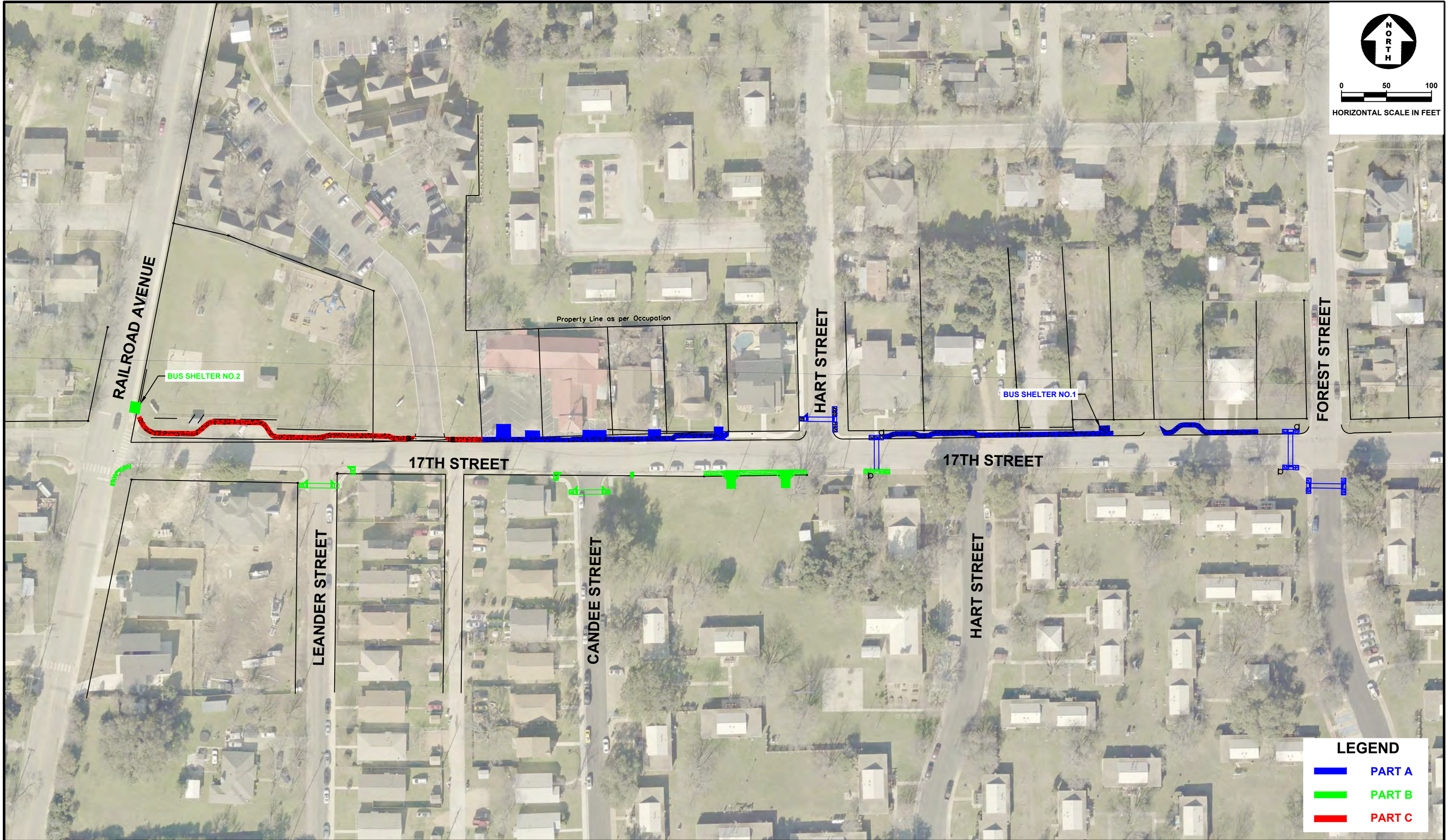
SUBMITTED BY:

Chris Logan

ATTACHMENTS:

Description	Type
☐ Project Exhibit	Backup Material
☐ Letter of Recommendation	Backup Material
☐ Bid Tabulation	Backup Material

FILE: P:\Georgetown\2019\2019-113 17th Street Sidewalks - RR to Forest\CAD\Plans\working plan set\GENERAL-GENERAL- PARTS.dwg LAST SAVED: 9/4/2019 2:44:06 PM LAYOUT: EXHIBIT A



DESIGN SET

NO.	DATE	REVISION	BY
© 2019 Kasberg, Patrick & Associates, LP			
KPA Firm Registration Number F-510			
Plot Date: 9/4/2019 2:44:15 PM			
Plotted By: KVILLALBA			

PROJECT NO.	2019-113
DRAWN BY	Kevin Villalba
DESIGNED BY	Alvin R. Sutton, III, P.E.
APPROVED BY	<i>[Signature]</i>
DATE	8-23-19



KASBERG, PATRICK & ASSOCIATES, LP
CONSULTING ENGINEERS
TEMPLE, TEXAS 76501

CITY OF GEORGETOWN, TEXAS
17TH STREET SIDEWALK

ADDENDUM
EXHIBIT A

LEGEND	
—	PART A
—	PART B
—	PART C

SHEET NO.
AD-01 OF
01 SHEETS



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 10, 2019

Mr. Chris Logan
Senior Inspector
City of Georgetown
300-1 Industrial Avenue
Georgetown, Texas 78626-8445

Re: City of Georgetown
17th Street Sidewalks – Railroad to Forest
Georgetown, Texas

Dear Mr. Logan,

Bids received until 2:00 PM on Tuesday, September 10, 2018 for the above referenced project. This project was publicly advertised on August 25th and September 1st. There were six (6) plan holders and competitive bids were received from five (5) contractors. A detailed Bid Tabulation for this project is attached.

