

**AGENDAS**

**FOR THE AMARILLO CITY COUNCIL WORK SESSION TO BE HELD ON TUESDAY, FEBRUARY 6, 2018 AT 3:00 P.M. AND THE REGULAR MEETING OF THE AMARILLO CITY COUNCIL AT 5:00 P.M., CITY HALL, 509 SOUTHEAST 7<sup>th</sup> AVENUE, COUNCIL CHAMBER ON THE THIRD FLOOR OF CITY HALL, AMARILLO, TEXAS.**

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*Please note: The City Council may take up items out of the order shown on any Agenda. The City Council reserves the right to discuss all or part of any item in an executive session at any time during a meeting or work session, as necessary and allowed by state law. Votes or final decisions are made only in open Regular or Special meetings, not in either a work session or executive session.*

**WORK SESSION**

- A. City Council will discuss or receive reports on the following current matters or projects.
- (1) Review agenda items for regular meeting and attachments;
  - (2) Policy Governance Leadership discussions with Bob Schroeder;
  - (3) First Responders Fund Update;
  - (4) Update on recent Austin Trip to discuss City priorities;
  - (5) Presentation on key issues relevant to a possible Zoning Ordinance update;
  - (6) Discuss Budget Policies; and
  - (7) Consider future Agenda items and request reports from City Manager.

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**REGULAR MEETING ITEMS**

**INVOCATION:** Van McNeece, Hillside Christian Church

**PROCLAMATION:** "Congenital Heart Defect Awareness Week"

**PUBLIC COMMENT:** Citizens who desire to address the City Council with regard to matters on the agenda or having to do with the City's policies, programs, or services will be received at this time. The total time allotted for comments is 30-minutes with each speaker limited to three (3) minutes. City Council may not discuss items not on this agenda, but may respond with factual, established policy information, or refer to staff. The City Council may choose to place the item on a future agenda.  
*(Texas Attorney General Opinion. JC-0169.)*

1. **CONSENT AGENDA:**

It is recommended that the following items be approved and that the City Manager be authorized to execute all documents necessary for each transaction:

*THE FOLLOWING ITEMS MAY BE ACTED UPON BY ONE MOTION. NO SEPARATE DISCUSSION OR ACTION ON ANY OF THE ITEMS IS NECESSARY UNLESS DESIRED BY A COUNCILMEMBER, IN WHICH EVENT THE ITEM SHALL BE CONSIDERED IN ITS NORMAL SEQUENCE AFTER THE ITEMS NOT REQUIRING SEPARATE DISCUSSION HAVE BEEN ACTED UPON BY A SINGLE MOTION.*

A. **MINUTES:**

Approval of the City Council minutes of the regular meeting held on January 30, 2018.

B. **ORDINANCE NO. 7709:**

(Contact: Ed Drain, Police Chief)

This is the second and final reading of an ordinance to consider reducing the number of sworn positions at the Amarillo Police Department. These essential job functions of these two positions (Crime Scene Technician and the Digital Media Specialist) can be performed by civilian personnel.

C. **CONSIDER APPROVAL OF THE PUBLIC HEALTH EMERGENCY PREPAREDNESS GRANT:**

(Contact: Casie Stoughton, Director of Public Health)

Grant Amount -- \$248,133

Grantor: Texas Department of State Health Services

This item accepts the award from the Texas Department of State Health Services from July 1, 2018 thru June 30, 2019 to continue funding to provide all hazards planning and Strategic National Stockpile coordination for Potter and Randall Counties.

D. **CONSIDER AWARD FOR THE POLICE DEPARTMENT AND AIRPORT POLICE DEPARTMENT UNIFORMS:**

(Contact: Trent Davis, Purchasing Agent)

Nardis -- \$107,914.57

This item is to consider award of the Police and Airport Departments uniforms.

E. **APPROVAL OF A CONCESSION OPERATIONS CONTRACT FOR THE RICK KLEIN BASEBALL COMPLEX:**

(Contact: Rod Tweet, Director of Parks & Recreation)

This item approves a concession agreement between Beef's at the Ballpark and City of Amarillo for the exclusive right to operate the concession facility at the Rick Klein Baseball Complex.

F. **CONSIDER AWARD -- TWO PROFESSIONAL SERVICES AGREEMENTS FOR ENGINEERING SERVICES, LANDFILL GAS COLLECTION AND CONTROL SYSTEM:**

(Contact: Kyle Schniederjan, City Engineer)

HDR Engineering, Inc.

System Startup and Initial TCEQ Regulatory Compliance Documents -- \$26,900.00

Operations and Oversight -- \$89,300.00

This item is to consider award of the Professional Services Agreements for Engineering Services for System Startup and Initial TCEQ Regulatory Compliance Documents and for 2018 Operations and Oversight of the City of Amarillo Landfill Gas Collection and Control System.

## **REGULAR AGENDA**

2. **PRESENTATION AND CONSIDERATION OF ORDINANCE NO. 7710:**

(Contact: Jared Miller, City Manager)

This is the first reading of an ordinance to consider amending Ordinance No. 7700 to revise the guidelines for appointments to the Beautification and Public Arts Advisory Board.

3. **RESOLUTION -- APPROVING THE AMARILLO CITY TRANSIT DRUG AND ALCOHOL POLICY CHANGES FOR 2018:**

(Contact: Marita Wellage-Reiley, Transit Director)

The City of Amarillo receives federal funding from the Department of Transportation (DOT) Federal Transit Administration (FTA) and is thereby required to comply with 49 CFR Part 40 USDOT Drug & Alcohol Regulations. The new regulations became effective January 1, 2018. The revised ACT Drug & Alcohol Policy incorporates the City of Amarillo Substance Abuse Policy and the new DOT policy addendum. The most significant revision is the addition of four opioids to the drug testing panel. Because the rule implementing the policy was not finalized until November 13, 2017, DOT has given covered agencies a grace period in which to have the governing authorities approve the policy by the end of February 2018.

4. **CONSIDER AWARD – 24” WATER MAIN EXTENSION IN SUNDOWN LANE FROM BELL STREET TO WESTERN STREET:**  
(Contact: Kyle Schniederjan, City Engineer)  
Amarillo Utility Contractors, Inc. -- \$911,550.00  
This item is to consider award of the construction contract for the installation of a new 24-inch water main with corresponding appurtenances to facilitate initial infrastructure needs for future development in the area.
5. **CONSIDER AWARD -- DRAINAGE IMPROVEMENTS AT CEDAR MEADOW CIRCLE AND PLUM CREEK DRIVE AND DRAINAGE IMPROVEMENTS AT HILLSIDE TANK:**  
(Contact: Kyle Schniederjan, City Engineer)  
LA Fuller and Sons Const LTD -- \$630,007.00  
This item is to approve the contract for Drainage Improvements at Cedar Meadow Drive and Plum Creek Circle including a 15’ Inlet, 450 feet of 48” Pipe, a headwall and Articulated Concrete Block and for Drainage Improvements at Hillside Tank.
6. **CONSIDER -- AIR SERVICE AGREEMENT BETWEEN THE CITY OF AMARILLO AND AMERICAN AIRLINES FOR THE PROVISION OF DAILY NON-STOP AIR SERVICE TO PHOENIX, ARIZONA:**  
(Contact: Michael Conner, Airport Director)  
This item is to approve the air service agreement with American Airlines which will provide daily, non-stop, round-trip service between Amarillo and Phoenix (Sky Harbor International Airport).
7. **APPOINTMENTS – BOARDS AND COMMISSIONS:**  
An appointment is needed for the following board:  
Beautification and Public Arts Board

Amarillo City Hall is accessible to individuals with disabilities through its main entry on the south side (Southeast 7<sup>th</sup> Avenue) of the building. An access ramp leading to the main entry is located at the southwest corner of the building. Parking spaces for individuals with disabilities are available in the south parking lot. City Hall is equipped with restroom facilities, communications equipment and elevators that are accessible. Individuals with disabilities who require special accommodations or a sign language interpreter must contact the City Secretary's Office 48 hours prior to meeting time by telephoning 378-3013 or the City TDD number at 378-4229.

Posted this 2nd day of February 2018.

Amarillo City Council meetings stream live on Cable Channel 10 and are available online at:  
[www.amarillo.gov/granicus](http://www.amarillo.gov/granicus)  
*Archived meetings are also available.*

# Amarillo City Council Agenda Transmittal Memo



<b>Meeting Date</b>	2/6/18	<b>Council Priority</b>	Downtown Redevelopment Community Appearance Best Practices Redevelopment Civic Pride
<b>Department</b>	Planning		
<b>Contact</b>	AJ Fawver, Planning Director		

### Agenda Caption

Presentation and discussion on key issues relevant to a possible Zoning Ordinance update.

### Agenda Item Summary

As discussed in previous Council meetings in 2017 and 2018, the City of Amarillo’s Zoning Ordinance dates back to 1968. While there have been some small amendments to various areas of the ordinance, no complete examination of the ordinance – particularly in the context of the adopted Comprehensive Plan – has been pursued.

In this presentation, staff will cover:

- Importance of the Zoning Ordinance;
- Types of regulations outlined in the Zoning Ordinance;
- Typical elements of a Zoning Ordinance update;
- Typical timeline/resources needed for a Zoning Ordinance update;
- Advantages of a Zoning Ordinance update;
- Examples of issues in the current Zoning Ordinance.

### Requested Action

Staff is seeking direction from City Council regarding the idea of a Zoning Ordinance update.

### Funding Summary

N/A at this time

### Community Engagement Summary

N/A at this time

### Staff Recommendation

N/A at this time



STATE OF TEXAS  
COUNTIES OF POTTER  
AND RANDALL  
CITY OF AMARILLO

On the 30th day of January 2018, the Amarillo City Council met at 3:00 p.m. for a work session, and the regular session was held at 5:00 p.m. in the Council Chamber located on the third floor of City Hall at 509 Southeast 7th Avenue, with the following members present:

- |               |                     |
|---------------|---------------------|
| GINGER NELSON | MAYOR               |
| ELAINE HAYS   | COUNCILMEMBER NO. 1 |
| FREDA POWELL  | COUNCILMEMBER NO. 2 |
| EDDY SAUER    | COUNCILMEMBER NO. 3 |
| HOWARD SMITH  | COUNCILMEMBER NO. 4 |

Absent were none. Also in attendance were the following administrative officials:

- |                 |                           |
|-----------------|---------------------------|
| JARED MILLER    | CITY MANAGER              |
| MICHELLE BONNER | DEPUTY CITY MANAGER       |
| MICK MCKAMIE    | CITY ATTORNEY             |
| ANDREW FREEMAN  | ECONOMIC DEVELOPMENT MGR. |
| FRANCES HIBBS   | CITY SECRETARY            |

The invocation was given by Kevin Deckard, Polk Street United Methodist Church. Mayor Nelson led the audience in the Pledge of Allegiance.

A proclamation was presented for "Texas Heritage Week."

A donation of a Quanah Parker Bronze Statue was presented from King and Dianne Hill.

Mayor Nelson established a quorum, called the meeting to order, welcomed those in attendance and the following items of business were conducted:

**PUBLIC COMMENT:**

Edith DiTammoaso, 1613 Bowie Street, #B, spoke in favor of the City's property transfer to the Habitat for Humanity. Allen Finegold, 2601 North Grand Street, #158, spoke on Items No. 2 and 3. He stated he is opposed to any additional annexations. He further stated he is against reducing the number of sworn positions at the police department. Chief Drain replied to Mr. Finegold's concerns. Sharon Gowens, 4206 Northeast 13<sup>th</sup> Avenue, stated she has turned the City over to the Environmental Protection Agency because of the dumpster still sitting in front of her house. There were no further comments.

**ITEM 1:** Mayor Nelson presented the consent agenda and asked if any item should be removed for discussion or separate consideration. Motion was made by Councilmember Powell to approval the consent agenda, seconded by Councilmember Sauer.

Voting AYE were Mayor Nelson, Councilmembers Hays, Powell, Sauer and Smith; voting NO were none; the motion carried by a 5:0 vote of the Council.

- A. **MINUTES:**  
Approval of the City Council minutes of the regular meeting and special meeting held on January 23, 2018.
  
- B. **ORDINANCE NO. 7708:**  
(Contact: Andrew Freeman, Economic Development Manager)  
This is the second and final reading of an ordinance approving the transfer of Lots 001 through 006, Block 0003, Lee Green's Addition, an addition to the city of Amarillo, Potter County, Texas to Amarillo Habitat for Humanity, in accordance with Section 253.011 and Section 272.001 of the Texas Local Government Code; and authorizing the City Manager to execute all documents necessary to transfer ownership; providing for severability, and effective date.

- C. **CONSIDER AWARD – FY 16/17 - FY 20/21 COMMUNITY INVESTMENT PROGRAM I-40 AND SUNRISE DRIVE SANITARY SEWER MAIN EXTENSION:**  
 (Contact: Kyle Schniederjan, Engineer)  
 West Texas Utility Contractors, Inc. -- \$142,836.00  
 This item is to consider award of the construction contract for the installation of a new 16-inch sanitary sewer main with corresponding appurtenances to facilitate initial infrastructure needs in the area including the East Gateway Tax Increment Reinvestment Zone (TIRZ #2).
- D. **CONSIDER APPROVAL OF THE COMMUNICATIONS SYSTEM AGREEMENT WITH AMARILLO COLLEGE:**  
 (Contact: Kevin Starbuck, Assistant City Manager)  
 This agreement will authorize Amarillo College to operate on the City of Amarillo NEXGEN Radio Communications System with applicable infrastructure support fees assessed per the agreement.
- E. **AVIATION CLEAR ZONE EASEMENT:**  
 (Contact: Cody Balzen, Planner I)  
 Aviation Clear Zone Easement, being 3,800 feet above mean sea level above the plat of Amarillo Boulevard East Addition Unit No. 7, an addition to the City of Amarillo, being an unplatted tract of land in Section 105, Block 2, AB&M Survey, Potter County, Texas.

**REGULAR AGENDA**

**ITEM 2:** Mayor Nelson opened a public hearing to gather comments for and against the annexation of a 91.334 acre property situated south of the city limits, and located near the southwest corner of the intersection of South Georgia Street and West Loop 335, and extending west/southwest along West Loop 335. This item was presented by Cody Balzen, Planner I. Mayor Nelson opened this item for public comment. James Schenck, 6216 Gainsborough Street, inquired why the City wanted to annex the land. Mr. Balzen replied it was at the request of the landowner. This allows the City to take ownership of the property and the City could not maintain the street. Floyd Hartman, Assistant City Manager, replied the street should have been annexed during the subdivision planning in 1965. Edith DiTommaso, 1613 Bowie Street inquired if this would be part of the Ports-to-Plains. There were no further comments. Mayor Nelson closed the public hearing.

