



ITEM 1

Travis County Commissioners Court Agenda Request

Meeting Date: November 6, 2012

Prepared By: Paul Scoggins **Phone #:** 854-7619

Division Director/Manager: Anna Bowlin, Division Director of Development Services

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

Sponsoring Court Member: Commissioner Huber, Precinct Three

AGENDA LANGUAGE: Receive comments regarding a request to authorize the filing of an instrument to vacate the two five foot wide public utility easements located along the common lot line Lots 453 and 454 of Apache Shores, First Installment – Precinct Three.

BACKGROUND/SUMMARY OF REQUEST:

TNR staff has received a request to vacate two five foot wide public utility easements (PUEs) located along the common lot line of Lots 453 and 454 of Apache Shores, First Installment. The PUEs are dedicated per plat note. The subject lots front on Geronimo Trail, a street maintained by Travis County.

The utility companies operating in the area have stated they have no objection to vacating the subject easements. Staff foresees no opposition to this request.

STAFF RECOMMENDATIONS:

The request has been reviewed by TNR staff and staff finds the vacation request meets all Travis County standards. As such, TNR staff recommends the request.

ISSUES AND OPPORTUNITIES:

According to the request letter the property owners plan to build their residence on the two lots. Vacating the subject easements will allow the property owners to cross the common lot line with their proposed improvements without encroaching on said easements.

FISCAL IMPACT AND SOURCE OF FUNDING:

N/A.

ATTACHMENTS/EXHIBITS:

Order of Vacation

Field Notes and Sketch

Request Letter

Utility Sign-offs

Sign Affidavit and Pictures

Maps

REQUIRED AUTHORIZATIONS:

Cynthia McDonald	Financial Manager	TNR	854-4239
Steve Manilla	County Executive	TNR	854-9429
Anna Bowlin	Division Director	Development Services	854-7561

CC:

Stacey Scheffel	Program Manager	TNR Permits	854-7565

SM:AB:ps

1101 - Development Services - Apache Shores, First Installment

ITEM 3



Travis County Commissioners Court Agenda Request

Meeting Date: November 6, 2012

Prepared By/Phone Number: David A. Salazar 854-4107

Elected/Appointed Official/Dept. Head: Sherri E. Fleming,
County Executive for Health and Human Services and Veterans Service

Commissioners Court Sponsor: Judge Samuel T. Biscoe

AGENDA LANGUAGE:

Approve Resolution Recognizing November 11, 2012, as Veterans' Day in Travis County.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Please see attached draft resolution.

STAFF RECOMMENDATIONS:

Staff recommends approval of this item.

ISSUES AND OPPORTUNITIES:

Please see attached draft.

FISCAL IMPACT AND SOURCE OF FUNDING:

This item will not increase the County Budget.

REQUIRED AUTHORIZATIONS:

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

Travis County Commissioners Court



Resolution

WHEREAS, the Department of Veterans Affairs certifies that Austin, Texas, and Travis County are designated by the Veterans Day National Committee as a National Regional Site for the Celebration of Veterans' Day 2012;

WHEREAS, the Travis County Veterans' Day Parade Committee has proclaimed this day to honor "Veterans of Travis County and the City of Austin" with special tribute to our Vietnam Era Veterans as the theme for this year's celebration;

WHEREAS, the United States and its residents reflect on the past decade having gone to war in Afghanistan over ten years ago, remember our fallen, support for our returning troops and offer a firm commitment to our many new Veterans for whom the struggle has not ended;

WHEREAS, in commemoration of this momentous occasion, we take this opportunity to "Honor All Who Served" – Veterans, Spouses and Family members who have contributed so much to preserving our freedom and way of life;

WHEREAS, the VA Staff throughout the country is committed to fulfilling President Lincoln's promise: "To care for him who shall have borne the battle, and for his widow, and his orphans"; and

WHEREAS, "Vets Helping Vets" is the motto of the Travis County Veterans Service Office, and is steadfastly committed to serve "One Veteran at a Time."

NOW, THEREFORE, BE IT RESOLVED BY THE TRAVIS COUNTY COMMISSIONERS COURT THAT ALL CITIZENS OF TRAVIS COUNTY ARE URGED TO OBSERVE NOVEMBER 11, 2011 AS

"VETERANS' DAY"

WITH APPROPRIATE PROGRAMS AND ACTIVITIES FOCUSING ON THE ACHIEVEMENTS OF THOSE WHO HAVE SERVED THIS GREAT NATION, AND SHOWING APPRECIATION FOR THEIR DEDICATION AND SERVICE.

SIGNED AND ENTERED THIS _____ DAY OF NOVEMBER, 2012.

SAMUEL T. BISCOE
COUNTY JUDGE

RON DAVIS
COMMISSIONER, PRECINCT 1

SARAH ECKHARDT
COMMISSIONER, PRECINCT 2

KAREN HUBER
COMMISSIONER, PRECINCT 3

MARGARET J. GÓMEZ
COMMISSIONER, PRECINCT 4

“PARADE”

National Regional Site - Austin, Texas

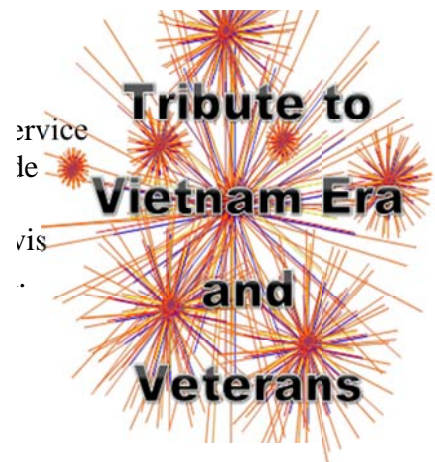


Veterans' Day Parade

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“The Veterans’ Day Parade is coming to town” 9-12

The annual Veterans’ Day Parade will be held on **Sunday** November 11, 2012 in downtown Austin, TX. The event kicks off at 9 AM from the Ann Richards Congress Avenue Bridge and travels up to the Texas State Capitol Building. Viewing is available all along Congress Avenue and there will be a reviewing stand at the Stephen F. Austin Hotel at Congress and 7th. Stay for the 11 AM Ceremony at the South steps of the state Capitol. Click [here](#) for a map of the Parade route.

This year's theme for the Travis County and City of Austin Veterans' Day Parade and Memorial Ceremony at the South Steps of the State Capitol will be honoring

Veterans of Travis County and the City of Austin A Tribute to Vietnam Era and Veterans

A special flyover is scheduled for the start of the Memorial Ceremony, at 11 AM, performed by the Commemorative Air Force from San Marcos, Texas.

The Department of Veterans Affairs’, Veterans Day National Committee has selected Travis County and the City of Austin as a NATIONAL REGIONAL SITE for this 2012 Veterans’ Day celebration. This marks America’s 59th Annual Veterans’ Day event.

How to Participate

The Parade welcomes any group that wants to show support for the troops. Just fill out the application <http://www.nov11.org/files/application.pdf> and fax it to 512-854-4453. For more information call 512-854-9340.

We can always use extra funds to help support this event as the Parade is put on as a community service event and any monetary donations is used to support the parade.

**Make money orders or checks out to: Veterans' Day Parade Committee
The mailing address is:**

TRAVIS COUNTY VETERANS SERVICE OFFICE
ATTN: Veterans' Day Parade Committee
P.O. Box 1748
Austin, TX 78767

SUBMIT APPLICATION **BY NOV. 4, 2012**
1ST COME MARCH ORDER RANKING.



VETERANS DAY



**HONORING ALL
WHO SERVED**

WWW.VA.GOV





Travis County Commissioners Court Agenda Request

Meeting Date: November 6, 2012

Prepared By/Phone Number: Pete Baldwin/974-0472

Elected/Appointed Official/Dept. Head: Danny Hobby, County Executive
Emergency Services

Commissioners Court Sponsor: County Judge Samuel T. Biscoe

AGENDA LANGUAGE: Consider and Take Appropriate Action on the Mutual Agreements to Terminate the 1992 Mutual Aid Agreement between Travis County and the City of Jonestown and Hays County.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS: On August 21, 2012, the Commissioners Court approved a motion to terminate the 2006 Capital Area Planning Council of Governments (CAPCOG) Mutual Aid Agreement, an Interlocal Agreement for mutual aid with the Lower Colorado Authority and the mutual aid agreements signed between 1992 and 1994 with various cities and counties. Letters and a copy of the resolution have been sent to the participants in the CAPCOG Mutual Aid Agreement notifying them of Travis County's termination of participation in that agreement. These two Mutual Agreements have been returned for signature for the Mutual Termination of a mutual aid agreement signed in 1992 with the City of Jonestown and Hays County. The reason for the original agenda item was that all the existing mutual aid agreements contained language that did not comply with existing law and caused considerable issues with requesting reimbursements under the Fire Mitigation Assistance Grants for the Labor Day Fires. It was recommended and approved to terminate the existing mutual aid agreements and respond or request assistance under the State Mutual Aid Plan. Staff expects more mutual termination agreements to follow over the next several weeks and months.

STAFF RECOMMENDATIONS: Emergency Services and the Office of Emergency Management recommend approval of the Mutual Agreements to terminate the 1992 Mutual Aid Agreement between Travis County and the City of Jonestown and Hays County.

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

ISSUES AND OPPORTUNITIES: This is a continuation of our effort to move our mutual aid requests and responses under the State Mutual Aid Plan.

FISCAL IMPACT AND SOURCE OF FUNDING: N/A

REQUIRED AUTHORIZATIONS:

Barbara Wilson, County Attorney's Office

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

Mutual Agreement to Terminate 1992 Mutual Aid Agreement

This Mutual Agreement is made by the following parties:

Travis County, a political subdivision of Texas and

Hays County, a political subdivision of Texas.

Recitals

On March 10, 1992, Travis County and Hays County entered into a Mutual Aid Agreement ("Agreement") consistent with Texas law at that time. Section 9.05 of the Agreement provides for Mutual Termination of the Agreement when both parties agree to the termination.

Since that time, Texas law has developed and changed significantly and an agreement is no longer necessary.

Travis County and Hays County believe that the type of assistance contemplated in the Agreement is better performed under the terms and conditions now stated in Texas Government Code, chapter 418, subchapter E. This subchapter addresses all of the aspects of assistance between local governments in the time of disasters.

Agreement

Travis County and Hays County agree that the continuation of the Agreement would not produce beneficial results commensurate with the further expenditure of funds under that Agreement.

Travis County and Hays County agree that the Agreement is terminated effective October 1, 2012.


Travis County and Hays County agree that any further requests for assistance will be dealt with based on the provisions of Texas law in effect at the time of the disaster.

This document is executed in duplicate originals.

TRAVIS COUNTY, TEXAS

HAYS COUNTY, TEXAS

By: _____
Samuel T. Biscoe
County Judge

By: _____
Bert Cobb, M.D.
County Judge

Date: _____

Date: 10-9-2012

Mutual Agreement to Terminate 1992 Mutual Aid Agreement

This Mutual Agreement is made by the following parties:

Travis County, a political subdivision of Texas ("County") and

City of Jonestown, a Municipal Corporation political subdivision of the State of Texas ("City").

Recitals

On February 24, 1992, County and City entered into a Mutual Aid Agreement ("Agreement") consistent with Texas law at that time. Section 9.05 of the Agreement provides for Mutual Termination of the Agreement when both parties agree to the termination.

Since that time, Texas law has developed and changed significantly and an agreement is no longer necessary.

County and City believe that the type of assistance contemplated in the Agreement is better performed under the terms and conditions now stated in Texas Government Code, chapter 418, subchapter E. This subchapter addresses all of the aspects of assistance between local governments in the time of disasters.

Agreement

County and City agree that the continuation of the Agreement would not produce beneficial results commensurate with the further expenditure of funds under that Agreement.

County and City agree that the Agreement is terminated effective October 1, 2012.

County and City agree that any further requests for assistance will be dealt with based on the provisions of Texas law in effect at the time of the disaster.

This document is executed in duplicate originals.

TRAVIS COUNTY, TEXAS

CITY OF JONESTOWN

By: _____
Samuel T. Biscoe
County Judge

By: 
Deane Armstrong
Mayor

Date: _____

Date: 10-16-2012

ITEM 5



Travis County Commissioners Court Agenda Request

Meeting Date: November 6, 2012

Prepared By/Phone Number: David Walch 46663; Marvin Brice CPPB

Elected/Appointed Official/Dept. Head: Cyd Grimes

Commissioners Court Sponsor: Judge Biscoe

Agenda Language: Approve Modification No. 3 to Contract No. 4400000789 (H.T.E. No. PS100041DW), Council on At-Risk Youth (CARY) for Youth Violence Prevention Services.

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

This contract is for the provision of the Council on At-Risk Youth (CARY) Youth Violence Prevention Program. This program targets middle school age youth residing in Travis County who have had disciplinary incidents in school. CARY utilizes a comprehensive case management system to provide youth with social cognitive skills training, individual behavioral planning, counseling and mentoring, and service learning projects designed and implemented by participant students.

This Modification 3 revises the performance measures and program budget to reflect additional funding for the FY2013 renewal term. The total amount of contracted funding for this contract for FY2013 is \$200,000, a \$100,000 increase from FY2012.

Modification 2 refined the contracted budget for the FY2012 contract year. Performance measures and contract amount were not changed.

Modification 1 revised the Scope of Services to accurately reflect the performance measures and program activities. This modification did not change the contract rate of \$100,000.00 per 12-month period.

- **Contract Expenditures:** Within the last 12 months \$100,000.00 has been spent against this contract/requirement.

- **Contract-Related Information:**

Award Amount: \$100,000.00
Contract Type: Professional Services Agreement
Contract Period: October 1, 2009 to September 30, 2010

- **Contract Modification Information:**

Modification Amount: \$200,000.00
Modification Type: Bilateral
Modification Period: October 1, 2012 to September 30, 2013

- **Funding Information:**

- ☐ SAP Shopping Cart #:
- ☒ Funding Account(s): 155001-0001- Group 511441
- ☒ Comments: Funds Reservation 300000404



CRIMINAL JUSTICE PLANNING

Roger W. Jefferies, County Executive, Justice & Public Safety

P.O. Box 1748 Austin, Texas 78767

Phone (512) 854-4415 Fax (512) 854-4417

**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

September 20, 2012

Cyd Grimes
Travis County Purchasing Agent
700 Lavaca, Suite 800
Austin, Texas 78701

RE: Contract PS100041DW

This transmittal letter is to request that the contract named Council On At-Risk Youth (CARY) be modified to include a newly revised Scope of Service. The scope includes the addition of new outputs and program performance measures due to the Travis County Commissioners Court adding an additional \$100,000.00 in funding for FY2013. The total amount of contracted funding for this contractor for FY2013 is \$200,000.00.

Thank you for your help with this. Please contact Kimberly Pierce, CJP Planning Manager at (512) 854-4764 if there are any additional questions or instructions.

Respectfully,

A handwritten signature in black ink, appearing to read "Roger W. Jefferies", is written over the typed name and title.

Roger Jefferies
County Executive
Justice and Public Safety Division

cc: Kimberly Pierce, CJP Planning Manager

RECEIVED
TRAVIS COUNTY
PURCHASING
OFFICE
2012 SEP 20 PM 4:33

**Council On At-Risk Youth (CARY)
Delinquency and Youth Violence Prevention Program
Scope of Service
September 20, 2012**

Agency: Council on At-Risk Youth (CARY) Program: Delinquency and Youth Violence Prevention Program

1. Program goals and objectives:

CARY's overarching purpose is to "close the pipeline to prison" for youth at risk of becoming criminal offendersⁱ. Related to that purpose is the mission of "helping youth promote safe schools and safe communities". CARY conducts evidence based prevention programming with serious school disciplinary students to close the school pipeline to prison. The goals for two semester PeaceRox program for each student include: 1) delinquency and youth violence prevention social cognitive skills training using the Aggression Replacement Training curriculum, 2) individual behavioral planning, counseling and mentoring, and 3) service learning projects designed and implemented by participant students.

Need for the CARY program is evidenced by the Department of Public Safety "Crime Report" data for the most recent decade of 2001 through 2010 showing arrests for Austin and Travis County school age youth between 10 and 20 as accounting for 77 murder and homicide arrests, 1,312 aggravated robbery arrests and 1,956 aggravated assault arrests along with 19,488 other assaults. School age youth arrests in Travis County average 30% of all arrests and account for an average of 18,000 arrests during the last decade with 20,400 arrests during calendar 2010.ⁱⁱ

Need is further evidenced by the Austin Independent School District disciplinary data base showing more than 20,000 cases of disciplinary action being taken with students for unacceptable behaviors inclusive of 8,500 cases for abuse, aggression and assault during school year 2010-2011ⁱⁱⁱ.

Travis County has identified as a high priority the need for juvenile delinquency prevention and early intervention services for low income and at-risk youth...as well as to identify and secure funding for personnel, resources and training to support the implementation of established and new evidence-based prevention and early intervention services for individual youth" according to the recently released Travis County Community Plan for (2012 to 2015) Coordination of Criminal Justice and Related Activities"^{iv} The CARY program proposal is consistent with the Travis County plan.

2. Program clients served:

The target population consist of middle school youth who are involved in serious disciplinary incidents in the schools including assault, aggression, abuse and intimidation of others. This group of students is served by CARY as the Council on State Governments' recent report "Breaking Schools Rules"^v identifies repeat disciplinary violators as being very likely to be referred to juvenile justice agencies. CARY requires that students receive a documented disciplinary report that qualifies for in school suspension, out of school suspension or removal from the school to the Alternative Learning Center.

The average age is 13; 75% are Hispanic, 30% are African American; and 5% Anglos. 75% are boys, 25% girls; 95% of the students are poor as they qualify for free and reduced cost breakfast and lunch. 75% come from single parent families; 50% come from families where a family member has been or currently is locked up in county jail or state prison.

There is need to conduct intervention programs with this particular group of disciplinary youth; they are most likely to graduate not from high school, but rather graduate into the very costly Texas juvenile and criminal justice system. Research tells us that disciplinary students are highly likely to 1) repeat a grade, 2) drop out of school, and/or 3) enter the juvenile justice system.^{vi} Another study titled "Bully Prevention is Crime Prevention" by criminologists Elliot and Fox shows that 60% of students who are bullies in middle school can be predicated to have at least one criminal court conviction by age 24; 40% of bullies will have three criminal court convictions by age 24.^{vii}

The majority of program participants come from schools in the city where neighborhoods are characterized by high crime and drug abuse rates, high poverty and high unemployment. The middle schools and respective zip codes include 1) Alternative Learning Center in 78702, Bedichek in 78745, Dobie in 78753, Gus Garcia in 78723, Pearce in 78753 and Webb in 78752. Travis County funding will support CARY programming at the Alternative Learning Center, Gus Garcia Middle School and Webb Middle School. A fourth school will be selected from Martin, Mendez or Fulmore Middle School.

3. Program services and delivery:

Each of the CARY Youth Advisors receives referrals that are made by school principals, assistant principals, and counselors. Students must have at least one serious school incident report on file to qualify for the program. Groups of newly referred students begin with each semester. The three components of CARY's PeaceRox Prevention Program include the following:

- Violence prevention skills training: The social cognitive Aggression Replacement Training program is used to teach students violence prevention skills. Students are pulled from elective classes two times weekly during the first semester of participation. ART sessions include violence risk education, anger management training, and anger vs. aggression, conflict resolution, dealing with criticism, and communications and negotiations training. The objective is to reduce aggression, assault, abuse and intimidation acts by students.
- Individual behavioral counseling: The case management process will include individual behavioral plans for the reduction of aggressive and abusive behaviors. Before or after the sixteen weeks of group skills training, students are moved to an individual counseling case load where they are seen for individual counseling, behavioral monitoring, and coaching, mentoring and behavioral planning. Students are initially seen once to twice weekly but with progress they are moved to less intensive contact and may be seen only once monthly for the last several months of their 12 month program.
- Service learning participation: Students are also engaged in service learning projects in addition to the group social skills training and individual counseling. Students will identify what they perceive as community and school related problems and issues and

then they are prompted to design a project to remedy the identified problems and issues. Students most frequently identify youth violence, crime and drug abuse as high priority problems; often times their project consists of making posters to educate other students about solutions for the problems at their schools.

The CARY PeaceRox Program is based on the evidence based Aggression Replacement Training program that has been used successfully with high risk populations for over 25 years.^{viii} To improve the case management process CARY recommends reduction of staff workload from 100 down to 75 students for full time staff with reduction from 50 down to 38 students for half time staff.

4. Coordination of services with other organizations:

CARY has a 12 year standing collaboration with the Austin Independent School District. Management meetings are conducted at the beginning of each semester at each school site to maintain organizational communications at the highest level. On-site Youth Advisors also collaborate closely with principals, assistant principals, counselors, home visitation teachers and others. CARY also collaborates closely with other youth service agencies including Communities in Schools, Boys Club Girls Club, SafePlace and Lifeworks.

5. Service collaboration strategies and methods:

CARY collaborates and plans jointly with the Travis County Collaboration After school Program (TCCAP); the CAN Children's Mental Health Plan and the Austin Work Force Committee Ready By 21 group. CARY is also a member of One Voice or the earlier Austin Area Health and Human Services Association (AAHSA), GreenLights for Non-Profit Success, Texas Association for Non-Profit Organizations, Austin Community College Center for Community Based Non-Profit Organization; and the Austin Rotary Club. CARY seeks to sharpen the services delivery system in Travis County for youth in need, with these affiliations.

6. OUTPUT Performance Measures (replace the blue text and shaded spaces below with the actual wording of your measures and their corresponding 12-month goal amounts):

<u>OUTPUT # 1</u>	<u>County</u> Annual Goal	<u>All Other</u> <u>Funding</u> <u>Sources</u> Annual Goal	<u>TOTAL</u> (County + All Other) Annual Goal
Number of Unduplicated Clients served	300	300	600

<u>OUTPUT # 2</u>	<u>County</u> Annual Goal	<u>All Other</u> <u>Funding</u> <u>Sources</u> Annual Goal	<u>TOTAL</u> (County + All Other) Annual Goal
Number of Students participating in	225	225	450

violence prevention group skills training			
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<u>OUTPUT # 3</u>	<u>County Annual Goal</u>	<u>All Other Funding Sources Annual Goal</u>	<u>TOTAL</u> (County + All Other) Annual Goal
Number of students participating in individual behavioral counseling	225	225	450

<u>OUTPUT # 4</u>	<u>County Annual Goal</u>	<u>All Other Funding Sources Annual Goal</u>	<u>TOTAL</u> (County + All Other) Annual Goal
Number of students participating in service learning projects	150	150	300

(If approved for additional Output measures, copy and paste the blocks above and re-number accordingly)

7. OUTCOME Performance Measures (program results/impacts)

Total Program Performance – OUTCOME # 1, 2 and 3	<u>Total Program Annual Goal</u>	<u>Reported every semester</u>
Percent of students demonstrating reductions in serious incident reports	50%	
Percent of students with improvements in school attendance rates	40%	
Percent of students with improvements in academic grades	30%	

8. System for collecting and reporting program data:

CARY maintains a monthly student electronic roster report that illustrates name, school, age, grade, date entered into each of the three phases of the program, case status and dates and coded reasons for discharged. This report serves as the basis for the City and County Performance Reports as well as the basis for program evaluation. CARY has been commended by the City of Austin for having a program initiative that is data driven with an extensive research base.

9. Community planning activities:

CARY is involved with more than several organizations including 1) the CAN Children and Youth Mental Health Plan; 2) the CAN Behavioral Health Committee, 3) the Austin Work

Force Committee Ready By 21 group, and 4) the Travis County Collaboration After school Program (TCCAP).

CARY is also a member of 1) One Voice or Austin Area Health and Human Services Association (AAHSA), 2) GreenLights for Non-Profit Success, 3) Texas Association for Non-Profit Organizations, 4) Austin Community College Center for Community Based Non-Profit Organization; and the executive director is a member of 5) Austin Rotary Club. CARY participates actively in the juvenile justice planning for the youth violence prevention services delivery system in Travis County.

10. Program Evaluation Plan

Evaluation is first measured with analysis of school disciplinary reports before and after participation in the program to measure actual changes in disciplinary activity for participant students. Comparison groups of students will be used in a classical research design to assess change. Second, surveys will be distributed to parents, principals, assistant principals and counselors to gauge their responses to change in student's attitudes and behaviors. Third, plans are to seek out CJD funding to contract with UT to conduct evaluation measuring the extent with which CARY program participants and a similar comparison group are 1) arrested, 2) detained, 3) prosecuted and 4) adjudicated.

The quality improvement process used by CARY includes: 1) annual and quarterly review of budgets and program updates by the board, 2) consistent management meetings with each of the school cabinet members at the beginning of each school semester, 3) weekly meetings with CARY staff personnel for the purposes of caseload monitoring, staff training, staff and management dialogue and ongoing review of program activity.

CARY has a very effective management system in place that continually provides for assessment, review and adjustment of program operations when and where needed.

Endnotes:

ⁱ Bryce James, King Robert and Hilgers Joan. "Working to Shut Off the Pipeline to Prison", Austin Statesman. Oct. 20, 2011

ⁱⁱ Texas Department of Public Safety Uniform Crime Reporting, "Crime in Texas 2010". Austin, Crime Records Service.

ⁱⁱⁱ Austin Independent School District. PEIMS Student Discipline Aggregate Report with Redacted Data".

^{iv} Travis County Justice and Public Safety "FY 2012 to FY 2015 Travis County Community Plan for Coordination of Criminal Justice and Related Activities' 2011.

^v Justice Center of the Council of State Governments and Public Policy Research Institute of the Texas A&M University, July 2011. "Breaking Schools Rules, A Statewide Study of How School Discipline Relates to Students' Success and Juvenile Justice Involvement".

^{vi} Ibid.

^{vii} Fox, JA & Elliot DS. 2003. Bullying Prevention is Crime Prevention". Website www.pluk.org/Pubs/Bullying2.pdf. Retrieved from URL.

^{viii} Goldstein, A.P., Glick, B. 1994. Aggression Replacement Training: Curriculum and Evaluation. Website www.uscart.org/ART-Curriculum-Eval.pdf. Retrieved December 15, 2010 from PDF file.

COUNCIL ON AT-RISK YOUTH
Travis County Budget
Fiscal Year 2013
100% Funding

PERSONNEL

Salaries	\$145,000.00
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Benefits	<u>\$ 32,625.00</u>
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SUBTOTAL - PERSONNEL	<u>\$ 177,625.00</u>
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OPERATING EXPENSES

General Operating Expenses	\$ 8,875.00
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Insurance	\$ 5,000.00
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Audit	\$ 2,500.00
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Consultants	<u>\$ 6,000.00</u>
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SUBTOTAL - OPERATING EXP	<u>\$ 22,375.00</u>
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TOTAL BUDGET AMOUNT	<u><u>\$ 200,000.00</u></u>
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MODIFICATION OF CONTRACT NUMBER: 4400000789, (H.T.E #		PAGE 1 OF 7 PAGES	
<u>PS100041DW) –Council</u> <u>On At-Risk Youth (CARY)</u>			
ISSUED BY: PURCHASING OFFICE 700 LAVACA, STE 800 AUSTIN, TX 78701	PURCHASING AGENT ASST: David Walch TEL. NO: (512) 854-9700 FAX NO: (512) 854-9185	DATE PREPARED: September 6, 2012	
ISSUED TO: Council on At-Risk Youth 3710 Cedar Street Austin, Texas 78705	MODIFICATION NO.: <div style="text-align: center; font-size: 1.2em;">3</div>	EXECUTED DATE OF ORIGINAL CONTRACT: December 29, 2009	
ORIGINAL CONTRACT TERM DATES: <u>10/1/2009 – 9/30/2010</u>		CURRENT CONTRACT TERM DATES: <u>10/1/2010 – until terminated</u>	
FOR TRAVIS COUNTY INTERNAL USE ONLY: Original Contract Amount: <u>\$100,000</u> Current Modified Amount <u>\$ 300,000</u>			
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.			
<ol style="list-style-type: none"> 1. This agreement is hereby modified to delete "Attachment A, Scope of Services" dated November 8, 2011, in its entirety and replace it with "Attachment A, Scope of Services" dated September 20, 2012, attached hereto, and made a part hereof, which details annual deliverables. 2. This agreement is hereby modified to delete "Attachment B, Addendum to Budget Revision" dated September 6, 2012, in its entirety and replace it with "Attachment B, FY2013 Program Budget." Attached hereto, and made a part hereof, which details the October 1, 2012 to September 30, 2013 contracted budget. 3. This Modification increases contract rate of \$100,000 per 12-month period to \$200,000 for the FY2013, October 1, 2012 to September 30, 2013 contract term. 			
Note to Vendor: <input checked="" type="checkbox"/> Complete and execute (sign) your portion of the signature block section below for all copies and return all sign copies to Travis County. <input type="checkbox"/> DO NOT execute and return to Travis County. Retain for your records.			
LEGAL BUSINESS NAME: <u>COUNCIL ON AT-RISK YOUTH (CARY)</u>		<input type="checkbox"/> DBA <input checked="" type="checkbox"/> CORPORATION <input type="checkbox"/> OTHER	
BY: <u>[Signature]</u> SIGNATURE		DATE: <u>10-16-2012</u>	
BY: <u>JERRY COASTA</u> PRINT NAME			
TITLE: <u>CARY BOARD CHAIR</u> ITS DULY AUTHORIZED AGENT			
TRAVIS COUNTY, TEXAS BY: <u>[Signature]</u> CYD V. GRIMES, C.P.M., CPPO TRAVIS COUNTY PURCHASING AGENT		DATE: <u>10/22/12</u>	
TRAVIS COUNTY, TEXAS BY: _____ SAMUEL T. BISCOE, TRAVIS COUNTY JUDGE		DATE: _____	

ATTACHMENT A

Council On At-Risk Youth (CARY) Delinquency and Youth Violence Prevention Program Scope of Service September 20, 2012

Agency: **Council on At-Risk Youth (CARY)** Program: Delinquency and Youth Violence Prevention Program

1. Program goals and objectives:

CARY's overarching purpose is to "close the pipeline to prison" for youth at risk of becoming criminal offendersⁱ. Related to that purpose is the mission of "helping youth promote safe schools and safe communities". CARY conducts evidence based prevention programming with serious school disciplinary students to close the school pipeline to prison. The goals for two semester PeaceRox program for each student include: 1) delinquency and youth violence prevention social cognitive skills training using the Aggression Replacement Training curriculum, 2) individual behavioral planning, counseling and mentoring, and 3) service learning projects designed and implemented by participant students.

Need for the CARY program is evidenced by the Department of Public Safety "Crime Report" data for the most recent decade of 2001 through 2010 showing arrests for Austin and Travis County school age youth between 10 and 20 as accounting for 77 murder and homicide arrests, 1,312 aggravated robbery arrests and 1,956 aggravated assault arrests along with 19,488 other assaults. School age youth arrests in Travis County average 30% of all arrests and account for an average of 18,000 arrests during the last decade with 20,400 arrests during calendar 2010. ⁱⁱ

Need is further evidenced by the Austin Independent School District disciplinary data base showing more than 20,000 cases of disciplinary action being taken with students for unacceptable behaviors inclusive of 8,500 cases for abuse, aggression and assault during school year 2010-2011ⁱⁱⁱ.

Travis County has identified as a high priority the need for juvenile delinquency prevention and early intervention services for low income and at-risk youth...as well as to identify and secure funding for personnel, resources and training to support the implementation of established and new evidence-based prevention and early intervention services for individual youth" according to the recently released Travis County Community Plan for (2012 to 2015) Coordination of Criminal Justice and Related Activities"^{iv} The CARY program proposal is consistent with the Travis County plan.

2. Program clients served:

The target population consist of middle school youth who are involved in serious disciplinary incidents in the schools including assault, aggression, abuse and intimidation of others. This group of students is served by CARY as the Council on State Governments' recent report "Breaking Schools Rules"^v identifies repeat disciplinary violators as being very likely to be referred to juvenile justice agencies. CARY requires that

students receive a documented disciplinary report that qualifies for in school suspension, out of school suspension or removal from the school to the Alternative Learning Center.

The average age is 13; 75% are Hispanic, 30% are African American; and 5% Anglos. 75% are boys, 25% girls; 95% of the students are poor as they qualify for free and reduced cost breakfast and lunch. 75% come from single parent families; 50% come from families where a family member has been or currently is locked up in county jail or state prison.

There is need to conduct intervention programs with this particular group of disciplinary youth; they are most likely to graduate not from high school, but rather graduate into the very costly Texas juvenile and criminal justice system. Research tells us that disciplinary students are highly likely to 1) repeat a grade, 2) drop out of school, and/or 3) enter the juvenile justice system.^{vi} Another study titled "Bully Prevention is Crime Prevention" by criminologists Elliot and Fox shows that 60% of students who are bullies in middle school can be predicated to have at least one criminal court conviction by age 24; 40% of bullies will have three criminal court convictions by age 24.^{vii}

The majority of program participants come from schools in the city where neighborhoods are characterized by high crime and drug abuse rates, high poverty and high unemployment. The middle schools and respective zip codes include 1) Alternative Learning Center in 78702, Bedichek in 78745, Dobie in 78753, Gus Garcia in 78723, Pearce in 78753 and Webb in 78752. Travis County funding will support CARY programming at the Alternative Learning Center, Gus Garcia Middle School and Webb Middle School. A fourth school will be selected from Martin, Mendez or Fulmore Middle School.

3. Program services and delivery:

Each of the CARY Youth Advisors receives referrals that are made by school principals, assistant principals, and counselors. Students must have at least one serious school incident report on file to qualify for the program. Groups of newly referred students begin with each semester. The three components of CARY's PeaceRox Prevention Program include the following:

- **Violence prevention skills training:** The social cognitive Aggression Replacement Training program is used to teach students violence prevention skills. Students are pulled from elective classes two times weekly during the first semester of participation. ART sessions include violence risk education, anger management training, and anger vs. aggression, conflict resolution, dealing with criticism, and communications and negotiations training. The objective is to reduce aggression, assault, abuse and intimidation acts by students.
- **Individual behavioral counseling:** The case management process will include individual behavioral plans for the reduction of aggressive and abusive behaviors. Before or after the sixteen weeks of group skills training, students are moved to an individual counseling case load where they are seen for individual counseling, behavioral monitoring, and coaching, mentoring and behavioral planning. Students are initially seen once to twice weekly but with progress they are moved to less intensive contact and may be seen only once monthly for the last several months of their 12 month program.

- **Service learning participation:** Students are also engaged in service learning projects in addition to the group social skills training and individual counseling. Students will identify what they perceive as community and school related problems and issues and then they are prompted to design a project to remedy the identified problems and issues. Students most frequently identify youth violence, crime and drug abuse as high priority problems; often times their project consists of making posters to educate other students about solutions for the problems at their schools.

The CARY PeaceRox Program is based on the evidence based Aggression Replacement Training program that has been used successfully with high risk populations for over 25 years.^{viii} To improve the case management process CARY recommends reduction of staff workload from 100 down to 75 students for full time staff with reduction from 50 down to 38 students for half time staff.

4. Coordination of services with other organizations:

CARY has a 12 year standing collaboration with the Austin Independent School District. Management meetings are conducted at the beginning of each semester at each school site to maintain organizational communications at the highest level. On-site Youth Advisors also collaborate closely with principals, assistant principals, counselors, home visitation teachers and others. CARY also collaborates closely with other youth service agencies including Communities in Schools, Boys Club Girls Club, SafePlace and Lifeworks.

5. Service collaboration strategies and methods:

CARY collaborates and plans jointly with the Travis County Collaboration After school Program (TCCAP); the CAN Children's Mental Health Plan and the Austin Work Force Committee Ready By 21 group. CARY is also a member of One Voice or the earlier Austin Area Health and Human Services Association (AAHSA), GreenLights for Non-Profit Success, Texas Association for Non-Profit Organizations, Austin Community College Center for Community Based Non-Profit Organization; and the Austin Rotary Club. CARY seeks to sharpen the services delivery system in Travis County for youth in need, with these affiliations.

- 6. OUTPUT Performance Measures (replace the blue text and shaded spaces below with the actual wording of your measures and their corresponding 12-month goal amounts):**

<u>OUTPUT # 1</u>	<u>County</u> Annual Goal	<u>All Other</u> <u>Funding</u> <u>Sources</u> Annual Goal	<u>TOTAL</u> (County + All Other) Annual Goal
Number of Unduplicated Clients served	300	300	600

<u>OUTPUT # 2</u>	<u>County</u> <u>Annual</u> <u>Goal</u>	<u>All Other</u> <u>Funding</u> <u>Sources</u> <u>Annual Goal</u>	<u>TOTAL</u> (County + All Other) Annual Goal
Number of Students participating in violence prevention group skills training	225	225	450

<u>OUTPUT # 3</u>	<u>County</u> <u>Annual</u> <u>Goal</u>	<u>All Other</u> <u>Funding</u> <u>Sources</u> <u>Annual Goal</u>	<u>TOTAL</u> (County + All Other) Annual Goal
Number of students participating in individual behavioral counseling	225	225	450

<u>OUTPUT # 4</u>	<u>County</u> <u>Annual</u> <u>Goal</u>	<u>All Other</u> <u>Funding</u> <u>Sources</u> <u>Annual Goal</u>	<u>TOTAL</u> (County + All Other) Annual Goal
Number of students participating in service learning projects	150	150	300

(If approved for additional Output measures, copy and paste the blocks above and re-number accordingly)

7. OUTCOME Performance Measures (program results/impacts)

Total Program Performance – OUTCOME # 1, 2 and 3	<u>Total</u> <u>Program</u> <u>Annual</u> <u>Goal</u>	<u>Reported</u> <u>every</u> <u>semester</u>
Percent of students demonstrating reductions in serious incident reports	50%	
Percent of students with improvements in school attendance rates	40%	
Percent of students with improvements in academic grades	30%	

8. System for collecting and reporting program data:

CARY maintains a monthly student electronic roster report that illustrates name, school, age, grade, date entered into each of the three phases of the program, case status and dates and coded reasons for discharged. This report serves as the basis for the City and County Performance Reports as well as the basis for program evaluation. CARY has been commended by the City of Austin for having a program initiative that is data driven with an extensive research base.

9. Community planning activities:

CARY is involved with more than several organizations including 1) the CAN Children and Youth Mental Health Plan; 2) the CAN Behavioral Health Committee, 3) the Austin Work Force Committee Ready By 21 group, and 4) the Travis County Collaboration After school Program (TCCAP).

CARY is also a member of 1) One Voice or Austin Area Health and Human Services Association (AAHSA), 2) GreenLights for Non-Profit Success, 3) Texas Association for Non-Profit Organizations, 4) Austin Community College Center for Community Based Non-Profit Organization; and the executive director is a member of 5) Austin Rotary Club. CARY participates actively in the juvenile justice planning for the youth violence prevention services delivery system in Travis County.

10. Program Evaluation Plan

Evaluation is first measured with analysis of school disciplinary reports before and after participation in the program to measure actual changes in disciplinary activity for participant students. Comparison groups of students will be used in a classical research design to assess change. Second, surveys will be distributed to parents, principals, assistant principals and counselors to gauge their responses to change in student's attitudes and behaviors. Third, plans are to seek out CJD funding to contract with UT to conduct evaluation measuring the extent with which CARY program participants and a similar comparison group are 1) arrested, 2) detained, 3) prosecuted and 4) adjudicated.

The quality improvement process used by CARY includes: 1) annual and quarterly review of budgets and program updates by the board, 2) consistent management meetings with each of the school cabinet members at the beginning of each school semester, 3) weekly meetings with CARY staff personnel for the purposes of caseload monitoring, staff training, staff and management dialogue and ongoing review of program activity.

CARY has a very effective management system in place that continually provides for assessment, review and adjustment of program operations when and where needed.

Endnotes:

ⁱ Bryce James, King Robert and Hilgers Joan. "Working to Shut Off the Pipeline to Prison", Austin Statesman. Oct. 20, 2011

ⁱⁱ Texas Department of Public Safety Uniform Crime Reporting, "Crime in Texas 2010". Austin, Crime Records Service.

ⁱⁱⁱ Austin Independent School District. PEIMS Student Discipline Aggregate Report with Redacted Data".

