



Travis County Commissioners Court Agenda Request

Meeting Date: 3/15/2011, 9:00 AM, Voting Session
Prepared By: Debbie Ties, Fire Marshal's Office, 854-6472
Elected/Appointed Official/Dept. Head: Hershel Lee, Fire Marshal
Sponsors: Judge Biscoe

AGENDA LANGUAGE:

Consider and take appropriate action on an order concerning outdoor burning in the unincorporated areas of Travis County.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

See attachments.

STAFF RECOMMENDATIONS:

Enter Staff Recommendations here

ISSUES AND OPPORTUNITIES:

Enter Issues and Opportunities here

FISCAL IMPACT AND SOURCE OF FUNDING:

No financial impact.

REQUIRED AUTHORIZATIONS:

Fire Marshal's Office	Hershel Lee	Completed	03/09/2011 2:28 PM
Emergency Services	Danny Hobby	Completed	03/09/2011 4:09 PM
County Judge's Office	Cheryl Aker	Completed	03/09/2011 4:19 PM
Commissioners Court	Cheryl Aker	Pending	

COUNTY OF TRAVIS §

§

STATE OF TEXAS §

**ORDER LIFTING
OUTDOOR BURNING BAN**

WHEREAS, Section 352.081 of the Local Government Code provides that the commissioners court of a county by order may prohibit outdoor burning in the unincorporated area of the county if the commissioners court makes a finding that circumstances present in the unincorporated area create a public safety hazard that would be exacerbated by outdoor burning; and,

WHEREAS, Section 352.081 of the Local Government Code further provides that an order prohibiting outdoor burning shall expire on the date that a determination is made by the commissioners court that the circumstances which necessitated the order no longer exist; and,

WHEREAS, on March 8, 2011, the Travis County Commissioners Court made a finding that circumstances present in the unincorporated area of Travis County created a public safety hazard that would be exacerbated by outdoor burning and approved an Order Prohibiting Outdoor Burning in the unincorporated area of Travis County; and,

WHEREAS, the Travis County Commissioners Court has determined that conditions in the unincorporated area of Travis County have improved as a result of recent rainfall and that the circumstances which necessitated the Order Prohibiting Outdoor Burning no longer exist;

NOW, THEREFORE, the Travis County Commissioners Court hereby LIFTS its Order of March 8, 2011, Prohibiting Outdoor Burning in the unincorporated areas of Travis County. Although conditions in the unincorporated area of Travis County have improved, the Commissioners Court urge all persons to use extreme caution and to obey all laws when burning outdoors.

ORDERED THIS 15th DAY OF MARCH, 2011.

TRAVIS COUNTY COMMISSIONERS COURT

By: _____
Samuel T. Biscoe, County Judge



Travis County Commissioners Court Agenda Request

15

Meeting Date: 3/8/2011, 12:00 AM, Voting Session

Prepared By: Sherri Fleming, Health and Human Services and Veterans Service, 854-4101

Elected/Appointed Official/Dept. Head: Sherri Fleming, Executive Manager

Sponsors: Judge Biscoe, Commissioner Eckhardt

AGENDA LANGUAGE:

Consider and Take Appropriate Action on Request to Print 1,000 Copies of the Community Action Network's 2011 Community Dashboard Report

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

The Community Action Network's "Community Dashboard" provides an overview of the social health and well-being of Austin and Travis County. By tracking the 16 key social indicators in this report, the Community Action Network identifies areas where collaborative action is needed. The Community Dashboard will be updated annually by Community Action Network. Throughout the year, the CAN Community Council will hold televised public forums on the indicators, considering where we stand, what is being done to improve the indicator and what more needs to be done. For an overview of the work of th CAN, see the attached brochure. Also attached is the draft of the 2011 report. The final version will be provided prior to printing in late March.

Travis County is a partner in the Community Action Network.

FISCAL IMPACT AND SOURCE OF FUNDING:

The Print Shop will produce the document with a color copier.

To print 1000 copies of the booklet:

5000 sheets of paper \$135.00

Click charge: 10,000 x \$.07 = \$700.00

Labor @ \$20.00 x 10 hrs = \$200.00

Overhead @ 20% of labor = \$40.00

Total \$1,075.00

This amount will be taken from the Health and Human Services approved budget.

REQUIRED AUTHORIZATIONS:

Health and Human Services and Veterans Service

Health and Human Services and Veterans Service

Pending

Sherri Fleming Pending

Agenda Item

Meeting of March 8, 2011

Commissioner Precinct 2 Office
County Judge's Office
Commissioners Court

Sarah Eckhardt
Cheryl Aker
Cheryl Aker

Pending
Pending
Pending



CAN Partner Organizations

Austin Chamber of Commerce

Austin Community College

Austin ISD

Austin Travis County Integral Care

Capital Metro

Central Health

City of Austin

Community Justice Council

Interfaith Action of Central Texas

One Voice Central Texas

Seton Family of Hospitals

St. David's Foundation

St. Edward's University

Travis County

United Way - Capital Area

University of Texas at Austin

Workforce Solutions - Capital Area

February 22, 2011

Sherri Fleming
Executive Manager
Travis County
314 W. 11th Street
Austin, TX 78701

Dear Sherri,

I am writing on behalf of the Community Action Network to request assistance in printing the *2011 CAN Community Dashboard Report*. The report will highlight how our community is doing in regard to 16 key socio-economic indicators and help us identify areas that require collaborative focus and action.

I want to thank Travis County for copying and binding the 2010 CAN Community Dashboard Report in April of 2010. We are very grateful for this assistance. We are requesting similar in-kind assistance this year.

The report will look similar to the report that was printed last year. A copy of a first draft of this report is attached to give the print shop guidance in developing the estimated cost for this work. The report will be in color and 10 pages in length (front and back) and will need to be bound with staples in the center.

CAN will deliver the final version of the report to Travis County on Monday, March 21st. The report will be released to the public on Friday, April 8th during a press conference so CAN will need to have copies in hand before that date.

Furthermore, due to the great demand for the report in 2010, we are requesting 1,000 copies of the report this year in preparation for broader dissemination. Last year CAN printed 200 copies through a private print shop and then received an additional 500 copies from Travis County for a total of 700. By October of 2010, CAN ran out of copies.

Again, thank you so much for your assistance last year.

Very Sincerely,

A handwritten signature in black ink that reads 'Vanessa Sarria'.

Vanessa Sarria
Executive Director

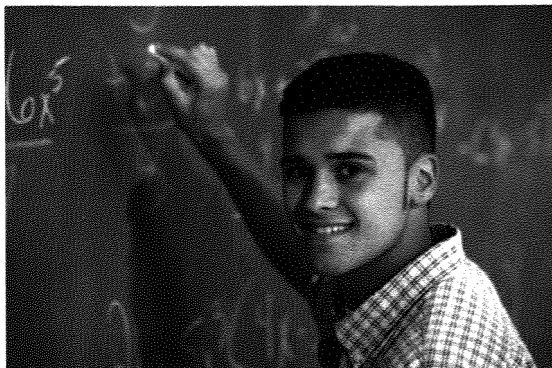
CAN is a neutral convener, information provider and connector that helps our community optimize its resources and close the opportunity gap.

Vision

Our richly diverse community will be healthy, safe, educated, just and compassionate where all people work together to achieve their full potential and celebrate their lives.

Mission

To achieve sustainable social, health, educational and economic outcomes through engaging the community in a planning and implementation process that coordinates and optimizes public, private, individual actions and resources.



CAN Partners

- Austin Area Interreligious Ministries
- Austin Chamber of Commerce
- Austin Community College
- Austin Independent School District
- Austin Travis County Integral Care
- Capital Metro
- City of Austin
- Community Justice Council
- One Voice Central Texas
- Seton Family of Hospitals
- St. David's Foundation
- St. Edward's University
- Travis County
- Central Health
- United Way Capital Area
- University of Texas at Austin
- Workforce Solutions - Capital Area



Connect to resources and opportunities

www.caction.org

Dawson Elementary
3001 S. 1st St., Portable 2A
Austin, TX 78704
Phone: 512-414-0323

Working together to build
a community of equity
and opportunity.

What does CAN do?

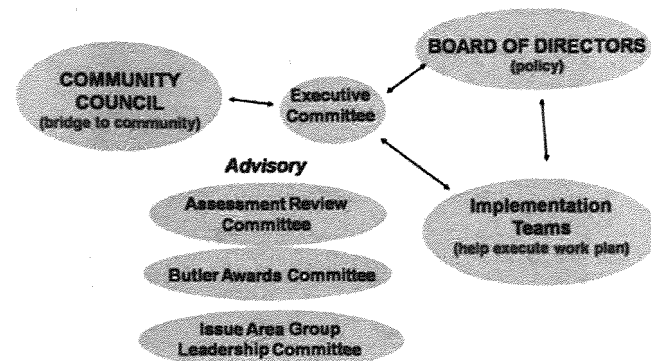
Community Action Network mobilizes collaboration between health and human service stakeholders to develop and coordinate plans and strategies to affect the greater good of the community and to achieve mutually agreed upon outcomes.

Issue Area Groups work with CAN Partners and others to develop our community's response to issues.

Aging, youth, adult literacy, behavioral health, basic needs, early education & care, housing and transportation are examples of Issue Area Groups.



CAN Structure



How does CAN do this?

Convening

Community Action Network is governed and led by the CAN Partners, representing the key health and human service stakeholders in Austin/Travis County. By working together, these public and private organizations coordinate their plans and strategies to achieve common goals for the community. This collaboration helps maximize the impact of our community's resources.

Connecting

Making progress to improve community conditions requires a concerted effort at many different levels. Through its structure, CAN regularly convenes and connects policy-makers, agency executives, planners, issue area group leaders, community advocates, and service providers. By linking stakeholders across the spectrum, CAN helps address cross-cutting issues that impact the well-being of the community.

Sharing information

CAN enhances community awareness of issues needing collaborative solutions. The CAN Community Council brings issues to the forefront of public discussion with monthly televised forums. CAN Partners and Issue Area Groups offer a targeted analysis of issues with regularly published assessments.

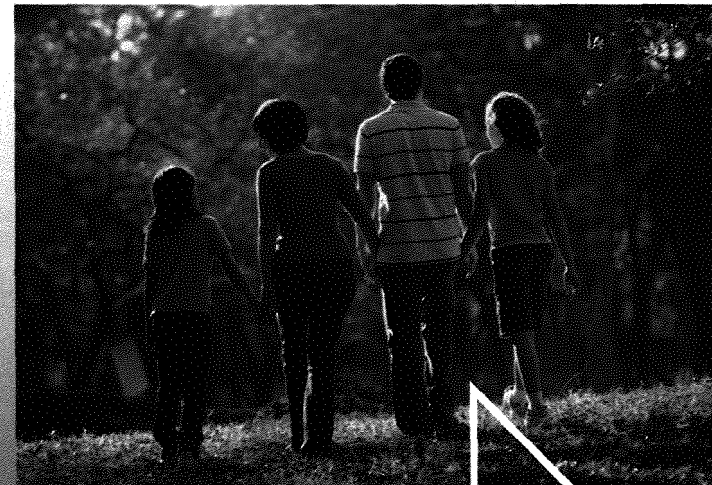
CAN also shares research, data and information that helps CAN Partners, Issue Area Groups and others do their work in the community. By reporting on issues, initiatives and progress made to improve community conditions, CAN helps mobilize action.

CAN's role

- Enhance awareness of community issues;
- Strengthen partnerships and connect planning efforts;
- Support collaborative strategies that maximize community resources and impact; and
- Mobilize action by reporting on progress made to improve the community's well-being.

Connect to resources and opportunities
www.caction.org





Community Dashboard 2011

*Key social indicators for
Austin & Travis County*



TRACKING OUR PROGRESS TOGETHER

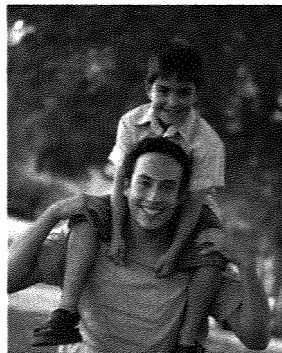
Community Dashboard 2011 provides an overview of the social health and well-being of Austin and Travis County. By tracking the indicators in this report over time, we identify areas where collective attention and action are needed. The Community Dashboard 2011 report updates the original Community Dashboard 2010 report.

community dashboard 2011

Over the course of the past year, the Community Action Network's Community Council has held televised public forums on each of the community indicators. Key stakeholders were invited to discuss...

1. where we stand on each indicator,
2. who is working to move the indicator in the right direction, and
3. what more needs to be done.

This report highlights what we discovered through these conversations and updates the trend lines for each indicator. For more details about these forums, visit www.cancommunitydashboard.org.



CAN Partners work together to build a community of equity and opportunity.

- Austin Chamber of Commerce
- Austin Community College
- Austin Independent School District
- Austin Travis County Integral Care
- Capital Metro
- Central Health
- City of Austin
- Community Justice Council
- Interfaith Action Central Texas
- One Voice Central Texas
- Seton Family of Hospitals
- St. David's Foundation
- St. Edward's University
- Travis County
- United Way Capital Area
- University of Texas at Austin
- Workforce Solutions- Capital Area

Visit www.cancommunitydashboard.org to learn more about the significance of the CAN Community Dashboard indicators and local efforts to improve these indicators.



for more information

For more information about Community Action Network, visit www.caction.org.
 A direct link to the CAN Community Dashboard with more information about each of the indicators can be found at www.cancommunitydashbaord.org.
 Questions about CAN's Community Dashboard initiative should be directed to:
 Mary Dodd at mary.dodd@austinisd.org or
 Vanessa Sarria at vsarria@austinisd.org.
 Questions about data in this report should be directed to:
 Chantel Bottoms at chantel.bottoms@austinisd.org.

community dashboard 2011

Community Dashboard 2011 provides an update of the first Community Dashboard report, released by the Community Action Network in 2010.

CAN would like to thank the members of the Dashboard Steering Committee, who monitored the progress of this initiative and made quarterly reports to the CAN Board of Directors.

CAN would also like to thank the members of the CAN Community Council, who held 9 televised community forums on the indicators, and a long list of stakeholders from 27 community partner organizations and collaborations who shared their expertise and knowledge about the indicators. A list of the forums and links to the presentations shared at them is available at www.cancommunitydashboard.org.

the role of CAN in the community

CAN's role in the community is to enhance awareness of community issues and support collaborations to maximize our community's resources and the impact of our efforts to help individuals and families. The annual Community Dashboard report helps us track how we are doing as a community to promote equity and opportunity for all people.

One-third of all people in Travis County and one-half of all children in the City of Austin are low-income, according to the latest U.S. Census data. The map at right shows the total population and total low-income population as well as the rate of growth for these populations in each of the five counties in the Austin-Round Rock Metropolitan Statistical Area (MSA).

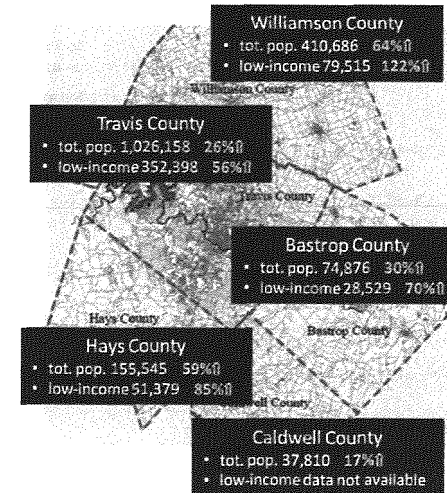
impact of low-income

Through televised community forums held by the CAN Community Council in 2010, we learned that people who are low income are ...

- less likely to be kindergarten ready,
- less likely to graduate from high school in four years,
- less likely to graduate "college ready,"
- more likely to smoke and to be obese,
- less likely to have health insurance,
- more likely to report "poor mental health days," and
- less likely to find housing they can afford.

Our ability to move the indicators on our Community Dashboard in the right direction will depend to a great extent on our ability to expand opportunity for people who are low-income.

Austin-Round Rock MSA
2009 totals and % change since 2000



Source: U. S. Census Bureau American Community Survey 1-Year Estimates and Decennial Census

taking action together

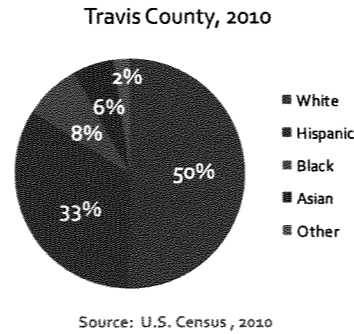
As the map above shows, the low-income population in Central Texas grew at twice the rate of the total population from 2000 to 2009.

- CAN Partners have committed to work together in 2011 to:
- take a closer look at shifting demographics and its impact in our community,
 - develop collaborative solutions to help low-income people find jobs, and
 - continue efforts to ensure people are connected to community resources to help them become stable.

OUR COMMUNITY & OUR COMMON VISION

According to the latest U.S. Census data, there were just over one-million people living in Travis County in 2009 and more than half were White. The populations that grew the fastest from 2000 to 2009 were the Asian population (54% growth rate) and the Hispanic population (49% growth rate). The White and Black populations in Travis County both grew at a rate of 15% over that same time period, not keeping pace with the overall population growth rate of 26%.

Considering the rate of growth for different age groups in Travis County, 45 to 64 year olds grew at the fastest rate, increasing 47% from 2000 to 2009. Another fast-growing age group was children under the age of 5, which increased by 39%.



- WE ACHIEVE OUR FULL POTENTIAL** We have the education, skills and opportunities to achieve our full potential and lead meaningful, joyful lives.
- WE ACHIEVE OUR FULL POTENTIAL** We have adequate income, resources and supports to live independent lives.
- OUR BASIC NEEDS ARE MET** We live in a community where the basic needs of all are met.
- OUR BASIC NEEDS ARE MET** We live in affordable and stable housing with access to open space and public amenities.
- OUR BASIC NEEDS ARE MET** We have safe, affordable, accessible and reliable transportation.
- WE ARE HEALTHY** We live, work, learn and play in accessible, safe, clean and healthy physical environments.
- WE ARE HEALTHY** We have adequate nutrition and achieve and maintain optimal physical and behavioral health.
- WE ARE HEALTHY** We are free from abuse, neglect, crime, violence and injustice.
- WE ARE SAFE, JUST & ENGAGED** We respect and value diversity.
- WE ARE SAFE, JUST & ENGAGED** We are aware, socially connected, and contribute to our neighborhoods, individual communities, and the community at large.
- WE ARE SAFE, JUST & ENGAGED** We have the opportunity and willingness to lead by utilizing our talents, passions and interests to improve the community.

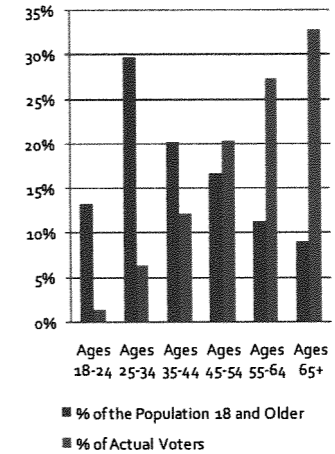
In 2008, members of the CAN community agreed on these common vision statements for all people in our community. In developing this vision, we drew on the Austin Equity Commission report "[Improving the Odds: Increasing Opportunities in Austin](#)," the [Central Texas Sustainability Indicators Project](#), the Kirwan Institute's [Central Texas Opportunity Mapping Initiative](#), and the National Association of Planning Councils' 2005 report "[Leading Social Indicators](#)."

Voter turnout is disproportionate

Young people are much less likely to participate in elections than older people. African Americans and Hispanics also tend to be under-represented in the voting booths. The type of election impacts who is likely to vote. National elections generally have higher voter turnout than local elections.

The [Nonprofit Voter Engagement Network](#) explains that who votes and who does not vote impacts who elected officials pay attention to, the course of public policy and the quality of American democracy. It also impacts civic participation of all kinds. People who don't vote are less likely to self-identify as stakeholders in their communities. They are less likely to volunteer, contact their elected officials or participate in public life.

Travis County Demographics Compared to Demographics of Voters in the 2009 General Election



We are safe, just and engaged.

SOME LOCAL EFFORTS TO IMPROVE THESE INDICATORS

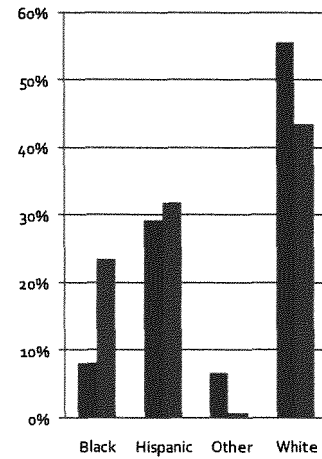
- Coalitions such as the [Austin/Travis Family Violence Task Force](#), the [Start Strong Coalition](#), the [Austin/Travis County Reentry Roundtable](#), and [Central Texas Afterschool Network](#), are helping to monitor and create programs and practices that impact violent crime.
- Special problem-solving courts/dockets have been created locally to impact issues such as substance abuse, mental health, domestic violence, veterans, repeat offenders, etc.
- Local law enforcement outreach strategies to minority youth include Police Activity Leagues, Police Explorer programs, and prevention activities associated with the Joint Juvenile Gang Unit of the Austin Police Department, Travis County Sheriff's Office and Austin ISD.
- The [Austin Disproportionality Advisory Committee](#) was created to assist the Texas Department of Family Protective Services with strategies to address the disproportionate removal of children from their homes.
- Area school districts have implemented efforts to help reduce disproportionate school discipline referrals.
- The [Travis County Elections Division](#) works to increase voter turnout by offering programs such as early voting which provides voters with flexibility in voting times and locations.
- The [Annette Straus Institute for Civic Engagement](#) at the University of Texas works with young adults through programs such as "[University of Texas Votes](#)," a non-partisan effort to increase voting among college-age youth.
- The [East Austin Voter Mobilization Initiative](#) targets get-out-the-vote efforts in East Austin precincts with low voter turnout and large African American and Hispanic populations.

Arrests are not proportionate for all races

When we compare the demographics of those booked into the Travis County jail with the demographics of the adult population of the county as a whole, racial disparities become apparent, especially for the African American population. This disparity is, to some extent, symptomatic of disparities across social structures and in disparities in poverty and access to education and economic opportunity.

Disparities also exist in the rates at which African American students are removed from classrooms and in the removal rates of African American children from their homes by Child Protective Services. This phenomenon has been documented for decades in different programs. The causes of disproportionality are complex and cross many social systems.

Arrest Demographics Compared to Total Adult Population in Travis County, 2009



Source: Travis County Criminal Justice Planning Department and the American Community Survey, 1-Year Estimate



		community indicator	2010 report	2011 report
we achieve our full potential		Percent of children who are kindergarten ready	under development	52% in 2010
		Percent Austin ISD students who graduate from high school in four years	74% for the Class of 2008	76% for the Class of 2009
		Percent Austin ISD graduates who are college ready	50% in 2008	50% in 2009
		Unemployment rate for Travis County	X% in January 2010	X% in January 2011
our basic needs are met		Percent people in Travis County who are low-income (below 200% of the federal poverty level)	32% in 2008	35% in 2009
		Percent of Travis County households that are cost burdened (pay 30% or more of income for housing)	37% in 2008	38% in 2009
		Vehicle miles traveled per capita in Travis County	26 miles per day in 2007	25 miles per day in 2008
		Number who received HUD-funded homeless services in Travis County	6,407 in 2008	X,XXX in 2009
we are healthy		Percent under age 65 in Travis County who have no health insurance	24% in 2008	24% in 2009
		Percent of adults in Austin MSA who report 5 or more poor mental health days	18% in 2008	23% in 2009
		Percent adults in Austin MSA who are smokers	20% in 2008	13% in 2009
		Percent of adults in Austin MSA who are obese	23% in 2008	28% in 2009
		Attainment of EPA ozone standards	attainment	attainment
we are safe, just & engaged		Violent crime rate in Travis County	432 per 100,000 population in 2008	457 per 100,000 population in 2009
		Proportionality of arrest demographics in Travis County to overall population	disproportionate	disproportionate
		Proportionality of voter turnout in Travis County as compared to overall population	disproportionate	disproportionate

The Community Dashboard of key social indicators was developed by the Dashboard Steering Committee of the Community Action Network and approved by the CAN Board of Directors in 2009.

www.cancommunitydashboard.org



WE ACHIEVE OUR FULL POTENTIAL

52% of children enter kindergarten ready for school

In the first year of a new measure of kindergarten readiness, developed by the E³ Alliance, slightly more than half of the 913 students tested mastered key competencies in social-emotional development, language and communication, emerging literacy, and mathematics. Students were tested in school districts across the five county MSA. Children who were economically disadvantaged, or who qualified for free or reduced-price school lunches, were less likely to be kindergarten ready. Children who attended Pre-Kindergarten programs were much more likely to be kindergarten ready than those who did not.

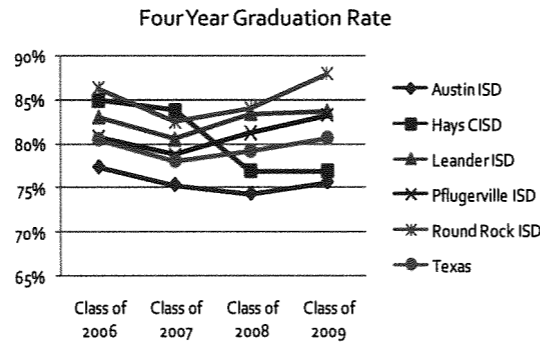


According to The Future of Children, children who enter school not yet ready to learn don't perform as well in elementary through high school as their peers and are more likely to become teen parents, engage in criminal activities, and suffer from depression. Ultimately, these children are less educated and are more likely to be unemployed as adults.

75% of Austin ISD students graduate from high school in four years

The graduation rates for most of the five largest school districts in the Austin MSA improved for the Class of 2009. While this is promising, the fact remains that nearly one in four Austin ISD students did not graduate from high school in four years.

Closer analysis reveals that there are significant gaps between the graduation rates of Asian, Native American and White students and the graduation rates of African American and Hispanic students. Economically disadvantaged students are also less likely to graduate high school in four years.



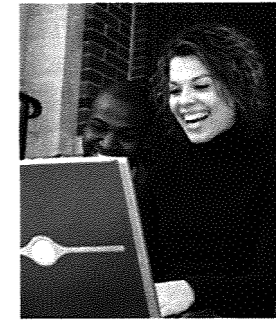
Source: Texas Education Agency

WE ARE SAFE, JUST AND ENGAGED

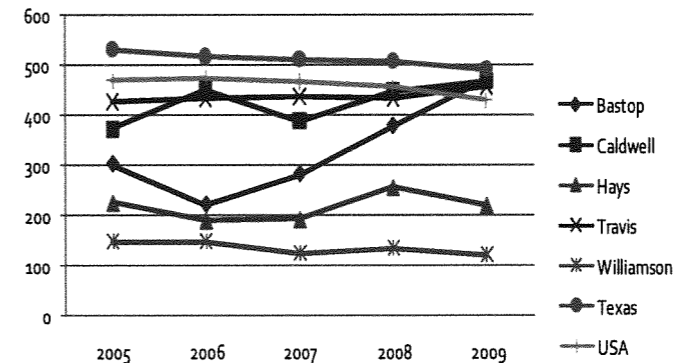
Violent crime occurred at a rate of 457 per 100,000 population in Travis County

The violent crime rate for Travis County increased from 2008 to 2009, largely due to increases in crime in the urban areas of the county. Nation-wide, more densely populated areas typically experience higher rates of crime.

The National Institute of Justice reports that victims of violent crime face tangible costs of over \$17 billion annually because of medical and mental health care expenses, lost productivity, and property damage. If the intangible costs of reduced quality of life, pain, and suffering are added to this, the total rises to \$330 billion. Children are more likely to be exposed to violence and crime than adults. According to Child Trends, children who are exposed to violence are more likely to suffer from conduct problems, health-related problems, and cognitive problems.



Violent Crime Rate per 100,000 Population



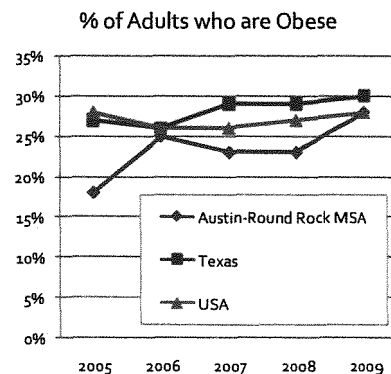
Source: Capital Area Council of Governments and FBI Preliminary Unified Crime Reports

28% of adults in the Austin metro area were obese

Obesity rates in the Austin MSA have increased significantly over the past five years. The small sample size of this survey may lend itself to fluctuations up or down in any one year. BRFSS data is best analyzed over time.

Adults who are obese or overweight are at a higher risk for coronary disease, type 2 diabetes, and cancer according to the [National Institutes of Health](#). Obesity rates are disproportionately high among low-income adults and among youths who are males, African Americans, and/or Hispanics.

Add info from Comb's report on cost of obesity in Texas.



Source: Texas BRFSS

We are healthy.

SOME LOCAL EFFORTS TO IMPROVE THESE INDICATORS

- [Integrated Care Coalition \(ICC\)](#) members screen individuals for public health insurance programs and assist families with the application process. ICC is developing technology that would allow agencies, with client permission, to share client documents.
- [Central Health](#) implements the Medical Assistance Program (MAP) which provides access to healthcare services for low-income Travis County residents who are not eligible for other public or private insurance programs.
- [Catholic Charities of Central Texas](#), [insure-a-kid](#), [Lone Star Circle of Care](#) and other agencies in our region assist families in completing applications for public health insurance programs.
- [Austin Travis County Integral Care's](#) mission is to improve the lives of people affected by behavioral health and developmental and/or intellectual challenges.
- The [Mayor's Mental Health Task Force](#), the [Behavioral Health Planning Partnership](#), and the [Child and Youth Mental Health Planning Partnership](#) are local collaborations that help coordinate behavioral health planning needs.
- The [Austin/Travis County Health and Human Services Department](#) received a \$7.5 million "Communities Putting Prevention to Work" grant in 2010 from the [Centers for Disease Control](#) to reduce smoking in our community. The Department also received a \$300,000 planning grant from the State Health Department to encourage people to make healthy food choices and to make physical activity a regular part of their day.
- The [Austin Mayor's Fitness Council](#) promotes physical activity, nutrition, healthy weight, and tobacco-free living.
- The [Austin Tobacco Prevention and Control Coalition](#) works to promote smoking cessation.
- [Children's Optimal Health \(COH\)](#) is a collective leadership initiative to ensure that every child in Central Texas becomes a healthy, productive adult engaged in his or her community.
- The [Clean Air Coalition](#) is a collaboration of local governments in our five-county region working together to develop plans to comply with EPA air quality guidelines.

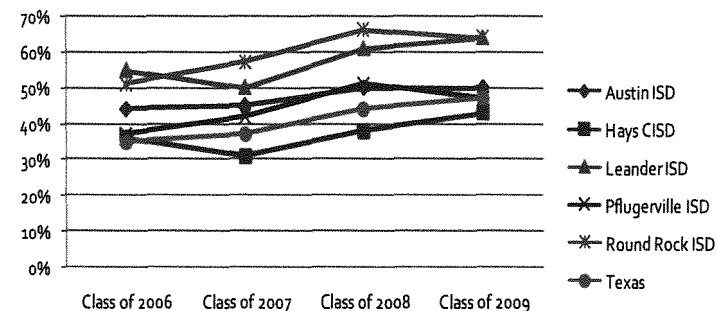
50% of Austin ISD graduates were college ready

While college readiness rates have improved for most of the largest school districts in the Austin-Round Rock Metropolitan Area (MSA) over the past few years, there are disparities among different racial/ethnic groups. College readiness trends also show a gap in performance between the general student population and the economically disadvantaged student population.

The [2010 State of the Workforce](#) report for the Austin-Round Rock MSA reports that college readiness is critical for students as the fastest-growing, highest-paying jobs in Central Texas require some post-secondary education. Most students in Central Texas report that they plan to attend a college or technical school in the year following graduation, but only 43% of college students actually earn a degree.



% of High School Graduates who are College Ready



Source: Texas Education Agency

x% of Travis County residents were unemployed

The local unemployment rate has shown recent improvement and is significantly lower than both the state and the nation. The sharp increase in unemployment rates that was experienced locally and across the United States from 2007 through 2009 has begun to level off and improve.

Workforce Solutions Capital Area reports that the overwhelming majority of people receiving unemployment benefits have no post secondary degree. Workers with an associate's degree or better make up 45% of the local workforce, but only 15% of those receiving unemployment benefits.

We achieve our full potential.

SOME LOCAL EFFORTS TO IMPROVE THESE INDICATORS

- [United Way Capital Area's Success by 6 program](#) aims to ensure that by the time children enter their first year of school they are prepared to become healthy, happy, and smart students. The program's "Child Well-Being Report Card" is an annual report of child well-being in Austin and Travis County.
- The [Austin Independent School District's Strategic Plan 2010-2015](#) includes goals related to the graduation rate and college readiness.
- The [E3 Alliance's Blueprint for Educational Change](#) seeks to improve educational outcomes across the Central Texas region from pre-k through college through a collaborative process that engages parents, students, school personnel and members of the larger community.
- The [Ready By 21 Coalition in Austin/Travis County](#) has developed a detailed dashboard of outcomes and indicators for children and youth which includes this graduation rate indicator.
- The [Truancy Plus Working Group](#) of Austin ISD, the City of Austin, and Travis County is working to identify ways to improve school attendance and address truancy, important precursors to graduation.
- The [Austin Chamber of Commerce](#) has an economic development initiative that strives to create jobs, diversify the economy, attract new businesses, and retain and grow existing businesses. The Chamber's [Plan for 2015](#) initiative engages school districts and colleges and universities in ensuring success in high school and college.
- [Austin Community College](#) is the primary trainer and re-trainer of the local workforce. The College Readiness Initiative at ACC includes partnerships with local high schools.
- The [Literacy Coalition of Central Texas](#) is dedicated to supporting and expanding literacy services so that businesses can hire, people can work, and families can thrive.
- [Workforce Solutions—Capital Area](#) coordinates local workforce development efforts and is currently developing a collaborative initiative called "Pathway to Prosperity."

Austin area is in attainment of EPA air quality standards

Even though the Austin area is in attainment of current Environmental Protection Agency standards for ozone, the area will most likely not be in attainment of the proposed new standard. Poor air quality causes irritation to the throat and lungs, results in diminished lung capacity, and aggravates asthma and other respiratory problems. These health issues result in increased health care costs and increased school absences. Ozone levels have been steadily decreasing in the Austin area over the past decade, according to the [Capital Area Council of Governments](#), but EPA standards have been growing more stringent during this same time period.

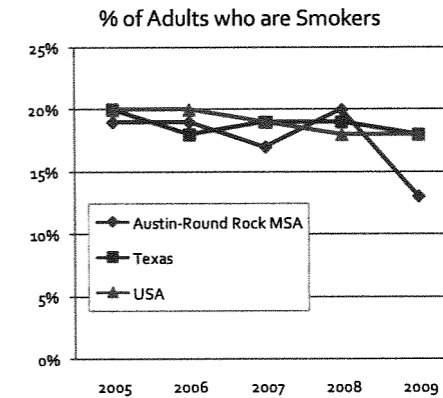


13% of adults in the Austin metro area are smokers

There was an unexpected drop in the smoking rates reported through the [Behavioral Risk Factor Surveillance System](#) in 2009. The small sample size of this survey may lend itself to fluctuations up or down in any one year. BRFSS data is best analyzed over time.

The [Austin/Travis County Health and Human Services Department](#) received a \$7.5 million "Communities Putting Prevention to Work" grant in 2010 from the [Centers for Disease Control](#) to reduce smoking in our community.

Those who earn less than \$25,000 a year are more than twice as likely to smoke than those earning \$50,000 a year. A closer analysis of smoking data shows the highest rates of smoking among the young and among men.



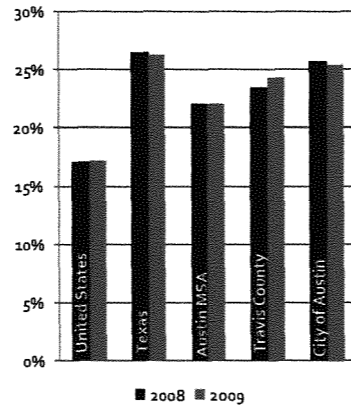
Source: Texas BRFSS

WE ARE HEALTHY

24% of those under age 65 in Travis County have no health insurance

In 2009, Texas had the highest rate of uninsured individuals in the country according to the [U.S. Census Bureau](#). The number of individuals receiving health insurance through their employer dropped to 48% compared to 50% in 2008 and 57% in 2000. Texas provides very few public insurance options for adults. People who are low income are almost three-times more likely to have no medical insurance. The percentage of uninsured Texas children is lower than that of adults, but continues to be the highest in the nation. The Center for Public Policy Priorities (CPPP) estimates that non-citizens account for one-fourth of Texas' uninsured population.

% Under Age 65 with No Health Insurance



Source: American Community Survey

OUR BASIC NEEDS ARE MET

35% of Travis County residents are low-income

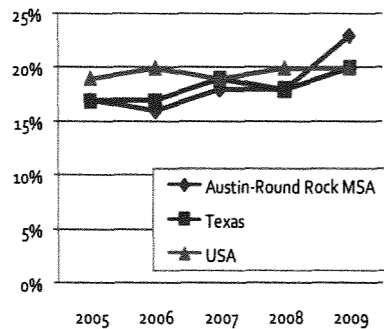
The percent of people in Travis County who are low-income, or earn less than 200% of the Federal Poverty Level, increased from 32% in 2008 to 35% in 2009. Over 350,000 people in Travis County have fallen to an income level that is barely sufficient to meet basic needs. Most low-income families have at least one adult who works full-time in a job or jobs that do not provide benefits.

The [Urban Institute](#) explains that many of these families may experience hardships related to food, housing and healthcare. CAN's analysis of the indicators in 2010 found that people who are low-income are less likely to be kindergarten ready, less likely to graduate in four years, less likely to be college-ready, more likely to smoke, more likely to be obese, less likely to have health insurance, more likely to report poor mental health days, and less likely to find housing that they can afford.



23% of adults in the Austin metro area report five or more poor mental health days within the past month

% Reporting Five or More "Poor Mental Health Days" within the Past Month

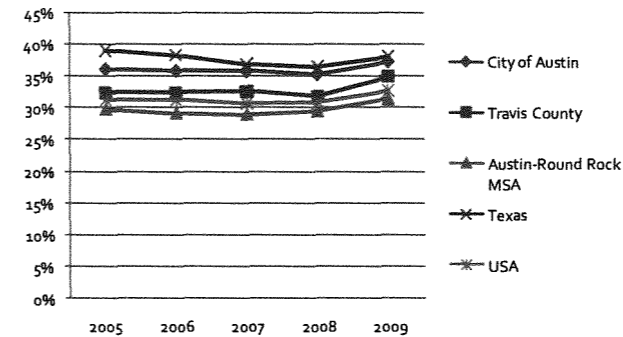


Source: Texas BRFSS

Days that include stress, depression and problems with emotions are considered "poor mental health days" in the [Behavioral Risk Factor Surveillance System](#) (BRFSS) survey, conducted by states nation-wide through collaboration with the Centers for Disease Control. The 2009 survey revealed a higher percentage of people reporting poor mental health days in the Austin metro area than in the state or the nation. The small sample size of this survey may lend itself to fluctuations up or down in any one year. BRFSS data is best analyzed over time.

When the data is examined by income levels, people earning less than \$25,000 per year are three times more likely to report they have had five or more "poor mental health days" in the past month than people earning \$50,000 or more.

% of Individuals Who Are Low-Income



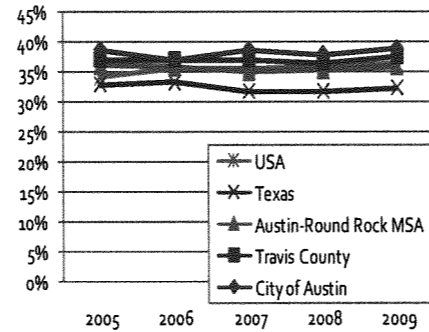
Source: American Community Survey, 1-Year Estimates

38% of Travis County households are housing cost burdened

The percent of households in Travis County who paid too much of their total income on housing increased slightly in 2009. The [U.S. Department of Housing and Urban Development](#) considers households to be cost burdened if they pay 30% or more of their income on mortgage payments or rent and utilities.

Austin and Travis County have higher rates of households that are cost burdened than the five-county metro area, the state, and the nation. As Austin grows, affordability becomes more of a challenge for people at more income ranges. The lack of affordable homes in all parts of town intensifies socioeconomic segregation and leads to concentrations of poverty, school instability and an increase in crime.

% of Households that are Housing Cost Burdened



Source: American Community Survey, 1-Year Estimates

6,407 people received homeless services in Travis County

The number of homeless people who have received services in our community has fluctuated between 8,000 and 6,000 people in recent years.

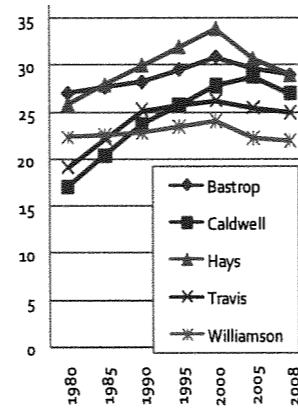
Source: Homeless Management Information System

25 daily vehicle miles per capita in Travis County

Vehicle miles traveled (VMT) per capita has been trending downward across the five-county region over the past decade. Counties furthest away from high-employment centers have the highest VMT rates per capita. As affordable housing is pushed further away from core employment areas, there is often a trade-off in longer commutes and higher transportation costs. Even though VMT per capita has declined, the regional transportation system remains congested.

VMT per capita often declines during recessions with fewer people driving to work and a reduction in the amount of freight and goods that are transported. Factors that reduce VMT per capita even in a thriving economy include community design that sites affordable housing near employment and services, greater access to alternative modes of transportation, or when freight and goods are transported by rail rather than by truck.

Daily VMT Per Capita



Source: Texas Department of Transportation

Our basic needs are met.

SOME LOCAL EFFORTS TO IMPROVE THESE INDICATORS

- The [Basic Needs Coalition of Central Texas](#) is a coalition of agencies that work to secure basic resources, such as food and housing, for people in need.
- The [Center for Public Policy Priorities](#) (CPPP) advocates at the state level for policies to improve the safety net for people in need.
- [Bank on Central Texas](#) is a community initiative led by [United Way Capital Area](#) and [PeopleFund](#) that includes banks, credit unions, financial service providers, government, private sector, community organizations, and non-profits to bring more people into the financial mainstream.
- The [City of Austin's Neighborhood Housing and Community Development](#) provides housing, community development, and small business development services to increase opportunities for self-sufficiency.
- [HousingWorks](#) advocates for affordable housing throughout the City. In 2010, they released a collaborative report with the Urban Land Institute, the Real Estate Council of Austin, and the Austin Area Research Organization entitled "[Building and Retaining an Affordable Austin](#)."
- [Capital Metro](#) provides alternatives to private vehicle travel.
- The [Capital Area Regional Transit Coordination Committee](#) (RTCC), an issue area group of CAN, promotes full mobility and access to community services for all people.
- The [Capital Area Metropolitan Planning Organization](#) (CAMPO) is working to improve this indicator through their new 2035 plan that will fund transportation to support high density "activity centers" connected by public transit.
- The [Ending Community Homelessness Coalition](#) (ECHO) identifies specific strategies and oversees ongoing planning efforts and implementation of the plan to end chronic homelessness in Austin and Travis County.

www.cancommunitydashboard.org



Travis County Commissioners Court Agenda Request

Meeting Date: 3/15/2011, 9:00 AM, {MeetType}

Prepared By: Sherri Fleming, Health and Human Services and Veterans Service, 854-4101

Elected/Appointed Official/Dept. Head: Sherri Fleming, Executive Manager

Sponsors: Judge Biscoe, Commissioner Gómez

AGENDA LANGUAGE:

Consider and Take Appropriate Action on an Agreement between Travis County, the City of Austin and AISD to purchase software to support the Connecting the Dots initiative to improve services to students in the AISD

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

The Joint Subcommittee of the Travis County, the City of Austin and the Austin Independent School District has been working together to identify and align services in hopes of impacting student attendance, mobility and graduation rates.

The white paper describing the staff work supporting this initiative is attached.

The Resolution supporting this agreement was approved on June 29 and is attached.

STAFF RECOMMENDATIONS:

Staff recommends approval of the agreement per Commissioners Court Resolution on June 29, 2010

FISCAL IMPACT AND SOURCE OF FUNDING:

\$16,000 in Line Item 001-5868-611-6099 Other Purchased Services

REQUIRED AUTHORIZATIONS:

Health and Human Services and Veterans Service	03/08/2011 4:35 PM	David Salazar	Completed
Health and Human Services and Veterans Service	03/08/2011 4:38 PM	Sherri Fleming	Completed
Commissioner Precinct 4 Office	Margaret J. Gómez		Pending
County Judge's Office	Cheryl Aker		Pending
Commissioners Court	Cheryl Aker		Pending

JOINT RESOLUTION
of the
AUSTIN INDEPENDENT SCHOOL DISTRICT (AISD),
CITY OF AUSTIN, TEXAS (CITY),
and the
COUNTY OF TRAVIS, TEXAS (COUNTY)
regarding
CHRONIC ABSENTEEISM IN AISD PUBLIC SCHOOLS

WHEREAS, “chronic absenteeism” is a term that relates to students who drop out of school and need to be recovered, who are truant, and whose lack of attendance in school is a barrier to academic achievement and high school completion; and

WHEREAS, chronic absenteeism continues to be a major challenge for too many students in the public school system, impeding student achievement and contributing to unacceptable dropout and high school completion rates; and

WHEREAS, research indicates that chronic absenteeism and low high school graduation rates are challenges for the entire community due to the lower educational attainment of its residents, lack of optimization of the quality of workforce, and more demands on law enforcement and criminal justice systems;

WHEREAS, on March 12, 2009, the Joint Subcommittees of the above-referenced governmental bodies recommended to their respective governmental bodies that a collaboration amongst the public entities and the community be re-energized to develop and implement a new plan to attack the adverse impacts that high mobility rates have on students’ attendance rates and ability to achieve academically; and

WHEREAS, the Austin community seeks to prevent students from dropping out of school, recover students who have dropped out of school, reduce the rate of truancy, and increase attendance; and

WHEREAS, the Joint Subcommittees (1) created two task forces, one referred to as *Truancy +* and the other as *Student Mobility*, in response to the Resolutions passed by the City, County and AISD to address causes, strategies, and student and family interventions associated with chronic absenteeism, and (2) directed these task forces to return to the Joint Subcommittees within one year with their reports and recommendations; and

WHEREAS, on February 19, 2010, the two task forces presented their final reports with recommendations to the Joint Subcommittees, which included the following:

Truancy + -

1. Establish a formal City/County/AISD Youth Council at an annual cost of between \$55,000 and \$80,000;
2. Establish a Leadership Council at an annual cost of between \$35,000 and \$40,000; and
3. Conduct a systems review

Student Mobility –

1. Authorize a pilot software project through the Family Resource Centers to address needed information infrastructure at a one-time cost of \$48,000 and a projected annual cost thereafter \$36,000;
2. Provide for future staffing, administration, and evaluation of the Family Resource Centers at an annual cost of \$20,000; and
3. Direct the pilot program to identify and quantify the assistance needs of the school mobility population; and

WHEREAS, the Joint Subcommittees further directed Staff to merge the two task forces into one integrated working group and to explore ways to implement the recommendations the two groups presented with existing funding and resources, wherever possible, in light of the scarce budget resources that each governmental body is currently experiencing; and

WHEREAS, the Staff followed through on the directions of the Joint Subcommittees and now recommends the following:

1. that a Leadership Council be formalized and chaired by designees of the City, County, and AISD with membership from the City, County, and District, post-secondary institutions; the non-profit community; and for community members active in the area of combating chronic absenteeism, to provide oversight of this initiative;
2. that a City/County/AISD Youth Council be established and supported by staff and an AISD-managed VISTA grant from the federal government;
3. that a plan be implemented that (1) focuses on strengthening AISD's internal and external structures and programs, (2) clearly identifies where in AISD's internal structures the external community partners are to link to make meaningful differences in individual student's lives; (3) creates separate systems for addressing elementary vs. secondary students' needs; (4) is student driven; and (5) encourages and supports campus-based best practices;
4. that a pilot software program be initiated through the Family Resource Centers at a cost not to exceed \$48,000 in the current fiscal year and \$36,000 annually in the two succeeding fiscal years, contingent upon successful outcomes and funds availability, allocated equally among the City, County and AISD pursuant to an interlocal agreement to be negotiated among the Parties containing the specific terms and funding amounts as agreed to by the Parties;
5. that the supplemental staffing needs of the Family Resource Centers be satisfied through future VISTA and AmeriCorps federal grant funding;
6. that the newly formed Leadership Council create 4 task forces;
 - (i) One on juvenile justice/youth court;
 - (ii) One on workforce development;
 - (iii) One on academic relevance and rigor; and
 - (iv) One on mobility deterrence.
 - (v) That the Leadership Council and the four task forces report to the Joint Subcommittees going forward to provide progress updates and additional recommendations as appropriate regarding this initiative; and

FINALLY WHEREAS, the Joint Subcommittees approved all of the staff's recommendations at its meeting on June 16, 2010, and affirmed the Joint Subcommittees' intent to bring these

recommendations to their respective governing bodies for their respective approvals and support on or before August 1, 2010.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF AUSTIN, THE COUNTY COMMISSIONERS COURT OF THE COUNTY OF TRAVIS, AND THE BOARD OF TRUSTEES OF THE AUSTIN INDEPENDENT SCHOOL DISTRICT that the recommendations of the Joint Subcommittees as set forth herein be considered by each supporting entity and that staff from the City, County and AISD be directed to negotiate the necessary interlocal agreement to put in place the agreed to terms and conditions related to the implementation, in whole or in part, of the recommendations of the Joint Subcommittees as determined by each entity in accordance with applicable laws.

ADOPTED: _____, 2010

Lee F. Leffingwell
Mayor
City of Austin

ATTEST: _____

Shirley A. Gentry
City Clerk

ADOPTED: _____, 2010

Mark J. Williams
President
Austin ISD

ATTEST: _____

Elaine Hopkins
Secretary to the Board

ADOPTED: _____, 2010

Samuel T. Biscoe
Judge
Travis County

ATTEST: _____

County Clerk

CONNECTING THE DOTS

Addressing Chronic Absenteeism, Dropouts, Truancy and Attendance In the Austin Independent School District

**White Paper
Leadership Council Working Group
June 16, 2010**

**Presented to the Joint Subcommittees
Of the

City of Austin
Austin Independent School District
Travis County**

**Members:
County Judge Sam Biscoe
Mayor Lee Leffingwell
AISD Board President Mark Williams
City Council Member Laura Morrison
City Council Member Bill Spelman
County Commissioner Margaret Gomez
AISD Board Member Cheryl Bradley
AISD Board Member Karen Dulaney-Smith
AISD Board Member Sam Guzman**

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CONNECTING THE DOTS

Addressing Chronic Absenteeism, Truancy and Dropout in the Austin Area

Executive Summary

In April 24, 2009 The City, County and AISD Joint Subcommittee created two work groups to address major issues affecting student success. The Truancy Plus and Student Mobility workgroups focused on causes, and developed strategies for student and family interventions.

- “Mobility affects the academic performance and psychological well-being not only of mobile children; but also of teachers and other students and overall affects the overall effectiveness of the school.” (Mueller & Tighe, 2007)
- Child mobility, both school mobility and residential mobility, present a significant challenge to the school success of students. In 2008-2009, 17,115 students in AISD were identified as school mobile.
- According to Texas Education Agency (TEA) a Dropout is a student who attends grade 7-12 in a public school in a particular school year, does not return the following fall, is not expelled and does not graduate, receive a GED, continue school outside the public school system, begin college, or die.
- Chronic Absenteeism is currently being defined as being absent more than 10 days (or the attendance rate equivalent) during the course of a school year. Drawing on research recommendations, we do not distinguish between excused and unexcused absences in this definition.

The Student Mobility work group recommended the Family Resource Centers as a model for addressing the needs of the entire family in order to keep the student involved and focused on school. Some stimulus funding is currently available to address housing issues and limit mobility. Tracking systems are being recommended at targeted Resource Centers to quantify needs.

The Truancy Plus work group recommended a Leadership Council to interface with the Joint Subcommittee decision making process and a Youth Council to identify needs from the student perspective.

The Mobility and Truancy Plus work groups have recognized that we must work together and focus on systems instead of programs. If we develop child-centric systems, measure and monitor and adjust strategies, and hold ourselves accountable for the results, we can improve the outcomes for students. These outcomes include health/mental health, school success, social engagement and employment.

The Mobility and Truancy Plus work groups have now combined their efforts with a the following goals: to prevent students from dropping out of school, recover students who have dropped out of school, reduce the rate of truancy, and increase attendance. The groups will utilize a systemic focus, using results based accountability paradigm to address Chronic Absenteeism in AISD.

A joint resolution between Austin Independent School District (AISD), City of Austin (COA) and Travis County regarding Chronic Absenteeism in AISD Public Schools is being recommended by the Joint Subcommittees with the following elements:

- The creation of a Leadership Council is being recommended being chaired by designees from AISD: General Council, City of Austin: Assistant City Manager and Travis County: Health and Human Services/Veterans Services: Executive Manager. This Leadership Council will be a working group with staff from AISD, COA and Travis County, post-secondary institutions; the non-profit community; and citizens will provide oversight to this initiative. This council will work on a plan to assure that all our children successfully complete high school. Leadership council will provide updates on the initiative every 120 days to the Joint Subcommittee.
- VISTA and AmeriCorps volunteers will be secured for the following:
 - A Youth council will be established and supported by staff and an AISD-managed VISTA grant from the federal government.
 - Supplemental staffing for the Family Resource
- City, County and AISD are requested to share financial support for a pilot software program. The software will be implemented at the Family Resource Centers at a cost not to exceed \$48,000 in this current fiscal year and \$36,000 annually in the two succeeding years. The software will enable service coordination with results accountability between entities. Without the software services will remain fragmented, less effective, and more costly. The intent is to purchase the software this year to have it in place before the next school year.

Connecting the Dots

Part I National and Local Best Practice

Chronic Absenteeism, Truancy, Dropout and Student Mobility are Related

Children who do not attend school on a regular basis are a diverse group whose behavioral, mental health, family, and economic problems vary greatly. None the less, regardless of the reason for non-attendance, the behavior is indicative of disengagement, and the repercussions for future success are significant for the child, family and community. Chronic absenteeism, truancy and dropout exist along a continuum. A child in 3rd grade with multiple absences or tardies may be the truant child by middle school who then becomes the high school dropout. By targeting patterns of absenteeism before behavior is defined as truant, we can prevent students from becoming so disengaged that they drop out of school.

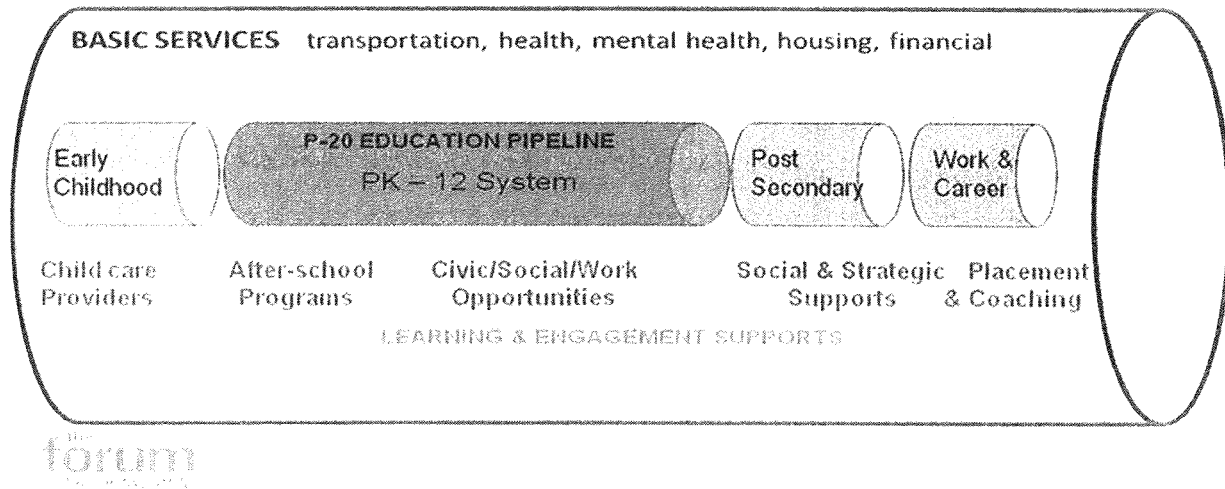
Truancy is not the only concern. The Texas Education Code (Section 25.092) mandates minimum attendance requirements for class credit, stating that “Except as provided by this section, a student may not be given credit for a class unless the student is in attendance for at least 90 percent of the days the class is offered.”¹ Under the code, schools are required to have an attendance committee consisting primarily of teachers. This committee is charged with determining whether students in attendance for fewer than 90 percent of the class days should be granted credit because of extenuating circumstances. Denials of credit are appealable directly to the Board of Trustees. **Appendix A** provides a description of how districts in Texas have addressed this administratively.

In *Models for Change: Systems Reform in Juvenile Justice*, Bouffard, Lovrich and Strand (2009)² perform a comprehensive review of the relevant literature, and identify behavioral predictors, correlates and outcomes of truancy across the individual student, family, school and community. Their summary tables are presented in **Appendix B** to this report. In addition, the authors identify intervention and prevention programs/practices that research has identified as effective. The detail in the summary tables present a sense of the multiple and inter-related factors that may influence the progressive disengagement of a student from successful completion of their schooling. The comprehensiveness of their information belies their complexity. The summary tables may help in identifying students and providing effective strategies to reduce truant behavior, preventing dropout.

Another excellent resource is the Truancy Reduction Toolkit³, produced in modules over that last several years through the Office of Juvenile Justice and Delinquency Prevention, of the U.S. Department of Justice. It is available at http://www.ojjdp.ncjrs.gov/publications/truancy_toolkit.html.

We can identify students who are vulnerable for becoming disengaged/truant. Students who are mobile (attending multiple campuses, changing residences, or both) constitute a subset of students who are more vulnerable to experience chronic school absence⁴. The Austin and Central Texas areas are particularly challenged in meeting the needs of mobile students.

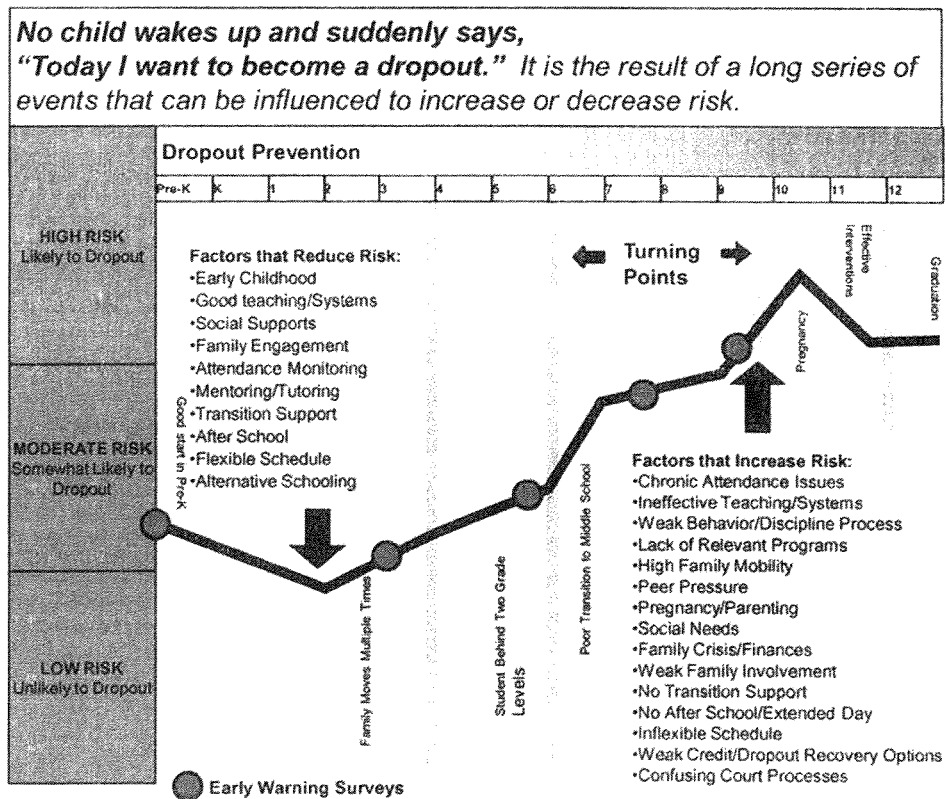
The Forum for Youth Investment (2010)⁵ perhaps best graphically represents the efforts needed to prevent truancy and dropout and promote school success.



They state that

Education systems alone simply cannot provide the comprehensive supports necessary to address all of these challenges and ensure postsecondary success. The education pipeline needs to be insulated with a broad range of supports and services from early childhood through young adulthood to ensure that all young people, especially those who are disadvantaged, develop academic skills, are ready for the workforce, and make a successful transition to adulthood (p.15).

For the individual student, we know that there are key points in development where data can indicate the child is at risk of not completing their education successfully. These can be identified beginning in early childhood and serve as triggers for intervention. Strong early education systems, family stabilization services, access to health care and periodic developmental screenings all help insulate the education pipeline before the child enters formal education. They help insure the child enters school ready to learn. Family and community activities that prepare a child for school entry, and those activities that occur in the early years of formal education help prevent dropout at a later age. For young students, receptive and expressive language ability (in English or another language) and key social/emotional skills enable early school success. Reading ability by the conclusion of 3rd grade is another predictor, as is school success in reading and math by the 5th grade. Identifying and addressing the needs of students who lag in achieving these milestones constitute dropout prevention efforts.



(Allen Weeks, 2010)

A schematic demonstrating key intervention points, risk reduction and risk increasing factors.

Austin Community Collaboration to Enhance Student Success (ACCESS)

In 2007 the Austin community was the recipient of a 4 year federal Safe Schools/Healthy Students grant (\$8.7 million), funded jointly by the U.S. Department of Justice, Department of Education, and Health and Human Services (SAMHSA). The intent of the grant is to focus on *systems transformation* while allowing recipients the flexibility to “try on” evidence based interventions that address 5 core elements of student mental health, without needing to commit local dollars. Communities are enabled to identify those interventions which work at the local level, and evolve strategies over time for sustaining those efforts that generate significant benefit to the schools and community. The 5 elements covered by the grant are closely tied to efforts to reduce truancy/dropout. They are: early childhood social/emotional learning, safe school environment, alcohol/tobacco/drug use prevention/intervention, mental health services, and social/behavioral supports. An evaluation component of the grant will help guide recommendations for which components should be sustained in the community to support student success.

The Core Management Team for the ACCESS project includes AISD, Travis County Juvenile Probation, Austin Travis County Integral Care (formerly ATCMHMR), Travis County Health and Human Services, and

the AISD Police Department (including the Joint Gang Intervention Task Force). A number of community partners have also participated in Core Management Team functions. One product of the Core Management Team has been a document initiating a crosswalk of local service systems for children and youth which identifies governance structure, key services, funding, (etc.), based on a national model for such analysis. As funding from the grant expires in August, 2011, much of the systems analysis work done by the Core Management Team could be transferred to members of the Leadership Council.

In addition, the **Leadership Council Working Group** has produced a functional crosswalk for several programs that serve as key interventions to reduce absenteeism, reduce truancy and prevent dropout in AISD. These include AISD Parent Support Specialists, Dropout Prevention Specialists, AISD School-Community Liaisons, Family Resource Centers, and Communities in Schools. This document is attached as **Appendix C**. Each of these program components serves a particular role, and together they provide an intervention network of services to reduce truancy and prevent dropout.

Truancy Reduction Best Practices/Solution Strategies

Bouffard, Lovrich and Strand (2009, p.29)⁶, note that there is a consensus among education researchers that the most effective programs in reducing or preventing truancy are those using a multi-modal approach with multi-agency coordinated and cooperative strategies, based on activities designed to address both macro and micro-level problems that lead students to “fall through the cracks” of the school system and result in juvenile justice system involvement.

Bouffard et al (p. 32) were tasked with making recommendations for the state of Washington to reduce truancy statewide. Drawing from their extensive review of the literature, they recommend investment in five key areas. Though their scale of intervention differs from that for Austin, the recommendations remain instructive, and affirm actions currently underway:

- 1 Develop a comprehensive data system and evaluation framework, with standardized definitions and summary protocols. The types of data to be evaluated include attendance, discipline, demographic data, and school outcome information, with disaggregations by ethnicity and other characteristics.
- 2 Increase student support for academic attainment and achievement; through a variety of methods, including greater use of curricular resources featuring a diversity and mutual respect theme, close monitoring of student progress early on in elementary schools, and the provision of greater “transition services” for the critical elementary-to-middle school and middle school-to-high school points of educational transition.
- 3 Improve teaching and instruction with respect to cultural competence (e.g., more inclusive subject matter, more use of racial and ethnic role models, etc.); increase teacher diversity and foster culturally responsive instructional approaches and practices. It is suggested this can be accomplished by requiring teachers to develop competencies in language and engage in cultural competence training, provide teachers with support for ongoing professional development, and adopt effective English Language Learners (ELL) programs and culturally relevant curriculum.
- 4 More effectively engage families in the school environment by fostering a welcoming and supportive environment. More effectively addressing the needs of the families of truant youth

generally, and the cultural and linguistic needs of the parents of minority youth in particular, will strengthen the school-family partnership in a very important way.

- 5 Develop a pre-school through college continuum whereby all students, but specifically at-risk children, are provided information, encouragement, and timely support concerning how success in school studies leads to success in virtually all areas of life.

Similarly, the National Center for School Engagement identifies the following key components for effective truancy reduction programs⁷:

- 1 Parent/guardian involvement, or whole family involvement.
- 2 A continuum of supports, including meaningful incentives for good attendance and consequences for poor attendance.
- 3 Collaboration among community actors such as law enforcement, mental health workers, mentors, and social service providers, in addition to educators.
- 4 Concrete and measurable goals for program performance and student performance. Good record keeping and on-going evaluation of progress toward those goals.

The Toolkit for Creating Your Own Truancy Reduction Program provides extensive support for planning and effective implementation.

The Forum for Youth Investment reiterates these findings, concluding that leadership and partnership are key (p. 7).⁸

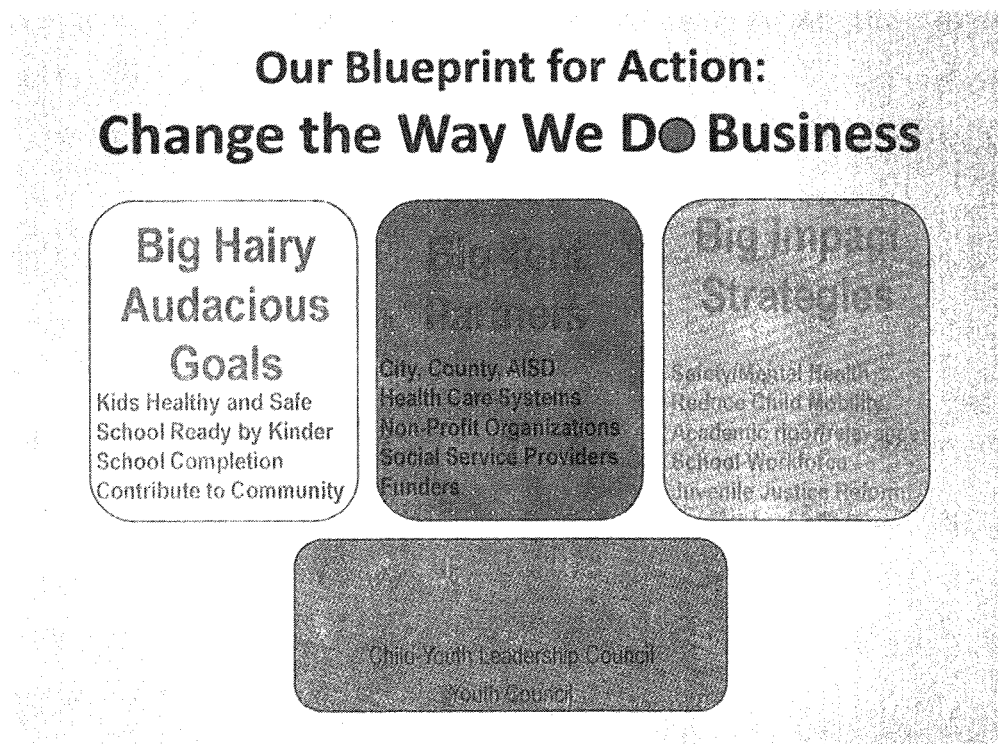
Student success will not improve at scale until the pipeline is fixed and insulated. Yet many of the strategies that are being developed and implemented will remain ineffective and contribute to fragmentation if implemented in isolation. The pipeline cannot be effectively insulated unless efforts are coordinated and collectively, we are able to assess that they add up to what is needed. Therefore, changing the way leaders think and go about their work is key to success. Changing the way leaders think will change the way they do business – individually but also together. Leaders must be willing to ask bigger questions that lead to better data, bolder strategies and broader partnerships. Leaders who are committed to improving child and youth outcomes need to be challenged to:

1. Believe they have the capacity to do more by working together and that changes in youth outcomes, at scale, are possible;
2. Develop strong partnerships and coordinating structures to ensure that their specific interests and initiatives add up to a coherent whole;
3. Ensure that they have the capacity to do ongoing (versus one-shot) planning, decision-making and priority setting;
4. Collect and connect data on the status of youth outcomes, community supports and leaders efforts so that they can ask more complex questions and get more precise answers.

PART II: CHANGING THE WAY WE DO BUSINESS

If we work together and focus on **systems instead of programs**, develop **child-centric systems**, **measure and monitor** and **adjust strategies**, and hold ourselves **accountable for the results**, we can improve the outcomes for students. These outcomes include health/mental health, school success, social engagement and employment. But to be effective requires that we **change the way we do business**, both within AISD and across the community. It requires high level thinking, working across silos, making connections internally as well as across systems, monitoring results and adjusting our strategies accordingly.

Our blueprint for action includes setting BIG HAIRY AUDACIOUS GOALS, establishing BIG TENT PARTNERS, developing BIG IMPACT STRATEGIES, and using BIG PICTURE COORDINATING BODIES. The graphic below helps specify the components of our blueprint.



