
MEETING NOTICE

The City Council of the City of Woodcreek, Texas will conduct a meeting at Woodcreek City Hall, 41 Champions Circle, Woodcreek, Texas. The meeting will be held on Thursday, February 16, 2023 at 5:30 PM.

All attendees are encouraged to wear face coverings when a minimum of six-foot social distancing cannot be maintained. Smoking is not allowed anywhere on the property of City Hall.

The public may watch this meeting live at the following link:

<https://www.microsoft.com/microsoft-teams/join-a-meeting;>

Meeting ID: 226 223 320 333; Passcode: vcgBJS

A recording of the meeting will be made and will be available to the public in accordance with the Texas Public Information Act upon written request. This notice, as amended, is posted pursuant to the Texas Open Meetings Act (Vernon's Texas Codes Ann. Gov. Code Chapter 551).

The City of Woodcreek is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call the City Secretary's Office at 512-847-9390 for information. Hearing-impaired or speech disabled persons equipped with telecommunications devices for the deaf may call 7-1-1 or may utilize the statewide Relay Texas program at 1-800-735-2988.

Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly.

It is anticipated that members of other City Boards, Commissions, Panels and/or Committees may attend the meeting in numbers that may constitute a quorum of the other City Boards, Commissions, Panels and/or Committees. Notice is hereby given that this meeting, to the extent required by law, is also noticed as a meeting of the other City Boards, Commissions, Panels and/or Committees of the City, whose members may be in attendance. The members of the City Boards, Commissions, Panels and/or Committees may participate in discussions on the items listed on this agenda, which occur at this meeting, but no action will be taken by those in attendance unless such action item is specifically listed on an agenda during a regular or special meeting for the respective Board, Commission, Panel and/or Committee subject to the Texas Open Meetings Act.

The City Council may retire to Executive Session any time during this meeting, under Texas Government Code, Subchapter D. Action, if any, will be taken in open session.

This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Any citizen shall have a reasonable opportunity to be heard at any and all meetings of the Governing Body in regard to: (1) any and all matters to be considered at any such meeting, or (2) any matter a citizen may wish to bring to the Governing Body's attention. No member of the Governing Body may discuss or comment on any citizen public comment, except to make: (1) a statement of specific, factual information given in response to the inquiry, or (2) a recitation of existing policy in response to the inquiry. Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting per Texas Local Government code Sec. 551.042

Citizen comments will be allowed at the beginning of every meeting, or alternatively, before an item on the agenda upon which the citizen wishes to speak is to be considered. All citizens will be allowed to comment for **three (3) minutes** per person and shall be allowed more time at the Mayor or Chair's discretion. In addition, citizens may pool their allotted speaking time. To pool time, a speaker must present the names individuals present in the audience who wish to yield their three(3) minutes. Citizens may present materials regarding any agenda item to the City Secretary at or before a meeting, citizens attending any meeting are requested to complete a form providing their name, address, and agenda item/concern, but are not required to do so before speaking and presenting it to the City Secretary prior to the beginning of such meeting. Comments may only be disallowed and/or limited as per Government Code § 551.007(e).

Submit written comments by email to woodcreek@woodcreektx.gov by **NOON**, the day prior to the meeting. Please include your full name, home or work address, and the agenda item number. Written comments will be part of the official written record only.

AGENDA

CALL TO ORDER

PLEDGES

ROLL CALL and ESTABLISH QUORUM

PUBLIC COMMENTS

CONSENT CALENDAR

1. Approval of Regular Meeting Minutes from January 19, 2023.

REPORTS FROM OFFICERS AND COUNCIL LIAISONS

Report by Platinum Roads Panel Liaison.

Report by City Manager.

Report by City Secretary.