^{iv} Travis County Justice and Public Safety "FY 2012 to FY 2015 Travis County Community Plan for Coordination of Criminal Justice and Related Activities" 2011.

^v Justice Center of the Council of State Governments and Public Policy Research Institute of the Texas A&M University, July 2011. "Breaking Schools Rules, A Statewide Study of How School Discipline Relates to Students' Success and Juvenile Justice Involvement".

^{vi} Ibid.

^{vii} Fox, JA & Elliot DS. 2003. Bullying Prevention is Crime Prevention". Website www.pluk.org/Pubs/Bullying2.pdf. Retrieved from URL.

^{viii} Goldstein, A.P., Glick, B. 1994. Aggression Replacement Training: Curriculum and Evaluation. Website www.uscart.org/ART-Curriculum-Eval.pdf. Retrieved December 15, 2010 from PDF file.

COUNCIL ON AT-RISK YOUTH
Travis County Budget
Fisca Year 2013
100% Funding

PERSONNEL

Salaries	\$145,000.00
Benefits	<u>\$ 32,625.00</u>
SUBTOTAL - PERSONNEL	<u>\$ 177,625.00</u>

OPERATING EXPENSES

General Operating Expenses	\$ 8,875.00
Insurance	\$ 5,000.00
Audit	\$ 2,500.00
Consultants	<u>\$ 6,000.00</u>
SUBTOTAL - OPERATING E EXP	<u>\$ 22,375.00</u>

TOTAL BUDGET AMOUNT	<u><u>\$ 200,000.00</u></u>
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Funds Reservation 300000404

General Data			
Document type	FC	Document type	030
Company code	1000	Document date	10/25/2012
FM area	1000	Posting date	10/25/2012
Controlling area	1000	Currency	USDN//1.00000
Statistics			
Entered by	VARGASK	Created on	10/25/2012
Last changed by		Last changed	
More Data			
Text	Council on At-Risk-Youth 2013		
Reference			
Overall Amount	200,000.00000 USDN	200,000.00 USD	

Document item 001			
Text	CARY Contract 2013		
Commitment item	511441	Funds center	1550010001
Fund	0001	G/L account	511441
Cost center	1550010001	Due on	
Vendor	1000004087	Customer	
Amount	200,000.00000 USDN	200,000.00 USD	



Travis County Commissioners Court Agenda Request

Meeting Date: November 6, 2012

Prepared By/Phone Number: David Walch, 46663; Marvin Brice CPPB

Elected/Appointed Official/Dept. Head: Cyd Grimes

Commissioners Court Sponsor: Judge Biscoe

Agenda Language: Approve Modification No. 4 to Interlocal Agreement No. 4400000378, (H.T.E. No. IL080039VR) Victoria County, for the provision of Residential Treatment Services.

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

This agreement is for the provision of residential treatment services for juvenile offenders within Travis County's Juvenile Probation Department. Travis County has approximately 34 active Residential Treatment Service agreements within different counties throughout Texas. These agreements are used on an as needed basis, according to the specific needs of the youths being placed. Travis County pays the daily cost set by the State of Texas Juvenile Justice Department in accordance with the facility type and level of service provided.

This Modification No. 4 updates this agreement to reflect the Prison Rape Elimination Act contract language now required by the Texas Juvenile Justice Department for all Title IV-E facilities.

Modification No. 3 standardized the Daily Reimbursement rate for placement of juvenile offenders according to the Texas Juvenile Probation Commission Post-Adjudication Secure Correctional Facility Level of Care Rates in effect at the time services are rendered.

Modification No. 2 standardized the levels of specialized care and established the unit rates as follows:

- Basic Level of Care: Males or Females 10-17 years - \$95.00
- Specialized Level of Care: Pregnant Offenders - \$127.00

- Specialized Level of Care: Female Specific Program - \$127.00

Modification No. 1 increased the daily reimbursement rates for each child placed at this facility by Travis County as follows:

- Placement for Females 10 -17 years - \$95.00 per day
- Placement for Females 10-17 and pregnant - \$127.00 per day

➤ **Contract Expenditures:** Within the last 12 months \$10,248.00 has been spent against this contract/requirement.

➤ **Contract-Related Information:**

Award Amount:	N/A As needed agreement
Contract Type:	Professional Services Agreement
Contract Period:	December 21, 2007 – September 30, 2008

➤ **Contract Modification Information:**

Modification Amount:	N/A As needed contract
Modification Type:	Bilateral
Modification Period:	November 6, 2012 – until Terminated

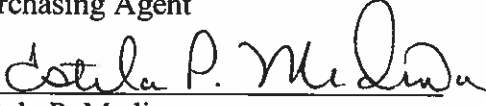


TRAVIS COUNTY JUVENILE PROBATION DEPARTMENT

ESTELA P. MEDINA
Chief Juvenile Probation Officer

ADMINISTRATIVE SERVICES
COURT SERVICES
DETENTION SERVICES
PROBATION SERVICES
RESIDENTIAL SERVICES
SUBSTANCE ABUSE SERVICES
DOMESTIC RELATIONS OFFICE
JUVENILE JUSTICE
ALTERNATIVE EDUCATION
PROGRAM

TO: Cyd Grimes
Purchasing Agent

FROM: 
Estela P. Medina
Chief Juvenile Probation Officer

RE: Residential Placement Contracts – Modification
Contract Language for PREA and Contracted Components of Care

DATE: August 22, 2012

The Travis County Juvenile Probation Department is requesting an update to all the current residential treatment contracts to include new language referencing PREA (the Prison Rape Elimination Act). In addition, the Texas Juvenile Justice Department (TJJD) is requiring that the Title IV-E facilities contracts reference the Contracted Components of Care as shown in Attachment "C". The attachment provided by your department, lists the current residential treatment contracts.

The attachments also include the specific PREA language to be included in Section 3.17.1 of each of the contracts and the Contracted Components of Care language to be included in Section 3.17.4 of the HMIH Cedar Crest, LLC, Brookhaven Youth Ranch, Gulf Coast Trades Center, Pegasus School, Inc., Krause Children's, and Cornell Corrections of Texas contracts only.

If you need additional information in order to proceed, please do not hesitate to contact Sylvia Mendoza at 854-7008 or Chris Hubner at 854-7109.

Thank you.

cc: Sylvia Mendoza, Financial Manager, TCJPD
Chris Hubner, General Counsel, TCJPD
Barbara Swift, Deputy Chief, TCJPD
Michael Williams, Lead Accountant, TCJPD
David Walsh, Purchasing Agent Assistant, III

EPM: sm



Central Contract Number	Central Contract Name	Legacy Contract Number	Supplier
4400000591	RESID TRTMT: BROOKHAVEN YOUTH PS000212JW	PS000212JW	BROOKHAVEN YOUTH RANCH INC
4400000590	RESID TRTMT: CEDAR CREST FOUND PS000211JW	PS000211JW	HMH CEDAR CREST LLC
4400000598	RESID TRTMT: COMAL CO-CONNECTS PS000264KW	PS000264KW	CONNECTIONS INDIVIDUAL AND FAMILY
4400000588	RESID TRTMT: GIOCOSA FOUNDATN PS000206JW	PS000206JW	GIOCOSA FOUNDATION, THE
4400000644	RESID TRTMT: GULF COAST TRADE PS050177JW	PS050177JW	GULF COAST TRADE CENTER
4400000589	RESID TRTMT: LAUREL RIDGE TRTM PS000210JW	PS000210JW	TEXAS LAUREL RIDGE HOSPITAL LP
4400000911	RESID TRTMT: WORLD FOR CHILDREN PS980019JW	PS980019JW	A WORLD FOR CHILDREN
4400000594	RESIDENT TRTMT: PEGASUS SCHOOL PS000230JW	PS000230JW	PEGASUS SCHOOL INC
4400000628	RESIDENT TRTMT: POSITIVE STEPS PS030159JW	PS030159JW	POSITIVE STEPS INC
4400000635	RESIDENT TRTMT: ROCKDALE RGNL PS030292JW	PS030292JW	4M YOUTH SERVICES INC
4400000595	RESIDENT TRTMT: SETTLEMENT CLUB PS000244JW	PS000244JW	SETTLEMENT HOME FOR CHILDREN
4400000586	RESIDENT TRTMT: SHORELINE IN PS000199JW	PS000199JW	SHORELINE INC
4400000671	RESIDENTIAL EMRG SHELTER SV PS070310VR	PS070310VR	AUSTIN CHILDRENS SHELTER
4400000679	RESIDENTIAL EMRG SHELTER SV PS080005VR	PS080005VR	BAPTIST CHILD AND FAMILY HHS
4400000803	RESIDENTIAL TREATMENT PS100224DW	PS100224DW	MERIDELL ACHIEVEMENT CENTER INC
4400000587	RESIDENTIAL TREATMENT SV PS000205VR	PS000205VR	BOYS TOWN TEXAS INC
4400000629	RESIDENTIAL TREATMENT SV PS030160JW	PS030160JW	CORNELL CORRECTIONS OF TEXAS
4400000667	RESIDENTIAL TREATMENT SV PS070255VR	PS070255VR	SOUTHWEST KEY PROGRAM
4400000688	RESIDENTIAL TREATMENT SV PS080181VR	PS080181VR	AVALON CENTER INC
4400000690	RESIDENTIAL TREATMENT SV PS080213VR	PS080213VR	SHILOH TREATMENT CENTER INC
4400000768	RESIDENTIAL TREATMENT SV PS090266VR	PS090266VR	NEURO INSTITUTE OF AUSTIN LP
4400000805	RESIDENTIAL TRTMT SV (SECURE) PS100234DW	PS100234DW	GRANBURY REGIONAL JUVENILE JUSTICE
4400000377	RESIDENTIAL TRTMT SV (HAYS CO) IL080007VR	IL080007VR	HAYS COUNTY
4400000639	RESIDENTIAL TRTMT SV-ALLIANCE PS040257JW	PS040257JW	ALLIANCE ADOLESCENT AND CHILDRENS
4400000630	RESIDENTIAL TRTMT SV-KERR CO PS030161JW	PS030161JW	PIEPER, JANNETT
4400000585	RESIDENTIAL TRTMT: LIFEWORKS PS000183VR	PS000183VR	YOUTH AND FAMILY ALLIANCE
4400000633	RESIDENTIAL TRTMT: NEW HORIZON PS030172JW	PS030172JW	NEW HORIZONS RANCH AND CENTER INC
4400000632	RESIDENTIAL TRTMT: THERAPEUTIC PS030169JW	PS030169JW	THERAPEUTIC FAMILY LIFE
4400000378	RESIDENTIAL TRTMT: VICTORIA CO IL080039VR	IL080039VR	VICTORIA REGIONAL JUVENILE JUSTICE
4400000592	RESID'L TRTMT: CARING FAMILY PS000221JW	PS000221JW	POSABILITIES INC
4400000593	RESID'L TRTMT: LUTHERAN SOC SV PS000229JW	PS000229JW	LUTHERAN SOCIAL SERVICES OF THE
4400000596	RESID'L TRTMT: NEW ENCOUNTERS PS000246JW	PS000246JW	NEW ENCOUNTERS RESIDENTIAL
4400000631	RESID'L TRTMT: YOUTH ALTERNAT PS030162JW	PS030162JW	ROY MAAS YOUTH ALTERNATIVES INC
4400000794	PROF RESIDENTIAL TRTMT SV PS100089DW	PS100089DW	TEXAS SAN MARCOS TREATMENT CENTER

SYLVIA MENDOZA

From: Chris Hubner
Sent: Monday, August 20, 2012 11:51 AM
To: David Walch
Cc: Barbara Swift; SYLVIA MENDOZA; Beatrice Juarez
Subject: Contract No. PS000211KW - Cedar Crest
Attachments: Contracted Components of Care-Attachment C.DOCX; Mark-up pp. 5-6.pdf

Good Morning David,

I've been asked to update 6 of our RTC contracts with new language referencing PREA (the Prison Rape Elimination Act) and TJJD's requirement that these types of contracts reference Contracted Components of Care.

Here are pages 5 and 6 of the Cedar Crest RTC contract with recommended changes underlined:

Pg. 5 – 3.17.1 CONTRACTOR shall comply with all federal, state, county, and city laws, rules, ordinances, regulations and standards applicable to the provision of services described herein and the performance of all obligations undertaken pursuant to this Contract, including the Prison Rape Elimination Act of 2003 (PREA), which establishes a zero-tolerance standard against sexual assault of incarcerated persons, including juveniles, and addresses the detection, elimination, prevention, and reporting of sexual assault in facilities housing adult and juvenile offenders.

Under PREA, CONTRACTOR must make available to the CPO all incident-based and aggregated data reports for every allegation of sexual abuse at its facility or facilities, and all such data may be requested by the Department of Justice from the previous calendar year no later than June 30.

[PREA §115.387(e) and (f)]

Pg. 6 – 3.17.4 CONTRACTOR shall maintain full compliance with the Levels of Care as defined by the Texas Juvenile Justice Department, including the requirements of Contracted Components of Care referenced in Attachment "C."

Please let me know if there's anything further you need on this.

Thanks for your help David,

Chris Hubner
General Counsel

Updated 11-2-12 at 9:16am

Travis County Juvenile Probation Department

2515 S. Congress Ave, Austin, TX 78704

chris.hubner@co.travis.tx.us

512-854-7109

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Contract No. PS000211KW

licensing standards. The prior authorization or life-threatening situation must be documented in writing.

3.14 CONTRACTOR shall provide COUNTY with an Internal Revenue Form W-9, Request for Taxpayer Identification Number and Certification, that is completed in compliance with the Internal Revenue Code, its rules, and regulations before any contract funds are payable.

3.15 Indemnity, hold harmless, and claims.

3.15.1 CONTRACTOR shall indemnify, save and hold harmless COUNTY, its officers, agents, and employees from all suits, actions, losses, damages, claims, or liability of any character, type, or description, including without limiting the generality of the foregoing, all expenses of litigation, court costs, and attorney's fees for injury or death to any person, or injury to any property, received or sustained by any person or persons or property, arising out of, or occasioned by, directly or indirectly, the acts or omissions of CONTRACTOR, its agents, servants, employees, consultants, or invitees, in the execution or performance of this Contract.

3.15.2 In the event that any claim, demand, suit or other action is made or brought by any person, firm, corporation, or other entity against CONTRACTOR or COUNTY, CONTRACTOR shall give written notice to COUNTY of any such claim, demand, suit or other action within three (3) working days after being notified of such claim, demand, suit or other action or the threat thereof; the name and addresses of the person, firm, corporation or other entity making or threatening to make such claim, or that instituted or threatened to institute any type of action or proceeding; the basis of such claim, action or proceeding, and the court, if any, where such claim, action or proceeding was instituted, and the name or names of any persons against whom such claim is being made or threatened. Such written notice shall be given as is shown in Section 7.11 (Notice) hereof.

3.16 Insurance. CONTRACTOR shall have, and shall require all subcontractors providing services under this Contract to have, insurance as set out in Attachment A, "Insurance Requirements", which is incorporated herein by reference and made a part hereof.

3.17 Compliance with Laws, Regulations and Standards.

3.17.1 CONTRACTOR shall comply with all federal, state, county, and city laws, rules, ordinances, regulations and standards applicable to the provision of services described herein and the performance of all obligations undertaken pursuant to this Contract.

3.17.2 CONTRACTOR shall not discriminate against any employee or applicant for employment based on race, color, religion, sex (gender), national origin, age or handicapped condition. *including (As PREA language here)*

Contract No. PS000211KW

3.17.3 CONTRACTOR must be licensed for residential child care by the appropriate licensing agency of the State of Texas, and shall comply with minimum standards for licensure at all times.

3.17.4 CONTRACTOR shall maintain full compliance with the Levels of Care as defined by the Texas Juvenile ~~Probation Commission~~.
Justice Department, including the requirements of Contracted Components of Care referenced in Attachment "C"

3.17.5 CONTRACTOR shall ensure that suspected or alleged cases of child abuse or neglect are immediately reported to the CPO and to the appropriate authorities as required, by law and in conformity with the procedures detailed in Chapter 261 of the Texas Family Code. CONTRACTOR shall ensure that its employees are properly trained in the reporting requirements and procedures of Chapter 261 of the Texas Family Code.

3.18 Acknowledgements and Assurances.

3.18.1 CONTRACTOR acknowledges and agrees that COUNTY is under no obligation to place any child or children with CONTRACTOR and this Contract shall not be so construed.

3.18.2 CONTRACTOR acknowledges and agrees that the COUNTY may, at its discretion, remove any child placed pursuant to this Contract, at any time. The COUNTY will notify CONTRACTOR in a timely manner prior to the removal of a child except in instances where, in the COUNTY'S judgment, such notification may result in risk to the child's health, safety or welfare.

3.18.3 The parties acknowledge and agree that the CONTRACTOR is under no obligation to accept a child who is deemed by CONTRACTOR to be inappropriate for placement with CONTRACTOR.

3.18.4 Under Section 231.006, Texas Family Code, CONTRACTOR certifies that CONTRACTOR is not ineligible to receive state funds under this Contract and acknowledges that this Contract may be terminated and payment may be withheld if this certification is inaccurate.

IV.

COMPENSATION, BILLING, AND PAYMENT

4.1 For and in consideration of the satisfactory performance of the services described in Section III and CONTRACTOR'S compliance with the terms and conditions of this Contract, COUNTY shall pay CONTRACTOR a daily reimbursement for each child placed by COUNTY and receiving services from CONTRACTOR in accordance with this Contract. The amount of daily reimbursement shall be based upon the Level of Care provided, as defined by the Texas Juvenile Probation Commission, in accordance with the following rate schedule:

SYLVIA MENDOZA

From: Chris Hubner
Sent: Monday, August 20, 2012 1:34 PM
To: David Walch
Cc: Barbara Swift; SYLVIA MENDOZA; Beatrice Juarez
Subject: Brookhaven Youth Ranch PS000212JW
Attachments: BYR mark-up p. 5.pdf; Contracted Components of Care-Attachment C.docx

David,

Here's page 5 of the Brookhaven Youth Ranch RTC contract with recommended changes underlined:

Pg. 5 – 3.17.1 CONTRACTOR shall comply with all federal, state, county, and city laws, rules, ordinances, regulations and standards applicable to the provision of services described herein and the performance of all obligations undertaken pursuant to this Contract, including the Prison Rape Elimination Act of 2003 (PREA), which establishes a zero-tolerance standard against sexual assault of incarcerated persons, including juveniles, and addresses the detection, elimination, prevention, and reporting of sexual assault in facilities housing adult and juvenile offenders.

Under PREA, CONTRACTOR must make available to the CPO all incident-based and aggregated data reports for every allegation of sexual abuse at its facility or facilities, and all such data may be requested by the Department of Justice from the previous calendar year no later than June 30.

[PREA §115.387(e) and (f)]

3.17.4 CONTRACTOR shall maintain full compliance with the Levels of Care as defined by the Texas Juvenile Justice Department, including the requirements of Contracted Components of Care referenced in Attachment "C."

Attachment "C" is included as well.

Please let me know if there's anything further you need on this.

Thank you,

Chris Hubner

CONTRACT NO. PS000212KW

3.14 CONTRACTOR shall provide COUNTY with an Internal Revenue Form W-9, Request for Taxpayer Identification Number and Certification, that is completed in compliance with the Internal Revenue Code, its rules, and regulations before any contract funds are payable.

3.15 Indemnity, hold harmless, and claims.

3.15.1 CONTRACTOR shall indemnify, save and hold harmless COUNTY, its officers, agents, and employees from all suits, actions, losses, damages, claims, or liability of any character, type, or description, including without limiting the generality of the foregoing, all expenses of litigation, court costs, and attorney's fees for injury or death to any person, or injury to any property, received or sustained by any person or persons or property, arising out of, or occasioned by, directly or indirectly, the acts or omissions of CONTRACTOR, its agents, servants, employees, consultants, or invitees, in the execution or performance of this Contract.

3.15.2 In the event that any claim, demand, suit or other action is made or brought by any person, firm, corporation, or other entity against CONTRACTOR or COUNTY, CONTRACTOR shall give written notice to COUNTY of any such claim, demand, suit or other action within three (3) working days after being notified of such claim, demand, suit or other action or the threat thereof; the name and addresses of the person, firm, corporation or other entity making or threatening to make such claim, or that instituted or threatened to institute any type of action or proceeding; the basis of such claim, action or proceeding, and the court, if any, where such claim, action or proceeding, was instituted, and the name or names of any persons against whom such claim is being made or threatened. Such written notice shall be given as is shown in Section 7.11 (Notice) hereof.

3.16 Insurance. CONTRACTOR shall have, and shall require all subcontractors providing services under this Contract to have, insurance as set out in Attachment A, "Insurance Requirements", which is incorporated herein by reference and made a part hereof.

3.17 Compliance with Laws, Regulations and Standards.

3.17.1 CONTRACTOR shall comply with all federal, state, county, and city laws, rules, ordinances, regulations and standards applicable to the provision of services described herein and the performance of all obligations undertaken pursuant to this Contract.

3.17.2 CONTRACTOR shall not discriminate against any employee or applicant for employment based on race, color, religion, sex (gender), national origin, age or handicapped condition.

3.17.3 CONTRACTOR must be licensed for residential child care by the appropriate licensing agency of the State of Texas, and shall comply with minimum standards for licensure at all times.

3.17.4 CONTRACTOR shall maintain full compliance with the Levels of Care as defined by the Texas Juvenile Probation Commission:

Justice Department, Attachment "C".

SYLVIA MENDOZA

From: Chris Hubner
Sent: Monday, August 20, 2012 1:13 PM
To: David Walch
Cc: Barbara Swift; SYLVIA MENDOZA; Beatrice Juarez
Subject: Gulf Coast Trades Center PS050177JW
Attachments: Contracted Components of Care-Attachment C.docx; Mark-up p. 5.pdf

David,

Here's page 5 of the Gulf Coast Trades Center RTC contract with recommended changes underlined:

Pg. 5 – 3.17.1 CONTRACTOR shall comply with all federal, state, county, and city laws, rules, ordinances, regulations and standards applicable to the provision of services described herein and the performance of all obligations undertaken pursuant to this Contract, including the Prison Rape Elimination Act of 2003 (PREA), which establishes a zero-tolerance standard against sexual assault of incarcerated persons, including juveniles, and addresses the detection, elimination, prevention, and reporting of sexual assault in facilities housing adult and juvenile offenders.

Under PREA, CONTRACTOR must make available to the CPO all incident-based and aggregated data reports for every allegation of sexual abuse at its facility or facilities, and all such data may be requested by the Department of Justice from the previous calendar year no later than June 30.

[PREA §115.387(e) and (f)]

3.17.4 CONTRACTOR shall maintain full compliance with the Levels of Care as defined by the Texas Juvenile Justice Department, including the requirements of Contracted Components of Care referenced in Attachment "C."

Attachment "C" is included as well.

Please let me know if there's anything further you need on this.

Thank you,

Chris Hubner

3.15 Indemnity, hold harmless, and claims.

3.15.1 CONTRACTOR shall indemnify, save and hold harmless COUNTY, its officers, agents, and employees from all suits, actions, losses, damages, claims, or liability of any character, type, or description, including without limiting the generality of the foregoing, all expenses of litigation, court costs, and attorney's fees for injury or death to any person, or injury to any property, received or sustained by any person or persons or property, arising out of, or occasioned by, directly or indirectly, the acts or omissions of CONTRACTOR, its agents, servants, employees, consultants, or invitees, in the execution or performance of this Contract..

3.15.2 In the event that any claim, demand, suit or other action is made or brought by any person, firm, corporation, or other entity against CONTRACTOR or COUNTY, CONTRACTOR shall give written notice to COUNTY of any such claim, demand, suit or other action within three (3) working days after being notified of such claim, demand, suit or other action or the threat thereof; the name and addresses of the person, firm, corporation or other entity making or threatening to make such claim, or that instituted or threatened to institute any type of action or proceeding; the basis of such claim, action or proceeding, and the court, if any, where such claim, action or proceeding was instituted, and the name or names of any persons against whom such claim is being made or threatened. Such written notice shall be given as is shown in Section 7.11 (NOTICES) hereof.

3.16 Insurance. CONTRACTOR shall have, and shall require all subcontractors providing services under this Contract to have, insurance as set out in Attachment A, "Insurance Requirements", which is incorporated herein by reference and made a part hereof.

3.17 Compliance with Laws, Regulations and Standards.

3.17.1 CONTRACTOR shall comply with all federal, state, county, and city laws, rules, ordinances, regulations and standards applicable to the provision of services described herein and the performance of all obligations undertaken pursuant to this Contract.

3.17.2 CONTRACTOR shall not discriminate against any employee or applicant for employment based on race, color, religion, sex (gender), national origin, age or handicapped condition.

3.17.3 CONTRACTOR must be licensed for residential child care by the appropriate licensing agency of the State of Texas, and shall comply with minimum standards for licensure at all times.

3.17.4 CONTRACTOR shall maintain full compliance with the Levels of Care as defined by the Texas Juvenile Probation Commission.

Justice Department, Attachment "C"

3.17.5 CONTRACTOR shall ensure that suspected or alleged cases of child abuse or neglect are immediately reported to the CPO and to the appropriate authorities as required by law and in conformity with the procedures detailed in Chapter 261 of the Texas Family

1 PREA language

SYLVIA MENDOZA

From: Chris Hubner
Sent: Monday, August 20, 2012 1:56 PM
To: David Walch
Cc: Barbara Swift; SYLVIA MENDOZA; Beatrice Juarez
Subject: Pegasus Schools PS000230JW
Attachments: Contracted Components of Care-Attachment C.docx; Pegasus mark-up p. 5.pdf

David,

Here's page 5 of the Pegasus School, Inc., RTC contract with recommended changes underlined:

Pg. 5 – 3.17.1 CONTRACTOR shall comply with all federal, state, county, and city laws, rules, ordinances, regulations and standards applicable to the provision of services described herein and the performance of all obligations undertaken pursuant to this Contract, including the Prison Rape Elimination Act of 2003 (PREA), which establishes a zero-tolerance standard against sexual assault of incarcerated persons, including juveniles, and addresses the detection, elimination, prevention, and reporting of sexual assault in facilities housing adult and juvenile offenders.

Under PREA, CONTRACTOR must make available to the CPO all incident-based and aggregated data reports for every allegation of sexual abuse at its facility or facilities, and all such data may be requested by the Department of Justice from the previous calendar year no later than June 30.

[PREA §115.387(e) and (f)]

3.17.4 CONTRACTOR shall maintain full compliance with the Levels of Care as defined by the Texas Juvenile Justice Department, including the requirements of Contracted Components of Care referenced in Attachment "C."

Attachment "C" is included as well.

Please let me know if there's anything further you need on this.

Chris Hubner

Contract No. PS000230KW

3.14 CONTRACTOR shall provide COUNTY with an Internal Revenue Form W-9, Request for Taxpayer Identification Number and Certification, that is completed in compliance with the Internal Revenue Code, its rules, and regulations before any contract funds are payable.

3.15 Indemnity, hold harmless, and claims.

3.15.1 CONTRACTOR shall indemnify, save and hold harmless COUNTY, its officers, agents, and employees from all suits, actions, losses, damages, claims, or liability of any character, type, or description, including without limiting the generality of the foregoing, all expenses of litigation, court costs, and attorney's fees for injury or death to any person, or injury to any property, received or sustained by any person or persons or property, arising out of, or occasioned by, directly or indirectly, the acts or omissions of CONTRACTOR, its agents, servants, employees, consultants, or invitees, in the execution or performance of this Contract.

3.15.2 In the event that any claim, demand, suit or other action is made or brought by any person, firm, corporation, or other entity against CONTRACTOR or COUNTY, CONTRACTOR shall give written notice to COUNTY of any such claim, demand, suit or other action within three (3) working days after being notified of such claim, demand, suit or other action or the threat thereof; the name and addresses of the person, firm, corporation or other entity making or threatening to make such claim, or that instituted or threatened to institute any type of action or proceeding; the basis of such claim, action or proceeding, and the court, if any, where such claim, action or proceeding was instituted, and the name or names of any persons against whom such claim is being made or threatened. Such written notice shall be given as is shown in Section 7.11 (Notice) hereof.

3.16 Insurance. CONTRACTOR shall have, and shall require all subcontractors providing services under this Contract to have, insurance as set out in Attachment A, "Insurance Requirements", which is incorporated herein by reference and made a part hereof.

3.17 Compliance with Laws, Regulations and Standards.

3.17.1 CONTRACTOR shall comply with all federal, state, county, and city laws, rules, ordinances, regulations and standards applicable to the provision of services described herein and the performance of all obligations undertaken pursuant to this Contract.

3.17.2 CONTRACTOR shall not discriminate against any employee or applicant for employment based on race, color, religion, sex (gender), national origin, age or handicapped condition.

3.17.3 CONTRACTOR must be licensed for residential child care by the appropriate licensing agency of the State of Texas, and shall comply with minimum standards for licensure at all times.

3.17.4 CONTRACTOR shall maintain full compliance with the Levels of Care as defined by the Texas Juvenile Probation Commission.

Justice Department, Attachment "

SYLVIA MENDOZA

From: Chris Hubner
Sent: Monday, August 20, 2012 2:10 PM
To: David Walch
Cc: Barbara Swift; SYLVIA MENDOZA; Beatrice Juarez
Subject: Krause Children's PS000229JW
Attachments: Contracted Components of Care-Attachment C.DOCX; Krause mark-up pp. 5-6.pdf

David,

Here are pages 5 – 6 of the Krause Children's RTC contract with recommended changes underlined:

Pg. 5 – 3.17.1 CONTRACTOR shall comply with all federal, state, county, and city laws, rules, ordinances, regulations and standards applicable to the provision of services described herein and the performance of all obligations undertaken pursuant to this Contract, including the Prison Rape Elimination Act of 2003 (PREA), which establishes a zero-tolerance standard against sexual assault of incarcerated persons, including juveniles, and addresses the detection, elimination, prevention, and reporting of sexual assault in facilities housing adult and juvenile offenders.

Under PREA, CONTRACTOR must make available to the CPO all incident-based and aggregated data reports for every allegation of sexual abuse at its facility or facilities, and all such data may be requested by the Department of Justice from the previous calendar year no later than June 30.

[PREA §115.387(e) and (f)]

Pg. 6 – 3.17.4 CONTRACTOR shall maintain full compliance with the Levels of Care as defined by the Texas Juvenile Justice Department, including the requirements of Contracted Components of Care referenced in Attachment "C."

Attachment "C" is included as well.

Please let me know if there's anything further you need on this.

Chris Hubner

Contract No. PS000229KW

licensing standards. The prior authorization or life-threatening situation must be documented in writing.

3.14 CONTRACTOR shall provide COUNTY with an Internal Revenue Form W-9, Request for Taxpayer Identification Number and Certification, that is completed in compliance with the Internal Revenue Code, its rules, and regulations before any contract funds are payable.

3.15 Indemnity, hold harmless, and claims.

3.15.1 CONTRACTOR shall indemnify, save and hold harmless COUNTY, its officers, agents, and employees from all suits, actions, losses, damages, claims, or liability of any character, type, or description, including without limiting the generality of the foregoing, all expenses of litigation, court costs, and attorney's fees for injury or death to any person, or injury to any property, received or sustained by any person or persons or property, arising out of, or occasioned by, directly or indirectly, the acts or omissions of CONTRACTOR, its agents, servants, employees, consultants, or invitees, in the execution or performance of this Contract.

3.15.2 In the event that any claim, demand, suit or other action is made or brought by any person, firm, corporation, or other entity against CONTRACTOR or COUNTY, CONTRACTOR shall give written notice to COUNTY of any such claim, demand, suit or other action within three (3) working days after being notified of such claim, demand, suit or other action or the threat thereof; the name and addresses of the person, firm, corporation or other entity making or threatening to make such claim, or that instituted or threatened to institute any type of action or proceeding; the basis of such claim, action or proceeding, and the court, if any, where such claim, action or proceeding was instituted, and the name or names of any persons against whom such claim is being made or threatened. Such written notice shall be given as is shown in Section 7.11 (Notice) hereof.

3.16 **Insurance.** CONTRACTOR shall have, and shall require all subcontractors providing services under this Contract to have, insurance as set out in Attachment A, "Insurance Requirements", which is incorporated herein by reference and made a part hereof.

3.17 Compliance with Laws, Regulations and Standards.

3.17.1 CONTRACTOR shall comply with all federal, state, county, and city laws, rules, ordinances, regulations and standards applicable to the provision of services described herein and the performance of all obligations undertaken pursuant to this Contract. *PREA language*

3.17.2 CONTRACTOR shall not discriminate against any employee or applicant for employment based on race, color, religion, sex (gender), national origin, age or handicapped condition.

3.17.3 CONTRACTOR must be licensed for residential child care by the appropriate licensing agency of the State of Texas, and shall comply with minimum standards for licensure at all times.

Contract No. PS000229KW

3.17.4 CONTRACTOR shall maintain full compliance with the Levels of Care as defined by the Texas Juvenile ~~Probation Commission~~.

Justice Department, Attachment "C"

3.17.5 CONTRACTOR shall ensure that suspected or alleged cases of child abuse or neglect are immediately reported to the CPO and to the appropriate authorities as required by law and in conformity with the procedures detailed in Chapter 261 of the Texas Family Code. CONTRACTOR shall ensure that its employees are properly trained in the reporting requirements and procedures of Chapter 261 of the Texas Family Code.

3.18 Acknowledgements and Assurances.

3.18.1 CONTRACTOR acknowledges and agrees that COUNTY is under no obligation to place any child or children with CONTRACTOR and this Contract shall not be so construed.

3.18.2 CONTRACTOR acknowledges and agrees that the COUNTY may, at its discretion, remove any child placed pursuant to this Contract, at any time. The COUNTY will notify CONTRACTOR in a timely manner prior to the removal of a child except in instances where, in the COUNTY'S judgment, such notification may result in risk to the child's health, safety or welfare.

3.18.3 The parties acknowledge and agree that the CONTRACTOR is under no obligation to accept a child who is deemed by CONTRACTOR to be inappropriate for placement with CONTRACTOR.

3.18.4 Under Section 231.006, Texas Family Code, CONTRACTOR certifies that CONTRACTOR is not ineligible to receive state funds under this Contract and acknowledges that this Contract may be terminated and payment may be withheld if this certification is inaccurate.

**IV.
COMPENSATION, BILLING, AND PAYMENT**

4.1 For and in consideration of the satisfactory performance of the services described in Section III and CONTRACTOR'S compliance with the terms and conditions of this Contract, COUNTY shall pay CONTRACTOR a daily reimbursement for each child placed by COUNTY and receiving services from CONTRACTOR in accordance with this Contract. The amount of daily reimbursement shall be based upon the Level of Care provided, as defined by the Texas Juvenile Probation Commission, in accordance with the following rate schedule:

SYLVIA MENDOZA

From: Chris Hubner
Sent: Monday, August 20, 2012 3:22 PM
To: David Walch
Cc: Barbara Swift; SYLVIA MENDOZA; Beatrice Juarez
Subject: Cornell Corrections of TX PS030160JW
Attachments: Cornell mark-up p. 5.pdf; Contracted Components of Care-Attachment C.docx

David,

Here is p. 5 of the Cornell Corrections of Texas RTC contract with recommended changes underlined:

3.17.1 CONTRACTOR shall comply with all federal, state, county, and city laws, rules, ordinances, regulations and standards applicable to the provision of services described herein and the performance of all obligations undertaken pursuant to this Contract, including the Prison Rape Elimination Act of 2003 (PREA), which establishes a zero-tolerance standard against sexual assault of incarcerated persons, including juveniles, and addresses the detection, elimination, prevention, and reporting of sexual assault in facilities housing adult and juvenile offenders.

Under PREA, CONTRACTOR must make available to the CPO all incident-based and aggregated data reports for every allegation of sexual abuse at its facility or facilities, and all such data may be requested by the Department of Justice from the previous calendar year no later than June 30.

[PREA §115.387(e) and (f)]

3.17.4 CONTRACTOR shall maintain full compliance with the Levels of Care as defined by the Texas Juvenile Justice Department, including the requirements of Contracted Components of Care referenced in Attachment "C."

Attachment "C" is included as well.

Please let me know if there's anything further you need on this.

Chris Hubner

3.15.1 CONTRACTOR shall indemnify, save and hold harmless COUNTY, its officers, agents, and employees from all suits, actions, losses, damages, claims, or liability of any character, type, or description, including without limiting the generality of the foregoing, all expenses of litigation, court costs, and attorney's fees for injury or death to any person, or injury to any property, received or sustained by any person or persons or property, arising out of, or occasioned by, directly or indirectly, the acts or omissions of CONTRACTOR, its agents, servants, employees, consultants, or invitees, in the execution or performance of this Contract.

3.15.2 In the event that any claim, demand, suit or other action is made or brought by any person, firm, corporation, or other entity against CONTRACTOR or COUNTY, CONTRACTOR shall give written notice to COUNTY of any such claim, demand, suit or other action within three (3) working days after being notified of such claim, demand, suit or other action or the threat thereof; the name and addresses of the person, firm, corporation or other entity making or threatening to make such claim, or that instituted or threatened to institute any type of action or proceeding; the basis of such claim, action or proceeding, and the court, if any, where such claim, action or proceeding was instituted, and the name or names of any persons against whom such claim is being made or threatened. Such written notice shall be given as is shown in Section 7.11 (NOTICES) hereof.

3.16 **Insurance.** CONTRACTOR shall have, and shall require all subcontractors providing services under this Contract to have, insurance as set out in Attachment A, "Insurance Requirements", which is incorporated herein by reference and made a part hereof.

3.17 **Compliance with Laws, Regulations and Standards.**

3.17.1 CONTRACTOR shall comply with all federal, state, county, and city laws, rules, ordinances, regulations and standards applicable to the provision of services described herein and the performance of all obligations undertaken pursuant to this Contract.

3.17.2 CONTRACTOR shall not discriminate against any employee or applicant for employment based on race, color, religion, sex (gender), national origin, age or handicapped condition.

3.17.3 CONTRACTOR must be licensed for residential child care by the appropriate licensing agency of the State of Texas, and shall comply with minimum standards for licensure at all times.

3.17.4 CONTRACTOR shall maintain full compliance with the Levels of Care as defined by the Texas Juvenile Probation Commission.

Justice Department, Attachment "C"

3.17.5 CONTRACTOR shall ensure that suspected or alleged cases of child abuse or neglect are immediately reported to the CPO and to the appropriate authorities as required by law and in conformity with the procedures detailed in Chapter 261 of the Texas Family Code. CONTRACTOR shall ensure that its employees are properly trained in the reporting requirements and procedures of Chapter 261 of the Texas Family Code.

ATTACHMENT "C"

CONTRACTED COMPONENTS OF CARE

THE FOLLOWING DOCUMENT INCLUDES REQUIREMENTS FOR THE RESIDENTIAL FACILITY OR CHILD PLACING AGENCY (CONTRACTOR) THAT PROVIDES 24-HOUR CARE TO IV-E ELIGIBLE CHILDREN UNDER THE JURISDICTION OF A TEXAS JUVENILE JUSTICE AGENCY.

DAILY LIVING SKILLS

The Contractor shall teach each child basic living and social skills such that they are able to appropriately care for themselves and function in the community.

ASSESSMENT, SERVICE PLANNING AND COORDINATION

- A) Diagnostic Assessment.** The Contractor shall ensure completion of a diagnostic assessment on each child within 30 days of admission. The assessment must address the child's strengths and needs in the following areas: physical, psychological, behavioral, family, social and educational.
- B) Service Planning and Coordination.**
- i. The Contractor shall develop, coordinate and implement a service plan that addresses the services that will be provided to meet each child's specific needs.
 - ii. The Contractor shall develop a service plan in accordance with the requirements contained in *TJPC-FED-29-04* Section 500 (Casework and Support Services) and Section 501 (Service Plans).
 - iii. The Contractor shall ensure that the service plan incorporates and is consistent with:
 - a. Permanency goals identified in the juvenile probation department residential case plan;
 - b. Behavioral goals established by the juvenile probation department;
 - c. Components of the child's Individual Education Plan (IEP) and the Individual Transition Plan (ITP) that are both developed by the school's Admission, Review, and Dismissal (ARD) committee, if appropriate; and
 - d. Components of the CPS transition plan for youth ages 16-22 which includes Preparation for Adult Living (PAL), Education and Training Vouchers (ETV) and other related services and support for youth who are currently in foster care or transitioning out of care. Additional information is located at http://www.dfps.state.tx.us/Child_Protection/Transitional_Living/default.asp.
 - iv. The Contractor shall ensure that the service plan includes services to assist a child to transition to a new living arrangement or to new provider services, if applicable.