BIG HAIRY AUDACIOUS GOALS

Reviewing the work of many collaborations and initiatives across the community, 4 BHAGs seem to apply. We want all children in our community to be healthy and safe, we want them to have a healthy start and be school ready by Kinder, we want them to complete their schooling, and we want them to be productive adults contributing to their community.

BIG TENT PARTNERS

Our partners are many and diverse. They include our local governmental entities (City, County and School District), health and mental health organizations, social service providers, and our funders.

BIG IMPACT STRATEGIES

We are developing BIG IMPACT STRATEGIES. Painted in broad strokes, our strategies will improve school climate/safety and mental health (all issues that underlie student disengagement), help to reduce child mobility, and improve the rigor and relevance of school curricula to meet student and family needs. The strategies are at differing levels of development and implementation. Working strategically, our first focus will be to shore up the structures within AISD which form the foundation for community partners to support student success. In the coming year we will plan and act to improve the school to workforce transition, and improve the juvenile justice system.

BIG PICTURE COORDINATING BODIES

LEADERSHIP COUNCIL

The **chief coordinating body** proposed in this plan is the **Leadership Council**, which will be jointly chaired by top administrators from the City/County/and AISD, and which will be accountable to the **Intergovernmental Joint Subcommittee**. Its membership will include key non-profit organizations and collaborations, funders and community leaders, with a shared purpose. During the coming year, the Leadership Council will help establish and support a Youth Council, which will report to the Leadership Council. The function of the Leadership Council is described below.

OPERATING PRINCIPLES:

Our **operating principles** include commitment to a **culture of quality improvement**—we don't want to throw the baby out with the bathwater when we are using best practices but not getting the results we expect; We will be systemic and systematic; We will use a common vocabulary, and we will share information so that we can understand at a deeper level what our children and youth need to succeed.

1. We will create a community culture of continuous quality improvement with a systems focus, using a results based accountability paradigm.
2. We will maintain a common vocabulary. Community results measures will be based on the common vocabulary.
3. We will share pertinent information across organizations so that we can better understand and address the needs of children, youth and families.

AUTHORITY and ACCOUNTABILITY:

1. The Leadership Council will be accountable to the Joint Subcommittee for results. The Leadership Council will have the authority to recommend policy and operational changes to the City, County and AISD elected officials.
2. Our focus will be on the following desired states (RESULTS):
 - a. All children and youth are healthy and physically safe.
 - b. All children will enter kindergarten ready to succeed in school.
 - c. All students are academically successful.
3. Community results are distinct from but related to organizational performance measures. Quality improvement targets will reference baseline measures.
4. The Leadership Council's Working Group(s) will be authorized to recommend definitions to the Leadership Council, which will have the authority to approve them. These definitions will provide us a common language for community discussion.

5. The Leadership Council's Working Group(s) will be authorized to obtain reports from community organizations reflecting performance measures, disaggregated to identify the status of special populations of concern.
6. Results accountability reports will be submitted to the Leadership Council for review, monitoring, and systemic action.
 - a. Targeted reports may be augmented with GIS mapping to provide spatial analysis that can guide efficient resource allocation and monitor visible outcomes over time as a measure of effectiveness.
7. The Leadership Council, in concert with its Working Group(s), will have the authority to prioritize areas of effort/scope based on available resources.

STRATEGIC IMPLEMENTATION PLAN

The POWER OF US

Students with chronic absenteeism are missing out on important opportunities provided by AISD and community supports. Picture the kindergartener who is frequently absent or tardy. She learns early what it is like to be out of touch with the project that the rest of the class is experiencing. She learns how it feels to have gaps in her understanding when the other children discuss chunks of learning that she has missed. She learns to stay quiet, act out, or stay home so that no one will notice what she doesn't know. By fifth grade she'll reach the tipping point that Superintendent, Dr. Meria Castarphen, described in her 2009 State of the District address: she will be the chronically absent student who will likely drop out in ninth grade. We note that Dr. Carstarphen has cited that if AISD attendance rates were improved by 1% each year, the district would receive \$6 million of additional revenue, and our kindergartner could know the joy of fully engaging in the class project and of speaking confidently during class discussions. She could be climbing up instead of dropping out.

We can change this. The Austin community is recognized as exceptional in the level of community involvement and support for the success of children attending the Austin Independent School District. Our mechanism for change is to complement the AISD Strategic Plan for 2010-2015. We are aligning our activities with strategies and action steps in that plan, particularly items **1.16** (improve attendance) and **1.17** (improve completion rates). However, because our solution is systemic, we are enhancing the capacity of AISD to complete many additional action steps (1.1, 1.2, 1.3, 1.4, 1.7, 1.8, 1.9, 1.14, 1.19, 1.20, 1.21, 1.23, 1.24). We will in turn make recommendations to AISD to support this community-wide systemic approach. We embrace a continuous quality improvement approach that allows us to look honestly at the data, evaluate processes and make corrections over time.

Using the POWER OF US, AISD will:

1. Strengthen and enhance AISD's internal structures, and insure consistent application across campuses to integrate academic and social/emotional supports at universal, targeted and intensive levels in response to student need.
2. Define a systemic structural and functional system of student support for AISD and its key community partners that is student-centric, family focused and data driven.
3. Identify where capacity building is needed, and build that capacity within AISD and within the community.
4. Identify AISD's internal structures at both the District and campus level, specify where external community partners can link to make meaningful differences in the lives of individual students, and engage those partners effectively.
5. Recognize that the needs of students at the elementary level differ from those of older secondary students, and therefore the structural organization of the AISD to meet those needs will be different, and developmentally appropriate.
6. Develop consensus with the community on the metrics used to monitor student progress and community success.

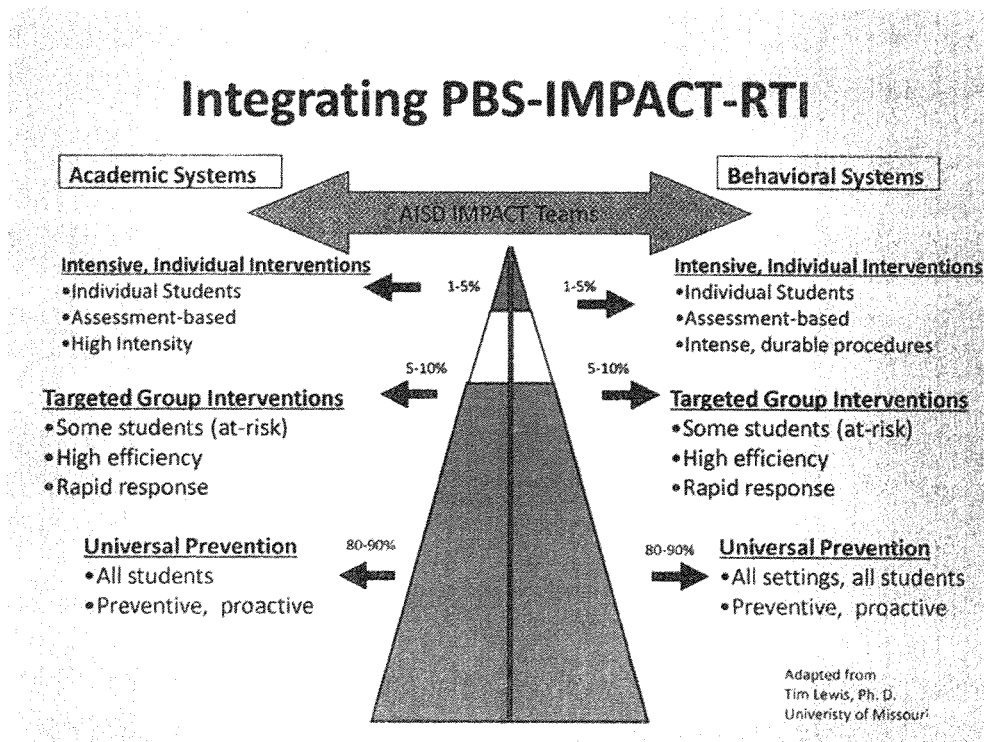
This plan responds to a call to action for AISD and the community to assure that all of our children successfully complete high school. We begin by expecting that children attend school daily. Our approach will be child-centric and data driven. As the core institution serving children and families, our initial action steps focus on improving systems within and connected to AISD.

There are 4 initial action steps:

1. Strengthen the Foundation to Monitor and Respond to Student Absenteeism
2. Integrate Academic and Learning/Social Supports within AISD, then with Community Partners
3. Improve Data Management and Communication Systems
4. Specify Measurable Outcomes based on Student Metrics

Strengthen the Foundation to Monitor and Respond to Student Absenteeism

AISD has a number of evidence-based practices in place to help enhance student success, but improvements are needed in **implementing them with fidelity** across campuses. There are 4 key structures in AISD that support student learning. They are related to one another. **Positive Behavior Supports (PBS)** provides a systematic and positive approach to discipline. It addresses issues of school safety, climate and mental health that underlie a number of risk factors for school disengagement. PBS operates at the universal, targeted and intensive levels, based on student need. **IMPACT** is the process used on campuses to identify and intervene to support students who are struggling with academic, attendance or behavior issues that impede their school progress. **Response to Intervention (RTI)** is the approach used to monitor interventions to determine if they are having the desired impact on student performance. This model is used in monitoring academic performance, but it also applies to altering student behavior to improve success. AISD is employing a **social-emotional learning curriculum** to address identified needs in the student population. Through curricular instruction, students learn positive means of expressing themselves and respecting others, reducing conflict and distracting behavior. These core structures need to be implemented with fidelity across campuses. They also need to be better integrated, and that work is underway. Together, these form the foundation for successful connection with community partners.



The above graphic demonstrates the interaction between academic and behavioral supports at the universal, targeted and intensive levels. All students receive social emotional instruction, and positive behavior support through the development of universal campus systems, and high quality instruction in the class rooms. For the majority of students this preventive/proactive approach is sufficient. When students demonstrate that these universal approaches are not adequate, the campus **IMPACT** team strategizes to determine what additional supports within the district and community are needed to ensure their success. A student may need a targeted or individualized intensive level of assistance. Clearly, a student's needs are rarely just academic or just social emotional. That is why it is essential to have a systemic approach. Using Response to Intervention, the student's performance is monitored and interventions adjusted as needed to achieve the desired result.

Integrate Academic and Learning/Social Supports within AISD, then with Community Partners

In addition to these core internal AISD structures, there is integration between AISD and key community supports for students. These include Communities in Schools, Family Resource Centers, School Community Liaisons, Parent Support Specialists, and Dropout Prevention Specialists. The intervention models and target populations differ for each of these, though they work in concert to serve the vulnerable student population. **Appendix C** provides a descriptive comparison of these components. These are particularly important for addressing the needs of vulnerable populations.

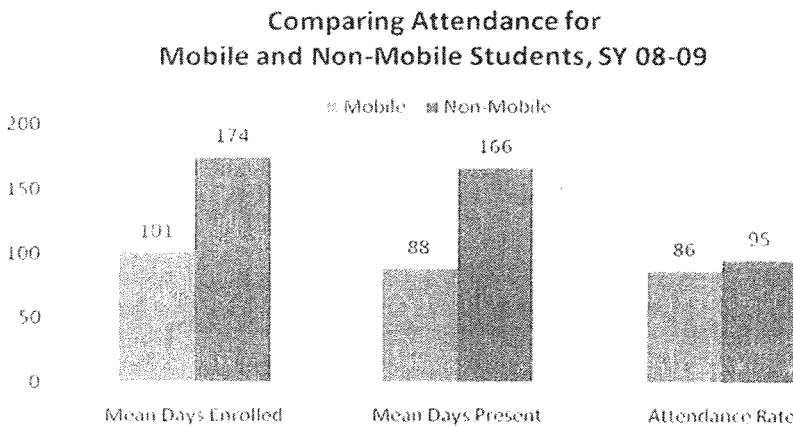
Vulnerable Student Populations

The school campus is the level at which vulnerable students must get the supports they need. As AISD's **internal structures and functions, such as Positive Behavior Supports (PBS), RTI and IMPACT**, are aligned and **implemented with fidelity** across all campuses, we improve the ability for community partners to support the work of teachers by meeting the non-academic needs of students. We can then connect AISD's strong foundation with other efforts currently underway, such as **workforce** development (including attendance incentives), **juvenile court** system improvements, continued development of **relevant instruction**, and efforts to stabilize families and **reduce student mobility**.

Students who experience campus or residential mobility, those who are homeless, involved in Child Protective Services or Juvenile Justice systems, and those who are over-age and under-credited all constitute particularly vulnerable populations for successful school completion. We know that AISD serves in excess of 17,000 mobile students⁹, 2,000 homeless students¹⁰, that over 5,000 students are referred to Travis County Juvenile Probation, and that about 2,500 AISD students are under supervision of TCJPD.¹¹

Child Mobility

Child mobility, both school mobility and residential mobility, presents a significant challenge to the school success of students. In School Year 2008-09, 17,115 students in AISD were identified as school mobile. These students are enrolled for fewer days and have a lower attendance rate than non-mobile students.



Source: AISD Program Evaluation

On February 19, 2010, a plan was submitted to the Joint Subcommittee to address student mobility. Components of the plan include the use of multimodal supports delivered through Family Resource Centers using a hub and spoke model in a targeted neighborhood, with data capture and evaluation, and based on investment in an information infrastructure to support cross institutional information exchange of person level data.¹² With the resource support of the Joint Subcommittee, the plan to address student mobility will be implemented, with coordination through the Leadership Council.

School to Work Transition

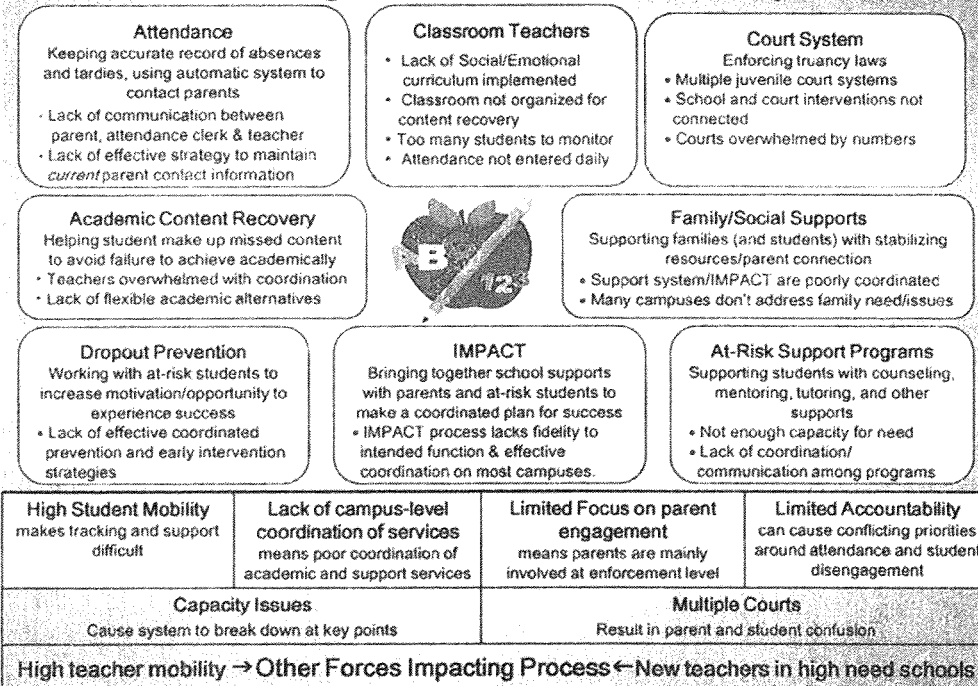
While most of our efforts are designed to assist all students, we recognize that older students disengage from school for economic reasons. Assisting students who are over-age and under-credited to complete their education requires attention to their economic stressors. **The current plan does not yet address these needs.** We recommend that work on this issue proceed in the coming year under the guidance of the Joint Subcommittee, with work group participants from AISD, post-secondary education programs, Workforce Solutions, Austin Energy and other potential employers to create pathways for these students to obtain needed certifications for career paths. Experiences and research in other communities indicate that such pathways more effectively maintain the engagement of these students, encouraging school completion.

Juvenile Justice Reform

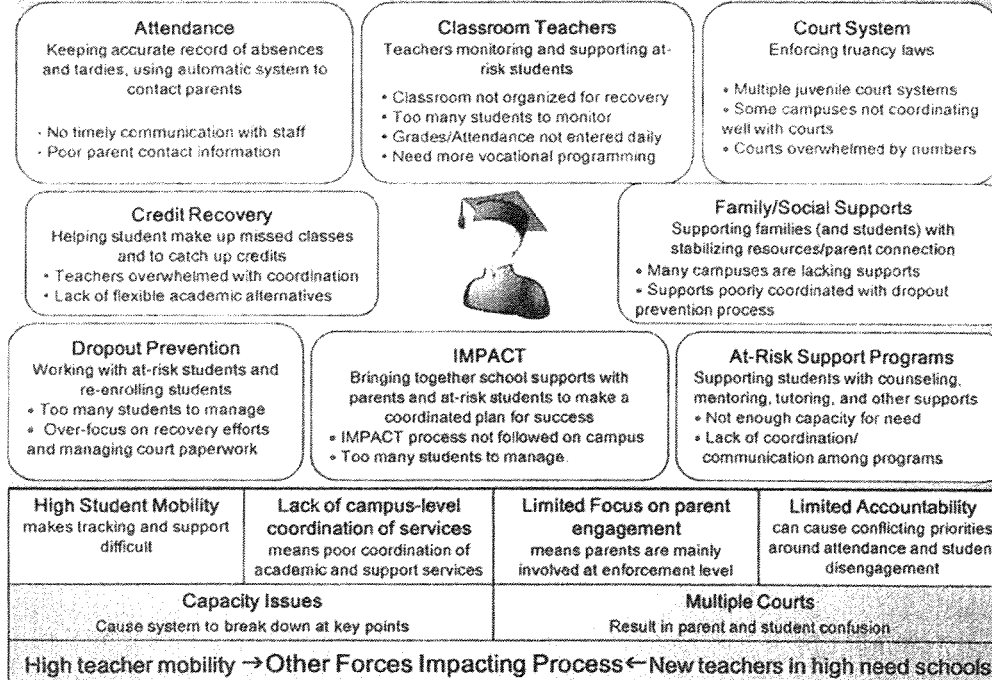
Similarly, we recognize that the City of Austin Human Rights Commission has resolved that an integrated youth court system be developed for Travis County. We recognize that there are differing models for court reform being used in the community, and that Judge Meurer and Judge Vasquez have played leadership roles in these efforts. Our current plan does not yet address these issues. We recommend that a plan for juvenile justice reform be developed in coordination with the Joint Subcommittee during the coming year, with involvement of the Leadership Council and other community partners

AISD staff, working with community partners, have developed a template for analyzing the common disconnects in systems to support student attendance. The structures differ for Elementary and Secondary students. The template, along with additional documentation can be used as a tool at the campus level to assess local disconnects, prioritize areas for improvement, and using a quality improvement paradigm work to strengthen structures at the campus level. The two graphics below present the templates. **Appendix D** provides a better diagram, with the extended analytic process description.

Taking Action: Elementary



Taking Action: Secondary



Improve Data Management and Communication Systems

In addition to developing common processes across campuses, we also need to improve the use of data so that students at risk for school failure, behavior issues or chronic absenteeism are identified early. With strong **IMPACT** teams on each campus, these students can receive the intervention and support they need. We then need to monitor their progress individually over time. **Appendix E** contains the Truancy intervention flow chart, indicating when the IMPACT process is involved .

Two key aspects of this plan are the use of information technology to monitor individual and aggregate level outcomes for students, and to facilitate information exchange between providers, where appropriate, for those serving children with complex needs, as exhibited in the Harlem Children's Zone/Promise Neighborhood initiatives. However, what is needed is not merely the ability to share data across a variety of systems. A cultural change to shift thinking from isolated organizational efforts to aligned, inter-connected processes within and across institutions, with strongly functioning IMPACT Teams on each campus, is required. Furthermore, there must be a clear understanding of roles, responsibility and accountability for performance at campus and management levels. Both performance management measures and community outcomes must be based on child outcomes. Information system design and implementation will enable measurement. Improving data management and communication systems can occur through the following steps:

1. Full implementation of YSM by September, 2010.
2. Submission of a federal *Invest in Innovation* (i3) grant proposal to integrate student-centric data systems across AISD, with interoperability with key community data systems in a secure, compliant environment.
3. Limited scale implementation in targeted Family Resource Centers of a performance management software solution that enables data sharing across organizations, with individual student and aggregate reporting capacity and technical capacity for expansion. (Resource dependent)
4. Communication plan developed by ACCESS Core Management Team to address the integration of student social/emotional, behavioral and academic needs to insure student success.
5. Expectation: Commitment to develop interoperable data systems that enable performance management within and across institutions and reporting on community level metrics.

Specify Measurable Outcomes based on Student Metrics

Obtaining an understanding of our accomplishments based on student outcomes is challenged by the multiple terms, differing definitions and alternative data analyses which result in competing measures of results, and conflicting interpretations. This situation is driven in part by multiple and sometimes conflicting regulations at the federal and state level pertinent to K-12 education especially around such concepts as absenteeism, truancy, and dropout. Target outcomes should be specified, along with definitions of terms and metrics that can be consistently applied within AISD and across the community, so that we can:

1. Improve early identification of students at risk for school non-attendance
2. Improve individual student attendance

3. Decrease the count of students administratively dropped from campus enrollment due to non-attendance
4. Decrease mid-year student transfers to other campuses
5. Improve individual student academic performance compared to the student 's baseline
6. Improve campus attendance rates from baseline established in 2009-10
7. Improve AISD attendance rate from baseline established in 2009-10

In addressing campus and district attendance and dropout rates, it is important to be cognizant of the interplay of these variables, and the inherent incentives and disincentives for campus staff and principals. We need to employ a theory of action that incentivizes staff to do what is right for their students *individually*, moving them along a trajectory that starts with where the student is, toward effective school completion.

Understanding a student's performance may mean understanding the individual student's growth from his/her personal baseline. A student may make two years of progress during a single school year, but if that student was three years behind peers to begin with s/he will still be a year behind as measured against some external standard. Both types of measures are important. The strategies and efforts that enable a student to make two years of academic progress in one year should be documented and acknowledged. Teachers and campus staff should be commended for their success.

Locally, we can augment mandated reporting of student progress by enhancing it with aggregation of results based on individual student progress. We can consider student growth in addition to student achievement against an external target.

MEASURING PERFORMANCE

To address our BIG IMPACT STRATEGIES . . .

We are developing a common vocabulary so that we can have meaningful discussions.

We are establishing common metrics, so that we are all looking at the same information.

DEFINITIONS:

Among the terms needing definition for use across the community, are

- Dropout Rate, Graduation Rate, Completion Rate
- Chronic Absenteeism
- Truancy

Dropout, Graduation and School Completion Rates

We will NOT use the annual dropout rate as a measure of outcome. We will use graduation rate.

Understanding Dropout, Graduation and School Completion Rates¹³

Annual Dropout Rate – Used in both federal accountability (AYP) and state accountability (AEIS), this rate is simply the number of students that dropout in a given school year, divided by the total number of students served during that school year. Thus, Dropout Rate =

$$\frac{\text{dropouts}}{\text{total students served}}$$

Graduation Rate – Under federal accountability, high schools are held to a longitudinal graduation rate. This rate measures the percentage of students who graduate within 4 years of entering high school. Students expected to graduate in any given year are referred to as the **cohort**. For example, the 2010 cohort consists of students who entered the 9th grade in the 2006-2007 school year, and they must graduate on (or before) August 31, 2010 in order to be counted in the 2010 graduation rate.

The graduation rate is calculated by dividing the number of students in a given cohort year that graduate within 4 years, by the total number of students in the given cohort. Students who continue in high school for a 5th year of study (**continuers**), or receive a GED, or dropout, remain in the cohort. Thus, Graduation Rate =

$$\frac{\text{graduates}}{\text{graduates} + \text{continuers} + \text{GED recipients} + \text{dropouts}}$$

Completion Rate I - At the state level, high schools evaluated under regular accountability are held to a longitudinal completion rate called Completion Rate I. This rate is similar to the federal graduation rate, except it awards credit for students in a given cohort who graduate in 4 years, plus those who continue in high school for a 5th year of study (**continuers**). Thus, Completion Rate 1 =

$$\frac{\text{graduates} + \text{continuers}}{\text{graduates} + \text{continuers} + \text{GED recipients} + \text{dropouts}}$$

Completion Rate II – At the state level, high schools evaluated under alternative accountability are held to a longitudinal completion rate called Completion Rate II. This rate awards credit for students in a given cohort who graduate in 4 years, plus continuers, plus those who receive a GED. Thus, Completion Rate II =

$$\frac{\text{graduates} + \text{continuers} + \text{GED recipients}}{\text{graduates} + \text{continuers} + \text{GED recipients} + \text{dropouts}}$$

Chronic Absenteeism is currently being defined as being absent more than 10 days (or the attendance rate equivalent) during the course of a school year. Drawing on research recommendations, we do not distinguish between excused and unexcused absences in this definition. A student with a health condition, such as asthma, may be chronically absent although absences are excused. That student is still missing instructional time and is at risk for becoming disengaged.

Truancy is defined as any unexcused absence from school as defined by the state's attendance laws. The Texas Compulsory School Attendance Law states that schools *may* file a complaint against the parent/guardian and/or student in a justice or municipal court if a student is required to attend school and fails to do so without an excuse on 3 or more days or parts of days within a 4 week period. Schools *must* file if a student is required to attend school and fails to do so without an excuse on 10 or more days or parts of days within a 6 month period in the same school year.

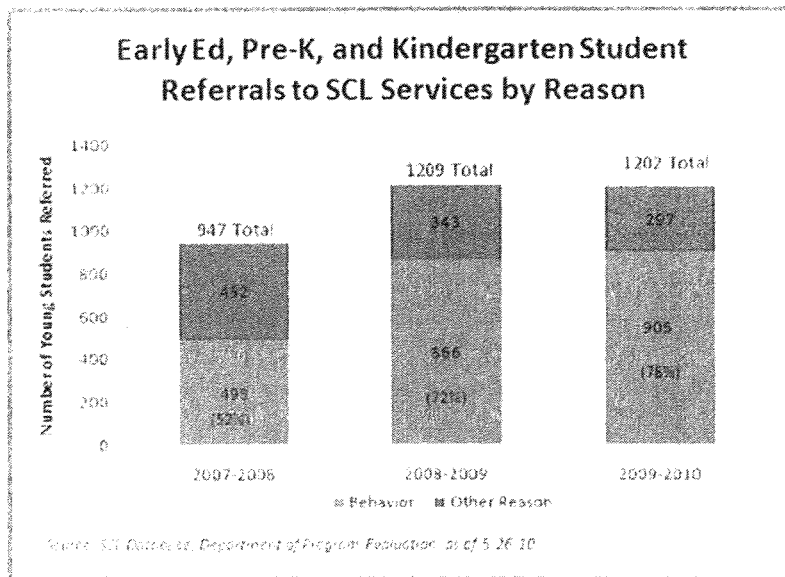
RESULTS BASED ACCOUNTABILITY

We are using a Results Based Accountability approach to metrics. We identify the positive result we wish to see in our community and establish the indicators that will provide evidence toward achieving that result. With baselines established, we can anticipate future trajectory and engage in community discussions on how to turn the curve in a desired direction. Community results are distinct from performance measures, though the two are related. Community results refer to population findings. Performance measures reflect organizational or program performance. They are tied to community indicators and reflect how much was done, how well it was done, and whether anyone is better off.

RESULTS Overview:

There are three key results of interest. The first two will need future development. In this report, we focus on the third RESULT: All students are academically successful.

1. All children and youth are healthy and physically safe.
 - a. To be developed
 - b. To include health risk behavior measures including BMI, cardiovascular health, smoking, substance use, STIs, births to teens
2. All children will enter kindergarten ready to succeed in school.
 - a. To be developed
 - b. May include school readiness screening, Kindergarten assessments, disciplinary data
 - c. We note a trend in AISD data that indicates students are not entering school ready to learn. Behavioral referrals have increased by 84% (from 493 to 905) over 3 years.



3. All students are academically successful.
 - a. Definitions, indicators and performance measures developed below.

RESULT 3: All Students are Academically Successful

Definitions: In addition to the definitions for graduation rate, chronic absenteeism and truancy, the following definitions are used:

1. **Dropout Prevention** (occurs at the Elementary level and includes early childhood support, early literacy initiatives, social emotional learning, school readiness assessments, RTI, parent support/skill development, after school programming, attendance monitoring and intervention, etc.)
2. **Dropout Intervention** occurs when an attendance problem is identified, and may occur at elementary or secondary level; interventions via IMPACT process

3. **Student Achievement** referencing both student achievement to external standard, such as TAKS, as well as **student growth**, which considers the academic progress individual students make from their own baseline, in the course of a school year.

MEASUREMENT

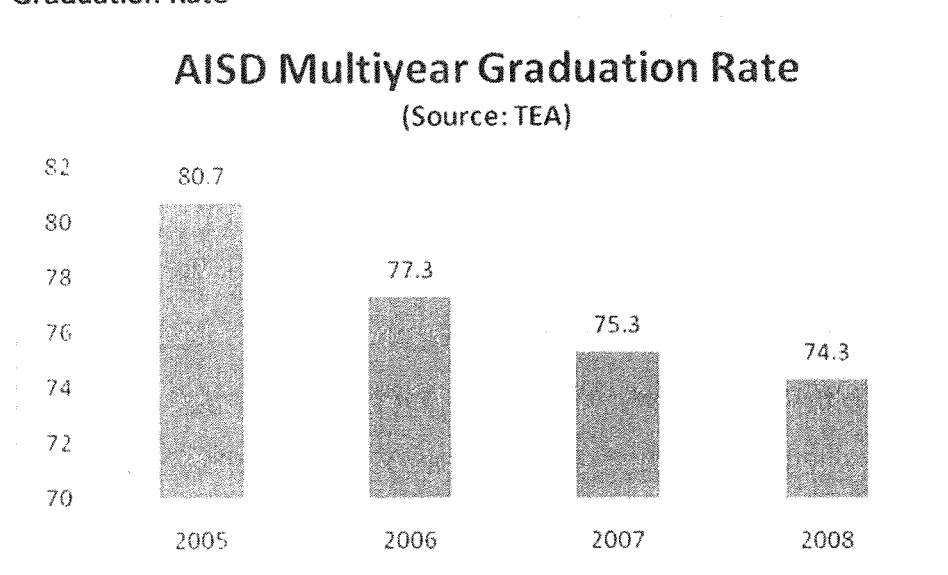
Among the things we will track are graduation rate, attendance, disciplinary actions, and enrollment by grade cohort (tracking 6th grade students as they progress to 7th and 8th, etc.). We will consider this data by subgroup (ethnicity, gender, economic disadvantage, LEP status, etc.). Currently, we are refining this aspect of the plan.

To measure progress over time, we need to know where we are now. We need to establish a baseline.

INDICATORS: All students are academically successful.

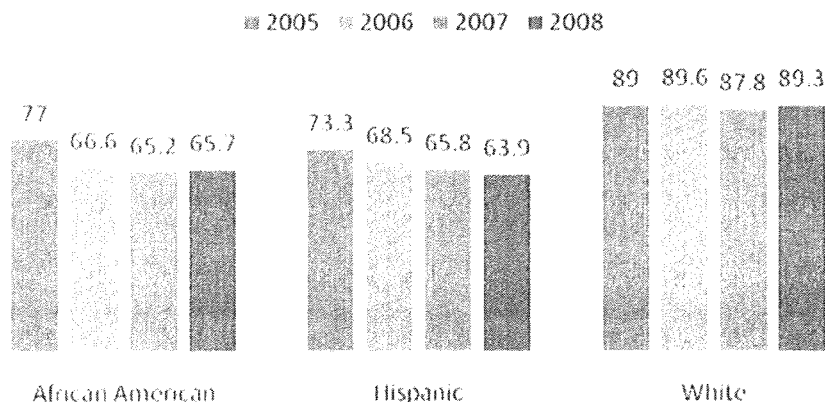
BASELINE Indicators

Graduation Rate



The graduation rate for AISD has been declining over the last several years, and is unacceptably low.

AISD Multiyear Graduation Rate by Ethnicity (Source: TEA)



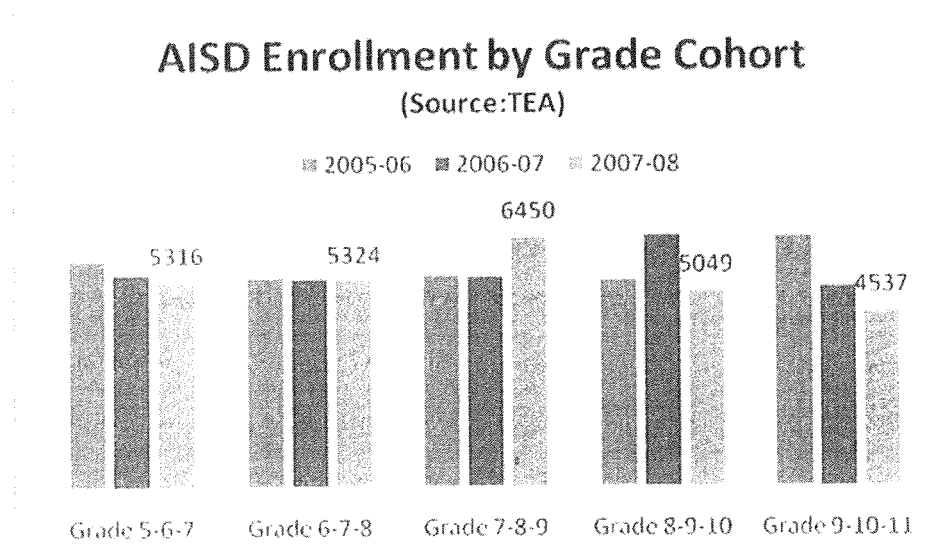
The African American graduation rate is unacceptably low at 65.7%, but is no longer declining. The graduation rate for Hispanic students is unacceptably low at 63.9% and has been declining. The graduation rate for White students is nearly 90%.

AISD Multiyear Graduation Rate by Group (Source: TEA)



The graduation rate for economically disadvantaged students is unacceptably low at 61.2% and has been declining. The graduation rate for females and males has been declining.

Enrollment by Grade Cohort



Grade 5 Cohort (2005-06) is now in 9th grade.

Grade 8 Cohort (2005-06) is now in 12th grade, this year's graduates.

There appears to be a 9th grade "bump" with students from other school systems entering high school. That bump appears to be followed by a 10th grade "slump".

Disaggregation of enrollment data by gender, ethnicity economic disadvantage, LEP and mobility status would be useful in helping to target subpopulations for intervention.

Attendance TBD

Disciplinary Actions TBD

Academic Achievement and Academic Growth TBD

School Readiness Screening TBD

PERFORMANCE TARGETS: All students are academically successful. (DRAFT)

1. ENROLLMENT

- a. A baseline measure for school enrollment by grade cohort, using data from SY 0506 though 0910, will be established for students currently in grades 6, 7, 8, 9, 10, 11, 12. Enrollment will be disaggregated by gender, ethnicity, economic disadvantage, LEP, and school mobile status.
- b. Enrollment tracking by grade cohort with disaggregation will be used to identify student clusters that may be leaving school before completing their education. This will facilitate community action to improve school completion.

2. ATTENDANCE

- a. The overall AISD attendance rate will increase 1% over 2008-09 baseline.
- b. Each campus will meet or exceed 95% attendance, reported annually by campus.
- c. School mobile students will meet or exceed 95% attendance annually based on enrolled days.

3. GRADUATION RATES

- a. Baseline measures of graduation rate, with trending using data from SY 0708 through 0910, will be established for AISD students, disaggregated by ethnicity, gender, economic disadvantage status, LEP, and school mobile status.
- b. Using the trended baseline, improvement targets will be established.

4. DISCIPLINARY ACTIONS

- a. A baseline of AISD disciplinary actions will be established using school year 2009-10 data.
- b. Disproportionality in AISD discretionary disciplinary actions will be evaluated and eliminated.

5. ACACEMIC PROGRESS

- a. TBD

LEADERSHIP COUNCIL WORK GROUP

Current Action Steps

1. We are working together to expand capacity and implement best practices that encourage good attendance. Campus staff and administrators along with community partners have identified a number of *practices that work* to keep students engaged in school at the elementary, middle and high school levels.
2. We are improving our systems to identify and respond to students with chronic absenteeism.
3. We are implementing the internet-based **Youth Services Mapping** tool (YSM) to collect information on available community capacity to support student success. The tool will help us align supports with needs at the campus level. We are creating the expectation that all campuses and community partners enter and maintain their data in order to support an effective service system.
4. We have identified campus IMPACT Teams as the key vehicle through which district and community resources are accessed to support students in need. We are improving the consistency with which teams are implemented across the district, evaluating the capacity of these teams on high need campuses, and developing quality improvement targets for the teams.
5. We have identified the important role of Family Resource Centers to support families, particularly those in crisis, at the neighborhood level to assure their children remain in and complete school. We recognize that a strong Family Resource Center in conjunction with campus leadership can create “sticky” schools, where families maintain enrollment of their children in their neighborhood school, enhancing opportunity for school success.

Work Plan:

1. We will continue the functional analysis of **IMPACT** for both elementary and secondary students to identify how the system should be working on campuses, where community partners connect with the District, where capacity building is needed for campuses, where disconnects exist and actions to correct the disconnects. Applying the functional analysis to campus practices can then identify performance strengths and opportunities for campus system improvement.
2. We will continue the structural analysis of AISD student support structures to identify disconnects which lead to incomplete/inconsistent implementation of promising programs/best practices that generate good student results.

¹ Texas Education Code <http://www.statutes.legis.state.tx.us/>

² Bouffard, L., Lovrich, N., Strand, P. (2009). Models for Change: Systems Reform in Juvenile Justice. Truancy: review of research literature on school avoidance behavior and promising educational re-engagement programs.

³ Toolkit for Creating Your Own Truancy Reduction Program. Undated.
http://www.ojdp.ncjrs.gov/publications/truancy_toolkit.html

⁴ Housing/Student Mobility Working Group White Paper, Joint Subcommittee (February, 2010).

⁵ Forum for Youth Investment, (March, 2010) Insulating the Education Pipeline, Draft Paper.

<http://www.forumforyouthinvestment.org/content/insulating-education-pipeline-draft>

⁶ Bouffard, L., Lovrich, N., Strand, P. (2009). Models for Change: Systems Reform in Juvenile Justice. Truancy: review of research literature on school avoidance behavior and promising educational re-engagement programs.

⁷ Toolkit for Creating Your Own Truancy Reduction Program. Undated.

http://www.ojjdp.ncjrs.gov/publications/truancy_toolkit.html

⁸ Forum for Youth Investment, (March, 2010) Insulating the Education Pipeline, Draft Paper.

<http://www.forumforyouthinvestment.org/content/insulating-education-pipeline-draft>

⁹ AISD Department of Program Evaluation

¹⁰ AISD McKinney-Vinto Report. (2008).

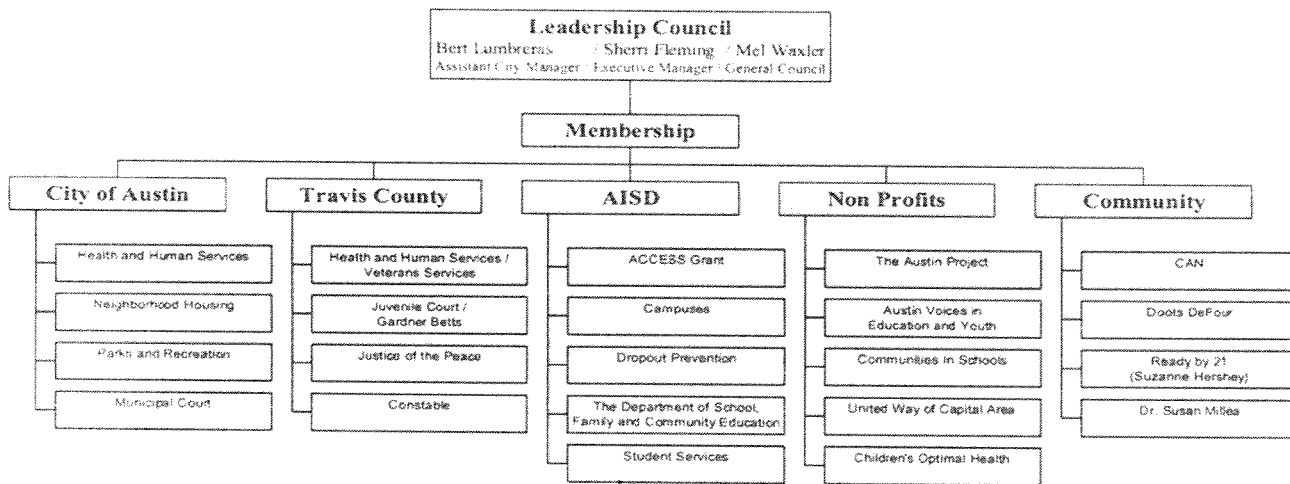
¹¹ Travis County Juvenile Probation Department (April, 2010).

¹² Housing/Student Mobility Working Group White Paper (February, 2010). Submitted to City/County/AISD Intergovernmental Joint Subcommittee

¹³ Debra Ready. (May, 2010) AISD PEIMS Department.

Updated 6/25/10, 1:16 p.m.

City of Austin / Travis County / AISD
Joint Subcommittee



The Texas Education Code (Section 25.092) mandates minimum attendance requirements for class credit, stating that “Except as provided by this section, a student may not be given credit for a class unless the student is in attendance for at least 90 percent of the days the class is offered.”

Under the code, schools are required to have an attendance committee consisting primarily of teachers. This committee is charged with determining whether students in attendance for fewer than 90 percent of the class days should be granted credit because of extenuating circumstances. Denials of credit are appealable directly to Board of Trustees.

In order to insure that this Statute is followed, many Texas districts have adopted centralized procedures that include the following:

- (1) Each campus principal turns in to central administration within the first month of school:
 - a. The names of the members of the attendance committee
 - b. The schedule of meetings
- (2) Attendance committee proceedings are aligned with the campus’s truancy procedures, so that there is coherence and consistency between both processes.
- (3) Meetings with students begin early in the fall as soon as students fall short of attending 90% of the days of any given class. These early meetings give ample notice to students that continued lack of attendance could necessitate extra assignments and/or attendance on Saturdays or other times that school is not in session. Students and parents can also be advised of the risk of denial of credit early in the school year.
- (4) As soon as students miss 10% of the total days that a class will be in session, the attendance committee meets with students/parents to hear extenuating circumstances and require extra assignments and/or attendance to Saturday school or at other times when the school is not in session.
- (5) Each principals submits a report to central office each semester that includes the following:
 - a. Names of students meeting with attendance committee
 - b. Date(s) that students met with attendance committee

- c. Summary of extenuating circumstances (i.e.: death in family, etc.) that resulted in attendance of less than 90% of the days in session
 - d. All extenuating circumstances require that documentation be presented to the attendance committee (i.e.: obituary notice)
 - e. Decision of attendance committee regarding extenuating circumstances and additional assignments (i.e.: 5-page report on Julius Caesar)
- (6) At the end of the school year, prior to assessment of final grades, the attendance committee meets to determine whether students missing more than 10% shall be granted or denied credit.
- (7) Each principal submits a final report to central office that includes items (4) a.—d. and the final decision of the attendance committee.
- (8) A summary report is presented annually to the Board of Trustees that includes number of students meeting with attendance committee, numbers of approvals and denials of credit.
-

Appendix B

Models for Change: Systems Reform in Juvenile Justice
An Initiative of the John D. and Catherine T. MacArthur Foundation
TRUANCY: REVIEW OF RESEARCH LITERATURE ON SCHOOL AVOIDANCE BEHAVIOR AND
PROMISING EDUCATIONAL RE-ENGAGEMENT PROGRAMS
 June, 2009

SUMMARY TABLES (Predictors, Correlates, Outcomes, Intervention and Prevention Programs)

Table 1: Predictors of Truancy: Student-Specific, School-Specific, Family-Specific, and Community-Specific

<p>Student-Specific</p> <ul style="list-style-type: none"> Negative peer relationships Poor physical appearance Poor self-esteem and self concept Friends older in age Non-school oriented friends Behavioral problems requiring disciplinary measures Absent from home without parental consent Emotional problems Substance abuse issues Lack of motivation Aversion to authority
<p>School-Specific</p> <ul style="list-style-type: none"> Poor attendance Weak academic performance Limited participation in school activities and extra-curriculars Behind two or more grade levels in reading or math Failure in one or more years of school Frequent school change Negative attitude toward school or school work Frequent illnesses occur during school day School-related anxiety
<p>Family-Specific</p> <ul style="list-style-type: none"> Poor sibling school performance Negative family environment Abuse or neglect
<p>Community-Specific</p> <ul style="list-style-type: none"> Negative community environment vis-à-vis absence of social support and presence of criminogenic factors
<p>(Baker, 2001a, 2001b; Barth, 1984; Bazemore et al., 2004; Bell et al., 1994; Bonikowske, 1987; Bos et al., 1990; Brown, 1983; Cairns et al., 1989; Caldas, 1993; Cimmarusti et al., 1984; Caldas, 1993; Catterall, 1987; Cooper, 1984; Corville-Smith, 1995; Dekalb, 1999; Ensminger & Slusarcick, 1992; Farrington, 1980; Galloway, 1980; Garry, 1996; Hibbett et al., 1990; Levine, 1984; Little & Thompson, 1983; McClusky et al., 2004; Pasternak, 1986; Robins & Ratcliff, 1978; Rumberger, 1987; Personal and Career Development Services, California State Department of Education, 1983).</p>

Table 2: Correlates of Truancy: Student-Specific, School-Specific, Family-Specific, and Community-Specific

<p>Student-Specific</p> <p>Drug and/or alcohol abuse</p> <p>Lack of understanding of attendance laws</p> <p>Lack of social competence</p> <p>Mental health difficulties</p> <p>Poor physical health</p> <p>School phobia</p> <p>Poor social and emotional functioning</p> <p>Ethnic or racial dissonance</p> <p>Failure to learn</p> <p>Learning style not at pace with classroom</p> <p>Learning disabilities</p> <p>Separation anxiety</p> <p>Conduct disorders</p> <p>Autonomy disorders</p> <p>Bored with school</p> <p>Dislike of school</p> <p>Inability to feel part of school culture</p> <p>Frustration with school because expectations too high</p> <p>Dislike teachers and authority school has over them</p> <p>Poor self-concept</p> <p>Low self-esteem</p> <p>Socially isolated</p> <p>Poor inter-personal skills</p> <p>Lack of positive peer relationships at school</p> <p>Feeling of not belonging at school of being different</p> <p>Feeling of lack of control over life</p> <p>Little or no extra-curricular activity</p> <p>Mental or emotional instability</p> <p>Childhood depression</p> <p>Unidentified learning disability</p> <p>Vision or auditory problems that have gone undiagnosed</p> <p>Language barrier</p> <p>Older peer friendships</p> <p>Non-school oriented friendships</p> <p>Fear of school teachers or administrators</p> <p>Experienced recent traumatic event such as divorce death in family</p> <p>Fear of physical protection going to or at school</p> <p>Teen parenting or pregnancy</p>
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School-Specific

Bullying

Lack of attention to learning styles

School climate issues

Inflexibility in meeting diverse cultural and learning style of students

Inconsistent procedures in place for dealing with chronic absenteeism

No meaningful consequences available for truant youth

School violence

Age of school building

Size of school staff provision

Class size

Teachers authoritarian

Administrators punitive

School truancy policies that lack adequate reporting recording follow consistent enforcement

Relevance of curriculum

Appropriate school placement

Retention and promotion

Suspension and expulsions

Competent concerned teachers

Teacher absenteeism

Uninteresting and irrelevant curriculum

Improper class placement (above or below)

Failure to identify provide services for problem students

Poor teacher-student relationship

Insufficient counseling and guidance staff

High student-teacher ratio

Low teacher expectations

Lack of parent-school communication and involvement

Too weak or rigid administration policies

Family-Specific

Drug/alcohol abuse issues

Child abuse and neglect

Lack of guidance or parental supervision

Domestic violence, poverty

Lack of awareness of attendance laws

Differing attitudes toward education

Single parent homes

High mobility rates

Parents who hold multiple jobs

Lack of affordable daycare

High transportation costs

High financial costs for school

Child staying home to care for another while parent works

Parental fear of loss of companionship and increase concern for child's welfare

Parental knowledge of truancy

Parenting skills

Parental over-protectiveness overindulgence and rejection

Too many domestic responsibilities for child Parental lack of educational attainment Ineffective parenting supervision Parental instability
Community-Specific Peer influence Interracial tensions Lack of support for school Lack of or unresponsive community service agencies Community upheaval and social change Loss of neighborhood schools High incidence of substance abuse/criminal activity Gang activity Inadequate provision of transportation
(Baker, 2001a, 2001b; Barth, 1984; Bazemore et al., 2004; Bell et al., 1994; Bonikowske, 1987; Bos et al., 1990; Brown, 1983; Cairns et al., 1989; Caldas, 1993; Cimmarusti et al., 1984; Caldas, 1993; Catterall, 1987; Cooper, 1984; Corville-Smith, 1995; Dekalb, 1999; Ensminger & Slusarcick, 1992; Farrington, 1980; Galloway, 1980; Garry, 1996; Hibbett et al., 1990; Levine, 1984; Little & Thompson, 1983; McClusky et al., 2004; Pasternak, 1986; Robins & Ratcliff, 1978; Rumberger, 1987; Personal and Career Development Services, California State Department of Education, 1983).

Table 3: Outcomes of Truancy: Student-Specific, School-Specific, Family-Specific, and Community-Specific

<p>Individual-Specific Low academic achievement Low educational attainment Low occupational attainment Poor physical and mental health Increased chance of living in poverty Increased juvenile and adult deviance Marital problems Violent behavior Loitering Vandalism Higher number of dependants Higher incidence of high school dropout</p>
<p>School-Specific Lost revenue Educational disruption</p>
<p>Family-Specific Familial stress Conflict with educational and social service systems</p>
<p>Community-Specific – Forgone national income Forgone tax revenues for the support of government services Increased demand for social services Increased crime Reduced political participation Reduced intergenerational mobility Poorer levels of health</p>
<p>(Baker, 2001a, 2001b; Barth, 1984; Bazemore et al., 2004; Bell et al., 1994; Bonikowske, 1987; Bos et al., 1990; Brown, 1983; Cairns et al., 1989; Caldas, 1993; Cimmarusti et al., 1984; Caldas, 1993; Catterall, 1987; Cooper, 1984; Corville-Smith, 1995; Dekalb, 1999; Ensminger & Slusarcick, 1992; Farrington, 1980; Galloway, 1980; Garry, 1996; Hibbett et al., 1990; Levine, 1984; Little & Thompson, 1983; McClusky et al., 2004; Pasternak, 1986; Robins & Ratcliff, 1978; Rumberger, 1987; Personal and Career Development Services, California State Department of Education, 1983).</p>

Table 4: Intervention and Prevention Truancy Programs: Student-Specific, School-Specific, Family-Specific and Community-Specific

<p>Student-Specific</p> <ul style="list-style-type: none"> Counseling Biography writing therapy Contingency contracting Extra tutoring Self-management strategies Contracts
<p>School-Specific</p> <ul style="list-style-type: none"> Lottery system Contingency contracting Revise overall attendance policy Installing system of monitoring and recording absences Creating alliance with teachers parents committed to reducing truancy Maintaining consistency in imposing penalties for repeat offenders Creating supporting intervention programs Development implantation of local school plans for approaches to truancy Installation operation of automatic telephone dialing systems Expansion improvement of attendance staff and monitoring Establishment of student attendance service center Creating make-up work policy for all absentees Scheduling attendance assemblies Involving truants in extracurricular activities Considering alternative schedules Rewarding publicizing good attendance Teachers set example Maintain accurate attendance records Create pleasant environment Create classroom attendance reward system Consider individual students capabilities Conduct in service training ongoing consultation with school personnel Reduce negative classroom management techniques Increase positive classroom management techniques Increase specificity and frequency of reinforcement given to students Develop classroom and school wide programs Increase neighborhood involvement Gain youth club involvement

Family-Specific

Alter dysfunctional familial situation
Achieve more parental involvement in child's education
Family therapy
Family growth and development
Involve parents in education of students
Social reinforcement of children's parents to improve attendance supply information
Prevention programming
Notifying parents
Positive reinforcement
Phone call home
Letters sent to parents
Conference with parents
Home visit

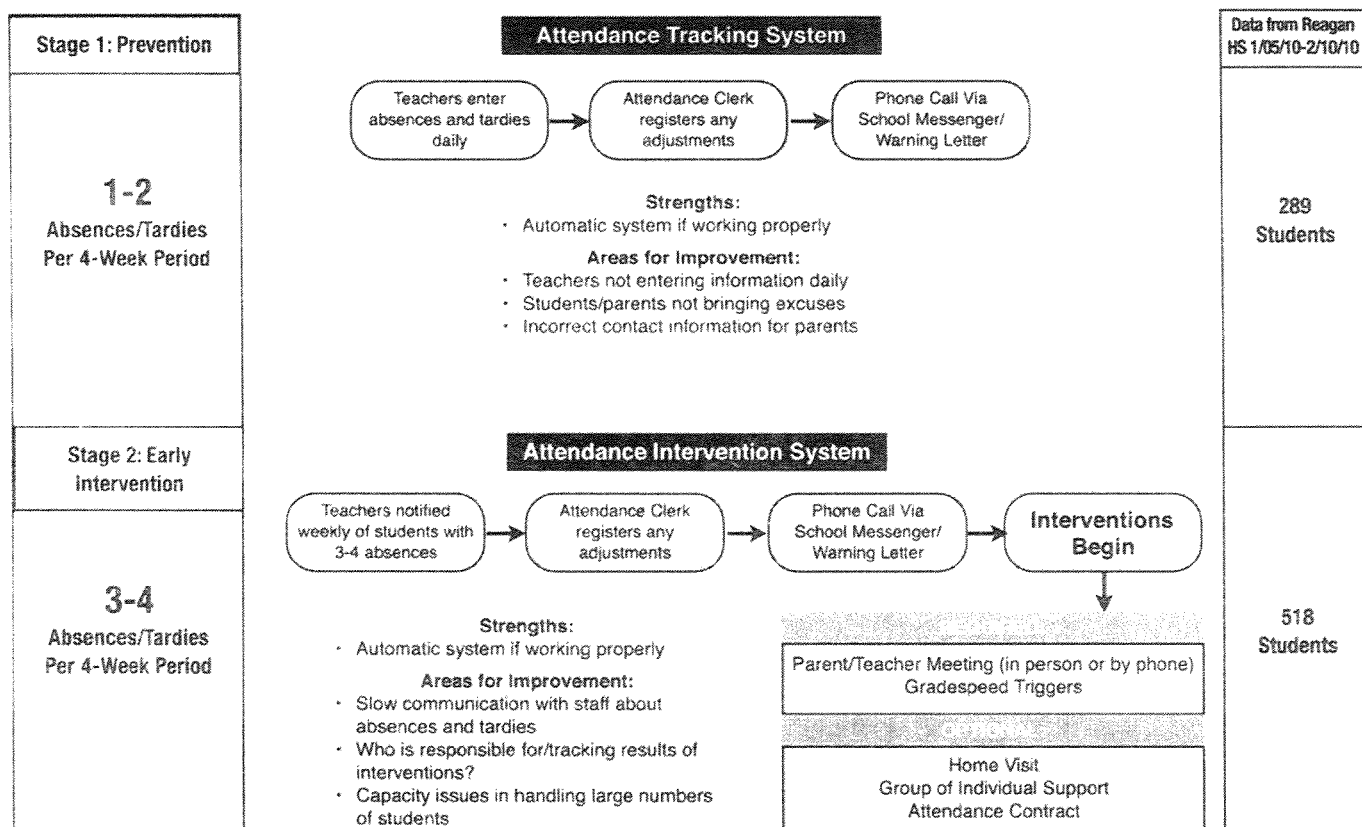
Community-Specific

Gang reduction

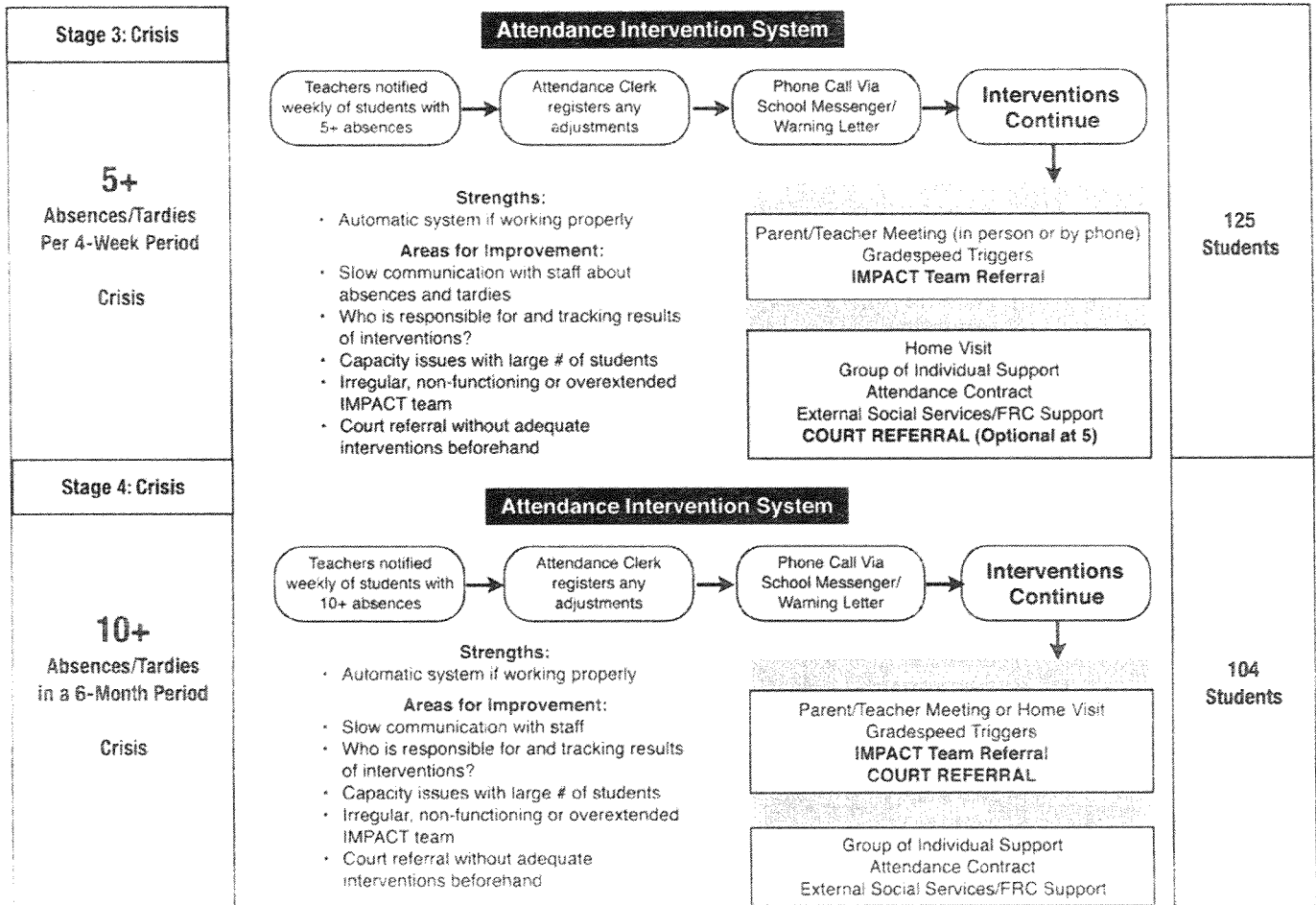
(Bage, 1989; Bazemore & Senjo, 1997; Beem, 2002; Barth, 1984; Berger & Wind, 2000; Clear & Karp, 1999; Dekalb, 1999; Epstein & Sheldon, 2002; Eastwood, 1989; Garry, 1996; Gavin, 1997; Gottfredson, 1990; Guarino, 1994; Gullatt & Lemoine, 1997; Haslinger et al., 1996; Hawkins & Catalano, 1995; Ingersoll & LeBoeuf, 1977; Jones et al., 2002; Kozinetz, 1995; Levine et al., 1986; McCaughlin & Vachu, 1992; McGiboney, 2001; Miller, 1986; Mogulescu & Segal, 2002; Morley & Rossman, 1997; Nessel, 1999; Omni Institute, 1992; Quinn, 1995; Quinn, 2004; Reglin, 1997; Reid, 2002; Riley & McDaniel, 1999; Rohrman, 1993; Sigmon et al., 1999; Swope, 1995; Twaite & Lampert, 1997; Waddington, 1997; White et al., 2001; Wilson, 1993).

Updated 6/25/10, 1:16 p.m.

Attendance Tracking and Intervention Flowchart (Secondary Schools)



Updated 6/25/10, 1:16 p.m.



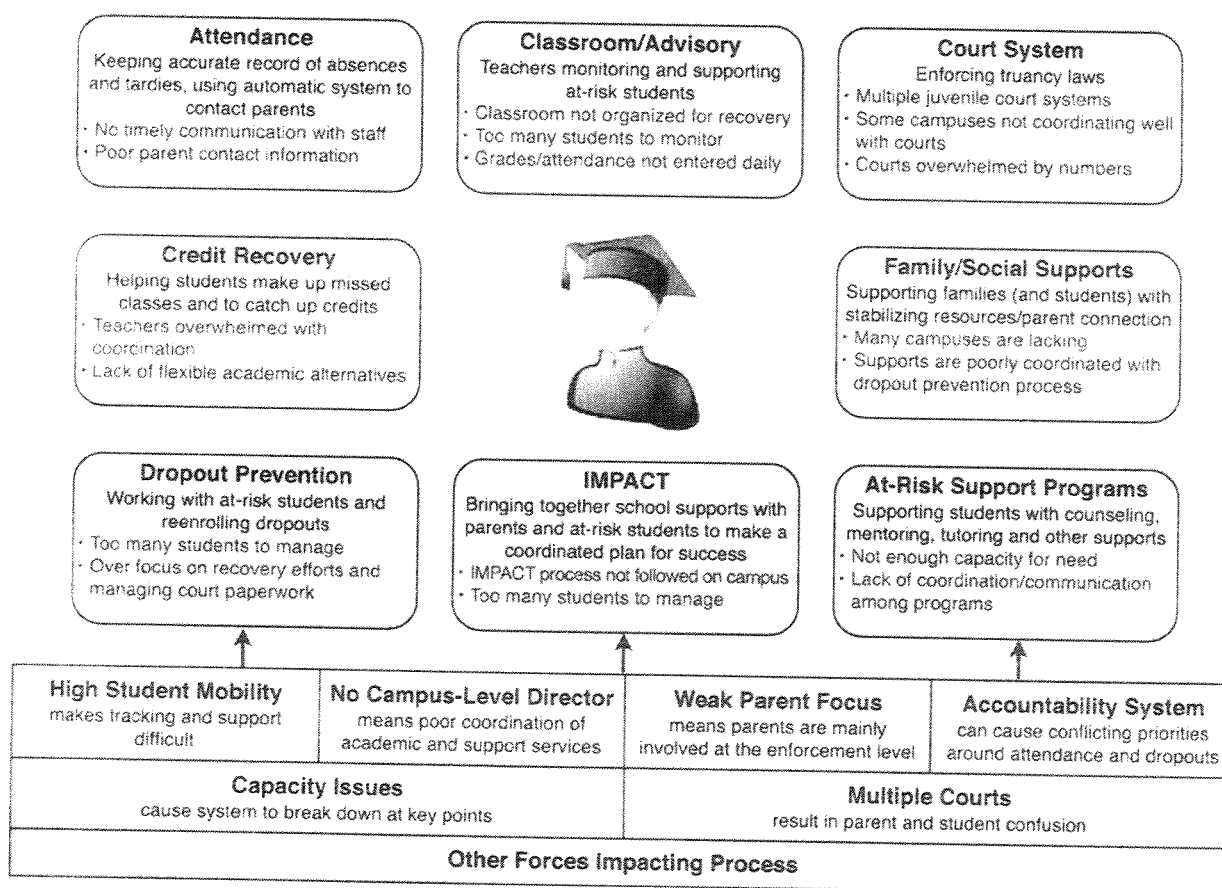
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Prevention Timeline for Dropout Prevention/Recovery (Secondary Schools)

PREVENTION			EARLY INTERVENTION				CRISIS			DROPOUT RECOVERY
New Students and Parents	At-Risk Students	Recovered Students	Stage 1 Absence (Prevention)	Stage 2 Absence (Early Intervention)	At-Risk Credit Recovery	Stage 3 Absence (Crisis)	Stage 3 Absence (Court- Referred)	Stage 4 Absence (Court- Referred)	Maintenance of Chronic Absentee/ At-Risk	Dropout Recovery
<ul style="list-style-type: none"> • Student Orientation and Parent Training • Transition Strategies • School-Wide Family Needs Assessment (FRC) 	<ul style="list-style-type: none"> • Strategies for PEP, Chronic Absentee, 9th Graders, Significantly Behind • Connection to Family and Student Resources (FRC, CIS, Mentoring) 	<ul style="list-style-type: none"> • Academic Options for Recovered Students, including alternative programs/schedules • Connection to Family and Student Resources (FRC, CIS, Mentoring) 	<ul style="list-style-type: none"> • Automatic System for Contacting Parents • Advocacy Teachers Monitoring 	<ul style="list-style-type: none"> • Advocacy Teacher Meeting with Parents • Possible Attendance Contract or Student Pathway • Connection to Family and Student Resources (FRC, CIS, Mentoring) 	<ul style="list-style-type: none"> • Intensive Academic Intervention, including alternative programs/schedules • Connection to Family and Student Resources (FRC, CIS, Mentoring) 	<ul style="list-style-type: none"> • Discussion by IMPACT Team, including referrals • Attendance Contract or Student Pathway • Parent/Student Class (possible outside resource) 	<ul style="list-style-type: none"> • Court Referral, monitored by Dropout Prevention Specialist • Parent/Student Class (possible outside resource) 	<ul style="list-style-type: none"> • Mandatory Court Referral, monitored by DPS • Intensive Academic Intervention, including alternative programs/schedules • Connection to Family and Student Resources 	<ul style="list-style-type: none"> • Dropout Prevention Specialist works with student support team to track and evaluate support efforts and track chronic/at-risk students. 	<ul style="list-style-type: none"> • Dropout Prevention Specialist works with staff, external partners, family and students resources • Involvement of academic team to provide options

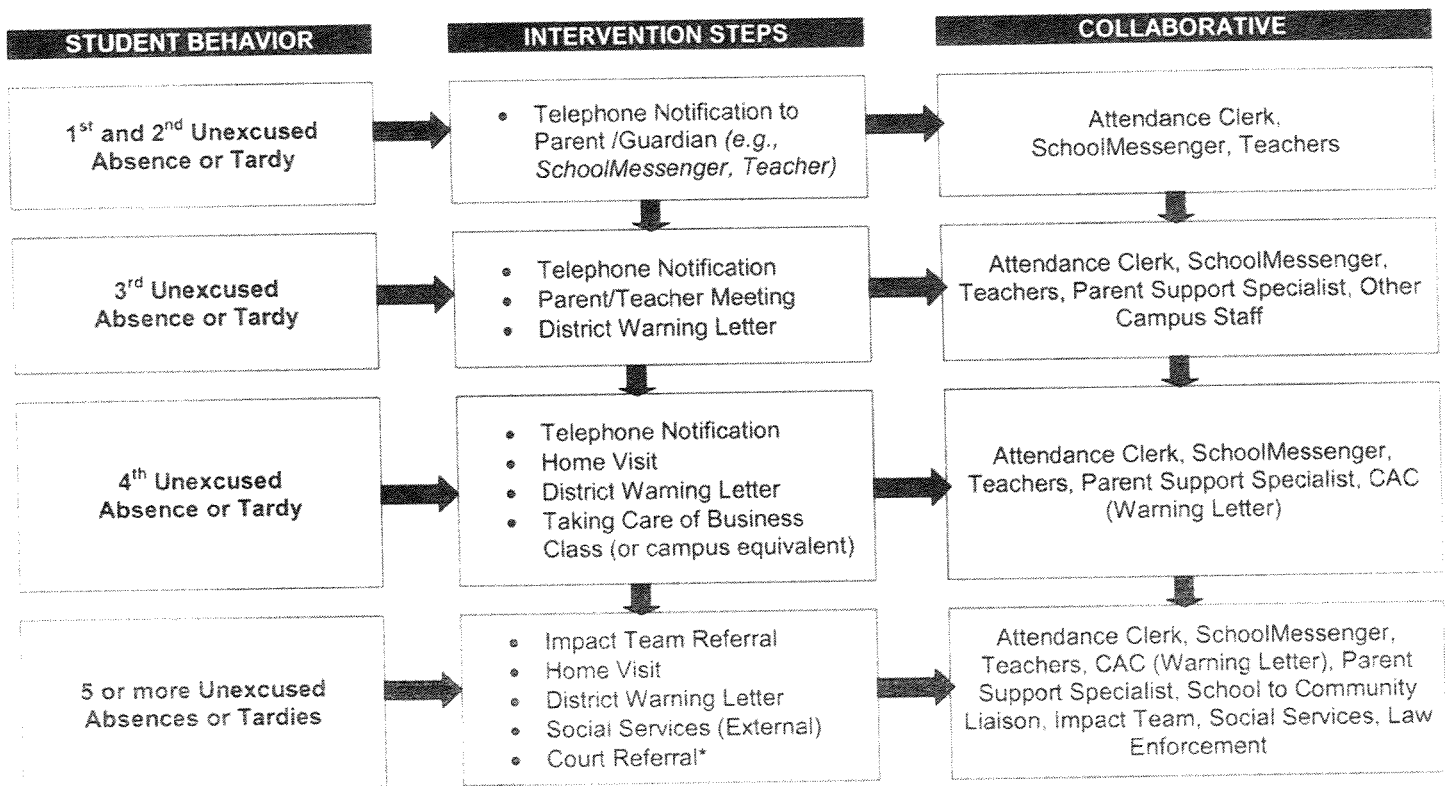
*red indicates external resources (CIS, family resource center, court system, employers, tutoring/mentoring, after school and community partners).

Connecting the Dots in a Dropout Prevention Strategy



Updated 6/25/10, 1:16 p.m.