The 17th Street Sidewalk Project consists of the following bid parts with the apparent low bidders bid price for each section (See Exhibit A):

- **Part A** – Constructing approximately 650 linear feet of sidewalk along 17th Street, between Iglesia El Buen Pastor (church) and Forest Street, including driveway crossings, curb ramps, cross walks, and a bus stop. This part also includes approximately 110 linear feet of curb and gutter.
- **Part B** – Removing and replacing existing curb ramps, the addition of a drainage feature, and adding driveway wings for ADA compliance. This part also includes the installation of an additional bus stop.
- **Part C** – Constructing approximately 400 linear feet of sidewalk along 17th Street, between Railroad Ave. and Iglesia El Buen Pastor (church), including curb ramps and cross walk.

After evaluating the project budget, we do not recommend award of Parts B or C.

Mr. Chris Logan
September 10, 2019
Page Two

The low qualified bidder for Part A is Royal Vista, Inc. of Liberty Hill, Texas with a bid amount of \$163,405.00. Royal Vista, Inc. has successfully completed several projects for various Central Texas entities, including the City of Georgetown, TxDOT, and the Lake Travis School District. We have reviewed the current workload, references and construction history of Royal Vista, Inc. As a result of our findings, we recommend that a contract be awarded to **Royal Vista, Inc.** in the amount of **\$163,405.00**. Please let us know if you have any questions.

Sincerely,



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

ARS/

xc: Nicole Abrego, City of Georgetown
Susan Watkins, City of Georgetown
Steve DeLeon, Royal Vista, Inc.
KPA 2019-113-40

BID TABULATION
CITY OF GEORGETOWN TEXAS
17th Street Sidewalk Improvements
Bid # 201941
September 10, 2019; 2:00 PM

				BIDDER INFORMATION									
				Royal Vista, Inc. 350 County Road 260 Liberty Hill, TX 78642		MA Smith Contracting Co, Inc. 15308 Ginger Street Austin, TX 78728		Westar Construction, Inc. 4500 Williams Dr., Ste. 212-PMB 411 Georgetown, TX 78633		Patin Construction LLC 3800 W. 2nd Street Taylor, TX 76574		Garcia J. Contractors, Inc. P.O. Box 1649 Buda, TX 78610	
Item No.	Estimated Quantity	Unit	Bid Data Description	Unit Price	Extended Amount	Unit Price	Extended Amount	Unit Price	Extended Amount	Unit Price	Extended Amount	Unit Price	Extended Amount
PART A													
1	100%	LS	Insurance, Bonds & Mobilization, not to exceed 5% of Bid (Part A)	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,700.00	\$ 7,700.00	\$ 10,000.00	\$ 10,000.00	\$ 11,530.00	\$ 11,530.00
2	100%	LS	Provide Labor, Equipment, Tools & Supervision to Complete Preparation of Right-of-way (Part A)	23,100.00	23,100.00	15,000.00	15,000.00	20,000.00	20,000.00	50,000.00	50,000.00	15,000.00	15,000.00
3	100%	LS	Implement Barricade, Signing & Traffic Safety Plan (Vehicular & Pedestrian) Control Plan (All Parts), Complete in Place for	2,500.00	2,500.00	8,000.00	8,000.00	7,500.00	7,500.00	10,000.00	10,000.00	15,000.00	15,000.00
4	100%	LS	Provide DVD of Right-of-Way Preconstruction & Post Construction Site Conditions for the Total Project (All Parts)	1,500.00	1,500.00	1,100.00	1,100.00	2,500.00	2,500.00	500.00	500.00	3,000.00	3,000.00
5	100%	LS	Provide Project Record Drawings (All Parts)	500.00	500.00	500.00	500.00	1,500.00	1,500.00	500.00	500.00	3,000.00	3,000.00
6	100%	LS	Prepare Stormwater Pollution Prevention Plan, including submission to & receiving permits from Texas Commission on Environmental Quality (TCEQ) (All Parts)	1,500.00	1,500.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	5,000.00	5,000.00
7	1	EA	Furnish, install, maintain & remove Inlet Protection	600.00	600.00	100.00	100.00	300.00	300.00	100.00	100.00	1,000.00	1,000.00
8	9	EA	Removal of Existing Sidewalk Ramps & Concrete Bus Stop Pad	450.00	4,050.00	800.00	7,200.00	450.00	4,050.00	500.00	4,500.00	4,000.00	36,000.00
9	75	SY	Demolition of Existing Driveway, Curb & Gutter	45.00	3,375.00	23.00	1,725.00	27.00	2,025.00	50.00	3,750.00	100.00	7,500.00
10	100	CY	Unclassified Excavation	18.00	1,800.00	50.00	5,000.00	33.00	3,300.00	50.00	5,000.00	40.00	4,000.00
11	25	CY	Unclassified Fill	25.00	625.00	75.00	1,875.00	45.00	1,125.00	50.00	1,250.00	40.00	1,000.00
12	350	SY	Furnish & Install 4" Thick Concrete Sidewalk	81.00	28,350.00	55.00	19,250.00	63.00	22,050.00	55.00	19,250.00	75.00	26,250.00
13	150	SY	Furnish & Install 6" Thick Concrete Sidewalk Across Driveways	93.00	13,950.00	65.00	9,750.00	81.00	12,150.00	65.00	9,750.00	75.00	11,250.00
14	250	SY	Furnish & Install Asphalt Driveway at Church Parking Lot	45.00	11,250.00	92.00	23,000.00	96.00	24,000.00	62.00	15,500.00	85.00	21,250.00
15	3	EA	Furnish & Install TxDOT Curb Ramp, Type 2	1,800.00	5,400.00	1,800.00	5,400.00	1,100.00	3,300.00	1,500.00	4,500.00	2,500.00	7,500.00
16	3	EA	Furnish & Install TxDOT Curb Ramp, Type 6	2,100.00	6,300.00	1,800.00	5,400.00	1,100.00	3,300.00	1,500.00	4,500.00	5,000.00	15,000.00
17	1	EA	Furnish & Install TxDOT Curb Ramp, Type 7	1,900.00	1,900.00	2,000.00	2,000.00	1,100.00	1,100.00	1,500.00	1,500.00	2,500.00	2,500.00
18	2	EA	Furnish & Install TxDOT Curb Ramp, Type 10	1,800.00	3,600.00	2,000.00	4,000.00	1,100.00	2,200.00	1,500.00	3,000.00	2,500.00	5,000.00
19	120	LF	Furnish & Install Mountable Curb & Gutter	28.00	3,360.00	30.00	3,600.00	33.00	3,960.00	12.00	1,440.00	35.00	4,200.00
20	15	SY	Furnish & Install 6" Thick Concrete Bus Stop Pad	113.00	1,695.00	150.00	2,250.00	90.00	1,350.00	75.00	1,125.00	150.00	2,250.00
21	100%	LS	Furnish & Install Tolar Manufacturing GoGeo Bus Shack, including sign banners, 6' bench & all appurtenances	16,000.00	16,000.00	25,000.00	25,000.00	29,500.00	29,500.00	30,000.00	30,000.00	30,000.00	30,000.00
22	300	LF	Furnish & Install White Thermoplastic Cross Walk Striping	10.00	3,000.00	17.00	5,100.00	10.00	3,000.00	20.00	6,000.00	8.00	2,400.00
23	4	EA	Furnish & Install W11-2 & W16-9P Pedestrian Crossing Signs, Including All Posts, Bases & other Appurtenances	750.00	3,000.00	350.00	1,400.00	1,000.00	4,000.00	500.00	2,000.00	1,000.00	4,000.00
24	1	EA	Furnish all Materials, Equipment, Tools & Labor Necessary to Relocate Existing Sign	200.00	200.00	300.00	300.00	750.00	750.00	500.00	500.00	500.00	500.00
25	3	EA	Furnish all Materials, Equipment, Tools & Labor Necessary to Bring Water Meter to Sidewalk Grade	1,500.00	4,500.00	500.00	1,500.00	400.00	1,200.00	500.00	1,500.00	500.00	1,500.00
26	1	EA	Furnish all Materials, Equipment, Tools & Labor Necessary to Bring Cleanout to Sidewalk Grade	750.00	750.00	600.00	600.00	400.00	400.00	500.00	500.00	500.00	500.00
27	100%	LS	Irrigation Repair Allowance (Repair Invocie Amount + 20% M)	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
28	100	SY	Sodding (St. Augustine or Bermuda), Including Watering, Fertilizing, & Mowing to Establish Growth	81.00	8,100.00	50.00	5,000.00	10.00	1,000.00	5.00	500.00	10.00	1,000.00
TOTAL PART A (Items 1 - 28)					\$ 163,405.00		\$ 169,550.00		\$ 171,260.00		\$ 195,165.00		\$ 242,130.00