ROUTINE 24-HOUR CHILDCARE

A) Food.

- i. The Contractor shall provide food in accordance with requirements of DFPS Child Care Licensing Minimum Standards.
- ii. The Contractor shall ensure that each child receives fresh fruits, vegetables and dairy products at least once a day.
- iii. The Contractor shall ensure that children have input into meal planning.

B) Clothing and Personal Items.

- i. The Contractor shall maintain an inventory of the child's clothing and personal items that are of substantial and/or sentimental value by:
 - a. Completing an inventory of clothing and personal items at admission, as additional clothing and personal items are purchased or provided, and at discharge for a planned discharge and within thirty (30) days after an unplanned discharge;

CONTRACTED COMPONENTS OF CARE

- b. Ensuring that the child (when age and developmentally able) and the Contractor's staff sign and date the clothing and personal item inventory, except when the clothing and personal item inventory is completed after an unplanned discharge;
 - c. Sending the clothing and personal item inventory with the probation officer or other department designee at discharge for planned discharges; and
 - d. Providing the juvenile probation department with the clothing and personal item inventory within thirty (30) days after an unplanned discharge.
- ii. The Contractor shall provide each child with appropriate clothing that at a minimum is:
 - b. In sufficient quantity to ensure an adequate amount of the following: t-shirts, undershirts, underwear, bras, socks, shoes, pants, shirts, skirts, blouses, coats/jackets, sweaters, pajamas, shorts, and other clothing necessary for a child to participate in daily activities;
 - c. Gender and age-appropriate;
 - d. Proportionate to the child's size;
 - e. In good condition, and is not worn-out with holes or tears (not intended by the manufacturer to be part of the item of clothing); and
 - f. Clean and washed on a regular basis.
- iii. The Contractor shall allow children to label their clothes with their name or initials.
- iv. The Contractor shall provide each child with appropriate items necessary to meet their hygiene and personal grooming needs by:
 - a. Making grooming products available so that each child is able to maintain good hygiene and grooming practices;
 - b. Ensuring that grooming products meet each child's ethnic hygiene and individual hair care needs;
 - c. Ensuring sufficient hot water is available for daily baths or showers; and
 - d. Providing training/education as necessary to ensure each child understands the concepts of personal hygiene and grooming and what they need to do on a daily basis to achieve and maintain good hygiene and grooming.

C) Room, Board, and Furnishings.

- i. The Contractor shall provide each child with a bed, sheets, towels, blankets, bedspreads, pillows, mattresses and other furnishings necessary to meet the child's needs. The Contractor shall ensure that the items be kept clean and in good repair.
- ii. The Contractor shall ensure that children have personal storage space for their clothing and possessions. The Contractor shall provide children, who are able to look after their own needs, with individual storage space in their bedrooms for clothing and possessions.
- iii. The Contractor shall provide behavioral, gender and age appropriate living arrangements for each child, with the exception of sibling groups, where appropriate, in accordance with DFPS Child Care Licensing Minimum Standards.

DISCIPLINE AND CRISIS MANAGEMENT

A) Discipline.

- i. The Contractor shall use appropriate authority and discipline practices as necessary to set limits for behavior and help each child develop the capacity for self-control; and
- ii. The Contractor shall develop and implement discipline and emergency behavior intervention policies that are consistent with DFPS Child Care Licensing Minimum Standards at: http://www.dfps.state.tx.us/Child_Care/Child_Care_Standards_and_Regulations/default.asp, and the Texas Administrative Code, including, but not limited to, the following:
 - a. The Contractor shall not use, give permission to use, or threaten to use physical discipline with any child.

CONTRACTED COMPONENTS OF CARE

- b. The Contractor shall not threaten the child with loss of visits with family or siblings as a punishment or deterrent to behavior.
- c. The Contractor shall not threaten the child with loss of placement as a punishment or deterrent to behavior.

B) De-Escalation and Crisis Management.

- i. The Contractor shall ensure that all de-escalation techniques are exhausted before utilizing more restrictive and intrusive behavior management or emergency behavior intervention.
- ii. The Contractor shall utilize developmentally and age appropriate emergency behavior intervention techniques, as described in DFPS Child Care Licensing Minimum Standards to resolve emergencies.
- iii. The Contractor shall manage the facility and milieu in a manner that minimizes disruption during a crisis.

EDUCATIONAL AND VOCATIONAL ACTIVITIES

A) Educational Activities.

- i. The Contractor shall ensure that each school-aged child placed with the Contractor pursuant to this Contract attends an educational program accredited by the Texas Education Agency ("TEA"). The Contractor may request an exception to this requirement from the juvenile probation department. The Chief Juvenile Probation Officer, or his/her designee may approve the exception request, and such approval must be in writing.
- ii. Not later than the third (3rd) calendar day after the date a child is placed in a residential facility, the Contractor shall notify the school district in which the facility is located.
- iii. The Contractor shall maintain and update an education portfolio for each child in the Contractor's care. The contents of the education portfolio must include, if appropriate:
 - a. School enrollment documents – birth certificate, Social Security card, immunizations, and withdrawal notice from the last school;
 - b. Special Education documents – Admission, Review & Dismissal (ARD) team meeting notes, Individual Education Plan (IEP), Section 504 documents, full individual evaluation and/or other diagnostic assessments;
 - c. Report cards, progress reports, and/or IEP progress reports;
 - d. Transcripts;
 - e. Standardized test result – TAKS/SDAA/LDAA;
 - f. Referrals, notices or other correspondence;
 - g. Pictures;
 - h. Miscellaneous – anything school related not previously listed.
- iv. The Contractor shall make the education portfolio readily available to the juvenile probation department on any visit with the child or otherwise, if requested.
- v. The Contractor shall document that the report card and progress reports are discussed with each child.
- vi. The Contractor shall provide the child's education portfolio to the juvenile probation department at the time a child is discharged from the Contractor's care regardless of whether the discharge is a planned or an unplanned discharge. The Contractor must ensure the following:
 - a. The most current educational documents and records are in each child's education portfolio; and
 - b. The child's education portfolio includes the child's current school withdrawal paperwork.
- vii. The Contractor shall minimize disruptions to a child's education by scheduling therapy and other appointments outside school hours, whenever possible.

B) Vocational Activities. The Contractor shall provide vocational training, support services, activities and skills training (including job readiness), apprenticeships and vocational training opportunities such that each child:

CONTRACTED COMPONENTS OF CARE

- i. Has access to appropriate vocational activities and community education programs;
- ii. Receives the assistance needed to maximize the benefit of these activities; and
- iii. Is provided transportation to vocational activities.

ROUTINE RECREATIONAL ACTIVITIES

- A) The Contractor shall provide recreational activities such as indoor, outdoor, school, community and religious or spiritual activities for children served under this Contract that are age-appropriate, varied, and are of interest to the child.
- B) The Contractor shall ensure that recreational activities are, at a minimum, supervised in accordance with DFPS Child Care Licensing Minimum Standards and service level requirements contained in the Levels of Care Descriptions (TJPC-FED-28-04).
- C) The Contractor shall intervene, as necessary, to reduce the risk and occurrence of any and all injuries.
- D) The Contractor shall ensure that children have input into the types of recreational activities in which they wish to participate.

TRAVEL

- A) The Contractor shall provide or arrange all travel necessary to ensure a child's access to all necessary medical, mental and vision care for each child, including behavioral healthcare services, recreational, school and school activities, family visits, court hearings, Preparation for Adult Living (PAL) activities, permanency conferences, transition plan meetings, family group conferences, circles of support conferences, and any other services necessary to fulfill the tasks on a child's service plan.
- B) A Contractor who is licensed as a CPA shall arrange and facilitate sibling visits when siblings are at different placements within the same CPA unless the sibling visits are:
 - i. Prohibited by court order;
 - ii. Contrary to the best interest of the children as reflected in any of the service plans of the siblings; or
 - iii. Discouraged by a mental health professional treating any of the siblings.

CULTURAL COMPETENCE

The Contractor shall provide the contracted components of care with a high level of individual and organizational cultural competence as described below:

- A) Individual Cultural Competence – The knowledge, skill or attribute one has relative to cultures other than his/her own, that is observable in the consistent patterns of an individual's behavior, interaction and work related activities over time, which contributes to the ability to effectively meet the needs of children and families receiving services.
- B) Organizational Cultural Competence – A set of values, behaviors, attitudes and practices within a system, organization, program or among individuals, which enables staff and volunteers to work effectively with children and families from other cultures. Furthermore, it refers to the staff's ability to honor and respect the beliefs, language, interpersonal styles and behaviors of individuals and families receiving services.

CONTRACTED COMPONENTS OF CARE

CONTRACTOR PARTICIPATION

- A) The Contractor shall participate in conferences required by the juvenile probation department which include but are not limited to, medical, school, case planning, permanency planning, transition planning, and legal staffings.
- B) The Contractor shall participate in Preparation for Adult Living (PAL) activities, consistent with the child service or transition plan.
- C) The Contractor shall participate in any other meetings required by the juvenile probation department or a court having jurisdiction over the child and necessary to ensure that the Contractor is complying with a child's service plan.

MAINTAINING CONNECTIONS

- A) The Contractor shall make a good faith effort to ensure that children are able to preserve desired and appropriate connections to his or her own cultural identity and community, including religious/spiritual, family, school, and appropriate organizations through on-site or off-site means.
- B) The Contractor shall document all good faith efforts to maintain the child's connections.

PROVIDING TESTIMONY

- A) The Contractor shall ensure that Contractor's employees and subcontractors appear and testify in judicial proceedings, depositions and administrative hearings relating to a child, at the request of the juvenile probation department.
- B) The Contractor shall, to the extent possible, notify, and/or assist the juvenile probation department in locating, past employees or subcontractors when past employees or subcontractors are needed to appear and testify in accordance with this subsection. The Contractor is responsible for the cost associated with the requirements of this subsection.

LEAST RESTRICTIVE SETTING

The Contractor shall provide all services in a manner that safeguards the health, welfare and safety of the children in the least restrictive setting possible.

**MODIFICATION OF CONTRACT NUMBER: 4400000378 (H.T.E.
IL080039VR) -
RESIDENTIAL
TREATMENT SERVICES**

PAGE 1 OF 6 PAGES

ISSUED BY: PURCHASING OFFICE 700 LAVACA ST #800 AUSTIN, TX 78701	PURCHASING AGENT ASST: David Walch TEL. NO: (512) 854-9700 FAX NO: (512) 854-9185	DATE PREPARED: September 12, 2012
ISSUED TO: Victoria County 97 Foster Field Drive Victoria, Texas 77904 Attn: Pama Hencerling	MODIFICATION NO.: 4	EXECUTED DATE OF ORIGINAL CONTRACT: December 21, 2007
ORIGINAL CONTRACT TERM DATES: 12/21/07 – 09/30/08		CURRENT CONTRACT TERM DATES: 10/01/08 – <u>until terminated</u>

FOR TRAVIS COUNTY INTERNAL USE ONLY:Original Contract Amount: On as needed basisCurrent Modified Amount \$ on as needed basis

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.

A. In accordance with Section 7.6 Amendments/Modifications of the current contract, the following Sections of the contract are modified as follows:

3.17.1 CONTRACTOR shall comply with all federal, state, county, and city laws, rules, ordinances, regulations and standards applicable to the provision of services described herein and the performance of all obligations undertaken pursuant to this Contract, including the Prison Rape Elimination Act of 2003 (PREA), which establishes a zero-tolerance standard against sexual assault of incarcerated persons, including juveniles, and addresses the detection, elimination, prevention, and reporting of sexual assault in facilities housing adult and juvenile offenders.

Under PREA, CONTRACTOR must make available to the CPO all incident-based and aggregated data reports for every allegation of sexual abuse at its facility or facilities, and all such data may be requested by the Department of Justice from the previous calendar year no later than June 30. [PREA §115.387(e) and (f)]

3.17.4 CONTRACTOR shall maintain full compliance with the Levels of Care as defined by the Texas Juvenile Justice Department, including the requirements of Contracted Components of Care referenced in Attachment "B."

B. All references to "Texas Juvenile Probation Commission" (TJPC) are amended to the "Texas Juvenile Justice Department".

C. "Attachment B, Contracted Components of Care" is hereby incorporated into this agreement.

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.

LEGAL BUSINESS NAME: <u>County of Victoria</u>	<input type="checkbox"/> DBA
BY: <u>Donald R. Pozzi</u> SIGNATURE	<input type="checkbox"/> CORPORATION
BY: <u>Donald R. Pozzi</u> PRINT NAME	<input type="checkbox"/> OTHER
TITLE: <u>County Judge</u> ITS DULY AUTHORIZED AGENT	DATE: <u>10-1-12</u>
TRAVIS COUNTY, TEXAS BY: <u>Cyd V. Grimes</u> CYD V. GRIMES, C.P.M., CPPO, TRAVIS COUNTY PURCHASING AGENT	DATE: <u>10/17/12</u>
TRAVIS COUNTY, TEXAS BY: <u>SAMUEL T. BISCOE, TRAVIS COUNTY JUDGE</u>	DATE:

CONTRACTED COMPONENTS OF CARE

THE FOLLOWING DOCUMENT INCLUDES REQUIREMENTS FOR THE RESIDENTIAL FACILITY OR CHILD PLACING AGENCY (CONTRACTOR) THAT PROVIDES 24-HOUR CARE TO IV-E ELIGIBLE CHILDREN UNDER THE JURISDICTION OF A TEXAS JUVENILE JUSTICE AGENCY.

DAILY LIVING SKILLS

The Contractor shall teach each child basic living and social skills such that they are able to appropriately care for themselves and function in the community.

ASSESSMENT, SERVICE PLANNING AND COORDINATION

- A) **Diagnostic Assessment.** The Contractor shall ensure completion of a diagnostic assessment on each child within 30 days of admission. The assessment must address the child's strengths and needs in the following areas: physical, psychological, behavioral, family, social and educational.
- B) **Service Planning and Coordination.**
- i. The Contractor shall develop, coordinate and implement a service plan that addresses the services that will be provided to meet each child's specific needs.
 - ii. The Contractor shall develop a service plan in accordance with the requirements contained in *TJPC-FED-29-04* Section 500 (Casework and Support Services) and Section 501 (Service Plans).
 - iii. The Contractor shall ensure that the service plan incorporates and is consistent with:
 - a. Permanency goals identified in the juvenile probation department residential case plan;
 - b. Behavioral goals established by the juvenile probation department;
 - c. Components of the child's Individual Education Plan (IEP) and the Individual Transition Plan (ITP) that are both developed by the school's Admission, Review, and Dismissal (ARD) committee, if appropriate; and
 - d. Components of the CPS transition plan for youth ages 16-22 which includes Preparation for Adult Living (PAL), Education and Training Vouchers (ETV) and other related services and support for youth who are currently in foster care or transitioning out of care. Additional information is located at http://www.dfps.state.tx.us/Child_Protection/Transitional_Living/default.asp.
 - iv. The Contractor shall ensure that the service plan includes services to assist a child to transition to a new living arrangement or to new provider services, if applicable.

ROUTINE 24-HOUR CHILDCARE

A) Food.

- i. The Contractor shall provide food in accordance with requirements of DFPS Child Care Licensing Minimum Standards.
- ii. The Contractor shall ensure that each child receives fresh fruits, vegetables and dairy products at least once a day.
- iii. The Contractor shall ensure that children have input into meal planning.

B) Clothing and Personal Items.

- i. The Contractor shall maintain an inventory of the child's clothing and personal items that are of substantial and/or sentimental value by:
 - a. Completing an inventory of clothing and personal items at admission, as additional clothing and personal items are purchased or provided, and at discharge for a planned discharge and within thirty (30) days after an unplanned discharge;

CONTRACTED COMPONENTS OF CARE

- b. Ensuring that the child (when age and developmentally able) and the Contractor's staff sign and date the clothing and personal item inventory, except when the clothing and personal item inventory is completed after an unplanned discharge;
 - c. Sending the clothing and personal item inventory with the probation officer or other department designee at discharge for planned discharges; and
 - d. Providing the juvenile probation department with the clothing and personal item inventory within thirty (30) days after an unplanned discharge.
 - ii. The Contractor shall provide each child with appropriate clothing that at a minimum is:
 - b. In sufficient quantity to ensure an adequate amount of the following: t-shirts, undershirts, underwear, bras, socks, shoes, pants, shirts, skirts, blouses, coats/jackets, sweaters, pajamas, shorts, and other clothing necessary for a child to participate in daily activities;
 - c. Gender and age-appropriate;
 - d. Proportionate to the child's size;
 - e. In good condition, and is not worn-out with holes or tears (not intended by the manufacturer to be part of the item of clothing); and
 - f. Clean and washed on a regular basis.
 - iii. The Contractor shall allow children to label their clothes with their name or initials.
 - iv. The Contractor shall provide each child with appropriate items necessary to meet their hygiene and personal grooming needs by:
 - a. Making grooming products available so that each child is able to maintain good hygiene and grooming practices;
 - b. Ensuring that grooming products meet each child's ethnic hygiene and individual hair care needs;
 - c. Ensuring sufficient hot water is available for daily baths or showers; and
 - d. Providing training/education as necessary to ensure each child understands the concepts of personal hygiene and grooming and what they need to do on a daily basis to achieve and maintain good hygiene and grooming.
- C) Room, Board, and Furnishings.**
- i. The Contractor shall provide each child with a bed, sheets, towels, blankets, bedspreads, pillows, mattresses and other furnishings necessary to meet the child's needs. The Contractor shall ensure that the items be kept clean and in good repair.
 - ii. The Contractor shall ensure that children have personal storage space for their clothing and possessions. The Contractor shall provide children, who are able to look after their own needs, with individual storage space in their bedrooms for clothing and possessions.
 - iii. The Contractor shall provide behavioral, gender and age appropriate living arrangements for each child, with the exception of sibling groups, where appropriate, in accordance with DFPS Child Care Licensing Minimum Standards.

DISCIPLINE AND CRISIS MANAGEMENT

A) Discipline.

- i. The Contractor shall use appropriate authority and discipline practices as necessary to set limits for behavior and help each child develop the capacity for self-control; and
- ii. The Contractor shall develop and implement discipline and emergency behavior intervention policies that are consistent with DFPS Child Care Licensing Minimum Standards at: http://www.dfps.state.tx.us/Child_Care/Child_Care_Standards_and_Regulations/default.asp, and the Texas Administrative Code, including, but not limited to, the following:
 - a. The Contractor shall not use, give permission to use, or threaten to use physical discipline with any child.

CONTRACTED COMPONENTS OF CARE

- b. The Contractor shall not threaten the child with loss of visits with family or siblings as a punishment or deterrent to behavior.
- c. The Contractor shall not threaten the child with loss of placement as a punishment or deterrent to behavior.

B) De-Escalation and Crisis Management.

- i. The Contractor shall ensure that all de-escalation techniques are exhausted before utilizing more restrictive and intrusive behavior management or emergency behavior intervention.
- ii. The Contractor shall utilize developmentally and age appropriate emergency behavior intervention techniques, as described in DFPS Child Care Licensing Minimum Standards to resolve emergencies.
- iii. The Contractor shall manage the facility and milieu in a manner that minimizes disruption during a crisis.

EDUCATIONAL AND VOCATIONAL ACTIVITIES

A) Educational Activities.

- i. The Contractor shall ensure that each school-aged child placed with the Contractor pursuant to this Contract attends an educational program accredited by the Texas Education Agency ("TEA"). The Contractor may request an exception to this requirement from the juvenile probation department. The Chief Juvenile Probation Officer, or his/her designee may approve the exception request, and such approval must be in writing.
- ii. Not later than the third (3rd) calendar day after the date a child is placed in a residential facility, the Contractor shall notify the school district in which the facility is located.
- iii. The Contractor shall maintain and update an education portfolio for each child in the Contractor's care. The contents of the education portfolio must include, if appropriate:
 - a. School enrollment documents – birth certificate, Social Security card, immunizations, and withdrawal notice from the last school;
 - b. Special Education documents – Admission, Review & Dismissal (ARD) team meeting notes, Individual Education Plan (IEP), Section 504 documents, full individual evaluation and/or other diagnostic assessments;
 - c. Report cards, progress reports, and/or IEP progress reports;
 - d. Transcripts;
 - e. Standardized test result – TAKS/SDAA/LDAA;
 - f. Referrals, notices or other correspondence;
 - g. Pictures;
 - h. Miscellaneous – anything school related not previously listed.
- iv. The Contractor shall make the education portfolio readily available to the juvenile probation department on any visit with the child or otherwise, if requested.
- v. The Contractor shall document that the report card and progress reports are discussed with each child.
- vi. The Contractor shall provide the child's education portfolio to the juvenile probation department at the time a child is discharged from the Contractor's care regardless of whether the discharge is a planned or an unplanned discharge. The Contractor must ensure the following:
 - a. The most current educational documents and records are in each child's education portfolio; and
 - b. The child's education portfolio includes the child's current school withdrawal paperwork.
- vii. The Contractor shall minimize disruptions to a child's education by scheduling therapy and other appointments outside school hours, whenever possible.

- B) Vocational Activities.** The Contractor shall provide vocational training, support services, activities and skills training (including job readiness), apprenticeships and vocational training opportunities such that each child:

CONTRACTED COMPONENTS OF CARE

- i. Has access to appropriate vocational activities and community education programs;
- ii. Receives the assistance needed to maximize the benefit of these activities; and
- iii. Is provided transportation to vocational activities.

ROUTINE RECREATIONAL ACTIVITIES

- A) The Contractor shall provide recreational activities such as indoor, outdoor, school, community and religious or spiritual activities for children served under this Contract that are age-appropriate, varied, and are of interest to the child.
- B) The Contractor shall ensure that recreational activities are, at a minimum, supervised in accordance with DFPS Child Care Licensing Minimum Standards and service level requirements contained in the Levels of Care Descriptions (TJPC-FED-28-04).
- C) The Contractor shall intervene, as necessary, to reduce the risk and occurrence of any and all injuries.
- D) The Contractor shall ensure that children have input into the types of recreational activities in which they wish to participate.

TRAVEL

- A) The Contractor shall provide or arrange all travel necessary to ensure a child's access to all necessary medical, mental and vision care for each child, including behavioral healthcare services, recreational, school and school activities, family visits, court hearings, Preparation for Adult Living (PAL) activities, permanency conferences, transition plan meetings, family group conferences, circles of support conferences, and any other services necessary to fulfill the tasks on a child's service plan.
- B) A Contractor who is licensed as a CPA shall arrange and facilitate sibling visits when siblings are at different placements within the same CPA unless the sibling visits are:
 - i. Prohibited by court order;
 - ii. Contrary to the best interest of the children as reflected in any of the service plans of the siblings; or
 - iii. Discouraged by a mental health professional treating any of the siblings.

CULTURAL COMPETENCE

The Contractor shall provide the contracted components of care with a high level of individual and organizational cultural competence as described below:

- A) **Individual Cultural Competence** – The knowledge, skill or attribute one has relative to cultures other than his/her own, that is observable in the consistent patterns of an individual's behavior, interaction and work related activities over time, which contributes to the ability to effectively meet the needs of children and families receiving services.
- B) **Organizational Cultural Competence** – A set of values, behaviors, attitudes and practices within a system, organization, program or among individuals, which enables staff and volunteers to work effectively with children and families from other cultures. Furthermore, it refers to the staff's ability to honor and respect the beliefs, language, interpersonal styles and behaviors of individuals and families receiving services.

CONTRACTED COMPONENTS OF CARE

CONTRACTOR PARTICIPATION

- A) The Contractor shall participate in conferences required by the juvenile probation department which include but are not limited to, medical, school, case planning, permanency planning, transition planning, and legal staffings.
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- C) The Contractor shall participate in any other meetings required by the juvenile probation department or a court having jurisdiction over the child and necessary to ensure that the Contractor is complying with a child's service plan.

MAINTAINING CONNECTIONS

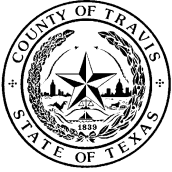
- A) The Contractor shall make a good faith effort to ensure that children are able to preserve desired and appropriate connections to his or her own cultural identity and community, including religious/spiritual, family, school, and appropriate organizations through on-site or off-site means.
- B) The Contractor shall document all good faith efforts to maintain the child's connections.

PROVIDING TESTIMONY

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- B) The Contractor shall, to the extent possible, notify, and/or assist the juvenile probation department in locating, past employees or subcontractors when past employees or subcontractors are needed to appear and testify in accordance with this subsection. The Contractor is responsible for the cost associated with the requirements of this subsection.

LEAST RESTRICTIVE SETTING

The Contractor shall provide all services in a manner that safeguards the health, welfare and safety of the children in the least restrictive setting possible.



Travis County Commissioners Court Agenda Request

Meeting Date: November 6, 2012

Prepared By/Phone Number: Loren Breland, 854-4854

Elected/Appointed Official/Dept. Head: Cyd Grimes

Commissioners Court Sponsor: Judge Biscoe

Agenda Language: Approve contract awards for Sheriff Uniforms, IFB #120219-LD, to the low responsive bidders.

A. Miller Uniforms, All line items in Groups A through M, V, X, Z, AA, BB, Line items 33-01, 33-02

B. GT Distributors, Groups S, T, U, W, Line item 34-01

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

These contracts will provide Sheriff uniforms.

Bid #B120219-LD was issued on July 17, 2012 and 2 bids on August 13, 2012. The Sheriff's Office has reviewed the bids and recommends contract awards to the lowest responsive bidders for the respective bid groups and line items listed below.

A. Miller Uniforms, All line items in Groups A through M, V, X, Z, AA, BB, Line items 33-01, 33-02

B. GT Distributors, Groups S, T, U, W, Line 34-01

The Sheriff's Office is recommending rejecting all bids received for Groups N, O, P, Q, R and Y. Groups N, O, P, Q and R are not in the best interest of the Sheriff's Office at this time. A change in the specifications of Group Y was discovered after bid opening.

- **Contract-Related Information:**

Award Amount: Estimated quantity, as needed basis.

Contract Type: Term Contract

Contract Period: November 6, 2012 – November 5, 2013

➤ **Solicitation-Related Information:**

Solicitations Sent: 20

Responses Received: 2

HUB Information:

% 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:**

☐ SAP Shopping Cart #:

☒ Funding Account(s): Cost Center 137044001

☒ Comments: Estimated quantity, shopping carts entered on an as needed basis.



JAMES N. SYLVESTER
Chief Deputy

GREG HAMILTON

TRAVIS COUNTY SHERIFF

P.O. Box 1748
Austin, Texas 78767
(512) 854-9770
www.tcsheriff.org

PHYLLIS CLAIR
Major – Law Enforcement

DARREN LONG
Major – Corrections

MARK SAWA
Major - Administration & Support

MEMORANDUM

To: Loren Breland
Purchasing Agent Assistant

From: Bonnie Alcorn
TCSO Supply Officer

Through: Maria Wedhorn
Financial Analyst Lead

Date: October 04, 2012

Subject: **Solicitation #B120219-LD, SHERIFF'S UNIFORMS**

The Travis County Sheriff's Office recommends the items listed on this bid be awarded to the following lowest responsive bidders.

Miller Uniforms & Emblems, Inc. A,B,C,D,E,F, G, H,I,J, K, L, M, V, X, Z, AA, BB, 33-01, 33-02

GT Distributors, Inc. Item#'s S,T,U,W, 34-01

We recommend Item#'s N,O,P,Q,R be rejected as these are not in the best interest of the Travis County Sheriff's Office at this time.

Do not award Item #Y due to a change in current specifications.

Expenditures will continue to be funded within Cost Center 1370440001.

Please contact me at 854-4474 if you have any questions.

cc Maria Wedhorn

Bid #B120219-LD - SHERIFF'S UNIFORMSCreation Date **May 18, 2012**End Date **Aug 13, 2012 2:00:00 PM CDT**Start Date **Jul 17, 2012 4:39:23 PM CDT**Awarded Date **Not Yet Awarded**

B120219-LD--01-01 Group A - Men's Short-Sleeve Shirts, Blauer Model #8460Z: Shirt, Short-Sleeve (Stock) Color: Silver Tan - S-XL					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$42.69	2300 / each	\$98,187.00		Y
Product Code: Unit Amount Text: forty two dollars and sixty nine cents Total Amount Text: ninety eight thousand one hundred eighty seven dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 55R7404			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$67.50	2300 / each	\$155,250.00		Y
Product Code: Unit Amount Text: Sixty seven Fifty Total Amount Text: One Hundred fifty five thousand two hundred fifty Agency Notes:		Supplier Product Code: Blauer # 8460Z Supplier Notes:			

B120219-LD--01-02 Group A - Men's Short-Sleeve Shirts, Blauer Model #8460Z: Shirt, Short-Sleeve (Stock) Color: Silver Tan - XXL					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$42.69	150 / each	\$6,403.50		Y
Product Code: Unit Amount Text: forty two dollars and sixty nine cents Total Amount Text: six thousand four hundred three dollars and fifty cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 55R8404			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$74.25	150 / each	\$11,137.50		Y
Product Code: Unit Amount Text: Seventy four twenty five Total Amount Text: Eleven thousand one hundred thirty seven fifty Agency Notes:		Supplier Product Code: Blauer # 8460Z Supplier Notes:			

B120219-LD--01-03 Group A - Men's Short-Sleeve Shirts, Blauer Model #8460Z: Shirt, Short-Sleeve (Stock) Color: Silver Tan -XXXL					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$42.69	60 / each	\$2,561.40		Y
Product Code: Unit Amount Text: forty two dollars and sixty nine cents Total Amount Text: two thousand five hundred sixty one dollars and forty cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 55R8404			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$81.00	60 / each	\$4,860.00		Y
Product Code: Unit Amount Text: Eighty one Total Amount Text: four thousand eight hundred Agency Notes:		Supplier Product Code: Blauer # 8460Z Supplier Notes:			

B120219-LD--01-04 Group A - Men's Short-Sleeve Shirts, Blauer Model #8460Z: Shirt, Short-Sleeve (Stock) Color: Silver Tan -XXXXL					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$42.69	50 / each	\$2,134.50		Y
Product Code: Unit Amount Text: forty two dollars and sixty nine cents Total Amount Text: two thousand one hundred thirty four		Supplier Product Code: Supplier Notes: Bidding Fechheimer 55R8404			

dollars and fifty cents					
Agency Notes:					
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$87.75	50 / each	\$4,387.50		Y
Product Code:		Supplier Product Code: Blauer # 8460Z			
Unit Amount Text: eighty seven seventy five		Supplier Notes:			
Total Amount Text: Four thousand three hundred eighty seven fifty					
Agency Notes:					

B120219-LD—01-05 Group A - Men's Short-Sleeve Shirts, Blauer Model #8460Z: Shirt, Short-Sleeve (Altered), Color: Silver Tan - S-XL					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$42.69	450 / each	\$19,210.50		Y
Product Code: Unit Amount Text: forty two dollars and sixty nine cents Total Amount Text: nineteen thousand two hundred ten dollars and fifty cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 55R8404			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$67.50	450 / each	\$30,375.00		Y
Product Code: Unit Amount Text: Sixty seven Fifty Total Amount Text: Thirty thousand three hundred seventy five Agency Notes:		Supplier Product Code: Blauer # 8460 Supplier Notes:			

B120219-LD--01-06 Group A - Men's Short-Sleeve Shirts, Blauer Model #8460Z: Shirt, Short-Sleeve (Altered), Color: Silver Tan - XXL					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$42.69	25 / each	\$1,067.25		Y
Product Code:		Supplier Product Code:			
Unit Amount Text: forty two dollars and sixty nine cents		Supplier Notes: Bidding Fechheimer 55R8404			
Total Amount Text: one thousand sixty seven dollars and twenty five cents					
Agency Notes:					
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$74.25	25 / each	\$1,856.25		Y
Product Code:		Supplier Product Code: Blauer # 8460Z			
Unit Amount Text: Seventy four twent five		Supplier Notes:			
Total Amount Text: Eightteen hundreded fufy six twenty five					
Agency Notes:					

B120219-LD--01-07 Group A - Men's Short-Sleeve Shirts, Blauer Model #8460Z: Shirt, Short-Sleeve (Altered), Color: Silver Tan - XXXL					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$42.69	15 / each	\$640.35		Y
Product Code: Unit Amount Text: forty two dollars and sixty nine cents Total Amount Text: six hundred forty dollars and thirty five cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 55R8404			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$81.00	15 / each	\$1,215.00		Y
Product Code: Unit Amount Text: Eighty one Total Amount Text: Twelve hundreded fifteen Agency Notes:		Supplier Product Code: Blauer # 8460Z Supplier Notes:			

B120219-LD--01-08 Group A - Men's Short-Sleeve Shirts, Blauer Model #8460Z: Shirt, Short-Sleeve (Altered), Color: Silver Tan - XXXXL					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$42.69	10 / each	\$426.90		Y
Product Code:		Supplier Product Code:			



Travis County Commissioners Court Agenda Request

Meeting Date: November 6, 2012

Prepared By/Phone Number: Loren Breland, 854-4854

Elected/Appointed Official/Dept. Head: Cyd Grimes

Commissioners Court Sponsor: Judge Biscoe

Agenda Language: Approve contract awards for Sheriff Uniforms, IFB #120219-LD, to the low responsive bidders.

A. Miller Uniforms, All line items in Groups A through M, V, X, Z, AA, BB, Line items 33-01, 33-02

B. GT Distributors, Groups S, T, U, W, Line item 34-01

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

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- **Contract-Related Information:**

Award Amount: Estimated quantity, as needed basis.

Contract Type: Term Contract

Contract Period: November 6, 2012 – November 5, 2013

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

➤ **Solicitation-Related Information:**

Solicitations Sent: 20

Responses Received: 2

HUB Information:

% HUB Subcontractor:

➤ **Special Contract Considerations:**

☐ Award has been protested; interested parties have been notified.

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☐ Comments:

➤ **Funding Information:**

☐ SAP Shopping Cart #:

☒ Funding Account(s): Cost Center 137044001

☒ Comments: Estimated quantity, shopping carts entered on an as needed basis.



JAMES N. SYLVESTER
Chief Deputy

GREG HAMILTON

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MARK SAWA
Major - Administration & Support

MEMORANDUM

To: Loren Breland
Purchasing Agent Assistant

From: Bonnie Alcorn
TCSO Supply Officer

Through: Maria Wedhorn
Financial Analyst Lead

Date: October 04, 2012

Subject: **Solicitation #B120219-LD, SHERIFF'S UNIFORMS**

The Travis County Sheriff's Office recommends the items listed on this bid be awarded to the following lowest responsive bidders.

Miller Uniforms & Emblems, Inc. A,B,C,D,E,F, G, H,I,J, K, L, M, V, X, Z, AA, BB, 33-01, 33-02

GT Distributors, Inc. Item#'s S,T,U,W, 34-01

We recommend Item#'s N,O,P,Q,R be rejected as these are not in the best interest of the Travis County Sheriff's Office at this time.

Do not award Item #Y due to a change in current specifications.

Expenditures will continue to be funded within Cost Center 1370440001.

