

**Notice of Meeting for the
Georgetown Water Utility Board
of the City of Georgetown
January 14, 2021 at 2:00 PM
at Virtual**

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.

Consistent with Governor Greg Abbott's suspension of various provisions of the Open Meetings Act, effective August 1, 2020 and until further notice, to reduce the chance of COVID-19 transmission, all City of Georgetown Advisory Board meetings will be held virtually. Public comment will be allowed via teleconference; no one will be allowed to appear in person.

To Participate, please copy and paste the following weblink into your browser:

WEBLINK:

Join Zoom Meeting

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join.

[https://georgetowntx.zoom.us/j/92179111140?](https://georgetowntx.zoom.us/j/92179111140?pwd=ZGJOYII3b2tOS205Vi8vZzRDM1lKdz09)

[pwd=ZGJOYII3b2tOS205Vi8vZzRDM1lKdz09](https://georgetowntx.zoom.us/j/92179111140?pwd=ZGJOYII3b2tOS205Vi8vZzRDM1lKdz09)

Passcode: 349249

Description: Regular monthly Meeting

Or join by phone:

Dial(for higher quality, dial a number based on your current location):

US: +1 346 248 7799 or +1 253 215 8782 or +1 669 900 6833 or +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099 or 833 548 0276 (Toll Free) or 833 548 0282 (Toll Free) or 877 853 5257 (Toll Free) or 888 475 4499 (Toll Free)

Webinar ID: 921 7911 1140

Passcode: 349249

International numbers available:

[https://georgetowntx.zoom.us/j/92179111140?](https://georgetowntx.zoom.us/j/92179111140?pwd=ZGJOYII3b2tOS205Vi8vZzRDM1lKdz09)

Citizen comments are accepted in three different formats:

1. Submit written comments to:

Tina.Davis@georgetown.org

**-
by 10:00 a.m. on the date of the meeting and the Recording Secretary will read your comments into the recording during the item that is being discussed.**

2. Log onto the meeting at the link above and “raise your hand” during the item

3. Use your home/mobile phone to call the toll-free number

To join a Zoom meeting, click on the link provided and join as an attendee. You will be asked to enter your name and email address (this is so we can identify you when you are called upon). To speak on an item, click on the “Raise your Hand” option at the bottom of the Zoom meeting webpage once that item has opened. When you are called upon by the Recording Secretary, your device will be remotely un-muted by the Administrator and you may speak for three minutes. Please state your name clearly, and when your time is over, your device will be muted again.

Use of profanity, threatening language, slanderous remarks, or threats of harm are not allowed and will result in your being immediately removed from the meeting.

Regular Session

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

A Call to Order.

The Board may, at any time, recess the Regular Session to convene in Executive Session at the request of the Chair, a Board Member, the City Manager, Assistant City Manager, Director of Water 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 Virtual Conference instructions, to include options for public comments and how the public may address the Commission - Chelsea Solomon, Control Center Manager

C Review and possible action to approve the minutes from the November 2020 Water Board meeting - Board Liaison

D Monthly report from Water Utility Directors

Public Wishing to Address the Board

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

On a subject not posted on the agenda: Persons may add an item to a future Board agenda by filing a written request with the Staff Liaison no later than one week prior to the Board meeting. The request must include the speaker's name and the specific topic to be addressed with sufficient information to inform the board and the public. For Board Liaison contact information, please logon to <http://government.georgetown.org/category/boards-commissions/>.

E At the time of posting, no one was signed up to speak.

Regular Agenda

F Consideration and recommendation to approve and award a contract for the construction of the Leander Water Connection Improvements Project to Joe Bland Construction, LP of Austin, TX. In the amount of \$290,500.00 -- Wesley Wright, P.E., Systems Engineering Director / Michael Hallmark, CIP Manager

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 _____, 2021, 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
Water Utility Board
January 14, 2021

SUBJECT:

Call to Order.