**ITEM 3:** Mayor Nelson presented the first reading of an ordinance considering reducing the number of sworn positions at the Amarillo Police Department. Motion was made by Councilmember Smith, seconded by Councilmember Hays, that the following captioned ordinance be passed:

ORDINANCE NO. 7709  
 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AMARILLO,  
 REDUCING THE NUMBER OF SWORN POSITIONS AT THE AMARILLO  
 POLICE DEPARTMENT; REPEALING ALL ORDINANCES AND  
 APPROPRIATIONS IN CONFLICT; PROVIDING AN EFFECTIVE DATE.

Voting AYE were Mayor Nelson, Councilmembers Hays, Powell, Sauer and Smith; voting NO were none; the motion carried by a 5:0 vote of the Council.

**ITEM 4:** Mayor Nelson suggested some of these spots be categorized. She suggested a landscaper, master gardener, construction, artist, and a couple of open spots could overlapped. Councilmember Sauer inquired if Beth Duke was a board member on Center City. Motion was made by Councilmember Powell to appoint Andi Wardlaw, Jacob Breeden, Keith Grays, Kelley Sims, Sonja Gross, Steve Austin and Councilmember Eddy Sauer, motion was seconded by Councilmember Sauer. Councilmember Hays stated they could call on the other candidates for subcommittees.

Voting AYE were Mayor Nelson, Councilmembers Hays, Powell, Sauer and Smith; voting NO were none; the motion carried by a 5:0 vote of the Council.

ATTEST:

\_\_\_\_\_  
 Frances Hibbs, City Secretary

\_\_\_\_\_  
 Ginger Nelson, Mayor

B



# Amarillo City Council Agenda Transmittal Memo



<b>Meeting Date</b>	February 6, 2018	<b>Council Pillar</b>	Public Safety
<b>Department</b>	Police		
<b>Contact</b>	Ed Drain, Police Chief		

### Agenda Caption

#### PRESENTATION AND CONSIDERATION OF ORDINANCE

(Contact: Ed Drain, Police)

This is the second and final reading of an ordinance to consider reducing the number of sworn positions at the Amarillo Police Department.

### Agenda Item Summary

This ordinance identifies that the essential job functions of the Crime Scene Technician and the Digital Media Specialist do not require a license issued by the Texas Commission on Law Enforcement; and that the job functions of the aforementioned positions can be performed by non-sworn personnel at a savings to the Amarillo Police Department. Approval of this ordinance authorizes the City to remove two police officer positions from the authorized positions.

### Requested Action

Conduct the first reading of the Ordinance on January 30, 2018. The final reading is scheduled for February 6, 2018.

### Funding Summary

N/A

### Community Engagement Summary

N/A

### Staff Recommendation

City staff is recommending approval of the Ordinance.

ORDINANCE NO. 7709

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AMARILLO, REDUCING THE NUMBER OF SWORN POSITIONS AT THE AMARILLO POLICE DEPARTMENT; REPEALING ALL ORDINANCES AND APPROPRIATIONS IN CONFLICT; PROVIDING AN EFFECTIVE DATE.

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WHEREAS, the Chief of Police has recommended that two (2) sworn police officer positions be eliminated; and

WHEREAS, that the essential job functions of Crime Scene Technician and Digital Media Specialist do not require a license issued by the Texas Commission on Law Enforcement; and

WHEREAS, the job functions of the aforementioned positions can be performed by non-sworn personnel at a savings to the Amarillo Police Department; and

WHEREAS, non-sworn personnel will not supervise police officers as a result of this action; and

WHEREAS the Amarillo City Council finds that the reduction of sworn positions in these circumstances enhances the efficiency of operations of the Amarillo Police Department, promotes public safety, and is to the betterment of municipal service.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF AMARILLO, TEXAS:

SECTION 1. That in accordance with the annual personnel budget for the City two (2) police officer positions will be removed from authorized positions.

SECTION 2. That all ordinances, resolutions, and appropriations for which provisions have heretofore been made are hereby expressly repealed to the extent of any conflict with the provisions of this ordinance.

SECTION 3. That this ordinance shall be effective on and after its adoption.

INTRODUCED AND PASSED by the City Council of the City of Amarillo, Texas, on First Reading the 30th day of January, 2018; and PASSED on Second and Final Reading the 6th day of February, 2018.

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Ginger Nelson, Mayor

ATTEST:

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Frances Hibbs, City Secretary

APPROVED AS TO FORM

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William M. McKamie, City Attorney



C



# Amarillo City Council Agenda Transmittal Memo



<b>Meeting Date</b>	February 6, 2018	<b>Council Priority</b>	
<b>Department</b>	Public Health		
<b>Contact</b>	Casie Stoughton, Director of Public Health		

**Agenda Caption**  
 CONSIDER APPROVAL OF THE PUBLIC HEALTH EMERGENCY PREPAREDNESS GRANT

**Agenda Item Summary**  
 Grant Amount : \$248,133  
 Grantor: Texas Department of State Health Services

This item accepts the award from the Texas Department of State Health Services from July 1, 2018 thru June 30, 2019 to continue funding to provide all hazards planning and Strategic National Stockpile coordination for Potter and Randall Counties.

**Requested Action**  
 Request approval of the PHEP grant award. Grant funding will fund Public Health hazards planning and Strategic National Stockpile coordination for Potter and Randall Counties.

**Funding Summary**  
 Funding provided by the Texas Department of State Health Services.

**Community Engagement Summary**  
 None.

**Staff Recommendation**  
 Staff recommend acceptance of this grant.



**FY2019  
HAZARDS**

**Applicant Information**

**Legal Name of Applicant Agency:  
Mailing Address:**

City of Amarillo

Street / PO Box: 1000 Martin Rd  
City: Amarillo  
Zip: 79107

**Payee Name:**

City of Amarillo

**Payee Mailing Address:**

Street / PO Box: PO Box 1971  
City: Amarillo  
Zip: 79105

**State of Texas Comptroller Vendor ID #** (9 digit + 3 digit mail code):

17560004446014

**DUNS #** (9 digits required for subrecipient contractors):

65032807

**Type of Entity (Choose one)**

City:  Click on appropriate box  
County:   
Other Political Subdivision:

**Project Period**

Start Date: 7/1/2018  
End Date: 6/30/2019

**Counties Served**

County(ies) Served:

Potter and Randall

**Amount of Funding Allocated:**

\$248,133.00

## BUDGET SUMMARY (REQUIRED)

Legal Name of Respondent:

City of Amarillo

Budget Categories	Total Budget (1)	DSHS Funds Requested (2)	Direct Federal Funds (3)	Other State Agency Funds* (4)	Local Funding (Match) (5)	Other Funds (6)
A. Personnel	\$182,011	\$155,107			\$26,904	
B. Fringe Benefits	\$75,607	\$64,431			\$11,176	
C. Travel	\$14,577	\$6,459			\$8,118	
D. Equipment	\$0	\$0			\$0	
E. Supplies	\$2,367	\$117			\$2,250	
F. Contractual	\$3,100	\$0			\$3,100	
G. Other	\$8,890	\$3,000			\$5,890	
H. Total Direct Costs	\$286,552	\$229,114	\$0	\$0	\$57,438	\$0
I. Indirect Costs	\$22,318	\$19,019			<b>\$3,299</b>	
J. Total (Sum of H and I)	\$308,870	\$248,133	\$0	\$0	\$60,737	\$0
				Match Percentage	<b>24.48%</b>	

If the Contractor is using Indirect Costs as Match, then enter the amount in Line 16, Column H.

## PERSONNEL Budget Category Detail Form

Legal Name of Respondent:

City of Amarillo

<b>PERSONNEL</b>										
Name + Functional Title	Vacant Y/N	Job Summary	FTEs	Certification or License (Enter NA if not required)	Estimated Monthly Salary/Wage	Number of Months	Salary/Wages Requested for Project			
Name + Functional Title	N	program operations and grant management	1.00	NA	\$4,484	12	\$53,808			
SNS Coord/PHEP Educator-Trainer - Terry Herndon	N	Back up to PHEP Coord, as well as SNS Ops, train staff and volunteers	1.00	NA	\$4,015	12	\$48,176			
Communicable Disease Program Manager - Laurie Burton	N	communicable disease/epi and surveillance operations and investigations	0.50	NA	\$4,484	12	\$26,904			
Surveillance Clerk - Kathy Camacho	N	NBS Data entry and reporting, epi investigations	1.00	NA	\$2,185	12	\$26,219			
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							\$0			
<b>TOTAL FROM PERSONNEL SUPPLEMENTAL SHEETS</b>								<b>SalaryWage Total</b>		
								\$155,107		

<b>FRINGE BENEFITS</b>		Itemize the elements of fringe benefits in the space below:
Health Insurance- 19.12%, Life - 0.04%, Social Security Medicare - 1.40%, Social Security OASDI - 6.01%, TMRS - 11.87%, OPEB Funding - 2.35%, State unemployment - 0.10%, Workers compensation - 0.01%, Communications allowance - 0.64%		
<b>Total Number of FTEs:</b>	3.50	<b>Fringe Benefit Rate %</b>
		41.54%
		<b>Fringe Benefits Total</b>
		\$64,431

# TRAVEL Budget Category Detail Form

City of Amarillo

Legal Name of Respondent:

Conference / Workshop Travel Costs Description of Conference/Workshop	Justification	Location City/State	Number of:		Travel Costs
			Days & Employees		
Quarterly PHEP Meetings in Austin	PHEP Coordinator attend quarterly meetings in Austin for program updates, grant information, and planning information (1 attendee X 4 meetings X 3 days)(other includes ground transportation, car rental, luggage fees, rental car fuel and incidentals)	Austin, TX	12 days/1 employee	Mileage	
				Airfare	\$2,800
				Meals	\$700
				Lodging	\$1,750
				Other Costs	\$1,100
				<b>Total</b>	<b>\$6,350</b>
				Mileage	
				Airfare	
				Meals	
				Lodging	
Other Costs					
<b>Total</b>	<b>\$0</b>				
				Mileage	\$0
				Airfare	\$0
				Meals	\$0
				Lodging	\$0
				Other Costs	\$0
				<b>Total</b>	<b>\$0</b>
				Mileage	\$0
				Airfare	\$0
				Meals	\$0
				Lodging	\$0
				Other Costs	\$0
				<b>Total</b>	<b>\$0</b>
TOTAL FROM TRAVEL SUPPLEMENTAL CONFERENCE/WORKSHOP BUDGET SHEETS					\$0

**Total for Conference / Workshop Travel**

**\$6,350**

**Other / Local Travel Costs**

Justification	Number of Miles	Mileage Reimbursement Rate	Mileage Cost (a)	Other Costs (b)	Total (a) + (b)
PHEP Coordinator, PHEP Educator Trainer and CD Coordinator driving to meetings, in-town training, doing presentations for volunteer groups, civic	200	\$0.545	\$109		\$109
			\$0		\$0
			\$0		\$0
			\$0		\$0
			\$0		\$0
			\$0		\$0
			\$0		\$0
TOTAL FROM TRAVEL SUPPLEMENTAL OTHER/LOCAL TRAVEL COSTS BUDGET SHEETS					\$0

**Total for Other / Local Travel**

**Other / Local Travel Costs:**       **Conference / Workshop Travel Costs:**       **Total Travel Costs:**

**Indicate Policy Used:**      Respondent's Travel Policy       State of Texas Travel Policy

## OTHER COSTS Budget Category Detail Form

Legal Name of Respondent:

City of Amarillo

Description of Item <small>Include quantity and cost/quantity</small>	Purpose & Justification	Total Cost
Volgistics	Web-based Redundant Volunteer Management system	\$750
Volunteer Recruiting, Training and Coordinating Supplies	Materials to maintain a viable cadre of Public Health Volunteers (including the department's Medical Reserve Corps)	\$750
DPH Staff and Public Health Responder Uniforms	uniform appearance and functionality during responses, while attending meetings, and while making community and professional presentations (\$100 total per response staff (3pr pants at \$50/ea and 3 shirts at \$50 per each X2 responders)	\$1,000
Professional Development Materials	educational materials for self-study and other professional development materials for PHEP Coord and PHEP Educator-Trainer	\$500
TOTAL FROM OTHER SUPPLEMENTAL BUDGET SHEETS		\$0

Total Amount Requested for Other:  
**\$3,000**

# Indirect Costs

**Legal Name of Respondent:**

City of Amarillo

**Total amount of indirect costs allocable to the project:**

Amount: **\$19,019**

**Indirect costs are based on (mark the statement that is applicable):**

The respondent's most recent indirect cost rate approved by a federal cognizant agency or state single audit coordinating agency. **Expired rate agreements are not acceptable. Attach a copy of the rate agreement to this form (Form I - 7 Indirect)**

**RATE:**

**BASE:**

8.7

**X**

**Applies only to governmental entities** . The respondent's current central service cost rate or indirect cost rate. **Attach a copy of Certification of Cost Allocation Plan or Certification of Indirect Costs.**

**RATE:**  
**TYPE:**  
**BASE:**

**Note:** Governmental units with only a Central Service Cost Rate must also include the indirect cost of the governmental units department (i.e. Health Department). In this case indirect costs will be comprised of central service costs (determined by applying the rate) and the indirect costs of the governmental department. The allocation of indirect costs must be addressed in Part V - Indirect Cost Allocation of the Cost Allocation Plan that is submitted to DSHS.

A cost allocation plan. A cost allocation plan as specified in the DSHS Contractor's Financial Procedures Manual (CFPM), Appendix A must be submitted to DSHS within 60 days of the contract start date.

**GO TO PAGE 2 (below)**



**Page 2, FORM I - 7 Indirect Costs**

If using an central service or indirect cost rate, identify the types of costs that are included (being allocated) in the rate:

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Organizations that do not use an indirect cost rate and governmental entities with only a central service rate must identify the types of costs that will be allocated as indirect costs and the methodology used to allocate these costs in the space provided below. The costs/methodology must also be disclosed in Part V-Indirect Cost Allocation of the Cost Allocation Plan that is submitted to DSHS. **Identify the types of costs that are being allocated as indirect costs, the allocation methodology, and the allocation base:**

## **SUPPLEMENTAL and MATCH FORMS INSTRUCTIONS**

The budget templates include a SUPPLEMENTAL and a MATCH page (one per budget category) that are intended to supplement cost reimbursement budgets when there are too many items to fit on the primary budget template. The MATCH pages (one per budget category) are intended to record the required match will be utilized to list detail information for the required match.

The amounts on each supplemental template will automatically populate from the templates and will be inserted on the last line of the primary budget template.

