



Travis County Commissioners Court Agenda Request

Meeting Date: February 7, 2012

Prepared By: John Carr **Phone Number:** 512-854-4772

Director/Manager: Roger El Khoury, M.S., P.E., Director, FMD

Department Head: Steven M. Manilla, P.E., County Executive-TNR

Sponsoring Court Members: Commissioner Davis, Precinct One

AGENDA LANGUAGE: Consider and take appropriate action on request from the American Diabetes Association for a reduced facility rental fee to use the Travis County Exposition Banquet Hall on May 5, 2012 for the first Tour de Cure event in Austin in Precinct One.

BACKGROUND/SUMMARY OF REQUEST:

Ms. Mercedes Feris, Special Events Manager with the American Diabetes Association, has requested the use of Banquet Hall at a reduced rental rate for their Tour de Cure event. This event, to be held on May 5, 2012, will benefit the American Diabetes Association and their mission to prevent and cure diabetes and to improve the lives of all people affected by diabetes. Additional information on the mission of the American Diabetes Association is included in the letter from Ms. Feris at Attachment One. The Banquet Hall has been reserved for their use on Saturday, May 5, 2012. Ms. Feris is requesting a 50% reduction in the Banquet Hall rental fee and in consideration of the 50% reduction in the rental fee; the American Diabetes Association will add Travis County as one of the sponsors for the event. The Travis County seal will be printed on the material advertising the event. Ms. Feris is also requesting approval for the donation of food items for event participants, volunteers, and sponsors. Spectators would procure any food and beverage items or alcoholic beverages they wished to consume from the Exposition Center concessionaire, G&M Catering. Attachment Two is a copy of the Exhibit A from the License Agreement reflecting the proposed reduced facility rental rate.

The American Diabetes Association has been recognized as a Better Business Bureau accredited charity for its accountability practices.

STAFF RECOMMENDATIONS:

Facilities Management Department (FMD) recommends approval of the use of the Banquet Hall at the reduced rate for the American Diabetes Association Tour de Cure event.

ISSUES AND OPPORTUNITIES:

Ms. Feris has agreed to add the Travis County seal on their printed material as a sponsor/partner in this worthwhile event. They have also agreed to payment of the other standard fees and charges that would apply, including custodial fees.

FISCAL IMPACT AND SOURCE OF FUNDING:

FY 12 impact if approved is \$1,200 reduction in rental revenue.

ATTACHMENTS/EXHIBITS:

- 1. Ms. Feris letter, January 23, 2012
- 2. Exhibit A, License Agreement

REQUIRED AUTHORIZATIONS:

<i>cmc</i> Steve Manilla	County Executive	TNR	512-854-9429
Cynthia McDonald	Financial Manager	TNR	512-854-4239

CC:

Amy Draper	Financial Manager	FMD	854-9040
Tenley Aldredge	Assistant County Attorney	County Attorney	854-9415



January 23, 2012

Our Mission is to prevent
and cure diabetes and to
improve the lives of all
people affected by diabetes.

Roger El Khoury, P.E.
Director Facilities Management Department
Travis County

The American Diabetes Association (ADA) requests Travis County to waive the partial (1/2) venue rental fee for the first Tour de Cure event held in Austin on May 5, 2012. We understand that Travis County cannot absorb the entire cost and we are willing to pay other charges that will apply such as custodial fees. We appreciate Travis County's current sponsorship and will include your seal/logo on all future printed collateral going forward.


We understand that you will allow the donation of food/beverage by outside vendors for our event participants, volunteers and sponsors. As we will not provide food, alcohol/beer and beverages to spectators, G&M Catering will have an opportunity to provide those items on a cash basis.

The mission of the American Diabetes Association is to prevent and cure diabetes and to improve the lives of all people affected by Diabetes. The American Diabetes Association is the nation's leading nonprofit health organization providing diabetes research, information and advocacy for all types of diabetes.

- Every 17 seconds a person is diagnosed with Diabetes.
- Kills more Americans than Breast Cancer & AIDS combined
- Current estimates that 1 in 3 adults will have Diabetes by 2050
- Minority children estimates predict 1 in 2 / 50% will develop Diabetes.
- Diabetes consumes 25% of Medicare's annual budget
- One out of every four health care dollars is spent caring for someone with diabetes.

The American Diabetes Association has been recognized once again as a Better Business Bureau (BBB) accredited charity for its accountability practices. This accreditation was presented by the BBB Wise Giving Alliance (Alliance). We appreciate your time and consideration. Please do not hesitate to contact me with any questions or concerns.