ELEMENTARY TRUANCY INTERVENTION FLOWCHART

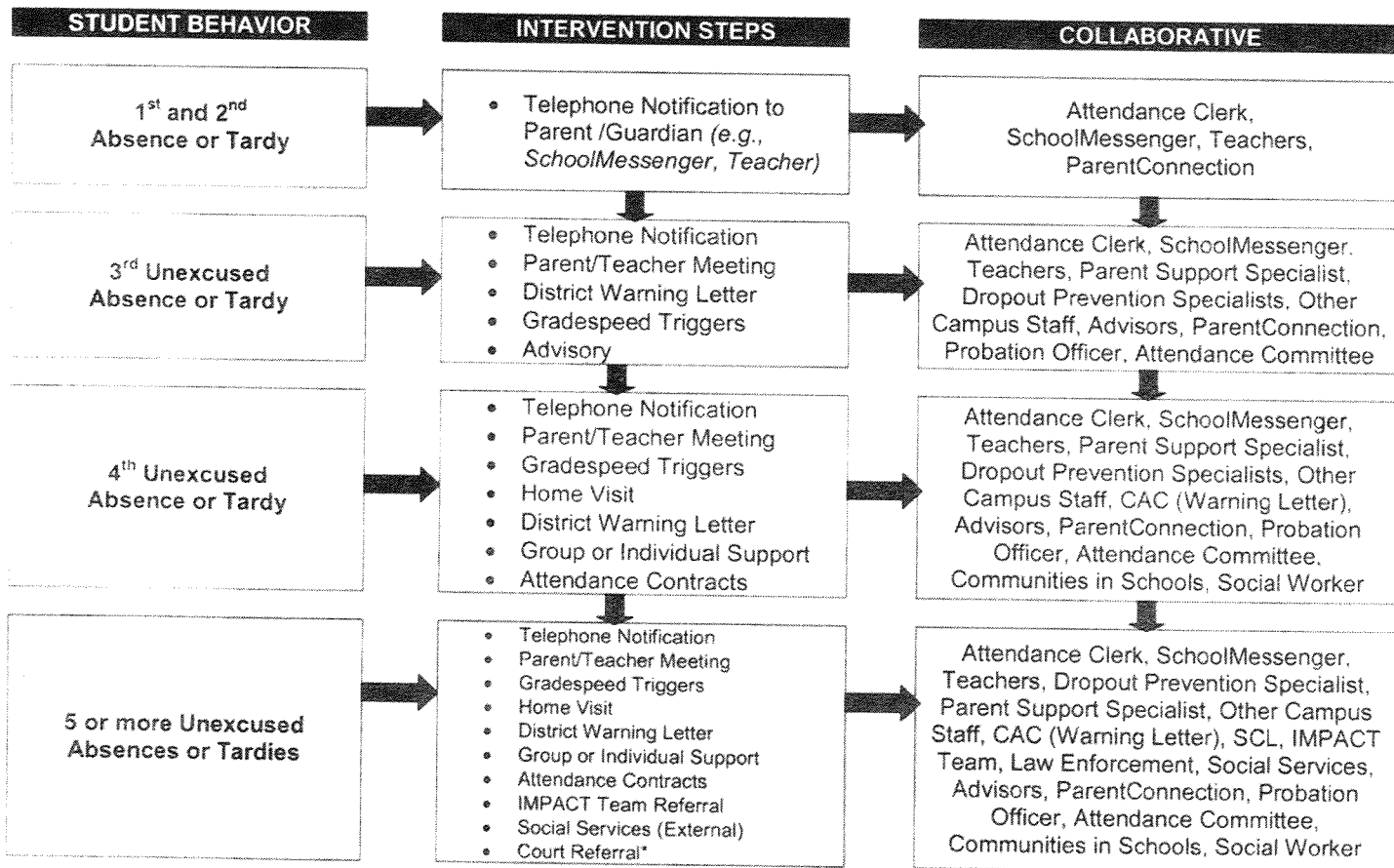


Taking Care of Business Class - Can be used as an incentive in lieu of truancy filing.

*Also request Taking Care of Business Class for those parents who did not attend when filing in court.

Updated 6/25/10, 1:16 p.m.

MIDDLE & HIGH SCHOOL TRUANCY INTERVENTION FLOWCHART



Taking Care of Business Class - Can be used as an incentive in lieu of truancy filing.

*Also request Taking Care of Business Class for those parents who did not attend when filing in court.

Updated 6/25/10, 1:16 p.m.

Appendix C

Key Elements of Service	Family Resource Centers	Communities In Schools	School-to-Community Liaisons	Dropout Prevention Specialists	Parent Support Specialists
Primary location of Service	Six campus-based Family Resource Centers (FRCs) on AISD campuses - Webb, Pearce, Mendez, Dobie, Martin and Reagan. Organized to receive both drop-in and by appt clients. Hub & Spoke design. (Elementary parents may access Middle School FRCs.)	Full-time staff on 79 campuses - 18 elementary, 13 middle and 8 high schools. Sites rarely move so as to provide stability and consistent relationships with faculty, families and students.	20 full time SCLs, serve all campuses by vertical team. Services at campus, home work, court or location convenient for parent. Each serves 5-8 campuses.	Drop out Specialists (DOS) are located on 21 campuses. (11 of which are on High School Campuses, and 10 are on Middle School campuses.)	PSS are located at 72 campuses - 53 Elementary, 11 Middle Schools, 8 High Schools. All have high concentrations of students on free or reduced lunch.
AISD or Non-Profit Managed	AISD contracts with The Austin Project (Mendez and Martin) and Austin Voices (Webb, Pearce, Dobie and Reagan) to develop and manage Family Resource Centers.	Communities In Schools of Central Texas is the local affiliate of a national non-profit. Well integrated into AISD administrative systems.	17 AISD funded; 3 funded by ACCESS grant at ALC, ACES, Gardner-Betts. AISD Student Learning Support Services.	AISD managed.	AISD. Training & support by the Parent Support Office. Supervised by principal.
Funding Source(s)	AISD provides core funding for the FRCs. Other funders include: A Glimmer of Hope Foundation, Amerigroup, Austin Community Foundation, City of Austin, HHSD, IBM. Many community organizations and individuals provide in-kind resources.	\$5 mil of financial resources brought in to AISD each year, including federal, state and local public funding, private foundations and individual donors. AISD provides partial match (\$1 AISD: \$7 CIS leveraged).	AISD (AISD local, Title 1 and 4, Sp.Ed.); Safe Schools/Healthy Students Fed Grant - aka ACCESS grant (provides funding for 3 SCLs).	AISD.	AISD.
Staff credentials, Number/ campus	Webb FRC (3 FTE Mgr., 1 FTE SW, 6 FTE admin Martin, Dobie, Mendez, 5 FTE mgrs., SW interns, Pearce MS 1FTE Mgr./Vol. Coord. and 5 FTE SW Reagan; 1FTE SW + 1 FTE Volunteer Coordinator.	All CIS sites have a FT Program Manager (LCSW, LMSW or LPC) with clinical skills. All sites have AmeriCorps and/or Caseworkers - many as 6 FTEs. CIS leverages other agencies, 400 site-based volunteers, 60 SW Interns.	All SCLs have Masters, Licensed (LMSW, LPC). Attend monthly training led by Diana Groves, AISD Student Intervention Specialist for crisis preparedness.	DOSs are full time employees with at least a Bachelor's Degree being required.	PSS are full time employees and must have a minimum of a High School diploma.
Key areas of focus	Reduction of Student Mobility by increasing family stability to maximize student attendance. FRCs provide comprehensive Family Needs Assessment Survey at least twice/year to families which identifies asthma, diabetes, public benefits eligibility, housing, healthcare, employment and/or other needs that impact family stability and students' readiness to learn. FRCs increase school-community partnerships and involvement, promote Neighborhood resilience and increase community engagement with schools. FRC staff "map" school assets and surrounding community and host partner/alliance meetings at least 4 times/year.	CIS supports student achievement by providing social services to students identified as at risk of dropping out of school and experiencing non-academic issues that interfere with learning. Provides students with social/emotional skill building and other supports, one-to-one and/or group counseling, academic and attendance monitoring, connections to community resources, mentoring, tutoring, parental engagement, and/or enrichment activities. Provides crisis intervention if SCL is unavailable.	SCLs are AISD's Critical Response Team, they serve on campus Emergency Mgt Team. Provide outreach to student-family when campus services exhausted. Provide direct interventions to address academic, behavior, attendance issues through linkage to community. Focus on intensive level MH needs.	Monitoring of student attendance and provides truancy interventions. Conduct Truancy Intervention Counseling Groups, Conduct Dropout Recovery, Host Attendance Education Forums. Perform truancy court filings.	Conduct outreach and be a liaison to families. Organize and/or conduct training sessions for families and school staff. Develop parent leaders.
Target	300-500 families/campus. Interventions through social work services and strength-based case management for families. Benefits eligibility screening connects families to health care, insurance, parent education, affordable housing, employment, and ESL. Increase parent & community involvement.	Assess needs and provide services for 90-170 referred students/campus. Majority of referrals are for behavioral challenges. Measure and monitor academic, attendance and behavior data to determine program effectiveness and to ensure student success.	Serve all 115 campuses, PK-12 and Special Education with Student Crisis Intervention and Case Management for those with intensive need level. 9,793 SCL services as of 3/12/2010.	Maximize attendance and High School Graduation. Increase student and parent compliance with State Compulsory School Attendance laws.	Provide support for families of AISD students in order to positively impact student achievement.
Alignment internal/ external resources	Member of Campus IMPACT Team. Portal for school volunteers and community participation. Fully staffed FRCs provide campus with volunteer recruitment, management and coordination of external support services. FRCs organize campus Health Fairs and community outreach events.	Member of Campus IMPACT Team. Coordinate with all other school interventions as well as faculty and admin. Well integrated into campus community. Partner with ~70 outside entities to leverage resources/assistance onto campuses.	Campus IMPACT, Emergency Mgt, AISD Police for crisis situations, Dropout Specialists, PBS, CIS, and Learning Support staff. Linkage: CPC, MH, JJ, basic needs, social support services.	Member Campus IMPACT Team. Collaborates with various contracted truancy dropout intervention providers (Project Hope) and alternative education providers (AYW).	Member of the Campus Impact Team. Collaborations with any on-campus family support group. Member of the District Vertical Team.

**Software Pilot Project Interlocal Agreement
between the
City of Austin, Texas, Travis County, and the Austin Independent School District
regarding Chronic Absenteeism in Public Schools**

This Agreement ("Agreement") is between the City of Austin, Texas ("City"), a Texas home-rule and municipal corporation, Travis County, a Texas political subdivision of the State of Texas ("County"), and the Austin Independent School District ("District"), Travis County ("County"), and collectively referred to as the "Parties" or individually referred to a "Party."

Recitals

1. On June 14, 2010, the City and District approved a Joint Resolution regarding Chronic Absenteeism in AISD Public Schools. County Commissioners' Court approved the Resolution on June 29, 2010.
2. The Joint Resolution stated that "chronic absenteeism" is a term that relates to students who drop out of school and need to be recovered, who are truant, and whose lack of attendance in school is a barrier to academic achievement and high school completion.
3. As stated in the Joint Resolution, the Parties determined that chronic absenteeism continues to be a major challenge for too many students in the public school system, impeding student achievement and contributing to unacceptable dropout and high school completion rates.
4. Pursuant to the Joint Resolution, the Parties approved the March 12, 2009 recommendation of the Joint Subcommittees of the above-referenced governmental bodies that a pilot software project be initiated to track AISD student absenteeism at a cost not to exceed \$48,000 in the current fiscal year and \$36,000 annually in two succeeding fiscal years for software infrastructure costs, contingent upon successful outcomes and funds availability. This cost would be allocated equally among the City, County, and District pursuant to an interlocal agreement that would be negotiated among the Parties containing the specific terms and funding amounts as agreed to by the Parties;

Now Therefore, the Parties, in consideration of these promises and mutual obligations undertaken, agree as follows:

1. Definitions

1.1 Family Resource Centers ("FRC") refers to one type of school-based service located on six AISD campuses, managed either by a community-based organization through a contract with AISD or AISD itself (Reagan High School's FRC). The FRCs participating in the Software Pilot Project include those located within the St. John Community (Webb, Pearce, Dobie, Reagan) and the FRCs located on the Mendez and Martin Middle School campuses. The FRCs connect District students and families to support services that improve student attendance, academic achievement, and promote family stability, parent leadership, and community support

for each campus. The FRCs are designed to support families in crisis, as well as families who may benefit from having a friendly place on campus where their questions and desires to connect with the school community and other parents can be supported. The FRCs also connect families to community-based agencies, businesses, neighborhood centers, and faith-based organizations to ensure that children are ready to learn when at school, and their parents support their children's social, emotional, physical and academic development. FRCs do not provide direct services, but rather provide the determination of need and connection to those services.

1.2 City and County-Based Services. Both the City and County provide direct services and also contract with providers to deliver social services to eligible clients. Many of these services relate to the needs met by the FRCs, and efforts by City and County in providing these services may result in information and resources which may be instrumental in enhancing the activities which are the subject of this Agreement.

2. Purpose

2.1 General Purpose. This Agreement is to obtain each of the Parties' governing bodies' authorization to provide a certain amount of funding for the District's acquisition of software for a Software Pilot Project ("Project") to track students who fail to attend District classes without medical or parental consent and track social services coordinated through FRCs to District students and their families; and to require the District to report to City and County regarding the pilot program and the software's use and effectiveness.

2.2 Public Purpose. The Parties agree that each Party has an interest in the data which will be generated by the implementation of the Project which is the subject of this Agreement. The need of the students and parents involved constitute a significant public concern impacting the members of the population that each Party serves and the information gathered and studied under this Agreement will further the public purpose of addressing those needs and problems.

3. Agreement Term

The initial term of this Agreement ("Initial Term") shall begin on the date this contract is signed by the Parties; and end on September 30, 2011, unless terminated earlier in accordance with Section 15. The Parties may extend this Agreement for up to two (2) 12-month extension options ("Extension Term(s)") provided all Parties provide a written request to extend the Agreement to the other Parties, and the Parties agree in writing to the extension term. At any time that any Party does not agree to renew the Agreement or terminates the Agreement, the Agreement shall be terminated in whole for all Parties.

4. Designation of Contract Administrators

4.1 City Contract Administrator. The City's Contract Administrator is Bert Lumbreras, Assistant City Manager. Correspondence may be sent to: Attention: Contract Administrator: Software Pilot Project Interlocal Agreement, Bert Lumbreras, Assistant City Manager, Contract Administrator, Software Pilot Program Interlocal, 3rd Floor City Hall, 301 W.

2nd Street, Austin, Texas 78701. The City's Contract Administrator represents the interests of the City during the term of the Agreement and is the designated point of contact for the City.

4.2. County Contract Administrator. The County's Contract Administrator is Sherri Fleming, Executive Manager. Correspondence may be sent to: Attention: Contract Administrator: Software Pilot Project Interlocal Agreement, Sherri Fleming, Executive Manager, Travis County Health, Human Services and Veterans' Services, P. O. Box 1748, Austin, Texas 78767. The County's Contract Administrator represents the interests of the County during the term of the Agreement and is the designated point of contact for the County. It is acknowledged that no officer, agent, employee or representative of County has any authority to change the terms of this Agreement unless expressly granted that authority by the Commissioners' Court under a specific provision of this Agreement or by separate action of the Commissioners' Court.

4.3 District Contract Administrator. The District's Contract Administrator is Melvin Waxler, General Counsel. Correspondence may be sent to: Attention: Contract Administrator: Software Pilot Project Interlocal Agreement, Melvin Waxler, General Counsel, Software Pilot Program Interlocal, 1111 West 6th Street, Ste. A240, Austin, Texas 78703-5338. The District's Contract Manager represents the interests of the District during the term of the Agreement and is the designated point of contact for the District.

4.4 Change of Contract Administrator. Should the identity of a Party's Contract Administrator change, each Party will identify a replacement and notify the other Parties in writing of the change within thirty (30) days.

5. Agreement Amount

5.1 Acquisition Cost. The acquisition cost of the pilot software program ("Software Program") will not exceed \$48,000 in the Initial Term and \$36,000 annually in two succeeding Extension Terms for software maintenance costs including software modifications, if any, contingent upon successful outcomes, funds availability, and Parties agreement. This cost will be allocated equally among the City, County, and District as described below, with the amount allocated to each Party being one-third (1/3) of the actual amount spent.

5.2 . Fiscal Year 2011 Payment. For fiscal year 2011, each Party agrees to deposit one-third of the actual amount of the acquisition cost of the pilot software program (the total amount not to exceed \$48,000, or \$16,000 for each Party) within thirty (30) days of receipt of the complete and correct invoice from the District showing the actual amount of the acquisition cost, with the District, who will act as the fiscal agent.

5.3 Fiscal Year 2012 Payment. For fiscal year 2012, each Party will have the option to renew for year two of the project and deposit one-third of the actual amount of maintenance costs (the total amount of maintenance not to exceed \$36,000, or \$12,000 for each Party within thirty (30) days of receipt of the complete and correct invoice from the District showing the actual maintenance cost with the District, who will act as the fiscal agent.

5.4 Fiscal Year 2013 Payment. For fiscal year 2013, each Party will have the option to renew for year three of the project and deposit one-third of the actual amount of maintenance costs (the total amount of maintenance not to exceed \$36,000, or \$12,000 for each Party) within thirty (30) days of receipt of the complete and correct invoice from the District showing the actual maintenance cost, with the District, who will act as the fiscal agent.

6. City and County Duties

6.1 City and County-Based Services. The City and County will inform the District about existing and new City and/or County, respectively, social services providing City and County-Based Services relevant to this Agreement available to the Austin community.

6.2 City and County-Based Services Information. To the extent allowed by law, City and County will provide District with student/client information gathered from City and County-Based Services contracts where that data is available, subject to release and subject to obtaining any necessary written authorizations, provided the data is relevant to the activities performed under this Agreement. It is understood that City and County may not have data to fit all the fields included in the Software Program, but will provide information as available.

6.3 Coordination. The Parties will coordinate efforts in data gathering and sharing under this Agreement throughout the term of the Agreement with the intent to maximize the results of the services performed and information analyzed. It is understood and agreed that the extent and method of such efforts may not be evident at this time, and will be subject to the mutual agreement of the Parties throughout the Agreement Term(s). Where an amendment to the Agreement is necessary, the Parties will cooperate to enter into such amendment pursuant to the applicable terms of this Agreement.

6.4 Data Use. All reporting, exchange or other use of data or information under this Agreement by all Parties will be in compliance with all applicable laws, including but not limited to those specifically set forth in Section 7.6 of this Agreement; and will be supported by all necessary authorized party release documents where necessary.

7. District Duties

7.1 Procurement Process. The District will develop specifications for the tracking Software Program, conduct the procurement process, acquire, implement, and maintain the software for this Project. Written specifications will be provided to County and City for approval prior to issuance of the procurement documents. Written copies of the final contract will be provided to City and County for approval prior to execution. Approvals under this Section 7.1 will be provided by the Contract Administrator for each Party.

7.2 Initial Term Reports. During the Initial Term of this Agreement, the District agrees to provide calendar quarterly reports to the City and County no later than 30 calendar days after the last day of the preceding quarter on the District software selection process and acquisition.

7.3 Extension Term(s) Reports. After the Initial Term, if the Parties agree to extend this Agreement, the District agrees to provide calendar quarterly reports to the City and County no later than 30 calendar days after the last day of each quarter on data tracked with the software regarding District student absenteeism, social services provided through the Family Resource Centers to District students and their families, and software maintenance costs.

7.4 Fiscal Agent. The District will serve as the fiscal agent for this program and be responsible for the disbursement of the contract funds in accordance with this Agreement. The District will provide documentation of expenditures based on this Agreement to the City and County Contract Administrators, or their designee.

7.5. Purchase and Implementation Schedule.

7.5.1 Purchase. District shall complete the software acquisition process on or before August 31, 2011.

7.5.2 Implementation and Operation. District will initiate the implementation of the Software Program on or before December 31, 2011. The Parties agree that, due to ongoing changes in funding and availability of personnel, the operation of the Project, may be maintained by the District; however, as needed, the Parties will coordinate efforts to provide other in-kind resources as necessary to continue the operation of the Project. If at any time the Parties cannot provide such necessary support, the Parties will terminate the Agreement with no liability as to any Party for funds or services provided to that point.

7.6. Compliance. The Parties agree to abide by all local ordinances and state and federal laws in the provision of its services, activities or programs under this Agreement, including but not limited to, the Americans with Disabilities Act, 42 USC §12111, *et seq.*, 29 CFR §130.1, *et seq.*; Section 504 of the 1973 Rehabilitation Act, 34 CFR §104.1, *et seq.*; the Family Educational Rights and Privacy Act, 20 USC §1232g, *et. seq.*, 34 CFR §99.1, *et seq.*; Title IX of the Education Amendments of 1972, 20 USC §1681 *et seq.*, 34 CFR §106.1 *et seq.*; the Health Insurance Portability and Accountability Act of 1996 (HIPAA); the Privacy Standards adopted to implement HIPAA at 45 CFR Parts 160 and 164, at Section 164.512; and State confidentiality laws. The Parties will include the above language in all subcontractor agreements or any agreements or arrangements entered into in connection with this Agreement (including any arrangements or agreements for multi-agency use) to ensure that all users of the Program are bound by the requirements herein. Any information shared or released will be subject to the requirements of the above laws, and required release documentation signed by an authorized party will be obtained and maintained

7.7. Subcontractor(s).

7.7.1 Criminal History Record Information. Each Party agrees to comply with that Party's Criminal History Record Information policy if any Party retains the services of independent contractors or subcontractors to administer the software pilot program.

7.7.2 Each Party is wholly responsible for its performance under this Agreement, whether such performance is provided directly by that Party or indirectly by any subcontractor, and shall monitor both financial and programmatic performance and maintain pertinent records concerning subcontractor(s) that shall be available for inspection by all Parties. Each Party shall ensure that its subcontractors comply with all applicable terms of this agreement as if the performance rendered by the subcontractor was being rendered by that Party.

7.8 Insurance. Each Party will have and maintain, and will require all subcontractors providing services under this Agreement to have and maintain, insurance coverage at a level sufficient to cover the needs of that Party pursuant to applicable generally accepted business standards.

7.9 W-9 Taxpayer Identification Form. District shall provide City and County (sent to the County and City Purchasing Agents) with an Internal Revenue Service Form W-9 Request for Taxpayer Identification Number and Certification that is completed in compliance with the Internal Revenue Code and its rules and regulations, and a statement of entity status in a form satisfactory to the County and City Auditors, and with immediate notice of any changes to said form. District understands that this form must be provided to the County and City Purchasing Agents before any agreement funds are payable.

8. Records/Right to Audit

8.1 Records. Each Party shall create and maintain all records and reports required and/or created relevant to performance under this Agreement, including all fiscal records, documentation about operations and statistical reports.

8.2 Audit. Each Party agrees that the representatives of the Office of the City Auditor or County Auditor or District Auditor, or other authorized representatives of the City or County or District, shall have access to, and the right to audit, examine, or reproduce, any and all records of the Parties related to the performance under this Agreement. The Parties shall retain all such records for a period of three (3) years after final payment on this Agreement or until all audit and litigation matters that any Party has brought to the attention of the other Parties are resolved, whichever is longer. District agrees to refund to the City and County any overpayments disclosed by any such audit. Each Party agrees to take whatever action is appropriate to facilitate the performance of any audits conducted pursuant to this Section 8 that the other Parties may reasonably require.

8.3 Subcontractor(s). The Parties shall include the provisions of this Section 8.0 in all subcontractor agreements, if any, entered into in connection with this Agreement.

9. Project Performance Standards

9.1 Initial Term. AISD will manage the software purchasing process with input from the City, County (pursuant to Section 7.1 and through communication throughout the process) and FRCs.

9.2 Purchase. AISD will purchase the Software Program no later than August 31, 2011. After the software is purchased, the City, County and AISD will mutually determine the specific data to be reported on a periodic basis.

9.3 Design. The Software Program will be designed to be used in conjunction with the AISD Advanced Case Management System, including consistent data fields where appropriate. The software must track data including demographic information (student age, grade, family size, race/ethnicity), multiple addresses per student for GIS mapping, social services provided to the student and/or his family, student school attendance, grades, and other data fields to be determined as part of the request for proposal purchasing process and as may be modified throughout the Agreement term(s) as mutually agreed to by the Parties.

9.4 Use - Extension Term 1. Subject to Sections 3.0 and 7.5.2, the Parties will design and produce a data capture template, provide training to multi-agency software program users, implement the software with data capture underway, demonstrate report generation capacity, and design reports. While it is understood that AISD may take the lead in these efforts, it is also understood that the Parties will mutually negotiate and coordinate the distribution of work on this portion of the implementation of the Software Program as required by the limitation of resources of each Party.

9.5 Use - Extension Term 2. Subject to Sections 3.0 and 7.5.2, the Parties will continue the Software Program implementation with multi-agency participation, generate reports, monitor outcomes, and develop evaluation factors with input and direction by all Parties.

9.6 Multi-Agency Use. It is understood that other related agencies may, subject to the terms of this Agreement, utilize certain information and reports created pursuant to this Agreement; however, those agencies will not have access to or use of the Program directly.

10. Invoices

10.1 Invoice Content. The District will submit to the City and County an invoice for each payment required under this Agreement with supporting documentation. Invoices shall contain a unique invoice number, the purchase order or delivery order number and the master agreement number if applicable, the Department's Name, and the name of the point of contact for the Department. Invoices shall be itemized. The District's name and, if applicable, the tax identification number on the invoice must exactly match the information in the Vendor's registration with the City. Unless otherwise instructed in writing, the City and County may rely on the remittance address specified on the District's invoice. Invoices received without all

required information cannot be processed and will be returned to the District. Lack of funds shall abate the City's and/or County's payment obligation until such funds become available.

10.2 Invoice Submission. Invoices shall be mailed to the following:

City:
Vince Cobalis, Assistant Director
Health and Human Services Department
7201 Levander Loop, Bldg E
Austin, Texas 78702
Facsimile: 512/972-5016

County:
Sherri Fleming, Executive Manager
Travis County Health, Human Services and Veterans Services
P.O. Box 1748
Austin, Texas 78767

10.3 Actual Cost. The District shall record the purchase cost of the software program and software maintenance at actual cost.

10.4 Taxes. Federal excise taxes, State taxes, or City sales taxes must not be included in the invoiced amount. The City and County will furnish a tax exemption certificate upon request. Under no circumstances shall the City or County be liable to pay exempt taxes under this Agreement.

11. Payment

11.1 Payment. Subject to Section 11.2, all **complete and correct** invoices received by the City and County will be paid within thirty calendar (30) days of that Party's receipt of the invoice.

11.2 **Prompt Payment**. **If payment is not timely made, interest shall accrue on the unpaid balance at the lesser of the rate specified in Texas Government Code Section 2251.025 or the maximum lawful rate; except, if payment is not timely made for a reason for which the City or County may withhold payment hereunder, interest shall not accrue until ten (10) calendar days after the grounds for withholding payment have been resolved to all Parties' satisfaction. The time period for payment will not begin to run until the invoice has been determined by the receiving Party to be complete and correct.**

11.3 Offset. The City and/or County may withhold or set off the entire payment or part of any payment otherwise due the District to such extent as may be necessary on account of:

11.3.1 Failure to deliver reports or delivery of non-conforming reports by the District;

11.3.2. Failure of District to pay for labor, software costs, or equipment;

11.3.3 Failure of the District to submit proper invoices with supporting documentation;

11.3.4. Failure of the District to comply with any material provision of the Agreement; or

11.3.5 Overpayment of any earlier invoice.

12 . Independent Contractor

This Agreement shall not be construed as creating an employer/employee relationship, a partnership, joint enterprise, or a joint venture between the Parties. County, City and District are independent contractors. Each Party agrees and understands that this Agreement does not grant to any rights or privileges established for one Party to the employees of another Party.

Section 13 . Default

A Party to this Agreement shall be in default (“Default”) under the Agreement if the Party (a) fails to fully, timely and faithfully perform any of its material obligations under the Agreement, and following notice of default as provided in Section 13 (Termination), fails timely to cure the alleged default as provided in Section 15.1; or (b) fails to provide adequate assurance of performance under Section 14 (Right to Assurance).

Section 14 . Right to Assurance

Whenever one Party to this Agreement in good faith has reason to question the other Party’s intent to perform, demand may be made to the other Party for written assurance of the intent to perform. In the event that no assurance is given within ten (10) calendar days after demand is received, the demanding Party may treat this failure as an anticipatory repudiation of the Agreement.

Section 15 . Termination

15.1 Default. In the event of Default by a Party, the other Party/Parties shall have the right to terminate the Agreement for cause, by written notice delivered to the Party alleged to be in default via certified mail. The notice shall be effective within sixty (60) days, unless otherwise specified, after the date of receipt of such notice. During this time period, the Party alleged to be in default may cure the event of Default or provide evidence sufficient to prove to the other Party’s reasonable satisfaction that such default does not exist or will be cured in a time satisfactory to the Party alleging the default. In addition to any other remedy available under law or in equity, the Party not in default shall be entitled to recover all actual damages, direct costs, incurred as a result of the other Party’s default, including court costs, and prejudgment and post-judgment interest at the maximum lawful rate. Each Party’s rights and remedies under the Agreement are cumulative and are not exclusive of any other right or remedy provided by law.

15.2 Termination Due To Lack of Funding. Any Party may terminate this Agreement if, during the budget planning and adoption process related to any term, the governing body of that Party fails to provide funding for this Agreement for that term or in the event of non-appropriation as set forth in Section 29.0.

Section 16 . Dispute Resolution

16.1 If a dispute arises out of or relates to this Agreement, or the breach thereof, the Parties agree to negotiate prior to prosecuting a suit for damages. However, this section does not prohibit the filing of a lawsuit to toll the running of a statute of limitations or to seek injunctive relief. A Party may make a written request for a meeting between representatives of each Party to occur within fourteen (14) calendar days after receipt of the request or such later time as agreed by the Parties to seek a negotiated resolution. At a minimum, each Party shall require one (1) senior level individual with decision-making authority regarding the dispute and with authority to agree to resolve it, subject as may be required by law and/or policy of that Party to approval by the governing body(ies) of the Parties, to attend any and each such meeting for such negotiation. The Parties understand and agree that no individual has the authority to make decisions regarding such dispute negotiation for County other than the Travis County Commissioners Court. The purpose of this and any subsequent negotiation meeting is to attempt in good faith to negotiate a resolution of the dispute. If, within thirty (30) calendar days after such meeting, the Parties have not succeeded in negotiating a resolution of the dispute, they will proceed directly to mediation as described below. Negotiation may be waived by a written agreement signed by all of the Parties, in which event the Parties may proceed directly to mediation as described below.

16.2 If the efforts to resolve the dispute through negotiation fail, or the Parties waive the negotiation process, the Parties may select, at their option, within thirty (30) calendar days, a mediator trained in mediation skills to assist with resolution of the dispute. Should they choose this option, the Parties agree to act in good faith in the selection of the mediator and to give consideration to qualified individuals nominated to act as mediator. Nothing in this Agreement prevents the Parties from relying on the skills of a person who is trained in the subject matter of the dispute or an agreement interpretation expert. If the Parties fail to agree on a mediator within thirty (30) calendar days of initiation of the mediation process, the mediator shall be selected by the Travis County Dispute Resolution Center (DRC). The Parties agree to participate in mediation in good faith for up to thirty (30) calendar days from the date of the first mediation session. The Parties will share the costs of mediation and the mediator equally, and will bear their own costs of participation, such as fees for any consultants or attorneys they may utilize to represent them or otherwise assist them in the mediation. The results of any such mediation will be non-binding.

Section 17 . Survival of Obligations

All provisions of this Agreement that impose continuing obligations on the Parties, including but not limited to confidentiality, and agreement purpose shall survive the expiration or termination of this Agreement.

Section 18 . Current Revenues

This Agreement is authorized by the Interlocal Cooperation Act, which is Chapter 791 of the Texas Government Code. Each Party's monetary obligations, if any, under this Agreement are payable only and solely from the current revenues appropriated and available for the performance of such obligations.

Section 19. Assignment

A Party to this Agreement may not assign or transfer its interests under this Agreement without prior written approval of the other Parties.

Section 20. Entirety of the Agreement

20.1 This Agreement constitutes the entire Agreement and understanding between the Parties and supersedes all previous agreements, understandings, discussions, or representations concerning its subject matter. This Agreement may not be amended in whole or in part except in a written amendment executed by both Parties to this Agreement.

20.2 It is acknowledged that no officer, agent, employee or representative of County has any authority to change the terms of this Agreement unless expressly granted that authority by the Commissioners' Court under a specific provision of this Agreement or by separate action of the Commissioners' Court. All requests for changes shall be submitted to the Contract Administrator of each Party, with a copy to the County Purchasing Agent at: Cyd Grimes, Travis County Purchasing Agent, P. O. Box 1748, Austin, Texas 78767.

Section 21 . Performance

The obligations arising under this Agreement shall be performed in Travis County, Texas.

Section 22 . Jurisdiction and Venue

The Parties agree that this Agreement is governed by the laws of the State of Texas and that venue for a dispute arising from this Agreement shall be in Austin, Travis County, Texas.

Section 23 . Severability

If a term or provision of this Agreement is determined to be void or unenforceable by a court of competent jurisdiction, the remainder of this Agreement remains effective to the extent permitted by law.

Section 24 . Notices

Any notice, request, or other communication required or appropriate to be given under this Agreement shall be in writing and shall be considered delivered three (3) business days after postmarked if sent by U.S. Postal Service Certified or Registered Mail, addressed to the person

designated for receipt of notice, postage prepaid and Return Receipt Requested. Notices delivered by facsimile shall be considered three (3) business days after transmittal or when received by the addressee, whichever is earlier. Hand-delivered notices are considered delivered upon receipt by the addressee which may be noted in a courier confirmation report. The Parties may make routine communications by first class mail, fax, or other commercially accepted means. Notices to the City, County, and District shall be addressed as follows:

24.1 City

Bert Lumbreras, Assistant City Manager
City Hall, 3rd Floor,
301 W. 2nd Street
Austin, Texas 78701
Phone: 512-974-7717 Facsimile: 512-974-2833

24.2 County:

Sherri Fleming, Executive Manager
Travis County Health, Human Services and Veterans Services
P. O. Box 1748
Austin, Texas 78767
Phone: Facsimile:

With copies to:

Cyd Grimes, Travis County Purchasing Agent
P. O. Box 1748
Austin, Texas 78767

24.3 AISD/District

Mel Waxler, General Counsel
Attention: Contract Administrator: Software Pilot Project Interlocal Agreement,
1111 West 6th Street, Ste. A240
Austin, Texas 78703-5338
Phone: Facsimile:

With copies to:

Nicole Conley-Abram, AISD Chief Financial Officer
Austin Independent School District
1111 West 6th Street
Austin, Texas 78703-5338

25 . Governmental Immunity.

Nothing in this Agreement shall be deemed to waive, modify, or amend any immunity or legal defense available at law or equity to any of the Parties against claims arising in the exercise of its governmental powers and functions, or to create any legal rights or claims on behalf of any third party. Neither the City, County, nor District waives, modifies, or alters to any extent whatsoever the

availability of the defense of governmental (sovereign) immunity under the laws of the State of Texas. It is understood and agreed that a decision by one Party to waive immunity or to compensate a claim for which immunity would have been a defense and would have operated to prevent payment does not operate as a waiver or decisions to compensate by the other Party; nor will such action by one Party operate to incur any expense or charge to the other Parties.

26 . Execution of this Agreement

This Agreement may be executed (by original or facsimile) by the Parties in one or more counterparts, each of which shall be considered one and the same agreement upon approval by each Party's governing body and authorization of the signature by the individual executing the Agreement on that Party's behalf.

27 . Force Majeure

A Party shall be liable for any default or delay in the performance of its obligations under this Agreement if, while and to the extent such default or delay is caused by acts of God, unusual weather conditions, fire, riots, sabotage, acts of domestic or foreign terrorism, or any other cause beyond the reasonable control of such Party ("Force Majeure"). Force Majeure does not include economic or market conditions, which affect a Party's cost, but not its ability to perform. The Party invoking Force Majeure shall give prompt, timely and adequate notice to the other Parties, by facsimile transmission or telephone confirmed promptly thereafter in writing, and shall use due diligence to remedy the event of Force Majeure, as soon as reasonably possible. In the event of default or delay in Agreement performance due to any of the foregoing causes, then the time for completion of the services will be extended by a mutually agreeable period of time reasonably necessary to overcome the effect of such failure to perform.

28. Texas Public Information Act

Each Party agrees that it is required to comply with Chapter 552 of the Texas Government Code (Public Information Act or Act) and this Agreement is subject to the Act.

29. Non-Appropriation

The awarding or continuation of this contract is dependent upon the availability of funding. Each Party's payment obligations are payable only and solely from current revenue funds appropriated and available for this contract. The absence of appropriated or other lawfully available funds shall render the Agreement null and void to the extent funds are not appropriated or available. A Party, who lacks appropriated funds, shall provide the other Parties with written notice of its inability to make an adequate appropriation for any fiscal year to pay the amounts due under the Agreement, or the reduction of any appropriation to an amount insufficient to permit that Party to pay its obligations under the Agreement.

30. Liabilities and Claims

30.1 No Party will be liable for any claims, damages or attorney fees arising from the negligence or unlawful acts of any of the other parties or their employees in relation to this Agreement. Each party will give written notice to the other Parties of any claim or other action,

including proceedings before an administrative agency ("Claim"), which is made or brought by any person, firm, corporation or other entity against that Party in relation to this Agreement within three (3) working days after being notified of it or the threat of it. Such notice shall include information identifying the claimant, the basis of the Claim, the tribunal involved and the person against whom the Claim is filed.

30.2 Approval of City and/or County of any service, report or other performance by District under this Agreement shall not constitute nor be deemed a release of the responsibility and liability of District, its employees, agents or associates for the accuracy and competency of their reports, information, documents, or services, nor shall approval be deemed to be the assumption of such responsibility by City and/or County for any defect, error, omission, act or negligence or bad faith by District, its employees, agents or associates.

31.0 Materials and Publications.

All reports, charts, schedules or other materials created and/or submitted by any Party under the terms of this Agreement, and all work performed under this agreement shall be the property of the creating Party. Any Party may publish the results of this Agreement at their own expense with notice to the other Parties. Any publication or other use shall include acknowledgement of any support received from the other Parties and the appropriate reference to any copyright. Subject to the rights of third Parties and compliance with confidentiality or privacy laws, each Party hereby grants the other Parties an irrevocable, non-exclusive, non-transferable and royalty-free license to use, reproduce, publish, revise and make disposition of, prepare derivative works from, distribute to the public, to perform and display publicly, for or on behalf of that Party according to law, any material (excluding software) that may be developed as part of the work under this Agreement, provided that it is an original work of authorship under the U. S. Copyright Act.

32.0 Prohibitions

The Parties shall comply with all applicable laws, rules, regulations and codes relating to conflict of interest, procurement, gratuities, sectarian activity and nepotism.

33.0 Reservation of Rights/Non-Waiver of Default

33.1 If any Party to this Agreement breaches this Agreement, the other Party(ies) shall be entitled to any and all rights and remedies provided for by Texas law and any applicable Federal laws or regulations. All rights of City, County and District under this Agreement are specifically reserved, and any payment, act or omission shall not impair or prejudice any remedy or right to County, City and/or District under it. The exercise or failure to exercise any right or remedy in this Agreement of City, County or District or the failure to act in accordance with law based upon the other Party's breach of the terms, covenants and conditions of this Agreement, or the failure to demand the prompt performance of any obligation under this Agreement shall not preclude the exercise of any other right or remedy under this Agreement or under any law, nor shall any action taken or not taken in the exercise of any right or remedy be deemed a waiver of any other rights or remedies.

33.2 One or more acts of forbearance by any Party to enforce any provision of this Agreement or any payment, act or omission by any Party shall not constitute or be construed as a modification of this Agreement or a waiver of any breach or default which then exists or may subsequently exist.

34 . Counterparts

This agreement may be executed (by original or facsimile) by the Parties in one or more counterparts, each of which shall be considered one and the same agreement.

35 . Effective Date

This Agreement is effective on the latest date signed as set forth below.

The Parties enter into this Agreement on the Effective Date.

CITY OF AUSTIN

BY: _____
Printed Name: _____
Title: _____
Date: _____

TRAVIS COUNTY

BY: _____
Printed Name: _____
Title: _____
Date: _____

AUSTIN INDEPENDENT SCHOOL DISTRICT

BY: _____
Printed Name: _____
Title: _____
Date: _____



Travis County Commissioners Court Agenda Request

Meeting Date: 3/15/2011, 9:00 AM, Voting Session
Prepared By: Yolanda Reyes, Planning and Budget Office, 854-9106
Elected/Appointed Official/Dept. Head: Rodney Rhoades, Executive Manager
Sponsors: Judge Biscoe

AGENDA LANGUAGE:

Consider and take appropriate action on budget amendments, transfers and discussion items.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Please see attached documentation.

STAFF RECOMMENDATIONS:

Please see attached documentation.

ISSUES AND OPPORTUNITIES:

Please see attached documentation.

FISCAL IMPACT AND SOURCE OF FUNDING:

Please see attached documentation.

REQUIRED AUTHORIZATIONS:

Planning and Budget Office	Jessica Rio	Pending
Planning and Budget Office	Leroy Nellis	Pending
Planning and Budget Office	Rodney Rhoades	Pending
Planning and Budget Office		Pending
County Judge's Office	Cheryl Aker	Pending
Commissioners Court	Cheryl Aker	Pending

BUDGET AMENDMENTS AND TRANSFERS

FY 2011

3/15/2011

AMENDMENTS

BA#	Project Code	FUND	DEPT/DIV	ACT	ELM/ OBI	Dept.	Line Item	Increase	Decrease	Pg #
A1		029	4945	981	9892	Reserves	Fund 029 Allocated Resv.		\$ 29,648	1
	WPN002	029	4945	631	8120	TNR	Purchased Svcs Park Imp	\$ 9,648		
	WPS003	029	4945	631	8120	TNR	Purchased Svcs Park Imp	\$ 20,000		
A2		050	9800	981	9892	Reserves	Allocated Reserves		\$ 3,262	8
		050	9007	549	3001	ITS/JP2	Office Equipment	\$ 2,015		
		050	9007	549	3002	ITS/JP2	Software	\$ 896		
		050	9007	549	5002	ITS/JP2	Maintenance Agrmnts DP	\$ 187		
		050	9007	549	6099	ITS/JP2	Other Purchased Serv.	\$ 164		

TRANSFERS

BA#	Project Code	FUND	DEPT/DIV	ACT	ELM/ OBI	Dept.	Line Item	Increase	Decrease	Pg #
T1		001	5500	557	3001	CJP	Office Equip,Furn,&Supp		\$ 360	9
		001	5500	557	4107	CJP	Cell Phone Allowance	\$ 360		

Budget Adjustment: 25872

Fyr _ Budget Type: 2011-Reg

Author: 49 - WILLIAMS-JONES, DONNA

Created: 2/22/2011 5:18:59 PM

PBO Category: Amendment

Court Date: Tuesday, Mar 15 2011

Dept: TNR (TRANS & NATRL RESRC)

Just: Other

To provide budget for additional costs related to overlay improvements at Pace Bend and Arkansas Bend parks.

From Account	Acct Desc	Project	Proj Desc	Amount
029-4945-981-9892	ALLOCATED RESERVES			29,648
				29,648
To Account		Project		Amount
029-4945-631-8120	PURCHASED SVCS PARK IMPRV	WPN002	Arkansas Bend Park	9,648
029-4945-631-8120	PURCHASED SVCS PARK IMPRV	WPS003	Pace Bend Park	20,000
				29,648

Approvals	Dept	Approved By	Date Approved
Originator	49	DONNA WILLIAMS-JONES	2/22/2011 5:19:04 PM
DepOffice	49	CYNTHIA MCDONALD	2/23/2011 4:06:04 PM
PBOAnalyst	9	WILLIAM DERRYBERRY	2/28/2011 10:46:21 AM

PBO Approves

Wm. Derryberry

3-7-11



RECEIVED

11 FEB 24 PM 3:44

TRAVIS COUNTY
PLANNING & BUDGET OFFICE

TRANSPORTATION AND NATURAL RESOURCES
STEVEN M. MANILLA, P.E., EXECUTIVE MANAGER

411 West 13th Street
Executive Office Building, 11th Floor
P.O. Box 1748
Austin, Texas 78767
(512) 854-9383
FAX (512) 854-4697

February 22, 2011

REVISED MEMORANDUM

TO: Rodney Rhoades, Executive Manager, Planning and Budget Office

FROM: Steven M. Manilla, P.E., Executive Manager

SUBJECT: Approve Budget Transfer from LCRA CIP Fund 029-Pace Bend Park and Arkansas Bend Park

Proposed Motion: Approve a budget transfer for \$29,648 from the LCRA CIP fund 029 reserve account 029-4945-981-9892 for overlay projects at Pace Bend Park and Arkansas Bend Park.

Background Information: TNR has received approval from the LCRA to use additional funding for overlaying unimproved roadways at Pace Bend and Arkansas Bend Parks through the LCRA CIP account. The additional funding is to cover preparatory work costs that are higher than originally estimated.

Summary and Staff Recommendation: TNR is requesting that the Commissioner's Court approve a transfer of \$29,648 from the LCRA CIP account 029-4945-981-9892 for the additional costs related to the paving of unimproved areas in Pace Bend Park and Arkansas Bend Park.

Budgetary and Fiscal Impact: This will reduce the LCRA CIP fund 029 reserves by \$29,648. The current balance in the reserve account is \$2,493,620 and this transfer will reduce the balance to \$2,463,972.

Required Authorizations: Planning and Budget Office, Jessica Rio.

Exhibits: A copy of budget transfer #25872 for the \$29,648 and additional supporting documentation.

If you have any questions or require additional information please contact Donna Williams-Jones at extension 47677.

DWJ:SMM:dwj

Attachments

Page 2

February 22, 2011

Transfer from LCRA CIP Fund 029-Pace Bend Park and Arkansas Bend Park

CMO
cc: Jessica Rio, PBO
Charles Bergh, TNR
Don Ward, TNR
Scott Lambert, TNR
Isabelle Lopez, TNR
Donna Williams-Jones, TNR



February 14, 2011

Mr. Charles Bergh
Parks Division Director
Travis County Transportation & Natural Resources
P. O. Box 1748
Austin, Texas 78767

Re: Revised February 2, 2011 CIP fund request to upgrade roads at Pace Bend and
Arkansas Bend Park

Dear Mr. Bergh:

Charles

I have reviewed the County's request to use an additional \$29,647.25 from the LCRA/Travis County CIP account (as established pursuant to Section VI., K. of the LCRA/Travis County Park Lease) to fund the previously approved asphalt overlay projects at LCRA's Pace Bend and Arkansas Bend parks. With a paving contract now awarded to a contractor, this additional amount is to fund a shortfall in the projected amount that County staff estimated for its participation in these projects (calculated approximately six months ago).

The County's preparatory work for these projects was originally estimated at \$13,705. The County's actual cost is now \$43,352.25, thus the need for the additional \$29,647.25. Your request is approved to use this additional amount from the LCRA/Travis County CIP account for these two projects - now in the total amount of \$317,442.25.

As a reminder, the LCRA/Travis County Park Lease requires Travis County to be in compliance with all federal, state, and an LCRA regulatory rules and laws as this work is performed.

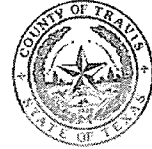
If you have any questions regarding this matter, please contact me at 512-473-3319.

Sincerely,

A handwritten signature in black ink, appearing to read 'David Whatley', written over a horizontal line.

David Whatley
Parks Operations Manager

xc: Fran Irwin, Manager, Community Development & Natural Resources



TRANSPORTATION AND NATURAL RESOURCES

STEVEN MANILLA, P.E., EXECUTIVE MANAGER

411 West 13th Street
Executive Office Building
PO Box 1748
Austin, Texas 78767
(512) 854-9383
FAX (512) 854-9436

February 2, 2011, 2011

David Whatley
Manager, Parks & Resource Conservation
Lower Colorado River Authority
3700 Lake Austin Blvd.
Austin, Texas 78703
512-473-3319

Subject: Pace Bend Park and Arkansas Bend Park Paving Project – Revised Request

Dear Mr. Whatley:

In August 2010, TNR/Parks requested that the LCRA authorize funding from the LCRA/Travis County CIP Account for improvements and upgrades to the existing roadways and parking lots at Pace Bend Park and Arkansas Bend Parks in the amount of \$287,795. This request included a contingency of \$13,705 for yet unknown costs that were to be associated with these projects that were to be performed by County crews. This request was approved.

The County has awarded the new paving contract for FY11 and included the requested projects in that contract.

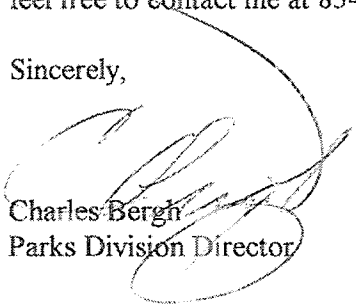
Once work on the projects started, the costs associated with the County crews performing the preparation work and level-up for the paving was formerly determined. The costs for the County work was determined to be \$21,676.12 for materials and \$21,676.13 for labor for a total cost of \$43,352.25 (see attached spreadsheet). These costs will need to be transferred to TNR's Road and Bridge Division for reimbursement.

Because the original contingency request for the County work was for \$13,705, and the actual cost (materials and labor) to complete the projects requested is \$43,352.25, our original requested amount for contingency will not be able to cover actual costs. The difference between our original estimate and the actual cost is \$29,647.25.

This request is for the difference in the estimated and actual costs associated with the County crews performing the prep work in the amount of \$29,647.25.

We appreciate your review and consideration of this request. If you have any questions, please feel free to contact me at 854-9408.

Sincerely,



Charles Bergin
Parks Division Director

CB:dp
4501 LCRA Parks – Paving Request

xc: Cynthia McDonald, Financial Manager
Donna Williams, Financial Services
Isabelle Lopez, Financial Services
Robert Armistead, Parks Program Manager
Dan Perry, Parks District Manager
Keith Rawlings, Pace Bend Park Supervisor
Joe Sibley, Arkansas Bend Park Supervisor

FY10 Road Paving Spreadsheet - Pace Bend end Ark Bend Revised J.xls

Priorty	NAME	Condition	Len FT	Width FT	Area SY	Flexbase Inches	CY	Tons	Flexbase Mat'l	Flexbase labor	Flexbase Labor & Mat'l
1	Grisham Trail	Chipseal, slightly bumpy	15,539	20	34,531		-	-	\$ -	\$ -	
	Maxey-Nauman	Very rough (per Keith)	2,121	12	-	2.50	-	-	\$ -	\$ -	\$ -
	S. Thrasher	Some existing flexbase	470	12	627	2.50	44	58	\$ 816.41	\$ 816.41	\$ 1,632.81
	S. Thrasher Turnaround	Loose silty sand	81	85	765	2.50	53	71	\$ 996.63	\$ 996.63	\$ 1,993.25
	N. Thrasher	Rocks protuding	1,331	12	1,775	2.50	123	165	\$ 2,312.00	\$ 2,312.00	\$ 4,623.99
	N. Thrash Y Intersection	Rocks protuding	89	38.5	381	2.50	26	35	\$ 496.00	\$ 496.00	\$ 991.99
	Thurman / Gracey	Rocks protuding	811	12	1,081	2.50	75	101	\$ 1,408.74	\$ 1,408.74	\$ 2,817.47
	Thurman / Gracey Turnaround	Rocks protuding	114	71	899	2.50	62	84	\$ 1,171.63	\$ 1,171.63	\$ 2,343.26
	S. Davis	Rocks protuding	623	12	-	2.50	-	-	\$ -	\$ -	\$ -
	N. Davis	Rocks protuding	809	12	1,079	2.50	75	100	\$ 1,405.26	\$ 1,405.26	\$ 2,810.53
	N. Davis Turnaround	Rocks protuding	50	50	278	2.50	19	28	\$ 361.88	\$ 361.88	\$ 723.77
	S. Taylor	Rocks protuding	1,434	12	1,912	2.50	133	178	\$ 2,490.91	\$ 2,490.91	\$ 4,981.82
	S. Taylor Turnaround	Rocks protuding	65	65	-	2.50	-	-	\$ -	\$ -	\$ -
	N. Taylor	Rocks protuding	1,345	12	1,793	2.50	125	167	\$ 2,336.31	\$ 2,336.31	\$ 4,672.63
	Kate & Johnsons Loop, Roadway Loop	2,650 feet long, not checked		15	-	2.50	-	-	\$ -	\$ -	\$ -
	Kate & Johnsons Loop, RR to West Point	1,030 feet long, not checked		15	-	2.50	-	-	\$ -	\$ -	\$ -
	Kate & Johnsons Loop, RR Parking Area	45 feet long, not checked		95	-	2.50	-	-	\$ -	\$ -	\$ -
	10 Oaks to RR 9 Gate	Loose silty sand	3,430	15	-	4.00	-	-	\$ -	\$ -	\$ -
2	Y Intersection at Mudd Cove	Loose silty sand	85	42.5	401	4.00	45	60	\$ 836.67	\$ 836.67	\$ 1,673.35
3	Y Intersection to PB Road	Loose silty sand	215	15	358	4.00	40	53	\$ 746.93	\$ 746.93	\$ 1,493.85
	Levi	Rocks protuding	2,320	15	3,867	2.50	269	360	\$ 5,037.41	\$ 5,037.41	\$ 10,074.81
	Giles & Levi Loop	Rocks protuding	725	12	967	2.50	67	90	\$ 1,259.35	\$ 1,259.35	\$ 2,518.70
	Arkansas Bend, Boat Ramp Lot				2,644		-	-	\$ -	\$ -	\$ -
	Road to Boat Parking				420		-	-	\$ -	\$ -	\$ -
Total Identified above >			63,778				1,548		\$ 21,676.12	\$ 21,676.12	\$ 43,352.26

Flexbase cost per ton = \$ 14.00

2

Budget Adjustment: 25893

Fyr_ Budget Type: 2011-Reg

Author: 27 - MULLER, CINDY

Created: 2/24/2011 9:03:01 AM

PBO Category: Amendment

Court Date: Tuesday, Mar 15 2011

Dept: RESERVES

Just: Other

To purchase a laptop for the new Juvenile Case Manager position

From Account	Acct Desc	Project	Proj Desc	Amount
050-9800-981-9892	ALLOCATED RESERVES			3,262
				<hr/>
				3,262
To Account		Project		Amount
050-9007-549-3001	OFFICE EQUIP,FURN, & SUPP			2,015
050-9007-549-3002	SOFTWARE			896
050-9007-549-5002	MAINTENANCE AGREEMENTS-DP			187
050-9007-549-6099	OTHER PURCHASED SERVICES			164
				<hr/>
				3,262

Approvals	Dept	Approved By	Date Approved
Originator	27	CINDY MULLER	2/24/2011 09:04:02 AM
DepOffice	27	CINDY MULLER	2/24/2011 09:04:05 AM
DepOfficeTo	12	NICHOLAS MACIK	2/24/2011 01:44:28 PM

This is related to the new juvenile Case manager approved in Court on March 8, 2011. This BAT was not uploaded into the system in time to post with the March 8, 2011 Budget Amendments and Transfers.

*DAR
PBO concurs.*

Budget Adjustment: 25958

Fyr_ Budget Type: 2011-Reg
PBO Category: Transfer
Just: CommCodeRq

Author: 55 - VARGAS, KRISTY
Court Date: Tuesday, Mar 15 2011
To cover costs associated with a cell phone allowance for Tonya Mills to use her personal cell phone for county use.

Created: 3/1/2011 11:52:50 AM
Dept: CRIMINAL JUSTICE PLANNING

From Account	Acct Desc	Project	Proj Desc	Amount
001-5500-557-3001	OFFICE EQUIP,FURN, & SUPP			360
				360
To Account		Project		Amount
001-5500-557-4107	CELL PHONE ALLOWANCE			360
				360

Approvals	Dept	Approved By	Date Approved
Originator	55	KRISTY VARGAS	3/1/2011 11:52:59 AM
DepOffice	55	KRISTY VARGAS	3/1/2011 11:53:06 AM

This is a request to create a cell phone allowance for Tonya Mills, Stot 3. PBO concurs

Kristy Vargas
3/1/11



JUSTICE & PUBLIC SAFETY DIVISION

Roger W. Jefferies, Executive Manager

P.O. Box 1748 Austin, Texas 78767 Phone (512) 854-4415 Fax (512) 854-4417

MEMORANDUM

To: Planning and Budget Office

From: Roger Jefferies, Executive Manager

Date: March 1, 2011

RE: Cell phone Allowance Request for Tonya Mills

Tonya Mills is a Senior Planner for the Criminal Justice Planning Department. She uses her personal cell phone for Travis County business. I have found internal funds to cover the costs of a cell phone allowance for Ms. Mills at a rate of \$30 per month, not to exceed \$360 per year. Budget Adjustment 25958 is ready for your approval.

**Criminal Justice
Planning**
Roger W. Jefferies
(512) 854-4415

**Counseling &
Education Services**
Caryl Colburn
(512) 854-9540

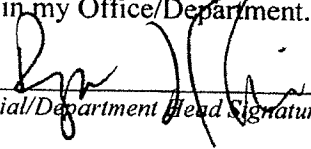
**Juvenile Public
Defender**
Kameron D. Johnson
(512) 854-4128

A handwritten signature in black ink, appearing to be "R. Jefferies", written over the "From:" line.

Rev. 6-22-2010

Travis County Monthly Cellular Service Allowance REQUEST FORM

Pursuant to Travis County Code, Chapter 39, Wireless Communications Policy, I am submitting this request for additions (A) or changes (C) of monthly cellular service allowances within my Office/Department.


 Official/Department Head Signature and Date

2-28-11
 effective date

NOTE: All requests for new monthly allowances or increases to previously approved monthly allowances must first go through PBO, then be processed through the Auditor's Office. Along with this request form, a budget transfer sheet must be completed for a transfer of funds into line items 2002 (6.2%), 2005 (9.64%), 2006 (1.95 POPS positions), 2007 (1.45%), and the remaining into 4107. Unless the allowance is for a limited time, the budget transfer used to fund the allowance can only be made on an annualized permanent basis.

A cellular service monthly allowance is requested for (A or C, Employee ID #, position title and slot number):	\$10/mo	\$20/mo	\$30/mo
Tonya Mills, 140900, Senior Planner, 3	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments:

Reviewed by PBO

 3/3/11
 signature and date

Approved by Commissioner's Court

 Date

Processed by Auditor's Office

 signature and date

Return a copy to: Brad Bearden, Emergency & Wireless Communications Manager
 Travis County Emergency Services Phone 854-4895 Fax 854-4786 Email
 Brad.Bearden@co.travis.tx.us

Updated 3/11/11 11:33 a.m.
Allocated Reserve Status (001-9800-981-9892)

Amount	Dept Transferred Into	Date	Explanation
\$8,953,199			Beginning Balance
(\$18,768)	District Attorney	10/19/10	Family Protection Fund
\$4,443	Various	10/15/10	Canceled Purchase Orders
\$4,051	Various	10/25/10	Canceled Purchase Orders
(\$102,500)	Medical Examiner	10/26/10	Financial Feasibility Study
(\$599,970)	TNR	10/26/10	Hamilton Pool Cleanup Project
(\$3,975)	CJP	10/26/10	ACC Internship Program
(\$5,178)	Civil Courts	10/26/10	ACC Internship Program
\$11,039	Various	11/1/10	Canceled Purchase Orders
(\$230,498)	TNR	11/9/10	McKinney Falls Grant Match
(\$3,500)	Historical Commission	11/9/10	Historical Commission Grant match
\$9,790	Various	11/10/10	Canceled Purchase Orders
(\$168,117)	Facilities	11/23/10	HVAC at EOB
\$3,123	Various	11/23/10	Canceled Purchase Orders
(\$170,000)	Facilities	12/7/10	BEFIT - Data Center
(\$25,100)	Facilities	12/14/10	Land
\$161,390	Various	12/13/10	Canceled Purchase Orders
(\$15,987)	County Attorney	12/14/10	Technical correction of liquidated PO
(\$25,000)	TNR	12/27/2010	Envision Central Texas
\$7,745	Various	1/7/11	Canceled Purchase Orders
(\$17,821)	TNR	1/13/11	Environmental Monitoring @ TXI permitted
\$23,235	Various	1/31/11	Canceled Purchase Orders
\$47,174	Various	2/3/11	Canceled Purchase Orders
\$1,273	Various	2/14/11	Canceled Purchase Orders
(\$110,000)	TNR	2/7/11	Lake Travis Eco. & Water Quality Study
\$9,068	Various	2/7/2011	Canceled Purchase Orders
(\$80,000)	Gen. Admin	3/1/2011	Vinson & Elkins
\$2,912	Various	3/5/2011	Canceled Purchase Orders
\$7,662,028	Current Balance		

Possible Future Expenses Against Allocated Reserve Previously Identified:

Amount	Explanation
(\$57,465)	Receptionist Position Related Auditor's Office in the 700 Lavaca Building
(\$200,000)	Transition Planning
(\$25,885)	ACC Internship Program
(\$200,000)	Television Cable Service for Travis County
(\$185,439)	Family Drug Treatment Court
(\$184,727)	Drug Court Grant Reserves
(\$21,060)	Cadaver Contract Increase
(\$57,137)	DWI Court Program
(\$20,000)	HAZMAT Allocated Reserves
(\$19,240)	Landfill Leachate Discharge Abatement & Priority 2
(\$25,000)	Cash Match for MHPD Expansion grant
(\$51,494)	MHPD FY 11 Continuation funding
(\$50,000)	Postage and Postage
(\$200,000)	Managed Print Services
(\$255,000)	Workforce Development Pilot Programs
(\$400,000)	Civil Indigent Attorney Fees
(\$300,000)	Indigent Attorney Fees for Capital Cases

12

Allocated Reserve Status (001-9800-981-9892)

(\$70,000)	Redistricting
(\$175,000)	Special Election for Senator Wentworth
(\$250,000)	Conservation Easement
(\$2,747,447)	Total Possible Future Expenses (Earmarks)
\$4,914,581	Remaining Allocated Reserve Balance After Possible Future Expenditures

Capital Acquisition Resources Account Reserve Status (001-9800-981-9891)

Amount	Dept Transferred Into	Date	Explanation
\$496,980 (\$45,000)	Facilities	12/28/10	Beginning Balance EOB - Safety Improvements
\$451,980 Current Reserve Balance			

Possible Future Expenses Against CAR Identified During the FY11 Budget Process:

Amount	Explanation
(\$135,000)	Video Surveillance Phase 2 of 3
(\$95,500)	Failing Vehicles
(\$90,000)	Guardrails
(\$90,000) Total Possible Future Expenses (Earmarks)	
\$361,980 Remaining CAR Balance After Possible Future Expenditures	

Emergency Reserve Status (001-9800-981-9814)

Amount	Dept Transferred Into	Date	Explanation
\$4,950,000			Beginning Balance
\$4,950,000 Current Reserve Balance			

Fuel & Utility Reserve Status (001-9800-981-9819)

Amount	Dept Transferred Into	Date	Explanation
\$1,000,000			Beginning Balance
\$1,000,000 Current Reserve Balance			

Planning Reserve Status (001-9800-981-9821)

Amount	Dept Transferred Into	Date	Explanation
\$2,100,000 (\$120,000)	General Admin	3/1/11	Beginning Balance Vinson & Elkins
\$1,980,000 Current Reserve Balance			

Juvenile Justice TYC (001-9800-981-9829)

Amount	Dept Transferred Into	Date	Explanation
\$250,000			Beginning Balance
\$250,000 Current Reserve Balance			

Future Grant Requirements Reserve Status (001-9800-981-9837)

Amount	Dept Transferred Into	Date	Explanation
\$596,369			Beginning Balance
\$596,369 Current Reserve Balance			

Smart Bldg. Facility Maintenance Reserve Status (001-9800-981-9838)

Amount	Dept Transferred Into	Date	Explanation
\$51,280			Beginning Balance
\$51,280 Current Reserve Balance			

15

Unallocated Reserve Status (001-9800-981-9898)

Amount	Dept Transferred Into	Date	Explanation
\$48,595,756			Beginning Balance
(\$22,500,000)	Facilities	12/14/10	Land
(\$754,400)	ITS	12/21/10	Equipment
(\$3,948,400)	TNR	12/21/10	Vehicles
\$21,392,956 Current Reserve Balance			

BEFIT Auditor Reserve Status (001-9800-982-9902)

Amount	Dept Transferred Into	Date	Explanation
\$1,099,930			Beginning Balance
(111,697)	ITS	11/9/10	BEFIT Personnel
(920,159)	Auditor	12/7/10	BEFIT Personnel
(68,074)	PBO	12/7/10	BEFIT Personnel
\$0 Current Reserve Balance			



Travis County Commissioners Court Agenda Request

Meeting Date: 3/15/2011, 9:00 AM, Voting Session

Prepared By: Travis Gatlin, Planning and Budget Office, 854-9065

Elected/Appointed Official/Dept. Head: Rodney Rhoades, Executive Manager

Sponsors: Judge Biscoe

AGENDA LANGUAGE:

Consider and take appropriate actions to establish and implement a Travis County Combined Charities 5K and Kids K Event for Employees, Retirees, and Dependents.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

The Travis County Employee Wellness Committee, in coordination with the Combined Charities Campaign, is requesting Commissioners Court approval to establish a Travis County Combined Charities 5K and Kids K Wellness Event. This new wellness event is aimed at employees and their dependants and those retirees and their dependents on the health plan. The event will include a wellness fair at the Banquet Hall and clinic staff will be on hand to provide screenings such as: blood pressure measurement, blood glucose analysis, and body mass index (BMI) measurement. In addition, clinic staff will provide information on disease management, smoking cessation, and weight loss programs available at the Clinic. It is hoped that the event will become a part of the County's annual employee wellness program. We are requesting permission to hold the event at the Travis County Exposition Center on May 15, 2011. The attached back-up provides additional information for the event.

STAFF RECOMMENDATIONS:

The Employee Wellness Committee recommends approval.

ISSUES AND OPPORTUNITIES:

Travis County was recently recognized as one of the healthiest employers in Central Texas by Seton Hospital and the Austin Business Journal. The establishment of the Combined Charities 5K and Kids K will augment the County's employee wellness program.

FISCAL IMPACT AND SOURCE OF FUNDING:

There are resources in wellness budget within Travis County Health

Facilities Development Corporation for the event. The estimated cost is \$1,000 to \$1,200. A study from the Wellness Council of America shows that for each \$1 spent on wellness program there is a \$3 savings in health care costs. Participation will be free, with a suggestion donation of \$5 per adult and \$2 per child 12 and under with all proceeds benefiting the Travis County Combined Charities Campaign.

REQUIRED AUTHORIZATIONS:

Planning and Budget Office	Rodney Rhoades	Pending
County Judge's Office	Cheryl Aker	Pending
Commissioners Court	Cheryl Aker	Pending



PLANNING AND BUDGET OFFICE
TRAVIS COUNTY, TEXAS

314 W. 11th Street
P.O. Box 1748
Austin, Texas 78767

MEMORANDUM

TO: Commissioners Court

FROM: Travis County Employee Wellness Committee

THROUGH: Travis R. Gatlin, Wellness Committee Member *Travis R. Gatlin*
Zetta Garnet, Wellness Specialist *Zetta Garnet*

DATE: March 8, 2011

RE: Travis County Combined Charities 5K and Kids K Wellness Event

The Travis County Employee Wellness Committee, in coordination with the Combined Charities Campaign, is requesting Commissioners Court approval to establish the Travis County Combined Charities 5K and Kids K Wellness Event. This new wellness event is focused on employees and their dependants and those retirees and their dependents on the health plan. The event will include a wellness fair at the Banquet Hall and clinic staff will be on hand to provide screenings such as: blood pressure measurement, blood glucose analysis, and body mass index (BMI) measurement. In addition, clinic staff will provide information on disease management, smoking cessation, and weight loss programs available at the Clinic. It is hoped that the event will become a part of the County's annual employee wellness program.

The Committee would like to hold the event on May 15, 2011, at the Travis County Exposition Center. The event is free with a suggested donation of \$5 per adult and \$2 per child 12 and under with all proceeds benefiting the Travis County Combined Charities Campaign. The cost of the event is estimated to be \$1,000 to \$1,200 based on 225 to 450 participants and will be paid from the existing wellness budget within the Health Facilities Development Corporation. We have attached a summary sheet with additional event details and the estimated budget.

The cost of the event has been kept to a minimum through the use of a County owned facility, volunteers and support from long-time wellness partner RunTex. This local business has agreed to provide event expertise and event support at no cost to the County. RunTex will also provide free on-line training for all participants. In addition, RunTex will also make available an eight-week training program for \$25 for those that are interested. The RunTex training fee includes a

t-shirt. Finally, Sheriff Greg Hamilton has offered for this office to provide crowd, pedestrian, and traffic control.

The following actions are requested in preparation for the event.

- A. Approve the Travis County Combined Charities 5k and Kids K Run/Walk and Wellness Fair.
- B. Authorize the use of the Exposition Center grounds and Banquet Hall on May 15, 2011 at a reduced fee of \$300 that will cover the utility and custodian costs for the Banquet Hall. Facilities Management has provided their expertise and guidance in preparation for the event;
- C. Authorize the Wellness Committee to solicit vendors and sponsors to participate in the Wellness Fair;
- D. Approve the printing of flyers and related event information and documents to promote participation in the event. The number of items printed is estimated to be 2,000 or less;
- E. Encourage Travis County employees and retirees to participate in the Travis County Combined Charities 5K and Kids K Walk/Run and Wellness Fair by either entering the event or volunteering to support the event; and
- F. Approve the distribution of event information to employees and those retirees on the health plan. Information for employees will be sent via email along with information placed within County buildings. An on-line registration form will be available on the Travis County Intranet. Hard copies of the registration will be available for employees without regular access to the Intranet and retirees. Information for retirees will be mailed if an email address is not known.

cc: Sheriff Greg Hamilton, TCSO
Major Phyllis Clair, TCSO
Sgt. Manny Mancias, TCSO
Melissa Velasquez, County Judge's Office
Wellness Committee Members
Dr. Hari Dhir, HRMD
Josie Pena, HRMD
Barbara Wilson, County Attorney's Office
Roger El Khoury, Facilities Management
Lloyd Evans, Facilities Management
John Carr, Facilities Management
Rodney Rhoades, PBO
Leroy Nellis, PBO
Diana Ramirez, PBO
Diane Blankenship, HRMD
Dan Mansour, HRMD

The Travis County Employee Wellness Committee in coordination with Combined Charities Campaign is excited to announce the

Travis County Combined Charities 5K and Kids K

for Employees, Retirees, and their Families.

This special wellness event will be held on Sunday, May 15, 2011 at the Travis County Exposition Center at 7311 Decker Lane, Austin, TX 78724

Kids K (12 and under) begins at 9:00 AM. Adult 5K begins at 9:30 AM.