REPORT OF SPECIAL (Select or Ad Hoc) Committees

SPECIAL ORDERS

UNFINISHED BUSINESS AND GENERAL ORDERS

NEW BUSINESS

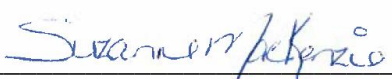
2. Discuss and Take Appropriate Action on Our Understanding of Street Repair Composition and Type in Relation to Road Type and Usage Through Streets Versus Cul de Sacs.
3. Discuss and Take Appropriate Action on Preliminary Planning for City Street Maintenance Program(s).
4. Discuss and Take Possible Action on A PRP Workshop and/or Field Survey to Potentially Prioritize Phase 2(Bond Fund) Street Repair/Overlay.

ANNOUNCEMENTS

ADJOURN

POSTING CERTIFICATION

I certify that the above notice was posted on the **13th day of February, 2023 at 4:00PM**

By: 

Suzanne J. MacKenzie, City Secretary

PLATINUM ROADS PANEL
January 19, 2023; 5:30 PM
Woodcreek, Texas

MINUTES

CALL TO ORDER

Chairperson Abney called the meeting to order at 5:33PM.

ROLL CALL and ESTABLISH QUORUM

PRESENT

Chairperson Cody Abney
Vice-Chair Ed Fleming
Panelist Jack Boze
Panelist Rogers Holt
Alt. Panelist Joe Kotarba
Council Liaison Linnea Bailey

ABSENT

Panelist Jill Bloom
Alt. Panelist Aurora LeBrun

STAFF PRESENT

City Manager Kevin Rule
Office Admin. Maureen Mele

PUBLIC COMMENTS

No Public Comments were offered.

CONSENT CALENDAR

1. Approval of Meeting Minutes from December 8, 2022.

A motion was made by Vice-Chair Fleming to approve the meeting minutes from December 8, 2022 (15:34). The motion was seconded by Chairperson Abney.

A roll call vote was held.

Voting Yea: Panelist Holt, Panelist Boze, Vice-Chair Fleming, Chairperson Abney, Panelist Kotarba

The motion carried with a 5-0-0 vote.

REPORTS FROM OFFICERS AND COUNCIL LIAISONS

Report by Platinum Roads Panel Liaison.

Council Liaison Bailey reported that she requested some clerical changes to the Request For Proposal (RFP) submitted by K. Friese. In addition, Council Liaison Bailey prefers the type of chip seal as was completed on Palmer Lane some years ago.

Report by City Manager.

City Manager Rule noted that a meeting has been scheduled for Jan. 24, 2023 regarding the drainage at Westwood Dr. at the intersection of Brookhollow Dr. This meeting is to listen to residents about the drainage issues in this area. Twenty-four nearby residents along with the Double J Ranch Golf Club were sent letters regarding the meeting.

Manager Rule clarified that the RFP from K. Friese is an RFP proposal, not an actual RFP. In addition, Manager Rule has spoken with Ryan Thomas of K. Friese about the RFP for the road bond funding and the RFP is scheduled to be available by the beginning of the summer.

SPECIAL ORDERS

UNFINISHED BUSINESS AND GENERAL ORDERS

NEW BUSINESS

2. Introduction of New and Acknowledge Returning Panel Members and Alternates.

New and returning panel members and alternates were thanked by Chairperson Abney.

3. Election of Chairperson and Vice-Chairperson for 2023.

Panelist Boze made a motion to nominate Cody Abney for Chairperson and Ed Fleming for Vice-Chair in 2023 (54:55). The motion was seconded by Panelist Holt.

A roll call vote was held.

Voting Yea: Panelist Boze, Vice-Chair Fleming, Chairperson Abney, Alt. Panelist Kotarba, Panelist Holt

The motion carried with a 5-0-0 vote.

4. Discuss and Take Appropriate Action on the K Friese Request for Proposal (RFP) for Residential Chip Seal Project Report from January 9, 2023.

A discussion was held about the width of the streets for the chip seal project. Ryan Thomas of K. Friese stated that there will be a pre-bid and pre-construction meeting to inform bidders on the desired width of the streets and that K Friese will mark areas with the desired width prior to the pre-bid meeting. In addition, K. Friese will have personnel on-site to confirm that all the city's expectations are met.