*Note: The order of the bidders for this Bid Tab are based off of the recommended award of Part A only.

BID TABULATION
CITY OF GEORGETOWN TEXAS
17th Street Sidewalk Improvements
Bid # 201941
September 10, 2019; 2:00 PM

2019-113-40

				BIDDER INFORMATION									
				Royal Vista, Inc. 350 County Road 260 Liberty Hill, TX 78642		MA Smith Contracting Co, Inc. 15308 Ginger Street Austin, TX 78728		Westar Construction, Inc. 4500 Williams Dr., Ste. 212-PMB 411 Georgetown, TX 78633		Patin Construction LLC 3800 W. 2nd Street Taylor, TX 76574		Garcia J. Contractors, Inc. P.O. Box 1649 Buda, TX 78610	
Item No.	Estimated Quantity	Unit	Bid Data Description	Unit Price	Extended Amount	Unit Price	Extended Amount	Unit Price	Extended Amount	Unit Price	Extended Amount	Unit Price	Extended Amount
PART B													
1	100%	LS	Insurance, Bonds & Mobilization, not to exceed 5% of Bid (Part B)	\$ 2,500.00	\$ 2,500.00	\$ 3,400.00	\$ 3,400.00	\$ 2,900.00	\$ 2,900.00	\$ 4,500.00	\$ 4,500.00	\$ 4,425.25	\$ 4,425.25
2	100%	LS	Provide Labor, Equipment, Tools & Supervision to Complete Preparation of Right-of-way (Part B)	3,000.00	3,000.00	5,000.00	5,000.00	5,000.00	5,000.00	35,000.00	35,000.00	2,500.00	2,500.00
3	2	EA	Furnish, install, maintain & remove Inlet Protection	600.00	1,200.00	100.00	200.00	300.00	600.00	100.00	200.00	1,000.00	2,000.00
4	8	EA	Removal of Existing Sidewalk Ramps	450.00	3,600.00	600.00	4,800.00	450.00	3,600.00	500.00	4,000.00	1,000.00	8,000.00
5	30	SY	Furnish & Install 4" Thick Concrete Sidewalk	101.00	3,030.00	70.00	2,100.00	63.00	1,890.00	55.00	1,650.00	75.00	2,250.00
6	2	EA	Furnish & Install TxDOT Curb Ramp, Type 2	1,800.00	3,600.00	2,000.00	4,000.00	1,100.00	2,200.00	1,500.00	3,000.00	2,500.00	5,000.00
7	6	EA	Furnish & Install TxDOT Curb Ramp, Type 6	2,100.00	12,600.00	2,000.00	12,000.00	1,100.00	6,600.00	1,500.00	9,000.00	5,000.00	30,000.00
8	1	EA	Furnish & Install W11-2 & W16-9p Pedestrian Crossing Signs, Including All Posts, Bases & other Appurtenances	750.00	750.00	350.00	350.00	900.00	900.00	500.00	500.00	1,000.00	1,000.00
9	110	LF	Furnish & Install White Thermoplastic Crosswalk Striping	10.00	1,100.00	17.00	1,870.00	10.00	1,100.00	20.00	2,200.00	8.00	880.00
10	30	SY	Furnish & Install ADA Driveway Wings	125.00	3,750.00	200.00	6,000.00	91.00	2,730.00	75.00	2,250.00	75.00	2,250.00
11	15	SY	Furnish & Install 6" Thick Concrete Bus Stop Pad	113.00	1,695.00	150.00	2,250.00	91.00	1,365.00	75.00	1,125.00	75.00	1,125.00
12	100%	LS	Furnish & Install Tolar Manufacturing GoGeo Bus Shack, including sign banners, 6' bench & all appurtenances	16,000.00	16,000.00	25,000.00	25,000.00	29,500.00	29,500.00	30,000.00	30,000.00	30,000.00	30,000.00
13	100%	LS	Irrigation Repair Allowance (Repair Invocie Amount + 20% M)	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
14	100	SY	Sodding St. Augustine or Bermuda, Including Watering, Fertilizing, & Mowing to Establish Growth	81.00	8,100.00	50.00	5,000.00	9.00	900.00	5.00	500.00	10.00	1,000.00
TOTAL PART B (Items 1 - 14)					\$ 63,425.00		\$ 74,470.00		\$ 61,785.00		\$ 96,425.00		\$ 92,930.25