The amounts on each match template will automatically populate from the templates and will be inserted in column labeled "Local Funding Sources (5)"

The SUPPLEMENTAL and MATCH budget templates are:

Personnel Supplemental  
Travel Supplemental  
Equipment & Controlled Assets Supplemental  
Supplies Supplemental  
Contractual Supplemental  
Other Costs Supplemental

Personnel Match  
Travel Match  
Equipment & Controlled Assets Match  
Supplies Match  
Contractual Match  
Other Costs Match

## PERSONNEL Budget Category Detail Form (Match)

Legal Name of Respondent:

City of Amarillo

PERSONNEL		Vacant Y/N	Job Summary	FTEs	Certification or License (Enter NA if not required)	Estimated Monthly Salary/Wage	Number of Months	Salary/Wages Requested for Project
Name + Functional Title								
Communicable Disease Program Manager - Laurie Burton	N	communicable disease/epi and surveillance operations and investigations	0.50	NA	\$4,484	12	\$26,904	
							\$0	
							\$0	
							\$0	
							\$0	
							\$0	
							\$0	
							\$0	
							\$0	
							\$0	
							\$0	
							\$0	
							\$0	
							\$0	
							\$0	
							\$0	
							\$0	
<b>SalaryWage Total</b>								<b>\$26,904</b>

**FRINGE BENEFITS**     **Itemize the elements of fringe benefits in the space below:**

Health Insurance- 19.12%, Life – 0.04%, Social Security Medicare – 1.40%, Social Security OASDI – 6.01%, TMRS – 11.87%, OPEB Funding – 2.35%, State unemployment – 0.10%, Workers compensation – 0.01%, Communications allowance – 0.64%

	Fringe Benefit Rate %	41.54%
<b>Fringe Benefits Total</b>		<b>\$11,176</b>

# TRAVEL Budget Category Detail Form (Match)

Legal Name of Respondent:

City of Amarillo

Conference / Workshop Travel Costs					
Description of Conference/Workshop	Justification	Location (City, State)	Number of: Days & Employees	Travel Costs	
Quarterly HSR Region 1 PHEP Meetings	Coordination of Operations with HSR 1	Lubbock, Texas	8 days/2 employees	Mileage	\$650
				Airfare	
				Meals	\$120
				Lodging	
				Other Costs	
<b>Total</b>				<b>\$770</b>	
SETRAC Joint Preparedness Conference	PHEP Coordinator and PHEP Educator Trainer attend annual meeting to receive updates and training on volunteer recruiting, volunteer management, response readiness, planning and recovery and grant management. (2 employees X 4 days) (other includes ground transportation, car rental, luggage fees, rental car fuel and	Galveston, TX	4 days/2 employees	Mileage	
				Airfare	\$1,600
				Meals	\$550
				Lodging	\$1,500
				Other Costs	\$1,000
<b>Total</b>				<b>\$4,650</b>	
Diseases in Nature Transmissible to Man Conference	This conference provides excellent, informative presentations by local, state, national, and international experts, continuing education credits for a variety of professions, and a great opportunity to network with colleagues and make new friends!	Various Cities, TX	3 days/1 employee	Mileage	
				Airfare	\$414
				Meals	\$239
				Lodging	\$500
				Other Costs	\$1,000
<b>Total</b>				<b>\$2,153</b>	
				Mileage	
				Airfare	
				Meals	
				Lodging	
				Other Costs	
<b>Total</b>				<b>\$0</b>	
				Mileage	
				Airfare	
				Meals	
				Lodging	
				Other Costs	
<b>Total</b>				<b>\$0</b>	

**Total for Conference / Workshop Travel**

**\$7,573**

**Other / Local Travel Costs**

Justification	Number of Miles	Mileage Reimbursement Rate	Mileage Cost (a)	Other Costs (b)	Total (a) + (b)
PHEP Coordinator, PHEP Educator Trainer and CD Coordinator driving to meetings, in-town training, doing presentations for volunteer groups, civic	1000	\$0.545	\$545		\$545
			\$0		\$0
			\$0		\$0
			\$0		\$0
			\$0		\$0
			\$0		\$0
			\$0		\$0
			\$0		\$0
			\$0		\$0

Total for Other / Local Travel

Other / Local Travel Costs:

Conference / Workshop Travel Costs:

Total Travel Costs:

### SUPPLIES Budget Category Detail Form (Match)

Legal Name of Respondent:

City of Amarillo

Itemize and describe each supply item and provide an estimated quantity and cost (i.e. # of boxes & cost/box) if applicable. Provide a justification for each supply item. Costs may be categorized by each general type (i.e., office, computer, medical, client incentives, educational, etc.)

<b>Description of Item</b> <small>[if applicable, provide estimated quantity and cost (i.e. # of boxes &amp; cost/box)]</small>	<b>Purpose &amp; Justification</b>	<b>Total Cost</b>
Chemical and medical supplies	testing/medical supplies for Communicable Disease operations	1500
Office supplies	Office Supplies (paper, pens, printer cartridges, non-clinical materials, computer supplies)	\$750

Total Amount Requested for Supplies:

\$2,250

D



# Amarillo City Council Agenda Transmittal Memo



Meeting Date	2/6/2018	Council Priority	Contract Administration
Department	Purchasing		
Contact	Trent Davis Purchasing Agent		

**Agenda Caption**

CONSIDER AWARD – Bid #5941 Police Department and Airport Police Department Uniforms

Nardis - \$107,914.57

**Agenda Item Summary**

Bid #5941

This item is to consider award of the Police and Airport Departments uniforms

**Requested Action**

Consider approval of the award to Nardis - \$107914.57

**Funding Summary**

Funding is available in inventory account 1000.15360.

**Community Engagement Summary**

N/A

**Staff Recommendation**

City Staff is recommending approval of award

Bid No. 5941 AMARILLO AND AIRPORT POLICE UNIFORMS-SUPPLY AGREEMENT

Opened 4:00 p.m. December 28, 2016

To be awarded as one lot		NARDIS	MILLER UNIFORMS & EMBLEMS INC
Line 1 Blauer 8560, size 28, DK navy 4-pkt pant w/1 "tuxedo strip, per specifications 6 ea			
Unit Price	\$81.990	\$89.990	
Extended Price	491.94		539.94
Line 2 Blauer 8560, size 30, DK navy 4-pkt pant w/1 "tuxedo strip, per specifications 9 ea			
Unit Price	\$81.990	\$89.990	
Extended Price	737.91		809.91
Line 3 Blauer 8560, size 31, DK navy 4-pkt pant w/1 "tuxedo strip, per specifications 12 ea			
Unit Price	\$81.990	\$89.990	
Extended Price	983.88		1,079.88
Line 4 Blauer 8560, size 32, DK navy 4-pkt pant w/1 "tuxedo strip, per specifications 24 ea			
Unit Price	\$81.990	\$89.990	
Extended Price	1,967.76		2,159.76



MILLER UNIFORMS &  
EMBLEMS INC

To be awarded as one lot	NARDIS	
Line 5 Blauer 8560, size 33, DK navy 4-pkt pant w/1 "tuxedo strip, per specifications 9 ea		
Unit Price	\$81.990	\$89.990
Extended Price	737.91	809.91
Line 6 Blauer 8560, size 34, DK navy 4-pkt pant w/1 "tuxedo strip, per specifications 30 ea		
Unit Price	\$81.990	\$89.990
Extended Price	2,459.70	2,699.70
Line 7 Blauer 8560, size 35, DK navy 4-pkt pant w/1 "tuxedo strip, per specifications 15 ea		
Unit Price	\$81.990	\$89.990
Extended Price	1,229.85	1,349.85
Line 8 Blauer 8560, size 36, DK navy 4-pkt pant w/1 "tuxedo strip, per specifications 21 ea		
Unit Price	\$81.990	\$89.990
Extended Price	1,721.79	1,889.79

MILLER UNIFORMS &  
EMBLEMS INC

To be awarded as one lot

NARDIS

Line 9 Blauer 8560, size 37, DK navy 4-pkt  
pant w/1 "tuxedo strip, per  
specifications

15 ea			
Unit Price	\$81.990	\$89.990	
Extended Price	1,229.85		1,349.85

Line 10 Blauer 8560, size 38, DK navy 4-  
pkt pant w/1 "tuxedo strip, per  
specifications

18 ea			
Unit Price	\$81.990	\$89.990	
Extended Price	1,475.82		1,619.82

Line 11 Blauer 8560, size 40, DK navy 4-  
pkt pant w/1 "tuxedo strip, per  
specifications

12 ea			
Unit Price	\$81.990	\$89.990	
Extended Price	983.88		1,079.88

Line 12 Blauer 8560, size 42, DK navy 4-  
pkt pant w/1 "tuxedo strip, per  
specifications

9 ea			
Unit Price	\$81.990	\$89.990	
Extended Price	737.91		809.91

MILLER UNIFORMS &  
EMBLEMS INC

NARDIS

To be awarded as one lot

Line 13 Blauer 8560, size 44, DK navy 4-  
pkt pant w/1 "tuxedo strip, per  
specifications

6 ea			
Unit Price	\$81.990	491.94	\$89.990
Extended Price			539.94

Line 14 Blauer 8460, size 14/14.5 ss shirt,  
dk navy, per specifications

18 ea			
Unit Price	\$69.000	1,242.00	\$79.990
Extended Price			1,439.82

Line 15 Blauer 8460, size 15/15.5 ss shirt,  
dk navy, per specifications

40 ea			
Unit Price	\$69.000	2,760.00	\$79.990
Extended Price			3,199.60

Line 16 Blauer 8460, size 16/16.5 ss shirt,  
dk navy, per specifications

65 ea			
Unit Price	\$69.000	4,485.00	\$79.990
Extended Price			5,199.35

Line 17 Blauer 8460, size 17/17.5 ss shirt,  
dk navy, per specifications

65 ea			
Unit Price	\$69.000	4,485.00	\$79.990
Extended Price			5,199.35

MILLER UNIFORMS &  
EMBLEMS INC

To be awarded as one lot	NARDIS	
Line 18 Blauer 8460, size 18/18.5 ss shirt, dk navy, per specifications 21 ea	\$69.000	\$79.990
Unit Price		
Extended Price	1,449.00	1,679.79
Line 19 Blauer 8460, size 19/19.5 ss shirt, dk navy, per specifications 12 ea	\$69.000	\$79.990
Unit Price		
Extended Price	828.00	959.88
Line 20 Blauer 8460, size 20 ss shirt, dk navy, per specifications 6 ea	\$69.000	\$103.990
Unit Price		
Extended Price	414.00	623.94
Line 21 Blauer 8450, size 14.5x32/33 long sleeve shirt, dk navy, per specifications 18 ea	\$77.250	\$87.990
Unit Price		
Extended Price	1,390.50	1,583.82
Line 22 Blauer 8450, size 14.5x34/35 long sleeve shirt, dk navy, per specifications 18 ea	\$77.250	\$87.990
Unit Price		
Extended Price	1,390.50	1,583.82

MILLER UNIFORMS &  
EMBLEMS INC

To be awarded as one lot

NARDIS

Line 23 Blauer 8450, size 15x32/33 long  
sleeve shirt, dk navy, per specifications  
12 ea

Unit Price	\$77.250	\$87.990
Extended Price	927.00	1,055.88

Line 24 Blauer 8450, size 15x34/35 long  
sleeve shirt, dk navy, per specifications  
15 ea

Unit Price	\$77.250	\$87.990
Extended Price	1,158.75	1,319.85

Line 25 Blauer 8450, size 15x36/37 long  
sleeve shirt, dk navy, per specifications  
9 ea

Unit Price	\$77.250	\$87.990
Extended Price	695.25	791.91

Line 26 Blauer 8450, size 15x32/33 long  
sleeve shirt, dk navy, per specifications  
6 ea

Unit Price	\$77.250	\$87.990
Extended Price	463.50	527.94

MILLER UNIFORMS &  
EMBLEMS INC

To be awarded as one lot	NARDIS	
Line 27 Blauer 8450, size 15.5x34/35 long sleeve shirt, dk navy, per specifications 24 ea		
Unit Price	\$77.250	\$87.990
Extended Price	1,854.00	2,111.76
Line 28 Blauer 8450, size 15.5x36/37 long sleeve shirt, dk navy, per specifications 15 ea		
Unit Price	\$77.250	\$87.990
Extended Price	1,158.75	1,319.85
Line 29 Blauer 8450, size 16x31/33 long sleeve shirt, dk navy, per specifications 15 ea		
Unit Price	\$77.250	\$87.990
Extended Price	1,158.75	1,319.85
Line 30 Blauer 8450, size 16x34/35 long sleeve shirt, dk navy, per specifications 21 ea		
Unit Price	\$77.250	\$87.990
Extended Price	1,622.25	1,847.79

MILLER UNIFORMS &  
EMBLEMS INC

To be awarded as one lot

NARDIS

Line 31 Blauer 8450, size 16x36/37 long  
sleeve shirt, dk navy, per specifications  
21 ea

Unit Price	\$77.250	\$87.990
Extended Price	1,622.25	1,847.79

Line 32 Blauer 8450, size 16.5x32/33 long  
sleeve shirt, dk navy, per specifications  
15 ea

Unit Price	\$77.250	\$87.990
Extended Price	1,158.75	1,319.85

Line 33 Blauer 8450, size 16.5x34/35 long  
sleeve shirt, dk navy, per specifications  
32 ea

Unit Price	\$77.250	\$87.990
Extended Price	2,472.00	2,815.68

Line 34 Blauer 8450, size 16.5x36/37 long  
sleeve shirt, dk navy, per specifications  
18 ea

Unit Price	\$77.250	\$87.990
Extended Price	1,390.50	1,583.82

MILLER UNIFORMS &  
EMBLEMS INC

To be awarded as one lot

NARDIS

Line 35 Blauer 8450, size 17x32/33 long  
sleeve shirt, dk navy, per specifications  
12 ea

Unit Price	\$77.250	\$87.990
Extended Price	927.00	1,055.88

Line 36 Blauer 8450, size 17x34/35 long  
sleeve shirt, dk navy, per specifications  
21 ea

Unit Price	\$77.250	\$87.990
Extended Price	1,622.25	1,847.79

Line 37 Blauer 8450, size 17x36/37 long  
sleeve shirt, dk navy, per specifications  
9 ea

Unit Price	\$77.250	\$87.990
Extended Price	695.25	791.91

Line 38 Blauer 8450, size 17x38/39 long  
sleeve shirt, dk navy, per specifications  
9 ea

Unit Price	\$77.250	\$87.990
Extended Price	695.25	791.91



MILLER UNIFORMS &  
EMBLEMS INC

To be awarded as one lot

NARDIS

Line 39 Blauer 8450, size 17.5x32/33 long  
sleeve shirt, dk navy, per specifications

6 ea

Unit Price

\$77.250

\$87.990

Extended Price

463.50

527.94

Line 40 Blauer 8450, size 17.5x34/35 long  
sleeve shirt, dk navy, per specifications

15 ea

Unit Price

\$77.250

\$87.990

Extended Price

1,158.75

1,319.85

Line 41 Blauer 8450, size 17.5x36/37 long  
sleeve shirt, dk navy, per specifications

12 ea

Unit Price

\$77.250

\$87.990

Extended Price

927.00

1,055.88

Line 42 Blauer 8450, size 17.5x38/39 long  
sleeve shirt, dk navy, per specifications

12 ea

Unit Price

\$77.250

\$87.990

Extended Price

927.00

1,055.88

MILLER UNIFORMS &  
EMBLEMS INC

To be awarded as one lot

NARDIS

Line 43 Blauer 8450, size 18x32/33 long  
sleeve shirt, dk navy, per specifications  
6 ea