Please contact me at 854-4474 if you have any questions.

cc Maria Wedhorn

Bid #B120219-LD - SHERIFF'S UNIFORMSCreation Date **May 18, 2012**End Date **Aug 13, 2012 2:00:00 PM CDT**Start Date **Jul 17, 2012 4:39:23 PM CDT**Awarded Date **Not Yet Awarded**

B120219-LD--01-01 Group A - Men's Short-Sleeve Shirts, Blauer Model #8460Z: Shirt, Short-Sleeve (Stock) Color: Silver Tan - S-XL					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$42.69	2300 / each	\$98,187.00		Y
Product Code: Unit Amount Text: forty two dollars and sixty nine cents Total Amount Text: ninety eight thousand one hundred eighty seven dollars and zero cents Agency Notes:			Supplier Product Code: Supplier Notes: Bidding Fechheimer 55R7404		
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$67.50	2300 / each	\$155,250.00		Y
Product Code: Unit Amount Text: Sixty seven Fifty Total Amount Text: One Hundred fifty five thousand two hundred fifty Agency Notes:			Supplier Product Code: Blauer # 8460Z Supplier Notes:		

B120219-LD--01-02 Group A - Men's Short-Sleeve Shirts, Blauer Model #8460Z: Shirt, Short-Sleeve (Stock) Color: Silver Tan - XXL					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$42.69	150 / each	\$6,403.50		Y
Product Code: Unit Amount Text: forty two dollars and sixty nine cents Total Amount Text: six thousand four hundred three dollars and fifty cents Agency Notes:			Supplier Product Code: Supplier Notes: Bidding Fechheimer 55R8404		
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$74.25	150 / each	\$11,137.50		Y
Product Code: Unit Amount Text: Seventy four twenty five Total Amount Text: Eleven thousand one hundred thirty seven fifty Agency Notes:			Supplier Product Code: Blauer # 8460Z Supplier Notes:		

B120219-LD--01-03 Group A - Men's Short-Sleeve Shirts, Blauer Model #8460Z: Shirt, Short-Sleeve (Stock) Color: Silver Tan -XXXL					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$42.69	60 / each	\$2,561.40		Y
Product Code: Unit Amount Text: forty two dollars and sixty nine cents Total Amount Text: two thousand five hundred sixty one dollars and forty cents Agency Notes:			Supplier Product Code: Supplier Notes: Bidding Fechheimer 55R8404		
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$81.00	60 / each	\$4,860.00		Y
Product Code: Unit Amount Text: Eighty one Total Amount Text: four thousand eight hundred Agency Notes:			Supplier Product Code: Blauer # 8460Z Supplier Notes:		

B120219-LD--01-04 Group A - Men's Short-Sleeve Shirts, Blauer Model #8460Z: Shirt, Short-Sleeve (Stock) Color: Silver Tan -XXXXL					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$42.69	50 / each	\$2,134.50		Y
Product Code: Unit Amount Text: forty two dollars and sixty nine cents Total Amount Text: two thousand one hundred thirty four			Supplier Product Code: Supplier Notes: Bidding Fechheimer 55R8404		

dollars and fifty cents					
Agency Notes:					
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$87.75	50 / each	\$4,387.50		Y
Product Code:		Supplier Product Code: Blauer # 8460Z			
Unit Amount Text: eighty seven seventy five		Supplier Notes:			
Total Amount Text: Four thousand three hundred eighty seven fifty					
Agency Notes:					

B120219-LD--01-05 Group A - Men's Short-Sleeve Shirts, Blauer Model #8460Z: Shirt, Short-Sleeve (Altered), Color: Silver Tan - S-XL					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$42.69	450 / each	\$19,210.50		Y
Product Code:		Supplier Product Code:			
Unit Amount Text: forty two dollars and sixty nine cents		Supplier Notes: Bidding Fechheimer 55R8404			
Total Amount Text: nineteen thousand two hundred ten dollars and fifty cents					
Agency Notes:					
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$67.50	450 / each	\$30,375.00		Y
Product Code:		Supplier Product Code: Blauer # 8460			
Unit Amount Text: Sixty seven Fifty		Supplier Notes:			
Total Amount Text: Thirty thousand three hundred seventy five					
Agency Notes:					

B120219-LD--01-06 Group A - Men's Short-Sleeve Shirts, Blauer Model #8460Z: Shirt, Short-Sleeve (Altered), Color: Silver Tan - XXL					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$42.69	25 / each	\$1,067.25		Y
Product Code:		Supplier Product Code:			
Unit Amount Text: forty two dollars and sixty nine cents		Supplier Notes: Bidding Fechheimer 55R8404			
Total Amount Text: one thousand sixty seven dollars and twenty five cents					
Agency Notes:					
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$74.25	25 / each	\$1,856.25		Y
Product Code:		Supplier Product Code: Blauer # 8460Z			
Unit Amount Text: Seventy four twenty five		Supplier Notes:			
Total Amount Text: Eightteen hundreded fufy six twenty five					
Agency Notes:					

B120219-LD--01-07 Group A - Men's Short-Sleeve Shirts, Blauer Model #8460Z: Shirt, Short-Sleeve (Altered), Color: Silver Tan - XXXL					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$42.69	15 / each	\$640.35		Y
Product Code:		Supplier Product Code:			
Unit Amount Text: forty two dollars and sixty nine cents		Supplier Notes: Bidding Fechheimer 55R8404			
Total Amount Text: six hundred forty dollars and thirty five cents					
Agency Notes:					
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$81.00	15 / each	\$1,215.00		Y
Product Code:		Supplier Product Code: Blauer # 8460Z			
Unit Amount Text: Eighty one		Supplier Notes:			
Total Amount Text: Twelve hundreded fifteen					
Agency Notes:					

B120219-LD--01-08 Group A - Men's Short-Sleeve Shirts, Blauer Model #8460Z: Shirt, Short-Sleeve (Altered), Color: Silver Tan - XXXXL					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$42.69	10 / each	\$426.90		Y
Product Code:		Supplier Product Code:			

Unit Amount Text: forty two dollars and sixty nine cents Total Amount Text: four hundred twenty six dollars and ninety cents Agency Notes:		Supplier Notes: Bidding Fechheimer 55R8404			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$87.75	10 / each	\$877.50		Y
Product Code: Unit Amount Text: Eighty seven seventy five Total Amount Text: Eight hundred seventy seven fifty Agency Notes:		Supplier Product Code: Blauer # 8460Z Supplier Notes:			

B120219-LD--01-09 Group A - Men's Short-Sleeve Shirts, Blauer Model #8460Z: Shirt, Short-Sleeve (Made-to-Measure), Color: Silver Tan					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$59.34	25 / each	\$1,483.50		Y
Product Code: Unit Amount Text: fifty nine dollars and thirty four cents Total Amount Text: one thousand four hundred eighty three dollars and fifty cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 55R8404			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$101.25	25 / each	\$2,531.25		Y
Product Code: Unit Amount Text: One Hundred one and twenty five Total Amount Text: Twenty five hundred thirty one and twenty five Agency Notes:		Supplier Product Code: Blauer # 8460Z Supplier Notes:			

B120219-LD--02-01 Group A - Women's Short-Sleeve Shirts, Blauer Model #8460WZ: Shirt, Short-Sleeve (Stock), Color: Silver Tan - S-L					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$42.69	750 / each	\$32,017.50		Y
Product Code: Unit Amount Text: forty two dollars and sixty nine cents Total Amount Text: thirty two thousand seventeen dollars and fifty cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 155R7404			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$67.50	750 / each	\$50,625.00		Y
Product Code: Unit Amount Text: Sixty seven fifty Total Amount Text: Fifty thousand six hundred twenty five Agency Notes:		Supplier Product Code: Blauer # 8460WZ Supplier Notes:			

B120219-LD--02-02 Group A - Women's Short-Sleeve Shirts, Blauer Model #8460WZ: Shirt, Short-Sleeve (Stock), Color: Silver Tan - XL-XXL					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$42.69	300 / each	\$12,807.00		Y
Product Code: Unit Amount Text: forty two dollars and sixty nine cents Total Amount Text: twelve thousand eight hundred seven dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 155R7404			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$67.50	300 / each	\$20,250.00		Y
Product Code: Unit Amount Text: Sixty seven fifty Total Amount Text: Twenty Thousand two Hundred fifty Agency Notes:		Supplier Product Code: Blauer # 8460WZ Supplier Notes:			

B120219-LD--02-03 Group A - Women's Short-Sleeve Shirts, Blauer Model #8460WZ: Shirt, Short-Sleeve (Altered), Color: Silver Tan - S-L					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$42.69	150 / each	\$6,403.50		Y

Unit Amount Text: forty two dollars and sixty nine cents Total Amount Text: four hundred twenty six dollars and ninety cents Agency Notes:		Supplier Notes: Bidding Fechheimer 55R8404			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$87.75	10 / each	\$877.50		Y
Product Code: Unit Amount Text: Eighty seven seventy five Total Amount Text: Eight hundred seventy seven fifty Agency Notes:		Supplier Product Code: Blauer # 8460Z Supplier Notes:			

B120219-LD--01-09 Group A - Men's Short-Sleeve Shirts, Blauer Model #8460Z: Shirt, Short-Sleeve (Made-to-Measure), Color: Silver Tan					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$59.34	25 / each	\$1,483.50		Y
Product Code: Unit Amount Text: fifty nine dollars and thirty four cents Total Amount Text: one thousand four hundred eighty three dollars and fifty cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 55R8404			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$101.25	25 / each	\$2,531.25		Y
Product Code: Unit Amount Text: One Hundred one and twenty five Total Amount Text: Twenty five hundred thirty one and twenty five Agency Notes:		Supplier Product Code: Blauer # 8460Z Supplier Notes:			

B120219-LD--02-01 Group A - Women's Short-Sleeve Shirts, Blauer Model #8460WZ: Shirt, Short-Sleeve (Stock), Color: Silver Tan - S-L					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$42.69	750 / each	\$32,017.50		Y
Product Code: Unit Amount Text: forty two dollars and sixty nine cents Total Amount Text: thirty two thousand seventeen dollars and fifty cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 155R7404			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$67.50	750 / each	\$50,625.00		Y
Product Code: Unit Amount Text: Sixty seven fifty Total Amount Text: Fifty thousand six hundred twenty five Agency Notes:		Supplier Product Code: Blauer # 8460WZ Supplier Notes:			

B120219-LD--02-02 Group A - Women's Short-Sleeve Shirts, Blauer Model #8460WZ: Shirt, Short-Sleeve (Stock), Color: Silver Tan - XL-XXL					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$42.69	300 / each	\$12,807.00		Y
Product Code: Unit Amount Text: forty two dollars and sixty nine cents Total Amount Text: twelve thousand eight hundred seven dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 155R7404			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$67.50	300 / each	\$20,250.00		Y
Product Code: Unit Amount Text: Sixty seven fifty Total Amount Text: Twenty Thousand two Hundred fifty Agency Notes:		Supplier Product Code: Blauer # 8460WZ Supplier Notes:			

B120219-LD--02-03 Group A - Women's Short-Sleeve Shirts, Blauer Model #8460WZ: Shirt, Short-Sleeve (Altered), Color: Silver Tan - S-L					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$42.69	150 / each	\$6,403.50		Y

Product Code: Unit Amount Text: forty two dollars and sixty nine cents Total Amount Text: six thousand four hundred three dollars and fifty cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 155R7404			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$67.50	150 / each	\$10,125.00		Y
Product Code: Unit Amount Text: Sixty seven fifty Total Amount Text: Ten thousand one hundred twenty five Agency Notes:		Supplier Product Code: Blauer # 8460WZ Supplier Notes:			

B120219-LD--02-04 Group A - Women's Short-Sleeve Shirts, Blauer Model #8460WZ: Shirt, Short-Sleeve (Altered), Color: Silver Tan - XL-XXL					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$42.69	100 / each	\$4,269.00		Y
Product Code: Unit Amount Text: forty two dollars and sixty nine cents Total Amount Text: four thousand two hundred sixty nine dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 155R7404			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$67.50	100 / each	\$6,750.00		Y
Product Code: Unit Amount Text: Sixty seven fifty Total Amount Text: Six Thousand seven hundreded fifty Agency Notes:		Supplier Product Code: Blauer # 8460WZ Supplier Notes:			

B120219-LD--02-05 Group A - Women's Short-Sleeve Shirts, Blauer Model #8460WZ: Shirt, Short-Sleeve (Made-to-Measure), Color: Silver Tan					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$59.34	25 / each	\$1,483.50		Y
Product Code: Unit Amount Text: fifty nine dollars and thirty four cents Total Amount Text: one thousand four hundred eighty three dollars and fifty cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 155R7404			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$67.50	25 / each	\$1,687.50		Y
Product Code: Unit Amount Text: Sixty seven fifty Total Amount Text: Sixteen hundreded eighty seven fifty Agency Notes:		Supplier Product Code: Blauer # 8460WZ Supplier Notes:			

B120219-LD--03-01 Group B - Men's Long Sleeve Shirts, Blauer Model #8450Z: Shirt, Long-Sleeve (Stock) - 14 1/2" TO 17 1/2", sleeve to 36"					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$49.32	500 / each	\$24,660.00		Y
Product Code: Unit Amount Text: forty nine dollars and thirty two cents Total Amount Text: twenty four thousand six hundred sixty dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 05W8404			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$72.50	500 / each	\$36,250.00		Y
Product Code: Unit Amount Text: Seventy two fifty Total Amount Text: Thirty six thousand two hundred fifty Agency Notes:		Supplier Product Code: Blauer # 8450Z Supplier Notes:			

B120219-LD--03-02 Group B - Men's Long Sleeve Shirts, Blauer Model #8450Z: Shirt, Long-Sleeve (Stock) - 18" to 18 1/2", sleeve to 36"					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$49.32	250 / each	\$12,330.00		Y

Product Code: Unit Amount Text: forty nine dollars and thirty two cents Total Amount Text: twelve thousand three hundred thirty dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 05W8404			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$79.75	250 / each	\$19,937.50		Y
Product Code: Unit Amount Text: Seventy nine seventy five Total Amount Text: Nineteen thousand nine hundred thirty seven fifty Agency Notes:		Supplier Product Code: Blauer # 8450Z Supplier Notes:			

B120219-LD--03-03 Group B - Men's Long Sleeve Shirts, Blauer Model #8450Z: Shirt, Long-Sleeve (Stock) - 17 1/2" to 18 1/2", sleeve to 38"					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$49.32	20 / each	\$986.40		Y
Product Code: Unit Amount Text: forty nine dollars and thirty two cents Total Amount Text: nine hundred eighty six dollars and forty cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 05W8404			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$79.75	20 / each	\$1,595.00		Y
Product Code: Unit Amount Text: Seventy nine seventy five Total Amount Text: Fifteen hundred ninety five Agency Notes:		Supplier Product Code: Blauer # 8450Z Supplier Notes:			

B120219-LD--03-04 Group B - Men's Long Sleeve Shirts, Blauer Model #8450Z: Shirt, Long-Sleeve (Stock) - 19", sleeve 34" to 36"					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$49.32	30 / each	\$1,479.60		Y
Product Code: Unit Amount Text: forty nine dollars and thirty two cents Total Amount Text: one thousand four hundred seventy nine dollars and sixty cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 05W8404			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$87.00	30 / each	\$2,610.00		Y
Product Code: Unit Amount Text: Eighty Seven Total Amount Text: Twenty six hundred ten Agency Notes:		Supplier Product Code: Blauer # 8450Z Supplier Notes:			

B120219-LD--03-05 Group B - Men's Long Sleeve Shirts, Blauer Model #8450Z: Shirt, Long-Sleeve (Stock) - 20"					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$49.32	20 / each	\$986.40		Y
Product Code: Unit Amount Text: forty nine dollars and thirty two cents Total Amount Text: nine hundred eighty six dollars and forty cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 05W8404			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$94.25	20 / each	\$1,885.00		Y
Product Code: Unit Amount Text: Ninety four twenty five Total Amount Text: Eighteen hundred eighty five Agency Notes:		Supplier Product Code: Blauer # 8450Z Supplier Notes:			

B120219-LD--03-06 Group B - Men's Long Sleeve Shirts, Blauer Model #8450Z: Shirt, Long-Sleeve (Altered) - 14 1/2" TO 17 1/2", sleeve to 36"					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$49.32	100 / each	\$4,932.00		Y

Product Code: Unit Amount Text: forty nine dollars and thirty two cents Total Amount Text: four thousand nine hundred thirty two dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 05W8404			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$72.50	100 / each	\$7,250.00		Y
Product Code: Unit Amount Text: Seventy two fifty Total Amount Text: Seven thousand two hundred fifty Agency Notes:		Supplier Product Code: Blauer # 8450Z Supplier Notes:			

B120219-LD--03-07 Group B - Men's Long Sleeve Shirts, Blauer Model #8450Z: Shirt, Long-Sleeve (Altered) - 18" to 18 1/2", sleeve to 36"					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$49.32	100 / each	\$4,932.00		Y
Product Code: Unit Amount Text: forty nine dollars and thirty two cents Total Amount Text: four thousand nine hundred thirty two dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 05W8404			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$79.75	100 / each	\$7,975.00		Y
Product Code: Unit Amount Text: Seventy nine seventy five Total Amount Text: Seventy nine hundred seventy five Agency Notes:		Supplier Product Code: Blauer # 8450Z Supplier Notes:			

B120219-LD--03-08 Group B - Men's Long Sleeve Shirts, Blauer Model #8450Z: Shirt, Long-Sleeve (Altered) - 17 1/2" to 18 1/2", sleeve to 38"					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$49.32	15 / each	\$739.80		Y
Product Code: Unit Amount Text: forty nine dollars and thirty two cents Total Amount Text: seven hundred thirty nine dollars and eighty cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 05W8404			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$79.75	15 / each	\$1,196.25		Y
Product Code: Unit Amount Text: Seventy nine seventy five Total Amount Text: Eleven hundred ninety six twenty five Agency Notes:		Supplier Product Code: Blauer # 8450Z Supplier Notes:			

B120219-LD--03-09 Group B - Men's Long Sleeve Shirts, Blauer Model #8450Z: Shirt, Long-Sleeve (Altered) - 19", sleeve 34" to 36"					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$49.32	15 / each	\$739.80		Y
Product Code: Unit Amount Text: forty nine dollars and thirty two cents Total Amount Text: seven hundred thirty nine dollars and eighty cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 05W8404			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$87.00	15 / each	\$1,305.00		Y
Product Code: Unit Amount Text: Eighty seven Total Amount Text: Thirteen hundred five Agency Notes:		Supplier Product Code: Blauer # 8450Z Supplier Notes:			

B120219-LD--03-10 Group B - Men's Long Sleeve Shirts, Blauer Model #8450Z: Shirt, Long-Sleeve (Altered) - 20"					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$49.32	5 / each	\$246.60		Y

Product Code: Unit Amount Text: forty nine dollars and thirty two cents Total Amount Text: two hundred forty six dollars and sixty cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 05W8404	
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$94.25	5 / each	\$471.25 Y
Product Code: Unit Amount Text: Ninety four twenty five Total Amount Text: Four hundred seventy one and twenty five Agency Notes:		Supplier Product Code: Blauer # 8450Z Supplier Notes:	

B120219-LD--03-11 Group B - Men's Long Sleeve Shirts, Blauer Model #8450Z: Shirt, Long-Sleeve (Made-to-Measure), Color: Silver Tan					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$68.56	10 / each	\$685.60		Y
Product Code: Unit Amount Text: sixty eight dollars and fifty six cents Total Amount Text: six hundred eighty five dollars and sixty cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 05W8404			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$108.75	10 / each	\$1,087.50		Y
Product Code: Unit Amount Text: One hundred eight and seventy five Total Amount Text: One thousand eighty seven fifty Agency Notes:		Supplier Product Code: Blauer # 8450Z Supplier Notes:			

B120219-LD--03-12 Group B - Men's Long Sleeve Shirts, Blauer Model #8450Z: Shirt, Long-Sleeve, Class A - 14 1/2" TO 17 1/2", sleeve to 36"					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$59.32	550 / each	\$32,626.00		Y
Product Code: Unit Amount Text: fifty nine dollars and thirty two cents Total Amount Text: thirty two thousand six hundred twenty six dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 05W8404			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$80.50	550 / each	\$44,275.00		Y
Product Code: Unit Amount Text: Eighty fifty Total Amount Text: Fouty four thousand two hundred seventy five Agency Notes:		Supplier Product Code: Blauer # 8450Z Supplier Notes:			

B120219-LD--03-13 Group B - Men's Long Sleeve Shirts, Blauer Model #8450Z: Shirt, Long-Sleeve, Class A - 18" to 18 1/2", sleeve to 36"					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$59.32	50 / each	\$2,966.00		Y
Product Code: Unit Amount Text: fifty nine dollars and thirty two cents Total Amount Text: two thousand nine hundred sixty six dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 05W8404			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$88.55	50 / each	\$4,427.50		Y
Product Code: Unit Amount Text: Eighty eight fifty five Total Amount Text: Fouty four hundred twenty seven fifty Agency Notes:		Supplier Product Code: Blauer # 8450Z Supplier Notes:			

B120219-LD--03-14 Group B - Men's Long Sleeve Shirts, Blauer Model #8450Z: Shirt, Long-Sleeve, Class A - 17 1/2" to 18 1/2", sleeve to 38"					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$59.32	50 / each	\$2,966.00		Y

Product Code: Unit Amount Text: fifty nine dollars and thirty two cents Total Amount Text: two thousand nine hundred sixty six dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 05W8404			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$88.55	50 / each	\$4,427.50		Y
Product Code: Unit Amount Text: Eighty eight fifty five Total Amount Text: Fourty four hundred twenty seven fifty Agency Notes:		Supplier Product Code: Blauer # 8450Z Supplier Notes:			

B120219-LD--03-15 Group B - Men's Long Sleeve Shirts, Blauer Model #8450Z: Shirt, Long-Sleeve, Class A - 19", sleeve 34" to 36"					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$59.32	40 / each	\$2,372.80		Y
Product Code: Unit Amount Text: fifty nine dollars and thirty two cents Total Amount Text: two thousand three hundred seventy two dollars and eighty cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 05W8404			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$96.60	40 / each	\$3,864.00		Y
Product Code: Unit Amount Text: Ninety six sixty Total Amount Text: Thirty eight hundred sixty four Agency Notes:		Supplier Product Code: Blauer # 8450Z Supplier Notes:			

B120219-LD--03-16 Group B - Men's Long Sleeve Shirts, Blauer Model #8450Z: Shirt, Long-Sleeve, Class A - 20"					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$59.32	10 / each	\$593.20		Y
Product Code: Unit Amount Text: fifty nine dollars and thirty two cents Total Amount Text: five hundred ninety three dollars and twenty cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 05W8404			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$104.65	10 / each	\$1,046.50		Y
Product Code: Unit Amount Text: One hundred four and sixty five Total Amount Text: One thousand fourty six fifty Agency Notes:		Supplier Product Code: Blauer # 8450Z Supplier Notes:			

B120219-LD--04-01 Group B - Women's Long-Sleeve Shirts, Blauer Model #8450WZ: Shirt, Long-Sleeve (Stock), Color: Silver Tan - S-L					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$49.32	200 / each	\$9,864.00		Y
Product Code: Unit Amount Text: forty nine dollars and thirty two cents Total Amount Text: nine thousand eight hundred sixty four dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 105W8404			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$72.50	200 / each	\$14,500.00		Y
Product Code: Unit Amount Text: Seventy two fifty Total Amount Text: Fourteen thousand five hundred Agency Notes:		Supplier Product Code: Blauer # 8450WZ Supplier Notes:			

B120219-LD--04-02 Group B - Women's Long-Sleeve Shirts, Blauer Model #8450WZ: Shirt, Long-Sleeve (Stock), Color: Silver Tan - XL-XXL					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$49.32	50 / each	\$2,466.00		Y

Product Code: Unit Amount Text: forty nine dollars and thirty two cents Total Amount Text: two thousand four hundred sixty six dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 105W8404			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$72.50	50 / each	\$3,625.00		Y
Product Code: Unit Amount Text: Seventy two fifty Total Amount Text: Three thousand six hundred twenty five Agency Notes:		Supplier Product Code: Blauer # 8450WZ Supplier Notes:			

B120219-LD--04-03 Group B - Women's Long-Sleeve Shirts, Blauer Model #8450WZ: Shirt, Long-Sleeve (Altered), Color: Silver Tan - S-L					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$49.32	75 / each	\$3,699.00		Y
Product Code: Unit Amount Text: forty nine dollars and thirty two cents Total Amount Text: three thousand six hundred ninety nine dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 105W8404			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$72.50	75 / each	\$5,437.50		Y
Product Code: Unit Amount Text: Seventy two fifty Total Amount Text: Fifty four hundred thirty seven fifty Agency Notes:		Supplier Product Code: Blauer # 8450WZ Supplier Notes:			

B120219-LD--04-04 Group B - Women's Long-Sleeve Shirts, Blauer Model #8450WZ: Shirt, Long-Sleeve (Altered), Color: Silver Tan - XL-XXL					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$49.32	20 / each	\$986.40		Y
Product Code: Unit Amount Text: forty nine dollars and thirty two cents Total Amount Text: nine hundred eighty six dollars and forty cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 105W8404			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$72.50	20 / each	\$1,450.00		Y
Product Code: Unit Amount Text: Seventy two fifty Total Amount Text: Fourteen hundred fifty Agency Notes:		Supplier Product Code: Blauer # 8450WZ Supplier Notes:			

B120219-LD--04-05 Group B - Women's Long-Sleeve Shirts, Blauer Model #8450WZ: Shirt, Long-Sleeve (Made to Measure), Color: Silver Tan					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$68.56	20 / each	\$1,371.20		Y
Product Code: Unit Amount Text: sixty eight dollars and fifty six cents Total Amount Text: one thousand three hundred seventy one dollars and twenty cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 105W8404			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$72.50	20 / each	\$1,450.00		Y
Product Code: Unit Amount Text: Seventy two fifty Total Amount Text: Fourteen hundred fifty Agency Notes:		Supplier Product Code: Blauer # 8450WZ Supplier Notes:			

B120219-LD--04-06 Group B - Women's Long-Sleeve Shirts, Blauer Model #8450WZ: Shirt, Long-Sleeve, Class A, Color: Silver Tan - S-L					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$59.32	150 / each	\$8,898.00		Y

Product Code: Unit Amount Text: fifty nine dollars and thirty two cents Total Amount Text: eight thousand eight hundred ninety eight dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 105W8404			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$80.50	150 / each	\$12,075.00		Y
Product Code: Unit Amount Text: Eighty fifty Total Amount Text: Twelve thousand seventy five Agency Notes:		Supplier Product Code: Blauer # 8450WZ Supplier Notes:			

B120219-LD--04-07 Group B - Women's Long-Sleeve Shirts, Blauer Model #8450WZ: Shirt, Long-Sleeve, Class A, Color: Silver Tan - XL-XXL					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$59.32	50 / each	\$2,966.00		Y
Product Code: Unit Amount Text: fifty nine dollars and thirty two cents Total Amount Text: two thousand nine hundred sixty six dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 105W8404			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$80.50	50 / each	\$4,025.00		Y
Product Code: Unit Amount Text: Eighty fifty Total Amount Text: Four thousand twenty five Agency Notes:		Supplier Product Code: Blauer # 8450WZ Supplier Notes:			

B120219-LD--05-01 Group C - Short-Sleeve Knit Shirts, Blauer Model #8130: Shirt, Short-Sleeve (Stock), Color: Silver Tan - XS-XL					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$50.71	1100 / each	\$55,781.00		Y
Product Code: Unit Amount Text: fifty dollars and seventy one cents Total Amount Text: fifty five thousand seven hundred eighty one dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 85R7000 Tan			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$54.50	1100 / each	\$59,950.00		Y
Product Code: Unit Amount Text: Fifty four fifty Total Amount Text: Fifty nine thousand nine hundred fifty Agency Notes:		Supplier Product Code: Blauer # 8130 Supplier Notes:			

B120219-LD--05-02 Group C - Short-Sleeve Knit Shirts, Blauer Model #8130: Shirt, Short-Sleeve (Stock), Color: Silver Tan - XXL					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$50.71	800 / each	\$40,568.00		Y
Product Code: Unit Amount Text: fifty dollars and seventy one cents Total Amount Text: forty thousand five hundred sixty eight dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 85R7000 Tan			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$59.95	800 / each	\$47,960.00		Y
Product Code: Unit Amount Text: Fifty nine ninety five Total Amount Text: Forty seven thousand nine hundred sixty Agency Notes:		Supplier Product Code: Blauer # 8130 Supplier Notes:			

B120219-LD--05-03 Group C - Short-Sleeve Knit Shirts, Blauer Model #8130: Shirt, Short-Sleeve (Stock), Color: Silver Tan - XXXL					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$50.71	160 / each	\$8,113.60		Y

Product Code: Unit Amount Text: fifty dollars and seventy one cents Total Amount Text: eight thousand one hundred thirteen dollars and sixty cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 85R7000 Tan			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$65.40	160 / each	\$10,464.00		Y
Product Code: Unit Amount Text: Sixty five fourty Total Amount Text: Ten thousand four hundred sixty four Agency Notes:		Supplier Product Code: Blauer # 8130 Supplier Notes:			

B120219-LD--05-04 Group C - Short-Sleeve Knit Shirts, Blauer Model #8130: Shlrt, Short-Sleeve (Stock), Color: Silver Tan - XXXXL					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$50.71	75 / each	\$3,803.25		Y
Product Code: Unit Amount Text: fifty dollars and seventy one cents Total Amount Text: three thousand eight hundred three dollars and twenty five cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 85R7000 Tan			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$70.85	75 / each	\$5,313.75		Y
Product Code: Unit Amount Text: Seventy eighty five Total Amount Text: Fifty three hundred thirteen and seventy five Agency Notes:		Supplier Product Code: Blauer # 8130 Supplier Notes:			

B120219-LD--05-05 Group C - Short-Sleeve Knit Shirts, Blauer Model #8130: Shirt, Short-Sleeve (Altered), Color: Silver Tan					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$54.50	75 / each	\$4,087.50		Y
Product Code: Unit Amount Text: Fifty four fifty Total Amount Text: Four thousand eighty seven fifty Agency Notes:		Supplier Product Code: Blauer # 8130 Supplier Notes: Sizes XS-XL			
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$65.92	75 / each	\$4,944.00		Y
Product Code: Unit Amount Text: sixty five dollars and ninety two cents Total Amount Text: four thousand nine hundred forty four dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 85R7000 Tan			

B120219-LD--05-06 Group C - Short-Sleeve Knit Shirts, Blauer Model #8130: Shlrt, Short-Sleeve (Altered), Color: Silver Tan					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$59.95	75 / each	\$4,496.25		Y
Product Code: Unit Amount Text: Fifty nine nintey five Total Amount Text: Fourty four hundred ninety six twenty five Agency Notes:		Supplier Product Code: Blauer # 8130 Supplier Notes: Size XXL			
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$65.92	75 / each	\$4,944.00		Y
Product Code: Unit Amount Text: sixty five dollars and ninety two cents Total Amount Text: four thousand nine hundred forty four dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 85R7000 Tan			

B120219-LD--05-07 Group C - Short-Sleeve Knit Shirts, Blauer Model #8130: Shirt, Short-Sleeve (Altered), Color: Silver Tan					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$65.40	75 / each	\$4,905.00		Y

Product Code: Unit Amount Text: Sixty five fourty Total Amount Text: Fourty nine hundred five Agency Notes:		Supplier Product Code: Blauer # 8130 Supplier Notes: Size 3XL			
GT Distributors, Inc. [Ad]	First Offer - \$65.92	75 / each	\$4,944.00		Y
Product Code: Unit Amount Text: sixty five dollars and ninety two cents Total Amount Text: four thousand nine hundred forty four dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 85R7000 Tan			

B120219-LD--05-08 Group C - Short-Sleeve Knit Shirts, Blauer Model #8130: Shirt, Short-Sleeve (Altered), Color: Silver Tan					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$65.92	75 / each	\$4,944.00		Y
Product Code: Unit Amount Text: sixty five dollars and ninety two cents Total Amount Text: four thousand nine hundred forty four dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 85R7000 Tan			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$70.85	75 / each	\$5,313.75		Y
Product Code: Unit Amount Text: Seventy eighty five Total Amount Text: Fifty three hundred thirteen seventy five Agency Notes:		Supplier Product Code: Blauer # 8130 Supplier Notes: Size 4XL			

B120219-LD--06-01 Group D - Men's Trousers, Side Pocket, Blauer Model #8980: Trousers, Men's (Stock), Color: Brown - 28" through 42"					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$50.36	800 / each	\$40,288.00		Y
Product Code: Unit Amount Text: fifty dollars and thirty six cents Total Amount Text: forty thousand two hundred eighty eight dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 39310			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$69.50	800 / each	\$55,600.00		Y
Product Code: Unit Amount Text: Sixty nine fifty Total Amount Text: Fifty five thousand six hundred Agency Notes:		Supplier Product Code: Blauer # 8980 Supplier Notes:			

B120219-LD--06-02 Group D - Men's Trousers, Side Pocket, Blauer Model #8980: Trousers, Men's (Stock), Color: Brown - 44" through 50"					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$50.36	100 / each	\$5,036.00		Y
Product Code: Unit Amount Text: fifty dollars and thirty six cents Total Amount Text: five thousand thirty six dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 39310			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$76.45	100 / each	\$7,645.00		Y
Product Code: Unit Amount Text: Seventy six fourty five Total Amount Text: Seven thousand six hundred forty five Agency Notes:		Supplier Product Code: Blauer # 8980 Supplier Notes:			

B120219-LD--06-03 Group D - Men's Trousers, Side Pocket, Blauer Model #8980: Trousers, Men's (Stock), Color: Brown - 52" through 54"					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$50.36	25 / each	\$1,259.00		Y

Product Code: Unit Amount Text: fifty dollars and thirty six cents Total Amount Text: one thousand two hundred fifty nine dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 39310			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$83.40	25 / each	\$2,085.00		Y
Product Code: Unit Amount Text: eighty three fourty Total Amount Text: Two thousand eighty five Agency Notes:		Supplier Product Code: Blauer # 8980 Supplier Notes:			

B120219-LD--06-04 Group D - Men's Trousers, Side Pocket, Blauer Model #8980: Trousers, Men's (Altered), Color: Brown - 28" through 42"					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$50.36	100 / each	\$5,036.00		Y
Product Code: Unit Amount Text: fifty dollars and thirty six cents Total Amount Text: five thousand thirty six dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 39310			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$69.50	100 / each	\$6,950.00		Y
Product Code: Unit Amount Text: Sixty nine fifty Total Amount Text: Sixty nine hundred fifty Agency Notes:		Supplier Product Code: Blauer # 8980 Supplier Notes:			

B120219-LD--06-05 Group D - Men's Trousers, Side Pocket, Blauer Model #8980: Trousers, Men's (Altered), Color: Brown - 44" through 50"					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$50.36	20 / each	\$1,007.20		Y
Product Code: Unit Amount Text: fifty dollars and thirty six cents Total Amount Text: one thousand seven dollars and twenty cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 39310			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$76.45	20 / each	\$1,529.00		Y
Product Code: Unit Amount Text: Seventy six fourty five Total Amount Text: Fifteen hundred twenty nine Agency Notes:		Supplier Product Code: Blauer # 8980 Supplier Notes:			

B120219-LD--06-06 Group D - Men's Trousers, Side Pocket, Blauer Model #8980: Trousers, Men's (Altered), Color: Brown - 52" through 54"					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$50.36	10 / each	\$503.60		Y
Product Code: Unit Amount Text: fifty dollars and thirty six cents Total Amount Text: five hundred three dollars and sixty cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 39310			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$83.40	10 / each	\$834.00		Y
Product Code: Unit Amount Text: Eighty three fourty Total Amount Text: Eight hundred thirty four Agency Notes:		Supplier Product Code: Blauer # 8980 Supplier Notes:			

B120219-LD--06-07 Group D - Men's Trousers, Side Pocket, Blauer Model #8980: Trousers, Men's (Made-to-Measure), Color: Brown					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$50.36	20 / each	\$1,007.20		Y
Product Code:		Supplier Product Code:			

Unit Amount Text: fifty dollars and thirty six cents Total Amount Text: one thousand seven dollars and twenty cents Agency Notes:		Supplier Notes: Bidding Fechheimer 39310			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$90.35	20 / each	\$1,807.00		Y
Product Code: Unit Amount Text: Ninety thirty five Total Amount Text: Eighteen hundred seven Agency Notes:		Supplier Product Code: Blauer # 8980 Supplier Notes:			

B120219-LD--07-01 Group D - Women's Trousers, Side Pocket, Blauer Model #8980W: Trousers, Women's (Stock), Color: Brown - 4 through 18					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$50.36	900 / each	\$45,324.00		Y
Product Code: Unit Amount Text: fifty dollars and thirty six cents Total Amount Text: forty five thousand three hundred twenty four dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 39360			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$69.50	900 / each	\$62,550.00		Y
Product Code: Unit Amount Text: Sixty nine fifty Total Amount Text: Sixty two thousand five hundred fifty Agency Notes:		Supplier Product Code: Blauer # 8980W Supplier Notes:			

B120219-LD--07-02 Group D - Women's Trousers, Side Pocket, Blauer Model #8980W: Trousers, Women's (Stock), Color: Brown - 20 through 24					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$50.36	110 / each	\$5,539.60		Y
Product Code: Unit Amount Text: fifty dollars and thirty six cents Total Amount Text: five thousand five hundred thirty nine dollars and sixty cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 39360			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$76.45	110 / each	\$8,409.50		Y
Product Code: Unit Amount Text: Seventy six fourty five Total Amount Text: Eighty four hundred nine and fifty Agency Notes:		Supplier Product Code: Blauer # 8980W Supplier Notes:			

B120219-LD--07-03 Group D - Women's Trousers, Side Pocket, Blauer Model #8980W: Trousers, Women's (Altered), Color: Brown - 4 through 18					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$50.36	75 / each	\$3,777.00		Y
Product Code: Unit Amount Text: fifty dollars and thirty six cents Total Amount Text: three thousand seven hundred seventy seven dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 39360			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$69.50	75 / each	\$5,212.50		Y
Product Code: Unit Amount Text: Sixty nine fifty Total Amount Text: Fifty two hundred twelve and fifty Agency Notes:		Supplier Product Code: Blauer # 8980W Supplier Notes:			

B120219-LD--07-04 Group D - Women's Trousers, Side Pocket, Blauer Model #8980W: Trousers, Women's (Altered), Color: Brown - 20 through 24					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$50.36	25 / each	\$1,259.00		Y
Product Code:		Supplier Product Code:			

Unit Amount Text: fifty dollars and thirty six cents Total Amount Text: one thousand two hundred fifty nine dollars and zero cents Agency Notes:		Supplier Notes: Bidding Fechheimer 39360			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$69.50	25 / each	\$1,737.50		Y
Product Code: Unit Amount Text: Sixty nine fifty Total Amount Text: Seventeen hundred thirty seven and fifty Agency Notes:		Supplier Product Code: Blauer # 8980W Supplier Notes:			

B120219-LD--07-05 Group D - Women's Trousers, Side Pocket, Blauer Model #8980W: Trousers, Women's (Made-to-Measure), Color: Brown					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$69.50	20 / each	\$1,390.00		Y
Product Code: Unit Amount Text: Sixty nine fifty Total Amount Text: Thirteen hundred ninety Agency Notes:		Supplier Product Code: Blauer # 8980W Supplier Notes:			
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$69.94	20 / each	\$1,398.80		Y
Product Code: Unit Amount Text: sixty nine dollars and ninety four cents Total Amount Text: one thousand three hundred ninety eight dollars and eighty cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 39360			

B120219-LD--08-01 Group E - Men's Trousers, Four Pocket, Blauer Model #8560: Trousers, Men's (Stock), Color: Brown - 28" through 42"					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$54.94	2300 / each	\$126,362.00		Y
Product Code: Unit Amount Text: fifty four dollars and ninety four cents Total Amount Text: one hundred twenty six three hundred sixty two dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 47281			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$71.50	2300 / each	\$164,450.00		Y
Product Code: Unit Amount Text: Seventy one fifty Total Amount Text: One hundred sixty four thousand four hundred fifty Agency Notes:		Supplier Product Code: Blauer # 8560 Supplier Notes:			

B120219-LD--08-02 Group E - Men's Trousers, Four Pocket, Blauer Model #8560: Trousers, Men's (Stock), Color: Brown - 44" through 50"					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$54.94	150 / each	\$8,241.00		Y
Product Code: Unit Amount Text: fifty four dollars and ninety four cents Total Amount Text: eight thousand two hundred forty one dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 47281			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$78.65	150 / each	\$11,797.50		Y
Product Code: Unit Amount Text: Seventy eight sixty five Total Amount Text: Eleven thousand seven hundred ninety seven and fifty Agency Notes:		Supplier Product Code: Blauer # 8560 Supplier Notes:			

B120219-LD--08-03 Group E - Men's Trousers, Four Pocket, Blauer Model #8560: Trousers, Men's (Stock), Color: Brown - 52" through 54"					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$54.94	100 / each	\$5,494.00		Y

Product Code: Unit Amount Text: fifty four dollars and ninety four cents Total Amount Text: five thousand four hundred ninety four dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 47281			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$85.80	100 / each	\$8,580.00		Y
Product Code: Unit Amount Text: Eighty five eighty Total Amount Text: Eighty five hundred eighty Agency Notes:		Supplier Product Code: Blauer # 8560 Supplier Notes:			

B120219-LD--08-04 Group E - Men's Trousers, Four Pocket, Blauer Model #8560: Trousers, Men's (Altered), Color: Brown - 28" through 42"					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$54.94	200 / each	\$10,988.00		Y
Product Code: Unit Amount Text: fifty four dollars and ninety four cents Total Amount Text: ten thousand nine hundred eighty eight dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 47281			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$71.50	200 / each	\$14,300.00		Y
Product Code: Unit Amount Text: Seventy one fifty Total Amount Text: Fourteen thousand three hundred Agency Notes:		Supplier Product Code: Blauer # 8560 Supplier Notes:			

B120219-LD--08-05 Group E - Men's Trousers, Four Pocket, Blauer Model #8560: Trousers, Men's (Altered), Color: Brown - 44" through 50"					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$54.94	100 / each	\$5,494.00		Y
Product Code: Unit Amount Text: fifty four dollars and ninety four cents Total Amount Text: five thousand four hundred ninety four dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 47281			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$78.65	100 / each	\$7,865.00		Y
Product Code: Unit Amount Text: Seventy eight sixty five Total Amount Text: Seventy eight hundred sixty five Agency Notes:		Supplier Product Code: Blauer # 8560 Supplier Notes:			

B120219-LD--08-06 Group E - Men's Trousers, Four Pocket, Blauer Model #8560: Trousers, Men's (Altered), Color: Brown - 52" through 54"					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$54.94	50 / each	\$2,747.00		Y
Product Code: Unit Amount Text: fifty four dollars and ninety four cents Total Amount Text: two thousand seven hundred forty seven dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 47281			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$85.80	50 / each	\$4,290.00		Y
Product Code: Unit Amount Text: Eighty five eighty Total Amount Text: Fourty two hundred ninety Agency Notes:		Supplier Product Code: Blauer # 8560 Supplier Notes:			

B120219-LD--08-07 Group E - Men's Trousers, Four Pocket, Blauer Model #8560: Trousers, Men's (Made-to-Measure), Color: Brown					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$76.46	30 / each	\$2,293.80		Y

Product Code: Unit Amount Text: seventy six dollars and forty six dollars Total Amount Text: two thousand two hundred ninety three dollars and eighty cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 47281			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$92.95	30 / each	\$2,788.50		Y
Product Code: Unit Amount Text: Ninety two ninety five Total Amount Text: Twenty seven hundred eighty eight and fifty Agency Notes:		Supplier Product Code: Blauer # 8560 Supplier Notes:			

B120219-LD--08-08 Group E - Men's Trousers, Four Pocket, Blauer Model #8560: Trousers, Men's, (Class A), Color: Brown - 28" through 42"					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$54.94	800 / each	\$43,952.00		Y
Product Code: Unit Amount Text: fifty four dollars and ninety four cents Total Amount Text: forty three thousand nine hundred fifty two dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 47281			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$79.50	800 / each	\$63,600.00		Y
Product Code: Unit Amount Text: Seventy nine fifty Total Amount Text: Sixty three thousand six hundred Agency Notes:		Supplier Product Code: Blauer # 8560 Supplier Notes:			