Item No.	Estimated Quantity	Unit	Bid Data Description	Unit Price	Extended Amount	Unit Price	Extended Amount	Unit Price	Extended Amount	Unit Price	Extended Amount	Unit Price	Extended Amount
PART C													
1	100%	LS	Insurance, Bonds & Mobilization, not to exceed 5% of Bid (Part C)	\$ 1,200.00	\$ 1,200.00	\$ 1,300.00	\$ 1,300.00	\$ 1,100.00	\$ 1,100.00	\$ 1,250.00	\$ 1,250.00	\$ 1,173.75	\$ 1,173.75
2	100%	LS	Provide Labor, Equipment, Tools & Supervision to Complete Preparation of Right-of-way (Part C)	4,040.00	4,040.00	5,000.00	5,000.00	7,500.00	7,500.00	12,000.00	12,000.00	3,000.00	3,000.00
3	225	SY	Furnish & Install 4" Thick Concrete Sidewalk & Walkway	81.00	18,225.00	60.00	13,500.00	63.00	14,175.00	55.00	12,375.00	75.00	16,875.00
4	1	EA	Tie Concrete Sidewalk to Existing Concrete Sidewalk	500.00	500.00	1,000.00	1,000.00	750.00	750.00	1,000.00	1,000.00	1,000.00	1,000.00
5	40	CY	For Unclassified Excavation	18.00	720.00	100.00	4,000.00	33.00	1,320.00	50.00	2,000.00	40.00	1,600.00
6	100	SY	Sodding (St. Augustine or Bermuda), Including Watering, Fertilizing, & Mowing to Establish Growth	81.00	8,100.00	50.00	5,000.00	9.00	900.00	5.00	500.00	10.00	1,000.00
TOTAL PART C (Items 1 - 6)					\$ 32,785.00		\$ 29,800.00		\$ 25,745.00		\$ 29,125.00		\$ 24,648.75

BIDDER INFORMATION												
			Royal Vista, Inc. 350 County Road 260 Liberty Hill, TX 78642	MA Smith Contracting Co, Inc. 15308 Ginger Street Austin, TX 78728		Westar Construction, Inc. 4500 Williams Dr., Ste. 212-PMB 411 Georgetown, TX 78633		Patin Construction LLC 3800 W. 2nd Street Taylor, TX 76574		Garcia J. Contractors, Inc. P.O. Box 1649 Buda, TX 78610		
TOTAL PART A (Items 1 - 28)			\$ 163,405.00	\$ 169,550.00		\$ 171,260.00		\$ 195,165.00		\$ 242,130.00		
TOTAL PART B (Items 1 - 14)			\$ 63,425.00	\$ 74,470.00		\$ 61,785.00		\$ 96,425.00		\$ 92,930.25		
TOTAL PART C (Items 1 - 6)			\$ 32,785.00	\$ 29,800.00		\$ 25,745.00		\$ 29,125.00		\$ 24,648.75		
			\$ 259,615.00	\$ 273,820.00		\$ 258,790.00		\$ 320,715.00		\$ 359,709.00		

Did Bidder Acknowledge Addendums No. 1 - No. 2?	YES	YES	YES	YES
Did Bidder provide Section #00400?	YES	YES	YES	YES
Did Bidder provide Section #00410?	YES	YES	YES	YES

I hereby certify that this is a correct & true tabulation of all bids received


Alvin R. Sutton, III, P.E., CFM
Kasberg, Patrick & Associates, LP



9-11-19
Date

City of Georgetown, Texas
Transportation Advisory Board
October 11, 2019

SUBJECT:

Consideration and possible action on Task Order KPA 20-002 with Kasberg, Patrick, and Associates, LP in the amount of \$423,500.00 for professional engineering services related to FY20 Street Maintenance and Curb and Gutter replacement -- Wesley Wright, PE, Systems Engineering Director

ITEM SUMMARY:

This proposed task order is for the engineering design and construction phase support services for FY20 Street Maintenance: Hot-in Place Recycling and High Performance Pavement Seal. The proposed areas recommended for treatment through the Pavement Condition Index Study are as follows:

Hot-in-Place Recycling: Portions of Berry Creek not completed in FY19, portions of Parkview Estates not previously repaved, and to the extent that construction funds are available, the remainder of Sun City Blvd not repaved in FY19.

High Performance Pavement Seal: Portions of Parkview Estates previously repaved, portions of old town streets north of the San Gabriel River and east of IH35, as well as additional streets not yet completed in Sun City.