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

ITEM SUMMARY:

Call to Order - Thomas Glab, Board Chair

FINANCIAL IMPACT:

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SUBMITTED BY:

Thomas Glab, Board Chair

City of Georgetown, Texas
Water Utility Board
January 14, 2021

SUBJECT:

Virtual Conference instructions, to include options for public comments and how the public may address the Commission - Chelsea Solomon, Control Center Manager

ITEM SUMMARY:

Discussion on how this virtual conference will be conducted, to include options for public comments and how the public may address the Commission - Chelsea Solomon

FINANCIAL IMPACT:

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SUBMITTED BY:

Chelsea Solomon, Control Center Manager

City of Georgetown, Texas
Water Utility Board
January 14, 2021

SUBJECT:

Review and possible action to approve the minutes from the November 2020 Water Board meeting -
Board Liaison

ITEM SUMMARY:

Board to review, revise and/or approve the minutes from the November 2020 Water Board meeting

FINANCIAL IMPACT:

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SUBMITTED BY:

Board Liaison

ATTACHMENTS:

| Description | | Type |
|-----------------------------------------------------------------------------------|----------------------|-----------------|
|  | November Minutes | Backup Material |
|  | Conflict of Interest | Backup Material |

City of Georgetown, Texas
Georgetown Water Utility Board Meeting
Minutes
Thursday, November 12, 2020 at 2:00 p.m.
Teleconference

Board Members Present: Thomas Glab; Board Chair, Stuart Garner, Scott Macmurdo, Steve Fought, Michael Morrison

Staff Members Present: Laurie Brewer, Assistant City Manager; Glenn Dishong, Director of Water Utilities; Leticia Zavala Jones, Customer Care Director; Wesley Wright, System Engineering Director; Leigh Wallace, Finance Director; Chelsea Solomon, Control Center Manager; David Thomison, Water Services Manager; Mike Welch, Treatment and Regulatory Manager; Michael Hallmark, CIP Manager; Chris Pousson, Project Manager; Mayra Cantu, Management Analyst; Cindy Popisil, Customer Care Manager; James Foutz, Marketing and Conservation Manager; Karen Frost, Assistant City Secretary; Tina Davis, Board Liaison

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 - Meeting was **called to order by Chair at 2:00 PM**
- B. **Virtual conference instructions**, to include options for public comments and how the public may address the Commission – Mike Welch - Welch explained the participation process for the public (no one signed up to speak) and the Board, everyone must state name before speaking, Chair will do roll call for votes by name) No further questions or discussion.
- C. Review and possible action to approve the minutes from the November 2020 Board meeting – Board Liaison. Davis states December meeting cancelled. Recording for November no longer available to transcribe meeting in detail for any caption outside of Directors Report. There is record of votes on each item.
- D. Monthly report from Water Utility Directors -Utility Directors gave department updates: (Customer Care) reports 298 additional residential customers, collecting over ¾ of advanced meter infrastructure (AMI), 23 % of automated meter readings (AMR). Average Water Bill FY2020 (Oct) residential is \$63.85, all customers \$53.58. No 4th quarter Financial Report Update. One will be given for the next meeting. Operations: Solomon reports October rated water system capacity remained at 44.13 million gallons, annual average production is 24.07 million gallons daily. Will go down as people use less water in winter months. Peak production was 97% of capacity. Wastewater rate capacity is 8.5 million gallons. Wastewater max 30 day

average this year. Wright CIP Projects Design Wastewater are Cim Hills WWTP Expansion, Berry Creek Interceptor, San Gabriel Interceptor. Design Water -South Lake WTP, Shell Road Waterline, Hoover Pump Station, EST, and Linework, Southside WTP Rehab, Lakeway Blvd 16" water line. Construction Wastewater0EARZ (awarded October), San Gabriel Park Lift Station, San Gabriel WWTP Bell Press & Capital Maintenance. Construction Water-Southwest Bypass Waterline, Northlake Pump Station and Treatment Plant Expansion (awarded October)