The run/walk event is focused on fun and will not be competitively chip timed. Strollers are permitted. In addition, a Wellness Fair and Expo will be held from 8 A.M. to Noon in the Exposition Banquet Hall. Wellness Clinic staff will be on hand to provide health screening and information about the various wellness programs available at the clinic.

The event is free with a suggested donation of \$5 for each adult and \$2 for children 12 and under benefiting the Travis County Combined Charities Campaign. Checks for the donation should be made out to the Travis County Combined Charities Campaign and will be collected at packet pickup.

Online registration for the event is available on the Travis County Intranet at <http://travintranet/publicapps/TCCC5K> from now until 2 P.M. on May 14, 2011.

Packet pickup and event waiver & donation collection dates and locations are below:

May 10, 2011 from 11 A.M. to 1 P.M. at the Del Valle Employee Clinic at 3518 F.M. 973 South, Del Valle, TX 78617. Phone 512-247-9191

May 11, 2011 from 11 A.M. to 1 P.M. at Human Resources Management Department downtown location at 1010 Lavaca St. 2nd Floor, Austin, TX 78701. Phone 512-854-9165

May 13, 2011 from 11 A.M. to 1 P.M. at the Human Resources Management Department Airport Clinic at 5501 North Airport Blvd, Suite 201, Austin TX 78751. Phone 512-854-5509

Limited event sign up and packet pickup at the Exposition Center from 7:30 A.M. to 9 A.M on May 15, 2011.

Please note that a signed waiver will be required from each participant in order to receive a race packet.

Please contact Zetta Garnett at zetta.garnett@travis.county.tx.us, ph. 512-854-9874, or Travis Gatlin at travis.gatlin@co.travis.tx.us, 512-854-9065, if you have any questions or need a hard copy of the registration form.

Budget for Travis County Combined Charities 5K and Kids K

Participants		
# Runners/Walkers	200	400
# of Kids	25	50
Categories	Race Budget (TC HFC) 225 participants	Race Budget (TC HFC) 450 participants
Administration		
Expo Center Fee to cover utility and custodian costs	300	300
Course Support		
Banner	200	200
Misc/Volunteer support	150	150
Awards		
Hat for top 10 men and women (\$10 per hat)	200	200
Kids Awards one for each participant (\$2)	50	100
Runner Services		
Bibs (\$.50 per bib)	113	225
Food - Working on donations for refreshments		
Vounteer Food- Working on donations	-	-
Runner Food	-	-
Powerade/Gatorade	-	-
Water/Ice	-	-
Totals	\$ 1,013	\$ 1,175

Estimated Donation to Combined Charities	\$ 1,050	\$ 2,100
---	-----------------	-----------------

Waiver and Release - 2011 Travis County Combined Charities 5K and Kids K

Employee/Retiree- Print Full Name _____

Waiver of Liability: In consideration of your acceptance of my registration form, I hereby release Travis County, sponsors, officials, owners of the facilities used for this race and any and all groups, people, or facilities connected to the Travis County Combined Charities 5K and Kids K, for any and all injuries by me at this race. I further certify that I am physically fit to participate in the race.

Signature

Adult Family Member- Print Full Name _____

Waiver of Liability: In consideration of your acceptance of my registration form, I hereby release Travis County, sponsors, officials, owners of the facilities used for this race and any and all groups, people, or facilities connected to the Travis County Combined Charities 5K and Kids K, for any and all injuries by me at this race. I further certify that I am physically fit to participate in the race.

Signature

Children Under 18 - Print Full Name of Each Child

_____	_____
_____	_____
_____	_____

Waiver of Liability: In consideration of your acceptance of my registration form, I hereby release Travis County, sponsors, officials, owners of the facilities used for this race and any and all groups, people, or facilities connected to the Travis County Combined Charities 5K and Kids K, for any and all injuries by me at this race. I further certify that I am physically fit to participate in the race.

Signature of Parent or Guardian

For children under 18 the waiver must be signed by a parent or guardian



Travis County Commissioners Court Agenda Request

Meeting Date: 3/15/2011, 9:00 AM, Voting Session
 Prepared By: Norman McRee, Human Resources Management, 854-4821
 Elected/Appointed Official/Dept. Head: Diane Blankenship, HR Director
 Sponsors: Judge Biscoe

AGENDA LANGUAGE:

Review and approve the immediate release of reimbursement payment to United Health Care for claims paid for participants in the Travis County Employee Health Care Fund for payment of \$992,688.31, for the period of February 25 to March 3, 2011.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

see attached

STAFF RECOMMENDATIONS:

The Director or Risk Manager has reviewed the reimbursement submitted and concurs with the findings of the audits by the Financial Analyst and the Benefits Contract Administrator and therefore recommends reimbursement of \$992,688.31.

FISCAL IMPACT AND SOURCE OF FUNDING:

Employee Health Benefit Fund (526) - \$992,688.31

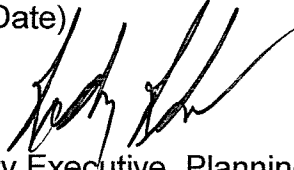
REQUIRED AUTHORIZATIONS:

Human Resources Management	Norman McRee	Completed	03/08/2011 10:38 AM
Human Resources Management	Dan Mansour	Pending	
Human Resources Management	Diane Blankenship	Pending	
Planning and Budget Office	Rodney Rhoades	Pending	
County Judge's Office	Cheryl Aker	Pending	
Commissioners Court	Cheryl Aker	Pending	

Travis County Commissioners Court Agenda Request

Voting Session March 15, 2011 Work Session _____
(Date) (Date)

I. Request made by:



Rodney Rhoades, County Executive, Planning and Budget Phone # 854-4718
Signature of Elected Official/Appointed Official/Executive Manager/County Attorney.

Requested text:

Review and approve the immediate release of reimbursement payment to United Health Care for claims paid for participants in the Travis County Employee Health Care Fund for payment of \$992,688.31, for the period of February 25 to March 3, 2011.

Approved by: _____
Signature of Commissioner or County Judge

II. Additional Information:

- A. Backup memorandum is attached.
- B. Affected agencies and officials.

Dan Mansour	854-9499
Susan Spataro	854-9125
Rodney Rhoades	854-9106

III. Required Authorizations: Checked if applicable:

- _____ Planning and Budget Office (854-9106)
- _____ Human Resources Management Department (854-9165)
- _____ Purchasing Office (854-9700)
- _____ County Attorney's Office (854-9415)
- _____ County Auditor's Office (854-9125)

**TRAVIS COUNTY
RECOMMENDATION FOR TRANSFER OF FUNDS**

DATE: March 15, 2011

TO: Members of the Travis County Commissioners Court

FROM: Dan Mansour, Risk Manager

COUNTY DEPT. Human Resources Management Department (HRMD)

DESCRIPTION: United Health Care (UHC) (The Third Party Administrator for Travis County's Hospital and Self Insurance Fund) has requested reimbursement for health care claims paid on behalf of Travis County employees and their dependents.

PERIOD OF PAYMENTS MADE: February 25, 2011 to March 3, 2011

REIMBURSEMENT REQUESTED FOR THIS PERIOD: \$992,688.31

HRMD RECOMMENDATION: The Director or Risk Manager has reviewed the reimbursement submitted and concurs with the findings of the audits by the Financial Analyst and the Benefits Contract Administrator and therefore recommends reimbursement of \$992,688.31.

Please see the attached reports for supporting detail information.

**TRAVIS COUNTY
HOSPITAL AND INSURANCE FUND
SUPPORTING DETAIL FOR THE
WEEKLY REIMBURSEMENT REQUEST TO
COMMISSIONERS COURT
FOR THE PAYMENT PERIOD
FEBRUARY 25, 2011 TO MARCH 3, 2011**

- Page 1. Detailed Recommendation to Travis County Auditor for transfer of funds.**
- Page 2. Chart of Weekly Reimbursements Compared to Budget**
- Page 3. Paid Claims Compared to Budgeted Claims**
- Page 4. Notification of amount of request from United Health Care (UHC).**
- Page 5. Last page of the UHC Check Register for the Week.**
- Page 6. List of payments deemed not reimbursable.**
- Page 7. Journal Entry for the reimbursement.**

TRAVIS COUNTY
RECOMMENDATION FOR TRANSFER OF FUNDS

DATE: March 8, 2011
 TO: Susan Spataro, County Auditor
 FROM: Dan Mansour, Risk Manager
 COUNTY DEPT.: Human Resources Management Department (HRMD)

United Health Care (UHC) (Travis County's Third Party Administrator for our Self Insured Health Care Fund) has requested reimbursement for health care claim payments made on behalf of Travis County employees and their dependents as follows:

PERIOD OF PAYMENTS PAID:
 FROM: February 25, 2011
 TO: March 3, 2011

REIMBURSEMENT REQUESTED: \$ **992,688.31**

SUPPORTING DETAIL FOR REIMBURSEMENT REQUESTED:

NOTIFICATION OF AMOUNT OF REQUEST FROM UHC*: bank withdrawal correction	\$ 1,536,175.06 \$ (2,850.00)
LESS: REIMBURSEMENTS PREVIOUSLY APPROVED BY COMMISSIONERS COURT: March 8, 2011 October 5, 2010 adj	\$ (540,772.02) \$ 135.10
Adjust to balance per UHC	\$ 0.17
TOTAL REIMBURSEMENT REQUESTED BY UHC FOR THIS WEEK**:	\$ 992,688.31
 PAYMENTS DEEMED NOT REIMBURSABLE	 \$ -
TRANSFER OF FUNDS REQUESTED:	\$ 992,688.31

The claims have been audited for eligibility and all were eligible in the period covered by the claim.


All claims over \$25,000 (3 this week totaling \$86,327.23) have been audited for data entry accuracy and the following information is correct for each claim audited: date of service, eligibility, nature of service, name of and amount billed by provider, amount billed by date and amount paid by UHC.


Fifteen percent (15%) of all claims under \$25,000 (\$138,595.49) have been audited for data entry accuracy and the following information is correct for each claim identified for this random review: date of service, eligibility, nature of service, name of and amount billed by provider, date and amount paid by UHC. Claims in this random audit met the above requirements but may qualify for more detailed analysis through other resources.

All claims have been reviewed to determine if they have exceeded the \$200,000 stop loss limit. For claims that have exceeded the limit, it has been verified that UHC has complied with the contract. This week credits for stop loss and other reimbursements totaled (\$30,332.12).


All claims submitted in this transfer have been audited to confirm accuracy of billing and legitimacy of claim under the service provisions of the health care contract and all are contractually legitimate, legally incurred and accurately billed claims.

I certify that all data listed on this recommendation for transfer of funds is correct and that the payments shown have been made solely for the purpose of health insurance claims.

 3/8/11
 Diane Blankenship, Director, HRMD Date

 3-8-2011
 Dan Mansour, Risk Manager Date

 3-17-11
 Cindy Purinton, Benefit Contract Administrator Date

 3/17/11
 Norman McRee, Financial Analyst Date

** Agrees to the total payments for this period per the check register received from UHC. See the final page of this period's check register attached.



Human Resources Management Department

1010 Lavaca Street, 2nd Floor • P.O. Box 1748 • Austin, Texas 78767 • (512) 854-9165 / FAX(512) 854-4203

MEMORANDUM

Date: March 15, 2011

To: Susan Spataro, County Auditor

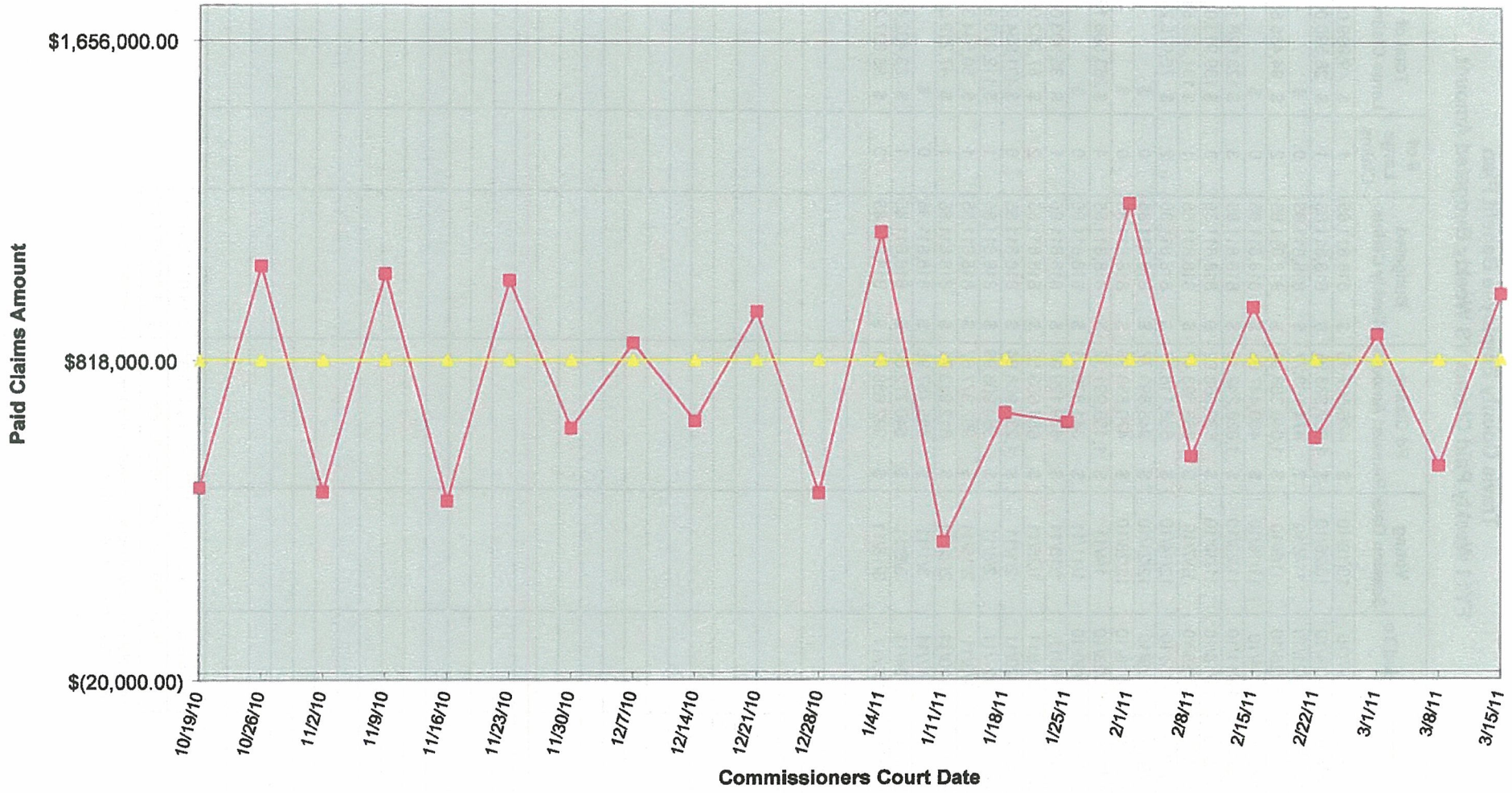
From: Dan Mansour, Risk Manager
Human Resources Management Department

Subject: Human Resources Benefits Administrator
Unavailable to Sign Recommendation for Transfer of Funds
For Period February 25, 2011 – March 3, 2011

Cindy Purinton, Benefits Administrator, is out of the office and unavailable to sign the Recommendation for Transfer of Funds document for the period February 25, 2011 – March 3, 2011.

All appropriate reviews and audits have been performed on claims for the above period.

Travis County Employee Benefit Plan FY11 Paid Claims vs Weekly Claims Budget of \$818,811.85



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From: <SIFSFX@UHC.COM>
To: <NORMAN.MCREE@CO.TRAVIS.TX.US>
Date: 3/4/2011 5:06 AM
Subject: UHC BANKING REPTS/C

TO: NORMAN MCREE **FROM:** UNITEDHEALTH GROUP
FAX NUMBER: (512) 854-3128 **AB5**
PHONE: (512) 854-3828

NOTIFICATION OF AMOUNT OF REQUEST FOR: TRAVIS COUNTY

DATE: 2011-03-04 **REQUEST AMOUNT:** \$1,536,175.06

CUSTOMER ID: 00000701254
CONTRACT NUMBER: 00701254 00709445
BANK ACCOUNT NUMBER: 0475012038 **ABA NUMBER:** 021000021
FUNDING **ADVICE FREQUENCY:** DAILY
FREQUENCY: FRIDAY **INITIATOR:** CUST **METHOD:** ACH **BASIS:** BALANCE

CALCULATION OF REQUEST AMOUNT

+ ENDING BANK ACCOUNT BALANCE FROM: 2011-03-03	\$455,173.92
- REQUIRED BALANCE TO BE MAINTAINED:	\$1,938,718.00
+ PRIOR DAY REQUEST:	\$00.00
= UNDER DEPOSIT:	<u>\$1,483,544.08</u>
+ CURRENT DAY NET CHARGE:	\$52,630.98
+ FUNDING ADJUSTMENTS:	\$00.00
REQUEST AMOUNT:	<u>\$1,536,175.06</u>

ACTIVITY FOR WORK DAY: 2011-02-25

CUST PLAN	CLAIM	NON CLAIM	NET CHARGE
0632	\$424,665.26	\$00.00	\$424,665.26
TOTAL:	\$424,665.26	\$00.00	\$424,665.26

ACTIVITY FOR WORK DAY: 2011-02-28

CUST PLAN	CLAIM	NON CLAIM	NET CHARGE
0632	\$317,687.30	\$00.00	\$317,687.30

UNITED HEALTHCARE CHECK REGISTER FOR TRAVIS COUNTY SUBMITTED 2011_03_03

CONTR_NBR	PLN_ID	TRANS_AMT	SRS_DESG_NBR	CHK_NBR	GRP_ID	CLM_ACCT_NBR	ISS_DT	TRANS_TYP_CD	TRANS_DT	WK_END_DT	
701254	632	-200.1	NN	1749913	AE		5	3/3/2011	200	2/28/2011	3/3/2011
701254	632	-224.09	NN	1809598	AA		6	3/3/2011	200	2/28/2011	3/3/2011
701254	632	-225.56	NN	SSN0000	AL		0	2/24/2011	600	3/2/2011	3/3/2011
701254	632	-228.46	NN	1745221	A		16	3/3/2011	200	2/28/2011	3/3/2011
701254	632	-230.34	NN	1576385	AH		8	3/3/2011	200	2/28/2011	3/3/2011
701254	632	-236.58	U4	91729880	AH		1	11/24/2010	50	3/4/2011	3/3/2011
701254	632	-247.63	U4	91729890	AH		1	11/24/2010	50	3/4/2011	3/3/2011
701254	632	-261.3	RH	83092280	A		3	2/23/2011	50	3/1/2011	3/3/2011
701254	632	-285.96	NN	2015335	AI		11	3/3/2011	200	2/28/2011	3/3/2011
701254	632	-314.56	NN	1760380	AH		1	3/3/2011	200	2/28/2011	3/3/2011
701254	632	-430.72	NN	1872009	AA		8	3/3/2011	200	2/28/2011	3/3/2011
701254	632	-446.17	NN	1653491	AF		16	3/3/2011	200	2/28/2011	3/3/2011
701254	632	-968.49	PH	60117741	AA		8	2/24/2011	50	3/2/2011	3/3/2011
701254	632	-1255.7	PH	30212463	AA		6	2/26/2011	50	3/4/2011	3/3/2011
701254	632	-1387.51		26	224375	AE	6	2/24/2011	50	3/1/2011	3/3/2011
701254	632	-1396.41		26	223973	AH	1	2/24/2011	50	3/1/2011	3/3/2011
701254	632	-1445.95		26	223712	AA	1	2/24/2011	50	3/1/2011	3/3/2011
701254	632	-4847.98		26	223628	AA	7	2/24/2011	50	3/1/2011	3/3/2011
701254	632	-5360		26	223638	A	50	2/24/2011	50	3/1/2011	3/3/2011

992,688.31

Travis County Hospital and Insurance Fund - County Employees

UHC Payments Deemed Not Reimbursable

For the payment week ending: 03/03/2011

<i>CONTR_#</i>	<i>TRANS_AMT</i>	<i>SRS</i>	<i>CHK_#</i>	<i>GRP</i>	<i>CLAIM ACCT#</i>	<i>ISS_DATE</i>	<i>TRANS CODE</i>	<i>TRANS_DATE</i>
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Total: \$0.00

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Travis County - Hospital and Self Insurance Fund (526)
Journal Entry for the Reimbursement to United Health Care

 For the payment week ending: 3/3/2011

TYPE	MEMBER TYPE	TRANS_AMT
CEPO		
	EE	
	526-1145-522.45-28	133,940.98
	RR	
	526-1145-522.45-29	24,337.02
Total CEPO		\$158,278.00
EPO		
	EE	
	526-1145-522.45-20	240,144.59
	RR	
	526-1145-522.45-21	44,079.33
Total EPO		\$284,223.92
PPO		
	EE	
	526-1145-522.45-25	485,228.24
	RR	
	526-1145-522.45-26	64,958.15
Total PPO		\$550,186.39
Grand Total		\$992,688.31



Travis County Commissioners Court Agenda Request

Meeting Date: 3/15/2011, 9:00 AM, Voting Session
Prepared By: Cynthia Lam-Roldan, Human Resources Management, 854-4822
Elected/Appointed Official/Dept. Head: Diane Blankenship, HR Director
Sponsors: Judge Biscoe

AGENDA LANGUAGE:

Consider and take appropriate action on proposed routine personnel amendments.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Attached are Personnel Amendments for Commissioners Court approval.

Routine Personnel Actions - Pages 2 - 5.

If you have any questions or comments, please contact Diane Blankenship at 854-9170 or Todd L. Osburn at 854-2744.

FISCAL IMPACT AND SOURCE OF FUNDING:

None.

REQUIRED AUTHORIZATIONS:

Human Resources Management	Todd Osburn	Pending
Human Resources Management	Diane Blankenship	Pending
Planning and Budget Office	Rodney Rhoades	Pending
County Judge's Office	Cheryl Aker	Pending
Commissioners Court	Cheryl Aker	Pending



HRMD

Human Resources Management Department

1010 Lavaca Street, 2nd Floor

● P.O. Box 1748

● Austin, Texas 78767

● (512) 854-9165 / FAX(512) 854-4203

March 15, 2011

ITEM # :

DATE: March 4, 2011

TO: Samuel T. Biscoe, County Judge
Ron Davis, Commissioner, Precinct 1
Sarah Eckhardt, Commissioner, Precinct 2
Karen L. Huber, Commissioner, Precinct 3
Margaret Gomez, Commissioner, Precinct 4

VIA: Rodney Rhoades, Executive Manager, Planning and Budget

FROM: Diane Blankenship, Director, HRMD

SUBJECT: Weekly Personnel Amendments

Attached are Personnel Amendments for Commissioners Court approval.

Routine Personnel Actions – Pages 2 – 5.

If you have any questions or comments, please contact Diane Blankenship at 854-9170 or Todd L. Osburn at 854-2744.

RR/DB/TLO

Attachments

cc: Planning and Budget Department
County Auditor
County Auditor-Payroll (Certified copy)
County Clerk (Certified copy)

WEEKLY PERSONNEL AMENDMENTS --- ROUTINE
--

NEW HIRES				
Dept.	Slot	Position Title	Dept. Requests Level/Salary	HRMD Recommends Level/Salary
Juvenile Probation	343	Juvenile Probation Ofcr III	16 / Level 1 / \$38,147.20	16 / Level 1 / \$38,147.20
Sheriff	893	Cadet**	80 / Step 1 / \$34,594.77	80 / Step 1 / \$34,594.77
Sheriff	1144	Cadet**	80 / Step 1 / \$34,594.77	80 / Step 1 / \$34,594.77
Sheriff	1582	Deputy Sheriff Law Enforcement**	72 / Step 3 / \$48,506.02	72 / Step 3 / \$48,506.02
TNR	124	Equipment Operator	10 / \$31,803.20	10 / \$31,803.20
TNR	202	Office Specialist	10 / Level 1 / \$25,417.60	10 / Level 1 / \$25,417.60
* Temporary to Regular			** Actual vs Authorized	

TEMPORARY APPOINTMENTS					
Dept.	Slot	Position Title	Dept. Requests Grade/Salary	HRMD Recommends Grade/Salary	**Temporary Status Type Code
TNR	50006	Park Tech I	8 / \$11.00	8 / \$11.00	05
TNR	50008	Park Tech I	8 / \$11.00	8 / \$11.00	05
TNR	50029	Park Tech I	8 / \$11.00	8 / \$11.00	05
TNR	50032	Park Tech I	8 / \$11.00	8 / \$11.00	05
TNR	50034	Park Tech I	8 / \$11.00	8 / \$11.00	05
TNR	50035	Park Tech I	8 / \$11.00	8 / \$11.00	05
**Temporary Status Type Codes: (Temporary less than 6 mos. = 02) (Project Worker more than 6 mos. = 05, includes Retirement Benefits).					

TEMPORARY PROMOTIONS / SALARY ADJUSTMENTS / LATERAL TRANSFERS / VOLUNTARY REASSIGNMENTS / TEMPORARY ASSIGNMENTS				
Dept. (From)	Slot – Position Title – Salary	Dept. (To)	Slot – Position Title –Salary	Comments
Tax Collector	Slot 20110 / Office Asst / Grd 8 / \$10.36	Tax Collector	Slot 50110 / Office Asst / Grd 8 / \$10.36	Status changed from Temporary Worker (02) to Project Worker (05).

CAREER LADDERS – POPS						
Dept.	Slot	Current Position Title/Grade	New Position Title/Grade	Current Annual Salary	Proposed Annual Salary	Comments Current HRMD Practice
Sheriff	231	Cadet* / Grd 80	Corrections Officer* / Grd 81	\$34,594.77	\$39,706.37	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	296	Cadet* / Grd 80	Corrections Officer* / Grd 81	\$34,594.77	\$39,706.37	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	299	Cadet* / Grd 80	Corrections Officer* / Grd 81	\$34,594.77	\$39,706.37	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	759	Cadet* / Grd 80	Corrections Officer* / Grd 81	\$34,594.77	\$39,706.37	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	1141	Cadet* / Grd 80	Corrections Officer* / Grd 81	\$34,594.77	\$39,706.37	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	1382	Cadet* / Grd 80	Corrections Officer* / Grd 81	\$34,594.77	\$39,706.37	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	1388	Cadet* / Grd 80	Corrections Officer* / Grd 81	\$34,594.77	\$39,706.37	Career Ladder. Peace Officer Pay Scale (POPS).
* Actual vs Authorized						

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PROMOTIONS / SALARY ADJUSTMENTS / LATERAL TRANSFERS / VOLUNTARY REASSIGNMENTS / TEMPORARY ASSIGNMENTS				
Dept. (From)	Slot – Position Title – Grade – Salary	Dept. (To)	Slot – Position Title – Grade – Salary	Comments
JP Pct 2	Slot 11 / Court Clerk I / Grd 13 / \$33,936.54	JP Pct 4	Slot 12 / Court Clerk I / Grd 13 / \$34,777.60	Lateral transfer. Employee transferred to different slot, same position, different department, same pay grade. Pay is between min and midpoint of pay grade.
Juvenile Probation	Slot 63 / Juvenile Probation Ofcr II / Grd 15 / \$42,014.65	Juvenile Probation	Slot 506 / Juvenile Probation Ofcr III / Grd 16 / \$44,115.38	Promotion. Pay is between min and midpoint of pay grade.
Pretrial Services	Slot 35 / Pretrial Officer II / Grd 16 / \$39,890.10	Pretrial Services	Slot 57 / Pretrial Officer II / Grd 16 / \$39,890.10	Lateral transfer. Employee transferred to different slot, same position, same department, same pay grade, retains current pay.
Sheriff	Slot 947 / Cert Peace Officer Sr / Grd 84 / \$57,598.94	Sheriff	Slot 482 / Cert Peace Officer Sr / Grd 84 / \$57,598.94	POPS lateral transfer. Employee transferred to different slot, same position, same department, same pay grade, retains current pay.
Sheriff	Slot 954 / Corrections Officer Sr / Grd 83 / \$44,256.37	Sheriff	Slot 947 / Corrections Officer Sr* / Grd 83 / \$44,256.37	POPS lateral transfer. Employee transferred to different slot, same position, same department, same pay grade, retains current pay.
TNR	Slot 255 / Road Maint Worker / Grd 8 / \$26,818.00	TNR	Slot 140 / Equipment Operator / Grd 10 / \$30,326.40	Promotion. Pay is between midpoint and max of pay grade.
* Actual vs Authorized				

AD HOC CLASSIFICATION CHANGES							
		Current			HRMD Recommends		
Dept.	Slot #	Auth Position Title / Position #	FLSA	Pay Grade	Position Title / Position #	FLSA	Pay Grade
HHS	258	Social Svcs Prgm Coord / 17564	E	17	Social Svcs Prgm Admin / 20560	E	20
CJP	37	Planner / 18449	E	18	Planner Sr / 20452	E	20
Departments request in order to meet departmental needs. PBO has confirmed funding available.							

BY ORDER OF THE COMMISSIONERS COURT, THE PRECEDING PERSONNEL AMENDMENTS ARE APPROVED.

Samuel T. Biscoe, County Judge

Ron Davis, Commissioner, Pct. 1

Sarah Eckhardt, Commissioner, Pct. 2

Karen L. Huber, Commissioner, Pct. 3

Margaret Gomez, Commissioner, Pct. 4



Travis County Commissioners Court Agenda Request

15

Meeting Date: 3/8/2011, 9:00 AM, Voting Session
 Prepared By: Donna Stirman, Human Resources Management, 854-9584
 Elected/Appointed Official/Dept. Head: Diane Blankenship, HR Director
 Sponsors: Judge Biscoe

AGENDA LANGUAGE:

Consider and take appropriate action on the following auto liability bodily injury claim Jerry Marshall, Jr.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Enter Background/Summary of Request and Attachments here

STAFF RECOMMENDATIONS:

Enter Staff Recommendations here

ISSUES AND OPPORTUNITIES:

Enter Issues and Opportunities here

FISCAL IMPACT AND SOURCE OF FUNDING:

\$32,500.00 from 525-1140-522-4503 AR0302

REQUIRED AUTHORIZATIONS:

Human Resources Management	Dan Mansour	Completed	03/02/2011 2:03 PM
Human Resources Management	Diane Blankenship	Completed	03/01/2011 2:23 PM
Planning and Budget Office	Rodney Rhoades	Completed	03/01/2011 12:50 PM
Human Resources Management	Diane Blankenship	Completed	03/01/2011 2:24 PM
County Judge's Office	Cheryl Aker	Completed	03/02/2011 3:23 PM
Commissioners Court	Cheryl Aker	Pending	

RECOMMENDATION FOR PAYMENT

DATE: 2-22-2011
COUNTY DEPARTMENT: TCSO
CLAIM NUMBER: A10372501323102
THIRD PARTY CLAIMANT: Jerry Marshall, Jr.
DATE OF INCIDENT: 4-22-10
LOCATION OF INCIDENT: 300 block E. Slaughter Lane
BODILY INJURIES: Left shoulder, neck, back, chest

DESCRIPTION OF INCIDENT: Incident and damages were discussed with county supervisor Sgt. Robert Speer. He advised Deputy Edward Nocker, driving county unit 3214, was responding to a call and was eastbound on Slaughter Lane. He had no emergency lights or siren activated. Claimant, driving a 1995 Chevrolet Suburban, was exiting the driveway of an apartment complex turning left/westbound onto Slaughter Lane. The front of the county unit struck the left front fender of the claimant's vehicle, resulting in heavy damage to the county unit and rendering the claimant's vehicle a total loss. It was approximately 11:00 p.m. and Deputy Nocker's speed was determined to be around 64 mph. Posted speed limit is 45 mph. Claimant was factored for failure to yield right of way. Claimant alleged left shoulder, neck, back and chest injuries and is represented by attorney Charlsie Brown with Lorenz & Lorenz, LLP.

RECOMMENDATION: Sedgwick has reviewed the loss notice and claim and confirmed incident with county supervisor. The claimant's vehicle was a total loss. The property damage portion has already been settled and comparative negligence (75/25) was applied and a 25% reduction was taken.

Following the accident, Mr. Marshall was taken by EMS to South Austin Hospital ER for complaints of moderate swelling to left shoulder. X-rays showed a first-degree separation of left AC joint and he was placed in sling. Claimant went to Austin Total Healthcare and sought treatment for neck, mid/low back, left shoulder, chest and headaches from 4/29 through 7/1 for a total of ten visits. Due to his pain, claimant returned to the ER on 4/29 for treatment. On 5/12, claimant went to Dr. Joe Powell for continued neck, lumbar and shoulder pain, who confirmed restricted range of motion and recommended claimant continue his chiropractic treatments, ordered an MRI and suggested he see an orthopedic surgeon. An MRI on 6/28 indicated an AC joint separation and partial tear of coracoclavicular ligaments. On 8/13, claimant saw Dr. James Laughlin, D.O., for cervical, lumbar, headaches, left shoulder, right elbow and hand pain and surgery consultation. Exam of shoulder and cervical spine indicated range of motion restricted and decreased range of motion of lumbar spine. Dr. Laughlin recommended steroid injections, but due to the claimant's fear of needles, declined and was given a Medrol pack for his pain. On 10/15, claimant returned to Dr. Laughlin for continuous shoulder pain and exam confirmed range of motion is still restricted. Dr. Laughlin advised claimant he would benefit from the

steroid injections and in all probability avoid surgery. Claimant complied and allowed trigger point steroid injections. Claimant's last follow up appointment was with Dr. Powell on 10/27/10 who indicated his injuries appeared to have been resolved with the aforementioned treatments and chiropractic care. No further follow up was recommended.

The claimant's medical specials totaled \$13,022.30. He presented a lost wage claim in the amount of \$23,025.48, however, his only documentation was hand written pay stubs indicating he was paid in cash. Therefore, we allowed a reasonable amount in lost wages based on his medical records.

The plaintiff attorney made an initial demand of \$100,000.00, statutory limits. After taking relevant medical specials into consideration and applying the comparative negligence, we have reached a recommended compromise settlement of \$32,500.00, which plaintiff has agreed upon.

CLAIMS SPECIALIST: Wayne Scott

COUNTY'S RECOMMENDATIONS: The Risk and Benefits Manager has reviewed the claim submitted and concurs with the findings of the claims specialist and recommends a payment in the amount of \$32,500.00 from 525-1140-522-4503 AR0301 made payable to Jerry Marshall, Jr. and Lorenz & Lorenz, LLP.



Travis County Commissioners Court Agenda Request

Meeting Date: 3/15/2011, 9:00 AM, Voting Session
Prepared By: Lori Clyde, Purchasing, 854-4205
Elected/Appointed Official/Dept. Head: Cyd Grimes, Purchasing Agent
Sponsors: Judge Biscoe

AGENDA LANGUAGE:

Approve Modification No. 5 to Contract No. MA020091LC, VertiQ Software, LLC, for Medical Examiner's Software System.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Purchasing concurs with department and recommends approval of requested action. This procurement action meets the compliance requirements as outlined by the statutes.

In 2008, Travis County Medical Examiner's Office upgraded their operations application CME to the newer windows version, VAST. The new version assisted MEO in obtaining NAME certification. VAST is now moved on to newer technology and will be upgraded to a .NET version to take advantage of this newer technology. The new Annual Report and services to upgrade VAST to the .NET version will allow MEO to take advantage of the newer technology and save critical Medical Examiner's time in preparing the Annual Report and collecting data that is important to Travis County and its constituents. This Annual Report programming of the software upgrade will automate the reporting process which is currently very time consuming and cumbersome for the Medical Examiner and his staff. VertiQ will additionally perform services that will assist ITS in moving from their current version of VAST to the new .NET version. ITS and the Medical Examiners Offices recommends approval of this modification. The cost of this modification is \$41,300.00.

Contract Expenditures: Within the last 12 months \$9,011.00 has been spent against this contract .

Contract Modification Information:

Modification Amount: \$41,300

Modification Type: Additional services

Modification Period: Beginning March 15, 2011

- **Funding Information:**

Purchase Requisition in H.T.E.: 522170

Funding Account(s): 001-1243-523-6099, 001-1243-523-8002

Comments:

- **Statutory Verification of Funding:**

Contract Verification Form: Funds Verified ___ Not Verified ___ by Auditor.

REQUIRED AUTHORIZATIONS:

Purchasing	Bonnie Floyd	Completed	03/07/2011 1:38 PM
Purchasing	Cyd Grimes	Completed	03/07/2011 4:40 PM
Purchasing Admin Support Group	Juan Gonzalez	Completed	03/08/2011 8:09 AM
County Judge's Office	Cheryl Aker	Pending	
Commissioners Court	Cheryl Aker	Pending	

#3715



Travis County Courthouse, Austin, Texas

RECEIVED
TRAVIS COUNTY
TRAVIS COUNTY INFORMATION & TELECOMMUNICATION SYSTEMS
Joe Harlow, JIM Chief Information Officer
314 W. 11th Street, P. O. Box 1748, Austin, TX 78767 (512) 854-9666 Fax (512) 854-4401

PURCHASING
OFFICE

DATE: Feb. 15, 2011
TO: Cyd V. Grimes, C.P.M. – Travis County Purchasing Agent
FROM: Joe Harlow, Chief Information Officer *Joe Harlow*
SUBJ: Recommendation for approval of purchase of services from VertiQ to provide Annual Report development and upgrade services for the VAST operations application.

Proposed Motion:

To approve the purchase of programming services for Annual Report and upgrade services.

Summary & Staff Recommendation:

Medical Examiners Office’s operation application, VAST, is schedule for upgrade and these services and programming are needed as part of this software upgrade. This Annual Report programming of the software upgrade will automate the reporting process which is currently very time consuming and cumbersome for the Medical Examiner and his staff. VertiQ will additionally perform services that will assist ITS in moving from their current version of VAST to the new .NET version.

Issues and Opportunities:

The tool will assist with the following functions.

- **Simplify reporting process** - Current Annual Report takes many hours from the Medical Examiner and his staff and lots of manipulation to get the data in a format to be used in the Annual Report. Programming this new report will integrate the process and gather data from VAST
- **Prepare for version Update** – VertiQ will assist Travis CO ITS with preparing for the updated version of the application with new functions.

Background:

In 2008, Travis County Medical Examiner’s Office upgraded their operations application CME to the newer windows version, VAST. The new version assisted MEO in obtaining NAME certification. VAST is now moved on to newer technology and will be upgraded to a .NET version to take advantage of this newer technology. The new Annual Report and services to upgrade VAST to the .NET version will allow MEO to take advantage of the newer technology and save critical Medical Examiner’s time in preparing the Annual Report and collecting data that is important to Travis County and its constituents.

Budgetary and Fiscal Impact:

The total impact of the purchase is \$41,300 and is pre-encumbered with requisition no. 522170 in the following line items:

001-1243-523-6099	\$ 4,900
001-1243-523-8002	<u>\$ 36,400</u>
Total	\$41,300

Required Authorizations:

Legal: John Hille, County Attorney's Office
Purchasing: Lori Clyde, Purchasing Department
Budget: Randy Lott, Planning & Budget

CC: Tanya Acevedo, ITS; Bruce Bates, ITS; Pam Van Pelt, ITS; Chris Stangland, ITS; Nick Macik, ITS

PURCHASE REQUISITION NBR: 0000522170

REQUISITION BY: JOANN HICKS/854-4771

STATUS: READY FOR BUYER PROCESS
 REASON: CME SOFTWARE UPGRADE

DATE: 1/24/11

SHIP TO LOCATION: ITS - ADMIN

SUGGESTED VENDOR: 53561 VERTIQ SOFTWARE LLC

DELIVER BY DATE: 2/24/11

LINE NBR	DESCRIPTION	QUANTITY	UOM	UNIT COST	EXTEND COST	VENDOR PART NUMBER
1	REPORT DEVELOPMENT FOR UPGRADED CME SOFTWARE COMMODITY: COMP SOFTWARE- MINI & MAINFR SUBCOMMOD: PROGRAMMING	1.00	EA	36400.0000	36400.00	
2	VERTIQ CONVERSION COMMODITY: DP PROC/COMP/SOFTWARE SVC SUBCOMMOD: SOFTWARE UPDATING SVCS	3.50	EA	1400.0000	4900.00	SERVICES
REQUISITION TOTAL:					41300.00	

ACCOUNT INFORMATION

LINE #	ACCOUNT	PROJECT	%	AMOUNT
1	00112435238002	CAPITAL EQUIPMENT SOFTWARE	100.00	36400.00
2	00112435236099	OTHER PURCHASED SERVICES	100.00	4900.00
				41300.00

REQUISITION IS IN THE CURRENT FISCAL YEAR.

GM200I13

TRAVIS COUNTY

3/07/11

Fiscal Year 2011

Account Balance Inquiry

10:42:38

Account number : 1-1243-523.60-99
 Fund : 001 GENERAL FUND
 Department : 12 INFORMATION & TELECOMMUNI
 Division : 43 BUS DEVEL & STRATEGC PLAN
 Activity basic : 52 GENERAL GOVERNMENT
 Sub activity : 3 INFORMATION SYSTEMS MGMT
 Element : 60 OTHER PURCHASED SERVICES
 Object : 99 OTHER PURCHASED SERVICES

Original budget :	45,000	
Revised budget :	41,091	02/14/2011
Actual expenditures - current . . . :	.00	
Actual expenditures - ytd :	.00	
Unposted expenditures :	.00	
Encumbered amount :	.00	
Unposted encumbrances :	.00	
Pre-encumbrance amount :	4,900.00	
Total expenditures & encumbrances:	4,900.00	11.9%
Unencumbered balance :	36,191.00	88.1

F5=Encumbrances F7=Project data F8=Misc inquiry
F10=Detail trans F11=Acct activity list F12=Cancel F24=More keys

GM200I13

TRAVIS COUNTY

3/07/11
10:42:44

Fiscal Year 2011

Account Balance Inquiry

Account number . . . : 1-1243-523.80-02
 Fund : 001 GENERAL FUND
 Department : 12 INFORMATION & TELECOMMUNI
 Division : 43 BUS DEVEL & STRATEGC PLAN
 Activity basic : 52 GENERAL GOVERNMENT
 Sub activity : 3 INFORMATION SYSTEMS MGMT
 Element : 80 CAPITAL EQUIPMENT
 Object : 02 SOFTWARE

Original budget :	0	
Revised budget :	99,528	02/02/2011
Actual expenditures - current . . :	18,575.00	
Actual expenditures - ytd . . . :	.00	
Unposted expenditures :	.00	
Encumbered amount :	.00	
Unposted encumbrances :	.00	
Pre-encumbrance amount :	36,400.00	
Total expenditures & encumbrances:	54,975.00	55.2%
Unencumbered balance :	44,553.00	44.8

F5=Encumbrances **F7=Project data** **F8=Misc inquiry**
F10=Detail trans **F11=Acct activity list** **F12=Cancel** **F24=More keys**

MODIFICATION OF CONTRACT NUMBER: MA020091LC Maintenance on Medical Examiners Software System **PAGE 1 OF 4 PAGES**

ISSUED BY: PURCHASING OFFICE 314 W. 11TH ST., RM 400 AUSTIN, TX 78701	PURCHASING AGENT ASST: Lori Clyde TEL. NO: (512) 854-9700 FAX NO: (512) 854-9185	DATE PREPARED: February 17, 2011
---	--	--

ISSUED TO: VertiQ Software LLC 18525 Sutter Blvd., Suite 280 Morgan Hill, CA 95037 (408) 778-0608 (v) (408) 782-0850 (f)	MODIFICATION NO.: <p style="text-align: center;">5</p>	EXECUTED DATE OF ORIGINAL CONTRACT: <p style="text-align: center;">October 1, 2001</p>
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ORIGINAL CONTRACT TERM DATES: October 1, 2001-September 30, 2002 CURRENT CONTRACT TERM DATES: October 1, 2010-September 30, 2011

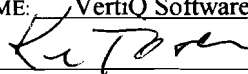
FOR TRAVIS COUNTY INTERNAL USE ONLY:
 Original Contract Amount: \$ 55,328.00 Current Modified Amount \$ 146,913.50.

DESCRIPTION OF CHANGES: Except as provided herein, all terms, conditions, and provisions of the document referenced above as heretofore modified, remain unchanged and in full force and effect.

The above mentioned contract is modified to provide annual report development and upgrade services for the VAST operations application as follows per the attached quote:

1) Conversion Assistance for CME software 3.5 days @ \$1,400/day	\$ 4,900.00
2) Report Development for CME Software 26 days @ \$1,400/day	<u>\$36,400.00</u>
Total modification amount	\$41,300.00

Note to Vendor:
 Complete and execute (sign) your portion of the signature block section below for all copies and return all signed copies to Travis County.
 DO NOT execute and return to Travis County. Retain for your records.

LEGAL BUSINESS NAME: <u>VertiQ Software LLC</u> BY: <u></u> SIGNATURE BY: <u>Ken Toren</u> PRINT NAME TITLE: <u>COO</u> ITS DULY AUTHORIZED AGENT	<input type="checkbox"/> DBA <input checked="" type="checkbox"/> CORPORATION <input type="checkbox"/> OTHER DATE: <p style="text-align: center; font-size: 1.2em;">2/23/11</p>
--	--

TRAVIS COUNTY, TEXAS BY: _____ CYD V. GRIMES, C.P.M., TRAVIS COUNTY PURCHASING AGENT	DATE: _____
--	-------------

TRAVIS COUNTY, TEXAS BY: _____ SAMUEL T. BISCOE, TRAVIS COUNTY JUDGE	DATE: _____
--	-------------



**VertiQ
Software
LLC**

VertiQ Software LLC
18525 Sutter Blvd., Suite 280
P. O. Box 787 (Mailing Address)
Morgan Hill, CA 95037

Phone: 408-778-0608
Fax: 408-782-0850

Quotation for Travis County Medical Examiner

1. Conversion Assistance for CME Software

Travis County Conversion Services provided by VertiQ	Days
Assistance / Training on installing the .net lite in test only	0.5
VertiQ assistance in setting up DB conversion, image conversion and document updating in the test environment only	0.5
Training to convert the custom VAST app to the .net lite version in test only	0.5
General support during conversion process	2
Chargeable @ \$1,400 per day	\$4,900
Total Project Cost	\$4,900

2. Report Development for CME Software

Report Development for the following:	Days of Services
Requirements	2
Development:	
Stored Procedures	6
Reports:	6
QA	
Stored Procedures:	3
Reports:	3
Unexpected Issues **This includes full QA with the customer and correcting any problem issues that can not be accounted for.	4
Deployment: **This includes final tweaks of reports and full QA	2
Total	26
Project Cost at our per diem rate of \$1,400	\$36,400

Reports:

1. Total Deaths Reported To TCMEO –
 - a. Pie chart grouped by county
 - b. Bar chart grouped by year
2. Case Load Trend By County
 - a. Line Chart
3. Exam Types

- a. Pie chart grouped by autopsy type
- b. Line Chart autopsy trends by autopsy type and year
4. Manner of death
 - a. Pie chart Grouped by manner
 - b. Pie chart grouped by manner of out of county
 - c. Line chart of manner by manner and year
 - d. Line chart of manner by manner and year that are out of county
5. Homicides
 - a. Bar chart by decedent age
 - b. Bar chart by injury type
6. Suicides
 - a. Bar chart by decedent age
 - b. Bar chart by injury type
7. Accidents
 - a. Bar chart by decedent age
 - b. Bar chart by injury type
8. Motor Vehicle Fatalities
 - a. Pie chart by incident type
 - b. Bar chart by age
 - c. Pie chart by seatbelts used
 - d. Pie chart by decedents location in vehicle
9. Motorcycle Fatalities
 - a. Bar chart by age
 - b. Pipe chart by helmet worn
10. Motor Vehicle Fatality involved with alcohol
 - a. Bar chart by concentration %
 - b. Pie chart by role of victim
 - c. Pie chart medication abuse grouped by medication
11. Accidental deaths over 65 years
 - a. Bar chart Mechanism of injury grouped by mechanism
 - b. Bar chart Location of injury in elderly individuals grouped by body part
12. Natural disease deaths
 - a. Bar chart By age
 - b. Pie chart by disease
 - c. Pie chart heart disease by type
13. Deaths related to obesity
 - a. Bar chart by age
14. Child fatalities
 - a. Bar chart by age and PA/ME
15. Manner of death in child fatalities
 - a. Bar chart by age and by death type

16. Infant deaths 1 day to 1 year
 - a. Bar chart by mechanism of death
17. Autopsies
 - a. Pie chart of travis county autopsies by tox performed
 - b. Pie chart of out of county autopsies by tox performed
18. Total amount of tox tests
 - a. Bar chart grouped by year
19. Liquid chromatography
 - a. Bar chart grouped by year
20. Illicit drugs detected in decedent
 - a. Bar chart grouped by drug type
21. Typically abused medications
 - a. Bar chart grouped by medicine
22. Drug related deaths
 - a. Pie chart grouped by multiple/single drug
23. Deaths by intoxication
 - a. Pie chart Manner of death grouped by manner
24. Demographic Information
 - a. Pie chart of decedent race grouped by race
 - b. Pie chart of decedent grouped by gender
 - c. Pie chart of decedent grouped by race and gender
25. Trends
 - a. Bar chart of scene investigations grouped by year
 - b. Bar chart Methods of identification grouped by identification type
 - c. Bar chart of unidentified bodies grouped by year
 - d. Bar chart Unclaimed bodies grouped by year
 - e. Table of Eye and tissue bank referrals grouped by county, total cases, cases refereed, and non refereal
 - f. Line chart of cremation authorizations grouped by year
 - g. Pie chart of record requests grouped by Law enforcement, open records, subpoenas

These prices are applicable as of 01/18/11 and are subject to change.



Travis County Commissioners Court Agenda Request

Meeting Date: 3/15/2011, 9:00 AM, Voting Session
 Prepared By: Ron Dube, Purchasing, 854-6458
 Elected/Appointed Official/Dept. Head: Cyd Grimes, Purchasing Agent
 Sponsors: Judge Biscoe

AGENDA LANGUAGE:

Pursuant to Section 263.151 of the Texas Local Government Code, declare list of certain vehicles as surplus property and sell at public auction.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Purchasing concurs with department and recommends approval of requested action. This procurement action meets the compliance requirements as outlined by the statutes.

Declare attached list of certain vehicles as surplus property and sell at public auction.

REQUIRED AUTHORIZATIONS:

Purchasing	Marvin Brice	Completed	03/04/2011 9:31 AM
Purchasing	Cyd Grimes	Completed	03/04/2011 5:13 PM
Purchasing Admin Support Group	Juan Gonzalez	Completed	03/07/2011 1:07 PM
County Judge's Office	Cheryl Aker	Pending	
Commissioners Court	Cheryl Aker	Pending	

LOT	AQ	TYPE	YEAR	TNR	MILES	TAG	IMP
LOT# 2381, IN QUEUE	PO	AUT	2003	2371A	185379	119508	0
LOT# 2382, IN QUEUE	PO	AUT	2002	2157	126751	106363	0
LOT# 2383, IN QUEUE	PO	AUT	2004	2454A	132131	123478	0
LOT# 2384, IN QUEUE	PO	AUT	2001	1999	148224	103259	0
LOT# 2385, IN QUEUE	PO	AUT	2003	2382A	138801	119536	0
LOT# 2386, IN QUEUE	PO	AUT	2000	1845	100649	100649	0
LOT# 2387, IN QUEUE	PO	EEE	2001	2300	128349	106444	0
LOT# 2388, IN QUEUE	DN	AUT	2002	2302	141892	106446	0
LOT# 2389, IN QUEUE	PO	AUT	2002	2278	129954	106425	0
LOT# 2390, IN QUEUE	PO	AUT	2002	2152A	168480	106368	0
LOT# 2391, IN QUEUE	PO	AUT	2001	1998	147542	103232	0
LOT# 2392, IN QUEUE	PO	AUT	2001	1996	163742	103228	0
LOT# 2393, IN QUEUE	PO	AUT	2001	1988	155976	100758	0
LOT# 2394, IN QUEUE	PO	AUT	2002	2188A	135124	103993	0
LOT# 2395, IN QUEUE	PO	AUT	2001	1997	133102	103229	0
LOT# 2396, IN QUEUE	PO	AUT	2002	2191	156373	106355	0
LOT# 2397, IN QUEUE	PO	AUT	2002	2186	146472	106365	0
LOT# 2398, IN QUEUE	PO	AUT	2003	2339	124736	119517	0
LOT# 2399, IN QUEUE	PO	AUT	2002	2177	118186	103977	0
LOT# 2400, IN QUEUE	PO	AUT	2003	2355	147290	106479	0
LOT# 2401, IN QUEUE	PO	AUT	2001	1958	131257	103241	0
LOT# 2402, IN QUEUE	PO	AUT	2002	2166	142256	103968	0
LOT# 2403, IN QUEUE	PO	AUT	2001	1973	134849	103234	0
LOT# 2404, IN QUEUE	PO	AUT	2003	2349A	171294	119516	0
LOT# 2405, IN QUEUE	PO	AUT	2002	2160A	137900	103970	0
LOT# 2406, IN QUEUE	PO	AUT	2002	2170	130786	106364	0
LOT# 2407, IN QUEUE	PO	AUT	1996	CA3	98680	81091	0
LOT# 2408, IN QUEUE	PO	AUT	1996	C402A	130292	81097	0
LOT# 2409, IN QUEUE	PO	VAN	1996	TNR1433	93850	81113	0
LOT# 2410, IN QUEUE	PO	TRL	1995	TNR9012	N/A	90188	0
LOT# 2411, IN QUEUE	PO	TRK	1997	1538A	137677	91337	0
LOT# 2412, IN QUEUE	PO	TRK	2002	2311	N/A	106448	0
LOT# 2412, IN QUEUE	MP	TRK	2002	2311	N/A	106448	1
LOT# 2413, IN QUEUE	PO	AUT	1999	OOEOO1	N/A	96446	0
LOT# 2414, IN QUEUE	PO	RHE	1990	TNR2160	166439	68035	0
LOT# 2415, IN QUEUE	PO	RHE	1990	TNR2157	186855	68029	0
LOT# 2416, IN QUEUE	PO	TRK	1998	HS9802	96629	93471	0
LOT# 2417, IN QUEUE	OJ	OGH	1969	F9000	N/A	83406	0
LOT# 2418, IN QUEUE	PO	TRK	1997	F9702	93850	91335	0
LOT# 2419, IN QUEUE	PO	AUT	2002	2202A	175040	106350	0
LOT# 2420, IN QUEUE	OJ	BUS	1990	S470	136963	95229	0
LOT# 2421, IN QUEUE	PO	RCE	2004	ST2501	N/A	119627	0
LOT# 2422, IN QUEUE	PO	RCE	2004	ST2502	N/A	119628	0
LOT# 2423, IN QUEUE	PO	RHE	1993	TNR2730	N/A	72418	0
LOT# 2424, IN QUEUE	PO	TRK	1993	TNR1294	86288	72348	0
LOT# 2425, IN QUEUE	PO	RHE	1996	TNR2348	75349	81917	0
LOT# 2426, IN QUEUE	PO	MOW	2004	RI2482	N/A	119609	0
LOT# 2427, IN QUEUE	PO	TRL	1994	TNR3970	N/A	81049	0
LOT# 2428, IN QUEUE	PO	MOW	2000	RI1895	N/A	100700	0
LOT# 2429, IN QUEUE	PO	RHE	1991	TNR3205	N/A	68194	0
LOT# 2430, IN QUEUE	PO	TRL	1997	TNR3992	N/A	90295	0

DESC	SERIAL	COST
2003 FORD CROWN VICTORIA POLICE PACKAGE	2FAFP71W73X190361	19994
2003 FORD , FOUR DOOR, REAR WHEEL DRIVE,	2FAFP71W93X111711	19494
POLICE INTERCEPTOR, 2004 FORD CROWN VICTORIA	2FAFP71W64X167588	19870
FOUR DOOR SEDAN, FULL SIZE, REAR WHEEL DRIVE	2FAFP71W71X178871	20220
2003 FORD CROWN VICTORIA POLICE PACKAGE	2FAFP71W13X190372	19994
FORD, CROWN VICTORIA, 2000, 4 DOOR POLICE	2FAFP71W3YX206725	19946
2001 FORD POLICE INTERCEPTOR	2FAFP71W91X136671	0
2000 FORD CROWN VICTORIA	2FAFP71W0YX161209	0
2002 FORD CROWN VICTORIA POLICE PACKAGE	2FAFP71W52X154585	19803.17
2003 FORD , FOUR DOOR, REAR WHEEL DRIVE,	2FAFP71W93X111708	19494
FOUR DOOR SEDAN, FULL SIZE, REAR WHEEL DRIVE	2FAFP71W51X178870	20220
FOUR DOOR SEDAN, FULL SIZE, REAR WHEEL DRIVE	2FAFP71W71X178868	20220
FOUR DOOR SEDAN, FULL SIZE, REAR WHEEL DRIVE	2FAFP71W41X177421	20220
2003 FORD , FOUR DOOR, REAR WHEEL DRIVE,	2FAFP71W23X111727	19494
FOUR DOOR SEDAN, FULL SIZE, REAR WHEEL DRIVE	2FAFP71W91X178869	20220
2003 FORD , FOUR DOOR, REAR WHEEL DRIVE,	2FAFP71W23X111730	19494
2003 FORD , FOUR DOOR, REAR WHEEL DRIVE,	2FAFP71W93X111725	19494
2003 FORD CROWN VICTORIA POLICE PACKAGE	2FAFP71W03X190329	19994
2003 FORD , FOUR DOOR, REAR WHEEL DRIVE,	2FAFP71W93X109490	19494
2003 FORD CROWN VICTORIA POLICE PACKAGE	2FAFP71W93X190345	19994
FOUR DOOR SEDAN, FULL SIZE, REAR WHEEL DRIVE	2FAFP71W81X178894	20220
2003 FORD , FOUR DOOR, REAR WHEEL DRIVE,	2FAFP71W33X109484	19494
FOUR DOOR SEDAN, FULL SIZE, REAR WHEEL DRIVE	2FAFP71W61X178909	20220
2003 FORD CROWN VICTORIA POLICE PACKAGE	2FAFP71W33X190339	19994
2003 FORD , FOUR DOOR, REAR WHEEL DRIVE,	2FAFP71WX3X109479	19494
2003 FORD , FOUR DOOR, REAR WHEEL DRIVE,	2FAFP71W63X111715	19494
CHEVY, CAPRICE 1996	1G1BL52W8TR148095	15425
CHEVY, CAPRICE 1996	1G1BL52W6TR148208	15791.44
VAN, DODGE 15 PASSANGER,	2B5WB35Z3TK165744	20001.32
BOWIE LANCER 500 TRAILER/ MULCHER	50595869	11850
PICKUP, CHEVY 1997	1GCHC33J3VF057250	22259
EMS AMBULANCE, 2002 FREIGHTLINER	1FVABPCT82HJ30665	149523.93
EMS AMBULANCE HGAC ADMIN FEE	N/A	1821.92
AMBULANCE, INTERNATIONAL, 4700	1HTSLAAM3YH259363	138100
TRUCK, DUMP 12 YARD 4900 6X4 INTERNATIONAL WHITE	1HTSHNGR7MH319943	46127
TRUCK, DUMP INTERNATIONAL 4900 6X4 WHITE	1HTSHNGR9MH319944	46127
PICKUP, 3/4 TON, CHEVY	1GCGC29RXWE255737	20006
CLARK FORKLIFT	C408542051	7350
PICKUP, CHEVY S-10 LONG BED 1997	1GCCS14X8V8207409	13240
PICKUP, 2002 FORD F350 CREW CAB 7.3L V8	1FTWX32F72ED12671	26957.37
BUS,46 PASS,LEVEL II,INTER	1HVBBZ7N3MH307074	60914
RIDING FIELD STRIPER, KROMER AFM B200	411	12495
RIDING FIELD STRIPER, KROMER AFM B200	410	12495
ROLLER,DUEL DRUM,VIBRATORY,INGERSOLL RAND,DD-90	6089SIC	69750
TRUCK, 3500,GMC,'93	1GDHC34N0PE526901	16931
TRUCK, W/PATCHER UNIT INT'L MODEL #4700	1HTSCABNXTH279321	72820
MOWER, ROTOR RIDING; TORO 328-D	240000146	15056
TRAILER, WATERCRAFT, MAGNUM	1V5AA1410R1112218	0
MOWER, TORO Z255 25 HP KOHLER W/52" DECK	200000057	6181.95
1 3/4 YD CASE TRACK LOADER	A413583	25736
TRAILER, 10' STANDARD, ELLIOTT	1E9FS1019VA079082	0

TRAILER, 10' STANDARD, ELLIOTT	1E9FS101XVA079083	0
TRAILER, MAGNUM	1V5BA0613S1131525	0
WELDER,	F943187989	0
TRAILER, WELDING MACHINES, MILLER	1V5BA0611S1131524	0
SINGLE DRUM VIBRATORY ROLLER,	658201367	8543.11
TRUCK, INTERNATIONAL MOVING VAN	1HTSLACM3SH616237	31406
FOUR DOOR SEDAN, FULL SIZE, REAR WHEEL DRIVE	2FAFP71W31X178866	20220
PICKUP 3/4 TON, DODGE EXTENDED CAB 1999	37KC23Z7XG229772	18907
VAN, FULL SIZE, EXTENDED, FORD, BLUE '92	1FBJS31H5NHB53961	16722
PICKUP, FULL SIZE CREW CAB, 6 PASSENGER, EIGHT	1FTSW31L81EC69689	24918
PICKUP, FULL SIZE CREW CAB, 6 PASSENGER, EIGHT	1FTSW31L61EC69688	24918
PICKUP, CHEVY, FULL SIZE 3/4 TON	1GCGC29FXZF433925	22135
INGERSOLL RAND AIR COMPRESSOR MODEL 175	194065U91315	0
UTILITY TRAILER, 1996, BIG TEX	4K8LX0816T1A05480	0
FOUR DOOR SEDAN, FULL SIZE, REAR WHEEL DRIVE	2FAFP71WX1X178864	20220
2007 CHEVROLET COLORADO CREW CAB PICKUP	1GCDS13E878174628	20110
2007 FORD POLICE INTERCEPTOR	2FAFP71WX7X124571	22935.38
2008 FORD POLICE INTERCEPTOR, FULL SIZE	2FAFP71V98X158493	23788.32
2005 FORD POLICE INTERCEPTOR	2FAFP71W25X156671	20162
2006 FORD POLICE INTERCEPTOR, BID SERIES BBA	2FAFP71W66X148106	21786
2007 FORD POLICE INTERCEPTOR	2FAFP71W17X124586	22935.38
ALAMO FLAIL MOWER	N/A	N/A

INS	DEP	DIV	P.O.	ASSET	LOC	STA	ACCT
0	49	52	248903	63734	TCAUC2	A	8020
0	49	52	223649	57420	TCAUC2	A	8020
0	49	52	278445	71398	TCAUC2	A	8020
0	49	52	200187	52825	TCAUC2	A	8020
0	49	52	248903	63762	TCAUC2	A	8020
0	49	52	182303	50270	TCAUC2	A	8020
0	49	52	0	61134	TCAUC2	A	0
0	49	52		61136	TCAUC2	A	8020
0	49	52	236159	59741	TCAUC2	A	8020
0	31	1	223649	57387	TCAUC2	A	8020
0	49	52	200187	52824	TCAUC2	A	8020
0	49	52	200187	52822	TCAUC2	A	8020
0	37	25	200187	52885	TCAUC2	A	8020
0	31	10	223649	57364	TCAUC2	A	8020
0	49	52	200187	52823	TCAUC2	A	8020
0	49	52	223649	57410	TCAUC2	A	8020
0	37	25	223649	57414	TCAUC2	A	8020
0	37	35	248903	63725	TCAUC2	A	8020
0	37	25	223649	57368	TCAUC2	A	8020
0	49	52	248903	63740	TCAUC2	A	8020
0	37	25	200187	52868	TCAUC2	A	8020
0	37	35	223649	57377	TCAUC2	A	8020
0	37	35	200187	52880	TCAUC2	A	8020
0	33	2	248903	63726	TCAUC2	A	8020
0	31	2	223649	57382	TCAUC2	A	8020
0	49	52	223649	57418	TCAUC2	A	8020
0	19	20	71365	35563	TCAUC2	A	8020
0	49	52	71512	35732	TCAUC2	A	8020
0	49	45	90349	35940	TCAUC2	A	8020
0	49	41	77621	33228	TCAUC2	A	8043
0	14	15	119107	40453	TCAUC2	A	8020
0	47	15	227002	61142	TCAUC2	A	8020
0	47	15		61142	TCAUC2	A	8020
0	47	15	178327	48690	TCAUC2	A	8020
0	49	41	29729	6599	TCAUC2	A	8020
0	49	41		6583	TCAUC2	A	8020
0	58	57	138576	44953	TCAUC2	A	8020
0	49	52		10030	TCAUC2	A	8015
0	14	15	119354	40420	TCAUC2	A	8020
0	18	0	228526	57360	TCAUC2	A	8020
0	37	35		25403	TCAUC2	A	8020
0	49	45	286376	70554	TCAUC2	A	8041
0	49	45	286376	70555	TCAUC2	A	8041
0	49	41	42784	26487	TCAUC2	A	8061
0	49	41	29642	26503	TCAUC2	A	8020
0	49	41	77286	34431	TCAUC2	A	8061
0	49	45	281673	70525	TCAUC2	A	8043
725	49	45	62098	31876	TCAUC2	A	8022
0	49	52	194334	51301	TCAUC2	A	8043
0	49	45	15424	10963	TCAUC2	A	8061
995	49	8	126726	40719	TCAUC2	A	8061

995	49	8	126726	40720	TCAUC2	A	8061
3559.3	49	51	63210	33774	TCAUC2	A	8011
1119.62	49	41	72748	33771	TCAUC2	A	8011
3559.3	49	41	63210	33772	TCAUC2	A	8011
0	49	41	106527	37116	TCAUC2	A	8061
0	14	3	69405	35030	TCAUC2	A	8020
0	49	52	200187	52820	TCAUC2	A	8020
0	37	35	162099	48084	TCAUC2	A	8020
0	12	61	24202	9381	TCAUC2	A	8020
0	49	45	202714	52532	TCAUC2	A	8020
0	49	52	202714	52533	TCAUC2	A	8020
0	49	45	162101	48685	TCAUC2	A	8020
0	49	51		98529	TCAUC2	A	8015
495	49	45	90970	35132	TCAUC2	A	8061
0	49	52	200187	52836	TCAUC2	A	8020
0	49	41	373234	83500	TCAUC2	A	8020
0	37	25	353351	80839	TCAUC2	A	8020
0	49	52	385182	88324	TCAUC2	A	8020
0	49	52	303738	75346	TCAUC2	A	8020
0	37	25	326771	79482	TCAUC2	A	8020
0	49	52	353351	80853	TCAUC2	A	8020
N/A	49	52	N/A	N/A	TCAUC2	N/A	N/A



Travis County Commissioners Court Agenda Request

Meeting Date: 3/15/2011, 9:00 AM, Voting Session
Prepared By: Loren Breland, Purchasing, 854-4854
Elected/Appointed Official/Dept. Head: Cyd Grimes, Purchasing Agent
Sponsors: Judge Biscoe

AGENDA LANGUAGE:

Approve Contract Award for Janitorial Services, IFB No. B110125-LD, to the Qualified Low Bidders:

- A. American Facility Services, Inc., Group A ; and
 - B. Villeda Building Service, LLC., Group B
-

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Purchasing concurs with department and recommends approval of requested action. This procurement action meets the compliance requirements as outlined by the statutes.

This contract will provide Janitorial Services for the West Rural Community Center/Clinic, Precinct 3 Office Building and Precinct 4 Office Building.

On February 8, 2011 IFB #B110125-LD was issued to 78 vendors. Fourteen bids were received on February 28, 2011. FM has reviewed the bids and recommends award by Group to the lowest qualified bidders. Group A, West Rural Community Center, Clinic and Precinct 3 Office Building award to American Facility Services, Inc. and Group B, Precinct 4 Office Building award to Villeda Building Service, LLC. The lowest bidder, International Building Services, is the current contractor but due to continued performance issues, it was the recommendation from FM not extend their contract or to award a new contract. IFB #B110125-LD was issued to solicit bids for a new service provider.

Contract Expenditures: Within the last 12 months \$42,444.00 has been spent against this requirement.

Contract-Related Information:

Award Amount: \$73,070.80
Contract Type: Annual Term Contract
Contract Period: March 22, 2011 to March 21, 2012

Solicitation-Related Information:

Solicitations Sent: 78

Responses Received: 14

HUB Information: Recommended vendor Villeda Building Service, LLC is a certified HUB.

% HUB Subcontractor:

Special Contract Considerations:

Award has been protested; interested parties have been notified.

Award is not to the lowest bidder; interested parties have been notified.

Comments:

• **Funding Information:**

Purchase Requisitions 525531, 525532 in H.T.E.:

Funding Account(s): 001-1403-525-6099

Comments:

• **Statutory Verification of Funding:**

Contract Verification Form: Funds Verified Not Verified by Auditor.

REQUIRED AUTHORIZATIONS:

Purchasing	Bonnie Floyd	Completed	03/07/2011 2:32 PM
Purchasing	Cyd Grimes	Completed	03/07/2011 4:44 PM
Purchasing Admin Support Group	Juan Gonzalez	Completed	03/08/2011 8:11 AM
County Judge's Office	Cheryl Aker	Pending	
Commissioners Court	Cheryl Aker	Pending	

**Bid Tabulation Packet
for
Solicitation B110125-LD**

**JANITORIAL SERVICES - WEST RURAL CC, PCT 3
OFFICE BUILDING, PCT 4 OFFICE BUILD.**



Travis County

Bid #B110125-LD - JANITORIAL SERVICES - WEST RURAL CC, PCT 3 OFFICE BUILDING, PCT 4 OFFICE BUILD.