Alt. Panel Member Kotarba exited the meeting at 6:17PM.

The RFP language was discussed and clarified.

A motion was made by Panelist Boze that K. Friese modify the RFP Article 4 - 4.02 Subsurface and Physical Conditions A. to say "No reports of adverse subsurface conditions are known to the owner." (1:28). The motion was seconded by Vice-Chair Fleming.

A roll call vote was held.

Voting Yea: Vice-Chair Fleming, Chairperson Abney, Panelist Holt, Panelist Boze

The motion carried with a 4-0-0 vote.

A motion was made by Chairperson Abney that the Panel recommend to City Council to proceed with this RFP and put it out to bid. (1:32) The motion was seconded by Vice-Chair Fleming.

A roll call vote was held.

Voting Yea: Panelist Boze, Vice-Chair Fleming, Chairperson Abney, Panelist Holt

The motion carried with a 4-0-0 vote.

ANNOUNCEMENTS

ADJOURN

Chairperson Abney adjourned the meeting at 6:51PM.

Cody Abney, Chairperson

Suzanne Mac Kenzie, City Secretary

DRAFT

City of Woodcreek - Residential Streets Chipseal Project

[K Friese](#) + [Associates](#)

Bid



Summary

Details

ID: 0762-205
Estimate:
Type:
Owner:

Location

Hays County, TX
Map Code:

Scope

The Project is generally described as an asphalt level up and chip seal of nine (9) residential streets Canyon Circle, Woodridge Circle, Woodview Court, Garrison Trail, Tremont Trace, Overbrook Court, Country Lane, Country Court, and Wildwood Circle and one (1) add alternate for Wilson Circle, west of Spalding Circle, for approximately 1.0 mile in the City of Woodcreek.

Pre-Bid Details

Date: 2/27/2023
Time: 1:00 PM
Location: Woodcreek City Hall, 41 Champions Circle, Woodcreek, TX 78676
Notes:

Bid Details

Date: 3/15/2023
Time: 2:00 PM CST
Location: Woodcreek City Hall, 41 Champions Circle, Woodcreek, TX 78676
Notes:

Contact Address

K Friese + Associates
1120 S. Capital of Texas Highway
Austin, Texas 78746
www.kfriese.com

Contact Info

Contact:	Ryan Thomas
Phone:	3144064059
Fax:	5123381784
Email:	rthomas@kfriese.com

Bid Package Notes

Additional Notes

**Invitation to Bid –
City of Woodcreek Residential Streets Chipseal**

Sealed bids are invited for the **City of Woodcreek Residential Streets Chipseal**, defined in the Contract Documents. The Project is generally described as an asphalt level up and chip seal of nine (9) residential streets Canyon Circle, Woodridge Circle, Woodview Court, Garrison Trail, Tremont Trace, Overbrook Court, Country Lane, Country Court, and Wildwood Circle and one (1) add alternate for Wilson Circle, west of Spalding Circle, for approximately 1.0 mile in the City of Woodcreek.

Sealed bids in duplicate will be received at the City of Woodcreek at 41 Champions Circle, Woodcreek, TX 78676 Attn: City Secretary by **2:00 p.m. on Wednesday, March 15, 2023.**

Procedures for submitting bids, bidder qualifications, other pertinent information are contained in the Instructions to Bidders and corresponding Contract Documents. The City reserves the right to reject any or all bids.

A non-mandatory pre-bid conference will be held at the City of Woodcreek at 41 Champions Circle, Woodcreek, TX 78676 at **1:00 p.m.**, local prevailing time, on **Monday, February 27, 2023.** All questions should be submitted by **5:00 p.m. on Friday, March 10, 2023** via CivCast at

<https://www.civcastusa.com/project/63e51db6e5c396435c651c43/sunmary> or to Ryan Thomas, P.E. at Rthomas@KFriese.com, (512) 338-1784 fax.