This task order also includes engineering design and construction phase support services for curb and gutter repair and replacement to be done on various streets ahead of 2021 Street Maintenance.

Staff recommends approval of the proposed task order.

FINANCIAL IMPACT:

Funds are available in the Street Maintenance Fund (from quarter cent sales tax revenue) and the Stormwater Fund (from monthly stormwater user fees).

SUBMITTED BY:

Wesley Wright

ATTACHMENTS:

Description	Type
☐ FY20 Street Maint (and C&G) Task Order	Backup Material
☐ FY20 Street Maint Exhibit	Backup Material

TASK ORDER

Task Order No. KPA-20-002-TO,
consisting of 12 pages.

Task Order

In accordance with paragraph 1.01 of the Master Services Agreement between Owner and Kasberg, Patrick & Associates, LP ("Engineer") for Professional Services – Task Order Edition, dated March 23, 2016, ("Agreement"), Owner and Engineer agree as follows:

1. Specific Project Data

- A. Title: 2020 Street Maintenance Projects
- B. Description: Professional Engineering Services for the preparation of plans, specifications, bidding documents and construction administration for the City of Georgetown's 2020 Street Maintenance Projects. The project consists of the two (2) different street maintenance methods: hot in place recycling (HIPR) and high performance pavement seal application, as well as, the 2020 Curb & Gutter Replacement Project. Each project will also include the evaluation of all existing pedestrian ramps along the proposed project route to determine if the ramps are ADA compliant. Any pedestrian ramp that identified as non-compliant will be removed and replaced in conjunction with this project. This project will also include Onsite Representation Services for the high performance pavement seal applications.
- C. City of Georgetown Project Number: _____
- D. City of Georgetown General Ledger Account No.: _____
- E. City of Georgetown Purchase Order No.: _____
- F. Master Services Agreement, Contract Number: 2016-730-MSA

2. Services of Engineer

See Exhibit A, Scope of Services, attached

3. Owner's Responsibilities

Owner shall have those responsibilities set forth in the Agreement subject to the following: *City to provide asbuilt/record drawing of City owned utilities located in the proposed project areas.*

4. Times for Rendering Services

<u>Phase</u>	<u>Completion Date</u>
<u>Final Design:</u>	
<u>HIPR & HPPS Projects</u>	<u>January 15, 2020</u>

TASK ORDER

<u>2020 Curb & Gutter Project</u>	<u>February 15, 2020</u>
<u>Bidding:</u>	
<u>HIPR & HPPS Projects</u>	<u>March 1, 2020</u>
<u>2020 Curb & Gutter Project</u>	<u>April 1, 2020</u>
<u>Construction Administration/Onsite Representation:</u>	
<u>HIPR & HPPS Projects</u>	<u>October 1, 2020</u>
<u>2020 Curb & Gutter Project</u>	<u>August 15, 2020</u>

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 Final Design, Bidding, Construction Phase</i>	A. <i>Lump Sum</i>	<i>\$423,500.00</i>

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

6. **Consultants:**

Kasberg, Patrick & Associates, LP – Georgetown, Texas
John Aldridge, Inspector – Georgetown, Texas
All County Surveying – Temple, TX

7. **Other Modifications to Agreement:**

None

8. **Attachments:**

Exhibit A – Scope of Services
Exhibit B – Fee Schedule Summary
Exhibit C – Overall Project Exhibit

9. **Documents Incorporated By Reference:** The Agreement effective March 23, 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 _____, 2019.

OWNER:

ENGINEER:

By: _____

By: Alvin R. Sutton III

Name: Dale Ross

Name: Alvin R (Trae) Sutton III, PE.CFM

Title: Mayor

Title: Principal

Engineer License or Firm's
Certificate No. F-510
State of: Texas

Date: _____

Date: October 2, 2019

APPROVED AS TO FORM:

City Attorney

TASK ORDER

Owner:**Designated Representative for Task Order:**

Name: Michael Hallmark

Title: CIP Manager

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

E-Mail
Address: Michael.Hallmark@georgetown.org

Phone: 512-930-3569

Fax: _____

Engineer:**Designated Representative for Task Order:**

Name: Trae Sutton, P.E., CFM

Title: Principal

Address: 1008 South Main Street
Georgetown, TX 78626

E-Mail
Address: TSutton@kpaengineers.com

Phone: 512-819-9478

Fax: 254-733-6667

EXHIBIT A – DETAILED PROJECT SCOPE
SERVICES PROVIDED BY ENGINEER
KASBERG, PATRICK & ASSOCIATES, LP
GEORGETOWN, TEXAS

Project Description:

This project involves final design, bidding, construction administration and onsite representation services for the City of Georgetown's 2020 Street Maintenance Projects. The project consists of two (2) different street maintenance methods: hot in place recycling (HIPR) and high performance pavement seal application, as well as, the 2020 Curb and Gutter Replacement Project. Each project will also include the evaluation of all existing pedestrian ramps along the proposed project route to determine if the ramps are ADA compliant. Any pedestrian ramp that identified as non-compliant will be removed and replaced in conjunction with this project.

This project will also include Onsite Representation Services for the high performance pavement seal application. This service will be provided during the construction phase of these projects and will consist of construction observation, daily construction reports, product installation evaluation, project communication with the City, and general conformance with plans and specifications by the contractor and replaced in conjunction with this project

For the hot in place recycling (HIPR Process) application, each street location will include the evaluation of the existing pedestrian ramps along the proposed project route to determine if the ramps are ADA compliant. Any pedestrian ramp that identified as non-compliant will be removed and replaced in conjunction with this project. The streets that are proposed to receive the HIPR treatment can be found on the attached Exhibit C.

The high performance pavement seal application is a high density mineral bond asphalt emulsion that includes a blend of fine aggregates. The application limits oxidative damage to the roadway that is a result of sun exposure and moisture. The streets proposed for high performance pavements seals in this year's project are identified on the attached Exhibit C.