Unit Price	\$77.250	\$87.990
Extended Price	463.50	527.94

Line 44 Blauer 8450, size 18x34/35 long  
sleeve shirt, dk navy, per specifications  
12 ea

Unit Price	\$77.250	\$87.990
Extended Price	927.00	1,055.88

Line 45 Blauer 8450, size 18x36/37 long  
sleeve shirt, dk navy, per specifications  
9 ea

Unit Price	\$77.250	\$87.990
Extended Price	695.25	791.91

Line 46 Blauer 8450, size 18.5x32/33 long  
sleeve shirt, dk navy, per specifications  
6 ea

Unit Price	\$77.250	\$87.990
Extended Price	463.50	527.94

MILLER UNIFORMS &  
EMBLEMS INC

To be awarded as one lot

NARDIS

Line 47 Blauer 8450, size 18.5x34/35 long  
sleeve shirt, dk navy, per specifications  
12 ea

Unit Price	\$77.250	\$87.990
Extended Price	927.00	1,055.88

Line 48 Blauer 8450, size 18.5x36/37 long  
sleeve shirt, dk navy, per specifications  
9 ea

Unit Price	\$77.250	\$87.990
Extended Price	695.25	791.91

Line 49 Blauer 8450, size 18.5x38/39 long  
sleeve shirt, dk navy, per specifications  
15 ea

Unit Price	\$77.250	\$87.990
Extended Price	1,158.75	1,319.85

Line 50 Blauer 8450, size 19.5x34/35 long  
sleeve shirt, dk navy, per specifications  
3 ea

Unit Price	\$77.250	\$87.990
Extended Price	231.75	263.97

MILLER UNIFORMS &  
EMBLEMS INC

To be awarded as one lot

NARDIS

Line 51 Blauer 8450, size 19.5x36/37 long  
sleeve shirt, dk navy, per specifications  
9 ea

Unit Price	\$77.250	\$87.990
Extended Price	695.25	791.91

Line 52 Neck tie, navy, clip style, 18", 20"  
and 22", per specifications  
60 ea

Unit Price	\$6.000	\$6.950
Extended Price	360.00	417.00

Line 53 Keystone hat size 6 1/2 dark navy  
blue, per specifications  
3 ea

Unit Price	\$50.000	\$55.000
Extended Price	150.00	165.00

Line 54 Keystone hat size 6 3/4 dark navy  
blue, per specifications  
4 ea

Unit Price	\$50.000	\$55.000
Extended Price	200.00	220.00

Line 55 Keystone hat size 6 7/8 dark navy  
blue, per specifications  
4 ea

Unit Price	\$50.000	\$55.000
Extended Price	200.00	220.00

MILLER UNIFORMS &  
EMBLEMS INC

NARDIS

To be awarded as one lot

Line 56 Keystone hat size 7 dark navy blue, per specifications 5 ea				
Unit Price	\$50.000	250.00	\$55.000	275.00
Extended Price				

Line 57 Keystone hat size 7 1/8 dark navy blue, per specifications 9 ea				
Unit Price	\$50.000	450.00	\$55.000	495.00
Extended Price				

Line 58 Keystone hat size 7 1/4 dark navy blue, per specifications 10 ea				
Unit Price	\$50.000	500.00	\$55.000	550.00
Extended Price				

Line 59 Keystone hat size 7 3/8 dark navy blue, per specifications 6 ea				
Unit Price	\$50.000	300.00	\$55.000	330.00
Extended Price				

Line 60 Keystone hat size 7 1/2 dark navy blue, per specifications 6 ea				
Unit Price	\$50.000	300.00	\$55.000	330.00
Extended Price				

MILLER UNIFORMS &  
EMBLEMS INC

NARDIS

To be awarded as one lot

Line 61 Keystone hat size 7 5/8 dark navy blue, per specifications

6 ea

Unit Price

\$50.000

\$55.000

Extended Price

300.00

330.00

Line 62 Keystone hat size 7 3/4 dark navy blue, per specifications

6 ea

Unit Price

\$50.000

\$55.000

Extended Price

300.00

330.00

Line 63 Blauer 160 skull cap, black 1/2" embroidered white "POLICE", per specifications

40 ea

Unit Price

\$24.000

\$29.990

Extended Price

960.00

1,199.60

Line 64 Blauer 8560W, size 4, dk navy 4-pkt pant W/1" tuxedo strip, per specifications

3 ea

Unit Price

\$81.990

\$89.990

Extended Price

245.97

269.97

MILLER UNIFORMS &  
EMBLEMS INC

NARDIS

To be awarded as one lot

Line 65 Blauer 8560W, size 6, dk navy 4-  
pkt pant W/1" tuxdeo strip, per  
specifications

6 ea			
Unit Price	\$81.990	\$89.990	
Extended Price	491.94		539.94

Line 66 Blauer 8560W, size 8, dk navy 4-  
pkt pant W/1" tuxdeo strip, per  
specifications

6 ea			
Unit Price	\$81.990	\$89.990	
Extended Price	491.94		539.94

Line 67 Blauer 8560W, size 10, dk navy 4-  
pkt pant W/1" tuxdeo strip, per  
specifications

6 ea			
Unit Price	\$81.990	\$89.990	
Extended Price	491.94		539.94

Line 68 Blauer 8560W, size 12, dk navy 4-  
pkt pant W/1" tuxdeo strip, per  
specifications

6 ea			
Unit Price	\$81.990	\$89.990	
Extended Price	491.94		539.94

MILLER UNIFORMS &  
EMBLEMS INC

NARDIS

To be awarded as one lot

Line 69 Blauer 8560W, size 14, dk navy 4-  
pkt pant W/1" tuxedo strip, per  
specifications

3 ea

Unit Price

\$81.990

\$89.990

Extended Price

245.97

269.97

Line 70 Blauer 8560W, size 16, dk navy 4-  
pkt pant W/1" tuxedo strip, per  
specifications

2 ea

Unit Price

\$81.990

\$89.990

Extended Price

163.98

179.98

Line 71 Blauer 8460W, size 34, dk navy ss  
shirt, per specifications

9 ea

Unit Price

\$69.000

\$79.990

Extended Price

621.00

719.91

Line 72 Blauer 8460W, size 36, dk navy ss  
shirt, per specifications

9 ea

Unit Price

\$69.000

\$79.990

Extended Price

621.00

719.91



MILLER UNIFORMS &  
EMBLEMS INC

To be awarded as one lot

NARDIS

Line 73 Blauer 8460W, size 38, dk navy ss  
shirt, per specifications  
6 ea

Unit Price	\$69.000	\$79.990
Extended Price	414.00	479.94

Line 74 Blauer 8460W, size 42, dk navy ss  
shirt, per specifications  
6 ea

Unit Price	\$69.000	\$79.990
Extended Price	414.00	479.94

Line 75 Blauer 8460W, size 40, dk navy ss  
shirt, per specifications  
3 ea

Unit Price	\$69.000	\$79.990
Extended Price	207.00	239.97

Line 76 Blauer 8450W, size 34, dk navy ls  
shirt, per specifications  
3 ea

Unit Price	\$77.250	\$87.990
Extended Price	231.75	263.97

Line 77 Blauer 8450W, size 36, dk navy ls  
shirt, per specifications  
12 ea

Unit Price	\$77.250	\$87.990
Extended Price	927.00	1,055.88

MILLER UNIFORMS &  
EMBLEMS INC

To be awarded as one lot

NARDIS

Line 78 Blauer 8450W, size 38, dk navy ls  
shirt, per specifications  
6 ea

Unit Price	\$77.250	\$87.990
Extended Price	463.50	527.94

Line 79 Blauer 8450W, size 40, dk navy ls  
shirt, per specifications  
3 ea

Unit Price	\$77.250	\$87.990
Extended Price	231.75	263.97

Line 80 Blauer 8450W, size 42, dk navy ls  
shirt, per specifications  
6 ea

Unit Price	\$77.250	\$87.990
Extended Price	463.50	527.94

Line 81 Blauer 339p traffic vest, per  
specifications  
30 ea

Unit Price	\$53.200	\$53.990
Extended Price	1,596.00	1,619.70

MILLER UNIFORMS &  
EMBLEMS INC

NARDIS

To be awarded as one lot

Line 82 Blauer 8565 cargo, size 28  
unfiinshed hem, dk navy, per  
specifications  
3 ea  
Unit Price \$84.750 \$99.990  
Extended Price 254.25 299.97

Line 83 Blauer 8565 cargo, size 30  
unfiinshed hem, dk navy, per  
specifications  
9 ea  
Unit Price \$84.750 \$99.990  
Extended Price 762.75 899.91

Line 84 Blauer 8565 cargo, size 31  
unfiinshed hem, dk navy, per  
specifications  
21 ea  
Unit Price \$84.750 \$99.990  
Extended Price 1,779.75 2,099.79

Line 85 Blauer 8565 cargo, size 32  
unfiinshed hem, dk navy, per  
specifications  
27 ea  
Unit Price \$84.750 \$99.990  
Extended Price 2,288.25 2,699.73

MILLER UNIFORMS &  
EMBLEMS INC

To be awarded as one lot

NARDIS

Line 86 Blauer 8565 cargo, size 33  
unfiinshed hem, dk navy, per  
specifications

24 ea

Unit Price

\$84.750

\$99.990

Extended Price

2,034.00

2,399.76

Line 87 Blauer 8565 cargo, size 34  
unfiinshed hem, dk navy, per  
specifications

50 ea

Unit Price

\$84.750

\$99.990

Extended Price

4,237.50

4,999.50

Line 88 Blauer 8565 cargo, size 35  
unfiinshed hem, dk navy, per  
specifications

40 ea

Unit Price

\$84.750

\$99.990

Extended Price

3,390.00

3,999.60

Line 89 Blauer 8565 cargo, size 36  
unfiinshed hem, dk navy, per  
specifications

24 ea

Unit Price

\$84.750

\$99.990

Extended Price

2,034.00

2,399.76

MILLER UNIFORMS &  
EMBLEMS INC

To be awarded as one lot

NARDIS

Line 90 Blauer 8565 cargo, size 37  
unfinshed hem, dk navy, per  
specifications  
42 ea  
Unit Price \$84.750 \$99.990  
Extended Price 3,559.50 4,199.58

Line 91 Blauer 8565 cargo, size 38  
unfinshed hem, dk navy, per  
specifications  
42 ea  
Unit Price \$84.750 \$99.990  
Extended Price 3,559.50 4,199.58

Line 92 Blauer 8565 cargo, size 40  
unfinshed hem, dk navy, per  
specifications  
9 ea  
Unit Price \$84.750 \$99.990  
Extended Price 762.75 899.91

Line 93 Blauer 8565 cargo, size 42  
unfinshed hem, dk navy, per  
specifications  
6 ea  
Unit Price \$84.750 \$99.990  
Extended Price 508.50 599.94

MILLER UNIFORMS &  
EMBLEMS INC

To be awarded as one lot

NARDIS

Line 94 Blauer 8565 cargo, size 44  
unfiinished hem, dk navy, per  
specifications

6 ea

Unit Price

\$84.750

\$99.990

Extended Price

508.50

599.94

Line 95 Blauer 8565 cargo, size 46  
unfiinished hem, dk navy, per  
specifications

6 ea

Unit Price

\$84.750

\$99.990

Extended Price

508.50

599.94

Line 96 Blauer 8565 cargo, size 48  
unfiinished hem, dk navy, per  
specifications

6 ea

Unit Price

\$84.750

\$99.990

Extended Price

508.50

599.94

Line 97 Blauer 8565 cargo, size 6  
unfiinished hem, dk navy, per  
specifications

6 ea

Unit Price

\$84.750

\$99.990

Extended Price

508.50

599.94

MILLER UNIFORMS &  
EMBLEMS INC

To be awarded as one lot

NARDIS

Line 98 Blauer 8565 cargo, size 8  
unfinshed hem, dk navy, per  
specifications

6 ea

Unit Price

\$84.750

\$99.990

Extended Price

508.50

599.94

Line 99 Blauer 8565 cargo, size 10  
unfinshed hem, dk navy, per  
specifications

6 ea

Unit Price

\$84.750

\$99.990

Extended Price

508.50

599.94

Line 100 Blauer 8565 cargo, size 12  
unfinshed hem, dk navy, per  
specifications

3 ea

Unit Price

\$84.750

\$99.990

Extended Price

254.25

299.97

Line 101 Blauer 8565 cargo, size 14  
unfinshed hem, dk navy, per  
specifications

3 ea

Unit Price

\$84.750

\$99.990

Extended Price

254.25

299.97

MILLER UNIFORMS &  
EMBLEMS INC

To be awarded as one lot	NARDIS		
Line 102 Blauer 8565 cargo, size 16 unfinshed hem, dk navy, per specifications 3 ea			
Unit Price	\$84.750	\$99.990	
Extended Price	254.25		299.97
Line 103 Blauer 8565 cargo, size 18 unfinshed hem, dk navy, per specifications 3 ea			
Unit Price	\$84.750	\$99.990	
Extended Price	254.25		299.97
Line 104 Blauer 8565 cargo, size 20 unfinshed hem, dk navy, per specifications 30 ea			
Unit Price	\$84.750	\$99.990	
Extended Price	2,542.50		2,999.70
Bid Total	107,914.57		123,780.31

Award by Vendor

107,914.57



E



# Amarillo City Council Agenda Transmittal Memo



<b>Meeting Date</b>	February 6, 2018	<b>Council Priority</b>	N/A
<b>Department</b>	Parks & Recreation		
<b>Contact</b>	Rod Tweet, Director of Parks & Recreation		

### Agenda Caption

APPROVAL OF A CONCESSION OPERATIONS CONTRACT FOR THE RICK KLIEN BASEBALL COMPLEX

### Agenda Item Summary

This item approves a concession agreement between Beef's at the Ballpark and City of Amarillo for the exclusive right to operate the concession facility at the Rick Klein Baseball Complex.

### Requested Action

RFP 03-18 - City of Amarillo Ball Park Concession was released in December 2017 with the deadline for submission on January 25, 2018. Beef's at the Ballpark was the sole submission.

The contract with Beef's at the Ballpark for the exclusive right to operate the concession facility at the Rick Klein Baseball Complex covers a term of three (3) years. The contract may be renewed for up to two (2) additional one (1) year periods if agreeable to both parties. Beef's at the Ballpark was the contractor for concession services at this location the previous five years.

### Funding Summary

Contractor is responsible to provide a commission to the city based on total gross sales. Commission percentage increases as gross sales increase. 8% - \$50,000 or less, 11% - \$50,001 - \$99,999, 15% - \$100,000+. Commission is paid on a monthly basis. The annual average commission paid to the City the past contract (5-years) was \$5,199 annually for a total commission of \$25,997. The past contract percentages were 5%, 8% and 11%. Revenue will be distributed to the account 1876.37160.

### Community Engagement Summary

N/A

### Staff Recommendation

Staff recommends the contract award to Beef's at the Ballpark.