Creation Date **Feb 3, 2011**End Date **Feb 28, 2011 1:00:00 PM CST**Start Date **Feb 8, 2011 11:16:25 AM CST**Awarded Date **Not Yet Awarded**

B110125-LD-1-01 Group A-WEST RURAL COMMUNITY CENTER: Provide Basic Cleaning Services and Restroom Cleaning					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
CHOE ENTERPRISES, INC.	First Offer - \$443.52	12 / month	\$5,322.24		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Spotless Cleaning Inc. [Ad]	First Offer - \$450.00	12 / month	\$5,400.00	Y	Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Federal Janitorial	First Offer - \$470.00	12 / month	\$5,640.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
OJS Systems, Inc.	First Offer - \$500.00	12 / month	\$6,000.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Pruitt Building Services, Inc	First Offer - \$500.00	12 / month	\$6,000.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
International Building Services	First Offer - \$500.00	12 / month	\$6,000.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
RK VINING ENTERPRISES	First Offer - \$510.00	12 / month	\$6,120.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Villeda Building Service, LLC	First Offer - \$585.00	12 / month	\$7,020.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Mendoza Maintenance Group, Inc. [Ad]	First Offer - \$600.00	12 / month	\$7,200.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
American Facility Services, Inc.	First Offer - \$600.00	12 / month	\$7,200.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
K-B Contract Cleaning, Inc.	First Offer - \$623.00	12 / month	\$7,476.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
HBS National Corporation, Inc.	First Offer - \$825.00	12 / month	\$9,900.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
KC'S ENTERPRISES	First Offer - \$900.00	12 / month	\$10,800.00		Y

Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
AHI Facility Services, Inc	First Offer - \$1,750.00	12 / month	\$21,000.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			

B110125-LD-1-02 Group A-WEST RURAL COMMUNITY CENTER: Floor Maintenance - Strip, Scrub, Seal and Wax VCT Floors (6,046 sq/ft)

Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
CHOE ENTERPRISES, INC.	First Offer - \$198.00	2 / semi-annual	\$396.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
American Facility Services, Inc.	First Offer - \$200.00	2 / semi-annual	\$400.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Federal Janitorial	First Offer - \$235.00	2 / semi-annual	\$470.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
OJS Systems, Inc.	First Offer - \$235.00	2 / semi-annual	\$470.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Pruitt Building Services, Inc.	First Offer - \$250.00	2 / semi-annual	\$500.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
International Building Services	First Offer - \$250.00	2 / semi-annual	\$500.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
RK VINING ENTERPRISES	First Offer - \$255.00	2 / semi-annual	\$510.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Villeda Building Service, LLC	First Offer - \$302.30	2 / semi-annual	\$604.60		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Mendoza Maintenance Group, Inc. [Ad]	First Offer - \$320.00	2 / semi-annual	\$640.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
K-B Contract Cleaning, Inc.	First Offer - \$605.00	2 / semi-annual	\$1,210.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Spotless Cleaning Inc. [Ad]	First Offer - \$636.00	2 / semi-annual	\$1,272.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
AHI Facility Services, Inc	First Offer - \$780.00	2 / semi-annual	\$1,560.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
HBS National Corporation, Inc.	First Offer - \$1,329.70	2 / semi-annual	\$2,659.40		Y

Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
KC'S ENTERPRISES	First Offer - \$3,000.00	2 / semi-annual	\$6,000.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			

B110125-LD-1-03 Group A-WEST RURAL COMMUNITY CENTER: Clean Interior Windows					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
American Facility Services, Inc.	First Offer - \$25.00	2 / semi-annual	\$50.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
HBS National Corporation, Inc.	First Offer - \$25.00	2 / semi-annual	\$50.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Villeda Building Service, LLC	First Offer - \$30.00	2 / semi-annual	\$60.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Federal Janitorial	First Offer - \$45.00	2 / semi-annual	\$90.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
OJS Systems, Inc.	First Offer - \$45.00	2 / semi-annual	\$90.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
CHOE ENTERPRISES, INC.	 First Offer - \$46.00	2 / semi-annual	\$92.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Pruitt Building Services, Inc.	First Offer - \$50.00	2 / semi-annual	\$100.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Mendoza Maintenance Group, Inc. [Ad]	First Offer - \$50.00	2 / semi-annual	\$100.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
International Building Services	First Offer - \$50.00	2 / semi-annual	\$100.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
K-B Contract Cleaning, Inc.	First Offer - \$50.00	2 / semi-annual	\$100.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
RK VINING ENTERPRISES	First Offer - \$54.00	2 / semi-annual	\$108.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
KC'S ENTERPRISES	First Offer - \$60.00	2 / semi-annual	\$120.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Spotless Cleaning Inc. [Ad]	First Offer - \$100.00	2 / semi-annual	\$200.00		Y
Agency Product Code:		Supplier Product Code:			

Agency Notes:		Supplier Notes:			
AHI Facility Services, Inc.	First Offer - \$100.00	2 / semi-annual	\$200.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			

B110125-LD-1-04 Group A-WEST RURAL COMMUNITY CENTER: Clean Exterior Windows

Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
American Facility Services, Inc.	First Offer - \$25.00	2 / semi-annual	\$50.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
OJS Systems, Inc.	First Offer - \$55.00	2 / semi-annual	\$110.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Villeda Building Service, LLC	First Offer - \$55.00	2 / semi-annual	\$110.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Federal Janitorial	First Offer - \$60.00	2 / semi-annual	\$120.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
International Building Services	First Offer - \$65.00	2 / semi-annual	\$130.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
RK VINING ENTERPRISES	First Offer - \$67.00	2 / semi-annual	\$134.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Pruitt Building Services, Inc	First Offer - \$75.00	2 / semi-annual	\$150.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Mendoza Maintenance Group, Inc. [Ad]	First Offer - \$75.00	2 / semi-annual	\$150.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
HBS National Corporation, Inc.	First Offer - \$75.00	2 / semi-annual	\$150.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
CHOE ENTERPRISES, INC.	 First Offer - \$75.00	2 / semi-annual	\$150.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Spotless Cleaning Inc. [Ad]	First Offer - \$100.00	2 / semi-annual	\$200.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
KC'S ENTERPRISES	First Offer - \$100.00	2 / semi-annual	\$200.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
AHI Facility Services, Inc	First Offer - \$125.00	2 / semi-annual	\$250.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			


K-B Contract Cleaning, Inc.	First Offer - \$175.00	2 / semi-annual	\$350.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			

B110125-LD-1-05 Group A-WEST RURAL COMMUNITY CENTER: Clean/Shampoo Carpets (2,700 sq. ft.)					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
International Building Services	First Offer - \$50.00	2 / semi annual	\$100.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Mendoza Maintenance Group, Inc. [Ad]	First Offer - \$75.00	2 / semi annual	\$150.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
K-B Contract Cleaning, Inc.	First Offer - \$81.00	2 / semi annual	\$162.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
American Facility Services, Inc.	First Offer - \$100.00	2 / semi annual	\$200.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
OJS Systems, Inc.	First Offer - \$130.00	2 / semi annual	\$260.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Villeda Building Service, LLC	First Offer - \$130.00	2 / semi annual	\$260.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Spotless Cleaning Inc. [Ad]	First Offer - \$189.00	2 / semi annual	\$378.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes: This service is not included in current contract.			
Pruitt Building Services, Inc.	First Offer - \$200.00	2 / semi annual	\$400.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Federal Janitorial	First Offer - \$243.00	2 / semi annual	\$486.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
AHI Facility Services, Inc.	First Offer - \$273.00	2 / semi annual	\$546.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
CHOE ENTERPRISES, INC.	 First Offer - \$405.00	2 / semi annual	\$810.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
HBS National Corporation, Inc.	First Offer - \$421.00	2 / semi annual	\$842.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
RK VINING ENTERPRISES	First Offer - \$687.00	2 / semi annual	\$1,374.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			

KC'S ENTERPRISES	First Offer - \$1,000.00	2 / semi annual	\$2,000.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			

B110125-LD-1-06 Group A-WEST RURAL COMMUNITY CENTER: Performs High Dusting					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
K-B Contract Cleaning, Inc.	First Offer - \$0.00	2 / semi-annual	\$0.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
American Facility Services, Inc.	First Offer - \$10.00	2 / semi-annual	\$20.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Federal Janitorial	First Offer - \$15.00	2 / semi-annual	\$30.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
OJS Systems, Inc.	First Offer - \$15.00	2 / semi-annual	\$30.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Spotless Cleaning Inc. [Ad]	First Offer - \$15.00	2 / semi-annual	\$30.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Mendoza Maintenance Group, Inc. [Ad]	First Offer - \$15.00	2 / semi-annual	\$30.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
International Building Services	First Offer - \$15.00	2 / semi-annual	\$30.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Villeda Building Service, LLC	First Offer - \$15.00	2 / semi-annual	\$30.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
HBS National Corporation, Inc.	First Offer - \$20.00	2 / semi-annual	\$40.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
CHOE ENTERPRISES, INC.	 First Offer - \$22.00	2 / semi-annual	\$44.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Pruitt Building Services, Inc	First Offer - \$25.00	2 / semi-annual	\$50.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
KC'S ENTERPRISES	First Offer - \$25.00	2 / semi-annual	\$50.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
RK VINING ENTERPRISES	First Offer - \$39.00	2 / semi-annual	\$78.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			


AHI Facility Services, Inc.	First Offer - \$105.00	2 / semi-annual	\$210.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			

B110125-LD-1-07 Group A-WEST RURAL COMMUNITY CENTER: Clean Light Fixtures/Air Diffusers					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
American Facility Services, Inc.	First Offer - \$10.00	2 / semi-annual	\$20.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Villeda Building Service, LLC	First Offer - \$15.00	2 / semi-annual	\$30.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
CHOE ENTERPRISES, INC.	 First Offer - \$24.00	2 / semi-annual	\$48.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Federal Janitorial	First Offer - \$25.00	2 / semi-annual	\$50.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
OJS Systems, Inc.	First Offer - \$25.00	2 / semi-annual	\$50.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Spotless Cleaning Inc. [Ad]	First Offer - \$25.00	2 / semi-annual	\$50.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Pruitt Building Services, Inc.	First Offer - \$25.00	2 / semi-annual	\$50.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Mendoza Maintenance Group, Inc. [Ad]	First Offer - \$25.00	2 / semi-annual	\$50.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
International Building Services	First Offer - \$25.00	2 / semi-annual	\$50.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
RK VINING ENTERPRISES	First Offer - \$29.00	2 / semi-annual	\$58.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
KC'S ENTERPRISES	First Offer - \$30.00	2 / semi-annual	\$60.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
K-B Contract Cleaning, Inc.	First Offer - \$49.00	2 / semi-annual	\$98.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
HBS National Corporation, Inc.	First Offer - \$50.00	2 / semi-annual	\$100.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
AHI Facility Services, Inc.	First Offer - \$150.00	2 / semi-annual	\$300.00		Y

Agency Product Code: Agency Notes:	Supplier Product Code: Supplier Notes:
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B110125-LD-1-08 Group A-WEST RURAL COMMUNITY CENTER: Provide Emergency or Special Event Cleaning Services					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
CHOE ENTERPRISES, INC.	 First Offer - \$9.65	1 / hour	\$9.65		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Federal Janitorial	First Offer - \$10.00	1 / hour	\$10.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
American Facility Services, Inc.	First Offer - \$10.50	1 / hour	\$10.50		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
International Building Services	First Offer - \$11.00	1 / hour	\$11.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
HBS National Corporation, Inc.	First Offer - \$11.94	1 / hour	\$11.94		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Mendoza Maintenance Group, Inc. [Ad]	First Offer - \$12.00	1 / hour	\$12.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Villeda Building Service, LLC	First Offer - \$12.00	1 / hour	\$12.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
OJS Systems, Inc.	First Offer - \$12.24	1 / hour	\$12.24		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Pruitt Building Services, Inc.	First Offer - \$12.50	1 / hour	\$12.50		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Spotless Cleaning Inc. [Ad]	First Offer - \$14.50	1 / hour	\$14.50		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
RK VINING ENTERPRISES	First Offer - \$15.00	1 / hour	\$15.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
KC'S ENTERPRISES	First Offer - \$15.00	1 / hour	\$15.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
K-B Contract Cleaning, Inc.	First Offer - \$15.00	1 / hour	\$15.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
AHI Facility Services, Inc	First Offer - \$20.00	1 / hour	\$20.00		Y

Agency Product Code: Agency Notes:	Supplier Product Code: Supplier Notes:
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B110125-LD-2-01 Group A-WEST RURAL HEALTH CLINIC: Provide Basic and Special Health Clinic Cleaning Services, and Restroom Cleaning					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
Villeda Building Service, LLC	First Offer - \$230.00	12 / month	\$2,760.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Federal Janitorial	First Offer - \$235.00	12 / month	\$2,820.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
American Facility Services, Inc.	First Offer - \$250.00	12 / month	\$3,000.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
International Building Services	First Offer - \$250.00	12 / month	\$3,000.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
OJS Systems, Inc.	First Offer - \$255.00	12 / month	\$3,060.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
RK VINING ENTERPRISES	First Offer - \$259.00	12 / month	\$3,108.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Spotless Cleaning Inc. [Ad]	First Offer - \$270.00	12 / month	\$3,240.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Pruitt Building Services, Inc.	First Offer - \$300.00	12 / month	\$3,600.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
CHOE ENTERPRISES, INC.	 First Offer - \$300.00	12 / month	\$3,600.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Mendoza Maintenance Group, Inc. [Ad]	First Offer - \$375.00	12 / month	\$4,500.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
K-B Contract Cleaning, Inc.	First Offer - \$521.00	12 / month	\$6,252.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
HBS National Corporation, Inc.	First Offer - \$674.215	12 / month	\$8,090.58		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
KC'S ENTERPRISES	First Offer - \$1,000.00	12 / month	\$12,000.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
AHI Facility Services, Inc.	First Offer - \$1,252.00	12 / month	\$15,024.00		Y

Agency Product Code: Agency Notes:	Supplier Product Code: Supplier Notes:
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B110125-LD-2-02 Group A-WEST RURAL HEALTH CLINIC: Floor Maintenance - Strip, Scrub, Seal and Wax VCT Floors (2,619 sq/ft)					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
Villeda Building Service, LLC	First Offer - \$140.00	2 / semi-annual	\$280.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
American Facility Services, Inc.	First Offer - \$150.00	2 / semi-annual	\$300.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
CHOE ENTERPRISES, INC.	 First Offer - \$150.00	2 / semi-annual	\$300.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Federal Janitorial	First Offer - \$170.00	2 / semi-annual	\$340.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
OJS Systems, Inc.	First Offer - \$175.00	2 / semi-annual	\$350.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Pruitt Building Services, Inc.	First Offer - \$175.00	2 / semi-annual	\$350.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
International Building Services	First Offer - \$180.00	2 / semi-annual	\$360.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
RK VINING ENTERPRISES	First Offer - \$193.00	2 / semi-annual	\$386.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
K-B Contract Cleaning, Inc.	First Offer - \$262.00	2 / semi-annual	\$524.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
AHI Facility Services, Inc.	First Offer - \$347.00	2 / semi-annual	\$694.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Spotless Cleaning Inc. [Ad]	First Offer - \$392.50	2 / semi-annual	\$785.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Mendoza Maintenance Group, Inc. [Ad]	First Offer - \$400.00	2 / semi-annual	\$800.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
HBS National Corporation, Inc.	First Offer - \$576.18	2 / semi-annual	\$1,152.36		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
KC'S ENTERPRISES	First Offer - \$1,300.00	2 / semi-annual	\$2,600.00		Y

Agency Product Code: Agency Notes:	Supplier Product Code: Supplier Notes:
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B110125-LD-2-03 Group A-WEST RURAL HEALTH CLINIC: Clean Interior Windows					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
American Facility Services, Inc.	First Offer - \$10.00	2 / semi-annual	\$20.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
HBS National Corporation, Inc.	First Offer - \$20.00	2 / semi-annual	\$40.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Pruitt Building Services, Inc.	First Offer - \$25.00	2 / semi-annual	\$50.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Villeda Building Service, LLC	First Offer - \$25.00	2 / semi-annual	\$50.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
OJS Systems, Inc.	First Offer - \$30.00	2 / semi-annual	\$60.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
International Building Services	First Offer - \$30.00	2 / semi-annual	\$60.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
CHOE ENTERPRISES, INC.	 First Offer - \$30.00	2 / semi-annual	\$60.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Federal Janitorial	First Offer - \$35.00	2 / semi-annual	\$70.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
RK VINING ENTERPRISES	First Offer - \$39.00	2 / semi-annual	\$78.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Mendoza Maintenance Group, Inc. [Ad]	First Offer - \$40.00	2 / semi-annual	\$80.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
KC'S ENTERPRISES	First Offer - \$50.00	2 / semi-annual	\$100.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
K-B Contract Cleaning, Inc.	First Offer - \$75.00	2 / semi-annual	\$150.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Spotless Cleaning Inc. [Ad]	First Offer - \$100.00	2 / semi-annual	\$200.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
AHI Facility Services, Inc.	First Offer - \$115.00	2 / semi-annual	\$230.00		Y
Agency Product Code:			Supplier Product Code:		

Agency Notes:	Supplier Notes:
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B110125-LD-2-04 Group A-WEST RURAL HEALTH CLINIC: Clean Exterior Windows					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
American Facility Services, Inc.	First Offer - \$10.00	2 / semi-annual	\$20.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
International Building Services	First Offer - \$50.00	2 / semi-annual	\$100.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Federal Janitorial	First Offer - \$55.00	2 / semi-annual	\$110.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
OJS Systems, Inc.	First Offer - \$55.00	2 / semi-annual	\$110.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Villeda Building Service, LLC	First Offer - \$55.00	2 / semi-annual	\$110.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Mendoza Maintenance Group, Inc. [Ad]	First Offer - \$60.00	2 / semi-annual	\$120.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
CHOE ENTERPRISES, INC.	 First Offer - \$65.00	2 / semi-annual	\$130.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
RK VINING ENTERPRISES	First Offer - \$67.00	2 / semi-annual	\$134.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Pruitt Building Services, Inc.	First Offer - \$75.00	2 / semi-annual	\$150.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
HBS National Corporation, Inc.	First Offer - \$75.00	2 / semi-annual	\$150.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Spotless Cleaning Inc. [Ad]	First Offer - \$100.00	2 / semi-annual	\$200.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
KC'S ENTERPRISES	First Offer - \$100.00	2 / semi-annual	\$200.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
AHI Facility Services, Inc.	First Offer - \$133.00	2 / semi-annual	\$266.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
K-B Contract Cleaning, Inc.	First Offer - \$139.00	2 / semi-annual	\$278.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		

B110125-LD-2-05 Group A-WEST RURAL HEALTH CLINIC: Clean/Shampoo Carpets					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
Federal Janitorial	First Offer - \$0.00	2 / semi annual	\$0.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Villeda Building Service, LLC	First Offer - \$0.00	2 / semi annual	\$0.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
American Facility Services, Inc.	First Offer - \$30.00	2 / semi annual	\$60.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
International Building Services	First Offer - \$50.00	2 / semi annual	\$100.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Mendoza Maintenance Group, Inc. [Ad]	First Offer - \$75.00	2 / semi annual	\$150.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Spotless Cleaning Inc. [Ad]	First Offer - \$90.00	2 / semi annual	\$180.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
OJS Systems, Inc.	First Offer - \$95.00	2 / semi annual	\$190.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
K-B Contract Cleaning, Inc.	First Offer - \$135.00	2 / semi annual	\$270.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Pruitt Building Services, Inc	First Offer - \$200.00	2 / semi annual	\$400.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
CHOE ENTERPRISES, INC.	 First Offer - \$200.00	2 / semi annual	\$400.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
AHI Facility Services, Inc	First Offer - \$273.00	2 / semi annual	\$546.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
HBS National Corporation, Inc.	First Offer - \$303.06	2 / semi annual	\$606.12		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
RK VINING ENTERPRISES	First Offer - \$393.85	2 / semi annual	\$787.70		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
KC'S ENTERPRISES	First Offer - \$1,000.00	2 / semi annual	\$2,000.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			

B110125-LD-2-06 Group A-WEST RURAL HEALTH CLINIC: Performs High Dusting					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
K-B Contract Cleaning, Inc.	First Offer - \$0.00	2 / semi-annual	\$0.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
American Facility Services, Inc.	First Offer - \$10.00	2 / semi-annual	\$20.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
CHOE ENTERPRISES, INC.	 First Offer - \$11.00	2 / semi-annual	\$22.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Villeda Building Service, LLC	First Offer - \$15.00	2 / semi-annual	\$30.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
HBS National Corporation, Inc.	First Offer - \$20.00	2 / semi-annual	\$40.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Federal Janitorial	First Offer - \$25.00	2 / semi-annual	\$50.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
OJS Systems, Inc.	First Offer - \$25.00	2 / semi-annual	\$50.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Spotless Cleaning Inc. [Ad]	First Offer - \$25.00	2 / semi-annual	\$50.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Pruitt Building Services, Inc.	First Offer - \$25.00	2 / semi-annual	\$50.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
KC'S ENTERPRISES	First Offer - \$25.00	2 / semi-annual	\$50.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Mendoza Maintenance Group, Inc. [Ad]	First Offer - \$25.00	2 / semi-annual	\$50.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
International Building Services	First Offer - \$25.00	2 / semi-annual	\$50.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
RK VINING ENTERPRISES	First Offer - \$29.00	2 / semi-annual	\$58.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
AHI Facility Services, Inc	First Offer - \$112.00	2 / semi-annual	\$224.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		

B110125-LD-2-07 Group A-WEST RURAL HEALTH CLINIC: Clean Light Fixtures/Air Diffusers					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
American Facility Services, Inc.	First Offer - \$10.00	2 / semi-annual	\$20.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Federal Janitorial	First Offer - \$25.00	2 / semi-annual	\$50.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
OJS Systems, Inc.	First Offer - \$25.00	2 / semi-annual	\$50.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Spotless Cleaning Inc. [Ad]	First Offer - \$25.00	2 / semi-annual	\$50.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Pruitt Building Services, Inc	First Offer - \$25.00	2 / semi-annual	\$50.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
International Building Services	First Offer - \$25.00	2 / semi-annual	\$50.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Villeda Building Service, LLC	First Offer - \$25.00	2 / semi-annual	\$50.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
CHOE ENTERPRISES, INC.	 First Offer - \$26.00	2 / semi-annual	\$52.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
RK VINING ENTERPRISES	First Offer - \$29.00	2 / semi-annual	\$58.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Mendoza Maintenance Group, Inc. [Ad]	First Offer - \$30.00	2 / semi-annual	\$60.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
KC'S ENTERPRISES	First Offer - \$35.00	2 / semi-annual	\$70.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
K-B Contract Cleaning, Inc.	First Offer - \$35.00	2 / semi-annual	\$70.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
HBS National Corporation, Inc.	First Offer - \$50.00	2 / semi-annual	\$100.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
AHI Facility Services, Inc	First Offer - \$149.00	2 / semi-annual	\$298.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			

B110125-LD-2-08 Group A-WEST RURAL HEALTH CLINIC: Provide Emergency or Special Event Cleaning Services						
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs	
CHOE ENTERPRISES, INC.	 First Offer - \$9.65	1 / hour	\$9.65			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
Federal Janitorial	First Offer - \$10.00	1 / hour	\$10.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
American Facility Services, Inc.	First Offer - \$10.50	1 / hour	\$10.50			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
International Building Services	First Offer - \$11.00	1 / hour	\$11.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
HBS National Corporation, Inc.	First Offer - \$11.95	1 / hour	\$11.95			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
Mendoza Maintenance Group, Inc. [Ad]	First Offer - \$12.00	1 / hour	\$12.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
Villeda Building Service, LLC	First Offer - \$12.00	1 / hour	\$12.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
OJS Systems, Inc.	First Offer - \$12.24	1 / hour	\$12.24			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
Pruitt Building Services, Inc.	First Offer - \$12.50	1 / hour	\$12.50			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
Spotless Cleaning Inc. [Ad]	First Offer - \$14.50	1 / hour	\$14.50			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
RK VINING ENTERPRISES	First Offer - \$15.00	1 / hour	\$15.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
KC'S ENTERPRISES	First Offer - \$15.00	1 / hour	\$15.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
K-B Contract Cleaning, Inc.	First Offer - \$15.00	1 / hour	\$15.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
AHI Facility Services, Inc.	First Offer - \$20.00	1 / hour	\$20.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				

B110125-LD-3-01 Group A-PRECINCT 3 OFFICE BUILDING: Provide Basic Cleaning Services and Restroom Cleaning						
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs	
International Building Services	First Offer - \$800.00	12 / month	\$9,600.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
CHOE ENTERPRISES, INC.	 First Offer - \$841.15	12 / month	\$10,093.80			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
Federal Janitorial	First Offer - \$845.00	12 / month	\$10,140.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
American Facility Services, Inc.	First Offer - \$875.00	12 / month	\$10,500.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
Villeda Building Service, LLC	First Offer - \$875.00	12 / month	\$10,500.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
OJS Systems, Inc.	First Offer - \$905.00	12 / month	\$10,860.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
Spotless Cleaning Inc. [Ad]	First Offer - \$950.00	12 / month	\$11,400.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
Pruitt Building Services, Inc	First Offer - \$950.00	12 / month	\$11,400.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
Mendoza Maintenance Group, Inc. [Ad]	First Offer - \$950.00	12 / month	\$11,400.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
RK VINING ENTERPRISES	First Offer - \$990.00	12 / month	\$11,880.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
K-B Contract Cleaning, Inc.	First Offer - \$1,144.00	12 / month	\$13,728.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
KC'S ENTERPRISES	First Offer - \$1,500.00	12 / month	\$18,000.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
HBS National Corporation, Inc.	First Offer - \$1,687.97	12 / month	\$20,255.64			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
AHI Facility Services, Inc	First Offer - \$3,625.00	12 / month	\$43,500.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				

B110125-LD-3-02 Group A-PRECINCT 3 OFFICE BUILDING: Floor Maintenance - Strip, Scrub, Seal and Wax VCT Floors (758 sq/ft)					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
American Facility Services, Inc.	First Offer - \$30.00	2 / semi-annual	\$60.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Villeda Building Service, LLC	First Offer - \$53.00	2 / semi-annual	\$106.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Federal Janitorial	First Offer - \$55.00	2 / semi-annual	\$110.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
OJS Systems, Inc.	First Offer - \$55.00	2 / semi-annual	\$110.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
International Building Services	First Offer - \$60.00	2 / semi-annual	\$120.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
RK VINING ENTERPRISES	First Offer - \$69.00	2 / semi-annual	\$138.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Pruitt Building Services, Inc.	First Offer - \$75.00	2 / semi-annual	\$150.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Mendoza Maintenance Group, Inc. [Ad]	First Offer - \$75.00	2 / semi-annual	\$150.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
K-B Contract Cleaning, Inc.	First Offer - \$76.00	2 / semi-annual	\$152.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Spotless Cleaning Inc. [Ad]	First Offer - \$113.00	2 / semi-annual	\$226.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
CHOE ENTERPRISES, INC.	 First Offer - \$155.00	2 / semi-annual	\$310.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
HBS National Corporation, Inc.	First Offer - \$175.00	2 / semi-annual	\$350.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
AHI Facility Services, Inc.	First Offer - \$175.00	2 / semi-annual	\$350.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
KC'S ENTERPRISES	First Offer - \$350.00	2 / semi-annual	\$700.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		

B110125-LD-3-03 Group A-PRECINCT 3 OFFICE BUILDING: Clean Interior Windows					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
HBS National Corporation, Inc.	First Offer - \$30.00	2 / semi-annual	\$60.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Villeda Building Service, LLC	First Offer - \$40.00	2 / semi-annual	\$80.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Federal Janitorial	First Offer - \$45.00	2 / semi-annual	\$90.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
OJS Systems, Inc.	First Offer - \$45.00	2 / semi-annual	\$90.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
CHOE ENTERPRISES, INC.	 First Offer - \$46.00	2 / semi-annual	\$92.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Spotless Cleaning Inc. [Ad]	First Offer - \$50.00	2 / semi-annual	\$100.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Pruitt Building Services, Inc.	First Offer - \$50.00	2 / semi-annual	\$100.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
KC'S ENTERPRISES	First Offer - \$50.00	2 / semi-annual	\$100.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Mendoza Maintenance Group, Inc. [Ad]	First Offer - \$50.00	2 / semi-annual	\$100.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
American Facility Services, Inc.	First Offer - \$50.00	2 / semi-annual	\$100.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
International Building Services	First Offer - \$50.00	2 / semi-annual	\$100.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
K-B Contract Cleaning, Inc.	First Offer - \$50.00	2 / semi-annual	\$100.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
RK VINING ENTERPRISES	First Offer - \$59.00	2 / semi-annual	\$118.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
AHI Facility Services, Inc	First Offer - \$205.00	2 / semi-annual	\$410.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			

B110125-LD-3-04 Group A-PRECINCT 3 OFFICE BUILDING: Clean Exterior Windows					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
American Facility Services, Inc.	First Offer - \$50.00	2 / semi-annual	\$100.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Pruitt Building Services, Inc.	First Offer - \$75.00	2 / semi-annual	\$150.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
CHOE ENTERPRISES, INC.	 First Offer - \$75.00	2 / semi-annual	\$150.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Federal Janitorial	First Offer - \$80.00	2 / semi-annual	\$160.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
OJS Systems, Inc.	First Offer - \$80.00	2 / semi-annual	\$160.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Villeda Building Service, LLC	First Offer - \$80.00	2 / semi-annual	\$160.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Mendoza Maintenance Group, Inc. [Ad]	First Offer - \$85.00	2 / semi-annual	\$170.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
International Building Services	First Offer - \$85.00	2 / semi-annual	\$170.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
RK VINING ENTERPRISES	First Offer - \$94.00	2 / semi-annual	\$188.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Spotless Cleaning Inc. [Ad]	First Offer - \$95.00	2 / semi-annual	\$190.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
KC'S ENTERPRISES	First Offer - \$100.00	2 / semi-annual	\$200.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
HBS National Corporation, Inc.	First Offer - \$162.50	2 / semi-annual	\$325.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
K-B Contract Cleaning, Inc.	First Offer - \$195.00	2 / semi-annual	\$390.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
AHI Facility Services, Inc	First Offer - \$300.00	2 / semi-annual	\$600.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		

B110125-LD-3-05 Group A-PRECINCT 3 OFFICE BUILDING: Clean/Shampoo Carpets (12,904 sq. ft.)					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
International Building Services	First Offer - \$50.00	2 / semi annual	\$100.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
American Facility Services, Inc.	First Offer - \$200.00	2 / semi annual	\$400.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Villeda Building Service, LLC	First Offer - \$270.00	2 / semi annual	\$540.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Mendoza Maintenance Group, Inc. [Ad]	First Offer - \$400.00	2 / semi annual	\$800.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
OJS Systems, Inc.	First Offer - \$695.00	2 / semi annual	\$1,390.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Spotless Cleaning Inc. [Ad]	First Offer - \$703.00	2 / semi annual	\$1,406.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
K-B Contract Cleaning, Inc.	First Offer - \$839.00	2 / semi annual	\$1,678.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Pruitt Building Services, Inc.	First Offer - \$950.00	2 / semi annual	\$1,900.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
AHI Facility Services, Inc.	First Offer - \$1,035.00	2 / semi annual	\$2,070.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
CHOE ENTERPRISES, INC.	 First Offer - \$1,161.36	2 / semi annual	\$2,322.72		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Federal Janitorial	First Offer - \$1,162.00	2 / semi annual	\$2,324.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
RK VINING ENTERPRISES	First Offer - \$1,935.60	2 / semi annual	\$3,871.20		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
HBS National Corporation, Inc.	First Offer - \$2,000.00	2 / semi annual	\$4,000.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
KC'S ENTERPRISES	First Offer - \$4,500.00	2 / semi annual	\$9,000.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			

B110125-LD-3-06 Group A-PRECINCT 3 OFFICE BUILDING: Performs High Dusting					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
K-B Contract Cleaning, Inc.	First Offer - \$0.00	2 / semi-annual	\$0.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Villeda Building Service, LLC	First Offer - \$17.00	2 / semi-annual	\$34.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
CHOE ENTERPRISES, INC.	 First Offer - \$18.00	2 / semi-annual	\$36.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Federal Janitorial	First Offer - \$25.00	2 / semi-annual	\$50.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Spotless Cleaning Inc. [Ad]	First Offer - \$25.00	2 / semi-annual	\$50.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Pruitt Building Services, Inc.	First Offer - \$25.00	2 / semi-annual	\$50.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Mendoza Maintenance Group, Inc. [Ad]	First Offer - \$25.00	2 / semi-annual	\$50.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
American Facility Services, Inc.	First Offer - \$25.00	2 / semi-annual	\$50.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
International Building Services	First Offer - \$25.00	2 / semi-annual	\$50.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
RK VINING ENTERPRISES	First Offer - \$29.00	2 / semi-annual	\$58.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
KC'S ENTERPRISES	First Offer - \$35.00	2 / semi-annual	\$70.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
HBS National Corporation, Inc.	First Offer - \$37.50	2 / semi-annual	\$75.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
OJS Systems, Inc.	First Offer - \$50.00	2 / semi-annual	\$100.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
AHI Facility Services, Inc	First Offer - \$300.00	2 / semi-annual	\$600.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		

B110125-LD-3-07 Group A-PRECINCT 3 OFFICE BUILDING: Clean Light Fixtures/Air Diffusers					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
Villeda Building Service, LLC	First Offer - \$19.50	2 / semi-annual	\$39.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Mendoza Maintenance Group, Inc. [Ad]	First Offer - \$20.00	2 / semi-annual	\$40.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Federal Janitorial	First Offer - \$25.00	2 / semi-annual	\$50.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Spotless Cleaning Inc. [Ad]	First Offer - \$25.00	2 / semi-annual	\$50.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Pruitt Building Services, Inc	First Offer - \$25.00	2 / semi-annual	\$50.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
American Facility Services, Inc.	First Offer - \$25.00	2 / semi-annual	\$50.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
International Building Services	First Offer - \$25.00	2 / semi-annual	\$50.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
CHOE ENTERPRISES, INC.	 First Offer - \$28.00	2 / semi-annual	\$56.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
RK VINING ENTERPRISES	First Offer - \$29.00	2 / semi-annual	\$58.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
KC'S ENTERPRISES	First Offer - \$50.00	2 / semi-annual	\$100.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
K-B Contract Cleaning, Inc.	First Offer - \$50.00	2 / semi-annual	\$100.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
HBS National Corporation, Inc.	First Offer - \$50.00	2 / semi-annual	\$100.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
OJS Systems, Inc.	First Offer - \$65.00	2 / semi-annual	\$130.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
AHI Facility Services, Inc	First Offer - \$400.00	2 / semi-annual	\$800.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			

B110125-LD-3-08 Group A-PRECINCT 3 OFFICE BUILDING: Provide Emergency or Special Event Cleaning Services						
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs	
CHOE ENTERPRISES, INC.	 First Offer - \$9.65	1 / hour	\$9.65			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
Federal Janitorial	First Offer - \$10.00	1 / hour	\$10.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
American Facility Services, Inc.	First Offer - \$10.50	1 / hour	\$10.50			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
International Building Services	First Offer - \$11.00	1 / hour	\$11.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
HBS National Corporation, Inc.	First Offer - \$11.95	1 / hour	\$11.95			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
Mendoza Maintenance Group, Inc. [Ad]	First Offer - \$12.00	1 / hour	\$12.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
Villeda Building Service, LLC	First Offer - \$12.00	1 / hour	\$12.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
OJS Systems, Inc.	First Offer - \$12.24	1 / hour	\$12.24			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
Pruitt Building Services, Inc.	First Offer - \$12.50	1 / hour	\$12.50			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
Spotless Cleaning Inc. [Ad]	First Offer - \$14.50	1 / hour	\$14.50			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
KC'S ENTERPRISES	First Offer - \$15.00	1 / hour	\$15.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
K-B Contract Cleaning, Inc.	First Offer - \$15.00	1 / hour	\$15.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
RK VINING ENTERPRISES	First Offer - \$19.00	1 / hour	\$19.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
AHI Facility Services, Inc.	First Offer - \$20.00	1 / hour	\$20.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				

B110125-LD-4-01 Group B - PRECINCT 4 OFFICE BUILDING: Provide Basic Cleaning Services and Restroom Cleaning						
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs	
International Building Services	First Offer - \$3,850.00	12 / month	\$46,200.00			Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:			
Federal Janitorial	First Offer - \$3,880.00	12 / month	\$46,560.00			Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:			
Villeda Building Service, LLC	First Offer - \$3,911.60	12 / month	\$46,939.20			Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:			
CHOE ENTERPRISES, INC.	 First Offer - \$4,055.56	12 / month	\$48,666.72			Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:			
RK VINING ENTERPRISES	First Offer - \$4,139.00	12 / month	\$49,668.00			Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:			
Pruitt Building Services, Inc	First Offer - \$4,200.00	12 / month	\$50,400.00			Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:			
OJS Systems, Inc.	First Offer - \$4,245.00	12 / month	\$50,940.00			Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:			
American Facility Services, Inc.	First Offer - \$4,300.00	12 / month	\$51,600.00			Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:			
Mendoza Maintenance Group, Inc. [Ad]	First Offer - \$4,500.00	12 / month	\$54,000.00			Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:			
Spotless Cleaning Inc. [Ad]	First Offer - \$4,620.00	12 / month	\$55,440.00	Y		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:			
K-B Contract Cleaning, Inc.	First Offer - \$5,616.00	12 / month	\$67,392.00			Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:			
HBS National Corporation, Inc.	First Offer - \$6,665.52	12 / month	\$79,986.24			Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:			
KC'S ENTERPRISES	First Offer - \$7,500.00	12 / month	\$90,000.00			Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:			
AHI Facility Services, Inc	First Offer - \$11,250.00	12 / month	\$135,000.00			Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:			


B110125-LD-4-02 Group B - PRECINCT 4 OFFICE BUILDING: Floor Maintenance - Strip, Scrub, Seal and Wax VCT Floors (19,000 sq/ft)						
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs	
Federal Janitorial	First Offer - \$475.00	2 / semi-annual	\$950.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
OJS Systems, Inc.	First Offer - \$500.00	2 / semi-annual	\$1,000.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
American Facility Services, Inc.	First Offer - \$500.00	2 / semi-annual	\$1,000.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
Villeda Building Service, LLC	First Offer - \$500.00	2 / semi-annual	\$1,000.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
International Building Services	First Offer - \$504.00	2 / semi-annual	\$1,008.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
RK VINING ENTERPRISES	First Offer - \$513.00	2 / semi-annual	\$1,026.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
Pruitt Building Services, Inc.	First Offer - \$1,250.00	2 / semi-annual	\$2,500.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
Mendoza Maintenance Group, Inc. [Ad]	First Offer - \$1,500.00	2 / semi-annual	\$3,000.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
K-B Contract Cleaning, Inc.	First Offer - \$1,615.00	2 / semi-annual	\$3,230.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
Spotless Cleaning Inc. [Ad]	First Offer - \$2,350.00	2 / semi-annual	\$4,700.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
AHI Facility Services, Inc.	First Offer - \$2,570.00	2 / semi-annual	\$5,140.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
HBS National Corporation, Inc.	First Offer - \$3,800.00	2 / semi-annual	\$7,600.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
CHOE ENTERPRISES, INC.	 First Offer - \$3,800.00	2 / semi-annual	\$7,600.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
KC'S ENTERPRISES	First Offer - \$7,500.00	2 / semi-annual	\$15,000.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				

B110125-LD-4-03 Group B - PRECINCT 4 OFFICE BUILDING: Clean Interior Windows					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
Villeda Building Service, LLC	First Offer - \$140.00	2 / semi-annual	\$280.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Federal Janitorial	First Offer - \$150.00	2 / semi-annual	\$300.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
International Building Services	First Offer - \$150.00	2 / semi-annual	\$300.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
HBS National Corporation, Inc.	First Offer - \$150.00	2 / semi-annual	\$300.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
OJS Systems, Inc.	First Offer - \$155.00	2 / semi-annual	\$310.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
CHOE ENTERPRISES, INC.	 First Offer - \$155.00	2 / semi-annual	\$310.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
RK VINING ENTERPRISES	First Offer - \$169.00	2 / semi-annual	\$338.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Pruitt Building Services, Inc	First Offer - \$175.00	2 / semi-annual	\$350.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Mendoza Maintenance Group, Inc. [Ad]	First Offer - \$200.00	2 / semi-annual	\$400.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Spotless Cleaning Inc. [Ad]	First Offer - \$250.00	2 / semi-annual	\$500.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
KC'S ENTERPRISES	First Offer - \$250.00	2 / semi-annual	\$500.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
American Facility Services, Inc.	First Offer - \$250.00	2 / semi-annual	\$500.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
K-B Contract Cleaning, Inc.	First Offer - \$250.00	2 / semi-annual	\$500.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
AHI Facility Services, Inc	First Offer - \$713.00	2 / semi-annual	\$1,426.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			

B110125-LD-4-04 Group B - PRECINCT 4 OFFICE BUILDING: Clean Exterior Windows					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
American Facility Services, Inc.	First Offer - \$250.00	2 / semi-annual	\$500.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Spotless Cleaning Inc. [Ad]	First Offer - \$320.00	2 / semi-annual	\$640.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Villeda Building Service, LLC	First Offer - \$375.00	2 / semi-annual	\$750.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Federal Janitorial	First Offer - \$380.00	2 / semi-annual	\$760.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
OJS Systems, Inc.	First Offer - \$385.00	2 / semi-annual	\$770.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Pruitt Building Services, Inc.	First Offer - \$400.00	2 / semi-annual	\$800.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
International Building Services	First Offer - \$400.00	2 / semi-annual	\$800.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
RK VINING ENTERPRISES	First Offer - \$414.00	2 / semi-annual	\$828.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Mendoza Maintenance Group, Inc. [Ad]	First Offer - \$500.00	2 / semi-annual	\$1,000.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
K-B Contract Cleaning, Inc.	First Offer - \$500.00	2 / semi-annual	\$1,000.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
CHOE ENTERPRISES, INC.	 First Offer - \$550.00	2 / semi-annual	\$1,100.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
KC'S ENTERPRISES	First Offer - \$600.00	2 / semi-annual	\$1,200.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
HBS National Corporation, Inc.	First Offer - \$875.00	2 / semi-annual	\$1,750.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
AHI Facility Services, Inc	First Offer - \$912.00	2 / semi-annual	\$1,824.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			

B110125-LD-4-05 Group B - PRECINCT 4 OFFICE BUILDING: Clean/Shampoo Carpets (32,400 sq. ft.)					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
International Building Services	First Offer - \$60.00	2 / semi-annual	\$120.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
American Facility Services, Inc.	First Offer - \$300.00	2 / semi-annual	\$600.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Villeda Building Service, LLC	First Offer - \$500.00	2 / semi-annual	\$1,000.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
OJS Systems, Inc.	First Offer - \$1,040.00	2 / semi-annual	\$2,080.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Mendoza Maintenance Group, Inc. [Ad]	First Offer - \$1,075.00	2 / semi-annual	\$2,150.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Spotless Cleaning Inc. [Ad]	First Offer - \$1,768.00	2 / semi-annual	\$3,536.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
K-B Contract Cleaning, Inc.	First Offer - \$1,944.00	2 / semi-annual	\$3,888.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Pruitt Building Services, Inc.	First Offer - \$2,500.00	2 / semi-annual	\$5,000.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
AHI Facility Services, Inc.	First Offer - \$2,592.00	2 / semi-annual	\$5,184.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
Federal Janitorial	First Offer - \$2,916.00	2 / semi-annual	\$5,832.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
CHOE ENTERPRISES, INC.	 First Offer - \$2,916.00	2 / semi-annual	\$5,832.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
HBS National Corporation, Inc.	First Offer - \$3,250.00	2 / semi-annual	\$6,500.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
RK VINING ENTERPRISES	First Offer - \$4,860.00	2 / semi-annual	\$9,720.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			
KC'S ENTERPRISES	First Offer - \$9,000.00	2 / semi-annual	\$18,000.00		Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:			

B110125-LD-4-06 Group B - PRECINCT 4 OFFICE BUILDING: Performs High Dusting						
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs	
K-B Contract Cleaning, Inc.	First Offer - \$0.00	2 / semi-annual	\$0.00		Y	
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:			
Villeda Building Service, LLC	First Offer - \$40.00	2 / semi-annual	\$80.00		Y	
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:			
OJS Systems, Inc.	First Offer - \$48.00	2 / semi-annual	\$96.00		Y	
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:			
Federal Janitorial	First Offer - \$50.00	2 / semi-annual	\$100.00	Y	Y	
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:			
Spotless Cleaning Inc. [Ad]	First Offer - \$50.00	2 / semi-annual	\$100.00		Y	
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:			
Mendoza Maintenance Group, Inc. [Ad]	First Offer - \$50.00	2 / semi-annual	\$100.00		Y	
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:			
International Building Services	First Offer - \$54.00	2 / semi-annual	\$108.00		Y	
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:			
RK VINING ENTERPRISES	First Offer - \$61.00	2 / semi-annual	\$122.00		Y	
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:			
Pruitt Building Services, Inc	First Offer - \$75.00	2 / semi-annual	\$150.00		Y	
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:			
CHOE ENTERPRISES, INC.	 First Offer - \$75.00	2 / semi-annual	\$150.00		Y	
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:			
KC'S ENTERPRISES	First Offer - \$90.00	2 / semi-annual	\$180.00		Y	
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:			
American Facility Services, Inc.	First Offer - \$100.00	2 / semi-annual	\$200.00		Y	
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:			
HBS National Corporation, Inc.	First Offer - \$375.00	2 / semi-annual	\$750.00		Y	
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:			
AHI Facility Services, Inc	First Offer - \$475.00	2 / semi-annual	\$950.00		Y	
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:			

B110125-LD-4-07 Group B - PRECINCT 4 OFFICE BUILDING: Clean Light Fixtures/Air Diffusers					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
Spotless Cleaning Inc. [Ad]	First Offer - \$50.00	2 / semi-annual	\$100.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Villeda Building Service, LLC	First Offer - \$60.00	2 / semi-annual	\$120.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
CHOE ENTERPRISES, INC. 	First Offer - \$60.00	2 / semi-annual	\$120.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Federal Janitorial	First Offer - \$65.00	2 / semi-annual	\$130.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
OJS Systems, Inc.	First Offer - \$70.00	2 / semi-annual	\$140.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
International Building Services	First Offer - \$72.00	2 / semi-annual	\$144.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
RK VINING ENTERPRISES	First Offer - \$74.00	2 / semi-annual	\$148.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Pruitt Building Services, Inc	First Offer - \$75.00	2 / semi-annual	\$150.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Mendoza Maintenance Group, Inc. [Ad]	First Offer - \$75.00	2 / semi-annual	\$150.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
K-B Contract Cleaning, Inc.	First Offer - \$95.00	2 / semi-annual	\$190.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
KC'S ENTERPRISES	First Offer - \$100.00	2 / semi-annual	\$200.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
American Facility Services, Inc.	First Offer - \$100.00	2 / semi-annual	\$200.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
AHI Facility Services, Inc	First Offer - \$700.00	2 / semi-annual	\$1,400.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
HBS National Corporation, Inc.	First Offer - \$1,250.00	2 / semi-annual	\$2,500.00		Y
Agency Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		

B110125-LD-4-08 Group B - PRECINCT 4 OFFICE BUILDING: Provide Emergency or Special Event Cleaning Services						
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs	
CHOE ENTERPRISES, INC.	 First Offer - \$9.65	1 / hour	\$9.65			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
American Facility Services, Inc.	First Offer - \$10.50	1 / hour	\$10.50			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
Federal Janitorial	First Offer - \$11.00	1 / hour	\$11.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
International Building Services	First Offer - \$11.00	1 / hour	\$11.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
HBS National Corporation, Inc.	First Offer - \$11.95	1 / hour	\$11.95			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
Mendoza Maintenance Group, Inc. [Ad]	First Offer - \$12.00	1 / hour	\$12.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
Villeda Building Service, LLC	First Offer - \$12.00	1 / hour	\$12.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
OJS Systems, Inc.	First Offer - \$12.24	1 / hour	\$12.24			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
Pruitt Building Services, Inc.	First Offer - \$12.50	1 / hour	\$12.50			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
Spotless Cleaning Inc. [Ad]	First Offer - \$14.50	1 / hour	\$14.50			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
KC'S ENTERPRISES	First Offer - \$15.00	1 / hour	\$15.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
K-B Contract Cleaning, Inc.	First Offer - \$15.00	1 / hour	\$15.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
AHI Facility Services, Inc.	First Offer - \$20.00	1 / hour	\$20.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				
RK VINING ENTERPRISES	First Offer - \$23.00	1 / hour	\$23.00			Y
Agency Product Code: Agency Notes:		Supplier Product Code: Supplier Notes:				

Supplier Totals

<u>International Building Services</u>		\$69,544.00 (32/32 items)
Bid Contact	Hye Kim yosan80@hotmail.com Ph 512-833-8466	Address 8204 N. Lamar Blvd.,B-16 Austin, TX 78753
Qualifications	CISV SB	
Agency Notes:	Supplier Notes:	
<u>Villeda Building Service, LLC</u>		\$73,070.80 (32/32 items)
Bid Contact	Alai Villeda VBLLC@ymail.com Ph 512-944-8260 Fax 512-828-6833	Address 16804 Brewer Blackbird Dr. Pflugerville, TX 78660
Bid Notes	We would like to have the opportunity to introduce a new innovative method called Total Project Pricing.	
Agency Notes:	Supplier Notes: We would like to have the opportunity to introduce a new innovative method called Total Project Pricing.	
<u>American Facility Services, Inc.</u>		\$77,282.00 (32/32 items)
Bid Contact	Virginia Staffanell virginiaafs@bellsouth.net Ph 770-740-1613	Address 1325 Union Hill Industrial Court, Suite A Alpharetta, GA 30004
Qualifications	WBE	
Agency Notes:	Supplier Notes:	
<u>Federal Janitorial</u>		\$77,923.00 (32/32 items)
Bid Contact	Tamica Goree tamicagoree@federaljanitorial.com Ph 623-937-3200	Address 5400 W Northern Ave #210 Glendale, AZ 85301
Qualifications	DBE HUB MBE NCTRCA SB WBE	
Agency Notes:	Supplier Notes:	
<u>OJS Systems, Inc.</u>		\$79,104.96 (32/32 items)
Bid Contact	John Heo Jheo@ojsystems.com Ph 770-975-9343	Address Po Box 2797 Acworth, GA 30102
Qualifications	MBE	
Agency Notes:	Supplier Notes:	
<u>Pruitt Building Services, Inc</u>		\$85,100.00 (32/32 items)
Bid Contact	Kurt Smith ksmithpbs@yahoo.com Ph 817-233-2024	Address 140 Shadow Creek Aledo, TX 76008
Qualifications	WBE	
Agency Notes:	Supplier Notes:	
<u>Mendoza Maintenance Group, Inc. [Ad]</u>		\$87,638.00 (32/32 items)
Bid Contact	Javier Mendoza bjaviermendoza@hotmail.com Ph 956-728-0114	Address 5303 Springfield Laredo, TX 78041
Agency Notes:	Supplier Notes:	
<u>CHOE ENTERPRISES, INC.</u>		\$88,304.08 (32/32 items)
Bid Contact	ROSCOE SISTRUNK ROSCOE.SISTRUNK@SBCGLOBAL.NET Ph 210-444-2300 Fax 210-226-3156	Address 123 E. TRAVIS STE. 601 SAN ANTONIO, TX 78205
Agency Notes:	Supplier Notes:	
<u>Spotless Cleaning Inc. [Ad]</u>		\$90,731.00 (32/32 items)
Bid Contact	Caren Wendt	Address 13903 Thermal Dr

sciclean@spotcleaninc.com		AUSTIN, TX 78728	
Ph 512-251-7514			
Qualifications	HUB		
Agency Notes:		Supplier Notes:	
<u>RK VINING ENTERPRISES</u>		\$91,224.90 (32/32 items)	
Bid Contact	Rhoda Vining vinrk31@gmail.com Ph 214-288-4435	Address	PO Box 2062 Fort Worth, TX 76113
Qualifications	CISV HUB NCTRCA TX WBE		
Agency Notes:		Supplier Notes:	
<u>K-B Contract Cleaning, Inc.</u>		\$109,348.00 (32/32 items)	
Bid Contact	Paul Bowland paul@k-bcc.com Ph 512-452-9509 Fax 512-452-9500	Address	P.O. Box 9101 Austin, TX 78766
Qualifications	CISV SB		
Agency Notes:		Supplier Notes:	
<u>HBS National Corporation, Inc.</u>		\$148,520.13 (32/32 items)	
Bid Contact	William Okeson bokeson@hbsnational.com Ph 281-679-5332	Address	11777 Katy freeway Houston, TX 77079
Agency Notes:		Supplier Notes:	
<u>KC'S ENTERPRISES</u>		\$189,560.00 (32/32 items)	
Bid Contact	Kenia Cubas kcubas@mxconstruction.net Ph 512-422-7945	Address	13608 Bullick Hollow Road Austin, TX 78726
Agency Notes:		Supplier Notes:	
<u>AHI Facility Services, Inc</u>		\$240,682.00 (32/32 items)	
Bid Contact	Cathy Forbes cathyforbes@ahifs.com Ph 214-741-3714	Address	625 Yuma Ct Dallas, TX 75208
Qualifications	HUB NCTRCA WBE		
Agency Notes:		Supplier Notes:	

**

PI625I02

**TRAVIS COUNTY
Purchase Requisition**

3/07/11
08:56:07

Number : 0000525531
 Type : 1 PURCHASE REQUISITION
 Status : READY FOR BUYER PROCESS
 Reason : ROUTINE/ATTN:L BRELAND
 By : BARBARA WARREN 854-9536
 Date : 3/07/11
 Vendor : TBD
 Contract nbr :
 Ship to : FE FACILITIES MANAGEMENT
 Deliver by date : 3/25/11
 Buyer :
 Fiscal year code : C C=Current year, P=Previous year, F=Future year

Type options, press Enter.

5=Display 8=Item extended description

Opt Line#	Quantity	UOM	Description	
1	6.00	MO	W. RURAL COMMUNITY CENTERBASIC CLEANING SERVICES	
=====				
PERFORM BASIC AND MEDICAL FACILITY CLEANING AT				+
				Total: 10140.00

COMMENTS EXIST

F3=Exit F7=Alternate view
 F10=Approval info F12=Cancel F20=Comments

F9=Print

PI625I02

**TRAVIS COUNTY
Purchase Requisition**

3/07/11
08:56:40

Number : 0000525532
 Type : 1 PURCHASE REQUISITION
 Status : READY FOR BUYER PROCESS
 Reason : ROUTINE/ATTN:L BRELAND
 By : BARBARA WARREN 854-9536
 Date : 3/07/11
 Vendor : TBD
 Contract nbr :
 Ship to : FE FACILITIES MANAGEMENT
 Deliver by date : 3/25/11
 Buyer :
 Fiscal year code . . . : C C=Current year, P=Previous year, F=Future year

Type options, press Enter.

5=Display 8=Item extended description

Opt Line#	Quantity	UOM	Description
- 1	6.00	MO	BASIC CLEANING SERVICES AND RESTROOM CLEANING MONTHLY RATE

===== +

COMMENTS EXIST

Total: 23469.60

F3=Exit F7=Alternate view

F9=Print

F10=Approval info F12=Cancel F20=Comments

GM200I13

TRAVIS COUNTY

3/07/11

Fiscal Year 2011

Account Balance Inquiry

08:58:19

Account number . . . : 1-1403-525.60-99
 Fund : 001 GENERAL FUND
 Department : 14 FACILITIES MANAGEMENT
 Division : 03 CUSTODIAL SERVICES
 Activity basic : 52 GENERAL GOVERNMENT
 Sub activity : 5 FACILITIES
 Element : 60 OTHER PURCHASED SERVICES
 Object : 99 OTHER PURCHASED SERVICES

Original budget :	224,419	
Revised budget :	233,555	12/14/2010
Actual expenditures - current . . :	11,596.00	
Actual expenditures - ytd :	39,489.00	
Unposted expenditures :	10,768.00	
Encumbered amount :	136,126.11	
Unposted encumbrances :	31,418.00-	
Pre-encumbrance amount :	33,609.60	
Total expenditures & encumbrances:	200,170.71	85.7%
Unencumbered balance :	33,384.29	14.3

F5=Encumbrances F7=Project data F8=Misc inquiry
F10=Detail trans F11=Acct activity list F12=Cancel F24=More keys



FACILITIES MANAGEMENT DEPARTMENT

Roger A. El Khoury, M.S., P.E., Director

1010 Lavaca Street, Suite 400 • P.O. Box 1748, Austin, Texas 78767 • Phone: (512) 854-9661 • Fax: (512) 854-9226

MEMORANDUM

Project No: SVCOT- 10-11F-XM

File: 801

TO: Cyd Grimes, C.P.M., Purchasing Agent

VIA: Roger A. El Khoury, M.S., P.E., Director

FROM: Rony Aouad, Service Contract Manager

DATE: March 7, 2011

SUBJECT: Janitorial Services Contracts for West Rural Community Center, Precinct Three Office Building and Precinct Four Office Building
Contracts Award of IFB110125-LD

Handwritten signatures in blue ink. The top signature is "Roger A. El Khoury" and the bottom signature is "Rony Aouad".

Facilities Management Department (FMD) has completed the review of the fourteen bids received for Janitorial Services at the West Rural Community Center, Precinct Three Office Building (Precinct Three Buildings A & B) and the Precinct Four Office Building (Ray Martinez Building). The apparent low bidder did not qualify due to performance issues on previous Travis County contracts. The second qualified low bidders are, for Group A, American Facility Services, Inc., and for Group B, Villeda Building Services, LLC.

Facilities Management Department recommends award of the Janitorial Services Contract for Precinct Three Buildings A & B under Group A to American Facility Services, Inc., and Ray Martinez Building under Group B to Villeda Building Services, LLC. Funding for these contracts is in line item 001-1403-525-6099. Please direct any questions on this recommendation to Rony Aouad at extension 44781. Your assistance in this request is greatly appreciated.

ATTACHMENT:

Bid Tabulation

COPY TO:

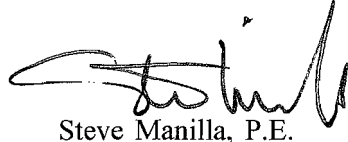
John F. Carr, Administrative Director, FMD
Lloyd Evans, Maintenance Division Director, FMD
Amy Draper, CPA, Financial Manager, FMD
Loren Breland, Purchasing Agent Assistant, Purchasing

3722

Travis County Commissioners Court Agenda Request

Voting Session 15
3/8/11
(Date)

Work Session _____



I. A. Request made by: Steve Manilla, P.E. Phone # 854-9429
Signature of Executive Manager

B. Requested Text:
Consider and take appropriate action on the initiation of a rule making relating to environmental quality, including a process for communication with interested parties as the rule is developed for formal proposal.

C. Approved by: _____
Samuel T. Biscoe, County Judge

A. Backup memorandum and exhibits should be attached and submitted with this Agenda Request (original and eight (8) copies of agenda request and backup).

B. Please list all of the agencies or officials names and telephone numbers that might be affected or be involved with the request. Send a copy of the Agenda Request and backup to them:

II. A. Backup memorandum and exhibits should be attached and submitted with this Agenda Request.

B. Please list all of the agencies or officials names and telephone numbers that might be affected or be involved with the request. Send a copy of the Agenda Request and backup to the following:

- Jon White, TNR Director
- Tom Weber, Env. Quality Program Mgr
- Anna Bowlin, Dev. Serv. Div. Dir
- Tom Nuckols, Co, Attorney

III. Required Authorizations: Please check if applicable:

- ___ Reduced funding for any department or for any purpose
- ___ Transfer of existing funds within or between any line item budget
- ___ Grant

Human Resources Department (854-9165)

___ A change in your department's personnel (reclassifications, etc.)

Purchasing Office (854-9700)

___ Bid, Purchase Contract, Request for Proposal, Procurement

County Attorney's Office (854-9415)

___ Contract, Agreement, Policy & Procedure

AGENDA REQUEST DEADLINE: This Agenda Request complete with backup memorandum and exhibits MUST be submitted to the County Judge's Office no later than 5:00 p.m. on Monday for the following week's meeting. Late or incomplete requests will be deferred.

TRANSPORTATION AND NATURAL RESOURCES

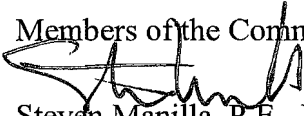
STEVEN MANILLA, P.E., EXECUTIVE MANAGER



411 West 13th Street
Executive Office Building
PO Box 1748
Austin, Texas 78767
(512) 854-9383
FAX (512) 854-4697

Date: March 8, 2011

MEMORANDUM

TO: Members of the Commissioners Court

FROM: Steven Manilla, P.E., Executive Manager, TNR
SUBJECT: Environmental Quality Rule Making

Proposed Motion: Consider and take appropriate action on the initiation of a rule making relating to environmental quality, including a process for communication with interested parties as the rule is developed for formal proposal.

Summary and Staff Recommendations: Travis County is required by its Stormwater Management Permit to develop and enforce requirements for the control of development so that pollutants in discharges of stormwater are reduced or eliminated. The permit requires mechanisms to control erosion and sedimentation associated with construction sites, to require post-construction controls, to establish procedures for technical review of development proposals, and to effectively prohibit illicit discharges of "non-stormwater" pollutants into our storm sewers. The County Stormwater Management Program requires the adoption of the rules by August 11, 2011.

With the Court's direction and approval, TNR would initially provide interested parties a series of draft rule provisions over the next four months and invite comment and input on the rule. Parties from whom comments would be solicited would include a broad spectrum of interests including the development community, other governmental jurisdictions, environmental advocates, and community organizations. An initial list of selected stakeholders is included as Attachment 1. Any person desiring inclusion as an interested party would be added to an e-mail group to receive correspondence and draft rule provisions. TNR is actively developing the rules and anticipates sending it out in three or four parts over time. The Court members will receive the draft rule provisions at the same time it is sent out externally. After consideration of comments and making appropriate changes, proposed rules would be brought to the Commissioners Court in July, 2011. This would initiate the formal process of comment, public hearing, and then consideration to adopt final rules.

Background: The scope of the rules would be all of Travis County, including all municipal extraterritorial jurisdictions (ETJs), with the exception of residential subdivision development in the City of Austin ETJ, since the environmental quality requirements are already in effect there under Title 30 of the Joint City/County Code. This represents an expansion of scope of County environmental quality requirements, since the 2005 "interim" rule does not apply in any ETJ and the 2010 Lake Travis rules only apply within the lake's watershed.

The rules would include a new Chapter 104 of the Travis County Code and amendments or repeal of certain rules previously adopted under chapters 82, 62, 64, and 108. Chapter 104 would include numerous procedural rules and application submittal standards to describe how environmental review would be in sync with the overall development permitting/platting processes. A new program to permit post-construction water quality structures is proposed.

TNR has reviewed rules of other jurisdictions, particularly the City of Austin and the Lower Colorado River Authority (LCRA), and we seek to harmonize requirements so that consistency is expanded to greater areas of Travis County. We propose to adopt the use of technical guidance manuals already prepared by the LCRA for western watersheds and Austin for eastern watersheds. We propose to establish the same water quality volume requirements as the LCRA (west) and Austin (east) and the stormwater operator qualification requirements of Austin.

To comply with the objectives of the federal Clean Water Act and our permit from Texas Commission on Environmental Quality (TCEQ), we have identified several substantive changes that will also be proposed. These include stormwater management requirements for mines and quarries, more detailed requirements for all development sites under construction, plat notes to explicitly describe areas of environmental setback, and site inspection requirements.

Issues and Opportunities: Generally, the rule making would result in development that is more protective of the natural environment. The rule making also provides specific opportunities for Travis County. These include: (1) increasing setback distances in the headwater areas of watersheds will implement the Gilleland Creek Total Maximum Daily Load (TMDL) to reduce bacteria loads into the creek; (2) revisions to construction stormwater standards are aimed towards consistency with the US Environmental Protection Agency (USEPA) revised rules; (3) adding illicit discharge prohibitions and describing how TNR operates its inspection and enforcement program results in greater enforceability and more transparency; and (4) revisions to the solid waste siting rules would provide more flexibility for recycled waste management.

One issue that is expected to arise is the long-term capability or attention of a homeowners association to maintain permanent water quality controls, to renew the TNR permit, along with paying an annual fee.

Required Authorizations:

None identified

Attachment:

Stakeholders Initially Identified

cc: Jon A. White, NREQ Division Dir.
Thomas Weber, Environmental Quality Program Mgr., TNR
Anna Bowlin, Development Services Div. Dir.
Tom Nuchols, County Attorney's Office

ATTACHMENT 1

Stakeholders Identified for Environmental Quality Rule Making Draft: February 18, 2011

Note: Persons or entities on this list would receive rule proposals for comment and would be invited to meetings hosted by Travis County TNR when necessary. This list is intended to be inclusive. Any person or entity desiring to be added to the list will be added. The only qualification is the need for an e-mail address.

CMA Engineering
Murfee Engineering Co.
Carlson, Brigance, & Doering
Malone-Wheeler Engineers
Baer Engineering
HDR
PBS&J
Espey Consultants
Loomis Partners
TXI
Texas Disposal Systems
Synagro of TX – CDR
City of Austin, Water Utilities
Jacobs Engineering Group
Dwyer Realty Companies
Real Estate Council of Austin
Central TX Homebuilders Assn.
Austin Board of Realty
Del Valle Community Coalition
Wilbarger Creek Conservation Alliance
Hill Country Alliance
Save Barton Creek Association
Marcus Gary
Lone Star Chapter – Sierra Club
City of Austin, Watershed Protection
City of Austin, Development Services
City of Pflugerville, Public Works
City of Manor
City of Leander
City of Lakeway
City of Bee Cave
Barton Springs/Edwards Aquifer Conservation District
Lower Colorado River Authority
TX Dept of Transportation, Environmental Services
TX Commission on Environmental Quality, TMDL
TX Commission on Environmental Quality, Austin Region
TX Commission on Environmental Quality, Edwards Aquifer Program



Travis County Commissioners Court Agenda Request

Meeting Date: 3/15/2011, 9:00 AM, Voting Session

Prepared By: Paul Scoggins, Transportation and Natural Resources, 854-9383

Elected/Appointed Official/Dept. Head: Steven Manilla, Division Director Public Works

Sponsors: Commissioner Eckhardt

AGENDA LANGUAGE:

Consider and take appropriate action on the appointment of a Joint Task Force Committee, to address bicycle safety on Travis County roads in the unincorporated areas. (Commissioner Eckhardt)

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Consider and take appropriate action on the appointment of a Joint Task Force Committee, to address bicycle safety on Travis County roads in the unincorporated areas.

STAFF RECOMMENDATIONS:

Staff recommends the following people be appointed to the Joint Task Force Committee:

Joe

Gieselman, Sarah Eckhardt, LeRoy Click, Charles Bergh, Andrew Willis, Kim Wilson and James Murff.

ISSUES AND OPPORTUNITIES:

FISCAL IMPACT AND SOURCE OF FUNDING:

None at the present time. However, a product of this committee could be an expectation that more resources will be allocated to maintaining roadways frequented by bicyclists at a higher standard.

REQUIRED AUTHORIZATIONS:

Transportation and Natural Resources	Carolyn Barrett	Completed	03/09/2011 4:50 PM
Transportation and Natural Resources	Steven Manilla	Completed	03/09/2011 4:53 PM
Transportation and Natural Resources	Carolyn Barrett	Completed	03/09/2011 4:41 PM
County Attorney's Office	Tom Nuckols	Completed	03/09/2011 4:35 PM
Transportation and Natural Resources	LeRoy Click	Completed	03/09/2011 4:53 PM
Transportation and Natural Resources	Steven Manilla	Completed	03/09/2011 4:55 PM
Transportation and Natural Resources	Carol Joseph	Completed	03/09/2011 4:56 PM
Transportation and Natural Resources	David Greear	Completed	03/10/2011 7:17 AM
Transportation and Natural Resources	Don Ward	Completed	03/10/2011 12:44 PM
Commissioner Precinct 2 Office	Sarah Eckhardt	Completed	03/09/2011 4:34 PM
County Judge's Office	Cheryl Aker	Completed	03/10/2011 3:59 PM
Commissioners Court	Cheryl Aker	Pending	

TRANSPORTATION AND NATURAL RESOURCES

STEVEN M. MANILLA, P.E., EXECUTIVE MANAGER



411 West 13th Street
Executive Office Building
PO Box 1748
Austin, Texas 78767
Phone: (512) 854-9383
Fax: (512) 854-4697

February 1, 2011

To: Members of the Commissioners' Court

From: Steve Manilla, P.E., County Executive

Subject: Creation of a Bicycle Safety Joint Task Force Committee

Proposed Motion:

Consider and take appropriate action on a proposal to create a Joint Task Force to address bicycle safety on Travis County roads in the unincorporated areas.

Summary and Staff Recommendation:

Staff recommends the following people to be appointed to the Joint Task Force Committee: Joe Gieselman, Sarah Eckhardt, Leroy Click, Charles Bergh, Andrew Willis, Kim Wilson and James Murff.

Budgetary and Fiscal Impact:

None at the present time. However, a product of this committee could be an expectation that more resources will be allocated to maintaining roadways frequented by bicyclists at a higher standard.

Required Reviews: None

Exhibits: None

SM:lc

cc:

Carol Joseph, TNR
Don Ward, TNR
Randy Nicholson, TNR
David Greear, TNR
Scott Lambert, TNR
Tom Nuckols, County Attorney

35m

Travis County Commissioners Court Agenda Request

Voting Session 3/15/11
(Date)

Work Session _____
(Date)

I. A. Request made by: Steven M. Manilla, P.E. Phone # 854-9383
Signature of Executive Manager

B. Requested Text:

Consider and take appropriate action on the City of Lakeway's agreement with the developer of Crosswater Yacht Club to offer Travis County \$20,000 for roadway improvements and/or maintenance of Hurst Creek Road, a Travis County Roadway in Precinct Three.

C. Approved by: _____
Commissioner Karen L. Huber, Precinct Three

- II. A. Backup memorandum and exhibits should be attached and submitted with this Agenda Request (original and eight (8) copies of agenda request and backup).
- B. Please list all of the agencies or officials names and telephone numbers that might be affected or be involved with the request. Send a copy of the Agenda Request and backup to them:

<u>Teresa Calkins: 854-7569</u>	<u>Stacey Scheffel: 854-7565</u>
<u>Anna Bowlin: 854-7561</u>	<u>Tom Nuckols: 854-9144</u>

III. Required Authorizations: Please check if applicable:

- Planning and Budget Office (854-9106)
- Additional funding for any department or for any purpose
- Transfer of existing funds within or between any line item budget
- Grant
- Human Resources Department (854-9165)
- A change in your department's personnel (reclassifications, etc.)
- Purchasing Office (854-9700)
- Bid, Purchase Contract, Request for Proposal, Procurement
- County Attorney's Office (854-9415)
- Contract, Agreement, Policy & Procedure

AGENDA REQUEST DEADLINE: This Agenda Request complete with backup memorandum and exhibits MUST be submitted to the County Judge's Office no later than 5:00 p.m. on Tuesday for the following week's meeting. Late or incomplete requests will be deferred.



TRANSPORTATION AND NATURAL RESOURCES

STEVEN M. MANILLA, P.E., EXECUTIVE MANAGER

411 West 13th Street
Executive Office Building
PO Box 1748
Austin, Texas 78767
(512) 854-9383

MEMORANDUM

March 2, 2011

TO: Members of the Commissioners Court

THROUGH: Steven M. Manilla, P.E., Executive Manager


FROM: Anna Bowlin, Division Director, Development Services

SUBJECT: Crosswater Yacht Club Development Agreement between the City of Lakeway, Crosswater Yacht Club, L.P., and Kemp Management, Inc.