Thank you,


Mercedes Feris
Special Events Manager
American Diabetes Association

Austin, Tx. Office
9430 Research Blvd.
Bldg 2, Suite 150.
Austin, TX. 78759

Diabetes Information
1.800.DIABETES
(1.800.342.2383)
www.diabetes.org

EXHIBIT A

Travis County Exposition Center - Event Costing Schedule

Customer: Mercedes Feris
Event: American Diabetes Association - Tour de Cure
Date of Event: 5-May-12

Item	Details	Unit	Qty	Rate	Amount
Facility Rental Fees	Luedecke Arena - Rental Period is 16 Hours	Day		\$ 3,000.00	\$ -
	Luedecke Arena for Each Additional Hour	Hour		\$ 100.00	\$ -
	Luedecke Arena Dressing Room	Day		\$ 100.00	\$ -
	Skyline Club - Rental Period is 8 Hours	Day		\$ 1,200.00	\$ -
	Skyline Club for Each Additional Hour	Hour		\$ 100.00	\$ -
	Banquet Hall - Rental Period is 8 Hours	Day	1	\$ 1,800.00	\$ 1,800.00
	Banquet Hall for Each Additional Hour	Hour	6	\$ 100.00	\$ 600.00
	Show Barn - Rental Period is 12 Hours	Day		\$ 900.00	\$ -
	Show Barn for Each Additional Hour	Hour		\$ 50.00	\$ -
	Outside Show Barn Equestrian horse Arena	Day		\$ 200.00	\$ -
	All Grounds - Non-Concert Event	Day		\$ 1,000.00	\$ -
	Portion of the Grounds - Non-Concert Event	Day		\$ 500.00	\$ -
	All or Portion of the Grounds - Concert Event	Day		\$ 2,000.00	\$ -
	Other-50% discount by CC on February 7, 2012	Day	(0.50)	\$ 2,400.00	\$ (1,200.00)
Total Facility Rental Fees					\$ 1,200.00

Equipment Rental Fees	Tables	Each/Event		\$ 6.00	\$ -
	Chairs	Each/Event		\$ 1.50	\$ -
	Picnic Tables	Each/Event		\$ 10.00	\$ -
	Portable Bleachers	Each		\$ 20.00	\$ -
	Stalls	Each		\$ 15.00	\$ -
	Pens	Each		\$ 2.00	\$ -
	Cattle Ties	Each		\$ 2.00	\$ -
	50 stalls free if total stalls >100	Each		\$ 15.00	\$ -
	Other	Each		\$ -	\$ -
	Total Equipment Rental Fees				

Custodial Fees	Luedecke Arena	Day		\$ 600.00	\$ -
	Skyline Club	Day		\$ 200.00	\$ -
	Luedecke Arena Including Skyline	Day		\$ 775.00	\$ -
	Luedecke Arena Dressing Rooms	Day		\$ 75.00	\$ -
	Banquet Hall	Day	1	\$ 200.00	\$ 200.00
	Grounds	Day		\$ 260.00	\$ -
	Show Barn - One day horse show event	Day		\$ 200.00	\$ -
	Show Barn - Two days horse show event	2-Day		\$ 250.00	\$ -
	Show Barn - Three days horse show event	3-Day		\$ 300.00	\$ -
	Show Barn - All Events Except Horse Show	Day		\$ 200.00	\$ -
	Custodial Services During Event per Custodian	Hour	32	\$ 25.00	\$ 800.00
	Stall Cleaning	Each		\$ 5.00	\$ -
Total Custodial Fees					\$ 1,000.00

Other Fees	HVAC - Luedecke Arena	Hour		\$ 125.00	\$ -
	Forklift - with Driver	Hour		\$ 35.00	\$ -
	Moving and Placing Dirt	Hour		\$ 200.00	\$ -
	RV Parking with Hook-Ups	Each		\$ 35.00	\$ -
	RV Parking without Hook-Ups	Each		\$ 20.00	\$ -
	Electrical Hook-Ups for 110V duplex outlet	Each		\$ 20.00	\$ -
	Electrical Hook-Ups for 220V duplex outlet	Each		\$ 25.00	\$ -
	Water Connection	Each		\$ 30.00	\$ -
	Other	Each		\$ -	\$ -
	Total Other Fees				

ORIGINAL CONTRACT SUM **\$ 2,200.00**

DEPOSIT	Non-Refundable = Percent of Original Contract Sum	1	20%	\$ 440.00
BALANCE	To Be Adjusted for Additional Services, If Applicable	2	80%	\$ 1,760.00
DAMAGES DEPOSIT	Refundable = Percent of Facilities Rental	3	20%	\$ 240.00
PARKING SURCHARGE	One-Third of Parking Fees Collected by Licensee	4		

1. Due at the Time the License Agreement is Signed by the Licensee
2. Due 30 Days Prior to Commencement of the Event
3. Due One Day Prior to Commencement of the Event
4. Due upon Event Conclusion