

STATE OF TEXAS

**COUNTIES OF POTTER
AND RANDALL**

CITY OF AMARILLO

On the 23rd day of January, 2013, The Greenways Public Improvement District (PID) Advisory Board met at 2:00 PM in Room 203, on the Second Floor of City Hall, 509 East 7th Avenue, Amarillo, Texas, with the following people present:

VOTING MEMBERS	MEMBERS PRESENT	TOTAL NO. MEETINGS HELD SINCE APPOINTMENT	TOTAL NO. MEETINGS ATTENDED SINCE APPOINTMENT
Shane Brooks	Yes	2	2
Jim Schooler	Yes	2	2
Boyd Johnston	Yes	10	9
Don Woolsey	No	6	3
Grant Smith	No	6	5

CITY OF AMARILLO STAFF:

Kathleen Collins, Comprehensive Planner

OTHERS IN ATTENDANCE:

Muff London, Developer
Jeff Jenkins, Custom Design Group
Jessie Arredondo, OJD Engineering

**MEETING MINUTES
for
January 23, 2013**

ITEM 1: Approval of Minutes from the December 3, 2012 meeting:

Ms. Kathleen Collins requested approval of the December 3, 2012 meeting minutes. Mr. Boyd Johnston moved to approve the minutes as presented with Mr. Shane Brooks seconding the motion; motion carried 3:0.

ITEM 2: Discuss and consider for recommendation the Greenways Unit No. 26 Landscaping and Fence bid submittals:

Ms. Collins stated this project's anticipated cost was \$120,000. Three bids were submitted: Brown Construction Services at \$109,709, Custom Gardens at \$123,434, and Tri-State General Contracting Group at \$146,567. Ms. Collins asked for questions regarding the bid submittals. Mr. Johnston mentioned that in his opinion, Brown Construction Services performed poorly during a previous Greenways PID improvement project. He noted there is a visible difference in the quality of landscaping from phase to phase. Ms. London mentioned that Brown Construction Services did great work on the fencing, but several trees died and had to be replaced. She also noted the City accepted the project prior to the second set of trees being established and several of the replacements died as well. Ms. London questioned if the Advisory Board had to take the lowest bid. Ms. Collins stated that there must be a justifiable reason to recommend a higher bid. Ms. Collins also assured that the contractor chosen would be held to the standards set in the three-party contract, bid book, and specifications approved by the Board. After additional discussion, Mr. Johnston moved to recommend Custom Gardens' bid of \$123,434 over Brown Construction Services bid due to previous performance. Mr. Schooler seconded the motion. Motion was approved.

After the meeting, Ms. Collins contacted the City's Purchasing and Legal Departments to notify them of the Advisory Board's decision. Legal staff stated that if justifiable cause was documented and investigated then the Board could choose an alternate. The Purchasing Department did not have record of unsatisfactory work performed by Brown Construction Services. Therefore, the low bidder was awarded the contract. The Advisory Board was notified of this information.

ITEM 3: Discuss future agenda items:

None.