B120219-LD--08-09 Group E - Men's Trousers, Four Pocket, Blauer Model #8560: Trousers, Men's, (Class A), Color: Brown - 44" through 50"					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$54.94	50 / each	\$2,747.00		Y
Product Code: Unit Amount Text: fifty four dollars and ninety four cents Total Amount Text: two thousand seven hundred forty seven dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 47281			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$87.45	50 / each	\$4,372.50		Y
Product Code: Unit Amount Text: Eighty seven fourty five Total Amount Text: Fourtythree hundred seventy two fifty Agency Notes:		Supplier Product Code: Blauer # 8560 Supplier Notes:			

B120219-LD--08-10 Group E - Men's Trousers, Four Pocket, Blauer Model #8560: Trousers, Men's, (Class A), Color: Brown - 52" through 54"					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$54.94	50 / each	\$2,747.00		Y
Product Code: Unit Amount Text: fifty four dollars and ninety four cents Total Amount Text: two thousand seven hundred forty seven dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 47281			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$95.40	50 / each	\$4,770.00		Y
Product Code: Unit Amount Text: Ninety five fourty Total Amount Text: Fourty seven hundred seventy Agency Notes:		Supplier Product Code: Blauer # 8560 Supplier Notes:			

B120219-LD--09-01 Group E - Women's Trousers, Four Pocket, Blauer Model #8560W: Trousers, Women's (Stock), Color: Brown or Black - 4 through 18					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$54.94	750 / each	\$41,205.00		Y

Product Code: Unit Amount Text: fifty four dollars and ninety four cents Total Amount Text: forty one thousand two hundred five dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 47291			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$71.50	750 / each	\$53,625.00		Y
Product Code: Unit Amount Text: Seventy one fifty Total Amount Text: Fifty three thousand six hundred twenty five Agency Notes:		Supplier Product Code: Blauer # 8560W Supplier Notes:			

B120219-LD--09-02 Group E - Women's Trousers, Four Pocket, Blauer Model #8560W: Trousers, Women's (Stock), Color: Brown or Black - 20 through 24					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$54.94	150 / each	\$8,241.00		Y
Product Code: Unit Amount Text: fifty four dollars and ninety four cents Total Amount Text: eight thousand two hundred forty one dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 47291			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$71.50	150 / each	\$10,725.00		Y
Product Code: Unit Amount Text: Seventy one fifty Total Amount Text: Ten thousand seven hundred twenty five Agency Notes:		Supplier Product Code: Blauer # 8560W Supplier Notes:			

B120219-LD--09-03 Group E - Women's Trousers, Four Pocket, Blauer Model #8560W: Trousers, Women's (Altered), Color: Brown or Black - 4 through 18					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$54.94	100 / each	\$5,494.00		Y
Product Code: Unit Amount Text: fifty four dollars and ninety four cents Total Amount Text: five thousand four hundred ninety four dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 47291			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$71.50	100 / each	\$7,150.00		Y
Product Code: Unit Amount Text: Seventy one fifty Total Amount Text: Seven thousand one hundred fifty Agency Notes:		Supplier Product Code: Blauer # 8560W Supplier Notes:			

B120219-LD--09-04 Group E - Women's Trousers, Four Pocket, Blauer Model #8560W: Trousers, Women's (Altered), Color: Brown or Black - 20 through 24					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$54.94	20 / each	\$1,098.80		Y
Product Code: Unit Amount Text: fifty four dollars and ninety four cents Total Amount Text: one thousand ninety eight dollars and eighty cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 47291			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$71.50	20 / each	\$1,430.00		Y
Product Code: Unit Amount Text: Seventy one fifty Total Amount Text: Fourteen hundred thirty Agency Notes:		Supplier Product Code: Blauer # 8560W Supplier Notes:			

B120219-LD--09-05 Group E - Women's Trousers, Four Pocket, Blauer Model #8560W: Trousers, Women's (Made-to-Measure), Color: Brown or Black					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$71.50	20 / each	\$1,430.00		Y

Product Code: Unit Amount Text: Seventy one fifty Total Amount Text: Fourteen hundred thirty Agency Notes:		Supplier Product Code: Blauer # 8560W Supplier Notes:			
GT Distributors, Inc. [Ad]	First Offer - \$76.46	20 / each	\$1,529.20		Y
Product Code: Unit Amount Text: seventy six dollars and forty six cents Total Amount Text: one thousand five hundred twenty nine dollars and twenty cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 47291			

B120219-LD--09-06 Group E - Women's Trousers, Four Pocket, Blauer Model #8560W: Trousers, Women's (Class A), Color: Brown or Black - 4 through 18					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$54.94	200 / each	\$10,988.00		Y
Product Code: Unit Amount Text: fifty four dollars and ninety four cents Total Amount Text: ten thousand nine hundred eighty eight dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 47291			
Miller Uniforms & Emblems, Inc. [Ad]	First Offer - \$79.50	200 / each	\$15,900.00		Y
Product Code: Unit Amount Text: Seventy nine fifty Total Amount Text: Fifteen thousand nine hundred Agency Notes:		Supplier Product Code: Blauer # 8560W Supplier Notes:			

B120219-LD--09-07 Group E - Women's Trousers, Four Pocket, Blauer Model #8560W: Trousers, Women's (Class A), Color: Brown or Black - 20 through 24					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$54.94	75 / each	\$4,120.50		Y
Product Code: Unit Amount Text: fifty four dollars and ninety four cents Total Amount Text: four thousand one hundred twenty dollars and fifty cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 47291			
Miller Uniforms & Emblems, Inc. [Ad]	First Offer - \$79.50	75 / each	\$5,962.50		Y
Product Code: Unit Amount Text: Seventy nine fifty Total Amount Text: Fifty nine hundred sixty two fifty Agency Notes:		Supplier Product Code: Blauer # 8560W Supplier Notes:			

B120219-LD--10-01 Group F - Honor Guard Trousers: Trousers, Men's, (Honor Guard), Color: Brown					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$38.88	20 / each	\$777.60		Y
Product Code: Unit Amount Text: thirty eight dollars and eighty eight cents Total Amount Text: seven hundred seventy seven dollars and sixty cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 3909			
Miller Uniforms & Emblems, Inc. [Ad]	First Offer - \$48.50	20 / each	\$970.00		Y
Product Code: Unit Amount Text: Forty eight fifty Total Amount Text: Nine hundred seventy Agency Notes:		Supplier Product Code: Horace Small # 2147 Supplier Notes:			

B120219-LD--10-02 Group F - Honor Guard Trousers: Trousers, Women's, (Honor Guard), Color : Brown					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$38.88	20 / each	\$777.60		Y
Product Code: Unit Amount Text: thirty eight dollars and eighty eight cents		Supplier Product Code: Supplier Notes: Bidding Fechheimer 3969			

Total Amount Text: seven hundred seventy seven dollars and sixty cents					
Agency Notes:					
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$48.50	20 / each	\$970.00		Y
Product Code: Unit Amount Text: Forty Eight fifty Total Amount Text: Nine hundred seventy Agency Notes:			Supplier Product Code: Horace Small # 2179 Supplier Notes:		

B120219-LD--11-01 Group G - Honor Guard Shirts: Honor Guard Shirts					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$53.37	15 / each	\$800.55		Y
Product Code: Unit Amount Text: fifty three dollars and thirty seven cents Total Amount Text: eight hundred dollars and fifty five cents Agency Notes:			Supplier Product Code: Supplier Notes: Bidding Fechheimer 19W6604		
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$64.50	15 / each	\$967.50		Y
Product Code: Unit Amount Text: Sixty four fifty Total Amount Text: Nine hundred sixty seven fifty Agency Notes:			Supplier Product Code: Horace Small # HS1124 Supplier Notes: Includes 15 buttons		

B120219-LD--11-02 Group G - Honor Guard Shirts: Honor Guard Shirts					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$53.37	15 / each	\$800.55		Y
Product Code: Unit Amount Text: fifty three dollars and thirty seven cents Total Amount Text: eight hundred dollars and fifty five cents Agency Notes:			Supplier Product Code: Supplier Notes: Bidding Fechheimer 19W6604		
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$77.40	15 / each	\$1,161.00		Y
Product Code: Unit Amount Text: Seventy seven fourty Total Amount Text: Eleven hundred sixty one Agency Notes:			Supplier Product Code: Horace small #HS1124 Supplier Notes: Includes 15 buttons		

B120219-LD--11-03 Group G - Honor Guard Shirts: Honor Guard Shirts					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$53.37	15 / each	\$800.55		Y
Product Code: Unit Amount Text: fifty three dollars and thirty seven cents Total Amount Text: eight hundred dollars and fifty five cents Agency Notes:			Supplier Product Code: Supplier Notes: Bidding Fechheimer 19W6604		
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$77.40	15 / each	\$1,161.00		Y
Product Code: Unit Amount Text: Seventy seven fourty Total Amount Text: Eleven hundred sixty one Agency Notes:			Supplier Product Code: Horace Small # HS1124 Supplier Notes: Includes 15 buttons		

B120219-LD--11-04 Group G - Honor Guard Shirts: Honor Guard Shirts					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$53.37	15 / each	\$800.55		Y
Product Code: Unit Amount Text: fifty three dollars and thirty seven cents Total Amount Text: eight hundred dollars and fifty five cents Agency Notes:			Supplier Product Code: Supplier Notes: Bidding Feccheimer 103W6604		
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$64.50	15 / each	\$967.50		Y
Product Code: Unit Amount Text: Sixty four fifty Total Amount Text: Nine hundred sixty seven fifty Agency Notes:			Supplier Product Code: Horace Small # HS1176 Supplier Notes: Includes 15 buttons		

B120219-LD--11-05 Group G - Honor Guard Shirts: Honor Guard Shirts					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$53.37	15 / each	\$800.55		Y
Product Code: Unit Amount Text: fifty three dollars and thirty seven cents Total Amount Text: eight hundred dollars and fifty five cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Fechheimer 103W6604			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$77.40	15 / each	\$1,161.00		Y
Product Code: Unit Amount Text: Seventy seven fourty Total Amount Text: Eleven hundred sixty one Agency Notes:		Supplier Product Code: Horace Small # HS1176 Supplier Notes: Includes 15 buttons			

B120219-LD--12-01 Group H - Short Sleeve Shirt, Blauer Supershirt : Short Sleeve Shirt, Blauer Supershirt Model #8446-45					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$0.00	100 / each	\$0.00		Y
Product Code: Unit Amount Text: no bid Total Amount Text: no bid Agency Notes:		Supplier Product Code: Supplier Notes: NO BID			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$69.50	100 / each	\$6,950.00		Y
Product Code: Unit Amount Text: Sixty nine fifty Total Amount Text: Sixty nine hundred fifty Agency Notes:		Supplier Product Code: Blauer # 8446 Supplier Notes:			

B120219-LD--12-02 Group H - Short Sleeve Shirt, Blauer Supershirt : Short Sleeve Shirt, Blauer Supershirt Model #8446-45					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$0.00	50 / each	\$0.00		Y
Product Code: Unit Amount Text: NO BID Total Amount Text: NO BID Agency Notes:		Supplier Product Code: Supplier Notes: NO BID			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$76.45	50 / each	\$3,822.50		Y
Product Code: Unit Amount Text: Seventy size fourty five Total Amount Text: Thirty eight hundred twenty two and fifty Agency Notes:		Supplier Product Code: Blauer # 8446 Supplier Notes:			

B120219-LD--12-03 Group H - Short Sleeve Shirt, Blauer Supershirt : Short Sleeve Shirt, Blauer Supershirt Model #8446-45					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$0.00	25 / each	\$0.00		Y
Product Code: Unit Amount Text: NO BID Total Amount Text: NO BID Agency Notes:		Supplier Product Code: Supplier Notes: NO BID			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$83.40	25 / each	\$2,085.00		Y
Product Code: Unit Amount Text: Eighty three fourty Total Amount Text: Two thousand eighty five Agency Notes:		Supplier Product Code: Blauer # 8446 Supplier Notes:			

B120219-LD--12-04 Group H - Short Sleeve Shirt, Blauer Supershirt : Short Sleeve Shirt, Blauer Supershirt Model #8446-45					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$0.00	25 / each	\$0.00		Y

Product Code: Unit Amount Text: NO BID Total Amount Text: NO BID Agency Notes:		Supplier Product Code: Supplier Notes: NO BID			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$90.35	25 / each	\$2,258.75		Y
Product Code: Unit Amount Text: Ninety thirty five Total Amount Text: Twenty two hundred fifty eight and seventy five Agency Notes:		Supplier Product Code: Blauer # 8446 Supplier Notes:			

B120219-LD--12-05 Group H - Short Sleeve Shirt, Blauer Supershirt : Short Sleeve Shirt, Blauer Supershirt Model #8446W-45					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$0.00	100 / each	\$0.00		Y
Product Code: Unit Amount Text: NO BID Total Amount Text: NO BID Agency Notes:		Supplier Product Code: Supplier Notes: NO BID			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$69.50	100 / each	\$6,950.00		Y
Product Code: Unit Amount Text: Sixty nine fifty Total Amount Text: Sixty nine hundred fifty Agency Notes:		Supplier Product Code: Blauer # 8446W Supplier Notes:			

B120219-LD--12-06 Group H - Short Sleeve Shirt, Blauer Supershirt : Short Sleeve Shirt, Blauer Supershirt Model #8446W-45					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$0.00	100 / each	\$0.00		Y
Product Code: Unit Amount Text: NO BID Total Amount Text: NO BID Agency Notes:		Supplier Product Code: Supplier Notes: NO BID			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$69.50	100 / each	\$6,950.00		Y
Product Code: Unit Amount Text: Sixty nine fifty Total Amount Text: Sixty nine hundred fifty Agency Notes:		Supplier Product Code: Blauer # 8446W Supplier Notes:			

B120219-LD--13-01 Group I - Long Sleeve Shirt, Blauer Supershirt: Long Sleeve Shirt, Blauer Supershirt Model #8436-45					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$0.00	100 / each	\$0.00		Y
Product Code: Unit Amount Text: NO BID Total Amount Text: NO BID Agency Notes:		Supplier Product Code: Supplier Notes: NO BID			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$74.50	100 / each	\$7,450.00		Y
Product Code: Unit Amount Text: Seventy four fifty Total Amount Text: Seventy four hundred fifty Agency Notes:		Supplier Product Code: Blauer # 8436 Supplier Notes:			

B120219-LD--13-02 Group I - Long Sleeve Shirt, Blauer Supershirt: Long Sleeve Shirt, Blauer Supershirt Model #8436-45					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$0.00	50 / each	\$0.00		Y
Product Code: Unit Amount Text: NO BID Total Amount Text: NO BID		Supplier Product Code: Supplier Notes: NO BID			

Agency Notes:					
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$81.95	50 / each	\$4,097.50		Y
Product Code: Unit Amount Text: Eighty one ninety five Total Amount Text: Four thousand ninety seven fifty Agency Notes:			Supplier Product Code: Blauer # 8436 Supplier Notes:		

B120219-LD--13-03 Group I - Long Sleeve Shirt, Blauer Supershirt: Long Sleeve Shirt, Blauer Supershirt Model #8436-45					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$0.00	50 / each	\$0.00		Y
Product Code: Unit Amount Text: NO BID Total Amount Text: NO BID Agency Notes:			Supplier Product Code: Supplier Notes: NO BID		
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$81.95	50 / each	\$4,097.50		Y
Product Code: Unit Amount Text: Eighty one ninety five Total Amount Text: Four thousand ninety seven fifty Agency Notes:			Supplier Product Code: Blauer # 8436 Supplier Notes:		

B120219-LD--13-04 Group I - Long Sleeve Shirt, Blauer Supershirt: Long Sleeve Shirt, Blauer Supershirt Model #8436-45					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$0.00	50 / each	\$0.00		Y
Product Code: Unit Amount Text: NO BID Total Amount Text: NO BID Agency Notes:			Supplier Product Code: Supplier Notes: NO BID		
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$89.40	50 / each	\$4,470.00		Y
Product Code: Unit Amount Text: Eighty nine fourty Total Amount Text: Fourty four hundred seventy Agency Notes:			Supplier Product Code: Blauer # 8436 Supplier Notes:		

B120219-LD--13-05 Group I - Long Sleeve Shirt, Blauer Supershirt: Long Sleeve Shirt, Blauer Supershirt Model #8436W-45 Female					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$0.00	100 / each	\$0.00		Y
Product Code: Unit Amount Text: NO BID Total Amount Text: NO BID Agency Notes:			Supplier Product Code: Supplier Notes: NO BID		
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$74.50	100 / each	\$7,450.00		Y
Product Code: Unit Amount Text: Seventy four fifty Total Amount Text: Seventy four hundred fifty Agency Notes:			Supplier Product Code: Blauer # 8436W Supplier Notes:		

B120219-LD--13-06 Group I - Long Sleeve Shirt, Blauer Supershirt: Long Sleeve Shirt, Blauer Supershirt Model #8436W-45 Female					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$0.00	100 / each	\$0.00		Y
Product Code: Unit Amount Text: NO BID Total Amount Text: NO BID Agency Notes:			Supplier Product Code: Supplier Notes: NO BID		
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$74.50	100 / each	\$7,450.00		Y
Product Code: Unit Amount Text: Seventy four fifty Agency Notes:			Supplier Product Code: Blauer # 8436W Supplier Notes:		

Total Amount Text: Seventy four hundred fifty
Agency Notes:

B120219-LD--14-01 Group J - Short Sleeve Shirt, Blauer Streetshirt Model : Short Sleeve Shirt, Blauer Streetshirt Model #8472-45

Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$0.00	200 / each	\$0.00		Y
Product Code: Unit Amount Text: NO BID Total Amount Text: NO BID Agency Notes:		Supplier Product Code: Supplier Notes: NO BID			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$47.50	200 / each	\$9,500.00		Y
Product Code: Unit Amount Text: Fourty seven fifty Total Amount Text: Ninety five hundred Agency Notes:		Supplier Product Code: Blauer # 8472 Supplier Notes:			

B120219-LD--14-02 Group J - Short Sleeve Shirt, Blauer Streetshirt Model : Short Sleeve Shirt, Blauer Streetshirt Model #8472-45

Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$0.00	50 / each	\$0.00		Y
Product Code: Unit Amount Text: NO BID Total Amount Text: NO BID Agency Notes:		Supplier Product Code: Supplier Notes: NO BID			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$61.75	50 / each	\$3,087.50		Y
Product Code: Unit Amount Text: Sixty one seventy five Total Amount Text: Three thousand eighty seven and fifty Agency Notes:		Supplier Product Code: Blauer # 8572 Supplier Notes:			

B120219-LD--14-03 Group J - Short Sleeve Shirt, Blauer Streetshirt Model : Short Sleeve Shirt, Blauer Streetshirt Model #8472-45

Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$0.00	50 / each	\$0.00		Y
Product Code: Unit Amount Text: NO BID Total Amount Text: NO BID Agency Notes:		Supplier Product Code: Supplier Notes: NO BID			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$71.25	50 / each	\$3,562.50		Y
Product Code: Unit Amount Text: Seventy one twenty five Total Amount Text: Thirty five hundred sixty two and fifty Agency Notes:		Supplier Product Code: Blauer # 8472 Supplier Notes:			

B120219-LD--15-01 Group K - Long Sleeve Shirt, Blauer Streetshirt : Long Sleeve Shirt, Blauer Streetshirt Model #8471-45

Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$0.00	200 / each	\$0.00		Y
Product Code: Unit Amount Text: NO BID Total Amount Text: NO BID Agency Notes:		Supplier Product Code: Supplier Notes: NO BID			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$55.50	200 / each	\$11,100.00		Y
Product Code: Unit Amount Text: Fifty five fifty Total Amount Text: Eleven thousand one hundred Agency Notes:		Supplier Product Code: Blauer # 8471 Supplier Notes:			

B120219-LD--15-02 Group K - Long Sleeve Shirt, Blauer Streetshirt : Long Sleeve Shirt, Blauer Streetshirt

Model #8471-45

Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$0.00	50 / each	\$0.00		Y
Product Code: Unit Amount Text: NO BID Total Amount Text: NO BID Agency Notes:		Supplier Product Code: Supplier Notes: NO BID			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$72.15	50 / each	\$3,607.50		Y
Product Code: Unit Amount Text: Seventy two fifteen Total Amount Text: Thirty six hundred seven fifty Agency Notes:		Supplier Product Code: Blauer # 8471 Supplier Notes:			

B120219-LD--15-03 Group K - Long Sleeve Shirt, Blauer Streetshirt : Long Sleeve Shirt, Blauer Streetshirt Model #8471-45

Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$0.00	50 / each	\$0.00		Y
Product Code: Unit Amount Text: NO BID Total Amount Text: NO BID Agency Notes:		Supplier Product Code: Supplier Notes: NO BID			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$83.25	50 / each	\$4,162.50		Y
Product Code: Unit Amount Text: Eighty three twenty five Total Amount Text: Forty one hundred sixty two fifty Agency Notes:		Supplier Product Code: Blauer # 8471 Supplier Notes:			

B120219-LD--16-01 Group L - Blauer Armorskin: Blauer Armorskin Model #8470-45

Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$60.93	200 / each	\$12,186.00		Y
Product Code: Unit Amount Text: sixty dollars and ninety three cents Total Amount Text: twelve thousand one hundred eighty six dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Elbeco V1312			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$87.50	200 / each	\$17,500.00		Y
Product Code: Unit Amount Text: Eighty seven fifty Total Amount Text: Seventeen thousand five hundred Agency Notes:		Supplier Product Code: Blauer # 8470 Supplier Notes:			

B120219-LD--16-02 Group L - Blauer Armorskin: Blauer Armorskin Model #8470-45

Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$60.93	50 / each	\$3,046.50		Y
Product Code: Unit Amount Text: sixty dollars and ninety three cents Total Amount Text: three thousand forty six dollars and fifty cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Elbeco V1312			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$113.75	50 / each	\$5,687.50		Y
Product Code: Unit Amount Text: One hundred thirteen and seventy five Total Amount Text: Fifty six hundred eighty seven fifty Agency Notes:		Supplier Product Code: Blauer # 8470 Supplier Notes:			

B120219-LD--16-03 Group L - Blauer Armorskin: Blauer Armorskin Model #8470-45

Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$60.93	50 / each	\$3,046.50		Y
Product Code: Unit Amount Text: sixty dollars and ninety three cents		Supplier Product Code: Supplier Notes: Bidding Elbeco V1312			

Total Amount Text: three thousand forty six dollars and fifty cents					
Agency Notes:					
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$131.25	50 / each	\$6,562.50		Y
Product Code:			Supplier Product Code: Blauer # 8470		
Unit Amount Text: One hundred thirty one twenty five			Supplier Notes:		
Total Amount Text: Sixty five hundred sixty two fifty					
Agency Notes:					

B120219-LD--17-01 Group M - Blauer Armorskin Suspension System: Blauer Armorskin Suspension System Model #174-11					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$0.00	300 / each	\$0.00		Y
Product Code:			Supplier Product Code:		
Unit Amount Text: NO BID			Supplier Notes: NO BID		
Total Amount Text: NO BID					
Agency Notes:					
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$34.50	300 / each	\$10,350.00		Y
Product Code:			Supplier Product Code: Blauer # 174-11		
Unit Amount Text: Thirty four fifty			Supplier Notes:		
Total Amount Text: Ten thousand three hundred fifty					
Agency Notes:					

B120219-LD--18-01 Group N - Long Sleeve Shirt, Fechheimer Flying Cross Model #05W8404, Male/ #105W8404, Female : Long Sleeve Shirt, Fechheimer Flying Cross Model #05W8404, Male					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$49.32	50 / each	\$2,466.00		Y
Product Code:			Supplier Product Code:		
Unit Amount Text: forty nine dollars and thirty two cents			Supplier Notes: As specified		
Total Amount Text: two thousand four hundred sixty six dollars and zero cents					
Agency Notes:					
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$67.50	50 / each	\$3,375.00		Y
Product Code:			Supplier Product Code: Fechheimer # 05W8404		
Unit Amount Text: Sixty seven fifty			Supplier Notes: Prices include concealed zippers, any and all custom alterations. There is not a brand in the industry that does not require alterations for some. Stock sizes only. Non stock sizes +50%.		
Total Amount Text: Thirty three hundred seventy five					
Agency Notes:					

B120219-LD--18-02 Group N - Long Sleeve Shirt, Fechheimer Flying Cross Model #05W8404, Male/ #105W8404, Female : Long Sleeve Shirt, Fechheimer Flying Cross Model #105W8404, Female					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$49.32	50 / each	\$2,466.00		Y
Product Code:			Supplier Product Code:		
Unit Amount Text: forty nine dollars and thirty two cents			Supplier Notes: As specified		
Total Amount Text: two thousand four hundred sixty six dollars and zero cents					
Agency Notes:					
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$67.50	50 / each	\$3,375.00		Y
Product Code:			Supplier Product Code: Fechheimer # 105W8404		
Unit Amount Text: Sixty seven fifty			Supplier Notes: Prices include concealed zippers, any and all custom alterations. There is not a brand in the industry that does not require alterations for some. Stock sizes only. Non stock sizes +50%.		
Total Amount Text: Thirty three hundred seventy five					
Agency Notes:					

B120219-LD--19-01 Group O - Short Sleeve Shirt, Fechheimer Flying Cross Model #55R8404, Male/ #155R8404, Female : Short Sleeve Shirt, Fechheimer Flying Cross Model #55R8404, Male					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$42.69	50 / each	\$2,134.50		Y
Product Code:			Supplier Product Code:		

Unit Amount Text: forty two dollars and sixty nine cents Total Amount Text: two thousand one hundred thirty four dollars and fifty cents Agency Notes:		Supplier Notes: As specified			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$61.50	50 / each	\$3,075.00		Y
Product Code: Unit Amount Text: Sixty one fifty Total Amount Text: Three thousand seventy five Agency Notes:		Supplier Product Code: Fechheimer # 55R8404 Supplier Notes: Prices includ concealed zippers,any and all custom alterations. Stock sizes only. Non stock sizes +50%.			

B120219-LD--19-02 Group O - Short Sleeve Shlrt, Fechheimer Flying Cross Model #55R8404, Male/ #155R8404, Female : Short Sleeve Shlrt, Fechheimer Flying Cross Model #155R8404, Female					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$42.69	50 / each	\$2,134.50		Y
Product Code: Unit Amount Text: forty two dollars and sixty nine cents Total Amount Text: two thousand one hundred thirty four dollars and fifty cents Agency Notes:		Supplier Product Code: Supplier Notes: As specified			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$61.50	50 / each	\$3,075.00		Y
Product Code: Unit Amount Text: Sixty one fifty Total Amount Text: Three thousand seventy five Agency Notes:		Supplier Product Code: Fechheimmer #155R8404 Supplier Notes: Prices includ concealed zippers,any and all custom alterations. Stock sizes only. Non stock sizes +50%.			

B120219-LD--20-01 Group P - Short Sleeve Shirt, Fechheimer Flying Cross Model #85R7000Z, Male : Short Sleeve Shirt, Fechheimer Flying Cross Model #85R7000Z, Male					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$50.71	50 / each	\$2,535.50		Y
Product Code: Unit Amount Text: fifty dollars and seventy one cents Total Amount Text: two thousand five hundred thirty five dollars and fifty cents Agency Notes:		Supplier Product Code: Supplier Notes: As specified			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$52.50	50 / each	\$2,625.00		Y
Product Code: Unit Amount Text: Fifty two fifty Total Amount Text: Twenty six hundred twenty five Agency Notes:		Supplier Product Code: Fechheimer # 85R7000Z Supplier Notes: Non stock special cut item. 90 day initial delivery. Mfg. requires 1200 yard minimum fabric purchase. County must commit to enough pcs. per year. Prices include custom alterations such as tails & sleeves adjusted due to unisex sizing. Required by almost every female			

B120219-LD--21-01 Group Q - Trousers, Fechheimer Flying Cross Model #47281, Male/#47291, Female: Trousers, Fechheimer Flying Cross Model #47281					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$54.94	50 / each	\$2,747.00		Y
Product Code: Unit Amount Text: fifty four dollars and ninety four cents Total Amount Text: two thousand seven hundred forty seven dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: As specified			
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$67.50	50 / each	\$3,375.00		Y
Product Code: Unit Amount Text: Sixty seven fifty Total Amount Text: Three thousand three hundred seventy five Agency Notes:		Supplier Product Code: Fechheimer # 47281 Supplier Notes: Prices include any and all custom alterations. Stock sizes only. Non stock sizes +50%			

B120219-LD--21-02 Group Q - Trousers, Fechheimer Flying Cross Model #47281, Male/#47291, Female: Trousers, Fechheimer Flying Cross Model #47291, Female/#47291, Female					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs

<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$54.94	50 / each	\$2,747.00		Y
Product Code: Unit Amount Text: fifty four dollars and ninety four cents Total Amount Text: two thousand seven hundred forty seven dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: As specified			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$67.50	50 / each	\$3,375.00		Y
Product Code: Unit Amount Text: Sixty seven fifty Total Amount Text: Three thousand three hundred seventy five Agency Notes:		Supplier Product Code: Fechheimer # 47291 Supplier Notes: Prices include any and all custom alterations. Stock sizes only. Non stock sizes +50%			

B120219-LD--22-01 Group R - Trousers, Fechheimer Flying Cross Model #39310 with T-11 cargo pockets, Male/#39310 with T-11 cargo pockets, Female: Trousers, Fechheimer Flying Cross Model #39310 with T-11 cargo pockets, Male					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$50.36	50 / each	\$2,518.00		Y
Product Code: Unit Amount Text: fifty dollars and thirty six cents Total Amount Text: two thousand five hundred eighteen dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: As specified			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$64.50	50 / each	\$3,225.00		Y
Product Code: Unit Amount Text: Sixty four fifty Total Amount Text: Thirty two hundred twenty five Agency Notes:		Supplier Product Code: Fechheimer #39310 Supplier Notes: Prices include any and all custom alterations. Stock sizes only. Non stock sizes +50%			

B120219-LD--22-02 Group R - Trousers, Fechheimer Flying Cross Model #39310 with T-11 cargo pockets, Male/#39310 with T-11 cargo pockets, Female: Trousers, Fechheimer Flying Cross Model #39360 with T-11 cargo pockets, Female					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$50.36	50 / each	\$2,518.00		Y
Product Code: Unit Amount Text: fifty dollars and thirty six cents Total Amount Text: two thousand five hundred eighteen dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: As specified			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$64.50	50 / each	\$3,225.00		Y
Product Code: Unit Amount Text: Sixty four fifty Total Amount Text: Thirty two hundred twenty five Agency Notes:		Supplier Product Code: Fechheimer # 39360 Supplier Notes: Prices include any and all custom alterations. Stock sizes only. Non stock sizes +50%			

B120219-LD--23-01 Group S - Ties: Ties, Color: Dark Brown - Standard, 18"					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$3.49	150 / each	\$523.50		Y
Product Code: Unit Amount Text: Three dollars and forty nine cents Total Amount Text: five hundred twenty three dollars and fifty cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Samuel Broome 90001-5			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$3.70	150 / each	\$555.00		Y
Product Code: Unit Amount Text: Three and seventy Total Amount Text: Five hundred fifty five Agency Notes:		Supplier Product Code: Ties Supplier Notes:			

B120219-LD--23-02 Group S - Ties: Ties, Color: Dark Brown - Extra Long, 22"					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs

<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$3.98	50 / each	\$199.00		Y
Product Code: Unit Amount Text: three dollars and ninety eight cents Total Amount Text: one hundred ninety nine dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Samuel Broome 90063-5 *only available in 3.5" width			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$5.00	50 / each	\$250.00		Y
Product Code: Unit Amount Text: Five Total Amount Text: Two hundred fifty Agency Notes:		Supplier Product Code: Ties x-long Supplier Notes:			

B120219-LD--24-01 Group T - Men' & Women's Long-Sleeve Lab Coats: Women's Lab Coats, Color: White					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$17.49	10 / each	\$174.90		Y
Product Code: Unit Amount Text: seventeen dollars and forty nine cents Total Amount Text: one hundred seventy four dollars and ninety cents Agency Notes:		Supplier Product Code: Supplier Notes: Red Kap KP10 (mens) KP11 (ladies)			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$18.50	10 / each	\$185.00		Y
Product Code: Unit Amount Text: Eighteen and fifty Total Amount Text: One hundred eighty five Agency Notes:		Supplier Product Code: Womens lab coat Supplier Notes:			

B120219-LD--24-02 Group T - Men' & Women's Long-Sleeve Lab Coats: Men's Lab Coats, Color: White					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$17.49	10 / each	\$174.90		Y
Product Code: Unit Amount Text: seventeen dollars and forty nine cents Total Amount Text: one hundred seventy four dollars and ninety cents Agency Notes:		Supplier Product Code: Supplier Notes: Red Kap KP10 (mens) KP11 (ladies)			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$18.50	10 / each	\$185.00		Y
Product Code: Unit Amount Text: Eighteen and fifty Total Amount Text: One hundred eighty five Agency Notes:		Supplier Product Code: Men's lab coat Supplier Notes:			

B120219-LD--25-01 Group U - Battle Dress Uniforms (BDU): Trousers, BDU (Stock), Color: Black, Brown, or Green					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$28.43	100 / each	\$2,843.00		Y
Product Code: Unit Amount Text: twenty eight dollars and forty three cents Total Amount Text: two thousand eight hundred forty three dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Bidding Propper FS20155 available in colors 001 -Black and 330-Green Part# FS20138 (poly/cotton) is available in colors 200-Brown and 024 Grey Grey and Brown available in 65% Poly 35% Cotton Ripstop ONLY			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$32.50	100 / each	\$3,250.00		Y
Product Code: Unit Amount Text: Thirty two fifty Total Amount Text: Thirty two hundred fifty Agency Notes:		Supplier Product Code: Propper # F5201-38 Supplier Notes:			

B120219-LD--25-02 Group U - Battle Dress Uniforms (BDU): Shirts, BDU (Stock), Color: Black Brown, or Green					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs

<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$28.43	100 / each	\$2,843.00		Y
Product Code: Unit Amount Text: twenty eight dollars and forty three cents Total Amount Text: two thousand eight hundred forty three dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Propper FS45238 Colors 001-Black 330-Green 200-Brown			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$32.50	100 / each	\$3,250.00		Y
Product Code: Unit Amount Text: Thirty two fifty Total Amount Text: Thirty two hundred fifty Agency Notes:		Supplier Product Code: Propper # F5452-38 Supplier Notes:			

B120219-LD--26-01 Group V - K-9 and SWAT Battle Dress Uniforms (BDU): K-9 and SWAT BDU Shirts					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$0.00	50 / each	\$0.00		Y
Product Code: Unit Amount Text: NO BID Total Amount Text: NO BID Agency Notes:		Supplier Product Code: Supplier Notes: NO BID			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$68.50	50 / each	\$3,425.00		Y
Product Code: Unit Amount Text: Sixty eight fifty Total Amount Text: Thirty four hundred twenty five Agency Notes:		Supplier Product Code: Blauer # 8730-28 Supplier Notes:			

B120219-LD--26-02 Group V - K-9 and SWAT Battle Dress Uniforms (BDU): K-9 and SWAT BDU Pants					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$0.00	50 / each	\$0.00		Y
Product Code: Unit Amount Text: NO BID Total Amount Text: NO BID Agency Notes:		Supplier Product Code: Supplier Notes: NO BID			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$54.50	50 / each	\$2,725.00		Y
Product Code: Unit Amount Text: Fifty four fifty Total Amount Text: Twenty seven hundred twenty five Agency Notes:		Supplier Product Code: Blauer # 8830-28 Supplier Notes:			

B120219-LD--27-01 Group W - Training Uniforms: Training Uniforms Short Sleeve Polo					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$46.19	50 / each	\$2,309.50		Y
Product Code: Unit Amount Text: forty six dollars and nineteen cents Total Amount Text: two thousand three hundred and nine dollars and fifty cents Agency Notes:		Supplier Product Code: Supplier Notes: Vertx by Fechheimer VTX4000RDP			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$58.99	50 / each	\$2,949.50		Y
Product Code: Unit Amount Text: Fifty eight and ninety nine Total Amount Text: Twenty nine hundred fourty nine and fifty Agency Notes:		Supplier Product Code: Vertx #VTX4000 Supplier Notes:			

B120219-LD--27-02 Group W - Training Uniforms: Training Uniforms Tactical Pants					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$43.81	50 / each	\$2,190.50		Y
Product Code: Unit Amount Text: forty three dollars and eighty one cents Total Amount Text: two thousand one hundred ninety dollars and fifty cents Agency Notes:		Supplier Product Code: Supplier Notes: Vertx by Fechheimer VTX8000KH			

<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$49.99	50 / each	\$2,499.50		Y
Product Code:		Supplier Product Code: Vertx #VTX8000			
Unit Amount Text: Forty nine and ninety nine		Supplier Notes:			
Total Amount Text: Twenty four hundred ninety nine					
Agency Notes:					

B120219-LD--28-01 Group X - Winter Jacket, Brown, Blauer Model #6120: Winter Jacket, Brown or Black - S-XL					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$112.14	200 / each	\$22,428.00		Y
Product Code:		Supplier Product Code:			
Unit Amount Text: one hundred twelve dollars and fourteen cents		Supplier Notes: Fechheimer 59131WP			
Total Amount Text: twenty two thousand four hundred twenty eight dollars and zero cents					
Agency Notes:					
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$139.50	200 / each	\$27,900.00		Y
Product Code:		Supplier Product Code: Blauer # 6120			
Unit Amount Text: One hundred thirty nine fifty		Supplier Notes:			
Total Amount Text: Twenty seven thousand nine hundred					
Agency Notes:					

B120219-LD--28-02 Group X - Winter Jacket, Brown, Blauer Model #6120: Winter Jacket, Brown or Black - XXL					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$112.14	75 / each	\$8,410.50		Y
Product Code:		Supplier Product Code:			
Unit Amount Text: one hundred twelve dollars and fourteen cents		Supplier Notes: Fechheimer 59131WP			
Total Amount Text: eight thousand four hundred ten dollars and fifty cents					
Agency Notes:					
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$139.50	75 / each	\$10,462.50		Y
Product Code:		Supplier Product Code: Blauer # 6120			
Unit Amount Text: One hundred thirty nine fifty		Supplier Notes:			
Total Amount Text: Ten thousand four hundred sixty two and fifty					
Agency Notes:					

B120219-LD--28-03 Group X - Winter Jacket, Brown, Blauer Model #6120: Winter Jacket, Brown or Black - XXXL					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$112.14	20 / each	\$2,242.80		Y
Product Code:		Supplier Product Code:			
Unit Amount Text: one hundred twelve dollars and fourteen cents		Supplier Notes: Fechheimer 59131WP			
Total Amount Text: two thousand two hundred forty two dolalrs and eighty cents					
Agency Notes:					
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$139.50	20 / each	\$2,790.00		Y
Product Code:		Supplier Product Code: Blauer # 6120			
Unit Amount Text: One hundred thirty nine fifty		Supplier Notes:			
Total Amount Text: Twenty seven hundred ninety					
Agency Notes:					

B120219-LD--28-04 Group X - Winter Jacket, Brown, Blauer Model #6120: Winter Jacket, Brown or Black - XXXXL					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$112.14	10 / each	\$1,121.40		Y
Product Code:		Supplier Product Code:			
Unit Amount Text: one hundred twelve dollars and fourteen		Supplier Notes: Feccheimer 59131WP			

cents Total Amount Text: one thousand one hundred twenty one dollars and forty cents Agency Notes:	
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$181.35
Product Code: Unit Amount Text: One hundred eighty one and thirty five Total Amount Text: Eighteen hundred thirteen and fifty Agency Notes:	10 / each \$1,813.50 Y
	Supplier Product Code: Blauer # 6120 Supplier Notes:

B120219-LD--29-01 Group Y - Patrol Jackets: Patrol Jackets					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$216.67	200 / each	\$43,334.00		Y
Product Code: Unit Amount Text: two hundred sixteen dollars and sixty seven cents Total Amount Text: forty three thousand three hundred thirty four dollars and zero cents Agency Notes:	Supplier Product Code: Supplier Notes: The Blauer 9910Z has spec statement NFPA 1999 2003 Edition- The only current edition NFPA 1999 2008 edition Blauer 9910Z is not NFPA certified				
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$307.00	200 / each	\$61,400.00		Y
Product Code: Unit Amount Text: Three hundred seven Total Amount Text: Sixty one thousand four hundred Agency Notes:	Supplier Product Code: Blauer # 9910Z Supplier Notes:				