PROPOSED MOTION:

Consider and take appropriate action on the City of Lakeway's agreement with the developer of Crosswater Yacht Club to offer Travis County \$20,000 for roadway improvements and/or maintenance of Hurst Creek Road, a Travis County Roadway in Precinct Three.

SUMMARY AND STAFF RECOMMENDATION:

The Crosswater Yacht Club development, proposed to be located on Hurst Creek Road on Graveyard Point, consists of a 125-vehicle parking lot, an Onsite Wastewater system permitted by the Lower Colorado River Authority (LCRA), proposed aboveground fuel storage tanks, fencing, and pedestrian access to a LCRA-permitted 249-slip floating marina on Lake Travis. The parking lot is accessed from Hurst Creek Road, a Travis County maintained roadway. The site development permit for proposed improvements is under review by Transportation and Natural Resources Development Services Division. LCRA issued the permit for the floating marina back in August 2008.

In addition to the Crosswater Yacht Club marina parking lot application, the developer has submitted an application to extend an eight inch waterline down Hurst Creek Road for Travis County Water Control and Improvement District No. 17 to provide water service to the floating marina.

In December 2010, the City of Lakeway approved a Development Agreement with the Crosswater Yacht Club facility (Crosswater Yacht Club, L.P.) and the developer, Kemp Management, Inc (attached). The subject of this discussion item was the provision

within the agreement requiring the landowner and/or developer to offer up to \$20,000 to Travis County for the "limited purpose of funding the improvement and/or maintenance of those certain public rights-of-way adjacent to the Land and owned, operated and maintained by Travis County..."

In the agreement, under Section 4.01 "Development Conditions," a provision is included stating:

"4.01 Development Conditions. As a condition precedent and prior to the City's approval of a Certificate of Occupancy for the Project, the Landowner and/or Developer shall offer to the Travis County Transportation and Natural Resources Department up to Twenty Thousand Dollars (\$20,000) for the limited purpose of funding the improvement and/or maintenance of those certain public rights-of-way adjacent to the Land and owned, operated and maintained by Travis County (i.e., portions of Hurst Creek Road and Chipmunk Road adjacent to the Land). The provision of a written communication of refusal or acceptance and confirmation of receipt of the funds described in this Section for the purposes described in this Section from Travis County to the Landowner and/or Developer to the City shall conclusively meet this condition precedent."

Condition of Hurst Creek Road

TNR's Road and Bridge Maintenance Division has evaluated the condition of Hurst Creek Road from the Lakeway city limits to the end of the Travis County maintained roadway, and has determined that the road condition varies from poor to very poor. For safety considerations, the roadway should be repaved.

Relating to the waterline extension project, in segments where the proposed waterline trench is within the Hurst Creek Road pavement, Travis County is requiring that the roadway be repaved from edge to edge with two inches of Type C asphalt overlay. In areas where the roadway edge is damaged, Travis County is requiring that the roadway be repaved to the centerline, allowing for approximately 12 feet of new asphalt. The plans show the waterline within the pavement from Oakhurst Road to Chipmunk Road, indicating that the applicant will be responsible for repaving this section of Hurst Creek Road. Other segments may be affected as well, however, it is not clear how much of the roadway edge will be affected by the waterline construction.

TNR's Road and Bridge Maintenance Division estimates that the cost of constructing an asphalt overlay for a 2-inch Type C-mix across a 22' wide roadway section along Hurst Creek Road is in excess of \$58,000 (see attached estimate). The \$20,000 could be used to repair certain segments of the road, but would not cover the cost to repave the roadway.

Project Background and Issues:

Neighboring property owners to this development have expressed opposition to the project on the basis of several issues to include easement rights, deed restrictions, increased traffic on Hurst Creek Road, potential for overflow parking on Hurst Creek

Road and Chipmunk Road, and safety issues related to proposed aboveground storage tanks located on site.

Easement Rights:

Neighbors have asserted that easement rights and deed restrictions legally preclude the developer's ability to construct improvements on the property. This issue has been the subject of recent litigation, and documents regarding this litigation have been provided by neighbors to the Travis County Attorney's Office for review.

Increased Traffic on Hurst Creek Road:

Neighbors are concerned that the 249-slip marina and the 125-car parking lot will cause more traffic to travel Hurst Creek Road than the roadway can safely accommodate, and the potential for trailers and trailered boats will further contribute to unsafe conditions. To address these concerns, the marina developers expressed that there will be no boat launch at this facility, and no trailers will be allowed or accommodated at the parking facility.

Overflow Parking on Hurst Creek Road and Chipmunk Road:

The neighbors are concerned about the potential that overflow parking will occur on adjacent sections of Hurst Creek Road and Chipmunk Road. To address these concerns, marina developers have included "No Parking" signs on their perimeter fence along both of these roads. In addition, they assert that the marina facility will enforce the requirement that no parking occur on these roads.

Aboveground Fuel Storage Tanks:

Neighbors are concerned about the safety of proposed aboveground fuel storage tanks located on the marina parking facility. The marina developers indicate that the Texas Commission on Environmental Quality (TCEQ) regulates the aboveground storage tank facilities, and that TCEQ requirements will be followed. Additionally, the tanks will be adequately anchored against floatation, and the fill and fuel ports will be located above the effective Federal Emergency Management Agency's (FEMA) floodplain elevation of 722' mean sea level (MSL).

RECOMMENDATION:

TNR recommends that if Travis County is to accept the offer of \$20,000, the funds should come directly from the City of Lakeway and that Travis County should enter an interlocal agreement with the City of Lakeway regarding the acceptance and use of these funds. Furthermore, TNR recommends that these funds be expended to repair the portions of Hurst Creek Road that are most in need of repair. However, the funds will not cover the cost of repaving the length of Hurst Creek road.

BUDGETARY AND FISCAL IMPACT:

The budgetary and fiscal impact relates to the possible acceptance of \$20,000 for the maintenance and repair of the Travis County maintained segment of Hurst Creek Road.

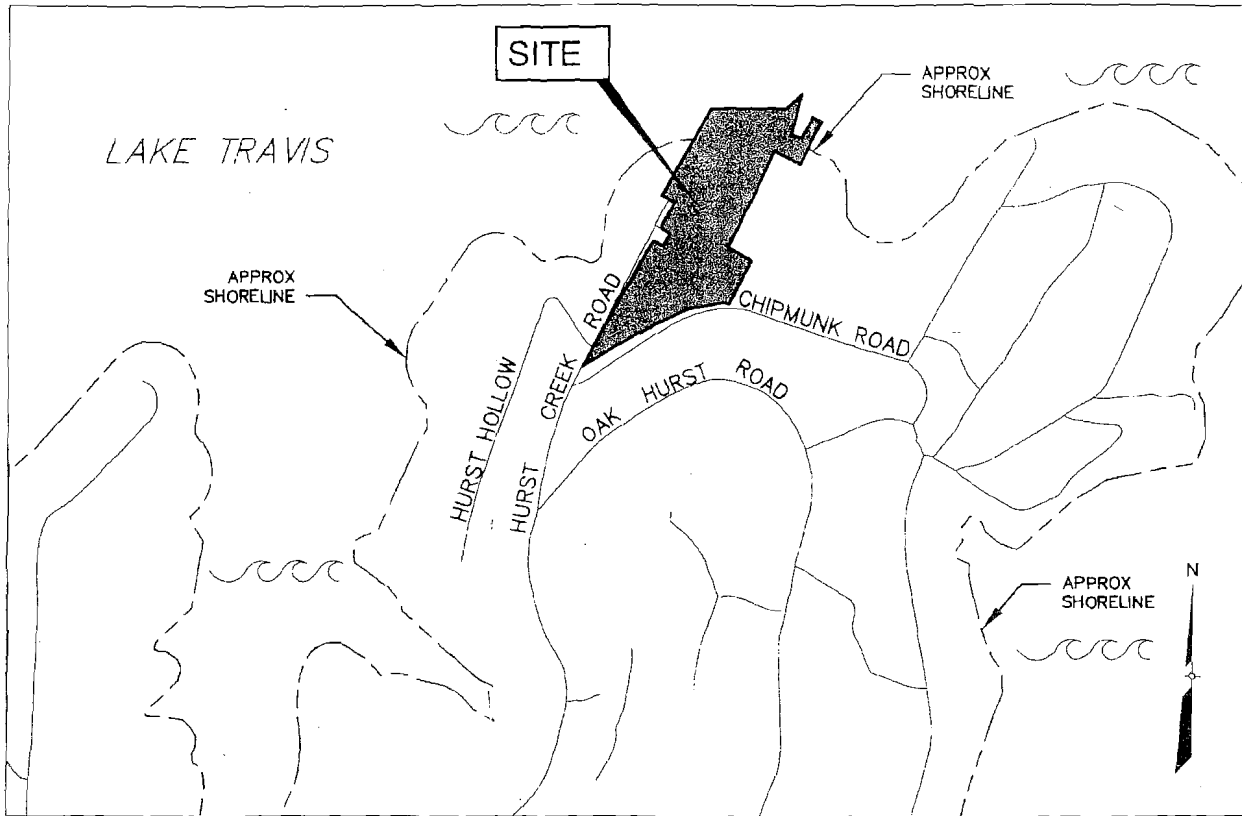
REQUIRED AUTHORIZATIONS:

None.

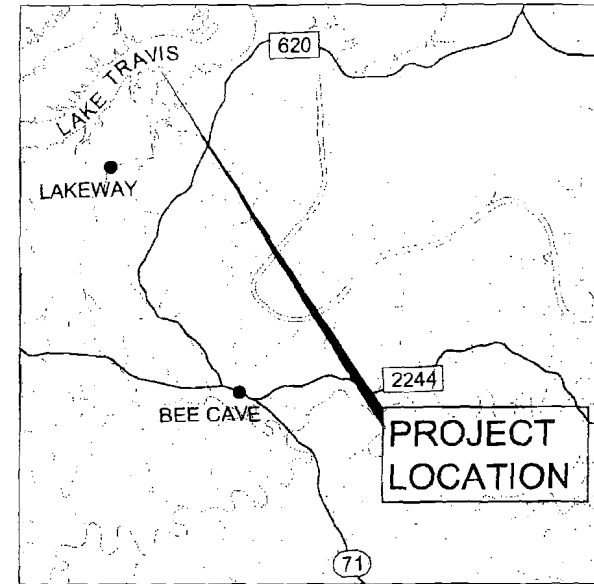
EXHIBITS:

1. Location map
2. Development Agreement between City of Lakeway, a Texas home-rule municipality and Crosswater Yacht Club, L.P., a Texas limited partnership and Kemp Management, INC., a Texas corporation.
3. TNR Road and Bridge Maintenance Division condition summary for Hurst Creek Road and asphalt overlay cost estimate

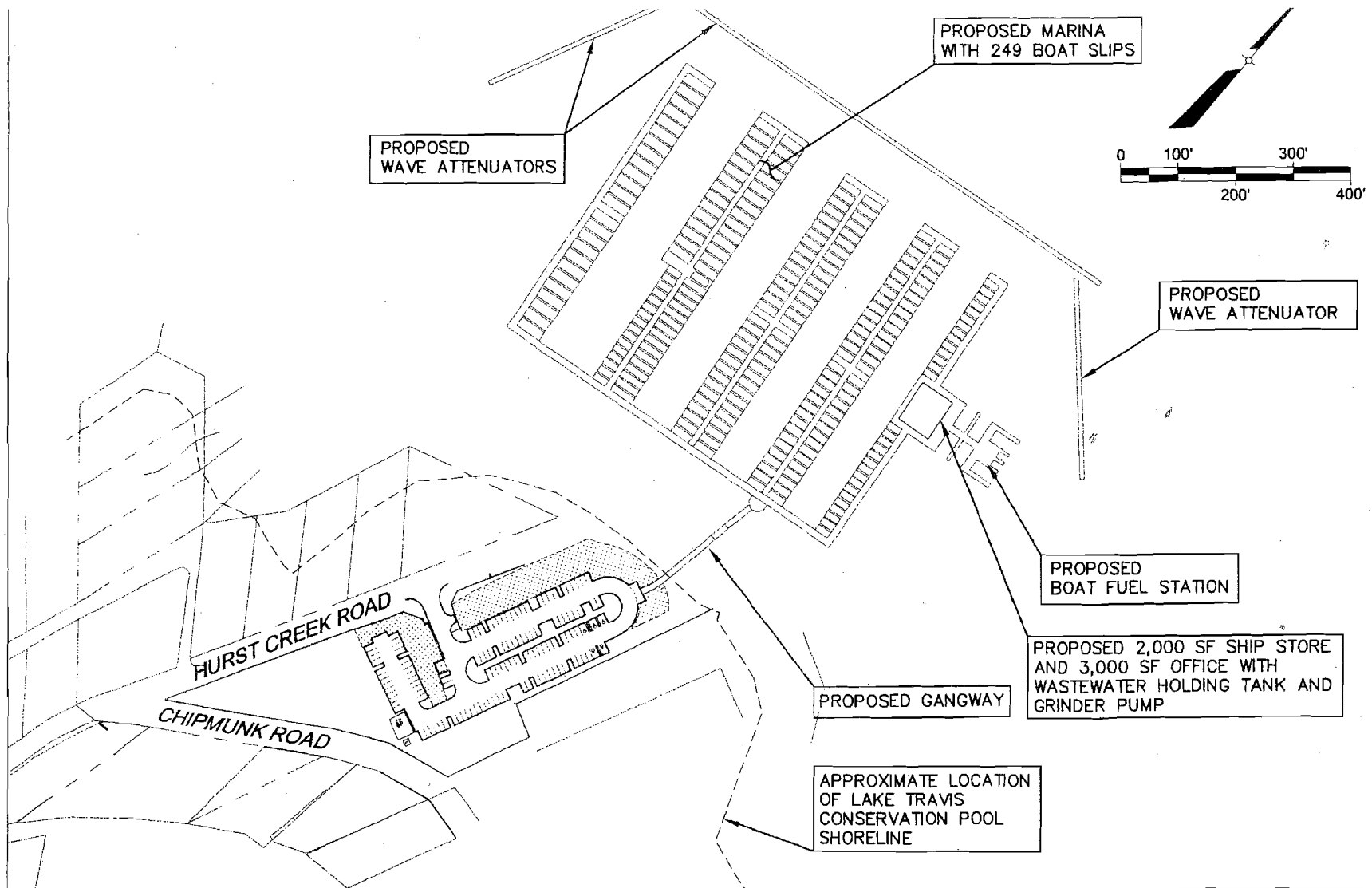
AMB: tlc



SITE LOCATION - N.T.S.



VICINITY MAP - N.T.S.



OVERALL MARINA CONCEPT PLAN

NOTE:
THE DESIGN ELEMENTS FOR THE FLOATING PORTION OF THE MARINA PROJECT ARE NOT INCLUDED IN THIS SET OF CONSTRUCTION DOCUMENTS. THESE ELEMENTS ARE DESIGNED BY OTHERS.

Attached is an excerpt from;

**DEVELOPMENT AGREEMENT
BETWEEN
CITY OF LAKEWAY, a Texas home-rule municipality
AND
CROSSWATER YACHT CLUB, L.P., a Texas limited partnership
AND
KEMP MANAGEMENT, INC., a Texas corporation**

The cover page and page 10 of the document relating to the funds proposed to be offered to Travis County are reproduced here. The entire document and attachments are included in the pdf backup information.

DEVELOPMENT AGREEMENT

BETWEEN

CITY OF LAKEWAY, a Texas home-rule municipality

AND

CROSSWATER YACHT CLUB, L.P., a Texas limited partnership

AND

KEMP MANAGEMENT, INC., a Texas corporation

Effective as of _____, 20__

(r) Landowner and/or Developer agree that City is authorized to enforce parking requirements within the Project, as provided in Exhibit "I" attached hereto.

3.05 Use, Facility and Activity Restrictions. The following land uses, facilities and activities are prohibited within the Project:

(a) bar use (i.e., alcohol sales for on-premises consumption);

(b) sale of beer in glass bottles;

(c) restaurant use;

(d) outdoor live music facility or use;

(e) outdoor amplified music from the Ship's Store, boat docks or member watercraft between the hours of 7:00 a.m. and 10:00 p.m. that exceeds 75 decibels in volume as measured at any boundary of the Land;

(f) outdoor amplified music from the Ship's Store, boat docks or member watercraft between 10:00 p.m. and 7:00 a.m. in observance of "quite hours;"

(g) dry dock boat storage facility or use;

(h) boat maintenance or repair facility; or

(i) boat trailer storage facility or use.

IV.

CERTAIN CONDITION PRECEDENT

4.01 Development Conditions. As a condition precedent and prior to the City's approval of a Certificate of Occupancy for the Project, the Landowner and/or Developer shall offer to the Travis County Transportation & Natural Resources Department up to Twenty Thousand Dollars (\$20,000) for the limited purpose of funding the improvement and/or maintenance of those certain public rights-of-way adjacent to the Land and owned, operated and maintained by Travis County (i.e., portions of Hurst Creek Road and Chipmunk Road adjacent to the Land). The provision of a written communication of refusal or acceptance and confirmation of receipt of the funds described in this Section for the purposes described in this Section from Travis County to the Landowner and/or Developer to the City shall conclusively meet this condition precedent.

Hurst Creek Rd paving estimates, rev2.xls

HURST CREEK ROAD - PAVING ESTIMATES										
PCT	Fac ID	Road	From	To	OCI	Rating	Length in FT	Width in FT	Overlay SY	Overlay Cost
										\$7.00
3	L04700	HURST CREEK RD	LAKEWAY CLL	LOCHAN ORA DR	29.24	Very Poor	1,187	22.0	2,902	\$20,310.89
3	L04700	HURST CREEK RD	LOCHAN ORA DR	OAKHURST RD	37.16	Poor	1,147	22.0	2,804	\$19,626.44
3	L04700	HURST CREEK RD	OAKHURST RD	CHIPMUNK RD	34.07	Poor	410	22.0	1,002	\$7,015.56
3	L04700	HURST CREEK RD	CHIPMUNK RD	TC MAINT ENDS	33.94	Poor	685	22.0	1,674	\$11,721.11

Totals = 3,429 \$58,674.00

Travis County Commissioners' Court Agenda Request

Meeting Date: March 15, 2011

I. A. Requestor: DEECE ECKSTEIN, IGR Phone # 854-9754

B. Specific Agenda Wording:

Consider and take appropriate action on legislative matters, including:

- A. Update on legislative activities;
- B. House Bill 507, relating to notice for certain transactions involving local government entities;
- C. House Bill 1906, relating to the idling of motor vehicles; providing a criminal penalty;
- D. Legislation relating to the powers and duties of criminal magistrates in Travis County; and,
- E. Amendments to the Priorities, Policy Positions, and the Positions on Other Proposals sections of the Travis County Legislative Agenda.

C. Sponsor: _____
County Commissioner or County Judge

II. A. Backup memorandum and exhibits should be attached and submitted with this Agenda Request.

B. Please list all of the agencies or officials names and telephone numbers that might be affected or be involved with the request.

SEE LIST BELOW	

III. Required Authorizations: Please check if applicable:

NONE APPLICABLE.

NAMES, PHONE NUMBERS AND EMAIL ADDRESSES OF PERSONS WHO MIGHT BE AFFECTED BY OR BE INVOLVED WITH THIS REQUEST:

Diane Blankenship
 Director, Human Resources Management Department
 Phone: 854-9170
 Email: Diane.Blankenship@co.travis.tx.us

Daniel Bradford
County Attorney's Office
Phone: 854-3718
Email: Daniel.Bradford@co.travis.tx.us

David Escamilla
County Attorney
Phone: 854-9415
Email: David.Escamilla@co.travis.tx.us

Sherrie Fleming, County Executive
Health and Human Services/Veterans Services
Phone: 854-4101
Email: Sherri.Fleming@co.travis.tx.us

Cyd Grimes
Purchasing Agent
Phone: 854-9700
Email: Cyd.Grimes@co.travis.tx.us

Joe Harlow, Interim Executive Manager
Information Technology Services
Phone: 854-9372
Email: Joe.Harlow@co.travis.tx.us

Danny Hobby, County Executive
Emergency Services
Phone: 854-4416
Email: Danny.Hobby@co.travis.tx.us

Roger Jefferies, Executive Manager
Justice and Public Safety
Phone: 854-4415
Email: Roger.Jefferies@co.travis.tx.us

Item # ____

Steven Manilla, Executive Manager
Transportation and Natural Resources
Phone: 854-9429
Email: Steven.Manilla@co.travis.tx.us

Rodney Rhoades, Executive Manager
Planning and Budget Office
Phone: 854-9106
Email: Rodney.Rhoades@co.travis.tx.us

Susan Spataro
Travis County Auditor
Phone: 854-4195
Email: Susan.Spataro@co.travis.tx.us



MEMO

- For Your Information**
- Action Required**

TO: Travis County Commissioners Court
FROM: Deece Eckstein, Coordinator, IGR
DATE: Thursday, March 10, 2011

RE: Legislative agenda items for Tuesday, March 15:

- Report on legislative activities
- House Bill 507, relating to notice for certain transactions involving local government entities
- House Bill 1906, relating to the idling of motor vehicles, and providing a criminal penalty
- Legislation relating to the powers and duties of criminal magistrates in Travis County
- Amendments to the County legislative agenda

SUMMARY AND IGR RECOMMENDATION

IGR recommends that the Commissioners Court:

1. Support House Bill 507, relating to notice for certain transactions involving local government entities;
2. Support House Bill 1906, relating to the idling of motor vehicles, and providing a criminal penalty;
3. Support legislation that would expand the powers and duties of Criminal Magistrates in Travis County; and
4. Adopt the Motion in Writing making changes to the Legislative Agenda.

ISSUES AND OPPORTUNITIES

1. House Bill 507 by Button would permit counties and other local governments that have their own websites to post notices of certain competitive bids on the websites and reduce the legal notices they must

place in general circulation newspapers. This bill has been attempted before, and is always opposed by the newspaper lobby. Your packet includes some background information about the issue and a copy of the bill.

2. House Bill 1906 by Donna Howard makes it a Class C misdemeanor to violate a TCEQ rule regarding locally-enforced motor vehicle idling restrictions. Your packet contains a briefing memo about the issue and a letter of support from CAPCOG for Representative Howard's legislation.
3. The criminal district judges ask the Court to support legislation that would expand the powers and duties of the criminal magistrate for Travis County. IGR has taken the liberty of getting the bill drafted. Because it is a local bill, we are also posting notice of intent to file a local bill in the newspaper as required by the Texas Constitution. The judges seek Court approval with moving forward with this as a legislative priority for IGR.
4. IGR proposes numerous amendments to the Legislative Agenda this week. They reflect policy positions adopted by the Court over the last few weeks.

Attachments:

1. House Bill 507 talking points.
2. House Bill 507, by Button.
3. HB 1906 memo.
4. HB 1906, by Howard.
5. CAPCOG letter of support for HB 1906, February 25, 2011.
6. Draft Bill Analysis for Travis County Criminal Magistrate bill, March 10, 2011.
7. Motion in Writing to adopt amendments to the Travis County Legislative Agenda.

HB 507 Talking Points

Notice of Requirements for Bids and Proposals

- Publish notice through newspaper once and on internet website for specific period of time
- No website – publish notice as statute is currently written
- NO return on investment - Newspaper publication
- Many thousands tax dollars state-wide budgeted for legal advertisements – 21 entities report a FY 2011 advertisement budget of \$273,410. This could be cut in half.
- 2010-11 survey – 1% municipal vendors received notification from local newspaper.
- Return on investment not evident
- Dollars better spent for services to tax payers
- State does not advertise in newspaper - ESBD
- Public notice is a necessary element of open government – times have evolved – newspapers are not the preferred way to receive such information any more
- Subsidize one industry
- Proposed by coalition of city, county, school district and special district entities

Full Justification

Revision of Notice Requirements for certain transactions involving local governmental entities

How the law would change

Current law requires governmental entities to post notice of competitive sealed bidding requirements *once a week for two consecutive* weeks in a newspaper published in the municipality or county.

This proposed change would require entities with a website to publish notice *once* through a newspaper published in the municipality or county and *posted on the entities website* for at least 14 days before the bid/proposal is to be opened. If the entity does not have a website the statute would remain as currently written

Who is in favor?

Governmental entities state wide. This proposed legislation was written by a coalition of city, county, school district and special interest entities. It is supported by the Texas Public Purchasing Association and the Texas Municipal League.

Background

Similar legislation in each session since 2003. Each session a survey was conducted by a diverse group of entities to find out how many of the responding vendors received notification of a competitive bidding opportunity through their local newspapers.

The **2010/11** results were: with 20 schools, county and municipal entities reporting – an average of 10% of the vendors responded to solicitations from newspaper notices. Municipalities reported a 1% return on investment, counties 12% and schools 18%. Not a ROI worthy of thousands of tax dollars.

Many thousands of tax dollars are budgeted each year to post notice of competitive sealed bids for the public. Yet the above statistics show the portions of the public interested in responding to the bids are not getting their information from the local newspaper.

A compilation of 21 entities comprised of ten cities, eight counties and three schools reveals

\$273,410 budgeted dollars for the FY 2010-11 fiscal years.

These dollars could be decreased by 50%. Finding ways to better use public dollars is a priority for all public entities. The advertising budgets do not provide a return on investment.

Who will oppose?

Newspapers. A recent statistic published in a local newspaper stated about 4% of their revenue is received from public notice advertising. They argue maintaining required public notices in print fills a role in open government.

Counter to this argument

This proposed legislation is specific to notice requirements for competitive sealed bids/proposals. There are scores of other statues regarding the posting of public notice for planning and zoning, open meetings, elections, tax laws etc. Conducting open government is one element that makes government in the United States unique and one reason our system keeps working. There is a time and place for such business to be published in a public forum. But the 21st century has brought us more than one type of public forum. As technology develops, a balance of using the two foremost types of public forum must be struck. This legislation proposes a compromise between the two, published local newspapers and the internet.

We ask the legislators of Texas to consider the return on tax dollars vs. the cost of publishing in print and where better those same tax dollars could be spent.

By: Button

H.B. No. 507

A BILL TO BE ENTITLED

AN ACT

1
2 relating to notice for certain transactions involving local
3 government entities.

4 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF TEXAS:

5 SECTION 1. Section 44.031, Education Code, is amended by
6 adding Subsections (g-1) and (g-2) to read as follows:

7 (g-1) If a school district maintains an Internet website,
8 the district, instead of meeting the publication requirements under
9 Subsection (g), may:

10 (1) publish notice, either in print or on the
11 newspaper's Internet website, in a newspaper described by
12 Subsection (g) once not later than the 14th day before the bid
13 receipt deadline; and

14 (2) post notice continuously on the district website
15 for at least 14 days immediately preceding the bid receipt
16 deadline.

17 (g-2) The newspaper notice under Subsection (g-1) must
18 include the time and place at which the bids will be publicly opened
19 and the website address for the procurement information.

20 SECTION 2. Section 252.022(a), Local Government Code, is
21 amended to read as follows:

22 (a) This chapter does not apply to an expenditure for:

23 (1) a procurement made because of a public calamity
24 that requires the immediate appropriation of money to relieve the

H.B. No. 507

1 necessity of the municipality's residents or to preserve the
2 property of the municipality;

3 (2) a procurement necessary to preserve or protect the
4 public health or safety of the municipality's residents;

5 (3) a procurement necessary because of unforeseen
6 damage to public machinery, equipment, or other property;

7 (4) a procurement for personal, professional, or
8 planning services;

9 (5) a procurement for work that is performed and paid
10 for by the day as the work progresses;

11 (6) a purchase of land or a right-of-way;

12 (7) a procurement of items that are available from
13 only one source, including:

14 (A) items that are available from only one source
15 because of patents, copyrights, secret processes, or natural
16 monopolies;

17 (B) films, manuscripts, or books;

18 (C) gas, water, and other utility services;

19 (D) captive replacement parts or components for
20 equipment;

21 (E) books, papers, and other library materials
22 for a public library that are available only from the persons
23 holding exclusive distribution rights to the materials; and

24 (F) management services provided by a nonprofit
25 organization to a municipal museum, park, zoo, or other facility to
26 which the organization has provided significant financial or other
27 benefits;

H.B. No. 507

1 (8) a purchase of rare books, papers, and other
2 library materials for a public library;

3 (9) paving drainage, street widening, and other public
4 improvements, or related matters, if at least one-third of the cost
5 is to be paid by or through special assessments levied on property
6 that will benefit from the improvements;

7 (10) a public improvement project, already in
8 progress, authorized by the voters of the municipality, for which
9 there is a deficiency of funds for completing the project in
10 accordance with the plans and purposes authorized by the voters;

11 (11) a payment under a contract by which a developer
12 participates in the construction of a public improvement as
13 provided by Subchapter C, Chapter 212;

14 (12) personal property sold:

15 (A) at an auction by a state licensed auctioneer;

16 (B) at a going out of business sale held in
17 compliance with Subchapter F, Chapter 17, Business & Commerce Code;

18 (C) by a political subdivision of this state, a
19 state agency of this state, or an entity of the federal government;
20 or

21 (D) under an interlocal contract for cooperative
22 purchasing administered by a regional planning commission
23 established under Chapter 391;

24 (13) services performed by blind or severely disabled
25 persons;

26 (14) goods purchased by a municipality for subsequent
27 retail sale by the municipality;

H.B. No. 507

1 (15) electricity; or

2 (16) advertising[, ~~other than legal notices~~].

3 SECTION 3. Section 252.041, Local Government Code, is
4 amended by amending Subsections (a) and (b) and adding Subsections
5 (a-1) and (a-2) to read as follows:

6 (a) If the competitive sealed procurement [~~bidding~~]
7 requirement applies to the contract, notice of the time and place at
8 which the bids will be publicly opened and read aloud must be
9 published at least once a week for two consecutive weeks in a
10 newspaper published in the municipality. The date of the first
11 publication must be before the 14th day before the date set to
12 publicly open the bids and read them aloud. If no newspaper is
13 published in the municipality, the notice must be posted at the city
14 hall for 14 days before the date set to publicly open the bids and
15 read them aloud.

16 (a-1) If a municipality maintains an Internet website, the
17 municipality, instead of meeting the publication requirements
18 under Subsection (a), may:

19 (1) publish notice, either in print or on the
20 newspaper's Internet website, in a newspaper described by
21 Subsection (a) once not later than the 14th day before the bid
22 receipt deadline; and

23 (2) post notice continuously on the municipal website
24 for at least 14 days immediately preceding the bid receipt
25 deadline.

26 (a-2) The newspaper notice under Subsection (a-1) must
27 include the time and place at which the bids will be publicly opened

H.B. No. 507

1 and the website address for the procurement information.

2 (b) If the competitive sealed proposals requirement applies
3 to the contract, notice of the request for proposals must be given
4 in the same manner as that prescribed by Subsection (a) or (a-1) for
5 the notice for competitive sealed bids.

6 SECTION 4. Section 262.025, Local Government Code, is
7 amended by adding Subsections (b-1) and (b-2) to read as follows:

8 (b-1) If a county maintains an Internet website, the county,
9 instead of meeting the publication requirements under Subsection
10 (a), may:

11 (1) publish notice, either in print or on the
12 newspaper's Internet website, in a newspaper described by
13 Subsection (a) once not later than the 14th day before the bid
14 receipt deadline; and

15 (2) post notice continuously on the county website for
16 at least 14 days immediately preceding the bid receipt deadline.

17 (b-2) The newspaper notice under Subsection (b-1) must
18 include the time and place at which the bids will be publicly opened
19 and the website address for the procurement information.

20 SECTION 5. Section 263.153(b), Local Government Code, is
21 amended to read as follows:

22 (b) The notice must be published not later than [~~on or~~
23 ~~after~~] the 14th [~~30th day but before the 10th~~] day before the date
24 of the sale.

25 SECTION 6. Section 271.025, Local Government Code, is
26 amended by amending Subsections (a), (b), (c), and (d) and adding
27 Subsections (b-1) and (b-2) to read as follows:

H.B. No. 507

1 (a) The governmental entity must advertise for bids. The
2 advertisement for bids must include a notice that:

3 (1) describes the work;

4 (2) states the location at which the bidding
5 documents, plans, specifications, or other data may be examined by
6 all bidders; and

7 (3) states the time and place for submitting bids and
8 the time and place at which the [~~that~~] bids will be publicly opened
9 and read aloud.

10 (b) The advertisement must be published as required by law.
11 If no legal requirement for publication exists, the advertisement
12 must be published at least twice in one or more newspapers of
13 general circulation in the county or counties in which the work is
14 to be performed. The first [~~second~~] publication of notice must be
15 on or before the 14th [~~10th~~] day before the first date bids may be
16 submitted.

17 (b-1) If the governmental entity maintains an Internet
18 website, the entity, instead of meeting the publication
19 requirements under Subsection (b), may:

20 (1) publish notice, either in print or on the
21 newspaper's Internet website, in a newspaper described by
22 Subsection (b) once not later than the 14th day before the bid
23 receipt deadline; and

24 (2) post notice continuously on the entity's website
25 for at least 14 days immediately preceding the bid receipt
26 deadline.

27 (b-2) The newspaper notice under Subsection (b-1) must

H.B. No. 507

1 include the time and place at which the bids will be publicly opened
2 and the website address for the procurement information.

3 (c) The governmental entity must provide [~~mail-a~~] notice
4 containing the information required under Subsection (a) to any
5 organization that:

6 (1) requests in advance that notices for bids be sent
7 to it;

8 (2) agrees in writing to pay the actual cost of mailing
9 the notice; and

10 (3) certifies that it circulates notices for bids to
11 the construction trade in general.

12 (d) The governmental entity shall provide [~~mail-a~~] notice
13 required under Subsection (c) on or before the date the first
14 newspaper advertisement under this section is published.

15 SECTION 7. The changes in law made by this Act apply only to
16 a notice required to be provided on or after September 1, 2011. A
17 notice required to be provided before September 1, 2011, is
18 governed by the law in effect immediately before that date, and that
19 law is continued in effect for that purpose.

20 SECTION 8. This Act takes effect September 1, 2011.



MEMO

- For Your Information**
- Action Required**

TO: Travis County Commissioners Court

FROM: Adele Noel, TNR
Deece Eckstein, Coordinator, IGR

DATE: Thursday, March 10, 2011

RE: House Bill 1906

SUMMARY AND IGR RECOMMENDATION

IGR recommends that the Commissioners Court:

1. go on record in support of House Bill 1906, 82nd Texas Legislature; and
2. add the following to the Policy Positions section of the Travis County Legislative Agenda:

Support legislation that would improve the ability of the County to enforce clean air, water and other environmental laws.

BACKGROUND

Local governments in nonattainment and near-nonattainment areas have agreed to enforce the Heavy Duty Vehicle Idling rules. In the 5-county Austin-Round Rock metropolitan statistical area (MSA), all five counties have agreed to implement the state rule for idling of heavy duty vehicles (HDV) through a Memorandum of Understanding with TCEQ.¹ The rule

¹ The five counties are: Bastrop, Caldwell, Hays, Travis and Williamson.

limits HDV idling to 5 minutes at a time from April 1 to October 31 (ozone season) of each calendar year. Several cities have also signed agreements.

Cities can use their ordinance authority to establish specific penalties appropriate to the nature of this offense; unfortunately, counties have no such authority. Counties must rely on the general enforcement provisions for violations of the Texas Clean Air Act contained in the Texas Water Code, which have a penalty range of between \$1,000 to \$10,000 per violation and the possibility of jail time up to 6 months. The harshness of the penalty actually acts as a deterrent to enforcement efforts.

HB 1906 will make it easier for counties to enforce the HDV by making the penalty a Class C misdemeanor which is a fine of \$500 against the driver, owner of the truck, and the owner on whose property the truck is idling.

Attachments

1. House Bill 1906, relating to the idling of motor vehicles; providing a criminal penalty.
2. Letter of support for HB 1906 from the Capital Area Council of Governments, February 25, 2011.

Cc:

By: Howard of Travis

H.B. No. 1906

A BILL TO BE ENTITLED

AN ACT

1
2 relating to the idling of motor vehicles; providing a criminal
3 penalty.

4 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF TEXAS:

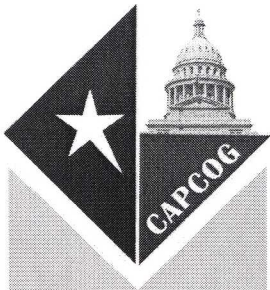
5 SECTION 1. Subchapter E, Chapter 7, Water Code, is amended
6 by adding Section 7.1831 to read as follows:

7 Sec. 7.1831. VIOLATION OF LOCALLY ENFORCED MOTOR VEHICLE
8 IDLING LIMITATIONS. (a) A person commits an offense if the person
9 violates a rule adopted by the commission concerning locally
10 enforced motor vehicle idling limitations.

11 (b) Notwithstanding any other law, an offense under this
12 section is a Class C misdemeanor.

13 SECTION 2. The change in law made by this Act applies only
14 to an offense committed on or after the effective date of this Act.
15 An offense committed before the effective date of this Act is
16 governed by the law in effect when the offense was committed, and
17 the former law is continued in effect for that purpose. For
18 purposes of this section, an offense is committed before the
19 effective date of this Act if any element of the offense occurs
20 before that date.

21 SECTION 3. This Act takes effect September 1, 2011.



Capital Area Council of Governments

6800 Burleson Road, Building 310, Suite 165
Austin, TX 78744
512.916.6000 ~ Fax 512.916.6001
www.capcog.org

February 25, 2011

Dear Central Texas Legislative Delegation,

Clean Air Coalition:

Chairman
Judge Samuel T. Biscoe
Travis County

Vice-Chair
Mayor Alan McGraw
City of Round Rock

Vice-Chair
Councilmember
Chris Riley
City of Austin

Commissioner
William Pina
Bastrop County

Judge Tom Bonn
Caldwell County

Commissioner
Ray Whisenant
Hays County

Commissioner
Ron Morrison
Williamson County

Mayor Ray Sanders
City of Lockhart

Mayor Mike
Hendricks
City of Luling

Mayor Marc Holm
City of Elgin

Mayor Terry Orr
City of Bastrop

Councilmember
Patty Eason
City of Georgetown
City of San Marcos

As elected officials, we serve as members of the Central Texas Clean Air Coalition (CAC), a bi-partisan group dedicated to maintaining Central Texas compliance with Federal ozone standards. The member jurisdictions of the CAC, working with the TCEQ and EPA, have implemented voluntary emission reduction plans instrumental in our region's continued compliance with Federal ozone standards. These plans include locally enforced idling limits for heavy vehicles during ozone season. The CAC is asking for your help to establish specific penalties appropriate to the nature of the offense.

Idling limitations significantly reduce heavy truck emissions and fuel use, improving air quality and conserving fuel. The plan limits engine idling by vehicles weighing 14,000 pounds or more to 5 consecutive minutes during ozone season. There are several exemptions (e.g., emergency response vehicles).

Current state regulation provides for local enforcement of idling limitations in any city or county that enters into a Memorandum of Agreement (MOA) for that purpose with the TCEQ. State regulation does not establish specific penalties for violations.

While cities can use their ordinance authority to establish specific penalties appropriate to the nature of this offense, counties have no such authority. Counties must rely on the general enforcement provisions for violations of the Texas Clean Air Act contained in the Texas Water Code.

As a result, the penalty for an individual that violates the idling limitations is a fine of at least \$1,000 and not more than \$50,000, and/or 180 days confinement. While we strongly support the idling limitations, this penalty seems unduly onerous for the nature of the offense.

In addition to potential hardships for the violator, disproportionately adverse penalties can foster reluctance on the part of jurisdictions to actively enforce the idling limitations. Without active enforcement, compliance and emissions reductions are minimized, potentially jeopardizing our efforts to maintain compliance with ozone standards.

We believe it is in the best interest of our region and the state to establish a reasonable penalty for idling violations. We suggest idling limitation violations be classified as a Class C misdemeanor, resulting in a fine not to exceed \$500.

Representative Donna Howard is preparing a bill that contains a provision to classify idling limitation violations as a Class C misdemeanor. We applaud her initiative and urge your support of efforts to establish an appropriate idling penalty. Please contact us if you need more information and thank you for your consideration.

Sincerely,

Samuel T. Biscoe
Travis County Judge
Chair, Central Texas Clean Air Coalition

Duties of Criminal Magistrates in Travis County

- ★ Travis County has seven district judges with jurisdiction over criminal matters who, together, handle a large caseload. In this, they are assisted by a criminal magistrate appointed by those judges. Subchapter Q of Chapter 54 of the Government Code sets out the qualifications, powers and duties of the criminal magistrate.
- ★ As the criminal courts' docket has grown, the judges have sought to give the magistrate expanded responsibilities, but they are frustrated by the statutory limitations on the powers and duties of the magistrate. This bill would expand the powers of the criminal magistrate for Travis County. Among the changes are the following:
 - ★ The current statute limits the magistrate's authority to "any criminal case"; however, there is a wide variety of routine judicial proceedings that are not "cases" in that sense, such as extradition matters or grand jury subpoenas. The bill changes that to "any criminal case or any matter related to criminal law";
 - ★ Current law limits the magistrate's authority with respect to motions in criminal cases that dismiss a prosecution, such as a motion to dismiss a case on a speedy trial violation, a motion to quash an indictment, or even a routine State's motion to dismiss a case. The bill would allow a magistrate to dismiss a case, limited to cases assigned to the magistrate or on dockets the magistrate is assigned to call on behalf of the district judge.
 - ★ Under Section 12.45 of the Penal Code, a judge may, with the agreement of the appropriate prosecuting attorneys, take into account an admission of guilt in a different case when sentencing a defendant. This practically amounts to a dismissal of that case, and a magistrate's authority to sign a Section 12.45 order is unclear. This bill would make it clear that a magistrate could sign Section 12.45 orders on plea bargained cases referred to the magistrate.
 - ★ The Court of Criminal Appeals has said that standing orders of referral are proper. The bill states that explicitly.
 - ★ There are duties performed by district court magistrates in other counties which our statute does not authorize and would be helpful to the district judges, including selecting a jury, and considering evidentiary search warrants ("mere evidence" warrants).
 - ★ The bill would also list other routine judicial matters not expressed in the present statute, such as expunctions, occupational licenses, grand jury-related matters such as grand jury subpoenas, subpoenas for medical records, presiding over specialty courts, such as veterans and drug courts, and handling mental health commitments after a finding of incompetence or insanity.
 - ★ The bill also clarifies that the Travis County Criminal Law Magistrate has all the powers of magistrates generally, such as JPs, municipal court judges and elected judges, without the procedural necessity of an order of referral.
 - ★ Finally, the bill grants the magistrate power to grant orders under Article 18.21, Code of Criminal Procedure (Pen Registers and Trap and Trace Devices; Access to Stored Communications; Mobile Tracking Devices). No other district court magistrate has this power now. At the present time, only district court judges can issue those orders. These are not wiretaps, or interceptions of communications, but show what phone numbers are being called or phone numbers which have called a user, records of those matters, or allow tracking devices to track the "movement of a person, vehicle, container, item, or object." It is the tracking devices that are the most pressing in terms of needing authorization quickly, and pen registers and access to stored communications are matters of ongoing investigation, much like grand jury subpoenas, and would be an aid to the district judges on a day to day basis.
- ★ This is a local bill affecting Travis County, and all the procedural requirements for filing the legislation have been met.

Travis County Commissioners Court
Voting Session, March 15, 2011
Motion in Writing

Move that the Travis County Commissioners Court make the following amendments to its **Legislative Agenda for the 82nd Texas Legislature**:

1. Add the following to the **Priorities** section:
 - a. Support legislation that would expand the powers and duties of Criminal Magistrates in Travis County.

2. Add the following to the **Policy Positions** section:
 - a. Support restoration of 9-1-1 funding for the CAPCOG region through the State Commission on Emergency Communications. (EMS-5)
 - b. Support legislation that would improve the ability of the County to enforce clean air, water and other environmental laws. (ENV-9)
 - c. Support legislation giving counties greater freedom and flexibility in providing legal notices to their residents. (TRBA-7)

3. Add the following to the **Positions on Other Proposals** section:
 - a. Support legislation clarifying the authority of the Travis County Healthcare District (d/b/a Central Health) to enter into leases without prior approval of the Travis County Commissioners Court.



Travis County Commissioners Court Agenda Request

Meeting Date: 3/15/2011, 9:00 AM, Voting Session

Prepared By: Sherri Fleming, Health and Human Services and Veterans Service, 854-4101

Elected/Appointed Official/Dept. Head: Sherri Fleming, Executive Manager

Sponsors: Judge Biscoe

AGENDA LANGUAGE:

Consider and take appropriate action on policy governing court appointments to various boards and committees.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

The Travis County Commissioners Court appoints residents to a variety of boards and committees to aid them in their planning and policy making. These groups have varying degrees of responsibility regarding future actions of the Court and other entities whose decisions affect residents, their quality of life and the services they receive.

The Court has previously expressed interest in reviewing recommendations for streamlining and standardizing the overall appointment process. Staff have been working over the past several months researching other county policies and evaluating technology solutions.

Please consider the following:

1. The Information Technology Department has confirmed the ability to post an electronic application that can be completed on-line and sent electronically to the e-mail boxes of various county staff. An electronic application may be printed and submitted in hard copy.
2. A beginning draft procedure is attached using the basic framework that the Court members have seen previously in your search for Board members for the Travis County Healthcare District
3. The policies of similarly situated counties is also included for your review. Research shows that policies range from the very brief to quite lengthy.
4. There are a significant number of boards and committees currently. The central management of the appointment process may be a goal for the

future.

Attachments for consideration:

1. Draft process and timeline
2. Draft statements of qualifications and preferred characteristics
3. Draft Conflict of Interest discussion points and Affidavit (Legal will have to modify as directed)
4. Samples of other public appointment policies.

**FISCAL IMPACT AND SOURCE OF FUNDING:
UNKNOWN**

REQUIRED AUTHORIZATIONS:

Health and Human Services and Veterans Service	03/03/2011 4:02 PM	David Salazar	Completed
Health and Human Services and Veterans Service	03/03/2011 4:39 PM	Sherri Fleming	Completed
County Judge's Office	Cheryl Aker	Completed	03/04/2011 9:30 AM
Commissioners Court	Gillian Porter	Completed	03/10/2011 9:46 AM

History:
03/08/11 Commissioners Court POSTPONED Next: 03/15/11



PROPOSED

Appointment/Re-appointment - Process and Timeline

Date	Task	Who Completes Task
	<ul style="list-style-type: none"> Notice to Commissioners Court of expiring terms 	<ul style="list-style-type: none"> County staff
	<ul style="list-style-type: none"> Determine if re-appointment is appropriate 	<ul style="list-style-type: none"> Commissioners Court and County staff
	<ul style="list-style-type: none"> Review current application packet and determine if any changes are necessary 	<ul style="list-style-type: none"> Commissioners Court
	<ul style="list-style-type: none"> Finalize and approve application packet (process, announcement and forms) Vote on timeline (if changes are required) and decide on nomination process; for instance, who from the Court will review applications and who will interview, if necessary. 	<ul style="list-style-type: none"> Commissioners Court
	<ul style="list-style-type: none"> If re-appointment is appropriate, letter of interest from current appointee due to Court member/designee, together with a current conflict-of-interest affidavit and a personal financial statement as provided by Chapter 572, Texas Government Code (as applicable) 	<ul style="list-style-type: none"> Current appointee
	<ul style="list-style-type: none"> If a new appointee is desired, county-wide, public notifications of the need to fill position(s) and call for nomination(s) to the board or committee is drafted and approved by Commissioners Court 	<ul style="list-style-type: none"> County staff Notifications to news media, county web page and channel 17, engage City of Austin, send out notices to all Chambers of Commerce in the Greater /Austin area, League of Women Voters, all cities in Travis County, Travis County Medical Society, all other appropriate persons and groups
	<ul style="list-style-type: none"> Develop and approve interview questions, if necessary 	<ul style="list-style-type: none"> Commissioners Court and County staff
	<ul style="list-style-type: none"> Applications due to Court designee by close of business by date set 	<ul style="list-style-type: none"> Applicants
	<ul style="list-style-type: none"> Review and evaluate applications to produce a short list and select individuals for interview, if necessary. Each court member is invited to submit persons for interview if interviews are held. 	<ul style="list-style-type: none"> Commissioners Court and-or designee, with staff assistance as directed
	<ul style="list-style-type: none"> Set up interviews with the top candidates, if necessary 	<ul style="list-style-type: none"> County staff
	<ul style="list-style-type: none"> Commissioners Court will conduct interviews of the top candidates, if necessary 	<ul style="list-style-type: none"> Commissioners Court
	<ul style="list-style-type: none"> Selection of New Appointee 	<ul style="list-style-type: none"> Commissioners Court

DRAFT



TRAVIS COUNTY BOARDS AND COMMITTEES:

Qualifications:

Additional qualifications may be added or emphasized based on the service opportunity

Personal Attributes/characteristics:

- A resident of Travis County.
- Demonstrated commitment to community service
- Support for mission and values of the organization
- Current on all taxes

Expertise in one or more of the following areas may be useful:

- Finance
- Business management
- Community needs
- Information technology
- Quality management
- Marketing and communications
- Political relations
- Law
- Real estate
- Medicine
- Health care
- Social services

Competencies

- Leadership qualities
- Ability to think strategically
- Ability to communicate effectively
- Ability to work collaboratively

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Other Considerations:

- Board composition reflects the diversity of the community (race, ethnicity, gender, age)
- Consumer representation

Issues to consider:

- Conflict of interest, including financial benefit from the work of the board or committee
- Percentage of representation by any one discipline or advocate

QUALIFICATIONS:

Preference will be given to candidates with a history exhibiting skills, experience and abilities in a majority of the following:

- Outstanding or strong business achievement. Because this is a new enterprise, with no local precedent, candidates with demonstrated experience with a successful business management background will be particularly attractive.
- Demonstrated ability in understanding finance, comprehending and managing large budgets.
- Able to learn, understand and comply with rules and standards governing the conduct of public business.
- Extensive involvement or multiple leadership roles in community or human services, or other community, boards or projects.
- Able to work with the public and private sector interests in Central Texas
- Experience recruiting, hiring, and managing senior management personnel.
- Outstanding communications skills.
- Capable of dedicating significant time to service on the board or committee

DRAFT

- Demonstrated experience in controlling costs while maximizing services and service delivery.
- Ability to collaborate with public officials and staff.

In addition to the above qualifications, preferences will be given to candidates who can demonstrate the following personal characteristics:

- Respect for public input and involvement
- Consensus building
- Strong ethics
- Integrity

DRAFT

DO I HAVE A CONFLICT OF INTEREST?

Disclosing potential conflicts does not automatically make you ineligible for appointment, but the Commissioners Court may assess potential conflicts when deciding if it should consider you further.

You should consider whether you have a real or perceived conflict of interest with the board, committee or commission, including any direct or indirect financial interest with the County.

As part of the application process, applicants must identify and disclose any actual or potential conflicts of interest.

Potential conflicts of interest may include, but are not limited to, applicants, or their spouses, partners or children. Conflicts may exist if, the applicants, or their spouses, partners or children are:

- currently doing business with, or working as a consultant for the County or other key beneficiary
- for appointment to quasi-judicial bodies, being engaged in a business over which the quasi-judicial body has jurisdiction, or
- serving as a lobbyist on issues affecting the County, board, committee or commission

Other potential conflicts could include applicants having:

- any interest, direct or indirect, in outstanding litigation involving the County or the board, or
- any tax arrears that remain outstanding to the County beyond the current year, for private or commercial property or business taxes.
- Relatives currently serving or having served recently on the board

DRAFT

TRAVIS COUNTY HOSPITAL DISTRICT CONFLICT OF INTEREST DISCLOSURE AFFIDAVIT

(THIS DOCUMENT, IF INCLUDED IN THE POLICY, WILL REQUIRE CHANGES)

STATE OF TEXAS §

COUNTY OF TRAVIS §

On this day, _____, appeared before me, the undersigned notary public, and after I administered an oath to him, upon his/her oath, he/she said:

"My name is _____. I am competent to make this affidavit. The responses to the questions stated in this affidavit are within my personal knowledge and are true and correct. In this affidavit, ~~“District” means the Travis County Hospital District and “Board” means the Board of Managers of the District.~~ I am making this affidavit to disclose potential conflicts of interest that might affect my ability to service on the Board and to verify that I meet all eligibility requirements for appointment to the Board.

“I understand that providing no information in the space provided in items 4 through 25 means that the circumstances described in that item is a statement that these circumstances do not apply to either my spouse or me as applicable and I affirm that all of the following statements are true and correct.

1. I reside in Travis County, Texas.

EMPLOYMENT

2. I am not an elected official.

3. My **spouse’s** employer is _____.

My **spouse** works in _____ (department).

DRAFT

My **spouse's** position title is _____.

FINANCIAL RELATIONSHIPS

4. If my employer has, or is expected to have, a financial relationship (other than as a taxpayer) with any of the following entities, I have marked with an X in the box • preceding the entity and stated the financial relationship:

• ~~District~~ _____

• City of Austin _____

• Travis County _____

• ~~Ascension Health (Seton Healthcare Network or its affiliates)~~ _____

• ~~Columbia Healthcare Systems (St. David's Hospital) or one of its affiliates~~

• ~~University of Texas Medical Branch~~ _____

• ~~Another healthcare provider that has or is likely to have a financial relationship with District (specify provider also)~~ _____

5. If my **spouse's** employer has, or is expected to have, a financial relationship (other than as a taxpayer) with any of the following entities, I have marked with an X in the box • preceding the entity and stated the financial relationship

DRAFT

- ~~District~~ _____
- City of Austin _____
- Travis County _____
- ~~Ascension Health (Seton Healthcare Network or its affiliates)~~ _____

-
- ~~Columbia Healthcare Systems (St. David's Hospital) or one of its affiliates~~

-
- ~~University of Texas Medical Branch~~ _____

-
- ~~Another healthcare provider that has or is likely to have a financial relationship with~~

~~District (specify provider also)~~

6. If I intend to seek a business arrangement with the ~~District~~, the type of business is stated below:

7. If my **spouse** intends to seek a business arrangement with the ~~District~~, the type of business is stated below:

DRAFT

8. If I do work for or participate in the management of any organization (other than a political subdivision) that receives funds from Travis County or City of Austin or is expected to receive funds from ~~District~~; the name of the organization, the entity providing funds and the type of funding are stated below:

9. If my **spouse** does work for or participates in the management of any organization (other than a political subdivision) that receives funds from Travis County or City of Austin or is expected to receive funds from ~~District~~; the name of the organization, the entity providing funds and the type of funding are stated below:

INDEPENDENCE

10. If I am employed or engaged in a business or professional activity that might cause me to disclose confidential information acquired as a result of my being a member of the Board, the name of the business or activity is stated below:

11. If my **spouse** is employed or engaged in a business or professional activity that might cause me to disclose confidential information acquired as a result of my being a member of the Board, the name of the business or activity is stated below:

DRAFT

12. If I am employed or engaged in any activity that could significantly impair my independence of judgment in the performance of my official duties as a member of the Board, the name of the activity is stated below:

13. If my **spouse** is employed or engaged in any activity that could significantly impair my independence of judgment in the performance of my official duties as a member of the Board, the name of the activity is stated below:

14. If I own an interest in real property that is expected to be acquired for a ~~District~~ project, the location of the property is stated below:

15. If my **spouse** or **minor children** own an interest in real property that is expected to be acquired for a ~~District~~ project, the location of the property is stated below:

DRAFT

16. If I have material personal investments that could create a conflict between my private interests and the interests of the ~~District~~, the type and extent of those investments is stated below:

17. If my **spouse** or **minor children** have material personal investments that could create a conflict between their private interests and the interests of the ~~District~~, the type and extent of those investments is stated below:

18. If I own or control, either directly or indirectly, more than 10% of the stock of a company that receives funds from Travis County or City of Austin or is expected to receive funds from ~~District~~, the name and percentage of ownership of those companies are stated below:

19. If my **spouse** or **minor children** own or control, either directly or indirectly, more than 10% of the stock of a company that receives funds from Travis County or City of Austin or is expected to receive funds from ~~District~~, the name and percentage of ownership of those companies are stated below:

20. If I use or receive a substantial quantity of goods or services from Travis County or City of Austin, or expect to receive a substantial quantity of goods or services from the ~~District~~, the type and approximate annual quantity are stated below:

DRAFT

-
21. If my **spouse** or **minor children** use or receive a substantial quantity of goods or services from Travis County or City of Austin, or expect to receive a substantial quantity of goods or services from the ~~District~~, the type and approximate annual quantity are stated below:

LOBBYING AND CONSULTING

22. If I am an owner, officer, employee, manager or paid consultant of any association either involved in the field of health care services or supplies, or lobbying for ~~health care services~~, my position and the name of the association are stated below:

23. If my **spouse** is an owner, officer, employee, manager or paid consultant of any association either involved in the field of health care services or supplies, or lobbying for ~~health care services~~, my position and the name of the association are stated below:

24. If, currently or during the last three years, I am or was a lobbyist for compensation at or on behalf of Travis County or the City of Austin, my activities and on whose behalf they were provided are stated below:

25. If, currently or during the last three years, my **spouse** is or was a lobbyist for compensation at

DRAFT

or on behalf of Travis County or the City of Austin, my **spouse**'s activities and on whose behalf they were provided are stated below:

26. I understand that the District will be a component unit of Travis County for financial statement purposes. As such, I am willing to complete the disclosure of related party transactions with the District annually so that Travis County can comply with the requirements of Financial Accounting Standard 57.

Signature

Printed Name: _____

SWORN TO and SUBSCRIBED before me by _____ on _____, 200__.

Notary Public in and for the State of Texas



TRAVIS COUNTY Boards and Committees APPOINTMENT APPLICATION

(Applications must be submitted in this format. Please do not retype or reformat.)

Name:		
Spouse's Name:		
Home Telephone #	Work Telephone #	Fax #
Email Address		Cellular # (Optional)
I wish to be considered for (name the Board or Committee):		
Present Job title & job description:		
Profession:		
Home Address <small>(STREET/P.O. BOX, CITY, STATE, ZIP)</small>		Employer and Employer's Address
County:		

EDUCATION/TRAINING:

High School or equivalent (G.E.D.)	
Undergraduate School:	Year Graduated:
Graduate School:	Year Graduated:
Licenses/Certifications:	Year Obtained:

Name:

EMPLOYMENT AND CAREER HISTORY(include business, administrative, & finance experience):

CURRENT PROFESSIONAL MEMBERSHIPS:

PUBLIC SERVICE (include participation in local, state, federal governmental processes):

CIVIC PARTICIPATION:

Name:

COMMUNITY LEADERSHIP ROLES:

EXPERIENCE AND/OR KNOWLEDGE Related to the Board or Commission Appointment you are seeking:

BUSINESS ACHIEVEMENT (specifically entrepreneurial and investment):

NOTE: A Current Resume Must Be Attached

**TRAVIS COUNTY
Boards and Committees
APPOINTMENT APPLICATION**

Name:					
Date of Birth	Driver's License # or DPS I.D. #	Are you a U.S. Citizen <input type="checkbox"/> Yes <input type="checkbox"/> No			
Ethnicity: (Optional)	<input type="checkbox"/> White	<input type="checkbox"/> African-American	<input type="checkbox"/> Hispanic	<input type="checkbox"/> Asian	Other: _____

CERTIFICATION OF APPLICANT

I hereby certify that the foregoing and any attached statements are true, accurate and complete. I agree that any misstatement, misrepresentation, or omission of a fact may result in my disqualification for appointment. I assign and hereby give Travis County full authority to conduct background investigations pertinent to this application.

Printed Name

Applicant's Signature

Date

Return to:

SAMPLE FROM THE CITY OF TORONTO, CANADA

Who is eligible?

To be eligible for appointment you must be:

- a resident of Toronto, and
- at least 18 years old (the age of majority in Ontario)

Do I have to be a Canadian citizen?

You do not have to be a Canadian citizen except where required for specific boards. Under current legislation, Canadian citizenship is required to serve on the Toronto Public Library Board.

In filling vacancies on its boards, the City defines "citizen" to include all persons who are residents of Toronto, including permanent residents, refugees, refugee claimants and residents without homes.

General requirements

You are not eligible if you are:

- a relative of a Member of Council
 - spouse, in a marital relationship, child or parent
- staff of the City or its agencies, boards, commissions and corporations (ABCCs),
 - exception: staff of the City or its ABCCs may be nominated by the City to serve on external boards, if the board eligibility allows it
- on another City board at the same time: exceptions
 - you can serve on a Business Improvement Area board and also serve on one other City board
 - you can be appointed to a City board and also be a City nominee to one external board or committee to which City Council recommends appointments
 - you can be a member of the Board of Trustees of the Metro Toronto Pension Plan and also serve as a member of the Board of Trustees of the Metro Toronto Benefit Fund
 - you can be the independent member of the Toronto Fire Department Superannuation and Benefit Fund Committee and also serve as the independent member of the Toronto Civic Employee's Pension and Benefit Fund Committee

Some boards, such as the Toronto Licensing Tribunal, include additional eligibility requirements. This information is included with the list of qualifications for the board.

Qualifications

The skills and experience that you need are listed in the application form and in the [information on each board](#).

Candidates are not required to meet every qualification listed to be considered. The City's goal is to achieve a balance of qualified applicants covering the range of qualifications specified for the board.



BEXAR COUNTY ADMINISTRATIVE POLICY AND PROCEDURES MANUAL

ADMINISTRATIVE POLICY NUMBER: 2.1

TITLE: BOARDS AND COMMISSIONS GUIDELINES

PREPARED BY: COMMISSIONERS COURT

REFERENCE: ADMINIISTRATIVE POLICY 1.2

ADOPTED DATE: FEBRUARY 3, 1993

EFFECTIVE DATE: JANUARY 10, 2001; FEBRUARY 3, 1993

REVISED DATE: AUGUST 24, 2004 (PUBLIC OFFICE)

PURPOSE

To establish general operational and administrative guidelines for all Bexar County created boards and commissions.

POLICY

These provisions shall be applicable to members of any board and commission of the County of Bexar appointed by Commissioners Court, or by individual members of the Court.

To encourage representation of a variety of points of view, Commissioners Court will seek a diversity of membership.

Three processes for appointments to Bexar County Board and Commissions exist based on the types of appointments are as follows:

- A: An appointment process that requires a majority vote from Commissioners Court for approval. These are appointments to a statutorily created board or commission with requirement that "Commissioners Court shall appoint" resulting in an agendized item for discussion, nomination and "*Recorded Vote by the Court.*" Appointments under this category may, at the Court's discretion, require applicants to interview before a quorum of Commissioners Court. [Example: VIA Metropolitan Transit Authority].
- B: An appointment process that allows individual Court members to select and appoint candidates. These are appointments to a statutorily created board or commission with the requirement that "Commissioner Court shall appoint" either with the informal agreement of Commissioners Court or the legal requirement that each member of the Court make individual appointments resulting in a

“Consent Agenda Record Vote” for approval by the Court. [Example: University Health System Board of Managers].

- C: Appointments to a non-statutorily created board or commission which require only a *“file for record”* appointment. [Example: San Antonio River Oversight Committee]. For appointment process type (A) above, the coordinator of Bexar County Boards and Commissions shall solicit applicants Countywide, facilitate the interview process for Commissioners Court, and prepare the agenda coordination form and necessary backup for Commissioners Court action.

For appointment process types (B) and (C) above where the Court members make individual appointments; a Court member may solicit applicants to fill position(s) and prepare the Agenda Coordination Form and necessary backup for Commissioners Court action.

In making a recommendation for appointment process types (A), (B) and (C) above, the individual member of the Court or other official recommending the appointment shall provide a copy of the Bexar County Boards and Commissions Application (herein Exhibit I), and an Agenda Coordination Form to the Agenda Coordinator with the following information to be listed on the Court’s Agenda:

- a) Name of Board or Commission
- b) Name of person to be appointed
- c) Term of office
- d) Whether or not that individual filling an unexpired term or is replacing an incumbent board or commission member.

Adjacent to each board and commission position in the Bexar County Board and Commissions Master List (referred to later in this document), the Commissioners Court, Judge, or Commissioner Precinct #, is listed to indicate whether the position is a Commissioners Court appointment or an individual Court member appointment.

APPOINTMENT NOTIFICATION

Upon appointment of a board or commission member, the coordinator of the Bexar County Boards and Commissions shall prepare a formal letter of notification on behalf of the Court, copies of which shall be sent to appointee and chair of the board or commission. A copy of the minutes reflecting the Commissioners Court appointment shall be attached to the letter.

REQUIREMENTS FOR APPOINTMENT

Unless statutory authority provides otherwise, the following are the requirements for appointment:

1. Reside within Bexar County or represent a local business enterprise or other legal entity which is primarily located within Bexar County;
2. Interest in the betterment of Bexar County in addition to any special requirements of a particular board or committee;
3. Must have a credible record of attendance and performance in any previous board experience;
4. Not in arrearage in County taxes;
5. Not an adversary party in pending litigation against the County; and
6. Must meet any special qualifications required by the authority that created the board.

INFORMATION

All persons considered for appointment or reappointment shall complete a Bexar County Boards and Commissions Application.

INCUMBENTS

Persons appointed and serving on any board or commission may be requested to submit a Bexar County Boards and Commissions Application to be considered for reappointment to the position in which they serve or for appointment to any other available position.

TERM

All appointments to boards and commissions shall be made for a term of two (2) years unless otherwise statutorily required. Each appointee shall serve until a successor has been appointed.

Any vacancies will be filled for the remainder of the term in the same manner as a regular appointment.

Each citizen shall be limited to Bexar County appointments on a maximum of two (2) boards or commissions at the same time.

MAINTENANCE OF MEMBERSHIP

The chairperson of the various boards/commissions shall immediately notify the coordinator of the Bexar County Boards and Commissions, in writing, should there be either a resignation or termination of membership.

The coordinator of Bexar County Boards and Commissions shall maintain a Master List containing the names and expiration dates of all appointments to boards and commissions. The Master List shall be updated upon each appointment to a board or commission and made available to the public and all Bexar County offices and departments via the Bexar County Intranet, Internet or in paper from upon request, copies of the Master List shall be posted in the Commissioners Court reception area.

MEETINGS

1. All boards and commissions created by the Bexar County Commissioners Court shall meet in accordance with applicable provisions and bylaws.
2. Special meetings may be called by the chairperson or by a quorum of members at any time.
3. All meetings shall be in compliance with the Texas Open Meetings Act, Tex Govt. Code Chapter 551 to include posting agendas that will clearly identify, for the general public, the purpose of the item and the proposed action to be taken.
4. Proper records of all meetings shall be maintained.

ATTENDANCE

1. Regular attendance of board and commission meetings by the appointee is expected by the Bexar County Commissioners Court.
2. The chairperson shall notify the coordinator of the Bexar County Boards and Commissions, in writing, of any member who is absent from three (3) consecutive meetings without an excused absence by formal action of the Board, or is absent from fifty percent (50%) of the meetings held during any twelve month period. A meeting cancelled for lack of quorum is considered a meeting for purposes of recording attendance.

REPORTING

On a date determined by the coordinator of Bexar County Boards and Commissions, members from each board and commission shall be required to work with the Chair, other members of my Board or Commission and the coordinator of Bexar County Boards and Commissions to facilitate the process of providing written or oral reports to Commissioners Court on an annual basis. This board or commission membership requirement shall be included on the Bexar County Boards and Commissions Application.

ESTABLISHMENT OF BYLAWS

Bylaws, and any changes thereof, shall be subject to the approval of Commissioners Court.

PUBLIC OFFICE

If a member of any board or commission appointed by the Commissioners Court shall become a candidate for nomination or election to any public office, that member shall immediately notify the Commissioners Court. In the event that holding both the position on the County's board or commission and the position for which that board or commission member has become a candidate constitutes dual officeholding under the Texas Constitution, as determined by the Bexar County Criminal District Attorney's Office, that individual shall be deemed to have resigned his/her place or position on the County board or commission.

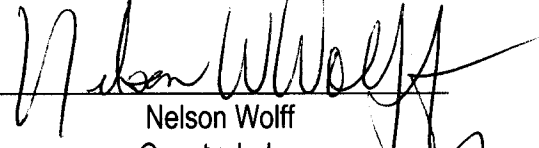
CONFLICT OF INTEREST

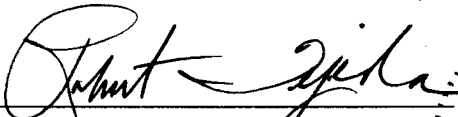
Each member of any board or commission shall disclose any possible conflict of interest, which may arise in connection with matters being considered by the board or commission of which he/she is a member, and shall refrain from discussion or voting on any such matters.

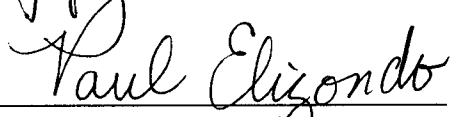
REMOVAL


The members of any board or commission appointed by Commissioners Court may be removed for cause by the Commissioners Court, unless removal procedures are statutorily prescribed.

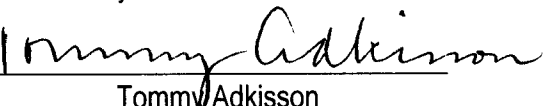
PASSED AND APPROVED THIS THE 24th DAY OF AUGUST 2004.

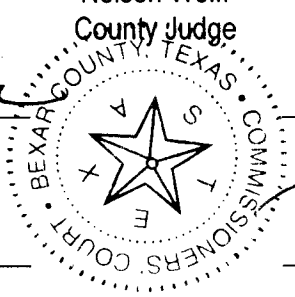

Nelson Wolff
County Judge


Robert Tejada
County Commissioner, Pct. 1


Paul Elizondo
County Commissioner, Pct. 2


Lyle Larson
County Commissioner, Pct. 3


Tommy Adkisson
County Commissioner, Pct. 4





COUNTY OF EL PASO

Application for Boards, Commissions, and Committees

Name: _____ Voting Precinct: _____

D.O.B _____ S.S. # _____

List the Board(s), Commission(s), and/or Committee(s) you are particularly interested in:

Home Address: _____
STREET CITY STATE ZIP

Phone number: _____ Cell Phone number: _____

E-mail address: _____

PURSUANT TO TEXAS GOVERNMENT CODE, SEC. 522.021. I ELECT THAT MY HOME ADDRESS & TELEPHONE NUMBER (CHECK ONE): MAY BE RELEASED / SHALL NOT BE RELEASED TO THE PUBIC UPON REQUEST UNDER THE TEXAS OPEN RECORDS ACT. FAILURE TO MAKE A DESIGNATION RESULTS IN INFORMATION BEING AVAILABLE FOR PUBLIC ACCESS.