- E. Consideration and possible recommendation to approve a contract for the construction of Southwest Bypass Water Project to Bruce Flanigan Construction, Inc. of Belton, TX. In the amount of \$986,689.00. Wesley Wright, PE., System Engineering Director, Michael Hallmark, CIP Manager. **Motion** to approve by Morrison, **Seconded** by Garner. 5-0-0
- F. Consideration and possible recommendation to approve TASK order CDM-21-003 with CDM Smith, Inc. for professional services related to Southside Water Treatment Plant (WTP) Pilot Study and Improvements in the amount of \$981,350.00 Wesley Wright, P.E., Systems Engineering Director, Michael Hallmark, CIP Manager. **Motion** to approve by Morrison, **Seconded** by Macmurdo. 4-0-0-1 Garner recused – Conflict of interest form on file.
- G. Consideration and possible recommendation on Task Order CDM-21-002 to CDM Smith of Austin Texas in the amount of \$799,325. for professional engineering services related to expansion of Cimarron Hills Wastewater Treatment Plant – Wesley Wright, P.E. Systems Engineering Director. **Motion** to approve by Morrison, **Seconded** by Garner. 5-0-0
- H. Consideration and possible recommendation regarding the "Texas Water Code Section 13.248 Retail Water Certificate of Convenience and Necessity Service Area Transfer Agreement," between the City of Georgetown and Jarrell-Schwertner Water Supply Corporation ("JSWSC") relating to the transfer of approximately 7,617.6 acres (approximately 12 square miles) located in Bell County from Georgetown's Water Certificate of Convenience and Necessity ("CCN") to JSWSC's Water CCN. **Motion** to approve by Morrison, **Seconded** by Macmurdo. 5-0-0
- I. Consideration and possible recommendation to award a Construction Materials Consideration and possible recommendation to approve the fourth and final renewal for sludge and bio-solids transport and disposal services, with Sheridan Environmental, LLC, in an amount not to exceed \$556,235. – Mike Welch, Regulatory and Treatment Manager **Motion** to approve by

Macmurdo, **Seconded** by Morrison 5-0-0

- J. Consideration and possible recommendation to approve the third renewal for contracted wastewater laboratory services by Pollution Control Services in the estimated amount of \$75.000- - Mike Welch, Treatment Manager. Motion by Macmurdo, Seconded by Garner 5-0-0

Adjournment

Motion to adjourn by Morrison, **Seconded** by Garner. **The meeting adjourned at 3:30 PM**

Thomas Glab, Chair

Secretary

Board Liaison

CHAPTER 2.20 CONFLICT OF INTEREST AFFIDAVIT

Council / Board / Commission: Georgetown Water Utility Advisory Board
Meeting Date: 12 Nov 20
Agenda Item Number: F

STATE OF TEXAS
COUNTY OF WILLIAMSON

I, Stuard Garner, reside at 2603 Main, 78626. I am a member of the above-named board (City Council, City Board, Committee or Commission) of the City of Georgetown, and I hereby make this affidavit and on my oath state the following:

"I have a conflict of interest *pursuant to Chapter 2.20* in the above-referenced agenda matter for the following reason(s): (check all that are applicable).

- ☒ The item involves my outside employer or the outside employer of a member of my family or household.
- ☐ The item involves a business entity I or my family owns five percent more of a voting stock or share or five thousand dollars or more of FMV.
- ☐ The item involves a business entity from which I receive or my family member receives more than 10% of our gross income in the previous year.
- ☐ The item involves real property in which I or a family member or member of my household have an equitable interest or legal ownership.
- ☐ The item involves a person or business entity from whom I or a member of my family solicited or received and did not reject a good faith offer of employment within the past six months.

"I further attest that if I have not also submitted a Chapter 171 Conflict of Interest Affidavit that I do not have a conflict of interest under Chapter 171 of the Local Government Code."