# Amarillo City Council Agenda Transmittal Memo



<b>Meeting Date</b>	2/6/2018	<b>Council Priority</b>	Infrastructure Initiative
<b>Department</b>	Capital Projects & Development Engineering		
<b>Contact</b>	Kyle Schniederjan, P.E., City Engineer		

## Agenda Caption

CONSIDER AWARD – Bid # 6014 Two Professional Services Agreements for Engineering Services, Landfill Gas Collection and Control System

HDR Engineering, Inc.

System Startup and Initial TCEQ Regulatory Compliance Documents - \$26,900.00

Annual Operations and Oversight - \$89,300.00

## Agenda Item Summary

This item is to consider award of the Professional Services Agreements for Engineering Services for System Startup and Initial TCEQ Regulatory Compliance Documents and for 2018 Operations and Oversight of the City of Amarillo Landfill Gas Collection and Control System.

## Requested Action

Consider approval and award to HDR Engineering, Inc. for \$26,900 and \$89,300.00, respectively.

## Funding Summary

Funding for this project is available in Project Number 430036.17400.1440

## Community Engagement Summary

This project will have minimal negative impact on the community.

## Staff Recommendation

City Staff is recommending approval and award of the agreements.

Bid No. 6012 ENGINEERING SERVICES  
 Opened 4:00 p.m. January 26, 2018

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To be awarded as one lot ENGINEERING SERVICES

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Line 1 Engineering services, non-licensed,  
 professional services contract, System  
 startup an initial documents, per  
 specifications

1 Is	\$26,900.000	
Unit Price		
Extended Price		26,900.00

Line 2 Engineering services, non-licensed,  
 professional services contract, Annual  
 operations and oversight, per  
 specifications

1 Is	\$89,300.000	
Unit Price		
Extended Price		89,300.00

Bid Total 116,200.00

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Award by Vendor 116,200.00



# Amarillo City Council Agenda Transmittal Memo



<b>Meeting Date</b>	February 6, 2018	<b>Council Priority</b>	Community Appearance
<b>Department</b>	Legal		
<b>Contact</b>	Mick McKamie		

### Agenda Caption

Ordinance No. \_\_\_\_:  
 This is the first reading of an ordinance to consider amending Ordinance No. 7700 to revise the guidelines for appointments to the Beautification and Public Arts Advisory Board.

### Agenda Item Summary

This item amends Ordinance No. 7700 which created the Beautification and Public Arts Advisory Board.

### Requested Action

Consider this ordinance amending Ordinance No. 7700 to allow a representative be appointed rather than only a board member.

### Funding Summary

None.

### Community Engagement Summary

Boards and Commissions.

### Staff Recommendation

City Staff is recommending this change.

2/6/18 MM

ORDINANCE NO. 7710

AN ORDINANCE OF THE AMARILLO CITY COUNCIL  
AMENDING ORDINANCE NO. 7700 TO REVISE THE  
GUIDELINES FOR APPOINTMENTS TO THE BOARD;  
PROVIDING SEVERABILITY CLAUSE; PROVIDING SAVINGS  
CLAUSE AND EFFECTIVE DATE.

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WHEREAS, the citizens of the City of Amarillo have indicated strong interest in beautification of the entire community, and

WHEREAS, integration of public arts into the environment of the City improves the visual design and content of the City and will enhance the experience of living in and visiting in Amarillo; and

WHEREAS, upon the recent establishment of the Board, the City Council has found that there are numerous committed and interested volunteers who wish to serve and that revision of the requirements for appointment of some members of the Board is in the best interests of the City;

NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF AMARILLO, TEXAS:

**SECTION 1.** That Ordinance No. 7700, which established the “City of Amarillo Beautification and Public Arts Advisory Board,” is hereby amended as follows.

**SECTION 2.** The purpose of the Board shall be advisory only; to provide recommendations to the City Council on the following:

- a. To promote and encourage private and public programs to enhance all aspects of the City’s appearance, presentation, and beautification.
- b. To promote and encourage private and public programs to further the development of public arts.
- c. To increase employment opportunities in the arts.
- d. To encourage the integration of art into the architecture of municipal structures.
- e. To identify and develop quality programs involving notable art in public places through exhibitions, acquisitions, and education to enhance our community.
- f. To raise awareness and appreciation of the value of art in public places and beautification of our City in general.

**SECTION 3.** Members. The Board shall consist of nine (9) members as follows:

- a. Six (6) citizens of the City of Amarillo, appointed by the City Council;
- b. One representative of the Convention and Visitor Council Arts Committee, appointed by that committee;

- c. One representative of Center City Amarillo, appointed by that Center City Board; and
- d. One City Council member, appointed by the City Council.

A staff liaison shall be an ex-officio member and shall serve as the secretary of the Board.

**SECTION 4. Authority.** The Board shall be governed by the City of Amarillo Code of Ordinances, Chapter 2-6, Article I.

**SECTION 5.** If any word, phrase, clause, sentence, or paragraph of this ordinance is held to be unconstitutional or invalid by a court of competent jurisdiction, the other provisions of this ordinance will continue in force if they can be given effect without the invalid portion.

**SECTION 6.** All ordinances and resolution or parts of ordinances or resolutions in conflict with this ordinance are repealed.

**SECTION 7.** This ordinance shall be effective upon passage and adoption on second reading.

INTRODUCED AND PASSED by the City Council of the City of Amarillo, Texas, on First Reading this the 6th day of February 2018; and PASSED on Second and Final Reading the 13th day of February 2018.

\_\_\_\_\_  
Ginger Nelson, Mayor

ATTEST:

\_\_\_\_\_  
Frances Hibbs, City Secretary

APPROVED AS TO FORM:

\_\_\_\_\_  
William M. McKamie, City Attorney



# Amarillo City Council Agenda Transmittal Memo



<b>Meeting Date</b>	February 6, 2018	<b>Council Priority</b>	Transportation Systems
<b>Department</b>	Amarillo City Transit (ACT)		
<b>Contact</b>	Marita Wellage-Reiley		

### Agenda Caption

CONSIDER APPROVAL OF AMARILLO CITY TRANSIT DRUG & ALCOHOL POLICY CHANGES FOR 2018.

### Agenda Item Summary

The City of Amarillo receives federal funding from the Department of Transportation (DOT) Federal Transit Administration (FTA) and is thereby required to comply with 49 CFR Part 40 USDOT Drug & Alcohol Regulations. The new regulations became effective 1/1/18. The revised ACT Drug & Alcohol Policy incorporates the City of Amarillo Substance Abuse Policy and the new DOT policy addendum. The most significant revision is the addition of four opioids to the drug testing panel. Because the rule implementing the policy was not finalized until 11/13/17, DOT has given covered agencies a grace period in which to have the governing authorities approve the policy by the end of February 2018.

### Requested Action

Request approval of the ACT Drug & Alcohol Policy that includes the 1/1/18 Policy Addendum as required to receive federal funding.

### Funding Summary

No additional funding is required.

### Community Engagement Summary

The Drug & Alcohol Policy protects ACT users, residents and COA capital investments by promoting a Drug Free Workplace. ACT employees were given a copy of the policy prior to 1/1/18 and were required to sign that they were made aware of the changes. Employees will receive a copy of the Drug & Alcohol Policy once approved by City Council.

### Staff Recommendation

Staff recommends approving the Drug & Alcohol Policy.

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AMARILLO, TEXAS (“CITY”) APPROVING A SUBSTANCE ABUSE POLICY FOR THE AMARILLO CITY TRANSIT AS REQUIRED BY THE U.S. DEPARTMENT OF TRANSPORTATION, FEDERAL TRANSIT ADMINISTRATION; AUTHORIZING THE CITY MANAGER TO FILE SAME AND EXECUTE RELATED DOCUMENTS; PROVIDING FOR A REPEALER; AND PROVIDING SEVERABILITY AND EFFECTIVE DATE.**

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**WHEREAS**, the Federal Transit Administration (FTA) of the U.S. Department of Transportation (DOT) has enacted 49 CFR Part 655, which prohibits and requires transit agencies to test for drug use and alcohol misuse by transit employees. As amended, Part 655 mandates urine drug testing and breath alcohol testing for safety sensitive positions and prevents performance of safety sensitive functions when there is a positive test result;

**WHEREAS**, 49 CFR Part 655 must be read in conjunction with 49 CFR Part 40, as amended, that sets standards for conducting workplace drug and alcohol testing for the federally regulated transportation industry;

**WHEREAS**, the DOT has enacted 49 CFR Part 29, “The Drug-Free Workplace Act of 1988”, which requires the establishment of drug-free workplace policies and the reporting of certain drug-related offenses to the FTA;

**WHEREAS**, in accordance with these regulations, the City of Amarillo’s City Transit has revised the written Substance Abuse Policy that is designed to comply with all policies as set forth by the standards of DOT’s FTA;

**WHEREAS**, the City of Amarillo’s Personnel Rules provides for the termination of any employee failing to pass a urine or breath test. This Substance Abuse Policy incorporates all federal and City requirements for all employees in the Transit Department. Moreover, where the City personnel rules are more restrictive than the Substance Abuse Policy, the more restrictive policy will apply; and

**WHEREAS**, the Substance Abuse Policy applies to all transit system employees, paid part-time employees, volunteers, and contractors when they are on transit property or when performing any transit-related business. Visitors, vendors, and contractor employees are governed by this policy while on transit premise and will not be permitted to conduct business if found to be in violation of this policy.

**WHEREAS**, the City Council has reviewed the Substance Abuse Policy for the Transit Department; and

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF AMARILLO, TEXAS THAT:**

**Section 1.** The City Council does hereby approve the City of Amarillo’s City Transit Substance Abuse Policy.

**Section 2.** The City Council further designates the City Manager and/or his designee to file the Substance Abuse Policy with the U.S. Department of Transportation, Federal Transit Administration, and the City Manager and/or his designee as the City of Amarillo’s Chief Administrative Officer to act as the authorized person in connection with said Policy and provide such additional information as may be required, including the execution of any agreements, to effectuate said Policy.



**Section 3.** Should any part of this Resolution conflict with any other resolution, then such other resolution is repealed to the extent of the conflict with this Resolution.

**Section 4.** Should any word, phrase, or part of this Resolution be found to be invalid or unconstitutional, such finding shall not affect any other word, phrase, or part hereof and such shall be and continue in effect.

**Section 5.** This Resolution shall be effective on and after its adoption.

**PASSED AND APPROVED** this \_\_\_\_ day of February, 2018.

\_\_\_\_\_  
Ginger Nelson, Mayor

**ATTEST:**

\_\_\_\_\_  
Frances Hibbs, City Secretary

**APPROVED:**

\_\_\_\_\_  
William M. McKamie, City Attorney

## Amarillo City Transit

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# Drug and Alcohol Policy

Effective as of 01/01/2018

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Adopted by: Amarillo City Commission

Date Adopted: [dd/mm/yyyy]

Last Revised: [01/01/2018]

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## Purpose of Policy

This policy complies with 49 CFR Part 655, as amended and 49 CFR Part 40, as amended. Copies of Parts 655 and 40 are available in the drug and alcohol program manager's office and can be found on the internet at the Federal Transit Administration (FTA) Drug and Alcohol Program website <http://transit-safety.fta.dot.gov/DrugAndAlcohol/>.

All covered employees are required to submit to drug and alcohol tests as a condition of employment in accordance with 49 CFR Part 655.

Portions of this policy are not FTA-mandated, but reflect Amarillo City Transit's policy. These additional provisions are identified by **bold text**.

In addition, DOT has published 49 CFR Part 29, implementing the Drug-Free Workplace Act of 1988, which requires the establishment of drug-free workplace policies and the reporting of certain drug-related offenses to the FTA.

**All Amarillo City Transit employees are subject to the provisions of the Drug-Free Workplace Act of 1988.**

The unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited in the covered workplace. An employee who is convicted of any criminal drug statute for a violation occurring in the workplace shall notify the Amarillo City Transit Director no later than five days after such conviction.

## Covered Employees

This policy applies to every person, including an applicant or transferee, who performs or will perform a "safety-sensitive function" as defined in Part 655, section 655.4.

You are a covered Transit Department employee if you perform any of the following:

- Operating a revenue service vehicle, in or out of revenue service
- Operating a non-revenue vehicle requiring a commercial driver's license
- Controlling movement or dispatch of a revenue service vehicle
- Maintaining (including repairs, overhaul and rebuilding) of a revenue service vehicle or equipment used in revenue service
- Carrying a firearm for security purposes

See Attachment A for a list of covered positions by job title.

## Prohibited Behavior

The City of Amarillo does not tolerate on-premises or on-duty use, possession or distribution of alcohol or illegal drugs. Use of illegal drugs is prohibited at all times. All employees are required to report to work free of prescription drugs (unless under the direction of a physician).

All covered employees are prohibited from reporting for duty or remaining on duty any time there is a quantifiable presence of a prohibited drug in the body above the minimum thresholds defined in Part 40. Prohibited drugs include:

- marijuana
- cocaine
- phencyclidine (PCP)
- opiates
- amphetamines

Per the revised USDOT Regulations 49 CFR Part 40 employees will **also** be tested for four semi-synthetic opioids (i.e., hydrocodone, oxycodone, hydromorphone, oxymorphone). Some common names for these semi-synthetic opioids include OxyContin®, Percodan®, Percocet®, Vicodin®, Lortab®, Norco®, Dilaudid®, Exalgo®.

All covered employees are prohibited from performing or continuing to perform safety-sensitive functions while having an alcohol concentration of 0.04 or greater.

All covered employees are prohibited from consuming alcohol while performing safety-sensitive job functions or while on-call to perform safety-sensitive job functions. If an on-call employee has consumed alcohol, they must acknowledge the use of alcohol at the time that they are called to report for duty. If the on-call employee claims the ability to perform his or her safety-sensitive function, he or she must take an alcohol test with a result of less than 0.02 prior to performance.

All covered employees are prohibited from consuming alcohol within four (4) hours prior to the performance of safety-sensitive job functions.

All covered employees are prohibited from consuming alcohol for eight (8) hours following involvement in an accident or until he or she submits to the post-accident drug and alcohol test, whichever occurs first.

## Consequences for Violations

A positive drug or alcohol (BAC at or above 0.04) test result or test refusal under this policy shall constitute grounds for immediate termination.

## FTA Drug and Alcohol Policy – Amarillo City Transit

Following a BAC of 0.02 or greater, but less than 0.04, the employee will be immediately removed from safety-sensitive duties and suspended the remainder of the shift and referred to a Substance Abuse Professional for evaluation. The employee will not return to work **until after the evaluation is complete. If a substance abuse professional recommends a rehabilitation program, the employee will be shall be required to complete the prescribed program. Following completion, the employee will be returned to work under the same conditions required under section 801.7 of the City of Amarillo Substance Abuse Policy. If the employee tests positive for drugs or .02 alcohol anytime during this 2-year period, he/she shall be immediately terminated.**

### Zero Tolerance

Per Amarillo City Transit policy, any employee who tests positive for drugs or alcohol (BAC at or above 0.04) or refuses to test will be referred to a Substance Abuse Professional (SAP) **and subject to immediate termination.**

## Circumstances for Testing

### Pre-Employment Testing

**As a condition of appointment, transferred and promoted employees to a new position at the City of Amarillo must submit to and pass drug and/or alcohol test prior to appointment and if required, undergo and pass a physical examination, at the City's expense prior to appointment. Any employee involved in an accident while on duty may be required to submit to a drug and/or alcohol tests.**

Pre-employment alcohol tests are conducted after making a contingent offer of employment or transfer. All pre-employment alcohol tests will be conducted using the procedures set forth in 49 CFR Part 40.