Length of Residency in El Paso County: _____ (Years/Months)

Place of Employment: _____

Business Address: _____
STREET CITY STATE ZIP

Telephone: () _____ Fax Number: () _____

Professional Background: _____

Educational Background: _____

3 personal or professional references not related to you:

NAME PHONE # YEARS KNOWN

NAME PHONE # YEARS KNOWN

NAME PHONE # YEARS KNOWN

Previous volunteer organizations and/or community service: _____

Are your property taxes currently paid? _____ (Yes) _____ (No) If not, please give a brief explanation:

Are you aware of any matter that could be considered a conflict that should be disclosed before you are considered for appointment?

If so, please describe the matter.

Signature: _____ Date: _____

Application should be submitted to: humanresources@epcounty.com
Human Resourced Department
800 E. Overland, Rm 223
El Paso, TX 79901

(Revised: 08/09/10)



Bexar County Commissioners Court SECTION 1

Application Form (<http://www.co.bexar.tx.us>)

NOTE: The information you provide on this form is open to the public.

While you may attach a resume, please type or print the following information.

Indicate the Board or Commission for which you wish to be considered: _____

PERSONAL DATA: Name: _____

Residence Address: _____

Home Phone: _____ Fax: _____ Work Phone: _____ Fax: _____

Home E-mail address: _____ Work E-mail address: _____

Commissioners Court Precinct: _____ Years of Residence in Bexar County: _____

Employer: _____ Address: _____

Length of Employment: _____ Position: _____

Voter Registration Card #: _____

EDUCATION LEVEL: Please check all that apply and list schools attended:

High School/GED _____ School: _____

College/University degree attained _____ College/University _____

Other: _____

Describe any training, experience, qualifications, special interests or expertise that you wish to call to the attention of Bexar County Commissioners Court regarding your ability, desire or qualifications to serve on this board or commission.

List any volunteer activities/community service in which you have participated, including involvement on boards, commissions or organizations currently or in the past, and any offices held.

Recognizing that Boards and Commissions are often demanding on one's time and schedule, are you committed to attending the regularly scheduled meetings of the board or commission?

_____ Yes _____ No

How many hours can you commit to devoting to service on this board or commission each month? _____

SECTION 2

Briefly state your personal philosophy on public service.

Should you be appointed by the Commissioners Court to serve on this board or commission, what do you see as your primary responsibility, and why do you wish to serve in this capacity?

Should you be appointed by the Commissioners Court to serve on this board or commission, when would you feel that communication with Commissioners Court would be necessary regarding board or commission issues?

Rules of law and ethics prohibit members from participating in and voting on matters in which they may have a direct or indirect financial interest. Are you aware of any potential conflicts of interest, which may develop from your occupation or financial holding in relation to your responsibilities as a member of the board or commission? If yes, please indicate any potential conflicts.

Please return this form and all attachments to:

**Bexar County Commissioners Court
Boards and Commissions Appointments
100 Dolorosa, Room 1.20
San Antonio, Texas 78205
210.335.0180 Telephone / 210.335.0586 Facsimile**

I understand an appointment is at the will of Commissioners Court and I may be terminated for cause at any time.

Signature of Applicant: _____ Date: _____

SECTION 3

**This section of the application is ONLY for
CENTER FOR HEALTH CARE SERVICES APPLICANTS.
PLEASE NOTE THAT THIS STATEMENT MUST BE NOTARIZED BY A LICENSED NOTARY.**

Are you or a member of your family a consumer of the types of services the Center provides? Please describe the nature of these services.

STATE OF TEXAS
COUNTY OF BEXAR

Before me the undersigned authority personally appeared _____ (print name)
and upon (his) (her) oath deposes and states as follows:

I am a qualified voter who has resided in Bexar County, Texas for at least one year prior to the selection date and neither myself nor my spouse:

- a. owns or controls, directly or indirectly, more than a 10 percent interest in a business entity or other organization receiving funds from the Center by contract or other method; or
- b. uses or receives a substantial amount of tangible goods or funds from the Center, other than: compensation or reimbursement authorized by law for Board membership, attendance, or expenses; or as a consumer or as a family member of a client or patient receiving services from the Center.

_____(Signature of applicant)

Subscribed and sworn to before me on this the ____ day of _____, 20__.

19 ✓

VS # _____

TRAVIS COUNTY COMMISSIONERS' COURT

AGENDA REQUEST

Please consider the following item for: (fill in date of meeting in blank)

VOTING SESSION 03/15/11 EXECUTIVE SESSION _____

I. A. Request made by Susan Spataro, Travis County Auditor
Phone Number 854-9125

B. Requested Text:

Consider and take appropriate action on order to replace Chapter 27 Capital Asset Guide of the Travis County Code as updated to comply with new rules for accounting for intangible assets.

RECEIVED
COUNTY JUDGE'S OFFICE
11 MAR -9 PM 5:04

County Judge or Commissioner

II. A. Is backup material attached: Yes x No _____
Any backup material to be presented to the Court must be submitted with this Agenda Request (original and 8 copies). See attached memo.

B. Have the agencies affected by this request been invited to attend the Voting Session. Yes x No _____

Please list those contacted and their phone numbers:

<u>County Attorney's Office</u>	<u>854-9415</u>
<u>Purchasing Office</u>	<u>854-9700</u>
_____	_____
_____	_____

III. PERSONNEL

_____ A change in your department's personnel

IV. BUDGET REQUESTS

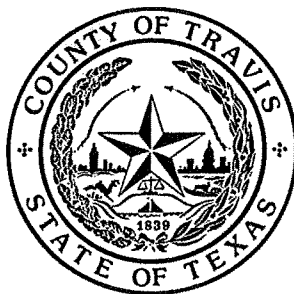
If your request involves any of the following please check appropriately:

- _____ Additional funding for your department
- _____ Transfer of funds within your department budget
- _____ A change in your department's personnel

All agenda requests and backup materials must be submitted to County Judge's office by Mondays, 5:00 p.m. for next week's meeting.

TRAVIS COUNTY
AUDITOR'S OFFICE

SUSAN A. SPATARO, CPA, CMA
COUNTY AUDITOR



TRAVIS COUNTY
ADMINISTRATION BUILDING
P.O BOX 1748
AUSTIN, TX. 78767
(512) 854-9125
FAX: (512) 854-9164

TO: Commissioners' Court
FROM: Nicki Riley, Chief Assistant County Auditor
RE: Agenda Item Request for March 15, 2011
Revised Capital Asset Guide (Chapter 27 of Travis County Code)
DATE: March 9, 2011

The Governmental Accounting Standards Board ("GASB") has issued a new accounting rule, namely Statement No. 51, *Accounting and Financial Reporting for Intangible Assets* ("GASB 51"). Although many governments, including Travis County, have already been reporting intangible assets (e.g., easements and computer software) as capital assets on their financial statements, GASB 51 codifies specific authoritative guidance regarding the accounting and financial reporting of these assets.

The new accounting rule affects the following sections in the Capital Asset Guide: Introduction, 27.001, 27.003, 27.009, 27.103, 27.501, 27.504, and 27.603. These sections now include specific information and guidance related to intangible assets. Also, due to the new accounting rule, sections 1.1, 1.5, 3.8 and Appendix A of the Fixed Asset Policy and Procedures Manual were revised. These changes have been included in the revised Manual, which Purchasing will also present on the Court's agenda.

As of this date, there are no changes to the County's reporting of capital assets as a result of GASB 51. However, we did revise the capitalization threshold for computer software from \$5,000 to \$100,000 to mirror the State's policy, upon which the County's policy was originally modeled.

We have worked with the County Attorney's Office and the Purchasing Office regarding these revisions. Also, Records Management has approved the formatting of the revised Capital Asset Guide for inclusion in the Travis County Code.

Attachments to this memo are the 1) Order, and 2) revised Chapter 27 Capital Asset Guide of the Travis County Code.

If you have any questions, please contact me at ext. 49125.

cc: Susan Spataro, County Auditor
Diana Warner, First Assistant County Auditor
Barbara Wilson, County Attorney's Office
Cyd Grimes, Purchasing Agent

**ORDER AMENDING TRAVIS COUNTY CODE,
CHAPTER 27 CAPITAL ASSET GUIDE**

STATE OF TEXAS §
 §
COUNTY OF TRAVIS §

Pursuant to Sections 1.0051 and 1.0052 of the Travis County Code, the Commissioners Court makes the following order:

1. Chapter 27 Capital Asset Guide of the Travis County Code is deleted and the form of Chapter 27 Capital Asset Guide attached to this order is inserted as Chapter 27 of the Travis County Code in its place.

Date of Order: _____

TRAVIS COUNTY COMMISSIONERS COURT

Samuel T. Biscoe, County Judge

Ron Davis
Commissioner, Precinct 1

Sarah Eckhardt
Commissioner, Precinct 2

Karen Huber
Commissioner, Precinct 3

Margaret Gómez
Commissioner, Precinct 4

Chapter 27. Capital Asset Guide

Contents:

27.000 Introduction 2

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27.000 Introduction

Effective October 1, 2001, Travis County (“County”) was required to implement Governmental Accounting Standards Board (GASB) Statement No. 34 (GASB 34), Basic Financial Statements and Management’s Discussion and Analysis for State and Local Governments. Two key implementation challenges presented by the new reporting model are infrastructure reporting and depreciation accounting.

The County Auditor’s Office, the Purchasing Office, Facilities Management Department, and Transportation and Natural Resources Department collaborated on the original draft of this guide. The State of Texas Capital Asset Guide served as the basis for the Travis County Capital Asset Guide and was used with permission from the State Comptroller. The Capital Asset Guide will assist County offices and departments in implementing the reporting requirements of GASB 34. Detailed instructions and procedures will be provided as needs are identified. Included in this guide are asset category definitions, capitalization thresholds, depreciation methodologies, and examples of expenditures for each class of assets. Additionally, guidelines for leasehold improvements and construction in progress have been included.

Guidance issued under GASB 51, *Accounting and Financial Reporting for Intangible Assets* was considered and implemented into the Capital Asset Guide in fiscal year 2010.

For specific guidance regarding procedural issues, please refer to the Travis County Fixed Asset Policy and Procedures Manual, Chapter 33 of the Travis County Code.

Subchapter A. Capital Asset Definitions and Guidelines

27.001 Capital Asset Definitions and Guidelines

- (a) Tangible capital assets are real or personal property that have a value equal to or greater than the capitalization threshold for the particular category of the asset and have an estimated useful life of greater than one year.
- (b) The County has invested in a broad range of tangible capital assets that are used in the County’s operations, which include the following major categories:
 - (1) Land and land improvements
 - (2) Buildings and building improvements
 - (3) Improvements other than buildings
 - (4) Infrastructure

- (5) Machinery, equipment, and other assets
- (6) Leasehold improvements
- (7) Construction in progress
- (c) Intangible capital assets are assets that lack physical substance, are non-financial in nature, have a value equal to or greater than the stated threshold, and have an initial useful life beyond one year. Examples include, but are not limited to, easements, water rights, timber rights, patents, trademarks and computer software (including internally generated computer software). Intangible assets may be purchased outright or internally generated.
- (d) Intangible assets are considered internally generated if they are created or produced by the government or purchased but require more than minimal incremental effort on the part of the government to begin to achieve their expected level of service capacity. A common type of internally generated asset for government is computer software.
- (e) Outlays incurred during the development of an identifiable internally generated intangible asset should be capitalized only upon the occurrence of all of the following:
 - (1) Determination of the specific objective of the project and the nature of the service capacity that is expected to be provided by the intangible asset upon the completion of the project.
 - (2) Demonstration of the technical or technological feasibility for completing the project so that the intangible asset will provide its expected service capacity.
 - (3) Demonstration of the current intention, ability, and presence of effort to complete or, in the case of a multiyear project, continue development of the intangible asset.

27.002 Capital Asset Classification

Assets purchased, constructed or donated that meet or exceed the County's established capitalization thresholds and useful life requirements must be uniformly classified utilizing the County Auditor's account structure and the corresponding capital asset code structure. A list of current class code structures for personal and real property is available through the Purchasing Office's Fixed Asset System.

27.003 Capitalization Thresholds

Standard capitalization thresholds have been established for each major class of assets. All County offices and departments are required to use these thresholds.

Class of Asset	Threshold
Land/land improvements including related intangibles	Capitalize All
Buildings/building improvements	\$5,000
Improvements other than buildings	\$5,000
Infrastructure	\$5,000
Machinery, Equipment, and Other Tangible Assets	\$5,000
Intangible Assets:	
Internally generated computer software	\$1,000,000
Purchased computer software	\$100,000
Other capital intangible assets	\$100,000
Leasehold improvements	\$5,000

The County Auditor sets the uniform estimated useful life and residual value standards for each Class of Asset and, where appropriate, for subclasses of assets.

27.004 Capital Asset Acquisition Cost

- (a) Capital assets should be recorded and reported at their acquisition or historical costs, which include the vendor's invoice cost, plus sales tax and other taxes imposed on the acquisition, initial installation cost (excluding in-house labor), modifications, attachments, accessories or any item necessary to make the asset usable and render it into service. Capitalized costs also include ancillary charges such as freight and transportation charges, in-transit insurance charges, handling and storage charges, site preparation costs and professional fees. Additional detail appears in the subchapter for each capital asset category.
- (b) In addition, interest is capitalized on assets that are constructed or otherwise produced for the County's own use (including assets constructed or produced for the County by others for which deposits or progress payments have been made.)

- (c) If something other than cash is used to pay for the asset, the fair-market value of the non-cash payment or consideration determines the asset's cost or acquisition value. When the value of the consideration provided cannot be determined, the asset's fair-market value determines its cost.

In the event of a trade-in, the County's net book value of the asset being traded will be added to the purchase price of the asset. For example:

Purchase price of new asset	\$10,000
Net book value of asset traded in (historical cost less accumulated depreciation)	5,000
Acquisition cost of new asset	\$15,000

27.005 Capital Asset Donations

- (a) Donations are voluntary contributions of resources to a governmental entity by a nongovernmental entity. Donations may occur for any asset category. All donations must be accepted by Commissioners Court. Note: A voluntary contribution of resources between governmental entities is not a donation.
- (b) County offices and departments must follow the Travis County Fixed Asset Procedures Manual before accepting donated property. In general, the following information must be sent to the County Auditor and the Purchasing Agent:
 - (1) The date the asset is placed into service
 - (2) The asset's fair market value
 - (3) The asset's salvage value
 - (4) The asset's estimated useful life
 - (5) Any ancillary charges required to place the asset into service
 - (6) If the asset is part of a network or subsystem of a network (such as infrastructure)
 - (7) Construction in progress
- (c) Once accepted by Commissioners Court, donated capital assets are reported at fair market value at the time of acquisition plus ancillary charges, if any. Fair market value is the amount at which an asset would be exchanged in a current transaction between willing parties.
- (d) If the County receives a donation of a capital asset and intends to sell the asset immediately, revenue must be recognized. In these cases the receiving County office or department must provide supporting documentation regarding the sale or contract-to-sell to the County Auditor. This supporting documentation will allow the Auditor to determine when revenue should be recognized.

- (e) In some cases, donated capital assets are given with the stipulation (time requirement) that the asset cannot be sold, disbursed or consumed until a specified number of years have passed or a specific event has occurred. For such cases, the capital asset should be reported as “Net Assets – Restricted” as long as the restrictions or time requirements remain in effect. The receiving County office or department should provide the County Auditor with any such restrictive stipulations.

27.006 Capital Leases

- (a) Buildings, equipment or other assets leased by the County should be capitalized if the lease agreement meets any one of the following criteria:
 - (1) The lease transfers ownership of the property to the lessee by the end of the lease term
 - (2) The lease contains a bargain purchase option
 - (3) The lease term is equal to 75 percent or more of the estimated economic life of the leased property
 - (4) The present value of the minimum lease payments at the inception of the lease, excluding executory costs, equals at least 90 percent of the fair market value of the leased property
- (b) Leases that do not meet any of the above requirements will be recorded as operating leases.
- (c) County offices and departments should notify the County Auditor when potential capital leases are being developed to ensure that leases are recorded as required by a comprehensive basis of accounting consistent with state law. When a capital lease is involved, County offices and departments must provide the County Auditor with the same information regarding the asset as with any other asset acquisition.

27.007 Depreciating Capital Assets

- (a) Capital assets should be depreciated over their estimated useful lives. Some assets such as land, have unlimited useful lives and are considered inexhaustible. Therefore such assets are not depreciated.
- (b) The County Auditor will determine the appropriate depreciation methodology for the various classes, groups or individual capital assets. County offices and departments may be requested to provide the County Auditor with technical information necessary to evaluate an asset’s useful life or residual value.

27.008 Residual or Salvage Value

Residual or salvage value is an estimate of the amount that will be realized at the end of the useful life of a depreciable asset through sale or disposal. This value may be based on:

- (1) general guidelines from some professional organizations such as GFOA, etc.,
- (2) information from other governmental entities,
- (3) internal experiences, or
- (4) professionals such as engineers, architects, etc.

27.009 Sale, Disposal, or Retirement of Capital Assets

- (a) County offices and departments should provide the County Auditor with all information required to properly record the sale, disposal, or retirement of an asset. In general, this information must include the value of any asset or value received from the disposal of the asset, including any proceeds of insurance or Risk Management Self-Insurance reimbursements.
- (b) Assets that have been designated for disposal that have a salvage value (asset cost less accumulated depreciation) greater than their designated capitalization threshold should be approved by Commissioners Court prior to disposal.
- (c) Refer to the Travis County Fixed Asset Procedures Manual under "Disposal of Property" for procedures covering the sale of capital assets.

27.010 Assets Held in Trust

Capital assets held by the County on behalf of a non-county entity and under the temporary control of the County should be recorded as "assets held in trust" until returned to the owners. This includes assets owned by the federal government that have been loaned to the County. This also includes assets purchased with federal or state grant funds in which the asset remains the property of the granting agency.

27.011 Controlled Assets

Controlled assets are those assets below the capitalization threshold that have been identified by the Purchasing Agent in accordance with County policy that *must* be secured and tracked on the Purchasing Office's Fixed Asset System due to the nature of the items. Examples of the most common controlled assets include but are not limited to: personal computers and monitors, televisions, VCR's, cellular telephones.

Subchapter B. Capital Asset Categories – Land and Land Improvements

27.101 Land Definition

Land is the surface or crust of the earth, which can be used to support structures, and may be used to grow crops, grass, shrubs, and trees. Land is characterized as having an unlimited life (inexhaustible life).

27.102 Land Improvement Definition

Land improvements consist of earth moving and similar improvements, which ready land for its intended use. The costs associated with improvements to land are added to the cost of the land.

27.103 Intangible Asset Definitions - Land related

- (a) Land use rights are defined as the right to control the use of real property or derive a benefit from the property. Examples of land use rights are easements, rights-of-way, water rights, timber rights and mineral rights.
- (b) If an agency actually owns the associated land and the recorded land valuation already includes the land use rights, the intangible asset's portion associated with the land should not be reported separately as it is already included in the land valuation.

27.104 Depreciation

Land and land improvements are inexhaustible assets and have unlimited useful lives; and therefore are not depreciated. Some types of land use rights, such as easements, are inexhaustible assets and therefore are not depreciated. However, some land use rights (e.g., water rights, timber rights, and mineral rights) are exhaustible and therefore depreciable. The County Auditor's Office will determine which land use rights are exhaustible and subject to depreciation.

27.105 Costs to be Capitalized

- (a) All acquisitions, including donations, of land, land improvements, and land use rights will be capitalized.
- (b) Examples of Expenditures to be capitalized as Land, Land Improvements, and land use rights:
 - (1) Purchase price or fair market value at time of donation
 - (2) Commissions
 - (3) Professional fees (title searches, architect, legal, engineering, appraisal, surveying, environmental assessments, etc.)
 - (4) Land excavation, fill, grading, drainage

- (5) Demolition of existing buildings and improvements (less salvage)
- (6) Removal, relocation, or reconstruction of property of others (railroad, telephone and power lines)
- (7) Interest on mortgages accrued at date of purchase
- (8) Accrued and unpaid taxes at date of purchase
- (9) Other costs incurred in acquiring the land
- (10) Right-of-way

Subchapter C. Capital Asset Categories – Buildings and Building Improvements

27.201 Building Definition

A building is a structure that is permanently attached to the land, has a roof, is partially or completely enclosed by walls, and is not intended to be transportable or moveable. Buildings that are an ancillary part of the County's road system, such as rest area facilities will be reported as infrastructure rather than as buildings.

27.202 Building Improvement Definition

A building improvement materially extends the useful life, increases the value, adds capacity, or increases efficiency of the building. A building improvement should be capitalized.

27.203 Depreciation

- (a) Buildings and building improvements are depreciable assets. The depreciation method will be determined by the County Auditor's Office for all buildings and building Improvements.
- (b) Buildings designated as "historical" by the Texas Historical Commission are not depreciated unless used in the operations of the County. However, any improvements not deemed "historical" by the Texas Historical Commission are depreciated the same as any other improvements made to a building.

27.204 Costs to be Capitalized

- (a) The capitalization threshold for buildings and building improvements constructed, purchased, or donated is \$5,000. Note: For a replacement to be capitalized, it must be a part of a major repair or rehabilitation project that increases the value, and/or useful life of the building. For example, renovation of the County Courthouse is included. A replacement may also be capitalized if the new item/part is of significantly improved quality and higher value compared to the old item/part, such as a replacement of an old shingle roof with a new fireproof tile roof. Replacement or restoration to the original utility level would not be capitalized. Determinations must be made on a case

by case basis. County offices and departments should contact the County Auditor's Office prior to encumbering funds if there is uncertainty regarding proper capitalization under a comprehensive basis of accounting consistent with state law. Examples of Expenditures to be Capitalized as Buildings:

- (1) Purchased Buildings
 - (A) Original purchase price
 - (B) Expenses for remodeling, reconditioning or altering a purchased building to make it ready to use for the purpose for which it was acquired if it extends the useful life, increases the value, adds capacity or increases efficiency of the building.
 - (C) Environmental compliance (i.e., asbestos abatement)
 - (D) Professional fees (legal, architect, inspections, title searches, etc.)
 - (E) Payment of unpaid or accrued taxes on the building to date of purchase
 - (F) Cancellation or buyout of existing leases
 - (G) Other costs required to place or render the asset into operation
- (2) Constructed Buildings
 - (A) Completed project costs
 - (B) Interest accrued during construction
 - (C) Cost of excavation or grading or filling of land for a specific building
 - (D) Expenses incurred for the preparation of plans, specifications, blueprints, building permits, etc.
 - (E) Professional fees (architect, engineer, management fees for design and supervision, legal)
 - (F) Costs of temporary buildings used during construction
 - (G) Unanticipated costs such as rock blasting, piling, or relocation of the channel of an underground stream
 - (H) Permanently attached fixtures or machinery that cannot be removed without impairing the use of the building
 - (I) Additions to buildings (expansions, extensions, or enlargements)
 - (J) Build-out of interior spaces to specifications
- (3) Building Improvements
 - (A) Conversion of attics, basements, etc., to usable office, clinic, research or classroom space
 - (B) New structures **attached** to the building such as covered patios, sunrooms, garages, carports, enclosed stairwells, etc.
 - (C) Installation or upgrade of heating and cooling systems, including ceiling fans and attic vents

- (D) Original installation/upgrade of wall, ceiling, or floor covering such as carpeting, tiles, paneling, or parquet
 - (E) Structural changes such as reinforcement of floors or walls, installation or replacement of beams, rafters, joists, steel grids, or other interior framing
 - (F) Installation or upgrade of window or door frame, upgrading of windows or doors, built-in closet and cabinets
 - (G) Interior renovation associated with casings, baseboards, light fixtures, ceiling trim, etc.
 - (H) Exterior renovation such as installation or replacement of siding, roofing, masonry, etc.
 - (I) Installation or upgrade of plumbing and electrical wiring
 - (J) Installation or upgrade of phone or closed circuit television systems, networks, fiber optic cable, wiring required in the installation of equipment (that will remain in the building).
 - (K) Other costs associated with the above improvements
- (b) Maintenance Expense (after completed construction). The following are examples of expenditures that are *not* capitalized as improvements to buildings. Instead, these items should be recorded as maintenance expense.
- (1) Adding, removing and/or moving of walls relating to renovation projects that are not considered major rehabilitation projects and do not increase the value of the building
 - (2) Improvement projects of minimal or no added life expectancy and/or value to the building
 - (3) Plumbing or electrical repairs
 - (4) Cleaning, pest extermination, or other periodic maintenance
 - (5) Interior decoration, such as draperies, blinds, curtain rods, wallpaper
 - (6) Exterior decoration, such as detachable awnings, uncovered porches, decorative fences, etc.
 - (7) Maintenance-type interior renovation, such as repainting, touch-up plastering, replacement of carpet, tile, or panel sections; sink and fixture refinishing, etc.
 - (8) Maintenance-type exterior renovation such as repainting, replacement of deteriorated siding, roof, or masonry sections
 - (9) Replacement of a part or component of a building with a new part of the same type and performance capabilities, such as replacement of an old boiler with a new one of the same type and performance capabilities
 - (10) Any other maintenance-related expenditure which does not increase the value of the building

Subchapter D. Capital Asset Categories –Improvements Other than Buildings

27.301 Improvements Other Than Buildings Definition

Improvements other than buildings are capital assets, not specifically identifiable to an individual building, that reflect the cost of permanent improvements and add value to the property. Such improvements made to a facility or to land should be capitalized.

27.302 Depreciation

Improvements other than buildings are depreciable assets. The depreciation method will be determined by the County Auditor's Office.

27.303 Costs to be Capitalized

The capitalization threshold for Improvements Other Than Buildings that are constructed, purchased, or donated is \$5,000. Examples of expenditures to be capitalized as Improvements Other Than Buildings:

- (1) Fencing and gates
- (2) Landscaping
- (3) Parking lots/driveways/parking barriers
- (4) Outside sprinkler systems
- (5) Recreation areas and athletic fields (including bleachers)
- (6) Golf courses
- (7) Paths and trails
- (8) Septic systems
- (9) Swimming pools, tennis courts, basketball courts
- (10) Fountains
- (11) Park pavilions
- (12) Retaining walls
- (13) Water wells

Subchapter E. Capital Asset Categories – Infrastructure

27.401 Infrastructure Definition

- (a) Infrastructure is long-lived capital assets that normally are stationary in nature and can be preserved for a significantly greater number of years than most capital assets.
- (b) Note: The retroactive reporting of infrastructure assets purchased, constructed, or donated in fiscal years ending after June 30, 1980 or that received major renovations, restorations, or improvements during that period is required.

27.402 Infrastructure Improvements Definition

Infrastructure improvements are capital additions that materially extend the useful life or increase the value of the infrastructure, or both. Infrastructure improvements should be capitalized.

27.403 Jointly Funded Infrastructure

- (a) Infrastructure paid for jointly by the County and other governmental entities should be capitalized by the entity responsible for future maintenance.
- (b) County offices and departments responsible for infrastructure must provide the County Auditor and Purchasing Agent with the following information:
 - (1) The date the asset was placed in service
 - (2) The asset's cost or acquisition value
 - (3) The asset's salvage value
 - (4) The asset's estimated useful life
 - (5) Whether the asset is part of a network or a subsystem of a network.
- (c) County offices and departments should consult in advance with the County Auditor when the County will pay for both partial ownership and partial maintenance of an infrastructure capital asset. The County Auditor will determine the required accounting procedures.

27.404 Maintenance Costs

Maintenance costs allow an asset to continue to be used during its originally established useful life. Maintenance costs are expensed in the period incurred.

27.405 Preservation Costs

Preservation costs are generally considered to be those outlays that extend the useful life of an asset beyond its original estimated useful life, but do not increase the capacity

or efficiency of the asset. Preservation costs should be capitalized if the asset is depreciated.

27.406 Additions and Improvements

Additions and improvements are those capital outlays that increase the capacity or efficiency of the asset. A change in capacity increases the level of service provided by an asset. For example, additional lanes can be added to a road, or the weight capacity of a bridge could be increased. A change in efficiency maintains the same service level, but at a reduced cost; for example, a computer controlled traffic signal that reduces servicing costs because it requires minimal servicing compared to older electro-mechanically controlled models. The cost of additions and improvements should be capitalized.

27.407 Depreciation

On March 20, 2001, Commissioners Court adopted, for financial reporting purposes, the depreciation approach for infrastructure assets. The depreciation method will be determined by the County Auditor's Office for all infrastructure assets.

27.408 Costs to be Capitalized

The capitalization threshold for infrastructure constructed, purchased, or donated is \$5,000. Examples of infrastructure assets:

- (1) Roads, streets, curbs, gutters, sidewalks, fire hydrants
- (2) Bridges
- (3) Waterway improvements such as docks, bulkheads, erosion control improvements
- (4) Dam, drainage facility
- (5) Radio or television transmitting tower
- (6) Main lines, distribution lines, and tunnels for electric, water, and gas
- (7) Fiber optic and telephone distribution systems (between buildings)
- (8) Light system (traffic, outdoor, street, etc.)
- (9) Signage

Subchapter F. Capital Asset Categories – Machinery, Equipment, and Other Assets

27.501 Machinery, Equipment, and Other Assets Definition

- (a) Fixed or movable assets used for operations of the County and benefit the County for more than one year from the date the asset first renders service.

Improvements or additions to existing personal property should be capitalized if they materially increase the value, life, efficiency, or capacity of the asset.

This category includes the following:

- (1) Machinery, Equipment, and Furniture. Machinery includes such items as bulldozers, cement mixers, and hoists. Equipment includes such items as helicopters, automobiles, trucks, radios, computers, and safety items. Furniture and fixtures includes desks, chairs, tables, service counters, lamps, and bookcases.
- (2) Computer software (Intangible Capital Asset). Software includes purchased "off the shelf" software, including all necessary modifications, software specifically developed by an outside contractor, and software developed internally by county personnel, or acquired through any combination of the above.
 - (A) Purchased software: This is software purchased off the shelf and implemented with minimal changes.
 - (B) Internally generated software: Software created by the County and software purchased off the shelf that requires more than minimal incremental effort to implement.
- (3) A library book is an academic, professional, or research composition bound into a separate volume and identifiable as a separate copyrighted unit. Library reference materials are information sources other than books which include journals, periodicals, microforms, audio/visual media, computer-based information, manuscripts, maps, documents, and similar items which provide information essential to the learning process or which enhance the quality of academic, professional or research libraries. Some books have a cultural, aesthetic, or historical value, and efforts are usually applied to protect and preserve these assets in a manner greater than that for similar assets without such cultural, aesthetic, or historical value.
- (4) Works of art and historical collections or individual items of significance that are owned by the County which are not held for financial gain, but rather for public exhibition, education or research in furtherance of public service. These assets generally have to be capitalized at their historical cost (or estimated fair market value at the date of donation), whether they are held as individual items or in collections.
- (5) Other intangible capital assets. This category includes other types of intangible capital assets other than computer software, such as patents, copyrights, and trademarks. These assets may be internally generated or purchased.

27.502 Jointly Funded Machinery, Equipment, and Other Assets

Machinery, equipment and other assets paid for jointly by the County and other governmental entities should be capitalized by the entity responsible for future

maintenance. The County offices and departments responsible for future maintenance must provide the County Auditor and Purchasing Agent with all information required to allow the asset to be recorded and depreciated according to a comprehensive basis of accounting consistent with state law. County offices and departments should consult in advance with the County Auditor when the County will pay for both partial ownership and partial maintenance of a capital asset. The County Auditor will determine the required accounting procedures.

27.503 Depreciation

- (a) The depreciation method will be determined by the County Auditor's Office for all machinery, equipment, and other assets that are subject to depreciation.
- (b) Note: Professional, academic and research library books and materials are considered inexhaustible assets and should not be depreciated. These library books and materials have an economic benefit or service potential that is used up slowly, and their estimated useful lives are extraordinarily long.
- (c) Note: Exhaustible works of art and historical treasures items whose useful lives are diminished by display or educational or research applications should be depreciated. Inexhaustible work of arts and historical treasures items should not be depreciated as the economic benefit or service potential is used up so slowly that the estimated useful lives are extraordinarily long.

27.504 Costs to be capitalized

- (a) The capitalization threshold for machinery, equipment, and other assets constructed, purchased, or donated is \$5,000, except for internally generated computer software which is \$1,000,000, purchased computer software which is \$100,000, and other intangible assets which are \$100,000. Costs should include:
 - (1) Freight charges
 - (2) Handling and storage charges
 - (3) Original contract or invoice price
 - (4) In-transit insurance charges
 - (5) Sales, use, and other taxes imposed on the acquisition
 - (6) Installation charges
 - (7) Charges for testing and preparation for use
 - (8) Cost reconditioning used items when purchased
 - (9) Parts and labor associated with construction of equipment

- (b) Additional costs to include related to internally generated computer software are as follows:
 - (1) Application Development Stage:
 - (A) Design of chosen path (software configuration & interface)
 - (B) Coding
 - (C) Installation to hardware
 - (D) Testing and parallel processing
 - (E) Conversion process necessary to make software operational
- (c) County offices and departments should consult with the County Auditor's Office if they have an upcoming project that will involve any of the above costs and will meet the capitalization thresholds mentioned above. The County Auditor will determine the required accounting procedures.
- (d) Examples of costs related to internally generated computer software that should not be capitalized are as follows:
 - (1) Preliminary Project Stage:
 - (A) Conceptual formulation and evaluation of alternatives
 - (B) Determination of existence of needed technology
 - (C) Final selection of alternatives
 - (D) Conversion process necessary to make software operational
 - (2) Post-Implementation/Operation Stage:
 - (A) Application user training
 - (B) Software maintenance
- (e) Note: Costs of extended warranties and/or maintenance agreements, which can be separately identified from the cost of the equipment, should not be capitalized.

Subchapter G. Capital Asset Categories – Leasehold Improvements

27.601 Leasehold Improvements Definition

- (a) Leasehold improvements include construction of improvements made to existing structures by the lessee, who has the right to use the improvements over the term of the lease. These improvements will revert to the lessor at the expiration of the lease. Moveable equipment or office furniture that is not attached to the leased property is not considered a leasehold improvement. Leasehold improvements do not have a residual value. Leasehold improvements should be capitalized as a Building Improvement.

- (b) The County office or department responsible for coordinating a leasehold improvement must provide the County Auditor with the following information:
- (1) The date the improvement is placed in service
 - (2) The cost or fair market value
 - (3) The estimated useful life and the remaining life of the lease
 - (4) Any ancillary charges required to place the improvement into service

27.602 Depreciation

Leasehold improvements are capitalized by the lessee and are amortized over the shorter of (1) the remaining lease term, or (2) the useful life of the improvement. Improvements made in lieu of rent should be expensed in the period incurred. If the lease contains an option to renew and the likelihood of renewal is uncertain, the leasehold improvement should be depreciated over the life of the initial lease term or useful life of the improvement, whichever is shorter. The depreciation method will be determined by the County Auditor's Office for all leasehold improvements.

27.603 Costs to be Capitalized- other than intangible assets

The capitalization threshold for leasehold improvements constructed purchased, or donated is \$5,000.

Subchapter H. Capital Asset Categories – Construction in Progress

27.701 Construction in Progress Definition

Construction in Progress includes the cost of buildings and other structures, infrastructure (roads, bridges, etc.), and capital-related additions, alterations, reconstruction, and installations that are substantially incomplete.

27.702 Depreciation

Depreciation is not applicable while assets are accounted for as Construction in Progress. When completed and placed in service, constructed assets are treated like any other asset.

27.703 Costs to be Capitalized

Construction in progress assets should be capitalized to their appropriate capital asset categories upon the earlier occurrence of substantial completion, occupancy, or when the asset is placed into service.



Travis County Commissioners Court Agenda Request

15

Meeting Date: 3/8/2011, 9:00 AM, Voting Session

Prepared By: Edith Moreida, Commissioner Precinct 4 Office, 854-9444

Elected/Appointed Official/Dept. Head: Margaret J. Gómez, Precinct 4, Commissioner

Sponsors: Commissioner Gómez

AGENDA LANGUAGE:

Consider and take appropriate action on request to appoint Vincent M. Torres to serve on the Board of the Austin Travis County Integral Care.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Enter Background/Summary of Request and Attachments here

STAFF RECOMMENDATIONS:

NA

ISSUES AND OPPORTUNITIES:

NA

FISCAL IMPACT AND SOURCE OF FUNDING:

ENTER Amount of Funding, Source of Funding, Previously Approved by Commissioners Court (Earmark?), Annualized Amount, Current Budget

REQUIRED AUTHORIZATIONS:

Commissioner Precinct 4 Office	Margaret J. Gómez	Completed	03/02/2011 11:29 AM
Commissioner Precinct 4 Office	Margaret J. Gómez	Completed	03/02/2011 11:29 AM
County Judge's Office	Cheryl Aker	Completed	03/02/2011 1:01 PM
Commissioners Court	Cheryl Aker	Pending	

**Biosketch
For
Vincent M. Torres**

**Vice President and District 4 Trustee
AISD Board of Trustees
and
Associate Director
Center for Energy & Environmental Resources
The University of Texas at Austin**

Mr. Torres was born in San Antonio, Texas, where he graduated from Thomas Jefferson High School in 1971. He attended the United States Naval Academy from 1971 to 1973. He transferred to The University of Texas at Austin in 1974 and graduated from UT Austin in 1979 with a master of science degree in engineering. A registered professional engineer in Texas, Mr. Torres has been employed by The University of Texas at Austin since 1986, where he is the Associate Director of the Center for Energy & Environmental Resources. He is also licensed in Texas as a Mold Assessment Consultant. His research interests include air quality, as well as heating, ventilating and air-conditioning systems. He is a member of ASME, ASHRAE and the IAQA.

~~He is married to Suzanne Torres, and they have two children. Mr. Torres and his wife have been active volunteers in their children's schools and on Austin Independent School District district-wide committees. Mr. Torres was one of the tri-chairs of the Citizens' Bond Advisory Committee and a co-chair of the Community Bond Oversight Committee for the 2002 Health & Safety Bond. He was one of the tri-chairs of the \$519 million 2004 Citizens' Bond Advisory Committee and the Community Bond Oversight Committee. In 2005, Austin Partners in Education named him District Volunteer of the Year and in 2001 was named Volunteer of the Year by Hill Elementary School.~~

Vincent Torres was elected to the Austin ISD Board of Trustees in May 2006. In February 2007, he was elected Vice President of the Board. He was re-elected to the Board and to the office of Vice President in May and June 2010, respectively.

In addition to his volunteer work with AISD, Mr. Torres has been active in the Austin community serving on the Travis County Grand Jury and on advisory committees for the Gardner-Betts Juvenile Justice Center and the Travis County Community Justice Council. He is a member of the board of the Children's Environmental Health Institute. Mr. Torres has been instrumental in securing state legislation to obtain greater assistance benefits and improved counseling programs for victims of violent crime and established the Crime Victims' Institute at the Office of the Attorney General in 1995. He also served on the faculty of the first three offerings of the Texas Victim Assistance Academy. Mr. Torres worked with the Texas Rangers to obtain legislation that established in 2001 the statewide Unsolved Crimes Investigation Team of the Texas Rangers, which provides unique expertise to law enforcement agencies in the solution of unsolved homicides (cold cases). In 2003, the Texas Chapter of the National Association of Social Workers named Mr. Torres their Public Citizen of the Year.



Travis County Commissioners Court Agenda Request

Meeting Date: 3/15/2011, 9:00 AM, Voting Session
Prepared By: Gillian Porter, County Clerk's Office, 512-854-4722
Elected/Appointed Official/Dept. Head: Dana Debeauvoir, County Clerk
Sponsors: Judge Biscoe

AGENDA LANGUAGE:

Approve the Commissioners Court Minutes for the Voting Session of February 22, 2011.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

na

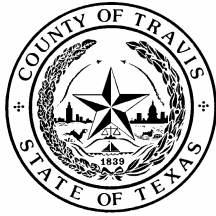
na

FISCAL IMPACT AND SOURCE OF FUNDING:

na

REQUIRED AUTHORIZATIONS:

County Judge's Office	Cheryl Aker	Completed	03/08/2011 10:10 AM
Commissioners Court	Cheryl Aker	Pending	



Minutes for the Travis County Commissioners Court Tuesday, February 22, 2011 Voting Session

Minutes Prepared by the Travis County Clerk
512-854-4722 • www.co.travis.tx.us • PO Box 149325, Austin, TX 78714-9325

Roll Call

Meeting called to order on February 22, 2011 in the Ned Granger Building, Commissioners Courtroom, 1st Floor, 314 W. 11th St., Austin, TX. Dana DeBeauvoir, County Clerk, was represented by Deputy Gillian Porter.

Samuel T. Biscoe	County Judge	Present
Ron Davis	Precinct 1, Commissioner	Present
Sarah Eckhardt	Precinct 2, Commissioner	Present
Karen L. Huber	Precinct 3, Commissioner	Present
Margaret J. Gómez	Precinct 4, Commissioner	Present

Public Hearings

1. Receive comments regarding the request to temporarily close Boyce Lane in Precinct One for bridge maintenance beginning March 14, 2011 and continuing through April 15, 2011 or until construction is completed. (Commissioner Davis)

MOTION: Open the Public Hearing.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Ron Davis, Commissioner
SECONDER: Karen L. Huber, Commissioner
AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Karen L. Huber
ABSENT: Margaret J. Gómez

Members of the Court heard from:
 Steve Manilla, County Executive, Transportation and Natural Resources (TNR)
 David Greear, Traffic Manager, TNR

MOTION: Close the Public Hearing.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Ron Davis, Commissioner
SECONDER: Sarah Eckhardt, Commissioner
AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Karen L. Huber
ABSENT: Margaret J. Gómez

Citizens Communication

Members of the Court heard from:
 Gus Peña, Travis County Resident
 Rae Nadler-Olenick, Fluoride Free Austin
 Ronnie Gjemre, Travis County Resident
 Dr. John K. Kim, Travis County Resident

Special Items

2. Consider and take appropriate action on order prohibiting outdoor burning in the unincorporated areas of Travis County.

Clerk's Note: The County Judge announced that by taking no action the prohibition against outdoor burning stays in place.

RESULT: DISCUSSED

Proclamations and Resolutions

3. Approve Resolution recognizing Jim Farris upon his retirement from Travis County.

MOTION: Approve the Resolution in Item 3.

RESULT: **APPROVED [UNANIMOUS]**

MOVER: Samuel T. Biscoe, Judge

SECONDER: Karen L. Huber, Commissioner

AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Karen L. Huber

ABSENT: Margaret J. Gómez

Justice and Public Safety Items

4. Receive Annual Report regarding the Office of Child Representation and the Office of Parental Representation.

Members of the Court heard from:

Roger Jefferies, County Executive, Justice and Public Safety (JPS)

Leslie Hill, Managing Attorney, Office of Child Representation (OCR)

Lori Kennedy, Managing Attorney, Office of Parental Representation (OPR)

The Honorable W. Jeanne Meurer, Judge, 98th District

RESULT: DISCUSSED

Purchasing Office Items

5. Approve contract award for the Travis County Jail HVAC for stairwells, IFB No. B100260-JE, to the sole bidder, Thermal Mechanical Contractor, Inc.

RESULT: ADDED TO CONSENT

6. Approve contract award for third party administration for county's self funded programs for Workers Compensation and Auto Liability, RFS No. S110037-OJ, to the highest qualified respondent, JI Companies.

RESULT: ADDED TO CONSENT

7. Approve contract award for tower glazing replacement, floors 3-15, 700 Lavaca, IFB No. B110100-JE, to the low bidder, American Restoration Inc.

RESULT: ADDED TO CONSENT

8. Approve purchase of Microsoft Enterprise Agreement from Texas Department of Information Resources through Dell.

RESULT: ADDED TO CONSENT

Judge Biscoe announced that Item 8 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney.

Clerk's Note: The County Judge noted that by taking no action the previous approval of Item 8 stands.

RESULT: DISCUSSED

9. Approve Modification No. 5 to Contract No. PS090111RE, Child Inc., for child/youth development.

RESULT: ADDED TO CONSENT

Transportations and Natural Resources Dept. Items

10. Consider and take appropriate action on a request to temporarily close Boyce Lane in Precinct One for bridge maintenance beginning March 14, 2011 and continuing through April 15, 2011 or until construction is completed. (Commissioner Davis)

RESULT: ADDED TO CONSENT

11. Consider and take appropriate action on the following:

- a. Amendment to Chapter 82 to require notification regarding Travis County's limited land use authority on the cover sheet of plats; and
- b. Amendment to Title 30 to add section 30-2-87 to require notification regarding Travis County's limited land use authority on the cover sheet of plats.

Members of the Court heard from:

Anna Bowlin, Program Manager, Planning and Engineering, TNR
Steve Manilla, County Executive, TNR
Tom Nuckols, Assistant County Attorney
Ronnie Gjemre, Travis County Resident

MOTION: Accept the language for the proposed plat note adding the sentence, "This can affect the value of your property."

Withdrawal of the previous Motion was made by Commissioner Huber and Commissioner Eckhardt.

MOTION: Adopt the amendment to Chapter 82 and Title 30 regarding Travis County's limited land use authority on the cover sheet of plats.

A Friendly Amendment to the previous Motion was made by Commissioner Huber to add the language, "This can affect the value of your property," to the plat note.

Acceptance of the Friendly Amendment was made by Commissioner Davis.

MOTION: Approve Items 15.a–c.
RESULT: **APPROVED [3 TO 2]**
MOVER: Ron Davis, Commissioner
SECONDER: Karen L. Huber, Commissioner
AYES: Samuel T. Biscoe, Ron Davis, Karen L. Huber
NAYS: Sarah Eckhardt, Margaret J. Gómez

16. Consider and take appropriate action on a request for:
- a. Resolution in support of Travis County's application for pass-through financing for improvements to FM 1626 from approximately Brodie Lane to FM 2304;
 - b. Resolution in support of Travis County's application for pass-through financing to construct improvements to FM 973 from approximately US 290 E to the future Braker Lane; and
 - c. Resolution in support of Travis County's application for pass-through financing to construct improvements to FM 969 from approximately FM 3177 to Hunters Bend Road.

Members of the Court heard from:
Steve Manilla, County Executive, TNR

MOTION: Approve Items 16.a–c.
RESULT: **APPROVED [3 TO 2]**
MOVER: Ron Davis, Commissioner
SECONDER: Karen L. Huber, Commissioner
AYES: Samuel T. Biscoe, Ron Davis, Karen L. Huber
NAYS: Sarah Eckhardt, Margaret J. Gómez

Planning and Budget Dept. Items

17. Consider and take appropriate action on budget amendments, transfers and discussion items.

RESULT: **ADDED TO CONSENT**

18. Consider and take appropriate action on report of potential impact of proposed state budget cuts on Travis County programs and revenue.

Members of the Court heard from:
Rodney Rhoades, County Executive, Planning and Budget Office (PBO)
Katie Peterson-Gipson, Budget Analyst, PBO
Leroy Nellis, Budget Manager, PBO
Deece Eckstein, Intergovernmental Relations Officer

RESULT: **DISCUSSED**

19. Consider and take appropriate action on issues related to the proposed Fiscal Year 2012 Budget Guidelines.

Clerk's Note: The Court discussed amending the budget guidelines to hold departments to a stricter standard in the use of temporary salary savings by adding, "The Commissioners Court has expressed an interest in observing the budget rule that unless departments have an identified emergency or critical need, the Commissioners Court will not be approving, in the future, funding from temporary salary savings."

Members of the Court heard from:

Jessica Rio, Assistant Budget Director, PBO
Rodney Rhoades, County Executive, PBO
Leroy Nellis, Budget Director, PBO

MOTION: Add the revised language to the Guidelines.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Samuel T. Biscoe, Judge
SECONDER: Ron Davis, Commissioner
AYES: Biscoe, Davis, Eckhardt, Huber, Gómez

MOTION: Approve the Budget Guidelines as revised.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Samuel T. Biscoe, Judge
SECONDER: Ron Davis, Commissioner
AYES: Biscoe, Davis, Eckhardt, Huber, Gómez

20. Receive update and take appropriate action on Travis County Debt Model for possible 2011 Bond Election and cash-flow assumptions.

Members of the Court heard from:

Rodney Rhoades, County Executive, PBO
Jessica Rio, Assistant Budget Director, PBO
Leroy Nellis, Budget Director, PBO

RESULT: DISCUSSED

21. Review and approve requests regarding grant programs, applications, contracts and permissions to continue:
- a. Annual application to the United States Department of Health and Human Services, Substance Abuse and Mental Health Services Administration to continue the expanded Driving While Intoxicated Court Program in the Community Supervision and Corrections Department;
 - b. Annual application to the Office of the Governor, Criminal Justice Division, to continue the Family Violence Accelerated Prosecution Program in the County Attorney's Office;
 - c. Annual application to the Office of the Governor, Criminal Justice Division, to continue the Child Abuse Victim Services Personnel Grant in the Travis County Sheriff's Office;
 - d. Annual application to the Office of the Governor, Criminal Justice Division, to continue the Front End Therapeutic Services Program in the Juvenile Probation Department;
 - e. Annual application to the Office of the Governor, Criminal Justice Division, to continue the Travis County Eagle Resource Program in the Juvenile Probation Department;
 - f. Annual agreement with the University of North Texas to continue the Seniors and Volunteers for Childhood Immunization Project in the Health and Human Services and Veterans Service Department;
 - g. Interlocal with Austin Travis County Integral Care to continue a Care Coordinator position in the Health and Human Services and Veterans Service Department funded by the Marguerite Casey Foundation to support the Community and Family Reintegration Project;

- h. Receive notification from the Texas Auto Burglary and Theft Prevention Authority to reduce the Fiscal Year 2011 award for the Sheriff's Combined Auto Theft Task Force Grant by \$6,794 as a part of the State of Texas plan to reduce State General Revenue and State General Revenue Dedicated Appropriations by 2.5%; and
- i. Annual contract release agreement between OneStar National Service Commission and Travis County for the AmeriCorps grant in the Health and Human Services and Veterans Service Department for the period August 2009 to July 2010.

RESULT: ADDED TO CONSENT

Administrative Operations Items

- 22. Review and approve the immediate release of reimbursement payment to United Health Care for claims paid for participants in the Travis County Employee Health Care Fund for payment of \$612,913.71, for the period of February 4 to February 10, 2011.

RESULT: ADDED TO CONSENT

- 23. Consider and take appropriate action on the following items for Human Resources Management Department:
 - a. Proposed routine personnel amendments; and
 - b. Non-routine request from Criminal Courts for a variance to Travis County Code Chapter 10.03002, General Overview for Determining Pay Policy.

RESULT: ADDED TO CONSENT

- 24. Consider and take appropriate action regarding Executive Managers and the following Human Resources Management Department items:
 - a. Adding pay grades 33, 34, and 35 to the classified pay structure;

Members of the Court heard from:
Diane Blankenship; Director; HRMD

MOTION: Approve the addition of the necessary pay grades.
RESULT: **APPROVED [4 TO 1]**
MOVER: Sarah Eckhardt, Commissioner
SECONDER: Margaret J. Gómez, Commissioner
AYES: Samuel T. Biscoe, Sarah Eckhardt, Karen L. Huber, Margaret J. Gómez
NAYS: Ron Davis

- b. Approving the revised job descriptions, job titles, duties, and grading;

Members of the Court heard from:
Diane Blankenship; Director; HRMD
Sherri Fleming, County Executive, Travis County Health, Human Services, and Veterans' Services (TCHHS&VS)
John Hille, Assistant County Attorney

MOTION: Approve the job descriptions before us, recognizing that we do not have all the Executive Managers' job descriptions in this packet.

A Clarification of the Previous Motion was made by Judge Biscoe to approve the job descriptions of the Executive Managers with a new title of County Executive, duties and pay grades and indicate the Court's intention to revisit whether a Masters Degree will remain as "Preference" or will be changed to "Requirement" at a later date.

RESULT: **APPROVED [4 TO 1]**
MOVER: Sarah Eckhardt, Commissioner
SECONDER: Karen L. Huber, Commissioner
AYES: Samuel T. Biscoe, Sarah Eckhardt, Karen L. Huber, Margaret J. Gómez
NAYS: Ron Davis

MOTION: Direct Staff to work with the Court and County Executives to prepare draft job descriptions for Administrative Operations and Information and Telecommunications Systems (ITS).

RESULT: **APPROVED [3 TO 1]**
MOVER: Samuel T. Biscoe, Judge
SECONDER: Margaret J. Gómez, Commissioner
AYES: Samuel T. Biscoe, Sarah Eckhardt, Margaret J. Gómez
NAYS: Karen L. Huber
ABSTAIN: Ron Davis

- c. Establishing a salary review and pay adjustment schedule to bring the following departments in line with the market: Planning and Budget, Health and Human Services, Transportation and Natural Resources, Emergency Services, Justice and Public Safety, Administrative Operations, and Information and Telecommunications Systems (This item may be taken into Executive Session pursuant to Gov't Code Ann 551.074, Personnel Matters);

Judge Biscoe announced that Item 24.c would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney and Gov't. Code Ann. 551.074, Personnel Matters.

Members of the Court heard from:
John Hille, Assistant County Attorney
Todd Osburn, Compensation Manager, HRMD

MOTION: Commit to taking action on the pay adjustments for the County Executives by the end of March.
RESULT: **APPROVED [3 TO 1]**
MOVER: Samuel T. Biscoe, Judge
SECONDER: Sarah Eckhardt, Commissioner
AYES: Samuel T. Biscoe, Sarah Eckhardt, Karen L. Huber
NAYS: Ron Davis
ABSENT: Margaret J. Gómez

- d. Establishing a performance review schedule; and

Members of the Court heard from:
Diane Blankenship; Director; HRMD
John Hille, Assistant County Attorney

RESULT: **DISCUSSED** **Reset for: 3/15/2011**

- e. Other related items.

Members of the Court heard from:
Diane Blankenship; Director; HRMD

RESULT: DISCUSSED

Other Items

- 25. Consider and take appropriate action on legislative matters, including:

- a. Update on legislative activities;

Members of the Court heard from:
Deece Eckstein, Intergovernmental Relations Officer

RESULT: DISCUSSED

- b. Discussion of Texas Commission on Environmental Quality regulation of water and sewer utility rates;

Members of the Court heard from:
Deece Eckstein, Intergovernmental Relations Officer

MOTION: Support legislation to increase ratepayer protection in water supply corporations and water utility proceedings before the Texas Commission on Environmental Quality (TCEQ), and pay attention to any other bills specific to TCEQ and the sunset bill.

RESULT: APPROVED [UNANIMOUS]
MOVER: Ron Davis, Commissioner
SECONDER: Sarah Eckhardt, Commissioner
AYES: Biscoe, Davis, Eckhardt, Huber, Gómez

- c. Briefing on legislation related to appraisal and revenue caps, and adoption of a resolution stating the Court's opposition to such legislation;

Members of the Court heard from:
Deece Eckstein, Intergovernmental Relations Officer

MOTION: Adopt the Resolution expressing the Commissioners Court's opposition to appraisal cap and revenue cap legislation, and authorize IGR to use all of the compelling reasons previously mentioned to express the Court's opposition to these bills.

RESULT: APPROVED [UNANIMOUS]
MOVER: Sarah Eckhardt, Commissioner
SECONDER: Karen L. Huber, Commissioner
AYES: Biscoe, Davis, Eckhardt, Huber, Gómez

- d. Adoption of a Resolution in support of legislation to limit the ability of a homeowners' association to prohibit the installation of solar panels on a home; and

Members of the Court heard from:
Deece Eckstein, Intergovernmental Relations Officer

MOTION: Support legislation to restrict the ability of homeowners' associations to prohibit the installation of solar panels on a home.

RESULT: APPROVED [UNANIMOUS]

MOVER: Ron Davis, Commissioner
SECONDER: Margaret J. Gómez, Commissioner
AYES: Biscoe, Davis, Eckhardt, Huber, Gómez

- e. Additions to the priorities, policy positions, and the positions on other proposals sections of the Travis County legislative agenda.

Members of the Court heard from:
Deece Eckstein, Intergovernmental Relations Officer

RESULT: DISCUSSED

- 26. Consider and take appropriate action on Management Representation Letter to be provided to Atchley & Associates, LLP regarding Fiscal Year 2010 County-wide annual financial audit.

RESULT: ADDED TO CONSENT

- 27. Receive state required Racial Profiling Report for calendar year 2010 from Travis County Sheriff's Office.

RESULT: ADDED TO CONSENT

- 28. Consider and take appropriate action on bailment agreement (contract) with Overwatch Textron Systems Ltd.

Members of the Court heard from:
Phyllis Clair, Captain, TCSO
Barbara Wilson, Assistant County Attorney

MOTION: Approve Item 28.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Sarah Eckhardt, Commissioner
SECONDER: Ron Davis, Commissioner
AYES: Biscoe, Davis, Eckhardt, Huber, Gómez

- 29. Consider and take appropriate action on the reappointment of Nancy Hamilton to the Travis County Historical Commission, effective immediately through January 31, 2013. (Commissioner Huber)

RESULT: ADDED TO CONSENT

- 30. Consider and take appropriate action on the reappointment of Martha Moulthrop to the Travis County Historical Commission, effective immediately through January 31, 2013. (Commissioner Huber)

RESULT: ADDED TO CONSENT

- 31. Consider and take appropriate action on the reappointment of Barry Hutcheson to the Travis County Historical Commission, effective immediately through January 31, 2013. (Commissioner Huber)

RESULT: ADDED TO CONSENT

- 32. Consider and take appropriate action on the reappointment of Sarah Harriman to the Travis County Historical Commission, effective immediately through January 31, 2013. (Commissioner Huber)

RESULT: ADDED TO CONSENT

Executive Session Items

The Commissioners Court will consider the following items in Executive Session. The Commissioners Court may also consider any other matter posted on the agenda if there are issues that require consideration in Executive Session and the Commissioners Court announces that the item will be considered during Executive Session.

Note 1: Gov't Code Ann 551.071, Consultation with Attorney

Note 2: Gov't Code Ann 551.072, Real Property

Note 3: Gov't Code Ann 551.074, Personnel Matters

Note 4: Gov't Code Ann 551.076, Security

Note 5: Gov't Code Ann 551.087, Economic Development Negotiations

33. Receive briefing and take appropriate action regarding the lease agreements at 700 Lavaca with West Corporation d/b/a Intrado, Inc. ^{1 and 2}

Judge Biscoe announced that Item 33 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney and Gov't. Code Ann. 551.072, Real Property.

RESULT: POSTPONED

34. Consider and take appropriate action regarding potential acquisition of open space land. ^{1 and 2}

Judge Biscoe announced that Item 34 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney and Gov't. Code Ann. 551.072, Real Property.

RESULT: DISCUSSED

Consent Items

MOTION: Approve the following Consent Items: C1–C4 and Agenda Items 5, 6, 7, 8, 9, 10, 13, 17, 21.a–i, 22, 23.a–b, 26, 27, 29, 30, 31, 32, and A3.

RESULT: ADOPTED [UNANIMOUS]

MOVER: Ron Davis, Commissioner

SECONDER: Karen L. Huber, Commissioner

AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Karen L. Huber

ABSENT: Margaret J. Gómez

C1. Receive bids from County Purchasing Agent.

C2. Approve payment of claims and authorize County Treasurer to invest County funds.

C3. Approve the Commissioners Court Minutes for the Voting Sessions of January 4, 11 and 18, 2011.

C4. Approve the Commissioners Court Minutes for the Voting Session of January 25, 2011.

Added Items

- A1. Receive briefing from County Attorney and take appropriate action regarding Hamilton Pool clean up and remediation. (Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney)

Judge Biscoe announced that Item A1 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney.

RESULT: DISCUSSED

A2. Consider and take appropriate action on the following:

- a. Receive recognition of Travis County as one of Central Texas healthiest employers, presented by the Seton Family Of Hospitals and Austin Business Journal; and
- b. Encourage Travis County employees to attend the awards event on March 1, 2011.

Members of the Court heard from:

Dan Mansour, Risk and Benefits Manager, Human Resources Management Department (HRMD)

Dr. Harinder Dhir M.D. MPH MBA, Medical Director, Wellness Clinic

Zetta Garnett, Benefits Assistant, HRMD

Josie Peña, Health Services Supervisor, Wellness Clinic

RESULT: DISCUSSED

A3. Consider and take appropriate action on request to appoint Paige Hill to serve as the Precinct Two appointment on the Sustainable Food Policy Board, effective immediately through February 28, 2013. (Commissioner Eckhardt)

RESULT: ADDED TO CONSENT

Adjourn

Minutes approved by the Commissioners Court

Date of Approval

Samuel T. Biscoe, Travis County Judge



Travis County Commissioners Court Agenda Request

Meeting Date: 3/15/2011, 9:00 AM, Voting Session
Prepared By: Robert Resnick, County Clerk's Office, 512-854-4722
Elected/Appointed Official/Dept. Head: Dana Debeauvoir, County Clerk
Sponsors: Judge Biscoe

AGENDA LANGUAGE:

Approve the Commissioners Court Minutes for the Voting Session of March 1, 2011.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

n/a

STAFF RECOMMENDATIONS:

Enter Staff Recommendations here

ISSUES AND OPPORTUNITIES:

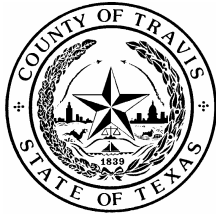
Enter Issues and Opportunities here

FISCAL IMPACT AND SOURCE OF FUNDING:

n/a

REQUIRED AUTHORIZATIONS:

County Judge's Office	Cheryl Aker	Completed	03/08/2011 10:13 AM
Commissioners Court	Cheryl Aker	Pending	



Minutes for the Travis County Commissioners Court Tuesday, March 1, 2011 Voting Session

Minutes Prepared by the Travis County Clerk
512-854-4722 • www.co.travis.tx.us • PO Box 149325, Austin, TX 78714-9325

Roll Call

Meeting called to order on March 1, 2011 in the Ned Granger Building, Commissioners Courtroom, 1st Floor, 314 W. 11th St., Austin, TX. Dana DeBeauvoir, County Clerk, was represented by Deputy Gillian Porter.

Samuel T. Biscoe	County Judge	Present
Ron Davis	Precinct 1, Commissioner	Present
Sarah Eckhardt	Precinct 2, Commissioner	Present
Karen L. Huber	Precinct 3, Commissioner	Present
Margaret J. Gómez	Precinct 4, Commissioner	Present

Public Hearings

1. Receive recommendations for the naming of the new Travis County building at 4717 Heflin Lane, Austin. (Commissioner Davis) (Revised Action Item # 18)

MOTION: Open the Public Hearing.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Ron Davis, Commissioner
SECONDER: Sarah Eckhardt, Commissioner
AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Karen L. Huber
ABSENT: Margaret J. Gómez

Members of the Court heard from:

Roger El Khoury, Director, Facilities Management
 Judge Yvonne Williams, Justice of the Peace, Precinct 1
 Eleanor Davis Thompson, Travis County Resident
 Gus Peña, Travis County Resident
 Reverend N. Jordan Mkwanzazi, Senior Pastor, Metropolitan African Methodist Episcopalian (AME) Church
 Judge Herb Evans, Justice of the Peace, Precinct 5

MOTION: Close the Public Hearing.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Samuel T. Biscoe, Judge
SECONDER: Ron Davis, Commissioner
AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Karen L. Huber
ABSENT: Margaret J. Gómez

Citizens Communication

Members of the Court heard from:

Gus Peña, Travis County Resident
 Morris Priest, Travis County Resident
 Ronnie Gjemre, Travis County Resident

Introductions

2. Introduction of Lydia Domaruk as the new County Extension Agent-Urban Youth Development with Texas AgriLife Extension in Travis County.

Members of the Court heard from:

Skip Richter, Director, Texas AgriLife Extension Service, Travis County Health and Human Services (TCHHS)

Lydia Domaruk, County Extension Agent-Urban Youth Development, Texas AgriLife Extension Service (TCHHS)

RESULT: DISCUSSED

Purchasing Office Items

3. Approve Modification No. 1, an Assignment of Contract No. 10T00195NB, from Plummer's Enviro Solutions, Inc. to Sandy M. Martinez d/b/a Vega Septic and Environmental Services.

RESULT: ADDED TO CONSENT

4. Approve twelve-month extension (Modification No. 8) to Interlocal Agreement No. IL040149ML, Limestone County, for inmate housing services.

RESULT: ADDED TO CONSENT

5. Authorize Purchasing Agent to commence negotiations with the highest qualified respondent, HVJ Associates, Inc., RFQ No. Q100298-JE, Design Services for Capital Area Pavement Engineering Council.

RESULT: ADDED TO CONSENT

6. Approve contract award for gasoline and diesel, IFB No. B110070LD, to the low bidder, Sun Coast Resources.

Members of the Court heard from:

Cyd Grimes, Purchasing Agent

Jon White, Natural Resources Program Manager, Transportation and Natural Resources (TNR)

John Hille, Assistant County Attorney

Steve Manilla, County Executive, TNR

MOTION: Approve Item 6.

RESULT: **APPROVED [3 TO 0]**

MOVER: Samuel T. Biscoe, Judge

SECONDER: Sarah Eckhardt, Commissioner

AYES: Samuel T. Biscoe, Sarah Eckhardt, Karen L. Huber

ABSTAIN: Ron Davis

ABSENT: Margaret J. Gómez

7. Approve Modification No. 3 to Contract No. 09K00179JW, Ross Construction, Inc. for Ferguson Lane-Tuscany Way connector road and drainage improvements.

RESULT: ADDED TO CONSENT

8. Approve contract award for energy conservation measures at 700 Lavaca Street, IFB No. B100251-JE, to the low bidder, Wattinger Company, Inc.

Members of the Court heard from:

Cyd Grimes, Purchasing Agent

Marvin Brice, Construction Procurement Management, Purchasing

MOTION: Approve Item 8.
RESULT: **APPROVED [4 TO 0]**
MOVER: Karen L. Huber, Commissioner
SECONDER: Sarah Eckhardt, Commissioner
AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Karen L. Huber
ABSENT: Margaret J. Gómez

9. Approve contract award for Lava Lane roadway extension, IFB No. B110095-JW, to the low bidder, RGM Constructors of Texas, LLC.

RESULT: ADDED TO CONSENT

10. Approve contract award for water damage remediation, mold damage remediation and decontamination services, IFB No. B110092-JE, to the qualified low bidder's, Blackmon Mooring of Texas, Inc., and Belfor USA Group, Inc.

RESULT: ADDED TO CONSENT

11. Approve Modification No. 11 to Contract No. PS970315ML, Vinson & Elkins, for legal services.

Members of the Court heard from:

Cyd Grimes, Purchasing Agent

John Hille, Assistant County Attorney

Susan Spataro, Travis County Auditor

Rodney Rhoades, County Executive, Planning and Budget Office (PBO)

MOTION: Approve Item 11.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Sarah Eckhardt, Commissioner
SECONDER: Ron Davis, Commissioner
AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Karen L. Huber
ABSENT: Margaret J. Gómez

Transportations and Natural Resources Dept. Items

12. Consider and take appropriate action on a License Agreement with the City of Austin for water quality improvements and facilities within the public right-of-way of Colton Bluff Springs Road in Precinct Four. (Commissioner Davis)

RESULT: ADDED TO CONSENT

13. Consider and take appropriate action regarding the appointment of a Groundwater Availability Stakeholder Committee.

Clerk's Note: The Court announced their appointees:

- *Precinct One - Kathleen Pitre, Jennifer Walker and Marcus Gary*
- *Precinct Two - Raymond Slade, Dr. Robert Kier and Jody McDaniel*
- *Precinct Three - Madeline Nabers, Jim Dower and John Dupnik*
- *Precinct Four - Barbara Cilley, Ralph Reinhardt and Wade Wheatly*
- *County Judge - Hank Smith, Ann Huthnance and Jim Linardos*

MOTION: Approve the 15 appointees for the Groundwater Availability Stakeholder Committee.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Samuel T. Biscoe, Judge
SECONDER: Ron Davis, Commissioner
AYES: Biscoe, Davis, Eckhardt, Huber, Gómez

14. Consider and take appropriate action on the presentation of the Bond Committee Charter and introduction of the Citizens Bond Advisory Committee.

Members of the Court heard from:

Steve Manilla, County Executive, TNR
Rosa Rio Valdez, Citizens Bond Advisory Committee
Mark Taylor Evert, Citizens Bond Advisory Committee
John Trevellian, Citizens Bond Advisory Committee
Carolyn Vogel, Citizens Bond Advisory Committee
Nell Penridge, Citizens Bond Advisory Committee
Nicole Francois, Citizens Bond Advisory Committee
Frank Fuentes, Citizens Bond Advisory Committee
Terrence Irion, Citizens Bond Advisory Committee
Joyce Thoresen, Citizens Bond Advisory Committee
Larry Graham, Citizens Bond Advisory Committee
Celia Israel, Citizens Bond Advisory Committee
Joe Gieselman, Citizens Bond Advisory Committee

RESULT: **DISCUSSED**

Planning and Budget Dept. Items

15. Consider and take appropriate action on budget amendments, transfers and discussion items.

MOTION: Approve Item 15.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Samuel T. Biscoe, Judge
SECONDER: Sarah Eckhardt, Commissioner
AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Karen L. Huber
ABSENT: Margaret J. Gómez

16. Review and approve requests regarding grant programs, applications, contracts and permissions to continue:
- a. Annual application to the Substance Abuse and Mental Health Services Administration, Center for Substance Abuse Treatment, for Juvenile Probation to receive year two of a potential four year grant to continue to enhance the department's existing drug court; and

Members of the Court heard from:
Ronnie Gjemre, Travis County Resident

MOTION: Approve Item 16.a.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Karen L. Huber, Commissioner
SECONDER: Ron Davis, Commissioner
AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Karen L. Huber
ABSENT: Margaret J. Gómez

- b. Annual agreement with the Texas Department of Housing and Community Affairs for the Health and Human Services and Veterans Service Department to continue to provide household heating and cooling energy assistance to help low income families or individuals become energy self-sufficient under the Comprehensive Energy Assistance Program.

RESULT: ADDED TO CONSENT

- 17. Consider and take appropriate action on a request to reorganize the Planning & Budget Office (PBO):
 - a. Reclassify two vacant positions to Strategic Planning staff positions to support the Strategic Planning Manager and increase the planning capabilities within PBO; and
 - b. Authorize PBO to work with HRMD to draft appropriate job descriptions, grading and reclassification of the slots for future Commissioners Court action.