B120219-LD--30-01 Group Z - Dress Jeans, Modified for Motorcycle Use: Dress Jeans, Modified for Motorcycle Use - 28" through 54"					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$0.00	50 / each	\$0.00		Y
Product Code: Unit Amount Text: NO BID Total Amount Text: NO BID Agency Notes:	Supplier Product Code: Supplier Notes: NO BID				
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$68.95	50 / each	\$3,447.50		Y
Product Code: Unit Amount Text: Sixty eight and ninety five Total Amount Text: Thirty four hundred fourty seven and fifty Agency Notes:	Supplier Product Code: Wrangler # 00082BN/BK Supplier Notes:				

B120219-LD--31-01 Group AA - Reversible Raincoats: Reversible Raincoats					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$171.00	125 / each	\$21,375.00		Y
Product Code: Unit Amount Text: One hundred seventy one Total Amount Text: Twenty one thousand three hundred seventy five Agency Notes:	Supplier Product Code: Blauer # 733 Supplier Notes:				
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$176.38	125 / each	\$22,047.50		Y
Product Code: Unit Amount Text: one hundred seventy six dollars and thirty eight cents Total Amount Text: twenty two thousand forty seven dollars and fifty cents Agency Notes:	Supplier Product Code: Supplier Notes: Fechheimer 76120				

B120219-LD--31-02 Group AA - Reversible Raincoats: Reversible Raincoats					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$171.00	25 / each	\$4,275.00		Y
Product Code: Unit Amount Text: One hundred seventy one	Supplier Product Code: Blauer # 733 Supplier Notes:				

Total Amount Text: Forty two hundred seventy five					
Agency Notes:					
GT Distributors, Inc. [Ad]	First Offer - \$176.38	25 / each	\$4,409.50		Y
Product Code:			Supplier Product Code:		
Unit Amount Text: one hundred seventy six dollars and thirty eight cents			Supplier Notes: Fechheimer 76120		
Total Amount Text: four thousand four hundred nine dollars and fifty cents					
Agency Notes:					

B120219-LD--31-03 Group AA - Reversible Raincoats: Reversible Raincoats					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$171.00	25 / each	\$4,275.00		Y
Product Code:			Supplier Product Code: Blauer # 733		
Unit Amount Text: One hundred seventy one			Supplier Notes:		
Total Amount Text: Forty two hundred seventy five					
Agency Notes:					
GT Distributors, Inc. [Ad]	First Offer - \$176.38	25 / each	\$4,409.50		Y
Product Code:			Supplier Product Code:		
Unit Amount Text: one hundred seventy six dollars and thirty eight cents			Supplier Notes: Fechheimer 76120		
Total Amount Text: four thousand four hundred dollars and fifty cents					
Agency Notes:					

B120219-LD--31-04 Group AA - Reversible Raincoats: Reversible Raincoats					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
GT Distributors, Inc. [Ad]	First Offer - \$176.38	25 / each	\$4,409.50		Y
Product Code:			Supplier Product Code:		
Unit Amount Text: eventy six dollars and thirty eight cents			Supplier Notes: Fechheimer 76120		
Total Amount Text: four thousand four hundred dollars and fifty cents					
Agency Notes:					
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$222.30	25 / each	\$5,557.50		Y
Product Code:			Supplier Product Code: Blauer # 733		
Unit Amount Text: Two hundred twenty two and thirty			Supplier Notes:		
Total Amount Text: Fifty five hundred fifty seven and fifty					
Agency Notes:					

B120219-LD--31-05 Group AA - Reversible Raincoats: Reversible Raincoat					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$49.50	50 / each	\$2,475.00		Y
Product Code:			Supplier Product Code: Neese # 447RSC		
Unit Amount Text: Fourty nine fifty			Supplier Notes:		
Total Amount Text: Twenty four hundred seventy five					
Agency Notes:					
GT Distributors, Inc. [Ad]	First Offer - \$56.47	50 / each	\$2,823.50		Y
Product Code:			Supplier Product Code:		
Unit Amount Text: fifty six dollars and forty seven cents			Supplier Notes: Neese 447RSC		
Total Amount Text: two thousand eight hundred twenty three dollars and fifty cents					
Agency Notes:					

B120219-LD--31-06 Group AA - Reversible Raincoats: Reversible Raincoat					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$53.00	50 / each	\$2,650.00		Y
Product Code:			Supplier Product Code: Neese # 447RSC		
Unit Amount Text: Fifty three			Supplier Notes:		
Total Amount Text: Twenty six hundred fifty					
Agency Notes:					

<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$62.12	50 / each	\$3,106.00		Y
Product Code: Unit Amount Text: sixty two dollars and twelve cents Total Amount Text: three thousand one hundred six dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: Neese 447RSC			

B120219-LD--32-01 Group BB - Belts: Belts					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$14.25	300 / each	\$4,275.00		Y
Product Code: Unit Amount Text: Fourteen and twenty five Total Amount Text: Forty two hundred seventy five Agency Notes:		Supplier Product Code: Dutyman # 1611U Supplier Notes:			
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$15.60	300 / each	\$4,680.00		Y
Product Code: Unit Amount Text: fifteen dollars and sixty cents Total Amount Text: four thousand six hundred eighty dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: as specified			

B120219-LD--32-02 Group BB - Belts: Belts					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$16.25	100 / each	\$1,625.00		Y
Product Code: Unit Amount Text: Sixteen and twenty five Total Amount Text: Sixteen hundred twenty five Agency Notes:		Supplier Product Code: Dutyman # 1611U Supplier Notes:			
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$19.14	100 / each	\$1,914.00		Y
Product Code: Unit Amount Text: nineteen dollars and fourteen cents Total Amount Text: one thousand nine hundred fourteen dollars and zero cents Agency Notes:		Supplier Product Code: Supplier Notes: as specified			

B120219-LD--32-03 Group BB - Belts: Belts					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$17.25	100 / each	\$1,725.00		Y
Product Code: Unit Amount Text: Seventeen and twenty five Total Amount Text: Seventeen hundred twenty five Agency Notes:		Supplier Product Code: Dutyman # 1611U Supplier Notes:			
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$20.58	100 / each	\$2,058.00		Y
Product Code: Unit Amount Text: twenty dollars and fifty eight cents Total Amount Text: two thousand fifty eight dollars and zero dollars Agency Notes:		Supplier Product Code: Supplier Notes: as specified			

B120219-LD--33-01 MSRP Discounts: MSRP discount for Blauer					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
<u>GT Distributors, Inc. [Ad]</u>	First Offer - \$20.00	1 / percentage	\$20.00		Y
Product Code: Unit Amount Text: twenty percent Total Amount Text: twenty percent Agency Notes:		Supplier Product Code: Supplier Notes: Fechheimer 20% off MSRP			
<u>Miller Uniforms & Emblems, Inc [Ad]</u>	First Offer - \$24.00	1 / percentage	\$24.00		Y
Product Code: Unit Amount Text: Twenty four Total Amount Text: Twenty four		Supplier Product Code: Blauer Supplier Notes:			

Agency Notes:

B120219-LD--33-02 MSRP Discounts: MSRP discount for Horace Small					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$10.00	1 / percentage	\$10.00		Y
Product Code: Unit Amount Text: Ten Total Amount Text: Ten Agency Notes:		Supplier Product Code: Horace Small Supplier Notes:			
GT Distributors, Inc. [Ad]	First Offer - \$20.00	1 / percentage	\$20.00		Y
Product Code: Unit Amount Text: twenty percent Total Amount Text: twenty percent Agency Notes:		Supplier Product Code: Supplier Notes: Elbeco 20% off MSRP			

B120219-LD--34-01 Set up/Digitizing Fee For Direct Embroidery: Set up/Digitizing Fee For Direct Embroidery					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
Miller Uniforms & Emblems, Inc [Ad]	First Offer - \$0.00	1 / each	\$0.00		Y
Product Code: Unit Amount Text: Zero Total Amount Text: Zero Agency Notes:		Supplier Product Code: Supplier Notes:			
GT Distributors, Inc. [Ad]	First Offer - \$80.00	1 / each	\$80.00		Y
Product Code: Unit Amount Text: eighty dollars Total Amount Text: eighty dollars Agency Notes:		Supplier Product Code: Supplier Notes: as specified eighty dollars each logo			

Supplier Totals

GT Distributors, Inc. [Ad]		\$1,021,683.70 (140/140 items)
Bid Contact	William J Orr, Jr. txbids@gtldist.com Ph 800-252-8310 Fax 800-480-5845	Address P.O. Box 16080 Austin, TX 78761
Qualifications	SB TX	
Agency Notes:		Supplier Notes:
Miller Uniforms & Emblems, Inc [Ad]		\$1,515,957.00 (140/140 items)
Bid Contact	Keith Miller keithmiller@milleruniforms.com Ph 512-302-5541	Address 650 Canlon St. Austin, TX 78752
Qualifications	SB	
Agency Notes:		Supplier Notes:

**



Travis County Commissioners Court Agenda Request

Meeting Date: November 6, 2012

Prepared By: Paul Scoggins **Phone #:** 854-7619

Division Director/Manager: Anna Bowlin, Division Director of Development Services

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

Sponsoring Court Member: Commissioner Huber, Precinct Three

AGENDA LANGUAGE: Consider and take appropriate action on a request to authorize the filing of an instrument to vacate the two five foot wide public utility easements located along the common lot line Lots 453 and 454 of Apache Shores, First Installment – Precinct Three.

BACKGROUND/SUMMARY OF REQUEST:

TNR staff has received a request to vacate two five foot wide public utility easements (PUEs) located along the common lot line of Lots 453 and 454 of Apache Shores, First Installment. The PUEs are dedicated per plat note. The subject lots front on Geronimo Trail, a street maintained by Travis County.

The utility companies operating in the area have stated they have no objection to vacating the subject easements. Staff foresees no opposition to this request.

STAFF RECOMMENDATIONS:

The request has been reviewed by TNR staff and staff finds the vacation request meets all Travis County standards. As such, TNR staff recommends the request.

ISSUES AND OPPORTUNITIES:

According to the request letter the property owners plan to build their residence on the two lots. Vacating the subject easements will allow the property owners to cross the common lot line with their proposed improvements without encroaching on said easements.

FISCAL IMPACT AND SOURCE OF FUNDING:

N/A.

ATTACHMENTS/EXHIBITS:

Order of Vacation

Field Notes and Sketch

Request Letter

Utility Sign-offs

Sign Affidavit and Pictures

Maps

REQUIRED AUTHORIZATIONS:

Cynthia McDonald	Financial Manager	TNR	854-4239
Steve Manilla	County Executive	TNR	854-9429
Anna Bowlin	Division Director	Development Services	854-7561

CC:

Stacey Scheffel	Program Manager	TNR Permits	854-7565

SM:AB:ps

1101 - Development Services - Apache Shores, First Installment

ORDER OF VACATION

STATE OF TEXAS §

COUNTY OF TRAVIS §

WHEREAS, the property owners request the vacation of two five foot wide public utility easements located along the common lot line of Lots 453 and 454 of Apache Shores, First Installment as recorded in Volume 43, Page 49 of the Travis County Plat Records;

WHEREAS, all utility companies known to be operating in the area have indicated they have no need for the easements 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 easements 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 November 6, 2012 to consider the proposed action; and

NOW, THEREFORE, by unanimous vote, the Commissioners Court of Travis County, Texas, orders that the two five foot wide public utility easements located along the common lot line of Lots 453 and 454 of Apache Shores, First Installment, as shown on the attached sketch and described in the attached field notes, are hereby vacated.

ORDERED THIS THE _____ DAY OF _____ 2012.

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

**CRICHTON AND ASSOCIATES
LAND SURVEYORS
6448 HIGHWAY 290 EAST
SUITE B-105 AUSTIN, TEXAS 78727
PH. (512) 244-3395**

**EXHIBIT "A"
PARTIAL 5 FOOT PUBLIC
UTILITY EASEMENT RELEASE**

FIELD NOTES

FIELD NOTES FOR A 799 SQ. FT. TRACT TO BE VACATED FROM A PORTION OF A FIVE FOOT UTILITY EASEMENT LOCATED ON THE NORTH PROPERTY LINE OF LOT 454, APACHE SHORES, FIRST INSTALLMENT A SUBDIVISION RECORDED IN VOL. 43 PG. 49, OF TRAVIS COUNTY, TEXAS.

COMMENCING at a point in the East R.O.W. line of Geronimo Trail at the Northwest corner of Lot 454 and the Southwest corner of the said Lot 453 of the said Apache Shores Subdivision, at the, for the **POINT OF COMMENCING** of this tract.

THENCE, N 88° 27' 00" E, along the common line of the said lot 453 and 454, a distance of 10.00 feet to a point in the said common line, at the Northwest corner of this tract for the **POINT OF BEGINNING** of this tract.

THENCE N 88° 27' 00" E with the common line of said Lots 454 and 453 a distance of 165.40 feet to a point for the Northeast corner of this tract.

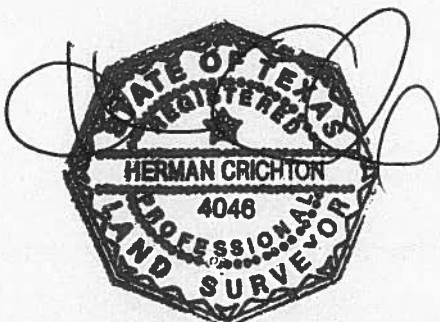
THENCE S 10° 45' 00" W through the said interior 5.00 feet West and parallel to the east line of lot 454, a distance of 5.12 feet to a point for the Southeast corner of this tract.

THENCE S 88° 27' 00" W, through the interior 5.00 feet South of and parallel to the North line of the said 454, a distance of 159.20 feet to a point for the Southwest corner of this tract.

THENCE through the interior of Lot 454, 10 feet East of and parallel the East right of way of Geronimo Trail along a curve to the left whose elements are $R = 1086.65$, $A = 5.00$ feet, whose chord bears N 01° 28' 51" W, 5.00 feet to **POINT OF BEGINNING**, and containing 799 Sq. Ft. of land, more or less.

Witness my hand and seal August 17, 2012

Herman Crichton, R.P.L.S. 4046
12_244



SKETCH TO ACCOMPANY FIELD NOTES FOR A 799
SQ. FT. TRACT BEING A PORTION OF A 5'
PUBLIC UTILITY EASEMENT ON LOT 454, APACHE
SHORES, FIRST INSTALLMENT, A SUBDIVISION
RECORDED IN PLAT BOOK 43 PAGE 29 OF TRAVIS
COUNTY, TEXAS.

GRAPHIC SCALE



Updated 11-2-12 at 9:16am



LOT 452

LOT 453

LOT 454

LOT 453

N88°27'00"E
10.00

P.O.C.

R=1086.00
L=5.00
N01°28'51"W
5.00

P.O.B.

N88°27'00"E
S88°27'00"W

EXISTING 5' PUBLIC
UTILITY EASEMENT

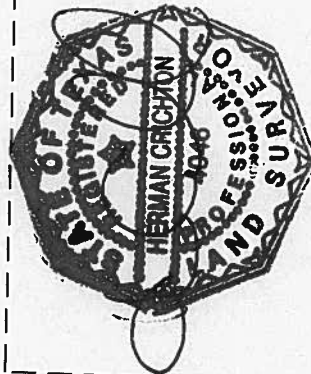
10' UTIL. ESMT. (PLAT)

S10°45'00"W
5.12

165.40
799 SQ. FT. TO BE VACATED
159.20

5' UTILITY ESMT. (PLAT)

LAKE APACHE



CRICHTON
AND ASSOCIATES INC.
LAND SURVEYORS

6448 East Highway 290
Suite B105
Austin, Texas 78723
PHONE: (512) 244-3395
FAX: (512) 244-9508

JOB NUMBER: 12_244
DATE: AUG. 17, 2012

GERONIMO TRAIL

**CRICHTON AND ASSOCIATES
LAND SURVEYORS
6448 HIGHWAY 290 EAST
SUITE B-105 AUSTIN, TEXAS 78727
PH. (512) 244-3395**

**EXHIBIT "A"
PARTIAL 5 FOOT PUBLIC
UTILITY EASEMENT RELEASE**

FIELD NOTES

**FIELD NOTES FOR A 805 SQ. FT. TRACT TO BE VACATED FROM A
PORTION OF A FIVE FOOT UTILITY EASEMENT LOCATED ON THE
SOUTH PROPERTY LINE OF LOT 453, APACHE SHORES, FIRST
INSTALLMENT A SUBDIVISION RECORDED IN VOL. 43 PG. 49, OF
TRAVIS COUNTY, TEXAS.**

COMMENCING at a point in the East R.O.W. line of Geronimo Trail at the Northwest corner of Lot 454 and the Southwest corner of the said Lot 45 of the said Apache Shores Subdivision, at the, for the **POINT OF COMMENCING** of this tract.

THENCE, N 88° 27' 00" E, along the common line of the said lot 453 and 454, a distance of 10.00 feet to a point for the Southwest corner of this tract for the **POINT OF BEGINNING** of this tract.

THENCE through the interior of Lot 453, 10 feet East and parallel the East right of way of Geronimo Trail along a curve to the left whose elements are $R = 1086.00$ feet, $A = 5.00$ feet, whose chord bears N 01° 36' 09" W, 5.00 feet to the Northwest corner of this tract.

THENCE N 88° 27' 00" E, with a line 5.00 feet North and parallel to the South line of the said 453, a distance of 162.14 feet to a point for the Northeast corner of this tract.

THENCE S 22° 09' 00" W through the said interior 5.00 feet West and parallel to the east line of lot 453, a distance of 5.46 feet to a point in the said common line of Lots 453 and 454, for the Southeast Corner of this tract.

THENCE S 88° 27' 00" W, along the said common line, a distance of 159.94 feet to the **P OINT OF BEGINNING**, and containing 805 Sq. Ft. of land more or less

Witness my hand and seal August 17, 2012

Herman Crichton, R.P.L.S. 4046
12_244



SKETCH TO ACCOMPANY FIELD NOTES FOR A 805 SQ. FT. TRACT BEING A PORTION OF A 5' PUBLIC UTILITY EASEMENT ON LOT 453, APACHE SHORES, FIRST INSTALLMENT, A SUBDIVISION RECORDED IN PLAT BOOK 43 PAGE 29 OF THE TRAVIS COUNTY, TEXAS PLAT RECORDS.

R=1086.00
L=5.00
N01°36'09"W
5.00

P.O.C.

N88°27'00"E
10.00

10' UTIL. ESMT. (PLAT)

N88°27'00"E

S88°27'00"W

P.O.B.

805 SQ. FT. TO BE VACATED

162.14

159.94

S22°09'00"W
5.46

5' UTILITY ESMT. (PLAT)

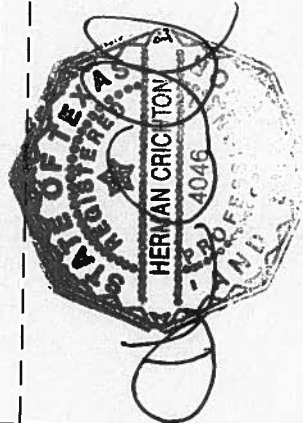
LAKE APACHE

LOT 452

LOT 453

LOT 454

LOT 453



CRICHTON
AND ASSOCIATES INC.
LAND SURVEYORS

6448 East Highway 290
Suite B105
Austin, Texas 78723
PHONE: (512) 244-3395
FAX: (512) 244-9508

JOB NUMBER: 12_244
DATE: AUG. 17, 2012

GRAPHIC SCALE



(IN FEET)
1 inch = 30 ft.

Updated 11-2-12 at 9:16am

GERONIMO TRAIL

August 22, 2012

Paul Scoggins
Travis County Transportation & Natural Resources

**RE: Public Utility Easement Release Request
for Lots 453 and 454, Apache Shores, First Installment**

Dear Mr. Scoggins:

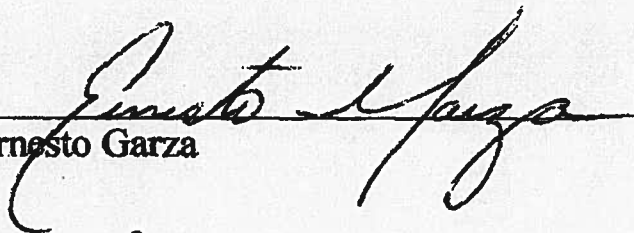
Dedicated by Plat (attached)

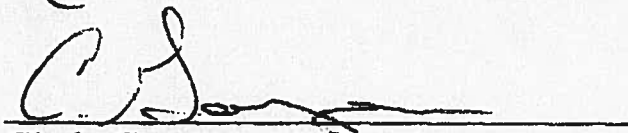
We are requesting the 5' PUE's along the common property lines[^] of Lots 453 and 454, Apache Shores, First Installment to be released. The easements are further described in the attached sketch and metes and bounds.

We are requesting the PUE release in order to build one house on 2 lots that would be within the easement.

Should you have any further questions, please contact our Agent, Larry Hearold / Land Answers, Inc. at 512-416-6611.

Thank you,


Ernesto Garza


Cindy Garza

RECEIVED

SEP 12 2012

TRAVIS COUNTY - TNR
PERMITS DEPARTMENT



TRAVIS COUNTY WATER CONTROL
AND IMPROVEMENT DISTRICT 17

3812 Eck Lane • Austin, Texas 78734
• Phone (512) 266-1111 • Fax (512) 266-2790



UTILITY EASEMENT RELEASE APPLICATION

Date: 8/20/12

A release of the following utility easement(s) is hereby requested.
(\$30.00 fee is required)

Property
Address:

Geometric Trl.

Legal Description:

Lots 453 and 454, Apache

Shures, First Installment

A plat drawing with the easement highlighted must accompany
this application.

Applicant Name:

Larry Harold / LAND ANSWERS, INC.

Address:

3606 WINFIELD COVE

AUSTIN, TX 78704

Reason for Request :

Mr & Mrs. Barga currently own Lot 454 and will
to purchase Lot 453 to construct their home on both
lots 453 and 454

☒ Water District 17 DOES NOT have a need for an easement on the property as described in
the accompanying document. The easement(s) is (are) hereby released.

☐ Water District 17 DOES have a need for an easement on the property as described in the
accompanying document. A description of the required easement is attached.

Henry W Markley 8.21.12

Signature Date

Reviewer: HENRY W Markley

Deborah S Gernes

Signature Date

Printed Name

General Manager

Title

Please return this completed form to:

LARRY HAROLD / LAND ANSWERS, INC.

Name

3606 WINFIELD COVE

Address

AUSTIN, TX 78704

City/State/Zip

Phone: 512-416-6611

Fax: 512-416-6610

Email: landanswers@sbccolocal.net



TRANSPORTATION AND NATURAL RESOURCES

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

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 _____
_____ Geronimo Trail _____ (address)
and/or Lots 453 & 454, Apache Shores, First Installment _____ (legal
description) 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

X 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.

A handwritten signature in dark ink, appearing to read "Sonny Poole", is written over a horizontal line.

Signature

Sonny Poole

Printed Name

Mgr., PIRES

Title

Austin Energy

Utility Company or District

August 22, 2012

Date

Please return this completed form to:

Larry Hearold/Land Answers

Name

3606 Winfield Cove

Address

Austin, TX 78704

City/State/Zip

Email: landanswers@sbcglobal.net



SOUTHWESTERN BELL TELEPHONE COMPANY

PARTIAL RELEASE OF EASEMENT

THIS RELEASE OF EASEMENT, entered into by SOUTHWESTERN BELL TELEPHONE COMPANY, a Missouri corporation, GRANTOR, AND Ernesto Garza and Cynthia Garza, 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 453 and 454, of Apache Shores First Installment, Deed of record in Documents 2012108499 and 2006204994, Property Records of Travis County, Texas

Said land of GRANTEE(S) being subject to:

Easements recorded in Volume 43, Page 29, Plat Records of Travis County, Texas,

The portion of said easements to be hereby released is described as follows:

805 sq. ft. tract from a portion of a 5 ft. PUE along the south property line of Lot 453 and 799 sq. ft. tract from a portion of a 5 ft. PUE along the north property line of lot 454, described above,

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 11th day of SEPTEMBER, 2012

SOUTHWESTERN BELL TELEPHONE COMPANY

Name : RICHARD LAINE REED

Title: MANAGER ENGINEERING DESIGN

THE STATE OF TEXAS
COUNTY OF TRAVIS

BEFORE ME, the undersigned authority, on this day personally appeared RICK REED, 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 11th day of SEPTEMBER, 2012



Notary Public in and for the State of TEXAS
My Commission Expires Jan, 16, 2013



TRANSPORTATION AND NATURAL RESOURCES

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

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 3001 + 3003 Geronimo Trail (address) and/or Lots 453 + 454, Apache Street First Installment (legal description) 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.


Signature
Chris Landgraf
Printed Name
Engineer III
Title
Texas Gas Service
Utility Company or District
8/27/2012
Date

Please return this completed form to:

Name

Address

City/State/Zip



12012 N. Mopac Expressway
512/485-6417 (Laurie Schumpert)

Austin, TX 78758
512/485-1485 (Fax)

EASEMENT RELEASE STATEMENT FOR VACATION OF PROPERTY

A request for release of the P.U.E. easement(s) has been made on the property legally described as:

Subdivision or Section: APACHE SHORES FIRST INSTALLMENT

Lot and Block Numbers: LOTS 453 AND 454

Street Address: GERONIMO TRAIL, AUSTIN, TX 78734

Property Owner: ERNESTO AND CYNTHIA GARZA

STATEMENT

X Time Warner Cable **does not** have a need for an easement on the property as described in the accompanying document.

 Time Warner Cable **does** have a need for an easement on the property as described in the accompanying document.

Time Warner Cable

Laurie Schumpert
Signature

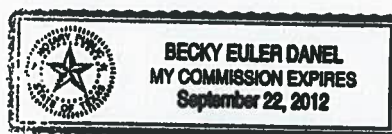
Sr. Designer
Title

State of Texas
County of Travis

This instrument was acknowledged before me on August 23, 2012 by

Laurie Schumpert

Becky Euler Danel
Notary Public





12012 N. Mopac Expressway
512/485-6417 (Laurie Schumpert)

Austin, TX 78758
512/485-1485 (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: Apache Shores, First Installment Section: _____ Block: _____

Lot Numbers: 453 and 454

Address: Heronino Trl (NO ADDRESS) Austin Texas 78734
Number & Street City State Zip

As recorded in Volume 43, Page 29, 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.

Five foot P.U.E. on both sides of the common lot line between lots 453 and 454

Reason for requesting release (Example: Single Family Residence, Accessory Building, etc)

To build a single family residence on both lots 453 and 454

Please note: If multiple owners are making this request, complete name, address, phone must be provided for all.

Property Owner's name(s): Ernesto & Cindy Garga

Mailing Address: P.O. Box 341993 Austin Texas 78734-0034
Number & Street City State Zip

Phone: (512) 785-7038 _____
Day Time Cell Fax

I authorize the following person/company to act in my behalf as my designated agent:

Name of agent/company: Land Answers, Inc. Larry Hearold
Name of Company Name of Contact

Mailing Address: 3606 Winfield Cove Austin TX 78704
Number & Street City State Zip

Phone: (512) 416-6611 _____
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

Larry Hearold
Signature of Applicant/Agent

8/23/12
Date



TRANSPORTATION AND NATURAL RESOURCES

Steven M. Manilla, P.E., County Executive

411 West 13th Street
Executive Office Building
P.O. Box 1748
Austin, Texas 78767
tel 512-854-9383
fax 512-854-4649

AFFIDAVIT OF POSTING

**TO: County Judge
County Commissioners
Travis County, Texas**

A Public Notice of Vacation of two five foot wide public utility easements sign was posted on October 15, 2012, on the easterly side of Geronimo Trail along the common lot line of Lots 453 and 454 of Apache Shores, First Installment at a point as near as practical to the area being vacated, and was also posted at the Travis County Courthouse.

CERTIFIED THIS THE 17 DAY OF October, 2012.

SIGNATURE: Jaime Garcia

NAME (PRINT): Jaime Garcia

TITLE: TNR/R&B Supervisor

cc: Garcia (sign shop)

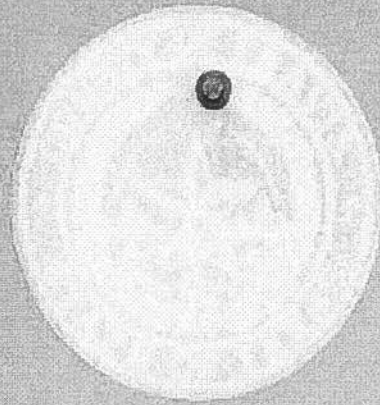
M:\PERMITS\Vacate\12PUE\07-GeronimoTrail\SignRequest-GeronimoTr.doc

9
**NOTICE OF
PUBLIC HEARING**

NOVEMBER 6, 2012 AT 9:00 AM

PUBLIC UTILITY EASEMENT VACATION
TO APPROVE THE VACATION OF TWO
FIVE FOOT WIDE PUBLIC UTILITY
EASEMENTS LOCATED ALONG THE
COMMON LOT LINE OF LOTS 453 AND
654 OF AVA/CE SHORES FIRST INSTALLMENT
- A SUBDIVISION IN PRECINCT THREE

AT THE TRANS COUNTY
COMMISSIONERS COURTROOM
700 LAMAR STREET AUSTIN, TEXAS
FOR MORE INFORMATION CALL 854-4383



NOTICE OF PUBLIC HEARING

NOVEMBER 6, 2012 AT 9:00 AM

PUBLIC UTILITY EASEMENT VACATION

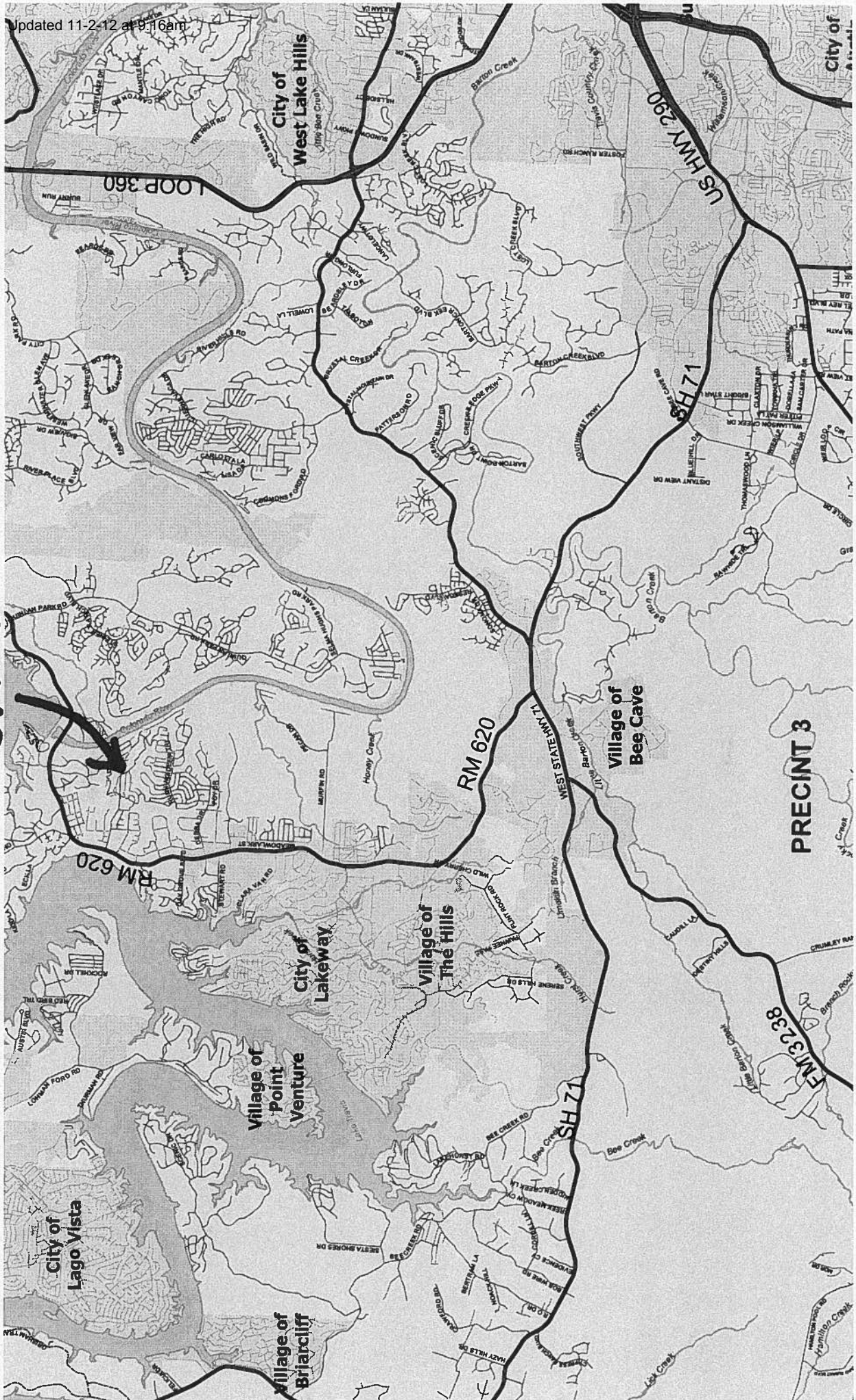
**TO APPROVE THE VACATION OF TWO
FIVE FOOT WIDE PUBLIC UTILITY
EASEMENTS LOCATED ALONG THE
COMMON LOT LINE OF LOTS 453 AND
454 OF APACHE SHORES, FIRST INSTALLMENT
— A SUBDIVISION IN PRECINCT THREE**

**AT THE TRAVIS COUNTY
COMMISSIONERS COURTROOM
700 LAVACA STREET AUSTIN, TEXAS**

FOR MORE INFORMATION CALL 854-9383

Travis Central Appraisal District
8314 Cross Park Drive
Austin, Texas 78754
P.O. Box 149012
Austin, Texas 78714
Internet Address: www.traviscad.org
Main Telephone Number (512) 834-8317
Appraisal Information (512) 834-9318
TDD (512) 836-3328

Site





Travis County Commissioners Court Agenda Request

Meeting Date: November 6, 2012

Prepared By/Phone Number: David A. Salazar 854-4107

Elected/Appointed Official/Dept. Head: Sherri E. Fleming,
County Executive for Health and Human Services and Veterans Service

Commissioners Court Sponsor: Judge Samuel T. Biscoe

AGENDA LANGUAGE:

Consider and Take Appropriate Action to Approve the Agreement with the City of Austin/Austin Energy to Continue the Emergency Financial Assistance Program for Utility Assistance for Low-Income Households in Travis County that are Customers of Austin Energy in FY2013.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Travis County has participated in Austin Energy's program for utility assistance for a number of years and, because of this program, were able to assist 378 households during the past program year within Travis County as a result. The operation of the program allows the Department the ability to provide utility assistance to clients experiencing energy-related hardships.

Austin Energy has changed the name of the program from the Customer Assistance Program (CAPS) or Plus 1 to the Emergency Financial Assistance Program, but has not changed the program guidelines. These funds are used to respond to requests for utility assistance from households with incomes at or below 200% of the Federal Poverty Income Guidelines and are unable to meet their household energy needs. To participate in this program, these households must be customers of Austin Energy and Travis County residents.

STAFF RECOMMENDATIONS:

Staff recommends acceptance and approval of this agreement.

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

ISSUES AND OPPORTUNITIES:

Funding allocated by Austin Energy for this program accounts for the largest local program received by the Department for Utility Assistance.

FISCAL IMPACT AND SOURCE OF FUNDING:

Austin Energy has allocated \$135,000 for each quarter of the coming program year. Approving this agreement will not increase the County Budget.

REQUIRED AUTHORIZATIONS:

Mary Etta Gerhardt, Assistant County Attorney

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



**TRAVIS COUNTY HEALTH and HUMAN SERVICES
and VETERANS SERVICE
100 North I.H. 35
P. O. Box 1748
Austin, Texas 78767**

**Sherri E. Fleming
County Executive
(512) 854-4100
Fax (512) 854-4115**

Date: October 25, 2012

TO: MEMBERS OF THE COMMISSIONERS COURT

FROM:

Sherri E. Fleming
Sherri E. Fleming, County Executive
Travis County Health and Human Services and Veterans Service

SUBJECT: Acceptance of FY13 City of Austin Emergency Financial Assistance Program (EFAP) Agreement

Proposed Motion: Consider and take appropriate action to approve the agreement with City of Austin, Austin Energy to continue the Emergency Financial Assistance Program that provides utility assistance for Travis County low-income households that are customers of Austin Energy in FY13.

Summary and Staff Recommendation: Staff requests the acceptance of this agreement from the City of Austin, Austin Energy. This program was formerly named the Customer Assistance Program (CAPS) or Plus 1. Austin Energy changed the name of the program in FY13; however the guidelines remain the same. The funding for the program will be a total of \$135,000 allocated quarterly. These program funds are used to respond to utility assistance requests from households having an income at or below 200% of the current Federal Poverty Income Guidelines and are unable to meet their household energy needs. The households must be customers of Austin Energy and Travis County residents.

Budgetary and Fiscal Impact: We utilize the allocated funds for direct service of utility assistance. Travis County will not receive or deposit these funds as they are internally allocated to our organization by Austin Energy each quarter in the contract period. No matching funds are required. The contract period is 10/01/12 through 09/13/13.

Issues and Opportunities: The funding allocated by Austin Energy for this program is the largest local program funding received by the department for utility assistance.

Background: Travis County has participated and utilized the program assistance funding from Austin Energy for a number of years. The department operates this program, as well as coordinating its efforts with other community resources, faith-based organizations and other local agencies providing services to Travis County residents.

Within the past program year, we were able to assist 378 households within Travis County using this program funding. The operation of the program allows our department the ability to provide utility assistance to clients who are experiencing an energy-related hardship. The aim of such services, to assist clients in obtaining self-sufficiency, is consistent with the goal of the Travis County Health and Human Services and Veterans Service department.

cc: Leslie Browder, County Executive, Planning and Budget Office
Diana Ramirez, Budget Analyst Sr., Planning and Budget Office
Niccoli Riley, CPA, Travis County Auditor
Jose Palacios, Chief Assistant County Auditor
Michelle Gable, Auditor Analyst II, Travis County Auditor
Kapp Schwebke, Auditors Office
Mary Etta Gerhardt, Assistant County Attorney
Cyd Grimes C.P.M., CPPO, Travis County Purchasing Agent
Jim Lehrman, Social Services Director, Family Support Services



City of Austin Emergency Financial Assistance Program Collaboration Agreement



Fund Disbursement Agreement:

The purpose of this agreement is to make emergency utility assistance available to households facing termination; to offer education on economical use of utilities and to meet clients in face-to-face interviews and provide personal assistance.

Sponsored by: **Travis County**

Administration: Grant Administrator - Sherri E. Fleming

Coordinator - Jim Lehrman

Effective Date: October 1, 2012

Requested Amount:

Austin Energy will allocate \$135,000 per fiscal year of Customer Assistance Program Emergency Financial Assistance Program (EFAP) funds to Travis County. This allocation will be disbursed quarterly. ***Austin Energy reserves the right to make changes as needed to allotment amounts or disbursement procedures with notice by mail, email, fax or phone to Travis County.***

Rationale:

There has been an increase in requests for EFAP funding due to a greater number of households in need of utility assistance. In order to provide assistance to these clients (customers), this collaboration agreement will be administered by Travis County. The fact that Travis County has over seven service sites in several areas of the city allows our customers to access Plus 1 funding more efficiently.

Terms Agreement:

The undersigned parties agree to the collaboration agreement terms as outlined in this document. This agreement may be terminated by Austin Energy or Travis County at any time and for any reason with notice by mail, fax, or email to the other party at least seven (7) days prior to the specified termination date.