Project Manual documents are available online via CivCast at <https://www.civcastusa.com/project/63e51db6e5c396435c651c43/sunmary> or Ryan Thomas, P.E. at Rthomas@KFriese.com (512) 518-5853, or at the City of Woodcreek at 41 Champions Circle, Woodcreek, TX 78676.

Name	Phone	Address	City	Zip
Acker Paving Concrete & Aspha	830-832-9019	651 N Walnut Av	New Braunfels	78130
All Star Paving Contractors	512-769-9991	319 Remuda	Liberty Hill	78642
Alpha Chip Seal	210-303-3584	270 Bass Pro Drive	Round Rock	78665
Apex Paving & Seal Coat	512-410-9539	12600 Hill Country Blvd, S R-275	Bee Cave	78738
BK Paving	210-560-2692	9504 N Interstate 35 #311	San Antonio	78233
C & T Paving	210-791-6347	686 S. Seguin 78130	New Braunfels	78130
C. Brooks Paving	210-326-5707	480 Old Boerne Rd	Bulverde	78163
CD Paving & Seal Coat	888-827-6244	3000 S Hulen St Ste 124#201	Fort Worth	76109
Coats of Armor	830-237-8294	1361 Wald Road	New Braunfels	78130
Elite Asphalt LLC	817-587-8158	5080 Ben Day Murrin Rd	Fort Worth	76126
General Asphalt	210-380-0924	P.O. Box 355	Elmendorf	78112
Joseph's Chip Seal & Paving	682-225-5578	9313 Horsemanship Dr	Fort Worth	76123
Lone Star Chip Seal	281-505-6965	4500 Mercantile Plaza	Fort Worth	76137
Lukes Asphalt & Sealcoat	830-396-5411	1033 Rainbow Drive	Spring Branch	78070
Poor Pauls Paving	512-641-0965	2802 Flintrock Trace #310	Austin	78738
Rafferty Chip Seal & Paving	830-285-0449	3801 Memorial Blvd	Kerrville	78028
TCP Asphalt Paving	254-307-3426	5304 Gebron Drive	Fort Worth	76126
Texas Paving	512-696-4896	313 E Rundberg Lane	Austin	78753

The City of
Woodcreek
IN THE MIDST OF THE TEXAS HILL COUNTRY

February 13, 2023

RE: Invitation to Bid

Dear {Insert Contractor Name},

Sealed bids are invited for the **City of Woodcreek Residential Streets Chipseal**, defined in the Contract Documents. The Project is generally described as an asphalt level up and chip seal of nine (9) residential streets Canyon Circle, Woodridge Circle, Woodview Court, Garrison Trail, Tremont Trace, Overbrook Court, Country Lane, Country Court, and Wildwood Circle and one (1) add alternate for Wilson Circle, west of Spalding Circle, for approximately 1.0 mile in the City of Woodcreek.

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Procedures for submitting bids, bidder qualifications, other pertinent information are contained in the Instructions to Bidders and corresponding Contract Documents. The City reserves the right to reject any or all bids.

A non-mandatory pre-bid conference will be held at the City of Woodcreek at 41 Champions Circle, Woodcreek, TX 78676 at **1:00 p.m.**, local prevailing time, on **Monday, February 27, 2023**. All questions should be submitted by **5:00 p.m. on Friday, March 10, 2023** via CivCast at <https://www.civcastusa.com/project/63e51db6e5c396435c651c43/summary> or to Ryan Thomas, P.E. at Rthomas@KFriese.com, (512) 338-1784 fax.

Project Manual documents are available online via CivCast at: <https://www.civcastusa.com/project/63e51db6e5c396435c651c43/summary> or Ryan Thomas, P.E. at Rthomas@KFriese.com (512) 518-5853, or at the City of Woodcreek at 41 Champions Circle, Woodcreek, TX 78676.

If you have any questions, please feel free to reach out with any of our contact information below.