This task order also involves final design, bidding and construction administration services for the City of Georgetown's 2020 Curb & Gutter Replacement Project. The exact location of the curb and gutter replacement will be finalized prior to surveying being authorized. The 2020 Curb & Gutter Replacement project will remove the existing square top curb and replace with standard curb and gutter. We will also include the evaluation of all existing pedestrian ramps that intersect the proposed project route to determine if the ramps are ADA compliant. Any pedestrian ramp that identified as non-compliant will be removed and in conjunction with this project.

Scope of Services:

2020 Street Maintenance Projects Scope of Services:

The scope of services associated with these projects is as follows:

I. Design Phase

- a. Data Collection, Permits, and Utility Coordination

- i. The ENGINEER will utilize existing topographic information and City data to develop surfaces for the proposed street maintenance streets.
- ii. The ENGINEER will determine areas within the project that require tree pruning and care. Details and procedures will be developed, coordinated, and approved by the City of Georgetown arborist.
- iii. The ENGINEER will coordinate with utility companies and other City departments to identify any possible conflicts and/or proposed utility improvements on the proposed street maintenance projects.
- iv. The ENGINEER will investigate general Drainage within the project area and conveyance to positive flow at the connection points of the project to existing conditions. Any areas of concern or non-conveyance will be reported to the City of Georgetown Staff and discussed.
- v. The ENGINEER will review curbs, Driveways, etc. to determine conflicts with existing private property connections to the project.
- vi. The ENGINEER will conduct a review of all pedestrian ramps to determine their ADA compliance status along the project routes.
- vii. The ENGINEER will incorporate City of Georgetown imagery into the GIS data and integrate the two as a model.

b. Develop Design Plans

- i. The ENGINEER will utilize any existing topographic data and surface model to develop plan sheets identifying project limits for each street maintenance application. The plan sheets shall identify locations of existing water valve, fire hydrant, wastewater manholes and other existing utilities located within the project limits.
- ii. The ENGINEER will develop plan sheets with elevation call outs for in-house curb and gutter replacement projects.
- iii. The ENGINEER will develop erosion control/sedimentation/tree protection plans.
- iv. The ENGINEER will develop traffic control, striping and signing plans for each street maintenance application location.
- v. The ENGINEER will develop all standard and special details for each construction method.
- vi. The ENGINEER will develop plan sheets identifying non-compliant ADA pedestrian ramps that are to be replaced as part of this project. The plan sheets will identify location, ramp type and any sidewalk improvement required to bring the ADA ramp into compliance.
- vii. The ENGINEER will develop a quantity take-off and an estimate of probable construction cost for each street maintenance method.

c. Develop Bidding Documents for the Project

- i. The ENGINEER will develop detailed technical specifications for each street maintenance method.
- ii. The ENGINEER will develop a detailed quantity take off for work to be performed for each street maintenance method. The ENGINEER will utilize this detailed quantity take off to prepare a bid schedule for the project.
- iii. The ENGINEER will prepare the contract document project manual.

d. Review Plans with City Staff, Incorporate Comments

- i. The ENGINEER will schedule a meeting with City Staff to review the plans at the 50%, 75% and 90% design stages to discuss issues and report any dilemmas that have been encountered.
- ii. The ENGINEER will receive all City Staff comments and incorporate into the plans. Once comments have been incorporated the ENGINEER will schedule a second meeting with City Staff to review the revised plans.
- iii. The ENGINEER will submit the five sets of final plans to City Staff.

II. Bidding

- a. The ENGINEER will develop the invitation to bid and deliver to City Staff for advertising the project for public bidding. The ENGINEER will also solicit bids from past contractors to acquire as competitive a bidding process as possible;
- b. The ENGINEER will manage and distribute bidding documents;
- c. The ENGINEER will prepare for the Pre-Bid Conference, develop an agenda and sign in sheet, conduct the Pre-Bid Conference, take notes at the conference, prepare minutes and incorporate into the addenda;
- d. The ENGINEER will receive all questions from bidders, log the questions and answer in the form of an addenda;
- e. The ENGINEER will conduct the bid letting, receive all bids, tabulate the bids and certify them;
- f. The ENGINEER will research the low bidder(s) qualifications and recommend award to the City of Georgetown.

III. Construction Administration

- a. The ENGINEER will prepare contract documents; forward those to the contractor awarded the project by the Georgetown City Council. Once the contractor has executed the contract documents, they will be checked for proper documentation and forwarded to the City of Georgetown for execution;
- b. The ENGINEER will schedule and conduct the Pre-Construction Conference. Minutes from the conference will be taken and distributed;
- c. The ENGINEER will receive and review all submittals and material samples for the project. Documentation for the submittals will be generated and distributed to the City of Georgetown and the contractor;
- d. The ENGINEER will hold regularly scheduled construction progress meetings. These meetings will include meeting agendas covering project specifics and schedules. Notes will be taken by the ENGINEER at the meetings. Minutes will then be developed and distributed to the City of Georgetown Staff and the contractor;
- e. The ENGINEER will make periodic visits the project site. These site visits are utilized to perform a general overview of the project and answer any questions the contractor may have. The City of Georgetown will provide daily on-site representation for the project;
- f. The ENGINEER will develop pay estimate forms for the project. These will be distributed to City Staff and the contractor. The ENGINEER will review the pay requests with City Staff;

- g. The ENGINEER will conduct a final walk through of the project. Punch list items will be generated during this review. A letter addressed to City Staff will be generated discussing the findings of the walk through. The contractor will be copied on this letter as well;
- h. The ENGINEER will develop final record Drawings for the City of Georgetown Staff. The record Drawings will be presented in the form of a DVD with pdf of each plan sheet and a full 11x17 hard copy.

