



Travis County Commissioners Court Agenda Request

Meeting Date: 10/23/2012

Prepared By/Phone Number: Michael G Hemby – TCSO - 44924

Elected/Appointed Official/Dept. Head: Sheriff Greg Hamilton

Commissioners Court Sponsor: Judge Sam Biscoe

AGENDA LANGUAGE: Consider and approve Amendment No. Ten to the Memorandum of Understanding ("MOU") Relating to Security for the Combined Transportation, Emergency & Communications Center ("CTECC"), extending the scope of work for the Travis County Sheriff's Office through FY13. (TCSO)

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Contract amendment number ten of the security services contract wherein TCSO provides for site security for the CTECC facility.

STAFF RECOMMENDATIONS:

Annual renewal and update. Recommended for approval.

ISSUES AND OPPORTUNITIES:

FISCAL IMPACT AND SOURCE OF FUNDING:

Funding level not to exceed 1,019,236.00 for this fiscal year.

REQUIRED AUTHORIZATIONS:

Item has been reviewed and approved by Co Atty James Connolly.

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Melissa Velasquez in the County Judge's office, agenda@co.travis.tx.us by Tuesdays at 5:00 p.m. for the next week's meeting.



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PHYLLIS CLAIR
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Major - Administration & Support

Date: October 16, 2012
To: Travis County Commissioners Court
From: Michael G Hemby 783, Planning Manager 
Subject: FY13 CTECC Security MOU – Amendment Number 10

Proposed Motion:

Approve Amendment No. Ten to the Memorandum of Understanding ("MOU") Relating to Security for the Combined Transportation, Emergency & Communications Center ("CTECC"), extending the scope of work for the Travis County Sheriff's Office through FY13.

Summary & Recommendation:

Under the existing security MOU with the City of Austin, TCSO law enforcement has provided security services to CTECC since FY03. All parties and stakeholders to this agreement are satisfied with the each other's performance and desire the continuation of this arrangement.

This is a revenue-generating contract for Travis County. TCSO, with the concurrence and cooperation of Travis County Emergency Services ("TCES") and County representatives on the CTECC Operating Board, recommends approving the proposed motion.

The FY13 security not to exceed budget level for the CTECC program is \$1,019,236.00, an amount that adequately supplements TCSO's personnel costs in providing services for around-the-clock protection of the site, facility, related systems, and personnel. This rate and budget was approved by the CTECC governing board for FY 2013 in July of 2012 in accordance with estimates given to the board.

The security MOU is structured to automatically renew on an annual basis. However, amendments to this agreement are routinely necessary to reflect the updated scope of work each fiscal year.

There appear to be no issues or concerns with approving the recommended action by TCSO personnel or either the governing or operating board.

Attachment:

Amendment No. 10 to the CTECC Security MOU (Three Originals)

Cc:

County Attorney – Jim Connolly

County Auditor – Beth Blankenship

PBO – Travis Gatlin

TCSO Finance – Paul Matthews



Safety, Integrity, Tradition of Service

Amendment Number Ten to the
Memorandum of Understanding Relating to Security Services
Contract No. N110000001
for the
Combined Transportation, Emergency & Communications Center

This Amendment Number Ten to the Memorandum of Understanding Relating to Security Services for the Combined Transportation, Emergency & Communications Center (the "CTECC Security MOU") is made and entered into by the following Parties: the City of Austin (the "City") and Travis County, Texas (the "County"), pursuant to the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code.

WHEREAS, the Parties and their fellow Coalition Members operate and maintain a Combined Transportation, Emergency & Communications Center ("CTECC") and annually budget for such; and,

WHEREAS, City, acting as the managing CTECC partner and on behalf of fellow Coalition Members, has entered into an Interlocal cooperative agreement (this "MOU") with County, via the Travis County Sheriff's Office ("TCSO"), to provide certain services for securing and protecting CTECC personnel, the Facility, the Site, and the Supported Systems; and,

WHEREAS, the current term of the CTECC Security MOU will expire on September 30, 2012. The new term will begin on October 1, 2012 for 12 months. There are three remaining options.

WHEREAS, both Parties are satisfied with each other's performance and desire the continuation of CTECC security services being provided by TCSO and therefore must amend the CTECC Security Services Scope of Work ("SOW") to reflect the SOW for the new fiscal year; and,

NOW, THEREFORE, in consideration of the mutual covenants set forth in this amendment and other good and valuable consideration, the Parties agree to amend the CTECC Security MOU as follows:

- 1.0 In order to reflect the SOW for the new fiscal year, Attachment I, CTECC Security Services Scope of Work for FY 2012, is deleted and replaced with Attachment I, CTECC Security Services Scope of Work for FY 2013.
- 2.0 The amount for security services in FY2013 shall not exceed \$1,019,236.
- 3.0 The effective date of this Amendment Number Ten is October 1, 2013.

EXECUTED as of the latest date set forth below:

City of Austin

By: _____

Marc Ott
City Manager

Date: _____

Travis County, Texas

By: _____

Samuel T. Biscoe
Travis County Judge

Date: _____

AND

By: _____

Greg Hamilton
Travis County Sheriff

Date: _____

Attachment I, CTECC Security Services Scope of Work for FY 2013

Attachment I

Security Services and Scope of Work for the
Combined Transportation, Emergency & Communications Center (CTECC)

FY2013

Travis County Sheriff's Office (TCSO) will continue to provide security services for CTECC as per this Security Services and Scope of Work that includes, but is not necessarily limited to, the following:

Ongoing training of TCSO Officers in the operation of the automated Security Management System, including key-card programming, video and still photo capture, and system use and monitoring;

Staff CTECC badging workstation, as needed, with Officers trained in its use;

Ongoing training of TCSO Officers in CTECC Standard Operating Procedures and Protocols;

Provide monthly reports to the CTECC General Manager that detail security activities and any issues, including facility operations;

Inform and work with the CTECC General Manager concerning any security or facility problem that may arise or potentially arise;

Ensure around-the-clock security coverage by providing at least two TCSO Officers on site twenty-four hours a day, seven days a week.

The CTECC Operations & Maintenance budget for security during this annual period

is in the following amount:

-(5675) Security Services by TCSO LE Not to Exceed \$1,019,236.

* All reimbursable material requests need to be submitted to the CTECC General Manager for approval prior to purchase. After obtaining written GM approval, TCSO may proceed with purchasing and paying for approved materials. City will then reimburse County after receipt of invoice and notice of County payment to vendor.