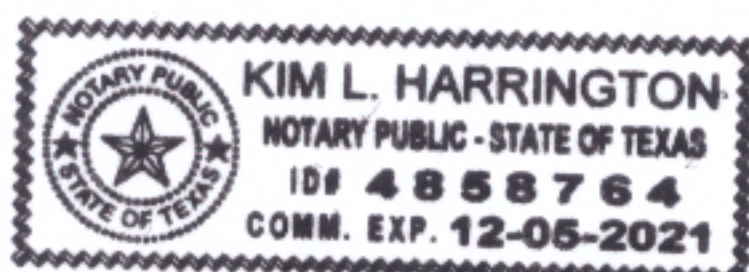
"Upon filing of this affidavit with the recording secretary and/or the City Secretary, I affirm that I will abstain from all participation, discussion and voting involving the matter identified in the above-referenced agenda item whatsoever.

Further, Affiant sayeth not."

Printed Name: Stuard Garner
Affiant's Signature: [Signature]
Date: 18 Nov 20

BEFORE ME, the undersigned authority, on this day personally appeared the above-named person who on oath stated that the facts hereinabove stated are true to the best of his/her knowledge or belief.

SWORN TO AND SUBSCRIBED before me on this 18 day of Nov, 2020.



[Signature]
Notary Public in and for the State of Texas
County of Williamson

A COPY OF THIS AFFIDAVIT MUST ALSO BE SENT TO THE CITY SECRETARY FOR THE CITY OF GEORGETOWN.
Chapter 2.20 Conflict of Interest Affidavit Revised 4.16.2019

City of Georgetown, Texas
Water Utility Board
January 14, 2021

SUBJECT:

Monthly report from Water Utility Directors

ITEM SUMMARY:

Monthly Updates From Water Utility Directors

FINANCIAL IMPACT:

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SUBMITTED BY:

Chelsea Solomon, Control Center Manager

City of Georgetown, Texas
Water Utility Board
January 14, 2021

SUBJECT:

At the time of posting, no one was signed up to speak.

ITEM SUMMARY:

FINANCIAL IMPACT:

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SUBMITTED BY:

Board Liasion, Tina Davis

City of Georgetown, Texas
Water Utility Board
January 14, 2021

SUBJECT:

Consideration and recommendation to approve and award a contract for the construction of the Leander Water Connection Improvements Project to Joe Bland Construction, LP of Austin, TX. In the amount of \$290,500.00 -- Wesley Wright, P.E., Systems Engineering Director / Michael Hallmark, CIP Manager

ITEM SUMMARY:

In the spring of 2020, City Council authorized an interlocal agreement with the City of Leander to purchase 3 million gallons of water per day to supplement the City of Georgetown's water supply in the western district during peak demand. The agreement requires the City of Georgetown to construct a water metering station.

This project is for the construction of a water control and metering station between the City of Leander water systems and the City of Georgetown water system near the SH29 and Kauffman Loop. This improvement will allow the City of Georgetown to supplement its water supply by purchasing water for the City of Leander.

This project was advertised for public bids on October 28th and November 4th. On November 19th, 2020 at 2:00 p.m. five (5) competitive bids were received as noted below.

1. Legion Development LLC \$281,100.00
2. Joe Bland Construction \$290,500.00
3. Bruce Flanigan Construction \$299,992.00
4. JKB Construction Company \$307,077.15
5. Royal Vista Inc \$324,400.00

CDM Smith reviewed the bids received to verify for accuracy, workload, and bidders experience. It was determined through this review that while Legion Development submitted the low bid for the project. They did not show experience on at least one of the three projects to be in the Edwards Aquifer Contributing Zone and/or the Edwards Aquifer Recharge Zone as a required per the contract requirements stated in Section 00400, 3.1.1.

CDM Smith also reviewed Joe Bland's bid response to verify accuracy, workload, and bidders experience. It was determined through this review that Joe Bland Construction meets the contract requirements and is qualified to be awarded this contract. Joe Bland has successfully completed several projects for the City of Georgetown over recent years.