IV. Onsite Representation

- a. The ENGINEER will observe equipment and materials for compliance with the plans and specifications and approved shop drawing submittals;
- b. The ENGINEER will verify installed quantities and materials on hand for monthly pay estimates to Contractors.
- c. The ENGINEER will confirm and note changes on as-built plans submitted by Contractors.
- d. The ENGINEER will prepare written daily reports on the City of Georgetown Inspection Form. The information provided will include construction activities summarizing work performed, quantities installed, number of laborers on site, equipment used, weather conditions and significant activities and test results (if required).

2020 Curb & Gutter Replacement Scope of Services:

The scope of services associated with this project is as follows:

I. Design Phase

- a. Data Collection, Permits, and Utility Coordination
 - i. The ENGINEER will obtain and develop detailed topographical survey for all curb and gutter replacement projects.
 - ii. The ENGINEER will coordinate with utility companies and other City departments to identify any possible conflicts and/or proposed utility improvements on the proposed roadway rehabilitations.
 - iii. The ENGINEER will investigate general drainage within the project area and conveyance to positive flow at the connection points of the project to existing conditions. Any areas of concern or non-conveyance will be reported to the City of Georgetown Staff and discussed.
 - iv. The ENGINEER will review curbs, driveways, etc. to determine conflicts with existing private property connections to the project.
 - v. The ENGINEER will conduct a review of all pedestrian ramps to determine their ADA compliance status along the project routes.
 - vi. The ENGINEER will incorporate City of Georgetown imagery into the field surveys and integrate the two as a model.
- b. Develop Design Plans
 - i. The ENGINEER will utilize the survey data and surface model to develop plan and profile sheets for the proposed curb and gutter replacement projects. The ENGINEER will illustrate all proposed slopes, typical sections, plan/profiles, and improvement locations.

- ii. The ENGINEER will develop plan/profiles for curb and gutter replacement projects.
 - iii. The ENGINEER will develop erosion control/sedimentation/tree protection plans.
 - iv. The ENGINEER will develop traffic control, striping and signing plans if required.
 - v. The ENGINEER will develop all standard and special details for each construction method.
 - vi. The ENGINEER will develop a quantity take-off and an estimate of probable construction cost for the project.
- c. Develop Technical Specifications for the Project
 - i. The ENGINEER will develop detailed technical specifications for the Curb & Gutter.
- d. Review Plans with City Staff, Incorporate Comments
 - i. The ENGINEER will schedule a meeting with City Staff to review the plans at the 60% and 90% design stages to discuss issues and report any dilemmas that have been encountered.
 - ii. The ENGINEER will receive all City Staff comments and incorporate into the plans. Once comments have been incorporated the ENGINEER will schedule a second meeting with City Staff to review the revised plans.
 - iii. The ENGINEER will submit the five sets of final plans to City Staff.

II. Bidding

- a. The ENGINEER will develop the invitation to bid and deliver to City Staff for advertising the project for public bidding. The ENGINEER will also solicit bids from past contractors to acquire as competitive a bidding process as possible;
- b. The ENGINEER will manage and distribute bidding documents;
- c. The ENGINEER will prepare for the Pre-Bid Conference, develop an agenda and sign in sheet, conduct the Pre-Bid Conference, take notes at the conference, prepare minutes and incorporate into the addenda;
- d. The ENGINEER will receive all questions from bidders, log the questions and answer in the form of an addenda;
- e. The ENGINEER will conduct the bid letting, receive all bids, tabulate the bids and certify them;
- f. The ENGINEER will research the low bidder(s) qualifications and recommend award to the City of Georgetown.

III. Construction Administration

- a. The ENGINEER will prepare contract documents; forward those to the contractor awarded the project by the Georgetown City Council. Once the contractor has executed the contract documents, they will be checked for proper documentation and forwarded to the City of Georgetown for execution;
- b. The ENGINEER will schedule and conduct the Pre-Construction Conference. Minutes from the conference will be taken and distributed;
- c. The ENGINEER will receive and review all submittals and material samples for the project. Documentation for the submittals will be generated and distributed to the City of Georgetown and the contractor;

- d. The ENGINEER will hold regularly scheduled construction progress meetings. These meetings will include meeting agendas covering project specifics and schedules. Notes will be taken by the ENGINEER at the meetings. Minutes will then be developed and distributed to the City of Georgetown Staff and the contractor;
- e. The ENGINEER will make periodic visits the project site. These site visits are utilized to perform a general overview of the project and answer any questions the contractor may have. The City of Georgetown will provide daily on-site representation for the project;
- f. The ENGINEER will develop pay estimate forms for the project. These will be distributed to City Staff and the contractor. The ENGINEER will review the pay requests with City Staff;
- g. The ENGINEER will conduct a final walk through of the project. Punch list items will be generated during this review. A letter addressed to City Staff will be generated discussing the findings of the walk through. The contractor will be copied on this letter as well;
- h. The ENGINEER will develop final record drawings for the City of Georgetown Staff. The record drawings will be presented in the form of a DVD with pdf of each plan sheet and a full 11x17 hard copy.