Sincerely,
Kevin Rule
Woodcreek City Manager

Platinum Roads Panel, Timetable for Chipseal Project

February 10, 2023	RPF Posted to CivCast
February 15, 2023	RFP in Wimberley View & Mailed to Local Contractors
February 27, 2023	Pre-Construction Meeting with Contractors, 1:00PM
March 15, 2023	Bids due and opened, 2:00PM at Woodcreek City Hall
March 30, 2023	Special Platinum Roads Panel Meeting to select contractor and recommend to Council.
April 12, 2023	City Council Meeting – Vote to accept contractor recommendation from Platinum Roads Panel for Chipseal Project.

**INCORRECT Finish
at Road Edge**



**CORRECT Finish
at Road Edge**

RESIDENTIAL STREETS CHIPSEAL PROJECT
RFP QUESTIONS/COMMENTS

- 1) What criteria will the contractor use to determine the width of a street, i.e., pave to mailboxes or pave to driveways or? **The intent of the project is to resurface the existing pavement at its current width (please also see the response to Question 9).**
- 2) How will the City Engr convey to the bidders their engineering assessment of street conditions? **A Pre-Bid Conference will be scheduled to clearly show contractors the project locations and areas to be leveled up or structurally repaired. We will also provide inspection oversight during construction.**
- 3) Will the contractor asphalt level up over conditions like alligator cracks. **The intent for the asphalt level-up is to remove any depressions or rutting in the existing roadway. Areas with severe deterioration will require full-depth replacement to repair the pavement and base.**
- 4) Reference General notes, page 5 of 26, number. How will the contractor verify all depths and locations of existing utilities prior to any construction, other than rely on data from the utilities? Based on the paving of Brookhollow, numerous utility lines and several water lines were broken because the respective utilities didn't have up to date depths and locations. Granted, the Brookhollow concrete paving required continuous digging, whereas chip seal will only require digging to repair the subsurface. **The contractor is responsible for locating underground utilities prior to commencing work, and is also responsible for repairing any subsequent damage caused by their work. To your point, the potential for damage to underground utilities is minimal for this type of project.**
- 5) Will the end of a cul de sac street be reinforced for heavy vehicles? **There is no additional reinforcement planned. This is strictly a resurfacing project with limited structural repairs, but the resurfacing itself will add longevity to the street pavement.**
- 6) The RFP should ask the bidder to prioritize the streets. This will give the City a heads up on traffic patterns and notification to citizens. **This project is anticipated to be completed over a very short timeframe, with potentially all**

the streets having work occur during the same day or week. The contractor is responsible for adequately notifying residents and motorists.

7) Reference Supplementary Conditions Sc-4.02 Subsurface and Physical Conditions. Is A. a true statement, because previous engineering studies for the City have included road base core samples and modulus of subgrade reaction calculations. **This condition pertains to prior subsurface testing being performed, and we are not aware of any such testing being conducted on these streets. KFA's prior pavement assessment was based on a visual inspection. If there are other previous engineering studies we need to be aware of, we can modify this condition accordingly.**

8) Will the contractor use the existing street footprints for paving calculations or will they expand them to provide a reasonable street width. For example, Wilson circle is not much wider than a golf course cart path. **Similar to Question 1: The intent of the project is to resurface the existing pavement at its current width.**

9) What really bothers me about the RFP is the lack of definition with respect to road width. For example, a chip seal overlay was done on my street many years ago and it didn't cover the previous road surface by several feet. It didn't butt the driveways, in fact missed most by several feet. I think as a minimum, the resurfacing should taper into driveways. Perhaps this is a bidders conference item, but I think it should be mentioned in the RFP as an objective. **The quantities included in the bid documents were measured to include the full street width. This will be reiterated during both the Pre-Bid Conference and Preconstruction Conference. Resurfacing will butt up to the driveways and to the edge of the street, and directed to do so during construction. We can also add language to the Project Manual to make this very clear to contractors.**