A negative pre-employment drug test result is required before an employee can first perform safety-sensitive functions. If a pre-employment test is cancelled, the individual will be required to undergo another test and successfully pass with a verified negative result before performing safety-sensitive functions.

If a covered employee has not performed a safety-sensitive function for 90 or more consecutive calendar days, and has not been in the random testing pool during that time, the employee must take and pass a pre-employment test before he or she can return to a safety-sensitive function.

A covered employee or applicant who has previously failed or refused a DOT pre-employment drug and/or alcohol test must provide proof of having successfully completed a referral, evaluation, and treatment plan meeting DOT requirements.

## Reasonable Suspicion Testing

All covered employees shall be subject to a drug and/or alcohol test when Amarillo City Transit has reasonable suspicion to believe that the covered employee has used a prohibited drug and/or engaged in alcohol misuse. A reasonable suspicion referral for testing will be made by a trained supervisor or other trained company official on the basis of specific, contemporaneous, articulable observations concerning the appearance, behavior, speech, or body odors of the covered employee.

Covered employees may be subject to reasonable suspicion drug testing any time while on duty. Covered employees may be subject to reasonable suspicion alcohol testing while the employee is performing safety-sensitive functions, just before the employee is to perform safety-sensitive functions, or just after the employee has ceased performing such functions.

## Post-Accident Testing

Covered employees shall be subject to post-accident drug and alcohol testing under the following circumstances:

### Fatal Accidents

As soon as practicable following an accident involving the loss of a human life, drug and alcohol tests will be conducted on each surviving covered employee operating the public transportation vehicle at the time of the accident. In addition, any other covered employee whose performance could have contributed to the accident, as determined by Amarillo City Transit using the best information available at the time of the decision, will be tested.

### Non-fatal Accidents

As soon as practicable following an accident not involving the loss of a human life, drug and alcohol tests will be conducted on each covered employee operating the public transportation vehicle at the time of the accident if at least one of the following conditions is met:

- (1) The accident results in injuries requiring immediate medical treatment away from the scene, unless the covered employee can be completely discounted as a contributing factor to the accident
- (2) One or more vehicles incurs disabling damage and must be towed away from the scene, unless the covered employee can be completely discounted as a contributing factor to the accident
- (3) The vehicle is a rail car, trolley car or bus, or vessel, and is removed from operation, unless the covered employee can be completely discounted as a contributing factor to the accident

In addition, any other covered employee whose performance could have contributed to the accident, as determined by Amarillo City Transit using the best information available at the time of the decision, will be tested.

## FTA Drug and Alcohol Policy – Amarillo City Transit

A covered employee subject to post-accident testing must remain readily available, or it is considered a refusal to test. Nothing in this section shall be construed to require the delay of necessary medical attention for the injured following an accident or to prohibit a covered employee from leaving the scene of an accident for the period necessary to obtain assistance in responding to the accident or to obtain necessary emergency medical care.

### Random Testing

Random drug and alcohol tests are unannounced and unpredictable, and the dates for administering random tests are spread reasonably throughout the calendar year. Random testing will be conducted at all times of the day when safety-sensitive functions are performed.

Testing rates will meet or exceed the minimum annual percentage rate set each year by the FTA administrator. The current year testing rates can be viewed online at [www.transportation.gov/odapc/random-testing-rates](http://www.transportation.gov/odapc/random-testing-rates).

The selection of employees for random drug and alcohol testing will be made by a scientifically valid method, such as a random number table or a computer-based random number generator. Under the selection process used, each covered employee will have an equal chance of being tested each time selections are made.

A covered employee may only be randomly tested for alcohol misuse while the employee is performing safety-sensitive functions, just before the employee is to perform safety-sensitive functions, or just after the employee has ceased performing such functions. A covered employee may be randomly tested for prohibited drug use anytime while on duty.

Each covered employee who is notified of selection for random drug or random alcohol testing must immediately proceed to the designated testing site.

### Random Testing – End of Shift

Random testing may occur anytime an employee is on duty so long as the employee is notified prior to the end of the shift. Employees who provide advance, verifiable notice of scheduled medical or child care commitments will be random drug tested no later than three hours before the end of their shift and random alcohol tested no later than 30 minutes before the end of their shift. Verifiable documentation of a previously scheduled medical or child care commitment, for the period immediately following an employee's shift, must be provided at least **two hours** before the end of the shift.



## Testing Procedures

All FTA drug and alcohol testing will be conducted in accordance with 49 CFR Part 40, as amended.

### Dilute Urine Specimen

**If there is a negative dilute test result, Amarillo City Transit will conduct one additional retest. The result of the second test will be the test of record.**

Dilute negative results with a creatinine level greater than or equal to 2 mg/dL but less than or equal to 5 mg/dL require an immediate recollection under direct observation (see 49 CFR Part 40, section 40.67).

### Split Specimen Test

In the event of a verified positive test result, or a verified adulterated or substituted result, the employee can request that the split specimen be tested at a second laboratory. Amarillo City Transit guarantees that the split specimen test will be conducted in a timely fashion.

## Test Refusals

As a covered employee, you have refused to test if you:

- (1) Fail to appear for any test (except a pre-employment test) within a reasonable time, as determined by Amarillo City Transit.
- (2) Fail to remain at the testing site until the testing process is complete. An employee who leaves the testing site before the testing process commences for a pre-employment test has not refused to test.
- (3) Fail to attempt to provide a breath or urine specimen. An employee who does not provide a urine or breath specimen because he or she has left the testing site before the testing process commenced for a pre-employment test has not refused to test.
- (4) In the case of a directly-observed or monitored urine drug collection, fail to permit monitoring or observation of your provision of a specimen.
- (5) Fail to provide a sufficient quantity of urine or breath without a valid medical explanation.
- (6) Fail or decline to take a second test as directed by the collector or Amarillo City Transit for drug testing.
- (7) Fail to undergo a medical evaluation as required by the MRO or Amarillo City Transit's Designated Employer Representative (DER).
- (8) Fail to cooperate with any part of the testing process.
- (9) Fail to follow an observer's instructions to raise and lower clothing and turn around during a directly-observed test.

## FTA Drug and Alcohol Policy – Amarillo City Transit

- (10) Possess or wear a prosthetic or other device used to tamper with the collection process.
- (11) Admit to the adulteration or substitution of a specimen to the collector or MRO.
- (12) Refuse to sign the certification at Step 2 of the Alcohol Testing Form (ATF).
- (13) Fail to remain readily available following an accident.

As a covered employee, if the MRO reports that you have a verified adulterated or substituted test result, you have refused to take a drug test.

As a covered employee, if you refuse to take a drug and/or alcohol test, you incur the same consequences as testing positive and will be immediately removed from performing safety-sensitive functions, and referred to a SAP.

## Voluntary Self-Referral

**Per section 801.7 of the City of Amarillo Substance Abuse Policy, so long as current disciplinary action has not been initiated or pending, any employee with an acceptable prior work and disciplinary history, may identify themselves as an abuser of drugs and/or alcohol, voluntarily, may be allowed to enter through a recognized treatment program approved by the City. In these instances, the employee will be permitted the use of available leave. Any employee who has a drug and/or alcohol abuse problem and has not been selected for reasonable suspicion, random or post-accident testing or has not refused a drug or alcohol test may voluntarily refer her or himself to the Director of Human Resources and the Transit Director, who will refer the individual to a substance abuse counselor for evaluation and treatment.**

**The substance abuse counselor will evaluate the employee and make a specific recommendation regarding the appropriate treatment. Employees are encouraged to voluntarily seek professional substance abuse assistance before any substance use or dependence affects job performance.**

Any safety-sensitive employee who admits to a drug and/or alcohol problem will immediately be removed from his/her safety-sensitive function and will not be allowed to perform such function until successful completion of a prescribed rehabilitation program.

## Prescription Drug Use

**The appropriate use of legally prescribed drugs and non-prescription medications is not prohibited. However, the use of any substance which carries a warning label that indicates that mental functioning, motor skills, or judgment may be adversely affected must be reported to a supervisor. Medical advice should be sought, as appropriate, while taking such medication and before performing safety-sensitive duties.**

## Contact Person

For questions about Amarillo City Transit’s anti-drug and alcohol misuse program, contact the Transit Director at 806-378-6842.

## Attachment A: Covered Positions

This policy applies to the following ACT safety sensitive positions:

- Operations Supervisors, Training Supervisor, Route Supervisors
- Dispatchers
- All Spec Tran and Fixed Route Bus Operators
- All Maintenance Staff
- All Utility Workers

## **Attachment B: Current Drug and Alcohol Testing Rates**

Amarillo City Transit will test at the FTA annual minimum random testing rates set in the Federal Register as per 49 CFR Part 655.45(b) as amended, for both random drug and alcohol testing.

### Transit Random Schedule 2018

a/o 01/01/18

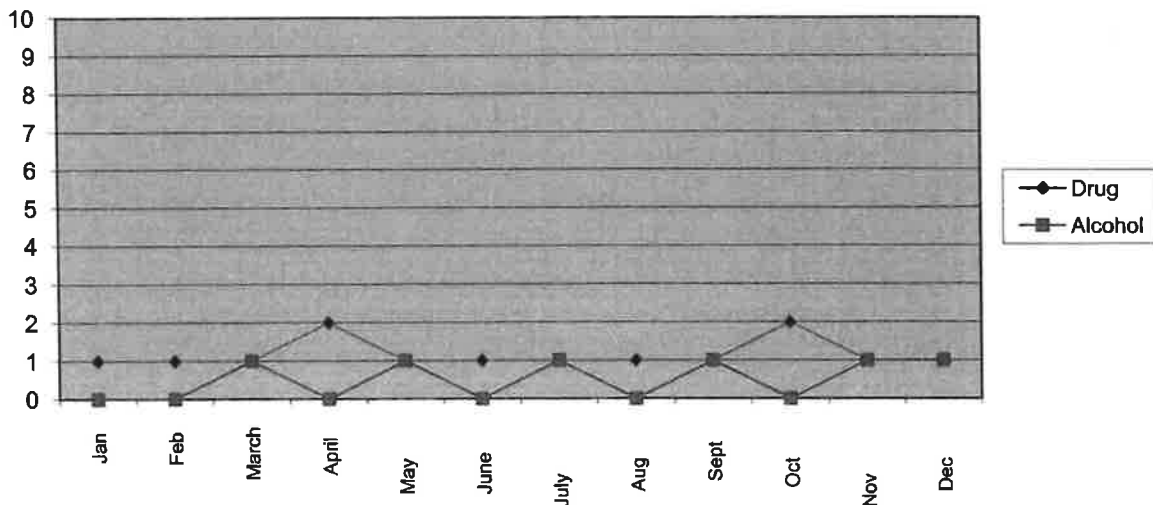
Month	Drug	Alcohol
Jan	1	0
Feb	1	0
March	1	1
April	2	0
May	1	1
June	1	0
July	1	1
Aug	1	0
Sept	1	1
Oct	2	0
Nov	1	1
Dec	1	1
<b>total</b>	<b>14</b>	<b>6</b>

**Estimated number of safety sensitive empl \* = 54**

\* based on 2017 average random pool size calculated by JJ Keller drug and alcohol testing software (Jan. 2018)

	Test	%	#	Roundup
<b>Goals:</b>	<b>Drug</b>	<b>25%</b>	<b>13.5</b>	<b>14</b>
	<b>Alcohol</b>	<b>10%</b>	<b>5.4</b>	<b>6</b>

### Transit Random Schedule 2018



## Attachment C: Current List of Contractors

The following are providers who provide services related to the Amarillo City Transit Substance Abuse Prevention Program:

### Medical Review Officer (MRO)

Dr. Stephen Kracht  
7500 West 110<sup>th</sup> St., Ste 400A  
Overland Park, Kansas

### Employee Assistance Program (EAP) and Substance Abuse Professional

Professional Counseling and Biofeedback Center  
#12 Medical Drive  
Amarillo, Texas 79106  
(806) 356-0404

### Collection Site

Care Today  
3300 I-40 East Suite 400  
Amarillo, TX 79103  
(806) 379-8552

### Authorized Department of Health and Human Services (DHHS) Laboratory



**Barbara J. McLaughlin**

Clinic Account Manager

**eScreen, Inc.**

**eScreen, Inc.**

8140 Ward Parkway

Ste. 300

Kansas City, MO 64114

Office +1 800-881-0722 ext 72249

FAX: 913-752-3172

[Barbara.McLaughlin@escreen.com](mailto:Barbara.McLaughlin@escreen.com)

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January 19, 2018

Jim Smith, Risk Management Director  
509 S.E. Seventh Ave.  
City Hall, Room 104  
P.O. Box 1971  
Amarillo, TX 79105-1971

Dear Mr. Smith:

This letter is to confirm that I provide Medical Review Officer (MRO) services for City of Amarillo, Texas. All Cynergy MRO providers meet MRO qualifications as outlined in 49 CFR 40.121 of DOT drug and alcohol regulations, and have been appropriately certified. Any reviews of DOT-regulated tests are performed in accordance with Part 40, in addition to any applicable DOT agency requirements. We have adopted the newly-issued DOT regulatory changes effective January 1, 2018.

As an MRO certified by both the American Association of Medical Review Officers (AAMRO) and the Medical Review Officer Certification Council (MROCC), I am committed to ongoing quality improvement and compliance. Please feel free to contact me if I may assist further in this matter.

Best regards,

A handwritten signature in black ink that reads "Stephen J. Kracht D.O.".

Stephen J. Kracht, D.O.  
Medical Review Officer  
Cynergy, P.A.





Theodore F. Shults, MS, JD  
Chairman  
(919) 489-5407

American Association of Medical Review Officers

April 21, 2017

**Verification of Certification for:** Stephen J. Kracht, D.O.  
Cynergy P.A.  
8140 Ward Parkway  
Kansas City MO 64114

**Certification Number:** 20508284

**Current Certification Date:** April 20, 2017

**Certification Expiration Date:** April 20, 2022

This notice serves as verification that the above-referenced physician has been certified as a Medical Review Officer (MRO) through the American Association of Medical Review Officers (AAMRO).

For all physicians certified or recertified by AAMRO after October 1, 2010 will have to attend an MRO training program and take the exam. Recertification is required every five years to remain in good standing.

The referenced physician is listed in the AAMRO registry of Certified Medical Review Officers ([www.aamro.com](http://www.aamro.com)).