Attachments:

The attachments enumerated and denominated below are hereby made a part of this agreement, and constitute promised performances by the parties in accordance with all terms of this agreement:

- Attachment A - Guidelines and Procedures
- Attachment B - Partnership Agency Responsibilities

Partner Agency Grant Administrator:
Travis County

Austin Energy Process Manager:

Signature: BY:

Signature: _____

Printed Name: Samuel T. Biscoe

Printed Name: _____

Date: _____

Date: _____

Emergency Financial Assistance Program Partner Agency Contact Information:

Grant Administrator: Tonda Owens / Lisa Sindermann

Phone Number: (512) 854-4113 / (512) 854-4594

Mailing Address: P. O. Box 1748; Austin, TX 78767

Voucher Approval (please provide two signatory that will be authorized to sign vouchers)

Printed Name: _____

Printed Name: _____

1st Signature: _____

2nd Signature: _____

Austin Energy Contact Information:

Customer Service Call Center
Phone Number (512) 494-9400
Mailing Address:
721 Barton Springs Road
Austin, TX 78704-1145

Ronnie Mendoza, Manager - Customer Services Management
Phone Number (512) 972-7725
Fax number (512) 505-4028
Email address: Ronnie.Mendoza@AustinEnergy.com



ATTACHMENT A
City of Austin Emergency Financial Assistance Program
Collaboration Agreement

Guidelines and Procedures:

The purpose of the Customer Assistance Emergency Financial Assistance Program is to support customers who are challenged with high utility accounts and assist in eliminating past due debt owed to the City of Austin for utilities. This support will assist customers in becoming self-sufficient and developing a healthy dialogue with the utility if future financial hardships should arise.

The following lists outline the procedures by which the City of Austin and Travis County shall comply:

City of Austin Responsibilities:

1. Customer Assistance Emergency Financial Assistance Program allotments will be provided to agencies quarterly. The City reserves the right to make changes as needed and with notice by mail, email, fax or phone to Travis County. If Travis County does not agree to any such changes, Travis County may terminate the agreement.
2. Austin Energy's EFAP agreement takes affect, if approved, on October 1st of each new fiscal year.
3. Allotments will be disbursed on a quarterly basis and each partner will be awarded amounts that reflect their past use and households served, beginning October 1, 2012; if available. The parties understand that no funds will change hands between the parties - Austin Energy will assign allotment amounts to the agency (Travis County); the agency will determine eligibility of clients and advise Austin Energy of eligibility and amounts; Austin Energy will credit the account of the client as designated and advise the agency.
4. When agency calls with pledge, Austin Energy representative will inform agency if pledge is sufficient to cancel cut for non-payment, if applicable.
5. Austin Energy representative will note on customer's account that agency has called in pledge and will include any comments by agency.
6. Austin Energy Community Services Coordinator will process the pledge when valid voucher is received.
7. Austin Energy Community Services Coordinator will notify Agency of any issues that may arise during pledge voucher processing (i.e. discovery of meter tampering, or duplication of services by alternate agency).
8. Austin Energy Community Service Coordinator will provide all necessary paperwork, brochures, flyers etc. to support the program.
9. Austin Energy Community Service Coordinator will be liaison for community service projects led by the partner agency.
10. Austin Energy Community Services Coordinator will provide the agency a quarterly status report on distribution activities and address any comments provided by the agency.
11. EFAP disbursements are only applied to residential accounts.
12. Recipient must be a City of Austin utility customer.
13. EFAP disbursements cannot pay utility deposits.
14. Austin Energy will not provide EFAP disbursements to customers who are charged with meter tampering fees.



ATTACHMENT B City of Austin Emergency Financial Assistance Program Collaboration Agreement

Partner Agency Responsibilities:

- _____ 1. Each agency will develop its own eligibility criteria, priorities, case work documentation, and tracking of disbursements. The agency's guidelines will fulfill the purpose of the Emergency Financial Assistance Program collaboration agreement.
- _____ 2. Agency staff will screen clients using their eligibility criteria. EFAP requests will be incorporated into these processes with minimal additional in-kind resource requirements as agreed to by partnering agency.
- _____ 3. **Agency will not discriminate in providing EFAP funding to any client based on race, creed, color, national origin, ancestry, sex, marital status, disability or use of income eligibility criteria will not be considered discrimination under this section. Clients will be screened based on emergency need determined by partner and must be a City of Austin utility customer.**
- _____ 4. A debt-resolution plan which may include one of the following options will be developed by the agency within the agency's policies and procedures:
 - a. Assist with the quoted amount to arrange a Payment Agreement (PA)
 - b. Assist with reinstatement of PA
 - c. Match funds and EFAP disbursement to pay off the entire debt
- _____ 5. Agency staff will contact Austin Energy Call Center at (512) 494-9400 and advise the representative the amount of pledge. Agency will get the name of the customer service representative for any follow up that is needed.
- _____ 6. The agency will fax legible vouchers to Austin Energy Community Services Coordinator at **(512) 505-4028**. Original vouchers will be mailed directly to Austin Energy at the end of each month.
- _____ 7. Agency will review Distribution List provided by Austin Energy for accuracy and contact Community Services Coordinator within one week of any corrections or any comments.
- _____ 8. Agency understands EFAP disbursements are only applied to residential accounts.
- _____ 9. Agency understands that EFAP disbursements will not be distributed after **Friday, September 13, 2013**.
- _____ 10. Agency understands EFAP disbursements cannot pay deposits.
- _____ 11. Austin Energy will not provide EFAP disbursements to customers who are charged with meter tampering fees. Austin Energy will be responsible for advising Agency of such charges when contacted by agency.
- _____ 12. Pledge limits are determined on a yearly basis. Austin Energy reserves the right to change pledge limits yearly depending on budget.
- _____ 13. Agency will have a release of information form provided by Austin Energy signed by each client requesting EFAP disbursements.
- _____ 14. Agency will notify Austin Energy of any special situation that warrants our attention.
- _____ 15. Agency understands that if they want to assist their own employees with EFAP disbursements they must refer those customers to one of our other partnering agencies. *EFAP disbursements will not be utilized to support staff from the partner agency where the employee is employed.*
- _____ 16. Agency understands that clients requesting EFAP disbursements can only be assisted once every 12 months per agency. (Example: Jane Doe requests and is awarded in October 2011 she cannot request again until October 2012 at the earliest).
- _____ 17. Agency understands that monthly business ends at the end of the month and must be posted to that month. If information is not received in a timely manner it will be delayed by at least a week.
- _____ 18. Agency will have representative at each quarterly EFAP meeting.
- _____ 19. Meeting renewal requirements does not guarantee a current partner to continue participating in the EFAP collaboration. Austin Energy reserves the right to make changes as needed within the program.
- _____ 20. Agency will be required to submit yearly proposal to be considered for renewal collaboration
- _____ 21. Agency understands that renewal applications for the upcoming year will be provided to agencies that have successfully completed the following:
 - a. 90% of funding allowance utilized within the fiscal year.
 - b. 80% of customers receiving EFAP disbursements from the agency have received a discount application.
- _____ 22. Agency understands that Austin Energy has the right to move unused allotments around from one community partner to another if deemed necessary to meet program goals and objectives after August 1, 2013; notice will be provided by mail, email, fax or phone.

ITEM 10



Travis County Commissioners Court Agenda Request

Meeting Date: November 6, 2012

Prepared By/Phone Number: David A. Salazar 854-4107

Elected/Appointed Official/Dept. Head: Sherri E. Fleming,
County Executive for Health and Human Services and Veterans Service

Commissioners Court Sponsor: Judge Samuel T. Biscoe

AGENDA LANGUAGE:

Consider and Take Appropriate Action to Approve Revenue Contract with Del Valle Independent School District (DVISD) for After School Enrichment Services Provided through the Texas AgriLife Extension Office.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Texas AgriLife Extension Service provides afterschool programming at various locations in Travis County using a combination of money from the General Fund, grant funds and revenue contracts. The programs run four days a week during the school year and focus on science and technology, environmental education, outdoor education and life skills.

STAFF RECOMMENDATIONS:

Staff recommends approval of the renewal of this contract.

ISSUES AND OPPORTUNITIES:

The services provided under this contract are designed to help youth become successful adults and reduce risk taking behaviors that might inhibit their success.

FISCAL IMPACT AND SOURCE OF FUNDING:

This contract would pay the County up to \$42,528 for services through July 31, 2013.

REQUIRED AUTHORIZATIONS:

Mary Etta Gerhardt, Assistant County Attorney

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

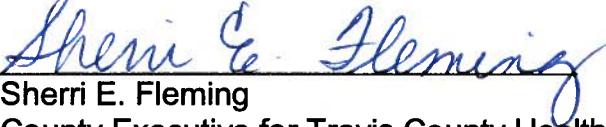


**TRAVIS COUNTY HEALTH and HUMAN SERVICES
and VETERANS SERVICE
502 E. Highland Mall Blvd.
P. O. Box 1748
Austin, Texas 78767**

**Sherri E. Fleming
County Executive
for TCHHSVS
(512) 854-4100
Fax (512) 279-1608**

DATE: October 25, 2012

TO: Members of the Commissioners Court

FROM: 
Sherri E. Fleming
County Executive for Travis County Health and Human Services
and Veterans Service

SUBJECT: After-school revenue contract with Dell Valle Independent School District (DVISD)

Proposed Motion:

Consider and take appropriate action to approve a revenue contract with DVISD for after-school enrichment services provided by Travis County through the Texas AgriLife Extension office.

Summary and Staff Recommendations:

The Texas AgriLife Extension Service provides after-school programming at various locations in Travis County. AgriLife uses a combination of General Fund money, grant money and money from revenue contracts to operate these programs which provide hands-on learning experiences that not only help youth become successful adults but also reduce risk-taking behaviors that inhibit success. The programs run four days a week during the school year and focus on science and technology, environmental education, outdoor education, and life skills.

TCHHSVS staff recommends approving this contract.

Budgetary and Fiscal Impact:

The revenue contract with DVISD for the 2012 - 2013 school year is for a maximum of \$42,528.

Issues and Opportunities:

This revenue contract will help Travis County fund the after-school programs. Studies show that students who participate in after-school programs have fewer behavior problems, handle conflict better, show improved social skills and enhanced academic performance.

Background:

The Texas AgriLife Extension Service provides a variety of educational programs for county youth and adults.

Cc: Dolores Sandmann, Director, Texas AgriLife Extension Service
Nicki Riley, Travis County Auditor
Jose Palacios, Chief Assistant County Auditor
Patty Lennon, Financial Analyst, Travis County Auditor's Office
Mary Gerhardt, Assistant County Attorney
Leslie Browder, Executive Manager, Planning and Budget Office
Diana Ramirez, Analyst, Planning and Budget Office
Cyd Grimes, C.P.M., Travis County Purchasing Agent
Shannon Pleasant, Assistant Purchasing Agent, Travis County Purchasing Office

**PROFESSIONAL SERVICES CONTRACT BETWEEN
DEL VALLE INDEPENDENT SCHOOL DISTRICT AND
TRAVIS COUNTY
FOR AFTERSCHOOL YOUTH ENRICHMENT SERVICES**

This Contract for Afterschool Youth Enrichment Services through the Travis County 4-H Capital Project ("Contract") is entered into by and between Del Valle Independent School District, a local educational agency of the State of Texas ("District"), and Travis County, Texas, a political subdivision of the State of Texas ("County"), referred to collectively as "Parties."

RECITALS

WHEREAS, District seeks to provide services a part of their ACE program for the use and benefit of public education in Texas; and

WHEREAS, County is authorized to provide certain services to qualified youth pursuant to Local Government Code, Section 81.028, and other applicable laws; and seeks to provide Capital 4-H Project enrichment activities to enhance the health and well-being of qualified youth for the public benefit of Travis County; and

WHEREAS, District and County desire to cooperate to provide out-of-school programs for qualified youth, as defined in this Contract.

NOW, THEREFORE, in consideration of the mutual covenants set forth in this Contract and other good and valuable consideration, the receipt and sufficiency of which are acknowledged, the Parties agree as follows:

1.0 TERM

1.1 **Initial Contract Term.** The Initial Term of this Contract shall begin on the day all Parties fully execute this Contract and shall continue through July 31, 2013, unless sooner terminated as provided in this Contract.

2.0 COUNTY RESPONSIBILITIES

2.1 **County General Services.** County agrees to provide qualified youth with Capital 4-H Project activities that focus on science, engineering and technology at dates and times upon mutual agreement of the Parties.

2.2 **County Specific Services.** County shall provide, either directly or indirectly through Travis County 4-H Capital Project, the following services:

2.2.1 **4-H Administration:**

Submit one TEA Unit Plan per semester

Submit activity lesson plans in a timely manner

Provide all materials, with the exception of play ground equipment, for lessons and activities

Provide administrative support and training opportunities for instructors

Inform Site Coordinator in the event of an Instructor absence *with as much notice as possible* (preferably 48 hours in advance) and provide name of substitute instructor

Provide written documentation to ACE/21st CCLC Grant Coordinator on each volunteer verifying that a background check has been performed and that person's record has been reviewed and approved

- Have in place and abide by a policy prohibiting harassment or discrimination on the basis of race, gender, age, ethnicity, and economic background
- Assume all responsibility for compensation or injury of instructors for the duration of this service
- Assume all programmatic costs
- Pre-arrange billing/invoicing frequency with ACE/21st CCLC Grant Coordinator.

2.2.2 4-H Instructor

- Arrive 10 minutes early to afterschool check-in location
- Sign in to binder
- Record and submit accurate attendance to Site Coordinator
- Provide hands-on, engaging educational activities to students
- Supervise students during all assigned program hours and settings
- Supervise students through transitions and dismissal
- Record all incidents on the incident form and all behavior issues on the behavior log
- Promptly report all accidents or injuries (minor or serious) to Site Coordinator
- Participate in parent/family events and showcases

3.0 **DISTRICT RESPONSIBILITIES**

3.1 **District Responsibilities.** The District assumes the following responsibilities:

- Provide access to the open areas, restrooms, and classroom space (as needed) to take advantage of services offered
- Pre-arrange activity assignment and schedule in collaboration with Agency
- Provide TEA Unit Plan and lesson templates to Agency Manager
- Provide a calendar of all program days and events and promptly communicate any changes
- Provide classes of no more than 22 students (15 preferred), grouped appropriately according to age, activity, etc.
- Provide appropriate location activities
- Provide behavior management support and constructive feedback as appropriate
- Provide documentation to Agency Manager when Instructor issues arise, including sign-in sheets and dates/times of conversations, issues, etc.
- Provide on-site administrative support for ACE Instructors, students, and parents during programming hours
- Maintain an open line of communication and availability

3.2 **Program Budget Numbers.** District Program Budget Numbers are:

- 265-11-6299-64-101-24
- 265-11-6299-64-107-24
- 265-11-6299-64-108-24
- 265-11-6299-64-109-24
- 265-11-6299-64-110-24
- 265-11-6299-64-111-24

3.3 **Locations.** Services may be provided at the following locations and under the following terms under this Contract:

3.3.1 Baty Elementary

Dates: November 15, 2012 – May 16, 2013

Days: Mondays, Tuesdays, Wednesdays, and Thursdays

Hours: 2:45 – 5:45 PM

One instructor to lead afterschool educational activities; a substitute if an instructor is unable to come

Materials: All curriculum and program oversight

Fee for Service: \$32/hour x 3 hours/visit x 80 visits = \$7,680.00

3.3.2 Creedmoor Elementary

Dates: November 15, 2012 – May 16, 2013

Days: Mondays, Tuesdays, Wednesdays, and Thursdays

Hours: 2:45 – 5:45 PM

One instructor to lead afterschool educational activities; a substitute if an instructor is unable to come

Materials: All curriculum and program oversight

Fee for Service: \$32/hour x 3 hours/visit x 80 visits = \$7,680.00

3.3.3 Del Valle Elementary

Dates: November 15, 2012 – May 16, 2013

Days: Tuesdays, and Thursdays

Hours: 2:45 – 5:45 PM

One instructor to lead afterschool educational activities; a substitute if an instructor is unable to come

Materials: All curriculum and program oversight

Fee for Service: \$32/hour x 3 hours/visit x 43 visits = \$4,128.00

3.3.4 Hillcrest Elementary

Dates: November 15, 2012 – May 16, 2013

Days: Mondays, Tuesdays, Wednesdays, and Thursdays

Hours: 3:00 – 6:00 PM

One instructor to lead afterschool educational activities; a substitute if an instructor is unable to come

Materials: All curriculum and program oversight

Fee for Service: \$32/hour x 3 hours/visit x 80 visits = \$7,680.00

3.3.5 Hornsby-Dunlap Elementary

Dates: November 15, 2012 – May 16, 2013

Days: Mondays, Tuesdays, Wednesdays, and Thursdays

Hours: 2:45 – 5:45 PM

One instructor to lead afterschool educational activities; a substitute if that teacher is unable to come

Materials: All curriculum and program oversight

Fee for Service: \$32/hour x 3 hours/visit x 80 visits = \$7,680.00

3.3.6 Popham Elementary

Dates: November 15, 2012 – May 16, 2013

Days: Mondays, Tuesdays, Wednesdays, and Thursdays

Hours: 2:45 – 5:45 PM

One instructor to lead afterschool educational activities; a substitute if that teacher is unable to come

Materials: All curriculum and program oversight

Fee for Service: \$32/hour x 3 hours/visit x 80 visits = \$7,680.00

3.4 **District Contact.** The District's agent or contact person for this contract shall be **Edna Parra**. For the performance, satisfactory to the District, of the services described herein above, the District shall pay to Contractor a fee of **\$42,528**. The total amount payable to Contractor by the District pursuant to this contract for consultative service shall in no event exceed the sum of **\$42,528**. The District shall, in addition to consultant fee, reimburse Contractor for travel expenses incurred in the performance of Contractor's duties under this contract and computed in accordance with rates prescribed for employees of the District by regulations in effect at the time such travel and expenses are incurred by Contractor. The travel expense is estimated not to exceed **\$n/a**. All payments due to Contractor shall be made by the District warrant(s) upon submission of District voucher(s) in proper form. Payments will be processed in a period not to exceed fifteen (15) days after certification by the District's contact person. All information, materials, and products developed pursuant to this contract shall be the property of the District, and Contractor shall not assert any claim in law or equity or assert any claim to statutory copyright or patent in such information, materials, and products without the prior written permission of the District.

4.0 COMPENSATION, BILLING AND PAYMENT

4.1 **Fee.** District agrees to pay County for the services provided pursuant to the terms of this Contract at a rate of \$32.00 per hour.

4.2 **Maximum Amount.** The amount paid to County by District during the Contract Term will be limited to an amount not to exceed \$42,528.00.

4.3 **Invoicing.** County shall invoice District on a monthly basis for services rendered pursuant to this Contract. Each invoice shall include the following information:

- 4.3.1 Invoice number
- 4.3.2 Location and dates of service
- 4.3.3 Class length for each date (hours per class)
- 4.3.4 Total hours for the month
- 4.3.5 Hourly rate

4.4 **Timely Payment.** The District shall pay County upon receipt of a complete and correct invoice and no later than thirty (30) days from such receipt.

5.0 TERMINATION

5.1 **Termination.** Either Party may terminate this Contract at any time by giving the other Party written notice of such termination at least thirty (30) days before the effective date of termination.

5.2 **Payment.** District agrees to pay County just and equitable compensation for any work completed pursuant to the Contract prior to the date of termination.

6.0 CRIMINAL HISTORY RECORD INFORMATION

6.1 **Definitions.** As used in this Section 5.0, the term "covered employee" shall mean an individual employed by County or an approved consultant of County who has or will have continuing duties on property of the District ("District Property") related to the services to be performed in connection with this Contract and has or will have direct contact with students. The terms "continuing duties" and "direct contact with students" shall have the meanings designated for such terms in 19 Texas Administrative Code, Section 153.1101. The District will be the final arbiter of what constitutes continuing duties and direct contact with students. By way of example, but not

limitation, if an individual employed by County or an approved consultant of County has continuing duties (duties that are performed on a regular, repeated basis rather than infrequently or one time only) related to services to be performed under this Contract and will enter District Property when one or more students are present or provide such services without supervision by a certified educator or other professional District employee, such individual will be a covered employee for purposes of this Section 5.0. County shall, at its sole cost and expense, comply with the provisions of Texas Education Code ("TEC"), Section 22.0834 and the further provisions of this Contract with regard to each covered employee.

6.2 **Criminal History Record.** Prior to the performance of any services under this Contract by County or an approved consultant, County shall obtain with respect to its covered employees and cause each approved consultant under this Contract to obtain with respect to its covered employees, the national criminal history record information (fingerprint-based criminal history) as defined in TEC, Section 22.081, for each such covered employee. County shall not assign or allow any employee or approved consultant who has a disqualifying criminal history to provide services under this Contract. A disqualifying criminal history for this Contract includes a conviction for a felony or misdemeanor offense that would prevent a person from obtaining certification as an educator under TEC Section 21.060, which includes but is not limited to the offenses listed in 19 Texas Administrative Code, Section 249.16; or who has been convicted of one of the following offenses, if at the time the offense occurred, the victim of the offense was under 18 years of age or enrolled in a public school: (i) a felony offense under Title 5 of the Texas Penal Code; (ii) an offense on conviction of which a defendant is required to register as a sex offender under Chapter 62 of the Texas Code of Criminal Procedure; or (iii) an offense under the laws of another state or federal law that is equivalent to an offense under (i) or (ii) above. If during the period County is performing services under this Contract either the County or the District receives updated criminal history record information for a covered employee that includes a disqualifying criminal history under this Contract, County shall prohibit the employee or approved consultant from providing services under this Contract. In addition, whenever such updated criminal history information is received by County, County shall notify the District of same within three (3) business days following receipt of the information.

6.3 **List of Covered Employees.** County shall maintain at all times a current and accurate list of all covered employees performing services under this Contract (as updated from time to time, the "List of Covered Employees") which contains the following information for each covered employee: (i) full name; and (ii) Texas driver's license or other identification number.

6.4 **Certification.** Prior to the performance of any services under this Contract by an employee of County or any approved consultant, County shall deliver to the District (i) County's duly completed and executed original certification on the applicable form attached to this Contract as Attachment A; and (ii) for each approved consultant under this Contract contracting directly with County (each a "Consultant"), the duly completed and executed original certification of Consultant on the applicable form provided by the District ("Consultant Certification").

7.0 ATTACHMENTS

7.1 The attachments enumerated below are hereby made a part of this Contract:

- 7.1.1 Attachment A Criminal History Record Certification
- 7.1.2 Attachment B W-9 for Travis County

8.0 GENERAL PROVISIONS

8.1 **Law and Venue.** This Contract is governed by the laws of the State of Texas and all obligations under this Contract shall be performable in the City of Austin, Texas or in Travis County, Texas. It is expressly understood that any lawsuit, litigation, or dispute arising out of or relating to this Contract will take place in Travis County and the City of Austin.

8.2 **Immunity.** It is expressly understood and agreed by all Parties that, neither the execution of this Contract, nor any conduct of any representative of County relating to this Contract, shall be considered to waive, nor shall it be deemed to have waived, any immunity or defense that would otherwise be available to it against claims

arising in the exercise of its governmental powers and functions, nor shall it be considered a waiver of sovereign immunity to suit.

8.3 Legal Requirements.

8.3.1 The Parties agree to comply fully with all applicable federal, state and local statutes, ordinances, rules and regulations in connection with the programs contemplated under this Contract. This Contract is subject to all applicable present and future valid laws governing the programs applicable to school districts and/or counties. In the event that any of the Parties hereto are required by law or regulation to perform any act inconsistent with this Contract, or to cease performing any act required by this Contract, this Contract shall be deemed to have been modified to conform with the requirements of such law or regulation.

8.3.2 Contractor shall provide all services and activities performed under the terms of this Contract in compliance with the Constitutions of the United States and Texas and with all applicable federal, state, and local orders, laws, regulations, rules, policies, and certifications governing any activities undertaken during the performance of this Contract and governing Contractor's general conduct of business, including, but not limited to: Title VI of the Civil Rights Act of 1964, as amended; Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. Section 794); the Americans With Disabilities Act of 1990, Public Law 101-336 [S.933] ("ADA"), Chapter 73, TEXAS ADMINISTRATIVE CODE, HEALTH AND SAFETY CODE, Section 85.113 (relating to workplace and confidentiality guidelines regarding AIDS and HIV); Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the Privacy Standards adopted to implement HIPAA at 45 CFR Parts 160 and 164, at Section 164.512, and Occupations Code, Chapter 159, at Sections 159.003 and 159.004; Contractor shall not discriminate against any employee, applicant for employment, or Eligible Client based on race, religion, color, gender, national origin, age or handicapped condition. In performance of all Contract services and activities, Contractor will comply with applicable state and federal licensing and certification requirements, health and safety standards, and regulations prescribed by the U.S. Department of Health and Human Services and the Texas Department of Health.

8.4 **Entire Agreement.** All oral and written agreements between the Parties to this Contract relating to the subject matter of this Contract that were made prior to the execution of this Contract, including the applicable terms of the Contract, have been reduced to writing and are contained in this Contract.

8.5 **Amendments.** Unless specifically provided otherwise in this Contract, any amendment, change or modification ("Amendment") to the terms of this Contract or any attachments to it shall be made in writing and signed by both Parties. No Amendment concerning this Contract shall be of any force or effect unless entered into pursuant to this Section 8.5.

8.6 **Records.** Each Party shall maintain all records and documentation pertaining to this Contract and make such records available to the other Party for a period of three (3) years after termination of this Agreement or the resolution of any problems or issues, whichever occurs later. Each Party will provide reasonable access to such records to the other Party for as long as the records are retained.

9.0 NOTICE

9.1 Except as otherwise specifically noted in this Contract, any notice required or permitted to be given under this Contract by one Party to the other shall be in writing and shall be given and deemed to have been given immediately if delivered in person to the address set forth in this section for the Party to whom the notice is given, or on the third day following mailing if placed in the United States Mail, postage prepaid, by registered or certified mail with return receipt requested, addressed to the Party at the address specified as follows:

For District:

21st CCLC Grant Director
Edna Parra

Edna.parra@del-valle.k12.tx.us

DVISD Grant Coordinator

Irma Guerra-Scott

Irma-guerra-scott@del-valle.k12.tx.us

Address:

5301 Ross Rd.

Del Valle, Texas 78617

For County:

Sherri Fleming

County Executive

Travis County Health, Human Services and Veterans Services

P. O. Box 1748

Austin, Texas 78767

9.2 **Change of Address.** Each Party may change the address for notice to it by giving notice of the change in compliance with this Contract with at least ten (10) days written notice.

IN WITNESS WHEREOF, the Parties have executed this Contract as of the date(s) set forth below. The effective date of this Contract shall for all purposes be the date of the execution of the last Party, whether County or District.

DEL VALLE INDEPENDENT SCHOOL DISTRICT

By: _____

Printed Name: _____

Title: _____

Date: _____

TRAVIS COUNTY

By: _____

Samuel T. Biscoe

Travis County Judge

Date: _____

ATTACHMENT A

Criminal History Record Certification Form

Travis County, through Travis County Health and Human Services and Veterans Services (“Contractor”), and the Del Valle Independent School District (the “District”) have entered into this agreement on the date all parties fully executed this agreement (the “Contract”). This Contractor Certification is provided to the District in accordance with Paragraph 5.4 of the Contract.

On behalf of the Contractor, I certify to the District that:

Contractor has obtained the criminal history record information from a finger-print based search through the Texas Department of Public Safety relating to each of its covered employees providing services under this Contract, as defined in Paragraph 5.1 of the Contract. None of the covered employees employed by Contractor performing services under the Contract has a disqualifying criminal history under Paragraph 5.2 of the Contract.

Date:

Signature

Printed Name:

Title:

ATTACHMENT B
W-9 FORM

Form **W-9**
(Rev. December 2011)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

Print or type
See Specific Instructions on page 2.

Name (as shown on your income tax return)

County of Travis

Business name/disregarded entity name, if different from above

Check appropriate box for federal tax classification:

☐ Individual/sole proprietor ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶

☒ Exempt payee

☒ Other (see instructions) ▶

Local Government(political subdivision of the State of Texas)

Address (number, street, and apt. or suite no.)

P. O Box 1748

City, state, and ZIP code

Austin, TX 78767

Requester's name and address (optional)

List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number

 - -

Employer identification number

7 4 - 6 0 0 0 1 9 2

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.

**Sign
Here**

Signature of
U.S. person ▶

Date ▶

10/9/12

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

ITEM 11



Travis County Commissioners Court Agenda Request

Meeting Date: November 6, 2012

Prepared By/Phone Number: Yolanda Reyes, (512)854-9106

Elected/Appointed Official/Dept. Head: Leslie Browder, County Executive, Planning and Budget

Commissioners Court Sponsor: Judge Samuel T. 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:

Leslie Browder – Planning and Budget Office, (512)854-9106

Leroy Nellis – Planning and Budget Office, (512)854-9106

Jessica Rio – Planning and Budget Office, (512)854-9106

County Judge's Office, (512)854-9555

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

BUDGET AMENDMENTS AND TRANSFERS**11/6/2012****FY 2013****AMENDMENTS**

BA#	INTERNAL ORDER/WBS	FUND	COST CENTER	COMMITMENT	Dept.	Line Item	Increase	Decrease	Pg #
A1		0001	198000	580160	Reserves	IJS/FACTS Reserves		\$717,746.00	1
		0001	112004	511890	ITS	Other Consulting Serv.	\$717,746.00		
A2		0145	198000	580010	Reserves	Rd & Brdg Alloc. Resv.		\$50,687.00	5
		0145	149020	511900	TNR	Other Services	\$50,687.00		
A3		0138	198000	580010	Reserves	Hlth Food Permit Fund		\$74,400.00	9
		0138	158036	511380	HHS	Public Health Pgrms	\$74,400.00		
A4		0001	198000	580010	Reserves	Gen.Fund Alloc.Reserv		\$378,290.00	11
		0001	158019	500050	HHS	Sal-Reg.Emp	\$62,008.00		
		0001	158019	506010	HHS	FICA Tax - OASDI	\$3,844.00		
		0001	158019	506020	HHS	Medicare	\$899.00		
		0001	158019	506030	HHS	Medical Insurance	\$8,353.00		
		0001	158019	506040	HHS	Life Insurance	\$99.00		
		0001	158019	506050	HHS	Retirement	\$7,608.00		
		0001	158019	506060	HHS	Workers Comp.	\$121.00		
		0001	158019	510220	HHS	Office Supplies	\$1,000.00		
		0001	158019	511300	HHS	Child & Youth Dev.	\$75,000.00		
		0001	158019	511100	HHS	Treatment Serv	\$210,000.00		
		0001	158019	511700	HHS	Cellular Airtime Usage	\$458.00		
		0001	158019	511710	HHS	Cellular Allowance	\$360.00		
		0001	158019	512050	HHS	Reg. Conf/Seminar	\$1,000.00		
		0001	158019	512090	HHS	Travel/Lodging Meals	\$5,740.00		
		0001	158019	512100	HHS	Travel-Mileage	\$1,800.00		



PLANNING AND BUDGET OFFICE

TRAVIS COUNTY, TEXAS

700 Lavaca, Ste 1560
P.O. Box 1748
Austin, Texas 78767

October 29, 2012

To: Commissioners Court

From: Katie Petersen Gipson, Sr. Planning & Budget Analyst

A handwritten signature in blue ink, appearing to read "Katie Petersen", is written over the printed name.

Re: Request from IJS reserve for CUC TechShare Prosecutor Module development

Attached is a request from Information Technology Services for \$717,746 from the Integrated Justice System Reserve for the second year funding for the CUC TechShare Prosecutor Development Project. On August 14, 2012, Commissioners Court approved the contract with the Conference of Urban Counties to develop case management system software for the District Attorney and County Attorney's Offices. The funding for the first year of development was also approved at that time.

The exact amount of the invoice for the second year of development was not known at the time of the FY13 budget adoption, therefore funds were placed in the IJS Reserve for this anticipated expenditure. Please note that the final amount is very close to the original estimate of \$710,795. The reserve was set at \$2,164,795 for FY13 in order to cover costs for the CUC Techshare Program and the On Base Document Management System. After this budget amendment is processed there will be \$1,250,098 remaining for other expenses. PBO recommends approval of this transfer of funds.

CC: Roger Jefferies, Criminal Justice Planning,
Vicki Skinner, District Attorney's Office
Vicki Ashley, County Attorney's Office
Walter LaGrone, ITS
Tanya Acevedo, ITS
Rod Brown, ITS
Randy Lott, ITS
David Lampl, ITS
Diana Ramirez, PBO
Leslie Browder, PBO
Jessica Rio, PBO



October 22, 2012

Chairman
Commissioner
Eddie Arnold
Jefferson County

Chair Elect
Commissioner
Bobbie Mitchell
Denton County

Immediate Past Chair
Commissioner
Mike Cantrell
Dallas County

Vice-Chairmen
Comm. Tommy Adkisson
Bexar County
Judge Veronica Escobar
El Paso County
Comm. Fred Nardini
San Patricio County
Judge Dan Gattis
Williamson County
Comm. Kevin Burns
Wise County

Executive Director
Donald Lee

Member Counties
Bell ~ Bexar
Brazoria ~ Brazos
Cameron ~ Chambers
Collin ~ Comal
Dallas ~ Denton
Ector ~ El Paso
Fort Bend ~ Galveston
Grayson ~ Gregg
Guadalupe ~ Harris
Hays ~ Hidalgo
Hunt ~ Jefferson
Johnson ~ Kaufman
Lubbock ~ McLennan
Midland ~ Nueces
Randall ~ Rockwall
San Patricio ~ Smith
Tarrant ~ Travis
Webb ~ Williamson
Wise

500 West 13th Street
Austin, TX 78701

Phone: 512.476.6174
Fax: 512.476.5122

www.cuc.org

To: Honorable Sam Biscoe, Travis County Judge

From: Charles Gray, TechShare Program Manager

Re: **Travis County Invoice #6525- TechShare.Prosecutor Development Project**

Pursuant to the payment terms outlined in the Urban Counties TechShare.Prosecutor Development Project Addendum, executed by Travis County on August 21, 2012, attached is invoice #6525 for Travis County's participation in the TechShare.Prosecutor Development Project for Fiscal Year 2013.

The total TechShare.Prosecutor development project cost, including the value for the software developed by Tarrant County and transferred to the Urban Counties, is \$10,224,935. If Travis County developed the software on their own, it would be expected to cost approximately \$7.75 million.

Travis County originally approved up to \$1,112,097.17 in funding for the project in the Project Addendum. With the participation of Cameron, Dallas, Tarrant and Travis Counties, respectively, Travis County's requested funding level for the project is reduced to \$1,031,537.12. The savings for Travis County over the life of the project is estimated at \$6.718 million when compared with the estimated cost of developing the software independently.

This invoice represents the first of three payments structured to enable the County to allocate funding over three fiscal years, as shown below. These payments are based on the same annual proportions specified in Attachment A to the Project Addendum. The following table shows the expected billing amounts, billing dates and payment due dates for the three annual payments.

<u>Fiscal Year</u>	<u>Payment Amount</u>	<u>Invoice Date</u>	<u>Payment Due Date</u>
2012	\$ 55,393.54	September 20, 2012	September 30, 2012
2013	\$ 717,743.53	October 22, 2012	October 31, 2012
2014	\$ 258,400.05	October 22, 2012	October 31, 2013

If other counties join the project, the overall project budget and subsequent payments will be adjusted within the total amount approved by Travis County.

Please do not hesitate to contact me if you have any questions or concerns at 512.233.5786 or charles.gray@cuc.org.



Invoice

Date	Invoice #
10/22/2012	6525

Bill To
Honorable Sam Biscoe County Judge Travis County P.O. Box 1748 Austin TX 78767

Texas Conference of Urban Counties

500 W. 13th. St.
Austin, TX 78701

EIN# 74-3019904

Description	Amount
<p>Travis County TechShare.Prosecutor Development Project FY13 Payment</p> <p>Pursuant to the payment terms outlined in the Urban Counties TechShare.Prosecutor Development Project Addendum (executed on August 21, 2012) please submit payment for the above item(s).</p> <p>This represents the second of three payments through FY14 totaling \$1,031,537.12.</p> <p>The total savings for Travis County over the project period is estimated to be \$6.718 million. These savings are described in more detail on the transmittal letter accompanying this invoice.</p>	717,745.53
Total	
	\$717,745.53
Balance Due	
	\$717,745.53

Phone #	Fax #	E-mail	Web Site
512/476-6174	512/476-5122	cuc@cuc.org	http://www.cuc.org

Header Information for Entry Doc Number

400001183

Doc. Number 400001183 Doc. Status Preposted FM Area 1000

Budget. Cate. Payment Doc. Year 2013 Doc. Date Oct 24, 2012

Value Type Budget Version 0 Doc. Type TRAN

Budget Type 1 Fiscal Year 2013 Year. Cash. Eff

Process UI TRAN Process SEND Original. Applic. BWB Doc. Family

Additional Data

Creator LOTTR Creation Date Oct 29, 2012 Creation Time 14:35:02

Resp. Person Year Cohort Public Law

Legislation

Header Text For CUC Techshare

TextName

Lines

Total Document

-4717,746 USD

Line	Fund	Budget Period	Funds Center	Comm. Item	FuncArea Grant	Funded Program	Local Amount	Text Line
000001	0001		1980000000	580160	1120	NOT-RELEVANT	-717,746	For Travis County Invoice #6525 CUC Techshare
000002	0001		1120140001	511890	1110	NOT-RELEVANT	4717,746	For Travis County Invoice #6525 CUC Techshare

RECEIVED Nov 1, 2012

f



PLANNING AND BUDGET OFFICE
TRAVIS COUNTY, TEXAS

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

MEMORANDUM

TO: Members of Commissioners Court

FROM: Diana A. Ramirez, Assistant Budget Director *DAR Ramirez*

DATE: October 29, 2012

RE: Request from TNR to use \$50,687 from Road & Bridge Fund (Fund 0145)
Allocated Reserve for approved Capital Area Pavement Engineering Council
(CAPEC) project

TNR is requesting to use \$50,687 from the Allocated Reserve in the Road & Bridge Fund (Fund 0145) to complete funding the county's share of costs toward the CAPEC project approved by Commissioners Court. These funds are needed because they were not pre-encumbered in the SAP system at the end of FY 12 and fell to the R&B Fund's ending balance. Because this was the first year-end process undertaken with SAP, a few items were not completed in time.

PBO recommends approval of this request.

cc: Leslie Browder, Jessica Rio, Leroy Nellis, Travis Gatlin, PBO
Steven M. Manilla, Carol Joseph, Cynthia McDonald, Donna Williams-Jones, TNR



RECEIVED

12 OCT 19 AM 8:03

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

TRAVIS COUNTY
PLANNING & BUDGET OFFICE

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

October 15, 2012

MEMORANDUM

TO: Leslie Browder, County Executive Planning & Budget Office

FROM: *Carol B. [Signature]*
Steven M. Manilla, P.E., County Executive

SUBJECT: Approve Budget Transfer from Fund 0145 (099) Reserves for funds not Rolled from FY 2012 to FY 2013

Proposed Motion: Approve reserve budget transfer for unspent Capital Area Pavement Engineering Council project budget in fund 0145 (099) that did not roll to an expense line item from FY 2012 to FY 2013.

Summary and Staff Recommendation: TNR is requesting that the Commissioner's Court approve a transfer of \$50,687 from the Road and Bridge fund reserve account 1980000000 580010. This transfer is to provide budget for the Capital Area Pavement Engineering Council (CAPEC) program. The Commissioners Court approved a total of \$75,000 in September 2007 for Travis County's share of costs toward CAPEC approved initiatives. An engineering contract has been awarded for this project and work is in progress. Travis County has contributed \$24,313.90 to this engineering contract's costs to date. The remaining \$50,686.10 of the \$75,000 CAPEC budget was not pre-encumbered in the new SAP system at the end of FY 2012 so this money went to the fund 0145 reserve account. TNR is ready to process a modification to the design contract and is requesting approval to transfer \$50,687 from fund 0145 reserves to cover our share of the modification costs as well as future CAPEC project initiatives.

Budgetary and Fiscal Impact: This will reduce the fund 0145 reserve balance by \$50,687 from \$304,550 to \$253,863.

Required Authorizations: Planning and Budget Office.

Exhibits: Supporting documentation for transfer and a copy of the budget transfer entered on the SAP system.