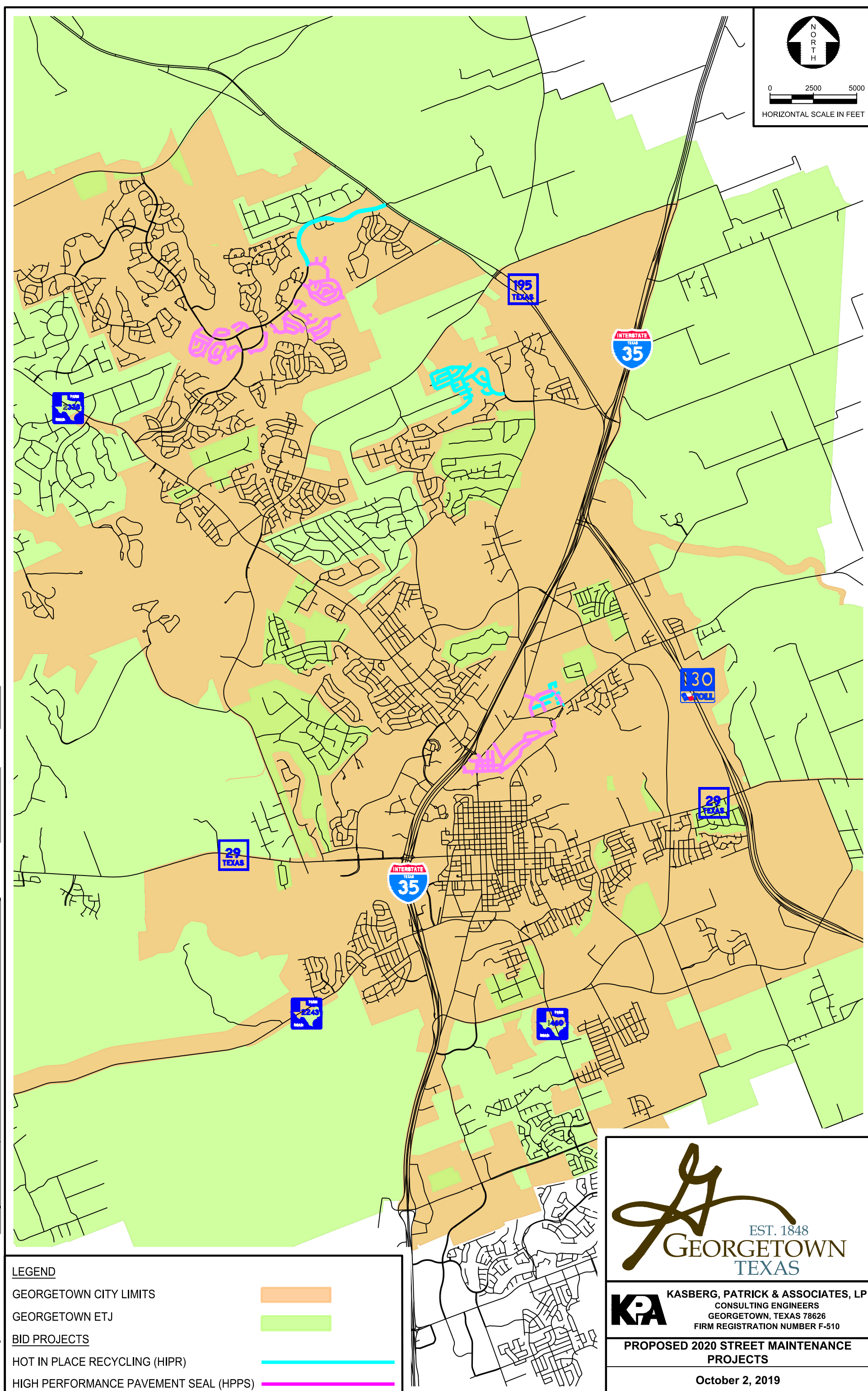
**EXHIBIT B FEE SCHEDULE KPA
2020 Street Maintenance Projects**

Kasberg, Patrick & Associates, Georgetown, Texas

October 2, 2019

Summary of Proposed Project Costs

Bid Package	Roadway Repair Method	Proposed Professional Services Fee	Opinion of Probable Construction Costs	Total Project Cost
1	Hot in Place Recycling (HIPR)	\$ 258,200.00	\$ 2,250,000.00	\$ 2,508,200.00
2	High Performance Pavement Seal (HPPS)	\$ 107,800.00	\$ 1,150,000.00	\$ 1,257,800.00
3	Onsite Representation - HPPS	\$ 57,500.00		\$ 57,500.00
4	2020 Curb & Gutter Replacement	\$ 64,300.00	\$ 435,700.00	\$ 500,000.00
Total Project Costs		\$ 423,500.00	\$ 3,835,700.00	\$ 3,823,500.00



City of Georgetown, Texas
Transportation Advisory Board
October 11, 2019

SUBJECT:

Consideration and possible action to approve an appropriation of \$2,650,000 to AvFuel Corporation for annual fuel purchases for resale at the Georgetown Municipal Airport -- Joseph A. Carney, C.M., Airport Manager and Ray Miller, Acting Director of Public Works

ITEM SUMMARY:

The Georgetown Municipal Airport is currently under an ongoing fuel contract with AvFuel Corporation that was awarded September 1, 2016. The City has exercised its second (2nd) option to renew the contract effective October 1, 2019 and continuing through September 30, 2020. The renewal period will be governed by the specifications, pricing, and terms and conditions in the contract.

FINANCIAL IMPACT:

All items were budgeted during the FY 2020 budget process. Expenses in the amount of \$2,650,000 will be recorded in the account 600-5-0636-51-610 (Airport Operations - Fuel/Gas). This purchase is part of an ongoing fuel purchase contract.

SUBMITTED BY:

Joseph A. Carney C.M., Airport Manager

ATTACHMENTS:

Description	Type
☐ AvFuel Contract Renewal	Backup Material

CONTRACT RENEWAL NOTICE

June 26, 2019

Matt Matthews
Avfuel Corporation
1941 Navajo Circle
Abilene, TX 79602

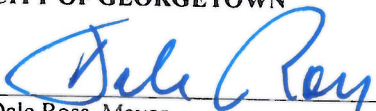
RE: ITB 201635
Aviation Fuel

The above contract was awarded to your company on **September 1, 2016**. It has been determined that your company has performed in accordance with the requirements of our Contract. Therefore, the City desires to exercise its second (2nd) 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 reference Contract.

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

Sincerely,


CITY OF GEORGETOWN


Dale Ross, Mayor

Date: 9/24/19

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.

AVFUEL CORPORATION


Authorized Signature

Date: 7/11/19

Matt E. Matthews
Printed Name

District Manager
Title