Theodore F. Shults, J.D., M.S.  
Chairman

**MROCC**  
Medical Review Officer Certification Council

Certifies that

**STEPHEN J. KRACHT, D.O.**

has successfully met all eligibility and examination criteria  
and is hereby designated a

**Certified Medical Review Officer**



Effective this **30th** day of **JULY** **2013**

Expires on **30th** day of **JULY** **2018**

**Certificate No.**

**13-10111**

*Elizabeth Guersch MD*  
Chairman, Board of Directors

*Michael G. Holland MD*  
Secretary, Board of Directors



# Amarillo City Council Agenda Transmittal Memo



<b>Meeting Date</b>	February 6, 2018	<b>Council Priority</b>	Infrastructure Initiative
<b>Department</b>	Capital Projects & Development Engineering		
<b>Contact</b>	Kyle Schniederjan, PE		

### Agenda Caption

CONSIDER AWARD – Bid #5969/Project #523092 – 24” Water Main Extension in Sundown Lane from Bell Street to Western Street  
Amarillo Utility Contractors, Inc. - \$911,550.00

### Agenda Item Summary

Bid #5969/Project #523092

This item is to consider award of the construction contract for the installation of a new 24-inch water main with corresponding appurtenances to facilitate initial infrastructure needs for future development in the area.

### Requested Action

Consider approval and award to Amarillo Utility Contractors, Inc. - \$911,550.00

### Funding Summary

Funding for this project is available in the Project Budget Number 523092.17400.1040.  
This project has been funded through the ongoing Water System Expansion Fund.

### Community Engagement Summary

This project will have Level 1, modest impact. City staff will update the public with press releases and public announcements before and during the project. A public meeting will be held prior to construction.

### Staff Recommendation

City Staff is recommending approval and award of the contract.

Bid No. Water Distribution Improvements: 24" Water Main Extension in Sundown Lane from Bell Street to Western Street  
 Opened 4:00 p.m., January 11, 2018

To be awarded as one lot	Amarillo Utility Contractors	J & H Services Inc	West Texas Utility Contractors Inc	LA Fuller and Sons Construction LTD	Williams Ditching LLC	S J Louis Construction of Texas LTD
Line 1 Mobilization / Demobilization including insurance, payment bond, performance bond, maintenance bond and related ancillary costs. (Shall not exceed five percent (5%) of the total construction cost)(COA 10.01), per specifications						
1 ls	\$45,000.00	\$40,000.00	\$26,354.00	\$36,702.60	\$58,679.12	\$25,000.00
Unit Price						
Extended Price	45,000.00	40,000.00	26,354.00	36,702.60	58,679.12	25,000.00

Line 2 Furnish, install and maintain temporary erosion, sediment and water pollution control measures in compliance with Federal, state and Local requirements, per specifications						
1 ls	\$1,500.00	\$3,790.00	\$751.00	\$31,476.00	\$15,737.00	\$17,000.00
Unit Price						
Extended Price	1,500.00	3,790.00	751.00	31,476.00	15,737.00	17,000.00

Line 3 Furnish, install and maintain traffic safety and control system, meeting or exceeding the Texas Manual on Uniform Traffic Control Devices, per specifications						
1 ls	\$3,100.00	\$6,315.00	\$3,429.00	\$11,768.00	\$3,157.00	\$8,000.00
Unit Price						
Extended Price	3,100.00	6,315.00	3,429.00	11,768.00	3,157.00	8,000.00

To be awarded as one lot	Amarillo Utility Contractors	J & H Services Inc	West Texas Utility Contractors Inc	LA Fuller and Sons Construction LTD	Williams Ditching LLC	S J Louis Construction of Texas LTD
Line 4 Furnish, install and maintain trench safety system complying with OSHA rules and regulations (COA 5.08), per specifications 5,780 lf						
Unit Price	\$1.000	\$2.25	\$1.250	\$2.50	\$0.86	\$0.01
Extended Price	5,780.00	13,005.00	7,225.00	14,450.00	4,970.80	57.80
Line 5 Furnish and install twenty-four inch (24") water pipe, per specifications 5,560 lf						
Unit Price	\$70.000	\$83.00	\$72.000	\$90.15	\$94.56	\$136.00
Extended Price	389,200.00	461,480.00	400,320.00	501,234.00	525,753.60	756,160.00
Line 6 Furnish and install twenty-four (24") inch restrained joint water pipe in 60 lf						
Unit Price	\$130.000	\$129.00	\$179.000	\$174.00	\$222.40	\$236.00
Extended Price	7,800.00	7,740.00	10,740.00	10,440.00	13,344.00	14,160.00
Line 7 Furnish and install eight (8") inch C900 inch water pipe, per specifications 20 lf						
Unit Price	\$70.000	\$28.30	\$40.650	\$32.00	\$94.55	\$76.00
Extended Price	1,400.00	566.00	813.00	640.00	1,891.00	1,520.00
Line 8 Furnish and install six inch (6") C900 water pipe, open cut, per specifications 220 lf						
Unit Price	\$21.000	\$24.30	\$16.500	\$26.00	\$6.08	\$56.00
Extended Price	4,620.00	5,346.00	3,630.00	5,720.00	1,337.60	12,320.00

To be awarded as one lot	Amarillo Utility Contractors	J & H Services Inc	West Texas Utility Contractors Inc	LA Fuller and Sons Construction LTD	Williams Ditching LLC	S J Louis Construction of Texas LTD
Line 9 Bore, furnish and install thirty (36") inch steel casing, per specifications 60 lf						
Unit Price	\$330.000	\$485.00	\$559.000	\$495.00	\$331.72	\$620.00
Extended Price	19,800.00	29,100.00	33,540.00	29,700.00	19,903.20	37,200.00
Line 10 Furnish and install AWWA C153 S58-DI fittings, per specifications 5 Ton						
Unit Price	\$9,700.000	\$9,850.00	\$7,910.000	\$10,412.00	\$9,610.58	\$1,600.00
Extended Price	50,440.00	51,220.00	41,132.00	54,142.40	49,975.02	8,320.00
Line 11 Furnish and install twenty-four inch (24") horizontal gate valve, per specifications 3 ea						
Unit Price	\$30,000.000	\$20,090.00	\$43,834.000	\$47,217.00	\$44,880.67	\$26,700.00
Extended Price	90,000.00	60,270.00	131,502.00	141,651.00	134,642.01	80,100.00
Line 12 Furnish and install twenty-four inch (24") integral bypass horizontal gate valve, per specifications 4 ea						
Unit Price	\$35,000.000	\$22,300.000	\$38,450.000	\$41,800.00	\$40,444.50	\$26,700.00
Extended Price	140,000.00	89,200.00	153,800.00	167,200.00	161,778.00	106,800.00
Line 13 Furnish and install twenty inch (20") integral bypass horizontal gate valve, per specifications 1 ea						
Unit Price	\$29,000.000	\$16,620.00	\$29,067.000	\$31,199.00	\$30,338.00	\$20,100.00
Extended Price	29,000.00	16,620.00	29,067.00	31,199.00	30,338.00	20,100.00

To be awarded as one lot	Amarillo Utility Contractors	J & H Services Inc	West Texas Utility Contractors Inc	LA Fuller and Sons Construction LTD	Williams Ditching LLC	S J Louis Construction of Texas LTD
Line 14 Furnish and Install Twelve (12") MJ gate valve, per specifications 1 ea						
Unit Price	\$2,800.000	\$2,710.00	\$2,941.000	\$3,087.00	\$3,116.00	\$3,100.00
Extended Price	2,800.00	2,710.00	2,941.00	3,087.00	3,116.00	3,100.00
Line 15 Furnish and install six inch (6") MJ gate valve per specifications 12 ea						
Unit Price	\$1,160.000	\$1,320.00	\$1,308.000	\$1,497.00	\$1,336.17	\$1,420.00
Extended Price	13,920.00	15,840.00	15,696.00	17,964.00	16,034.04	17,040.00
Line 16 Furnish and install 2" air release valve including all appurtenances, per specifications 1 ea						
Unit Price	\$14,000.000	\$9,225.00	\$7,017.000	\$9,892.00	\$6,440.00	\$16,000.00
Extended Price	14,000.00	9,225.00	7,017.00	9,892.00	6,440.00	16,000.00
Line 17 Furnish and install deep bury fire hydrant, per specifications 11 ea						
Unit Price	\$3,000.000	\$3,665.00	\$3,032.000	\$4,016.00	\$6,697.00	\$4,400.00
Extended Price	33,000.00	40,315.00	33,352.00	44,176.00	73,667.00	48,400.00
Line 18 Furnish and install flowable fill, per specifications 1 ls						
Unit Price	\$14,000.000	\$40,070.00	\$10,773.000	\$26,672.00	\$18,867.00	\$19,000.00
Extended Price	14,000.00	40,070.00	10,773.00	26,672.00	18,867.00	19,000.00
Line 19 Tie into existing 8" water pipe, per specifications 1 ea						
Unit Price	\$1,000.000	\$2,255.00	\$643.000	\$405.00	\$1,115.00	\$3,000.00
Extended Price	1,000.00	2,255.00	643.00	405.00	1,115.00	3,000.00

To be awarded as one lot	Amarillo Utility Contractors	J & H Services Inc	West Texas Utility Contractors Inc	LA Fuller and Sons Construction LTD	Williams Ditching LLC	S J Louis Construction of Texas LTD
Line 20 Tie into existing 20" water pipe, per specifications 1 ea						
Unit Price	\$11,000.00	\$8,150.00	\$11,374.00	\$12,942.00	\$2,000.00	\$11,150.00
Extended Price	11,000.00	8,150.00	11,374.00	12,942.00	2,000.00	11,150.00
Line 21 Tie into existing 24" water pipe, per specifications 1 ls						
Unit Price	\$17,700.00	\$22,125.00	\$11,374.00	\$17,484.00	\$2,400.00	\$18,500.00
Extended Price	17,700.00	22,125.00	11,374.00	17,484.00	2,400.00	18,500.00
Line 22 Furnish, haul, place and compact two inch (2") hot-mix asphaltic concrete, type D, (COA 4.17), complete, per specifications 56 sy						
Unit Price	\$40.000	\$98.00	\$5,376.00	\$84.00	\$108.80	\$71.00
Extended Price	2,240.00	5,488.00	5,376.00	4,704.00	6,092.80	3,976.00
Line 23 Furnish and install wet connection, complete in place (COA 6.01), per specifications 1 ls						
Unit Price	\$5,000.000	\$2,655.00	\$732.00	\$2,612.00	\$35,332.00	\$10,000.00
Extended Price	5,000.00	2,655.00	732.00	2,612.00	35,332.00	10,000.00
Line 24 Construction of temporary 3-strand barbed wire fence along entire TCE line with associated tie-in extensions, installed complete, (COA 10.005), per specifications 1 ls						
Unit Price	\$600.000	\$15,165.00	\$10,374.00	\$865.00	\$17,407.00	\$13,600.00
Extended Price	600.00	15,165.00	10,374.00	865.00	17,407.00	13,600.00



To be awarded as one lot	Amarillo Utility Contractors	J & H Services Inc	West Texas Utility Contractors Inc	LA Fuller and Sons Construction LTD	Williams Ditching LLC	S J Louis Construction of Texas LTD
Line 25 Remove pipe - all types and sizes, per specifications 1 ls						
Unit Price	\$5,000.000	\$1,140.00	\$482.000	\$32.00	\$2,684.00	\$1,000.00
Extended Price	5,000.00	1,140.00	482.00	32.00	2,684.00	1,000.00
Line 26 Remove existing fittings, per specifications 1 ls						
Unit Price	\$2,000.000	\$710.00	\$400.000	\$267.00	\$2,747.00	\$1,000.00
Extended Price	2,000.00	710.00	400.00	267.00	2,747.00	1,000.00
Line 27 Removal and disposal of concrete plug (COA 3.03), complete, per specifications 4 cy						
Unit Price	\$150.000	\$570.00	\$466.000	\$67.00	\$686.75	\$2,000.00
Extended Price	600.00	2,280.00	1,864.00	268.00	2,747.00	8,000.00
Line 28 Driveways (gravel), , complete, per specifications 35 cy						
Unit Price	\$30.000	\$54.00	\$1,419.000	\$17.00	\$574.49	\$65.00
Extended Price	1,050.00	1,890.00	49,665.00	595.00	20,107.15	2,275.00
<b>Bid Total</b>	<b>911,550.00</b>	<b>954,670.00</b>	<b>1,004,366.00</b>	<b>1,178,288.00</b>	<b>1,232,262.34</b>	<b>1,262,778.80</b>
<b>Award to Vendor</b>	<b>911,550.00</b>					

5



# Amarillo City Council Agenda Transmittal Memo



<b>Meeting Date</b>	February 6, 2018	<b>Council Priority</b>	Infrastructure Initiative
<b>Department</b>	Capital Projects & Development Engineering		
<b>Contact</b>	Kyle Schniederjan		

### Agenda Caption

CONSIDER: Award Bid No. 5935 Job No. 560104 Drainage Improvements at Cedar Meadow Circle and Plum Creek Drive and Job No. 521757 Drainage Improvements at Hillside Tank:

LA Fuller and Sons Const LTD -\$630,007.00

### Agenda Item Summary

This item is to approve the contract for Drainage Improvements at Cedar Meadow Drive and Plum Creek Circle including a 15' Inlet, 450 feet of 48" Pipe, a headwall and Articulated Concrete Block and for Drainage Improvements at Hillside Tank.

### Requested Action

Consider approval and award to LA Fuller and Sons Const LTD -\$630,007.00

### Funding Summary

Funding for this project is available in the project Budget Numbers 560104.17400.1040 \$575,000.00 and 521757.17400.1040 \$75,000.00.

### Community Engagement Summary

This project will have a modest impact to the neighborhood. City staff will update the public through press releases and public announcements before and during the project. The Project Manager will send notifications to the property owners.

### Staff Recommendation

City Staff is recommending approval and award of the contract.