STAFF RECOMMENDATIONS:

Staff and CDM Smith recommends the award of a contract for the construction of the Leander Water Connection Improvements Project to Joe Bland Construction, LP of Austin, TX. In the amount of \$290,500.00

FINANCIAL IMPACT:

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

SUBMITTED BY:

Chris Pousson

ATTACHMENTS:

| Description | Type |
|---------------------------------------------------------------------------------------------------------------------|-----------------|
|  Recommendation of Award / Bid Tab | Backup Material |



9430 Research Boulevard
Building I, Suite 200
Austin, Texas 78759
Tel: (512) 346-1100
Fax: (512) 345-1483

November 23, 2020

Mr. Michael Hallmark
City of Georgetown
300-1 Industrial Ave.
Georgetown, TX 78627

RE: Leander Water Connection Improvements
Recommendation of Award

Dear Mr. Hallmark:

The Leander Water Connection Improvements Project was advertised for public bids on October 28 and November 4, 2020 in the *Williamson County Sun*. Plans and specifications were made available to interested parties via CivCast.

On November 19, 2020 at 2:00 p.m. bids for the Leander Water Connection Improvements Project were received virtually and then opened and publicly read aloud at the Georgetown Municipal Complex, Purchasing Department, at 300-1 Industrial Avenue, Georgetown, Texas 78626 . Five bids were received, and the names of the bidders and total project base bid amounts are summarized below.

| | |
|--------------------------------|--------------|
| 1. Legion Development LLC | \$281,100.00 |
| 2. Joe Bland Construction | \$290,500.00 |
| 3. Bruce Flanigan Construction | \$299,992.00 |
| 4. JKB Construction Company | \$307,077.15 |
| 5. Royal Vista Inc | \$324,400.00 |

A bid tabulation of all the bid items is attached.

The apparent low bidder on the project is Legion Development LLC. With the bid, each bidder is required to submit a Statement of Bidder's Experience (Section 00400) so that we can determine if they have the experience and qualifications to successfully complete the project. One of the requirements in the Statement of Bidder's Experience is that they demonstrate that they have completed projects on the Edwards Aquifer. In their Statement of Bidder's Experience, Legion Development LLC did not show experience over the Edwards Aquifer per the contract requirement stated in Section 00400, 3.1.1. Furthermore, none of the project experience provided by Legion Development LLC was in the City of Georgetown or surrounding areas. Finally, we were able to





Mr. Michael Hallmark
September 30, 2020
Page 2

contact two references provided with the bid and neither reference provided a positive statement regarding the work done by Legion Development LLC. Therefore, we do not recommend awarding the contract to Legion Development LLC.

The second low bidder is Joe Bland Construction. As listed in Section 00400, Joe Bland Construction does have experience in constructing projects over the Edwards Aquifer. Joe Bland Construction has successfully completed several pipeline installation projects in Georgetown, illustrating their understanding of the utility interconnection process, easement site constraints, and construction implementation methods required to complete the proposed work. The previous pipeline installation projects include the following projects in the City of Georgetown: Sun City, Rivery Blvd Extension, and Lakeside III. Joe Bland Construction also has current construction projects in the City of Georgetown including Sun City 20, Shadow Canyon, and Silver Spur as well as the Cool Water project nearby in Jarrell, TX.

Based on the information provided in the Statement of Bidder's Experience and the successful completion of previous projects in Georgetown, we believe that Joe Bland Construction can successfully complete the Leander Water Connection Improvements Project as designed and specified. We recommend awarding the Leander Water Connection Improvements project to Joe Bland Construction in the amount of \$290,500.00 (base bid).

Sincerely,

A handwritten signature in blue ink, appearing to read "Allen Woelke". The signature is fluid and cursive, with a large, sweeping "A" and "W".