RESULT: PULLED

Administrative Operations Items

- 18. Consider and take appropriate action on the naming of the new Travis County building at 4717 Heflin Lane, Austin, including waiver of policy requiring certain procedural steps because only one name has been recommended. (Commissioner Davis)

Members of the Court heard from:

Richard E. Scott, Former Judge, Justice of the Peace, Precinct 1

MOTION: Approve Item 18 with the waiver and name the Precinct One building after Richard E. Scott, Former Judge, Justice of the Peace, Precinct 1.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Ron Davis, Commissioner
SECONDER: Sarah Eckhardt, Commissioner
AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Karen L. Huber
ABSENT: Margaret J. Gómez

- 19. Review and approve the immediate release of reimbursement payment to United Health Care for claims paid for participants in the Travis County Employee Health Care Fund for payment of \$885,757.98, for the period of February 11 to February 17, 2011.

RESULT: ADDED TO CONSENT

- 20. Consider and take appropriate action on proposed routine personnel amendments.

RESULT: ADDED TO CONSENT

- 21. Consider and take appropriate action on request from Ms. Amy Valdez for return of her deposit for an event that was planned to be held at the Exposition Center Skyline Club.

Members of the Court heard from:

Danny Hobby, County Executive, Travis County Emergency Services

MOTION: Approve Item 21.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Karen L. Huber, Commissioner
SECONDER: Ron Davis, Commissioner
AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Karen L. Huber
ABSENT: Margaret J. Gómez

Other Items

22. Consider and take appropriate action on legislative matters, including:

a. Update on legislative activities;

Members of the Court heard from:

Deece Eckstein, Intergovernmental Relations Officer, Intergovernmental Relations (IGR)

RESULT: DISCUSSED

b. Adoption of a Resolution in support of the Travis County Healthcare District d/b/a Central Health proposal relating to property, facilities and equipment;

Members of the Court heard from:

Deece Eckstein, Intergovernmental Relations Officer, IGR
Susan Spataro, Travis County Auditor
Stacy Wilson, Director, Government Affairs, Central Health

RESULT: DISCUSSED **Reset for: 3/8/2011**

c. Regional cuts to 9-1-1 funding through CAPCOG and implications for Travis County;

Members of the Court heard from:

Deece Eckstein, Intergovernmental Relations Officer, IGR
Danny Hobby, County Executive, Travis County Emergency Services
Betty Voights, Executive Director, Capital Area Council of Governments (CAPCOG).
Paul Knight, Captain, Travis County Sheriff's Office (TCSO) and Floor Coordinator, Combined Transportation, Emergency, and Communications Center (CTECC)

RESULT: DISCUSSED **Reset for: 3/8/2011**

d. House Bill 990 relating to certain Homestead Preservation Reinvestment Zones; and

Members of the Court heard from:

Deece Eckstein, Intergovernmental Relations Officer, IGR
Leroy Nellis, Budget Manager, Planning and Budget Office (PBO)
Blain Keith, Chief Assistant County Auditor, Travis County Auditor's Office
Reverend Ira L. Lewis, Travis County Resident
Scottie Ivory, Chestnut Neighborhood Association
George Williams, Minister, East Side Church of Christ

MOTION: Oppose HB 990, relating to certain Homestead Preservation Reinvestment Zones.

A Substitute Motion was made by Commissioner Eckhardt and Seconded by Commissioner Huber to remove Travis County from HB 990.

Clerk's Note: The Court took a vote on whether to vote on the Substitute Motion before the Standing Motion.

RESULT: DEFEATED [2 TO 2]
AYES: Sarah Eckhardt, Karen L. Huber
NAYS: Ron Davis, Margaret J. Gómez
ABSTAIN: Samuel T. Biscoe

Clerk's Note: The Court took a Vote on the Standing Motion at this time.

RESULT: **APPROVED [3 TO 0]**
MOVER: Ron Davis, Commissioner
SECONDER: Margaret J. Gómez, Commissioner
AYES: Samuel T. Biscoe, Ron Davis, Margaret J. Gómez
ABSTAIN: Sarah Eckhardt, Karen L. Huber

Item 22.d, revisited

Members of the Court heard from:

Deece Eckstein, Intergovernmental Relations Officer, IGR

Clerk's Note: Staff advised the Court that there is a policy in place whereby the Court will take action on a legislative item only when at least four members of the Court favor such action. The Court indicated that this policy will be discussed at the March 8, 2011 meeting.

- e. Addition to the priorities, policy positions, and the positions on other proposals sections of the Travis County legislative agenda.

Members of the Court heard from:

Deece Eckstein, Intergovernmental Relations Officer, IGR

MOTION: Authorize the IGR Office to represent Travis County's opposition to all budget cuts at the 92nd Legislature.
RESULT: **APPROVED [4 TO 0]**
MOVER: Sarah Eckhardt, Commissioner
SECONDER: Karen L. Huber, Commissioner
AYES: Samuel T. Biscoe, Sarah Eckhardt, Karen L. Huber, Margaret J. Gómez
ABSTAIN: Ron Davis

Members of the Court heard from:

Deece Eckstein, Intergovernmental Relations Officer, IGR

MOTION: Approve adding supporting full funding for the Low Income Repair Assistance, Retrofit and Accelerated Vehicle Retirement Program (LIRAP) and the Local Initiative Projects to the Policy's Position section of the Travis County legislative Agenda.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Margaret J. Gómez, Commissioner
SECONDER: Samuel T. Biscoe, Judge
AYES: Biscoe, Davis, Eckhardt, Huber, Gómez

Members of the Court heard from:

Deece Eckstein, Intergovernmental Relations Officer, IGR

MOTION: Approve supporting legislation to promote local control over the planning and management of both surface water and groundwater resources.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Karen L. Huber, Commissioner
SECONDER: Sarah Eckhardt, Commissioner
AYES: Biscoe, Davis, Eckhardt, Huber, Gómez

- 23. Consider and take appropriate action on personnel adjustments in the County Clerk's Office to manage the research and preparation of requirements for a new voting system and to assist in the transition to a new Elections Division Director.

Members of the Court heard from:

Dana DeBeauvoir, Travis County Clerk

Ronnie Gjemre, Travis County Resident
Todd Osburn, Compensation Manager, HRMD
Randy Lott, Budget Analyst, PBO

MOTION: Approve Item 23.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Samuel T. Biscoe, Judge
SECONDER: Ron Davis, Commissioner
AYES: Biscoe, Davis, Eckhardt, Huber, Gómez

24. Consider and take appropriate action on making an appointment to the Downtown Austin Transportation Management Association Board of Directors. (Commissioner Eckhardt)

RESULT: **DISCUSSED** **Reset for: 3/8/2011**

25. Consider and take appropriate action on the Amended Equitable Sharing Program Compliance Notice to receive payment of Federal Forfeitures (U.S. Department of Justice Filing).

RESULT: **ADDED TO CONSENT**

26. Receive revenue and expenditure reports for the month of January, 2011.

RESULT: **ADDED TO CONSENT**

27. Receive state required Racial Profiling Report for calendar year 2010 from Constable Precinct Three Office.

RESULT: **ADDED TO CONSENT**

28. Consider and take appropriate action on bond for Robert A. Perkins to serve as Visiting Justice of the Peace.

RESULT: **ADDED TO CONSENT**

29. Consider and take appropriate action on reappointment of Nikelle S. Meade to the Central Texas Regional Mobility Authority Board. (Judge Biscoe)

Members of the Court heard from:
Dr. John K. Kim, Travis County Resident

MOTION: Approve Item 29.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Ron Davis, Commissioner
SECONDER: Sarah Eckhardt, Commissioner
AYES: Biscoe, Davis, Eckhardt, Huber
ABSENT: Gómez

30. Consider and take appropriate action on the reappointment of Michele Murphy-Smith to the Sustainable Food Policy Board, effective immediately through February 28, 2013. (Commissioner Huber)

RESULT: **ADDED TO CONSENT**

31. Consider and take appropriate action on the reappointment of Katie Kraemer to the Sustainable Food Policy Board, effective immediately through February 28, 2013. (Judge Biscoe)

RESULT: **ADDED TO CONSENT**

Executive Session Items

The Commissioners Court will consider the following items in Executive Session. The Commissioners Court may also consider any other matter posted on the agenda if there are issues that require consideration in Executive Session and the Commissioners Court announces that the item will be considered during Executive Session.

- Note 1: Gov't Code Ann 551.071, Consultation with Attorney*
- Note 2: Gov't Code Ann 551.072, Real Property*
- Note 3: Gov't Code Ann 551.074, Personnel Matters*
- Note 4: Gov't Code Ann 551.076, Security*
- Note 5: Gov't Code Ann 551.087, Economic Development Negotiations*

32. Consider purchase of several tracts of land in northwest Travis County in connection with the Balcones Canyonlands Conservation Plan and take appropriate action. ²

MOTION: Authorize Steve Manilla, County Executive, TNR, to execute contracts on the County's behalf with various land owners in the Lime Creek area for purchases of land to benefit the Balcones Canyonland Preserve, subject to the following conditions:

- If the price offered is according to the per-acre appraised value for the area determined by outside appraisers and staff;
- If values are requested by landowners that are higher than the per-acre appraised value, then staff will bring these reasonable counter-offers back to the Commissioners Court for consideration.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Karen L. Huber, Commissioner
SECONDER: Margaret J. Gómez, Commissioner
AYES: Biscoe, Davis, Eckhardt, Huber, Gómez

33. Consider and take appropriate action regarding the downtown lot at 3rd and Guadalupe:

a. Receive legal briefing regarding various legal options for County for a public/private partnership regarding a new civil courts building; and ¹

RESULT: **DISCUSSED** **Reset for: 3/8/2011**

b. Evaluate the County Executives of Planning and Budget, and Emergency Services (Facilities) regarding progress to date, performance and future duties regarding a new civil courts building. ³

RESULT: **PULLED**

Consent Items

Members of the Court heard from:
Ronnie Gjemre, Travis County Resident

MOTION: Approve the following Consent Items: C1–C4 and Agenda Items 3, 4, 5, 7, 9, 10, 12, 16.b, 19, 20, 25, 26, 27, 28, 30, and 31.

RESULT: **ADOPTED [UNANIMOUS]**
MOVER: Ron Davis, Commissioner
SECONDER: Karen L. Huber, Commissioner
AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Karen L. Huber
ABSENT: Margaret J. Gómez

- C1. Receive bids from County Purchasing Agent.
- C2. Approve payment of claims and authorize County Treasurer to invest County funds.
- C3. Approve the Commissioners Court Minutes for the Voting Session of February 1, 2011
- C4. Approve setting a Public Hearing on March 29, 2011 to receive comments regarding a request to assign a street name for an unnamed road to "Wind Farm Road" in Precinct Two.
(Commissioner Eckhardt)

Minutes approved by the Commissioners Court

Date of Approval

Samuel T. Biscoe, Travis County Judge

WS # _____

VS # _____

TRAVIS COUNTY COMMISSIONERS COURT AGENDA REQUEST

Work Session _____

Voting Session 03/15/11

I. A. Request made by: Carol B. Engel for Steven M. Manilla, P.E. Phone # 854-9383
Executive Manager, TNR

B. Requested Text:

Approve setting a Public Hearing on April 5, 2011 to receive comments regarding a request to authorize the filing of an instrument to vacate a 10' wide public utility easement located along the rear lot lines of Lots 21 through 25 of Northridge Acres, No. 2 - a subdivision in Travis County, Precinct Two.

C. Approved by: _____
Commissioner Sarah Eckhardt, Precinct Two

II. A. Is backup material attached?*

Yes X No _____

*Any backup material to be presented to the court must be submitted with this Agenda. Request - 1 original and 8 copies

B. Have the agencies affected by this request been invited to attend?

Yes X No _____ Please list those contacted and their phone number.

John Hille	- 854-9415	Austin American-Statesman
Anna Bowlin	- 854-9383	Joe Arriaga - 854-9383
Stacey Scheffel	- 854-9383	Michael Hettenhausen- 854-9383

III. PERSONNEL

____ A change in your department's personnel (reclassifications, etc.)

IV. BUDGET REQUESTS

If your request involves any of the following please check appropriately.

- ____ Additional funding for your department
- ____ Transfer of funds within your department budget
- ____ A change in your department's personnel

The County Personnel (473-9165) and/or the Budget and Research Office (473-9171) must be notified prior to submission of this agenda request.

AGENDA REQUEST DEADLINES

All Agenda Requests and supporting materials must be submitted to the County Judge's Office in writing by 5:00 p.m. on Tuesdays for the next week's meeting.



TRANSPORTATION AND NATURAL RESOURCES


STEVEN M. MANILLA, P.E., EXECUTIVE MANAGER

411 West 13th Street
Executive Office Building
P.O. Box 1748
Austin, Texas 78767
tel 512-854-9383
fax 512-854-4649

MEMORANDUM

DATE: March 2, 2011

TO: Members of the Commissioners Court

THROUGH:  Steven M. Manilla, P.E., Executive Manager

FROM: Anna Bowlin, Division Director of Development Services

SUBJECT: **Approve setting a Public Hearing on April 5, 2011 to receive comments regarding a request to authorize the filing of an instrument to vacate a 10' wide public utility easement located along the rear lot lines of Lots 21 through 25 of Northridge Acres, No. 2 – a subdivision in Travis County, Precinct Two.**

Summary and Staff Recommendation:

TNR has received a request to vacate a 10' wide public utility easement (PUE) located along the rear lot lines of Lots 21 through 25 of Northridge Acres, No. 2. The easement is schematically shown on the plat. All lots front on what was a portion of Meadow Lane. A vacation of this portion of Meadow Lane was approved by Commissioners Court on August 8, 1966.

Vacating the PUE will allow the property owner to be able to re-subdivide portions of lots 24 and 25 to be part of a new plat called Raceway Single Family Subdivision, Section One (the "Raceway Plat"), which is currently under the County's alternative fiscal policy. The PUE in its current location would traverse across lots and roads of the Raceway Plat in a manner that would not be beneficial to that plat.

The actual hearing for the recording of the Raceway Plat was scheduled and heard on December 14, 2010 by Commissioners Court. However, the developer requested that no action be taken during this agenda and enter into an alternative fiscal agreement with the County, which was also scheduled on the same agenda. The Commissioners Court allowed this request and approved the alternative fiscal agreement. The property owner is now requesting to come out of alternative fiscal and record the plat. Proper fiscal has been posted. The action for approving the plat and the hearing for vacating the subject easements are to be scheduled on the same agenda.

Page 2

March 2, 2011

The property owner will re-subdivide Lots 21, 22, and 23 as part of future sections of Raceway. In these proposed sections, the subject easement would traverse across the portions of those sections in a way not beneficial to them, which is what the property owner wants to avoid.

The utility companies known to be operating in the area have stated that they have no objection to vacating the subject easement. TNR recommends the vacation as described in the attached Order of Vacation and as shown on the attached field notes and sketch.

Budgetary and Fiscal Impact:

None.

Issues and Opportunities:

Travis County has no need for the subject easement and would not benefit from vacating or not vacating. It has been the responsibility of the applicant to contact the utility companies operating in the area. Travis County has relied on the utility companies to decide if the easement needs to be retained for the surrounding property owners. TNR staff foresees no reason for opposition to this vacation.

Required Authorizations:

All responding utility companies known to be serving this area have stated that they have no need to retain the easement as described in the attached field notes and sketch.

Exhibits:

Order of Vacation
Field Notes and Sketch
Request Letter
Statements from utility companies
Northridge Acres, No. 2 Plat
Proposed Raceway Plat
Maps

PS:AB:ps

1105 Northridge Acres, #2 - Meadow Lane

COPY

ORDER OF VACATION

STATE OF TEXAS §

COUNTY OF TRAVIS §

WHEREAS, the property owner requests the vacation of a 10' wide public utility easement located along the rear lot lines of Lots 21 through 25 of Northridge Acres, No. 2 as recorded in Book 14, Page 84 of the Plat Records of Travis County, Texas, so that the subject easement is not traversing across the middle of the proposed lots within the proposed future re-subdivisions of Lots 21 through 25;

WHEREAS, utility providers knowing to be serving the area have indicated that they have no need for the public utility easement requested to be vacated as described in the attached field notes and sketch;

WHEREAS, the Travis County Transportation and Natural Resources Department recommends the vacation of the public utility easement as described in the attached field notes and sketch;

WHEREAS, the required public notice was posted and the Travis County Commissioners Court held a public hearing on April 5, 2011 to consider the proposed action; and

NOW, THEREFORE, by unanimous vote, the Commissioners Court of Travis County, Texas, orders that the 10' wide public utility easement located along the rear lot line of Lots 21 through 25 of Northridge Acres, No. 2, as shown on the attached sketch and described in the attached field notes, is hereby vacated.

ORDERED THIS THE _____ DAY OF _____ 2011.

SAMUEL T. BISCOE, COUNTY JUDGE

COMMISSIONER RON DAVIS
PRECINCT ONE

COMMISSIONER SARAH ECKHARDT
PRECINCT TWO

COMMISSIONER KAREN HUBER
PRECINCT THREE

COMMISSIONER MARGARET GOMEZ
PRECINCT FOUR

EXHIBIT _____

(PUE Vacation)
(Northridge Acres No. 2)

FIELD NOTES

FIELD NOTES FOR 13,515 SQUARE FEET OUT OF THE GEORGE W. SPEAR SURVEY NO. 100, TRAVIS COUNTY, TEXAS; BEING A PORTION OF LOTS 21, 22, 23, 24, AND 25, NORTHRIDGE ACRES NO. 2, A SUBDIVISION AS RECORDED IN BOOK 14, PAGE 84 OF THE PLAT RECORDS OF TRAVIS COUNTY, TEXAS, AS CONVEYED TO CRVI RACEWAY HOLDINGS, L.P. IN A 29.923-ACRE TRACT (TRACT 3) BY SPECIAL WARRANTY DEED RECORDED IN DOCUMENT NO. 2007127903 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS; SAID 13,515 SQUARE FEET OF LAND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING at a ½” iron rod found at the most southerly corner of the above-described 29.923-acre tract also being the most southerly corner of Lot 21 of said Northridge Acres No. 2 for the most southerly corner and POINT OF BEGINNING of the herein described tract;

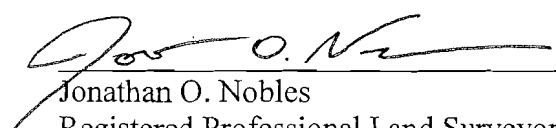
THENCE, with the southwest line of both said CRVI Raceway Holdings, L.P. 29.923-acre tract and Lots 21 thru 25, Northridge Acres No. 2, N62°34'27"W a distance of 1351.45 feet to a ½” iron rod found at the most westerly corner of said CRVI Raceway Holdings, L.P. 29.923-acre tract and said Lot 25, Northridge Acres No. 2 for the most westerly corner of this tract, from which a 5/8” iron rod found bears N62°28'30"W a distance of 148.99 feet;

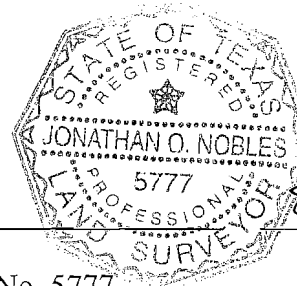
THENCE, with the northwest line of said Lot 25, Northridge Acres No. 2, N27°27'19"E a distance of 10.00 feet to a calculated point for most northerly corner of this tract;

THENCE, departing said northwest line of said Lot 25, Northridge Acres No. 2, through the interior of said Lots 21 thru 25, Northridge Acres No. 2, S62°34'27"E a distance of 1351.49 feet to a calculated point on the southeast line of both said Lot 21, Northridge Acres No. 2 and said CRVI Raceway Holdings, L.P. 29.923-acre tract, for the most easterly corner of this tract;

THENCE, with the southeast line of both said Lot 21, Northridge Acres No. 2 and CRVI Raceway Holdings, L.P. 29.923-acre tract, S27°41'02"W, a distance of 10.00 feet to the POINT OF BEGINNING, and containing 13,515 square feet (0.310 acre) of land, more or less.

I HEREBY CERTIFY that these notes were prepared by Terra Firma Land Surveying from a survey made on the ground on February 22, 2010 under my supervision and are true and correct to the best of my knowledge. A sketch accompanies this description.


Jonathan O. Nobles
Registered Professional Land Surveyor No. 5777


8/9/2010
Date

Client: Pulte Homes of Texas, L.P.
Date: August 9, 2010
WO No.: 0A598-002-00
FB: 613 / 5
File:

J:\Projects\A598 Raceway Crossing\002 Pulte Preliminary Plan\Survey\Point Files\A598-001.crd
J:\Projects\A598 Raceway Crossing\002 Section One\Survey\Legal Desc \A598-002 PUEtoVacate-FN.doc

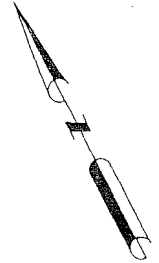
BASIS OF BEARINGS:

Horizontal Datum based upon State Plane Coordinate System, NAD 83, Texas Central Zone.

MATCHLINE SHEET 2
MATCHLINE SHEET 1

CRVI RACEWAY HOLDINGS, L.P.
(29.923 AC) (TRACT 3)
DOC. NO. 2007127903

LOT 1
BLOCK A
TRAVESIA PHASE 2
DOC. NO. 200800004



LOT 22

LOT 21

NORTHRIDGE ACRES NO. 2
BK. 14, PG. 84

SKETCH TO ACCOMPANY FIELD NOTES

SCALE 1" = 100'

LOT 23

10' PUBLIC UTILITY EASEMENT
BK. 14, PG. 84

S 62°34'27" E 1351.49'

S 27°41'02" W 10.00'

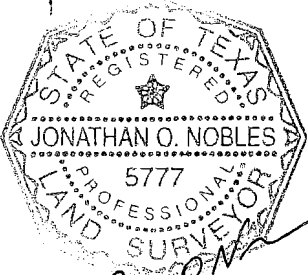
(S 62°24'32" E 479.71')
S 62°27'49" E 479.85'

N 62°34'27" W 1351.45'

10' PUBLIC UTILITY EASEMENT TO BE VACATED
13,515 SQ. FT.
0.310 ACRE

20' WASTEWATER ACCESS EASEMENT
DOC. NO. 2008028431

POINT OF BEGINNING



Jon O. Nobles
8/9/2010

CRVI RACEWAY HOLDINGS, L.P.
(REMAINDER OF 44.288 AC)
Doc. No. 2007127903-TRACT 1

15' WASTEWATER EASEMENT
DOC. NO. 2008028434

15' WASTEWATER EASEMENT
DOC. NO. 2008028434

DRAINAGE EASEMENT
DOC. NO. 2008052737

15' PUBLIC UTILITY EASEMENT
BK. 14, PG. 84

S 27°41'04" W 687.86'
(S 27°41'40" W 687.72')

LEGEND

- 1/2" IRON ROD FOUND
- ▲ NAIL FOUND
- ▲ CALCULATED POINT
- () RECORD INFORMATION

Sheet 1 of 2



Client : Pulte Homes of Texas, L.P.
Date : August 6, 2010
Office : C. Cregor, J. Nobles, C. Willoughby, M. Carney
Crew : R. Meyer, B. Rigsby, J. Jones, S. Borger
F.B. : 611/45, 613/5
Job No : 0A598-002-00/550
Disk : J:\Projects\A598\002\Survey\Drawing Files\Easement Vacation\Esmt Vac Sketch.dwg
J:\Projects\A598\Survey\Point Files\A598-001.crd

NORTHRIDGE ACRES NO. 2
BK. 14, PG. 84

LOT 26

SKETCH TO
ACCOMPANY
FIELD NOTES

SCALE 1" = 100'

(N 30°06'05" E 449.57')
N 27°27'19" E 449.89'

10' ELECTRIC EASEMENT
TEXAS POWER & LIGHT CO.
VOL. 7281, PG. 582

5/8" (S 62°28'47" E)
S 62°28'50" E 148.99'

N 27°27'19" E
10.00'



S 62°34'27" E 1351.49'

N 62°34'27" W 1351.45'

10' PUBLIC UTILITY EASEMENT TO BE VACATED
13,515 SQ. FT.
0.310 ACRE

CRVI RACEWAY DEVELOP, L.P.
(12.45 AC) (TRACT 2)

Doc. No. 2007127904

CRVI RACEWAY HOLDINGS, L.P.
(REMAINDER OF 44.288 AC)

Doc. No. 2007127903-TRACT 1

CRVI RACEWAY
HOLDINGS, L.P.
(29.923 AC) (TRACT 3)
DOC. NO. 2007127903

LOT 25

LOT 24

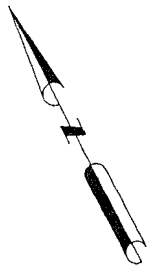
NORTHRIDGE ACRES NO. 2
BK. 14, PG. 84

LOT 23

MATCHLINE SHEET 2

MATCHLINE SHEET 1

10' PUBLIC L
BK. 14, PG.



LEGEND

- 1/2" IRON ROD FOUND
- ▲ NAIL FOUND
- ▲ CALCULATED POINT
- () RECORD INFORMATION

Sheet 2 of 2

terra firma LAND SURVEYING

Client : Puite Homes of Texas, L.P.
Date : August 6, 2010
Office : C. Gregar, J. Nobles, C. Willoughby, M. Carney
Crew : R. Meyer, B. Rigsby, J. Jones, S. Borger
F.B. : 611/45, 613/5
Job No : OA598-002-00/550
Disk : J:\Projects\A598\002\Survey\Drawing Files\Easement Vacation\Esrml Vac Sketch.dwg
J:\Projects\A598\Survey\Point Files\A598-001.crd



1701 Directors Blvd., Suite 400
Austin, Texas 78744-1024

TEL 512 441 9493
FAX 512 445 2286

AUSTIN
HOUSTON
SAN ANTONIO
COLLEGE STATION
DALLAS
BRENHAM
ROSENBERG
THE WOODLANDS

August 31, 2010

Mr. Joe Gieselman, Executive Manager
Transportation and Natural Resources
411 West 13th Street
Austin, TX 78701

RECEIVED
SEP 01 2010
TNR

Re: Vacation of Public Utility Easement
Lots 21 thru 25, Northridge Acres No. 2, Meadow Lane
Travis County, Texas

Dear Mr. Gieselman:

On behalf of our client, Pulte Homes, we are requesting the vacation of a public utility easement that was dedicated by subdivision plat for Northridge Acres No. 2 as shown on the attached plat. The subdivision plat will be partially vacated and the property subdivided into residential lots under Raceway Subdivision; the preliminary plan was approved as case C8J-2010-0036 and the final plat for Section One has been submitted. Whereas the PUE is across the south lotline of Lots 21 through 25, and these lots were never developed, there is no evidence of utilities being constructed in the PUE. Attached are the vacation request application fee of \$315.00, the Easement Release statements signed by the utility companies that provide service to the lots, and the field notes and exhibit of the PUE to be vacated.

Please review the information and let me know if you have any questions or comments. We would appreciate the vacation request being forwarded to the Commissioners Court for approval.

Sincerely,

A handwritten signature in cursive script that reads 'James M. Schissler'.

James M. Schissler, PE, LEED AP

Attachments

Cc: Stephen Ashlock, The Pulte Group

J:\Projects\A598\002\general\documents\forms\Pulte PUE vacation cover ltr 082710.doc



SOUTHWESTERN BELL TELEPHONE COMPANY

RELEASE OF EASEMENT

THIS RELEASE OF EASEMENT, entered into by *SOUTHWESTERN BELL TELEPHONE COMPANY, GRANTOR, AND CVRI Raceway Development, L.P., GRANTEE(S)*, wherein GRANTOR in consideration of One Dollar (\$1.00) and other valuable consideration, receipt of which is hereby acknowledged, does by these presents ABANDON, RELEASE, RELINQUISH AND DISCLAIM to GRANTEE(S), as is, all or a specific portion of certain easements for telecommunication purposes hereinafter described that affects land owned by GRANTEE(S) situated in Travis County, Texas, and described as follows:

Lots 21, 22, 23, 24 and 25, Northridge Acres No. 2, Deed of record in Document 2007127903, Property Records of Travis County, Texas

Said land of GRANTEES being subject to:

Easements recorded in Volume 14, Page 84, Plat Records of Travis County, Texas,

The portion of said easements to be hereby released is described as follows:

All of that specific 10 foot PUE along the Southwest, or rear property lines of said Lots 21, 22, 23, 24 and 25, for a distance of approximately 1351.5 feet, within the boundaries of the above described property,

TO HAVE AND TO HOLD same, together with all rights and appurtenances to the same belonging, unto GRANTEE(S), their heirs, successors and assigns forever.

IN WITNESS WHEREOF, GRANTOR has caused this Release of Easement to be executed by its duly authorized officers this 23 day of AUGUST, 2010.

SOUTHWESTERN BELL TELEPHONE COMPANY

Name : ROSS CARTER

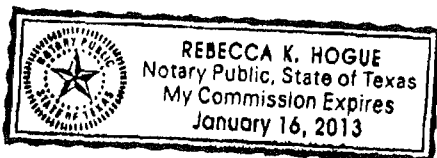
Title: MANAGER-ENGINEER

THE STATE OF TX
COUNTY OF TRAVIS

BEFORE ME, the undersigned authority, on this day personally appeared ROSS CARTER, known to me to be the person whose name is subscribed to the foregoing instrument as Manager, Engineering-Design of Southwestern Bell Telephone Company, a Missouri corporation, and acknowledged to me that he/she executed the same for purposes and considerations therein expressed in the capacity stated, and as the act and deed of said corporation.

Given under my hand and seal of office this the 23rd day of AUGUST, 2010.

Notary Public in and for the State of TEXAS
My Commission Expires Jan. 16, 2013





City of Austin

Founded by Congress, Republic of Texas, 1839

Austin Water Utility

625 E. 10th Street, Austin, TX. 78701

August 20, 2010

Mr. James Schissler, PE, LEED AP
Vice President
Austin Operations
Jones & Carter, Inc.
1701 Directors Boulevard, Suite 400
Austin Texas 78744
512-441-9493 ext. 3415 (wk)
512-445-2286 (fax)
512-496-6481 (fax)
JSchissler@jonescarter.com

Re: Response to Easement Release at Northridge Acres No. 2

Mr. James Schissler,

Our staff has evaluated your proposed request for the release of the easement associated with Raceway Single Family Subdivision, Northridge Acres No. 2, Lots 21-25, a subdivision of 74.344 acres of land out of the William Bratton survey No. 103, and the George W. Spears survey No.100, Travis County, Texas. After careful consideration and evaluation of the actual request Austin Water Utility is in agreement with the release of public utility easement (PUE).

In addition, there is an overlapping easement containing wastewater infrastructure located on the east end of lot 21. See 15' PUE Document # 2008028434 and Drainage Easement Document # 200800004. Please note, no buildings, permanent structures of any kind, or retaining walls shall be constructed over either easement.

If you have any questions regarding the response, please feel free to contact me at 512-972-0221.

Respectfully,

Angela Baez., Project Coordinator
Austin Water Utility
512-972-0221 (wk)
512-972-0285 (fax)
Angela.baez@ci.austin.tx.us

Xc: Kathi Flowers, Acting Division Manager, Infrastructure Records & Surveying

A 598-002-00
proj. file



TRANSPORTATION AND NATURAL RESOURCES

JOSEPH P. GJESELMAN, EXECUTIVE MANAGER

411 West 13th Street
Executive Office Building
PO Box 1748
Austin, Texas 78767
(512) 854-9383
FAX (512) 854-4649

EASEMENT REQUIREMENT STATEMENT FOR VACATION OF PROPERTY

An application is being made to Travis County for the vacation of property at the south boundary of Lots 21-25 Northridge Acres No. 2 recorded in Book 14, Page 84 and as described on the enclosed drawing or document. An action of the Commissioners' Court of Travis County is pending your return of this statement. Your prompt reply is requested.

STATEMENT

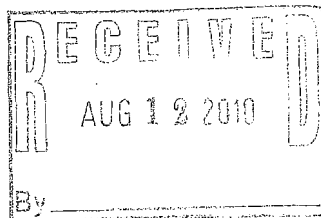
We do not have need for an easement on the property as described in the accompanying document.

We do have a need for an easement on the property as described in the accompanying document. A description of the required easement is attached.

Laurie Schwmpert
Signature
Laurie Schwmpert
Printed Name
Sr. Designer
Title
Time Warner Cable- Central TX
Utility Company or District
August 10, 2010
Date

Please return or fax this completed form to:

James M. Schissler, P.E.
Name
Jones & Carter, Inc.
1701 Directors Blvd., Suite 400
Address
Austin, TX 78744-1024
City/State/Zip
512-445-2286
Fax





12012 N. Mopac Expressway
512/485-6417 (Laurie Schumpert)

Austin, TX 78758
512/485-4092 (Fax)

APPLICATION FOR VACATION OF EASEMENT

Please Print

Application is hereby made for the release of the following easement(s) as described below:

The easement is on property legally described as:

Subdivision: Northridge Acres No. 2 Section: _____ Block: _____

Lot Numbers: 21 thru 25

Street Address: Meadow Lane

As recorded in Volume 14, Page 84, of the Plat Records of Travis County, Texas

Provide common description of the easement requested for release, indicating the amount of the easement to be released:
(Example: Five foot P.U.E. & D.E. on either side of the common lot line between lots X and X).

Please provide a survey or plat of the area with the easement to be released highlighted.

10' P.U.E. along south property line of lots 21 thru 25

Reason for requesting release (Example: Single Family Residence, Accessory Building, etc)

Plat will be partial resubdivided to small lot subdivision under Raceway Crossing subdivision, C8J-2010-0036.

Please note: If multiple owners are making this request, complete name, address, phone must be provided for all.

Property Owner's name(s): David Cox, CRV1 Raceway Development LP

Mailing Address: 301 Congress, Suite 500 Austin, TX 78701-3096
Number & Street City State Zip

Phone: 512-494-8510 512-494-8519
Day Time Cell Fax

I authorize the following person/company to act in my behalf as my designated agent:

Name of agent/company: Jones & Carter, Inc Jim Schlisher
Name of Company Name of Contact

Phone: 512-491-9493 512-496-6481 512-445-2286
Day Time Cell Fax

The undersigned Owner/Applicant/Agent understands that the processing of the Easement Release Application will be handled in accordance with procedure for requesting release of easements established by Time Warner Cable. It is further understood that acceptance of this application does not obligate Time Warner Cable to release the subject easement

James M. Schlisher
Signature of Applicant/Agent

8-9-10
Date

NORTHRIDGE ACRES NO. 2
BK. 14, PG. 84

LOT 26

SKETCH TO
ACCOMPANY
FIELD NOTES

SCALE 1" = 100'

10' ELECTRIC EASEMENT
TEXAS POWER & LIGHT CO.
VOL. 7281, PG. 582

5/8" (S 62°28'47" E)
S 62°28'50" E 148.99'

(N 30°06'05" E 449.57')
N 27°27'19" E 449.89'

N 27°27'19" E
10.00'

NORTHRIDGE ACRES NO. 2
BK. 14, PG. 84

LOT 25

CRVI RACEWAY
HOLDINGS, L.P.
(29.923 AC) (TRACT 3)
DOC. NO. 2007127903

LOT 24

S 62°34'27" E 1351.49'

N 62°34'27" W 1351.45'

10' PUBLIC UTILITY EASEMENT TO BE VACATED
13,515 SQ. FT.
0.310 ACRE

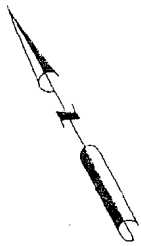
MATCHLINE SHEET 2
MATCHLINE SHEET 1

LOT 23

10' PUBLIC L
BK. 14, PG.

CRVI RACEWAY DEVELOP, L.P.
(12.45 AC) (TRACT 2)
Doc. No. 2007127904

CRVI RACEWAY HOLDINGS, L.P.
(REMAINDER OF 44.288 AC)
Doc. No. 2007127903-TRACT 1



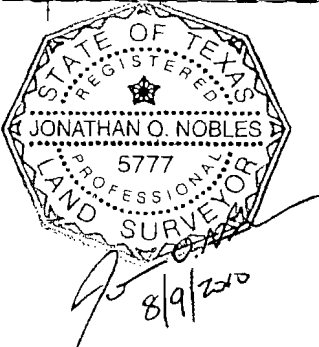
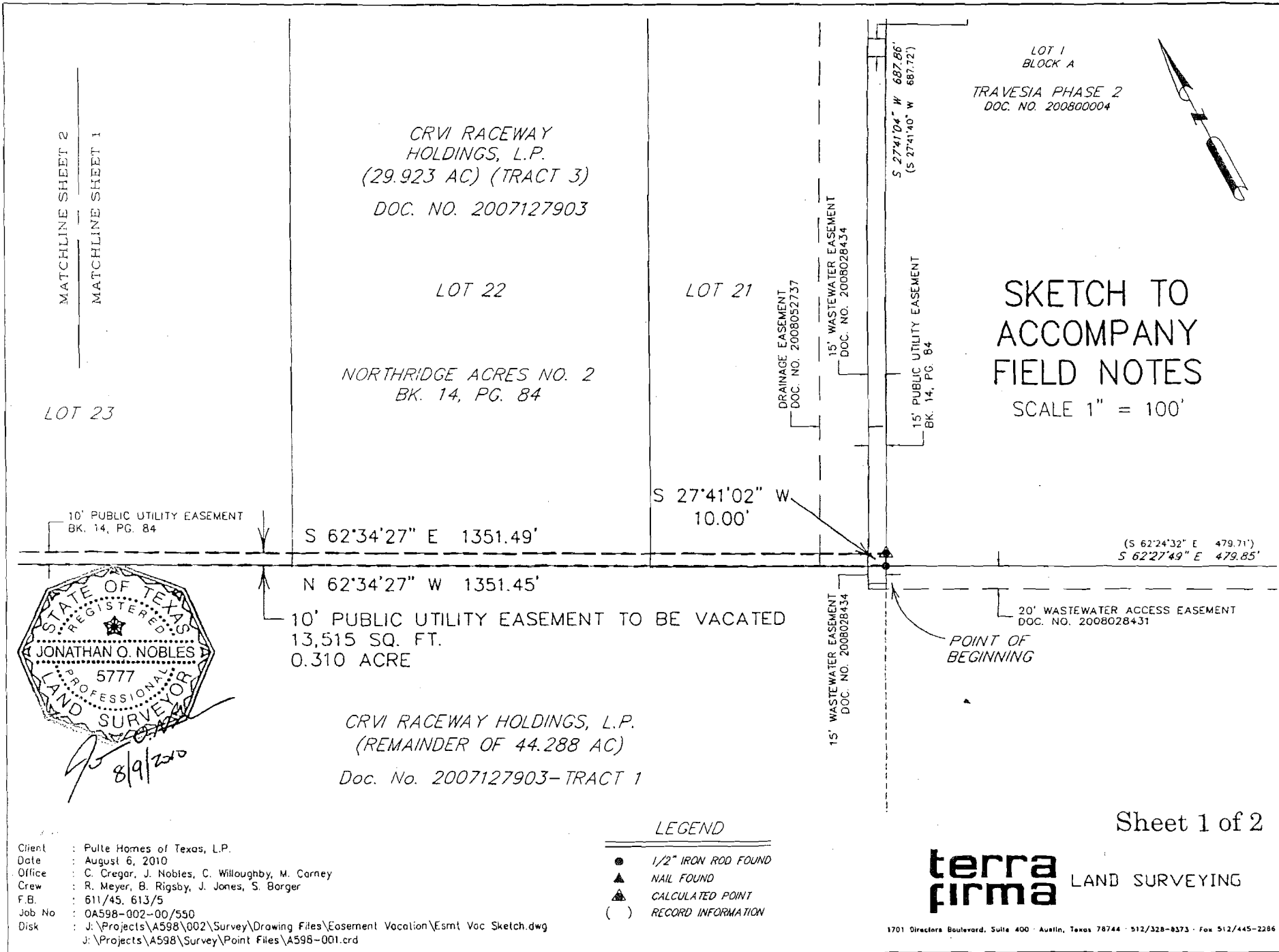
LEGEND

- 1/2" IRON ROD FOUND
- ▲ NAIL FOUND
- ▲ CALCULATED POINT
- () RECORD INFORMATION

Sheet 2 of 2

terra firma LAND SURVEYING

Client : Pulte Homes of Texas, L.P.
Date : August 6, 2010
Office : C. Cregar, J. Nobles, C. Willoughby, M. Corney
Crew : R. Meyer, B. Rigsby, J. Jones, S. Barger
F.B. : 611/45, 613/5
Job No : 0A598-002-00/550
Disk : J:\Projects\A598\002\Survey\Drawing Files\Easement Vacation\Esm1 Vac Sketch.dwg
J:\Projects\A598\Survey\Point Files\A598-001.crd



LEGEND

- 1/2" IRON ROD FOUND
- ▲ NAIL FOUND
- ▲ CALCULATED POINT
- () RECORD INFORMATION

Client : Pulte Homes of Texas, L.P.
 Date : August 6, 2010
 Office : C. Cregar, J. Nobles, C. Willoughby, M. Corney
 Crew : R. Meyer, B. Rigsby, J. Jones, S. Borger
 F.B. : 611/45, 613/5
 Job No : 0A598-002-00/550
 Disk : J:\Projects\A598\002\Survey\Drawing Files\Easement Vacation\Esmt Vac Sketch.dwg
 J:\Projects\A598\Survey\Point Files\A598-001.crd

terra firma LAND SURVEYING

PROPOSED PLAT IN ALZ FISCAL CURRENTLY

RACEWAY SINGLE FAMILY SUBDIVISION SECTION ONE (A SMALL LOT SUBDIVISION)

TRAVIS COUNTY, TEXAS

LOT TABLE	
DESCRIPTION	ACREAGE
SINGLE FAMILY LOTS	7.728 ACRES
AMENITY CENTER LOT	1.186 ACRES
LANDSCAPE LOTS	0.485 ACRES
GRAND AVENUE PARKWAY	1.419 ACRES
BELMONT STABLES LANE	0.313 ACRES
HAMPTON BUSS TRACE	1.119 ACRES
TRAVESA WAY	1.086 ACRES
TRANQUIL LANE	0.753 ACRES
TOTAL RIGHT-OF-WAY	4.840 ACRES
TOTAL AREA	14.038 ACRES
TOTAL NO. OF LOTS	70

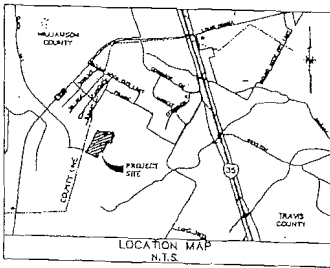
CURVE TABLE				
CURVE	RADIUS	ARC	CHORD	CHORD BEARING
C1	278.00'	82.48'	82.35'	S 05°27'55" W
C2	222.00'	84.82'	84.21'	N 09°58'20" E
C3	308.00'	50.24'	50.12'	S 11°36'45" W
C4	5.00'	8.38'	7.43'	S 42°58'25" E
C5	5.00'	7.33'	6.69'	S 47°01'35" W
C6	272.00'	106.52'	105.84'	S 161°44'5" W
C7	328.00'	83.42'	87.20'	N 51°28'12" W
C8	15.00'	24.91'	22.15'	S 75°02'42" W
C9	40.00'	12.46'	12.41'	S 18°32'25" W
C10	60.00'	18.69'	18.82'	S 18°32'25" W
C11	25.00'	39.52'	35.54'	S 17°49'37" E
C12	23.00'	38.01'	35.17'	N 72°10'23" E
C13	90.00'	18.43'	18.36'	N 38°16'00" E
C14	40.00'	12.29'	12.24'	N 36°16'00" E
C15	15.00'	22.21'	20.24'	N 14°57'18" W
C16	972.00'	82.53'	87.30'	N 58°57'16" W
C17	972.00'	17.04'	17.04'	N 57°52'38" W
C18	272.00'	70.49'	70.48'	S 60°27'25" E
C19	5.00'	7.85'	7.07'	S 22°27'55" W
C20	15.00'	21.36'	19.90'	S 13°19'12" E
C21	31.00'	231.91'	27.84'	S 76°10'04" W
C22	80.00'	51.86'	50.35'	S 29°17'13" E
C23	60.00'	41.79'	40.95'	S 15°28'16" W
C24	60.00'	83.60'	80.84'	S 65°33'04" W
C25	80.00'	43.01'	42.10'	N 63°07'09" W
C26	80.00'	84.91'	81.79'	N 22°34'44" E
C27	80.00'	7.36'	7.36'	N 13°19'12" E
C28	5.00'	4.64'	4.47'	N 00°24'01" E
C29	50.00'	148.45'	98.44'	N 58°14'45" E
C30	5.00'	4.84'	4.47'	S 64°24'31" E
C31	50.00'	46.89'	44.93'	N 01°01'52" E
C32	50.00'	48.80'	44.93'	N 54°28'37" E
C33	50.00'	45.07'	43.56'	S 73°03'04" E
C34	50.00'	8.18'	8.18'	S 42°32'13" E
C35	5.00'	7.85'	7.07'	N 44°01'35" E
C36	5.00'	7.85'	7.07'	S 45°38'25" E
C37	5.00'	7.33'	6.69'	N 47°01'35" E
C38	5.00'	8.38'	7.43'	N 42°58'25" W
C39	15.00'	22.21'	20.24'	N 14°57'18" W
C40	328.00'	182.80'	181.14'	N 131°44'5" W
C41	328.00'	30.13'	30.12'	N 24°50'01" E
C42	328.00'	132.87'	131.77'	N 10°36'51" E
C43	5.00'	7.85'	7.07'	N 44°01'35" E
C44	5.00'	7.85'	7.07'	S 45°38'25" E
C45	272.00'	135.01'	133.63'	S 131°44'5" W
C46	272.00'	28.38'	28.37'	S 02°00'57" W
C47	272.00'	63.44'	63.30'	S 11°41'13" W
C48	272.00'	40.68'	40.64'	S 22°39'12" W
C49	272.00'	2.90'	2.90'	S 271°2'06" W
C50	15.00'	24.91'	22.15'	S 75°02'42" W
C51	1028.00'	92.57'	92.54'	N 39°37'16" W
C52	1028.00'	89.49'	89.44'	N 39°37'05" W
C53	1028.00'	3.09'	3.09'	N 62°26'55" W
C54	5.00'	7.85'	7.07'	N 17°32'05" W
C55	25.00'	26.86'	25.59'	N 58°14'45" E
C56	272.00'	45.94'	49.87'	S 52°06'53" E

LINE TABLE		
LINE	BEARING	DISTANCE
L1	N 27°27'10" E	36.47'
L2	S 00°58'25" E	43.00'
L3	N 89°01'35" E	56.00'
L4	N 09°58'25" W	43.00'
L5	S 05°01'35" W	43.27'
L6	S 84°58'25" E	56.00'
L7	S 00°58'25" E	56.00'
L8	S 89°01'35" W	6.94'
L9	S 00°01'35" W	8.94'
L10	N 84°58'25" W	56.00'
L11	S 27°32'47" W	28.17'
L12	N 57°22'30" W	29.63'
L13	S 32°37'30" W	36.00'
L14	S 27°27'55" W	27.07'
L15	S 09°56'34" W	29.97'
L16	S 27°27'55" W	11.79'
L17	S 63°07'08" E	50.00'
L18	N 27°27'55" E	12.62'
L19	N 45°04'04" E	30.81'
L20	N 27°27'55" E	34.95'
L21	N 57°22'30" W	12.07'
L22	S 27°27'55" W	3.56'
L23	S 00°01'35" W	50.21'
L24	N 57°22'30" W	30.42'
L25	N 09°58'25" W	36.97'
L26	S 00°58'25" E	36.97'
L27	N 57°22'30" W	4.31'
L28	N 44°01'35" E	40.00'
L29	N 00°58'25" W	42.78'
L30	S 57°22'30" E	22.85'



LEGEND

- 1/2" IRON ROD FOUND (UNLESS NOTED)
- 1/2" IRON ROD SET W/ALP STAMPED "TERRA FIRMA"
- CONCRETE MONUMENT SET
- () RECORD INFORMATION
- SIDEWALK



BEARING BASIS NOTE:

HORIZONTAL DATUM BASED ON THE TEXAS STATE PLANE COORDINATE SYSTEM, NAD 83, TEXAS CENTRAL ZONE. COORDINATES AND DISTANCES SHOWN ARE SURFACE VALUES. COMBINED SCALE FACTOR IS 1.0001116368.

STREET NAMES	R.O.W. WIDTH	CENTERLINE LENGTH
GRAND AVENUE PARKWAY	114 FT.	452 FT.
BELMONT STABLES LANE	56 FT.	323 FT.
HAMPTON BUSS TRACE	56 FT.	323 FT.
TRAVESA WAY	VARIES	897 FT.
TRANQUIL LANE	56 FT.	324 FT.
TOTAL		2,924 FT.

SURVEYOR:

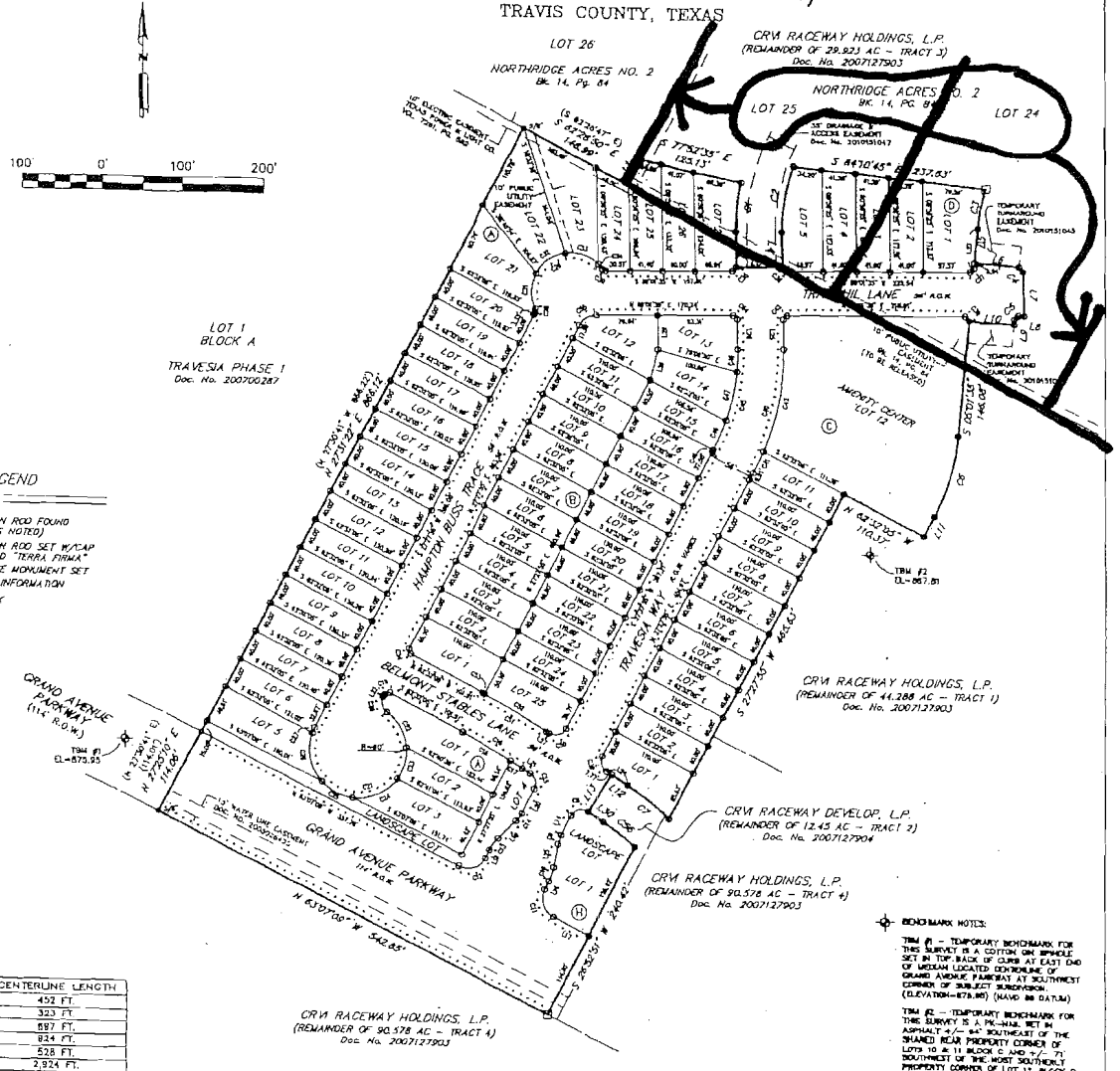
terra firma LAND SURVEYING

1701 Directors Boulevard, Suite 400 • Austin, Texas 78744 • 512/320-8273 • Fax 512/443-2284

ENGINEER:

JC JONES & CARTER, INC.
ENGINEERS • PLANNERS • SURVEYORS

Texas Board of Professional Engineers Registration No. F-435
1701 DIRECTORS BLVD, STE. 400
AUSTIN, TEXAS 78744
(512) 441-9493 (Phone)
(512) 445-2286 (Fax)



MONUMENT NOTES:

TRM #1 - TEMPORARY MONUMENT FOR THIS SURVEY IS A COPPER ONE INCH SPHERE SET IN TOP BACK OF CURB AT EAST END OF UPRAMP LOCATED CENTERLINE OF GRAND AVENUE PARKWAY AT SOUTHWEST CORNER OF SUBJECT SUBDIVISION (ELEVATION=878.86) (NAVD 88 DATUM)

TRM #2 - TEMPORARY MONUMENT FOR THIS SURVEY IS A 16-INCH METAL ASPHALT 2" - 64" SOUTHWEST OF THE SHARED REAR PROPERTY CORNER OF LOTS 10 & 11 BLOCK C AND 17' - 71" SOUTHWEST OF THE MOST SOUTHWEST PROPERTY CORNER OF LOT 12, BLOCK C (ELEVATION=867.81) (NAVD 88 DATUM)

SHEET 1 OF 2

FILE: \\Projects\AS98\002\Survey\Drawing Files\Final Plat - Sec 1	DATE: June 14, 2010	SCALE: 1"=100'
JOB NO: DAS98-002-00/300	CHECKED BY: JON	REVISION: October 28, 2010

RACEWAY SINGLE FAMILY SUBDIVISION SECTION ONE (A SMALL LOT SUBDIVISION)

COA CASE NO.: CBJ-2010-0036.1A

STATE OF TEXAS X
COUNTY OF TRAMS X

KNOW ALL MEN BY THESE PRESENTS:

RACEWAY SINGLE FAMILY SUBDIVISION SECTION ONE (A SMALL LOT SUBDIVISION) TRAVIS COUNTY, TEXAS

That Pulla Homes of Texas, L.P., a Texas limited partnership, acting herein by and through Pulla Nevada I, LLC, a Delaware limited liability company, its General Partner, by Brent Bukar, Vice President of Land, owner of 14.039 acres of land out of the George W. Spear Survey No. 100, Travis County, Texas, as conveyed to it by special warranty deed recorded in Document No. 2010-0100 of the Official Public Records of Travis County, Texas, does hereby subdivide said 14.039 acres, 1.220 acres out of said 14.039 acres being a portion of Lots 24 and 25, Northridge Acres No. 2, a subdivision as recorded in Book 14, Page 84 of the Plat Records of Travis County, Texas, and 1.220 acres having been approved for subdivision pursuant to Section 212.014 of the Texas Local Government Code, does hereby redivide said 1.220 acres and subdivide 12.019 acres of land in accordance with the plat shown herein, to be known as RACEWAY SINGLE FAMILY SUBDIVISION SECTION ONE (A SMALL LOT SUBDIVISION), and does hereby dedicate to the public the use of the streets and easements shown hereon subject to any easements, covenants or restrictions heretofore granted and not released.

WITNESS MY HAND, this the _____ day of _____ 20____ A.D.

Pulla Homes of Texas, L.P., a Texas limited partnership
1301 Sun City Blvd.
Georgetown, TX 78633

By: Brent Bukar, Vice President of Land
Pulla Nevada I, LLC, a Delaware limited liability company
its General Partner

STATE OF TEXAS X
COUNTY OF TRAMS X

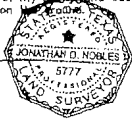
Before me, the undersigned authority on this day personally appeared _____ known to me to be the person whose name is subscribed to the foregoing instrument, and he acknowledged to me that he executed the same for the purpose and consideration therein expressed and in the capacity therein stated.

Notary Public, State of Texas

Print Notary's Name
My Commission Expires:

I, Jonathan D. Nobles, am authorized under the laws of the State of Texas to practice the profession of surveying, and hereby certify that this plat complies with Title 30 of the Austin City Code as amended, is true and correct to the best of my ability and was prepared from an actual survey of the property made under my supervision on _____ 20____.

Jonathan D. Nobles
Registered Professional Land Surveyor No. 5777
Date 10/24/2010



TERRA FIRMA LAND SURVEYING
1701 Directors Blvd., Suite 400
Austin, Texas 78744

FLOOD PLAIN NOTE:

No portion of this tract is within the designated flood hazard area as shown on the Federal Emergency Management Agency (FEMA) Flood Insurance Rate Maps (FIRM) #4845C02150M, Travis County, Texas, dated September 26, 2008, Community #481026.

I, Cameron N. Perry, am authorized under the laws of the State of Texas to practice the profession of engineering, and hereby certify that this plat is feasible from an engineering standpoint and complies with Title 30 of the Austin City Code as amended and is true and correct to the best of my knowledge.

Cameron N. Perry
Registered Professional Engineer No. 98300
Date 10-26-2010



JONES & CARTER, INC.
1701 Directors Blvd., Suite 400
Austin, Texas 78744

This subdivision is within the 2-mile extrajurisdictional jurisdiction of the City of Austin, Texas, as of this the _____ day of _____ 20____ A.D.

ACCEPTED AND AUTHORIZED FOR RECORD by the Director, Planning and Development Review Department, City of Austin, Travis County, Texas, this the _____ day of _____ 20____.

Craig Guernsey, Director
Planning and Development Review Department

ACCEPTED AND AUTHORIZED FOR RECORD by the Zoning and Platting Commission of the City of Austin, Texas, this the _____ day of _____ 20____ A.D.

Chairperson Secretary

SURVEYOR:

terra firma LAND SURVEYING

1701 Directors Boulevard, Suite 400 - Austin, Texas 78744 - 512/328-8371 - Fax 512/445-3288

ENGINEER:

JONES & CARTER, INC.
ENGINEERS • PLANNERS • SURVEYORS
Texas Board of Professional Engineers Registration No. F-439

1701 DIRECTORS BLVD., STE. 400
AUSTIN, TEXAS 78744
(512) 441-2493 (Phone)
(512) 445-2288 (Fax)

NOTES (cont.)

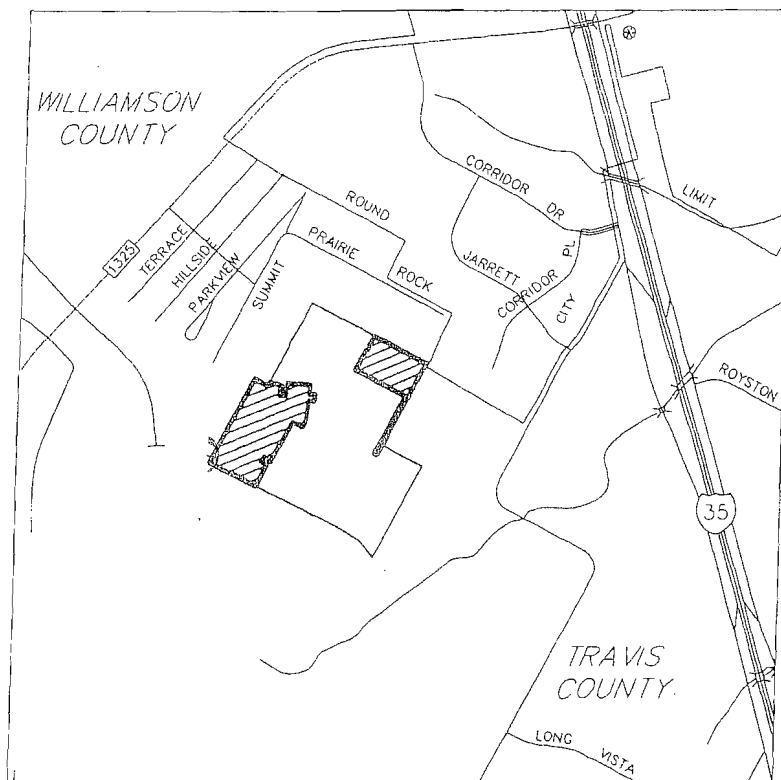
- All drainage easements on private property shall be maintained by the property owner or assignee.
- Property owner and/or his/her assigns shall provide for access to drainage easements as may be necessary and shall not prohibit access by Travis County or other governmental authorities for inspection or maintenance of said easement.
- Enclosed storm sewer pipes will be located in drainage easements a minimum of 15 feet wide. Easements for open channels shall be a minimum of 25 feet wide.
- Erosion/Sedimentation controls are required for all construction on each lot pursuant to LDC section 30-5-181, and the Environmental Criteria Manual. It shall be the responsibility of the lot owner/builder to install and maintain temporary erosion controls (silt fences), revegetation and tree protection for all disturbed areas during the period of construction until disturbed areas are adequately stabilized against erosion pursuant to the City of Austin Land Development Code.
- All disturbed areas within each phase of this project shall be revegetated and all permanent erosion/sedimentation controls completed prior to the issuance of occupancy permits for that phase. Temporary E/S controls shall be adjusted or removed prior to their release to ensure that subsequent phase disturbed areas are adequately covered. Additionally, any area within the limits of construction of the project which is not adequately revegetated shall be brought into compliance prior to the release of the final phase.
- The owner/developer of this subdivision/lot is responsible for providing the subdivision infrastructure, including water and wastewater improvements, effluent main extensions, and system upgrades.
- Water and wastewater service shall be provided by the City of Austin. No lot in this subdivision shall be occupied until the building is connected to the City of Austin's water and wastewater systems.
- The water and wastewater utility system serving this subdivision must be in accordance with the city design criteria and standards. The water and wastewater utility plan must be reviewed and approved by the Austin water utility. The water and wastewater utility construction must be inspected by the city.
- Electric service will be provided by Oncor Electric Delivery. Telephone service will be provided by AT&T.
- This subdivision will be designed in accordance with Land Development Code Section 30-2-232.
- All corner lots shall be a minimum 4,500 square feet.
- The owner of this subdivision, and his or her successors or assigns, assumes responsibility for plans for construction of subdivision improvements which comply with applicable codes and requirements of the City of Austin. The owner understands and acknowledges that plot location or replatting may be required, at the owner's sole expense, if plans to construct this subdivision do not comply with such codes and requirements.
- No construction or placement of structures including buildings, sheds, pools, landscaping or gardens is allowed within a critical environmental feature buffer zone per the City of Austin Land Development Code.
- Maintenance of the water quality controls required above shall be according to City of Austin standards.
- Water quality controls are required for all development with impervious cover in excess of 20X of the Net Site Area of each lot pursuant to Land Development Code Section 30-5-211.
- This project is not located over the Edward's Aquifer Recharge Zone.
- Travis County Development Permit is required prior to site development.
- No objects, including but not limited to, buildings, fences or landscaping shall be allowed in a drainage easement except as approved by Travis County (and other appropriate jurisdictions).
- This subdivision will utilize off-site storm water conveyance, detention, and water quality controls. The off-site storm sewer line is within a drainage easement recorded in Document No. 2010151047 and water quality pond is within a drainage easement recorded by separate instrument Document No. 2010151048 of the Official Public Records of Travis County, Texas, and will be constructed with the subdivision infrastructure.
- By approving this plat, the City of Austin assumes no obligation to construct any infrastructure in connection with this subdivision. Any subdivision infrastructure required for the development of lots in this subdivision is the responsibility of the developer and/or owners of the lots being occupied. Failure to construct any required infrastructure to City standards may be just cause for the City to deny applications for certain development permits including building permits, site plan approvals, and/or certificates of occupancy.
- Lot 4, Block A, Lot 12, Block C, and Lot 1, Block H are restricted to non-residential uses and will be owned and maintained by the homeowners' association and/or his/her assigns.
- A ten foot (10') Public Utility Easement (PUE) is hereby dedicated adjacent to all right-of-way.
- A waiver to Title 30-2-34(B) was granted by staff on October 11, 2010.

SHEET 2 OF 2

FILE: \\Projects\ASB\002\Survey\Drawing Files\Final Plat - Sec 1			
J:\Projects\ASB\002\Survey\Point Files\ASB-Final Plat - Sec 1.dwg			
JOB NO:	0458-02-00/330	DRAWN BY:	MSJ
DATE:	June 14, 2010	CHECKED BY:	JLN
SCALE:	1"=100'	REVISED:	October 28, 2010

RACEWAY SINGLE FAMILY SUBDIVISION SECTION ONE (A SMALL LOT SUBDIVISION)

COA CASE NO.: CBJ-2010-0036.1A



RACEWAY CROSSING
VICINITY MAP

JC JONES & CARTER, INC.
ENGINEERS • PLANNERS • SURVEYORS
Texas Board of Professional Engineers Registration No. 1-439
1701 Directors Blvd., Suite 400 Austin, Texas 78744 (512) 441-9493

SCALE: 1" = 2000'
DATE: 6/18/2009

Google maps

Address **Prairie Ln**
Austin, TX 78728

Notes Request the vacation of a 10' PUE located along the rear lot lines of Lots 21 - 25 of Northridge Acres, No. 2 - a subdivision within Precinct 2, Commissioner Karen Eckhardt.





Address **Prairie Ln**
Austin, TX 78728

Notes Request the vacation of a 10' PUE located along the rear lot lines of Lots 21 - 25 of Northridge Acres, No. 2 - a subdivision within Precinct 2, Commissioner Karen Eckhardt.





Travis County Commissioners Court Agenda Request

Meeting Date: 3/15/2011, 9:00 AM, Voting Session
Prepared By: Gillian Porter, County Clerk's Office, 512-854-4722
Elected/Appointed Official/Dept. Head: Dana Debeauvoir, County Clerk
Sponsors: Judge Biscoe

AGENDA LANGUAGE:

Approve the Northwest Travis County Road District No. 3 Minutes for the Voting Session February 22, 2011

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

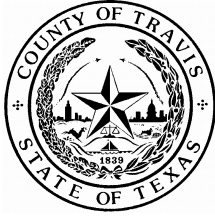
na

FISCAL IMPACT AND SOURCE OF FUNDING:

na

REQUIRED AUTHORIZATIONS:

County Judge's Office	Cheryl Aker	Pending
Commissioners Court	Cheryl Aker	Pending



Minutes for the Northwest Travis County Road District No. 3 (Golden Triangle) Tuesday, February 22, 2011 Voting Session

Minutes Prepared by the Travis County Clerk
512-854-4722 • www.co.travis.tx.us • PO Box 149325, Austin, TX 78714-9325

Meeting called to order on February 22, 2011 in the Ned Granger Building, Commissioners Courtroom, 1st Floor, 314 W. 11th St., Austin, TX. Dana DeBeauvoir, County Clerk, was represented by Deputy Gillian Porter.

Samuel T. Biscoe	County Judge	Present
Ron Davis	Precinct 1, Commissioner	Present
Sarah Eckhardt	Precinct 2, Commissioner	Present
Karen L. Huber	Precinct 3, Commissioner	Present
Margaret J. Gómez	Precinct 4, Commissioner	Present

1. Approve payment of claims and authorize County Treasurer to invest Road District funds.

MOTION: Pay the claims in Item 1.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Margaret J. Gómez, Commissioner
SECONDER: Karen L. Huber, Commissioner
AYES: Biscoe, Davis, Eckhardt, Huber, Gómez

2. Approve the Northwest Travis County Road District No. 3 Minutes for the Voting Sessions of January 4, 11 and 18, 2011.

MOTION: Approve Item 2.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Margaret J. Gómez, Commissioner
SECONDER: Ron Davis, Commissioner
AYES: Biscoe, Davis, Eckhardt, Huber, Gómez

3. Approve the Northwest Travis County Road District No. 3 Minutes for the Voting Session of January 25, 2011.

MOTION: Approve Item 3.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Margaret J. Gómez, Commissioner
SECONDER: Karen L. Huber, Commissioner
AYES: Biscoe, Davis, Eckhardt, Huber, Gómez

Minutes approved by the Commissioners Court

Date of Approval

Samuel T. Biscoe, Travis County Judge



Travis County Commissioners Court Agenda Request

Meeting Date: 3/15/2011, 9:00 AM, Voting Session
Prepared By: Gillian Porter, County Clerk's Office, 512-854-4722
Elected/Appointed Official/Dept. Head: Dana Debeauvoir, County Clerk
Sponsors: Judge Biscoe

AGENDA LANGUAGE:

Approve the Travis County Bee Cave Road District No. 1 Minutes for the Voting Session February 22, 2011.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

na

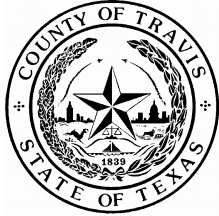
na

FISCAL IMPACT AND SOURCE OF FUNDING:

na

REQUIRED AUTHORIZATIONS:

County Judge's Office	Cheryl Aker	Pending
Commissioners Court	Cheryl Aker	Pending



Minutes for the Travis County Bee Cave Road District No. 1 (Galleria) Tuesday, February 22, 2011 Voting Session

Minutes Prepared by the Travis County Clerk

512-854-4722 • www.co.travis.tx.us • PO Box 149325, Austin, TX 78714-9325

Meeting called to order on February 22, 2011 in the Ned Granger Building, Commissioners Courtroom, 1st Floor, 314 W. 11th St., Austin, TX. Dana DeBeauvoir, County Clerk, was represented by Deputy Gillian Porter.

Samuel T. Biscoe	County Judge	Present
Ron Davis	Precinct 1, Commissioner	Present
Sarah Eckhardt	Precinct 2, Commissioner	Present
Karen L. Huber	Precinct 3, Commissioner	Present
Margaret J. Gómez	Precinct 4, Commissioner	Present

1. Approve payment of claims and authorize County Treasurer to invest Road District funds.

MOTION: Pay the claims in Item 1.
RESULT: **APPROVED [4 TO 0]**
MOVER: Margaret J. Gómez, Commissioner
SECONDER: Karen L. Huber, Commissioner
AYES: Samuel T. Biscoe, Sarah Eckhardt, Karen L. Huber, Margaret J. Gómez
ABSTAIN: Ron Davis

2. Approve the Travis County Bee Cave Road District No. 1 Minutes for the Voting Sessions of January 4, 11 and 18, 2011.

MOTION: Approve Item 2.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Margaret J. Gómez, Commissioner
SECONDER: Ron Davis, Commissioner
AYES: Biscoe, Davis, Eckhardt, Huber, Gómez

3. Approve the Travis County Bee Cave Road District No. 1 Minutes for the Voting Session January 25, 2011.

MOTION: Approve Item 3.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Margaret J. Gómez, Commissioner
SECONDER: Ron Davis, Commissioner
AYES: Biscoe, Davis, Eckhardt, Huber, Gómez

Minutes approved by the Commissioners Court

Date of Approval

Samuel T. Biscoe, Travis County Judge