Bid No. 5935 Drainage Improvements at Cedar Meadow Circle and Plum Creek Drive: Drainage Improvements at the Hillside Water Tank West of South Soncy Road Loop 335  
 Opened 4:00 p.m., January 19, 2018

To be awarded as one lot		West Texas Utility Contractors Inc	LA Fuller and Sons Const LTD	Holmes Construction Company	Amarillo Utility Contractors
<b>Project No. 560104 Cedar Meadow Circle and Plum Creek Drive</b>					
Line 1 Preparing the Right of Way or Project site; Removal and disposal of concrete structure as shown on plans, (COA 3.03) complete, per specifications					
3	Ea				
	Unit Price	\$4,294.000	\$5,553.00	\$10,200.000	\$4,500.00
	Extended Price	12,882.00	16,659.00	30,600.00	13,500.00
Line 2 Preparing the Right of Way or Project site: Removal and disposal of trees as shown on plans, (COA 3.03) complete, per specifications					
2	EA				
	Unit Price	\$7,265.500	\$3,936.00	\$10,500.000	\$1,500.00
	Extended Price	14,531.00	7,872.00	21,000.00	3,000.00
Line 3 Preparing the Right of Way or Project site: Removal and disposal of concrete curb and gutter with saw cuts where necessary, (COA 3.03) complete, per specifications					
5	If				
	Unit Price	\$45.000	\$19.00	\$101.500	\$100.00
	Extended Price	225.00	95.00	507.50	500.00

West Texas Utility Contractors

To be awarded as one lot	LA Fuller and Sons Const LTD	Holmes Construction Company	Amarillo Utility Contractors
Inc			
Line 4 Preparing the Right of Way or Project Site: Removal and disposal of reinforced concrete pipe, (COA 3.03) complete, per specifications 20 lf			
Unit Price	\$60.00	\$98.500	\$50.00
Extended Price	200.00	1,200.00	1,000.00
Line 5 Preparing the Right of Way or Project site: Concrete slab removal including walks, drives, valleys, etc and saw cuts where necessary, (COA 3.03) complete, per specifications 350 sf			
Unit Price	\$2.10	\$22.000	\$8.00
Extended Price	11,200.00	7,700.00	2,800.00
Line 6 Furnish, haul, place and compact new embankment material to replace excavated material found to be unacceptable, (COA 4.02) complete per specifications 445 cy			
Unit Price	\$48.00	\$52.000	\$60.00
Extended Price	162,870.00	21,360.00	26,700.00
Line 7 Furnish, haul, place and compact flexible base (complete in place)(TYA)(GR 2)(12" )(COA 4.07) complete, per specifications 10 sy			
Unit Price	\$42.00	\$99.500	\$75.00
Extended Price	931.00	420.00	750.00

West Texas Utility Contractors

To be awarded as one lot	LA Fuller and Sons Const LTD	Holmes Construction Company	Amarillo Utility Contractors
Inc			
Line 8 Six inch (6") 3000 psi Concrete curb and gutter, as detailed on plans, (COA 4.09) complete, per specifications			
5 lf			
Unit Price	\$45.00	\$28.500	\$90.00
Extended Price	360.00	225.00	142.50
			450.00
Line 9 Four inch (4") concrete flatwork (sideways) reinforced with 6x6-W1.4xW1.4 welded wire mesh on a one inch (1") sand cushion including all necessary earthwork and subgrade preparation, (COA 4.10) installed complete, per specifications			
278 sf			
Unit Price	\$10.00	\$36.000	\$12.00
Extended Price	5,004.00	2,780.00	10,008.00
			3,336.00
Line 10 Eight inch (8") concrete flatwork (valleys, and spandrels), minimum 4000 psi at 28 days, reinforced with #4 reinforcing bars 12" OC both ways, including all necessary earthwork and subgrade preparation, complete with toewalls when required, (COA 4.11) installed complete, per specifications			
115 sf			
Unit Price	\$17.00	\$42.000	\$15.00
Extended Price	3,335.00	1,955.00	4,830.00
			1,725.00

West Texas Utility Contractors		LA Fuller and Sons Const LTD	Holmes Construction Company	Amarillo Utility Contractors
To be awarded as one lot		Inc		
Line 11 Furnish, haul, place and compact two inch (2") hot-mix asphaltic concrete, type D, (COA 4.17) complete, per specifications				
15 sy	\$128.000	\$90.00	\$110.500	\$150.00
Unit Price				
Extended Price	1,920.00	1,350.00	1,657.50	2,250.00
Line 12 Trenching, supplying, laying, joining and backfilling Thirty inch (30") Reinforced concrete pipe, Class III, (COA 5.01) installed complete, per specifications				
5 lf	\$244.800	\$313.00	\$5,500.000	\$1,250.00
Unit Price				
Extended Price	1,224.00	1,565.00	27,500.00	6,250.00
Line 13 Trenching, supplying, laying, joining and backfilling standard pre-cast Thirty inch (30") Reinforced concrete pipe 45° elbow, (COA 5.01) installed complete, per specifications				
1 ea	\$1,452.000	\$1,587.00	\$5,350.000	\$1,200.00
Unit Price				
Extended Price	1,452.00	1,587.00	5,350.00	1,200.00
Line 14 Trenching, supplying, laying, joining, and backfilling forty-eight inch (48") Reinforced concrete pipe, Class III, (COA 5.01) installed complete, per specifications				
500 lf	\$565.000	\$442.00	\$385.000	\$900.00
Unit Price				
Extended Price	282,500.00	221,000.00	192,500.00	450,000.00
To be awarded as one lot		West Texas Utility Contractors	Holmes Construction Company	Amarillo Utility Contractors
		Inc		

Line 15 Trenching, supplying, laying, joining and backfilling standard pre-cast forty-eight inch (48") Reinforced concrete pipe 15° elbow, (COA 5.01) installed, per specifications

1 ea									
	Unit Price	\$1,628.000	\$2,096.00	\$7,650.000	7,650.00	\$1,200.00			
	Extended Price								1,200.00

Line 16 Modified reinforced concrete storm sewer inlet box, Type B-15 (one five foot (5') wing), furnished, (COA 5.05) installed complete, per specifications

1 ea									
	Unit Price	\$6,139.600	\$14,368.00	\$10,500.000	10,500.00	\$14,000.00			
	Extended Price		14,368.00						14,000.00

Line 17 Junction box complete as detailed on plans, including all miscellaneous items, (COA 5.05) installed complete, per specifications

1 ea									
	Unit Price	\$9,259.000	\$16,346.00	\$14,800.000	14,800.00	\$30,000.00			
	Extended Price		16,346.00						30,000.00

Line 18 Furnish and install headwall with wings (48" RCP) (COA 5.05) complete, per specifications

1 ea									
	Unit Price	\$34,626.000	\$7,055.00	\$6,650.000	6,650.00	\$18,000.00			
	Extended Price		7,055.00						18,000.00

West Texas Utility Contractors

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To be awarded as one lot

	LA Fuller and Sons Const LTD	Holmes Construction Company	Amarillo Utility Contractors
	Inc		
Line 19 Furnish, install and maintain Trench Safety system complying with OSHA Rules and Regulations (COA 5.08) complete, per specifications			
500 lf			
Unit Price	\$3.000	\$13.50	\$7.00
Extended Price	1,500.00	6,750.00	27,500.00
			3,500.00

Line 20 Furnish and install water main lowering as detailed on plans, including all miscellaneous items, per specifications			
1 ls			
Unit Price	\$11,648.000	\$29,142.00	\$59,000.00
Extended Price	11,648.00	29,142.00	10,250.00
			59,000.00

Line 21 Fiberglass manhole complete as detailed on plans, including all miscellaneous items, installed complete, per specifications			
2 ea			
Unit Price	\$5,200.000	\$24,384.00	\$15,100.000
Extended Price	10,400.00	48,768.00	30,200.00
			50,000.00

Line 22 Furnish and install bypass pumping plans (see special provisions) installed complete, per specifications			
1 ls			
Unit Price	\$35,581.000	\$29,011.00	\$95,650.000
Extended Price	35,581.00	29,011.00	95,650.00
			35,000.00



To be awarded as one lot		West Texas Utility Contractors Inc	LA Fuller and Sons Const LTD	Holmes Construction Company	Amarillo Utility Contractors
Line 23 Furnish, install and maintain Traffic control Plan, (COA 9.04) complete as specified, per specifications					
1 ls					
Unit Price	\$9,667.000	\$7,527.00	\$12,150.000	\$15,000.00	
Extended Price	9,667.00	7,527.00	12,150.00	15,000.00	
Line 24 Mobilization/Demobilization including insurance, payment bond, performance bond, maintenance bond and related ancillary costs. (Shall not exceed five perceiving (5%) of the total construction cost) (COA 10.01) complete, per specifications					
1 ls					
Unit Price	\$8,741.000	\$30,332.10	\$30,904.480	\$40,000.00	
Extended Price	8,741.00	30,332.10	30,904.48	40,000.00	
Line 25 Seed and hyromulch, (COA 10.04) complete, per specifications					
0.30 ac					
Unit Price	\$6,770.000	\$45,463.00	\$6,200.000	\$20,000.00	
Extended Price	2,031.00	13,638.90	1,860.00	6,000.00	
Line 26 Furnish and install articulated concrete block (ACB) mattresses, (see appendix) complete, per specifications					
943 sf					
Unit Price	\$18.000	\$61.00	\$58.000	\$40.00	
Extended Price	16,974.00	57,523.00	54,694.00	37,720.00	

West Texas Utility Contractors

To be awarded as one lot

LA Fuller and Sons Const LTD    Holmes Construction Company    Amarillo Utility Contractors

Line 27 Trenching, supplying, laying, joining and backfilling of four inch (4") HDPE single-wall perforated pipe, (COA 5.02) installed complete, per specifications

690 lf

Unit Price	\$23.500	\$30.00	\$26.500	\$30.00
Extended Price	16,215.00	20,700.00	18,285.00	20,700.00

Total for Project No 560104

663,043.60	562,060.00	648,993.98	843,581.00
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**Project No. 521757 Hillside Water tank West of South soney Road/Loop 335**

Line 1 Preparing the Right of Way or Project Site: Removal and disposal of concrete curb and gutter with saw cuts where necessary, (COA 3.03), per specifications				
15 lf				
Unit Price	\$33.000	\$639.00	\$100.000	\$270.00
Extended Price	495.00	9,585.00	1,500.00	4,050.00
Line 2 Excavation, regrading and channel grading to the slopes shown on the plans, (COA 4.02) complete, per specifications				
340 cy				
Unit Price	\$41.000	\$26.00	\$20.500	\$27.00
Extended Price	13,940.00	8,840.00	6,970.00	9,180.00
Line 3 Six inch (6") 3000 psi concrete curb and gutter, as detailed on plans, (COA 4.09) complete, per specifications				
15 lf				
Unit Price	\$55.000	\$38.00	\$21.000	\$50.00
Extended Price	825.00	570.00	315.00	750.00
Line 4 Remove and replace existing asphaltic concrete pavement and base course adjacent to concrete flatwork and curb and gutter (typical one foot (1') wide or, per specifications				
5 sy				
Unit Price	\$52.000	\$285.00	\$22.150	\$460.00
Extended Price	260.00	1,425.00	110.75	2,300.00

West Texas Utility Contractors

To be awarded as one lot	LA Fuller and Sons Const LTD	Holmes Construction Company	Amarillo Utility Contractors
Inc			
Line 5 Four inch (4") concrete flatwork (sidewalks) reinforced with 6x6-W1.4xW1.4 welded wire mesh on a one inch (1") sand cushion including all necessary earthwork and subgrade, per specifications 60 sf			
Unit Price	\$47.250	\$23.000	\$14.00
Extended Price	2,835.00	1,380.00	840.00
Line 6 Six inch (6") concrete flatwork (drainage channel), minimum 3000 psi at 28 days, reinforced with 6x6-W1.4xW1.4 welded wire mesh, on a one inch (1") sand cushion including all, per specifications 80 lf			
Unit Price	\$52.000	\$170.000	\$180.00
Extended Price	4,160.00	13,600.00	14,400.00
Line 7 Remove existing concrete top and replace with reinforced concrete, Type B-10, storm sewer inlet top, as specified on plans, (COA 5.01), per specifications 1 ea			
Unit Price	\$1,876.000	\$2,500.000	\$4,500.00
Extended Price	1,876.00	2,500.00	4,500.00
Line 8 Furnish, install, and maintain Traffic control Plans, (coa 9.04) complete, per specifications 1 ls			
Unit Price	\$9,667.000	\$2,750.000	\$1,400.00
Extended Price	9,667.00	2,750.00	1,400.00

To be awarded as one lot	West Texas Utility Contractors		LA Fuller and Sons Const LTD	Holmes Construction Company	Amarillo Utility Contractors
	Inc				

Line 9 Mobilization / Demobilization including insurance, payment bond, performance bond, maintenance bond and related ancillary costs. (Shall not exceed five percent (5%) of the total construction cost)(COA 10.01) complete, per specifications					
1 ls					
Unit Price	\$4,253.000	\$11,358.60	\$1,868.790	\$2,200.00	
Extended Price	4,253.00	11,358.60	1,868.79	2,200.00	2,200.00

Line 10 Remove, salvage and reinstall wood fence panels and posts, complete, per specifications					
45 lf					
Unit Price	\$100.000	\$188.00	\$55.000	\$60.00	
Extended Price	4,500.00	8,460.00	2,475.00	2,700.00	2,700.00

Line 11 Furnish & install 1"Ø L-Bars welded all around to 1/4"x3"x3" angle iron 1'-0" OC from center post complete, per specifications					
1 ls					
Unit Price	\$5,795.000	\$1,806.00	\$3,750.000	\$1,300.00	
Extended Price	5,795.00	1,806.00	3,750.00	1,300.00	1,300.00

Line 12 Seeding and Hydromulch, (COA 10.04) complete, per specifications					
0.45 ac					
Unit Price	\$21,308.890	\$14,572.00	\$4,500.000	\$6,800.00	
Extended Price	9,589.00	6,557.40	2,025.00	3,060.00	3,060.00

Total for Project 52157	58,195.00	67,947.00	39,244.54	46,680.00	
Bid Total	721,238.60	630,007.00	688,238.52	890,261.00	890,261.00

Award to Vendor 630,007.00

6



# Amarillo City Council Agenda Transmittal Memo



<b>Meeting Date</b>	February 6, 2018	<b>Council Priority</b>	Transportation Systems
<b>Department</b>	Aviation		
<b>Contact</b>	Michael W. Conner: Director of Aviation		

**Agenda Caption**  
 CONSIDER The air service agreement between the City of Amarillo and American Airlines for the provision of daily non-stop air service to Phoenix, AZ.

**Agenda Item Summary**  
 This air service agreement with American Airlines is for the airline to provide daily, non-stop, round-trip service between Amarillo and Phoenix (Sky Harbor International Airport), beginning on approximately April 3, 2018. The City agrees to provide a revenue guarantee to the airline to ensure that the route is at least operating at a break-even level. This revenue guarantee is funded by the DOT Small Community Air Service Development Grant. The City also agrees to waive the normal landing fees for this route during the term of the agreement, up to \$50,000 (which is an in-kind requirement of the DOT grant), as well as provide the advertising and marketing of the route in a minimum amount of \$250,000. The term of the agreement is April 3, 2018, to June 2, 2019.

**Requested Action**  
 To approve the air service agreement between the City of Amarillo and American Airlines.

**Funding Summary**  
 This agreement is funded by the (DOT) Small Community Air Service Development Grant, up to \$750,000. The remaining landing fee waiver, up to \$50,000, is an in-kind waiver of normal fees.

**Community Engagement Summary**  
 Level 2. This service is being advertised in the local market (and reciprocally in Phoenix, AZ) which could have a positive impact on local tourism as well as increased revenues within the airport.

**Staff Recommendation**  
 Airport staff recommends approval of this agreement with American Airlines in order to secure the airline service between Amarillo and Phoenix, AZ.