Allen Woelke, P.E.
CDM Smith Inc.
TBPE Firm Registration No. F-3043
cc: Harvey Mitschke, PE, CDM Smith
Chris Pousson, City of Georgetown
Daniel Havins, City of Georgetown

Attachment Enclosed



**CITY OF GEORGETOWN - LEANDER WATER CONNECTION IMPROVEMENTS
OFFICIAL BID SHEET TABULATION SUMMARY**

| ITB 202106 BID OPENING 01-19-2020 | | Bid Quantity | | Bruce Flanigan Construction | | JKB Construction Company | | Joe Bland Construction | | Royal Vista | | Legion Development LLC | |
|---------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|------|-----------------------------|---------------|--------------------------|---------------|------------------------|---------------|---------------|---------------|------------------------|---------------|
| Item | Item Description | Quantity | Unit | Unit Price | Item Amount | Unit Price | Item Amount | Unit Price | Item Amount | Unit Price | Item Amount | Unit Price | Item Amount |
| 1 | Insurance, Bonds and Mobilization/Demobilization Move-In Related Expenses not to exceed 5% of Total Bid. | 1 | LS | \$ 12,393.00 | \$ 12,393.00 | \$ 13,333.35 | \$ 13,333.35 | \$ 14,000.00 | \$ 14,000.00 | \$ 15,000.00 | \$ 15,000.00 | \$ 14,000.00 | \$ 14,000.00 |
| 2 | Trench Safety Implementation, as required for all excavations deeper than five feet, complete in place as detailed and specified. | 40 | LF | \$ 29.30 | \$ 1,172.00 | \$ 402.78 | \$ 16,111.20 | \$ 50.00 | \$ 2,000.00 | \$ 10.00 | \$ 400.00 | \$ 155.00 | \$ 6,200.00 |
| 3 | Furnish and install all SWPPP, erosion controls and tree protection. | 1 | LS | \$ 3,419.00 | \$ 3,419.00 | \$ 8,268.23 | \$ 8,268.23 | \$ 5,000.00 | \$ 5,000.00 | \$ 6,000.00 | \$ 6,000.00 | \$ 750.00 | \$ 750.00 |
| 4 | Sod, repair of landscaping, and repair of other existing improvements | 1 | LS | \$ 3,748.00 | \$ 3,748.00 | \$ 20,159.56 | \$ 20,159.56 | \$ 4,500.00 | \$ 4,500.00 | \$ 8,000.00 | \$ 8,000.00 | \$ 4,750.00 | \$ 4,750.00 |
| 5 | Furnish and install trench safety plan, piping, valves, vault, manhole, mag meter, FCAs, restraints, electrical wiring and conduit, electrical improvements, instrumentation and controls and appurtenances required to complete the scope of work as defined in the bid documents. | 1 | LS | \$ 254,260.00 | \$ 254,260.00 | \$ 224,204.81 | \$ 224,204.81 | \$ 240,000.00 | \$ 240,000.00 | \$ 270,000.00 | \$ 270,000.00 | \$ 230,400.00 | \$ 230,400.00 |
| 6 | Allowance to be used for additional site improvements, landscaping and miscellaneous modifications, only if approved by Owner. | 1 | LS | \$ 25,000.00 | \$ 25,000.00 | \$ 25,000.00 | \$ 25,000.00 | \$ 25,000.00 | \$ 25,000.00 | \$ 25,000.00 | \$ 25,000.00 | \$ 25,000.00 | \$ 25,000.00 |
| TOTAL AMOUNT BID FOR BASE BID ITEMS 1-6 | | | | | \$ 299,992.00 | | \$ 307,077.15 | | \$ 290,500.00 | | \$ 324,400.00 | | \$ 281,100.00 |
| PREPARED BY: CDM SMITH INC. 9430 RESEARCH BLVD., SUITE 1-200 (512) 346-1100 AUSTIN, TEXAS 78759 TBPE FIRM F-3043 | | LIST OF PROPOSED SUBCONTRACTORS | | | | | | | | | | | |

JKB made a math error and showed this
amount on their bid form

\$ 402.78 \$ 16,111.11