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

DW:SMM:dw

cmh

6

Page 2

October 15, 2012

Approve Budget Transfer from Fund 0145 (099) Reserves - \$50,687

Attachments

cc: Jessica Rio, PBO
Diana Ramirez, PBO
Donna Williams-Jones, TNR

Header Information for Entry Doc Number 400001102

Doc. Number 400001102 Doc. Status Preposted FM Area 1000

Budget. Cate. Payment Doc. Year 2013 Doc. Date Oct 15, 2012

Value Type Budget Version 0 Doc. Type TRAN

Budget Type 1 Fiscal Year 2013 Year. Cash. Eff

Process UI TRAN Process SEND Original. Applic. BWB Doc. Family

Creation Date Oct 31, 2012 **Creation Time** 09:09:43

Creator WILLIAD **Year Cohort** Public Law

Resp. Person DONNA WILLIAMSJONES **Legislation**

Header Text CAPEC Bgt From FY12 not Enc by Year End

TextName

Lines

Total Document 50,687 USD

Line	Fund	Budget Period	Funds Center	Comm. Item	FuncAreaGrant	Funded Program	Local Amount	Text Line
000001	0145		1980000000	580010	1120	NOT-RELEVANT NON-FUNDED-PROGRAM	-50,687	From Reserves T County Unspent Bgt for CAPEC
000002	0145		1490200145	511900	1710	NOT-RELEVANT NON-FUNDED-PROGRAM	-50,687	To Expense Acct T County Unspent Bgt for CAPEC

-Dellering 10/31/12
See Nov 1, 2012




PLANNING AND BUDGET OFFICE

TRAVIS COUNTY, TEXAS

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

MEMORANDUM

TO: Members of Commissioners Court

FROM: Diana A. Ramirez, Assistant Budget Director 

DATE: October 30, 2012

RE: Request by HHS to transfer \$74,400 from the Health Foods Permit Fund (Fund 0138) Allocated Reserve to its Operating Budget for Costs Related to the Public Health Interlocal with the City of Austin

The Public Health Interlocal with the City of Austin is on the agenda to be approved by Commissioners Court for FY 13. As part of the FY 13 budget process, PBO worked with HHS and the city to increase the funding for the interlocal based on discussions over the summer.

The Public Health Interlocal increased from \$3,128,888 in FY 12 to \$3,704,838 in FY 13. The FY 13 HHS budget includes \$3,331,129 in the General Fund, an FY 12 General Fund carryover of \$106,434, and an additional \$135,000 from the Health Foods Permit Fund for the Public Health Interlocal for a total of \$3,572,563. This leaves \$132,275 still needed to fully fund the interlocal agreement.

In December of every year, the City of Austin conducts a "true-up" of the interlocal's budget to actual expenditures. Over the past several years, the true-up has at times resulted in savings that HHS was then able to use to pay for additional services related to this interlocal. This year, PBO recommends, and HHS has agreed, that the department use internal resources not needed until later in the fiscal year to make up the difference temporarily. This will allow the funds reservation/shopping cart for the interlocal to be put in place and allow Commissioners Court to approve the interlocal agreement. Once the true-up figures are presented in January 2013, PBO will work with HHS to ensure that the internal resources are replenished from any savings identified in the true-up. If an insufficient amount of savings are identified, PBO will work with HHS to bring a request for a budget amendment to Commissioners Court seeking to use Allocated Reserve funding to make up the difference.

This budget request is to make the total operating funding of \$135,000 from the Health Foods Permit Fund available for the funds reservation. PBO recommends approval of this budget request.

cc: Leslie Browder, Jessica Rio, Leroy Nellis, Travis Gatlin, PBO
Sherri Fleming, Kathleen Haas, San Juana Gonzales, HHS

Header Information for Entry Doc Number 400001190

Doc. Number 400001190 Doc. Status Preposted FM Area 1000

Budget. Cate. Payment Doc. Year 2013 Doc. Date Oct 26, 2012

Value Type Budget Version 0 Doc. Type TRAN

Budget Type 1 Fiscal Year 2013 Year. Cash. Eff

Process UI TRAN Process SEND Doc. Family

Original. Applic. BWB

Creation Date Oct 31, 2012 Creation Time 09:09:03

Year Cohort Public Law

Legislation

Additional Data

Creator MCMARIC

Resp. Person

Header Text FY2013 Public Health Interlocal contract

TextName

Lines

Total Document 74,400 USD

Line	Fund	Budget Period	Funds Center	Comm. Item	FuncArea Grant	Funded Program	Local Amount	Text Line
000001	0138		1980000000	580010	1120	NOT-RELEVANT NON-FUNDED-PROGRAM	-74,400	for Public Health Interlocal
000002	0138		1580360138	511380	1530	NOT-RELEVANT NON-FUNDED-PROGRAM	-74,400	

-Durkin 12/31/12
100% Nov 1, 2012




PLANNING AND BUDGET OFFICE TRAVIS COUNTY, TEXAS

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

MEMORANDUM

TO: Members of Commissioners Court

FROM: Diana A. Ramirez, Assistant Budget Director 

DATE: October 30, 2012

RE: Request by HHS to use Earmark against Allocated Reserve for program support for the Parenting in Recovery program

HHS is requesting to amend its budget by using \$378,290 from the Allocated Reserve to provide grant match program support for its Parenting in Recovery (PIR) grant program. The majority of the Earmark will be used to meet the grant match requirements of the PIR grant program (the grant contract is on the November 6, 2012, Commissioners Court agenda as well). The Earmark included in the FY 13 Adopted Budget totals \$359,065 because it was recommended prior to the budgeting of the health, retirement and MSS increases. The grant funding totals \$500,000 for the first of two years of funding. The PIR grant is a regional partnership that provides a flexible, comprehensive continuum of services for families in the child welfare system due to parental substance abuse/dependence.

The funds in the Earmark will pay for the continued salary and benefits of the Substance Dependence Clinical Manager and for residential substance dependence treatment and recovery supports for mothers, fathers and their children for FY 13. Since this program began in February 2008, 115 mothers and their children have been enrolled in the program with 86% of the children remaining with a parent or relative at the time of discharge from the program.

The PIR federal grant also includes funding of \$500,000 for FY 14 which will need to be matched by the county. Since these Earmarked funds are one-time funds, the department intends to request this funding in the FY 14 budget process. The department also intends to update the Commissioners Court on this program sometime in early 2013. The most recent update was presented to Court last year. PBO has recommended that HHS work with its community partners to provide Commissioners Court with an in-depth analysis of the success of the program akin to the quantitative analysis performed by Justice & Public Safety for the Mental Health Public Defender's Office earlier this year.

PBO recommends approval of this budget amendment.

cc: Leslie Browder, Jessica Rio, Leroy Nellis, Travis Gatlin, PBO
Sherri Fleming, Kathleen Haas, John Bradshaw, Laura Peveto, HHS




**TRAVIS COUNTY HEALTH and HUMAN SERVICES
and VETERANS SERVICE
502 E. Highland Mall Blvd.
P. O. Box 1748
Austin, Texas 78767**

**Sherri E. Fleming
County Executive
for TCHHSVS
(512) 854-4100
Fax (512) 279-1608**

DATE: October 23, 2012

TO: Members of the Commissioners Court

FROM: 
Sherri E. Fleming
County Executive for Travis County Health and Human Services
and Veterans Service

SUBJECT: Allow TCHHSVS to use \$378,290 recommended by PBO as an
earmark on Allocated Reserves for FY'13

Proposed Motion:

Consider and take appropriate action on the request of Travis County Health and Human Services and Veterans Service to use the \$378,290 recommended by PBO as an earmark on FY'13 Allocated Reserves to provide client services and program support for the Parenting in Recovery project.

Summary and Staff Recommendations:

For the past five years, Travis County Health and Human Services and Veterans Service (TCHHSVS) has served as the lead agency for a regional partnership (known as the Parenting in Recovery project) that includes Austin Recovery, Foundation Communities, the Texas Department of Family and Protective Services, Austin Travis County Integral Care, the Travis County Family Drug Treatment Court (FDTC) and others.

The Parenting in Recovery (PIR) project works with these partners to provide a flexible, comprehensive continuum of services for families in the child welfare system as a result

of parental methamphetamine or other substance dependence. The primary objective of the project is to keep families together while the parents receive an individualized set of interventions and supports that promote sustained recovery and independent functioning. PIR works in collaboration with the FDTC, which is a civil court dealing with parents involved with child welfare due to substance dependence. FDTC is a specially designed court whose mission is to provide a system of supports and accountability for the parents and their children. In this collaboration, PIR's area of focus is the development and maintenance of the system of supports, nurturing the collaboration, and establishing funding for treatment and recovery supports.

PIR started in February 2008 and has enrolled 115 mothers and their children as of September 29, 2012. Of these 115 participants, 28 are currently enrolled in the project and 87 have been discharged. The five-year success rate for the project is currently 46% which is in-line with the national average for drug courts. For those participants who remained engaged in the project for more than twelve months, the success rate increased to 73%. This project serves parents who are extremely compromised in their functioning and generally have these characteristics and/or experiences: prior child welfare involvement (including prior termination of parental rights), criminal history and incarceration, failed substance dependence treatment, victim of domestic violence and childhood dependence, trauma experiences, mental health diagnosis, limited education/employment, and homelessness. Of all those who have participated in the project,

- 93% entered into substance dependence treatment within 10 days of enrolling in the project,
- 96% completed 90 days of residential substance dependence treatment,
- 100% of those who received parent training showed some level of improvement with an average showing a 35% increase in their parenting knowledge,
- 86% of the children remained with a parent or relative at the time of discharge from the program.

The \$378,290 includes \$285,000 for services to PIR/FDTC clients as well as \$93,290 for salary, benefits and operating expenses for a Substance Dependence Clinical Manager. The sustainability plan for the PIR/FDTC project involves moving the cost of services from the grant to Travis County. The \$285,000, along with funds from the two-year extension of the PIR grant, will fund 90 days of residential substance dependence treatment and recovery supports for women and their children. This funding will allow an increase in the total number of clients served each year from the 20-22 range to the 25-30 range; and through local funding the project will extend services to men.

The \$93,290 will cover the salary, benefits and operating expenses for a Substance Dependence Clinical Manager who will oversee substance dependence treatment and intervention services, will be the Project Director for PIR, and will coordinate community collaborations and trainings on substance dependence. This position will also provide direct support and management to the FDTC.

TCHHSVS staff is in support of the sustainability plan and its funding requirements.

Budgetary and Fiscal Impact:

FY'12 was the fifth and final year of the initial PIR grant. The U.S. Department of Health and Human Services has awarded TCHHSVS an additional two years of funding at \$500,000 a year. The required grant match of \$214,286 will come from the \$378,290.

Issues and Opportunities:

The \$378,290 will maintain the commitment by TCHHSVS to the sustainability plan for the PIR project and the FDTC.

Background:

PIR, as one of the grants supporting the FDTC, has made significant accomplishments during the five years it has been in existence. The project has developed a strong and effective community collaboration. It has designed and implemented a continuum of services that reduce the risk factors associated with maternal drug dependence, and has increased the ability of mothers to safely care for their children.

Cc: Andrea Colunga, Director, Office of Children's Services, TCHHSVS
Nicki Riley, Travis County Auditor
Jose Palacios, Chief Assistant County Auditor
Janice Cohoon, Financial Analyst, Travis County Auditor's Office
Mary Gerhardt, Assistant County Attorney
Leslie Browder, Executive Manager, Planning and Budget Office
Diana Ramirez, Analyst, Planning and Budget Office
Cyd Grimes, C.P.M., Travis County Purchasing Agent
Shannon Pleasant, Purchasing Agent Assistant, Travis County Purchasing Office

Header Information for Entry Doc Number

400001217

Doc. Number

400001217

Doc. Status

Preposted

FM Area

1000

Budget Cate.

Payment

Doc. Year

2013

Doc. Date

Oct 30, 2012

Value Type

Budget

Version

0

Doc. Type

TRAN

Budget Type

1

Fiscal Year

2013

Year.Cash.Eff

Process UI

TRAN

Process

SEND

Original.Applic.

BWB

Doc.Family

Creation Date

Oct 31, 2012

Creation Time

09:08:18

Creator

BRADSHJ

Year Cohort

Public Law

Resp. Person

Legislation

Additionnal Data

Header Text

TextName

Lines

Total Document

378,290

USD

Line	Fund	Budget Period	Funds Center	Comm.Item	FuncArea	Grant	Funded Program	Local Amount	Text Line
000001	0001		1980000000	580010	1120	NOT-RELEVANT	NON-FUNDED-PROGRAM	-378,290	
000002	0001		1580190001	500050	1530	NOT-RELEVANT	NON-FUNDED-PROGRAM	-62,008	
000003	0001		1580190001	506010	1530	NOT-RELEVANT	NON-FUNDED-PROGRAM	-3,844	
000004	0001		1580190001	506020	1530	NOT-RELEVANT	NON-FUNDED-PROGRAM	-899	
000005	0001		1580190001	506030	1530	NOT-RELEVANT	NON-FUNDED-PROGRAM	-8,353	
000006	0001		1580190001	506040	1530	NOT-RELEVANT	NON-FUNDED-PROGRAM	-99	
000007	0001		1580190001	506050	1530	NOT-RELEVANT	NON-FUNDED-PROGRAM	-7,608	
000008	0001		1580190001	506060	1530	NOT-RELEVANT	NON-FUNDED-PROGRAM	-121	

Line	Fund	Funds center	Comm. Item	FuncArea	Grant	Funded Program	Local Amount	Line Text
000009	0001		1580190001	510220	1530	NOT-RELEVANT	NON-FUNDED-PROGRAM	-1,000
000010	0001		1580190001	511300	1530	NOT-RELEVANT	NON-FUNDED-PROGRAM	-75,000
000011	0001		1580540001	511100	1530	NOT-RELEVANT	NON-FUNDED-PROGRAM	-210,000
000012	0001		1580190001	511700	1530	NOT-RELEVANT	NON-FUNDED-PROGRAM	-458
000013	0001		1580190001	511710	1530	NOT-RELEVANT	NON-FUNDED-PROGRAM	-360
000014	0001		1580190001	512050	1530	NOT-RELEVANT	NON-FUNDED-PROGRAM	-1,000
000015	0001		1580190001	512090	1530	NOT-RELEVANT	NON-FUNDED-PROGRAM	-5,740
000016	0001		1580190001	512100	1530	NOT-RELEVANT	NON-FUNDED-PROGRAM	-1,800

RE ADI Nov 1, 2012

Allocated Reserve Status (580010)

Amount	Dept Transferred Into	Date	Explanation
\$6,920,945	TNR Various	10/16/12 Various	Beginning Balance
(\$10,000)			Clean Air Force 2013
(\$8,541)			Approved by CC for FY13 portion of ACC intern program
\$6,902,404	Current Balance		

Possible Future Expenses Against Allocated Reserve Previously Identified:

Amount	Explanation
(\$137,676)	Civil Courts – Drug Court Grant
(\$200,000)	Civil Courts Legally Mandated Fees – Attorney Fees & Other Court Costs
(\$220,074)	Criminal Courts – Veterans Court Grant
(\$42,497)	Criminal Courts – Bailiff to CPO transition Cost
(\$175,000)	Criminal Courts Legally Mandated Fees – Attorney Fees & Other Court Costs for Capital Ca
(\$12,714)	CSCD – MSS Adjustments
(\$36,000)	District Clerk – Collections Software
(\$20,000)	Emergency Services – Hazardous Materials Disposal
(\$250,000)	Facilities Management – Facilities Best Practices Review
(\$200,000)	General Administration – HUB Requirements Disparity Study (\$35,595 funds from State, res
(\$359,065)	Health & Human Services – Office of Children's Services Grant Match
(\$100,000)	Health & Human Services – PromoSalud Scholarships and Workforce Development
(\$150,000)	HRMD – Revised Tuition Reimbursement Policy
(\$25,885)	HRMD – ACC Internship Program
(\$83,182)	ITS – BEFIT Customer Support Analyst III
(\$60,000)	RMCR – Additional Postage
(\$1,000,000)	TCSO – Overtime
(\$217,241)	TCSO - Constable Staffing
(\$3,289,334)	Total Possible Future Expenses (Earmarks)
\$3,613,070	Remaining Allocated Reserve Balance After Possible Future Expenditures

Capital Acquisition Resources Account Reserve Status (580070)**CAR RESERVE TRANSFERS**

Amount	Dept Transferred Into	Date	Explanation
\$2,813,944			Beginning Balance
\$2,813,944 Current Reserve Balance			

Possible Future Expenses Against CAR Reserves Previously Identified During the FY 13 Budget Process:

Amount	Explanation
\$ (825,300)	ITS Infrastructure for FMD Projects
\$ (660,000)	Virtual tape Library option 3
\$ (38,046)	Replacement Boat Motors for Lake Unit
\$ (100,000)	Guardrail-New Installations
\$ (90,000)	Failing Vehicles
\$ (50,000)	Sidewalks-ADA Upgrades
\$ (250,000)	FM 1626 ROW Purchases
\$ (61,954)	Constable Staffing
\$ (2,075,300) Total Possible Future Expenses (Earmarks)	

Emergency Reserve Status (580120)

Amount	Dept Transferred Into	Date	Explanation
\$2,016,924			Beginning Balance
\$2,016,924	Current Reserve Balance		

Fuel & Utility Reserve Status (580130)

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

Planning Reserve Status (580210)

Amount	Dept Transferred Into	Date	Explanation
\$5,496,000			Beginning Balance
\$5,496,000	Current Reserve Balance		

Juvenile Justice TYC (580260)

Amount	Dept Transferred Into	Date	Explanation
\$418,959			Beginning Balance
\$418,959	Current Reserve Balance		

Smart Bldg. Facility Maintenance Reserve Status (580240)

Amount	Dept Transferred Into	Date	Explanation
\$160,778			Beginning Balance
\$160,778	Current Reserve Balance		

IJS/FACTS Reserve Status (580160)

Amount	Dept Transferred Into	Date	Explanation
\$2,164,795			Beginning Balance
\$ (196,951)	ITS	10/23/12	OnBase Software
\$1,967,844	Current Reserve Balance		

Transition Reserve Status (580300)

Amount	Dept Transferred Into	Date	Explanation
\$101,889			Beginning Balance
\$101,889	Current Reserve Balance		

Reserve for State Cuts Status (580310)

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

Starflight Maintenance Reserve Status (580320)

Amount	Dept Transferred Into	Date	Explanation
\$1,001,050			Beginning Balance
\$1,001,050	Current Reserve Balance		

1115 Waiver Reserve Status (580200)

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

Interlocals Reserve Status (580200)

Amount	Dept Transferred Into	Date	Explanation
\$2,166,175			Beginning Balance
\$2,166,175	Current Reserve Balance		

Annualization Reserve Status (580200)

Amount	Dept Transferred Into	Date	Explanation
\$65,768			Beginning Balance
\$65,768	Current Reserve Balance		

Salary Savings Reserve Status (580200)

Amount	Dept Transferred Into	Date	Explanation
\$400,000			Beginning Balance
\$400,000	Current Reserve Balance		

Unallocated Reserve Status (580015)

Amount	Dept Transferred Into	Date	Explanation
\$57,195,853			Beginning Balance
\$57,195,853	Current Reserve Balance		



Travis County Commissioners Court Agenda Request

Meeting Date: November 6, 2012

Prepared By/Phone Number: Norman McRee/854-4821

Elected/Appointed Official/Dept. Head: Leslie Browder, County Executive, Planning & Budget *JB*

Commissioners Court Sponsor: Samuel T. Biscoe, County Judge

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 \$1,076,062.49, for the period of October 19 to October 25, 2012.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

See attached.

STAFF RECOMMENDATIONS:

The Director or Benefits 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 \$1,076,062.49.

ISSUES AND OPPORTUNITIES:

See attached.

FISCAL IMPACT AND SOURCE OF FUNDING:

Employee Health Benefit Fund (8956) – \$1,076,062.49

REQUIRED AUTHORIZATIONS:

John Rabb, 854-2742

Diane Blankenship, 854-9170

Jessica Rio, 854-9106

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

**TRAVIS COUNTY
RECOMMENDATION FOR TRANSFER OF FUNDS**

DATE: November 6, 2012

TO: Members of the Travis County Commissioners Court

FROM: John Rabb, Benefits 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: October 19, 2012 to October 25, 2012

**REIMBURSEMENT REQUESTED
FOR THIS PERIOD:** \$1,076,062.49

HRMD RECOMMENDATION: *The Director or Benefits 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 \$1,076,062.49.*

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
OCTOBER 19, 2012 TO OCTOBER 25, 2012**

-

- 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. FY Comparison of Paid Claims to Budget.**
- Page 5. Notification of amount of request from United Health Care (UHC) (Bank of America)**
- Page 6. Last page of the UHC Check Register for the Week.**
- Page 7. List of payments deemed not reimbursable.**
- Page 8. Journal Entry for the reimbursement.**

TRAVIS COUNTY
RECOMMENDATION FOR TRANSFER OF FUNDS

DATE: November 6, 2012
 TO: Nicki Riley, County Auditor
 FROM: Norman McRee, HR Financial Analyst
 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: October 19, 2012
 TO: October 25, 2012

REIMBURSEMENT REQUESTED: **\$ 1,076,062.49**

SUPPORTING DETAIL FOR REIMBURSEMENT REQUESTED:

NOTIFICATION OF AMOUNT OF REQUEST FROM UHC*:	\$ 1,881,551.17
LESS: REIMBURSEMENTS PREVIOUSLY APPROVED BY COMMISSIONERS COURT: October 30, 2012	\$ (819,640.44)
	\$ 14,078.90
Adjust to balance per UHC	\$ 72.86
TOTAL CLAIMS REIMBURSEMENT REQUESTED BY UHC FOR THIS WEEK**:	\$ 1,076,062.49
 PAYMENTS DEEMED NOT REIMBURSABLE	 \$ -
TRANSFER OF FUNDS REQUESTED:	\$ 1,076,062.49

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

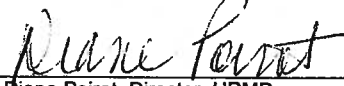
All claims over \$25,000 (1 this week totaling \$68,192.73) have been audited for data entry accuracy and the following information is correct for each claim audited: date of service, eligibility, nature of service, name of and amount billed by provider, amount billed by date and amount paid by UHC.

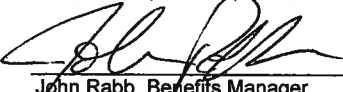
Fifteen percent (15%) of all claims under \$25,000 (\$152,502.74) have been audited for data entry accuracy and the following information is correct for each claim identified for this random review: date of service, eligibility, nature of service, name of and amount billed by provider, date and amount 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 \$250,000 stop loss limit. Claims that have exceeded the limit will be reimbursed by Sun Life. Reimbursements are posted as revenue and claims totals shown are gross of stop loss. Cumulative fiscal year stop loss reimbursements from Sun Life total \$329,937.17.

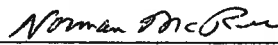
All claims submitted in this transfer have been audited to confirm accuracy of billing and legitimacy of claim under the service provisions of the health care contract and all are contractually legitimate, legally incurred and accurately billed claims.

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.

 10/26/12
 Diane Poirot, Director, HRMD Date

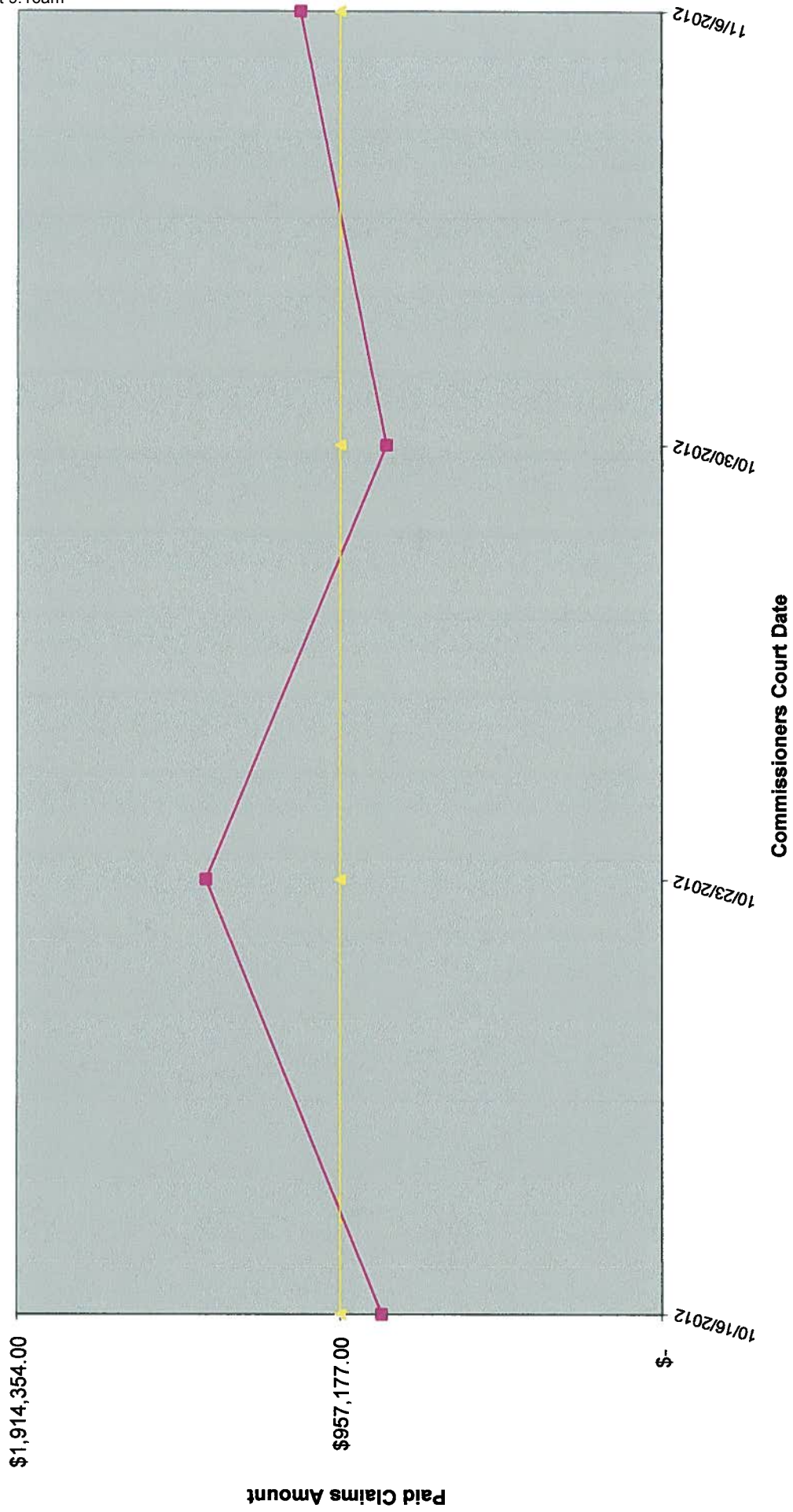
 10/20/12
 John Rabb, Benefits Manager Date

 10/26/12
 Shannon Steele, Benefits Administrator Date

 10/26/12
 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.

**Travis County Employee Benefit Plan
FY13 Paid Claims vs Weekly Claims Budget of \$957,177.23**



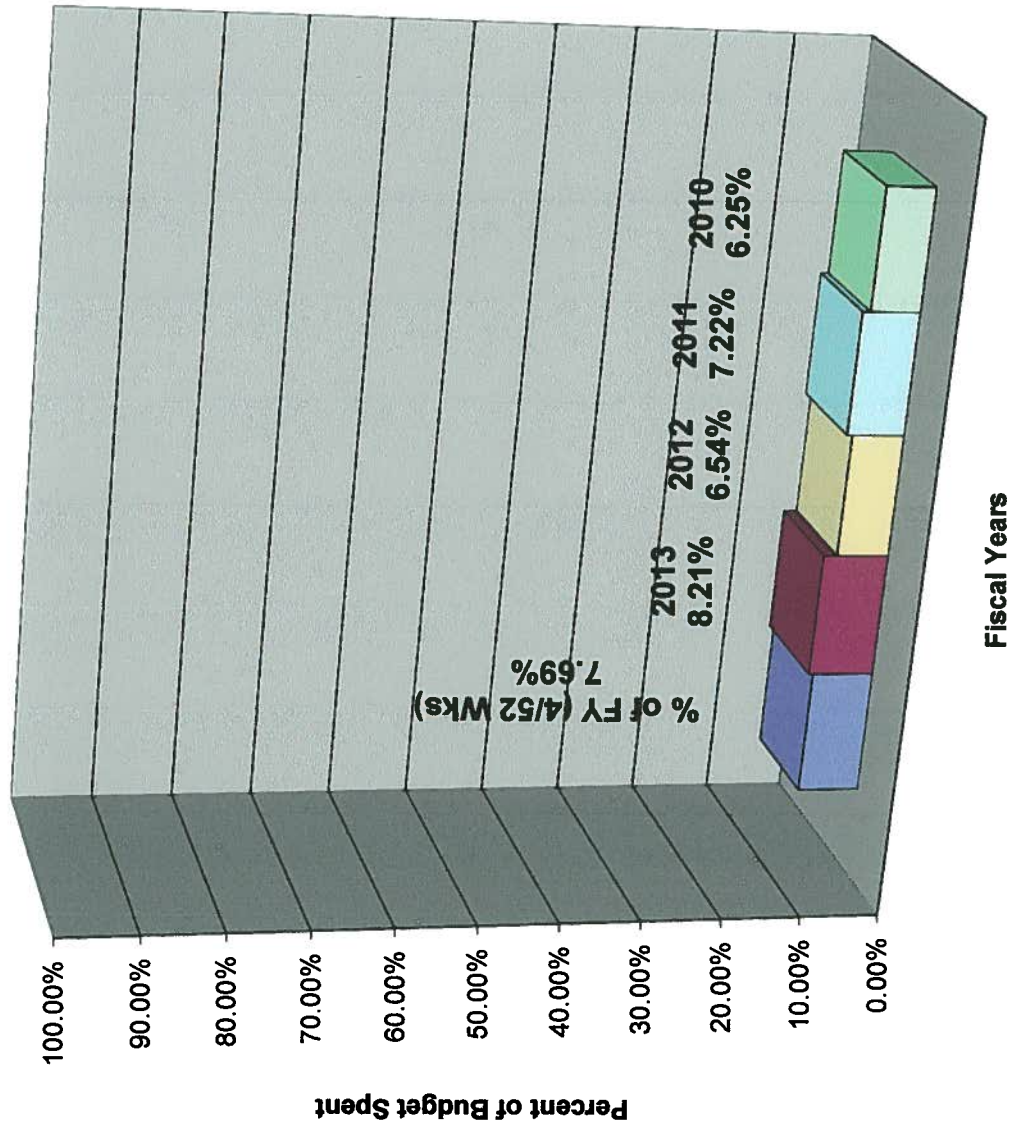
Travis County Employee Benefit Plan
FY13 Weekly Paid Claims VS Weekly Budgeted Amount

W k	Period from	Period To	Voting Session Date	Pd Claims Request Amount	Budgeted Weekly Claims	# of Large Claims	Total of Large Claims	FY 2013 % of Budget Spent	FY 2012 % of Budget Spent
1	9/28/2012	10/4/2012	10/16/2012	\$ 833,295.36	\$ 957,177.23	2	\$ 264,210.15	1.67%	1.42%
2	10/5/2012	10/11/2012	10/23/2012	\$ 1,356,899.90	\$ 957,177.23	3	\$ 398,807.43	4.40%	3.40%
3	10/12/2012	10/18/2012	10/30/2012	\$ 819,640.44	\$ 957,177.23	2	\$ 116,768.50	6.05%	5.60%
4	10/19/2012	10/25/2012	11/6/2012	\$ 1,076,062.49	\$ 957,177.23	1	\$ 68,192.73	8.21%	6.54%
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Paid & Budgeted Claims to Date	\$ 4,085,898.19	\$ 3,828,708.92
Paid Claims less Total Weekly Budget		\$ 257,189.27

note: Not predictive of impact on reserve, intended to show relationship of weekly claims cost to weekly budget.

Comparison of Claims to FY Budgets Week 4



Norman McRee

From: SIFSAX@UHC.COM
Sent: Friday, October 26, 2012 12:59 AM
To: Norman McRee
Subject: UHG FUNDING NOTIFICATION

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

NOTIFICATION OF AMOUNT OF REQUEST FOR: TRAVIS COUNTY

DATE: 2012-10-26 **REQUEST AMOUNT:** \$1,881,551.17

CUSTOMER ID: 00000701254
CONTRACT NUMBER: 00701254 00709445
BANK ACCOUNT NUMBER: 385015850067 **ABA NUMBER:** 011900445
FUNDING **ADVICE FREQUENCY:** DAILY
FREQUENCY: FRIDAY **INITIATOR:** CUST **METHOD:** ACH **BASIS:** BALANCE

CALCULATION OF REQUEST AMOUNT

+ ENDING BANK ACCOUNT BALANCE FROM: 2012-10-25 \$818,146.80
- REQUIRED BALANCE TO BE MAINTAINED: \$2,668,041.00
+ PRIOR DAY REQUEST: \$00.00

= UNDER DEPOSIT: \$1,849,894.20

+ CURRENT DAY NET CHARGE: \$31,656.97
+ ISSUED CREDIT AMOUNT: \$00.00
+ FUNDING ADJUSTMENTS: \$00.00

REQUEST AMOUNT: \$1,881,551.17

ACTIVITY FOR WORK DAY: 2012-10-19

CUST PLAN	CLAIM	NON CLAIM	NET CHARGE
0632	\$39,819.93	\$00.00	\$39,819.93
TOTAL:	\$39,819.93	\$00.00	\$39,819.93

UNITED HEALTHCARE CHECK REGISTER FOR TRAVIS COUNTY SUBMITTED 2012 10 25

CONTR_NBR	PLN_ID	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	\$	(287.02)	A1	47806	AA	1	10/16/2012	200	10/23/2012	10/25/2012
701254	632	\$	(313.01)	A1	70140	AA	8	10/16/2012	200	10/23/2012	10/25/2012
701254	632	\$	(347.49)	A1	82355	AA	1	10/16/2012	200	10/23/2012	10/25/2012
701254	632	\$	(347.50)	A1	53180	AA	5	10/16/2012	200	10/23/2012	10/25/2012
701254	632	\$	(375.75)	PH	63285143	AA	5	10/21/2012	50	10/26/2012	10/25/2012
701254	632	\$	(385.38)	A1	91797	AA	1	10/16/2012	200	10/23/2012	10/25/2012
701254	632	\$	(387.55)	A1	88336	AA	1	10/16/2012	200	10/23/2012	10/25/2012
701254	632	\$	(410.49)	A1	88334	AA	1	10/16/2012	200	10/23/2012	10/25/2012
701254	632	\$	(423.57)	A1	14565	AA	2	10/16/2012	200	10/23/2012	10/25/2012
701254	632	\$	(423.57)	A1	19597	AA	5	10/16/2012	200	10/23/2012	10/25/2012
701254	632	\$	(493.47)	A1	32250	AA	9	10/16/2012	200	10/23/2012	10/25/2012
701254	632	\$	(496.34)	A1	97068	AA	8	10/16/2012	200	10/23/2012	10/25/2012
701254	632	\$	(500.00)	QG	71015039	AE	9	7/9/2012	50	10/24/2012	10/25/2012
701254	632	\$	(524.81)	A1	74957	AA	1	10/16/2012	200	10/23/2012	10/25/2012
701254	632	\$	(567.51)	A1	78244	AA	1	10/16/2012	200	10/23/2012	10/25/2012
701254	632	\$	(1,348.76)	A1	75449	AA	8	10/16/2012	200	10/23/2012	10/25/2012
701254	632	\$	(1,348.76)	A1	55317	AA	7	10/16/2012	200	10/23/2012	10/25/2012
701254	632	\$	(2,049.40)	QG	21028289	AA	2	7/20/2012	50	10/24/2012	10/25/2012
701254	632	\$	(5,135.38)	PH	62828045	AA	5	10/21/2012	50	10/26/2012	10/25/2012

1,076,062.49

Travis County Hospital and Insurance Fund - County Employees **UHC Payments Deemed Not Reimbursable**

For the payment week ending: 10/25/2012

CONTR_#	TRANS_AMT	SRS	CHK_#	GRP	ACCT#	ISS_DATE	TRANS_CODE	TRANS_DATE
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Total: \$0.00

Travis County - Employee Health Benefits Fund (8956)

Journal Entry for the Reimbursement to United Health Care

For the payment week ending: 10/25/2012

Type	EE/RR	Cost Center	G/L Account	Transaction Amount
CEPO	EE	1110068956	516010	\$ 117,400.79
	RR	1110068956	516110	\$ 35,537.01
			Total CEPO	\$ 152,937.80
EPO	EE	1110068956	516030	\$ 160,034.31
	RR	1110068956	516130	\$ 76,271.25
			Total EPO	\$ 236,305.56
PPO	EE	1110068956	516020	\$ 537,949.41
	RR	1110068956	516120	\$ 148,869.72
			Total PPO	\$ 686,819.13
			Grand Total	\$ 1,076,062.49



Travis County Commissioners Court Agenda Request

Meeting Date: 11/06/2012, 9:00 AM, Voting Session

Prepared By/Phone Number: Alan Miller, Planning and Budget Office, 854-9726

Elected/Appointed Official/Dept. Head: Leslie Browder, County Executive
Planning and Budget

Commissioners Court Sponsor: Judge Samuel T. Biscoe

Review and approve requests regarding grant programs, applications, contracts and related special budgets, and permissions to continue:

- A. Annual application to the Texas Department of Transportation to continue the Underage Drinking Prevention Program in the County Attorney's Office;
- B. Contract with the U.S. Department of Health and Human Services, Administration of Children Youth and Families for a two-year continuation of the Parenting in Recovery grant in Health and Human Services and Veterans Services; and
- C. New contract with the Texas Association of Community Action Agencies Inc. Pedernales Electric Cooperative for a Targeted Low Income Weatherization Program in in Health and Human Services and Veterans Services

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Items A and B are requests related to continuing existing programs. Item C is a new grant program to provide additional weatherization funding for HHS.

STAFF RECOMMENDATIONS:

PBO recommends approval.

ISSUES AND OPPORTUNITIES:

Additional information is provided on each item's grant summary sheet.

FISCAL IMPACT AND SOURCE OF FUNDING:

Items A & B both require cash matches. In the case of Item A, the match is met through a combination of funds, existing General Fund Budget and County Attorney CAPSO funds. Item B's match is currently an earmark on Allocated Reserves. If the grant is approved, the department will be requesting a transfer from reserves to fund the match requirement of \$214,286. Please see the Grant Summary Forms for additional information.

REQUIRED AUTHORIZATIONS:

Planning and Budget Office
County Judge's Office

Leslie Browder
Melissa Velasquez

TRAVIS COUNTY

11/6/2012

GRANT APPLICATIONS, CONTRACTS AND PERMISSIONS TO CONTINUE

FY 2013

Updated 11-2-13 at 9:16am

The following list represents those actions required by the Commissioners Court for departments to apply for, accept, or continue to operate grant programs. This regular agenda item contains this summary sheet, as well as backup material that attached for clarification.

Dept.	Grant Title	Grant Period	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	PBO Notes	Auditor's Assessment	Page #
Application											
A 119	Underage Drinking Prevention Program	10/01/13 - 09/30/14	\$161,204	\$0	\$35,951	\$55,000	\$252,155	3.00	R	MC	5
Contracts											
B 158	Parenting in Recovery II	09/30/12 - 09/29/13	\$500,000	\$0	\$214,286	\$0	\$714,286	2.00	R	EC	11
C 158	Targeted Low Income Weatherization Program (TLIWP)	10/01/12 - 12/31/12	\$42,061	\$0	\$0	\$0	\$42,061	-	R	EC	22

* Amended from original.

PBO Notes:

R - PBO recommends approval.

NR - PBO does not recommend approval

D - PBO recommends item be discussed.

County Auditor's Complexity Assessment measuring Impact to their Office's Resources/Workload

S - Simple

MC - Moderately Complex

C - Complex

EC - Extremely Complex

FY 2013 Grant Summary Report
Grant Applications approved by Commissioners Court

The following is a list of grants for which application has been submitted since October 1, 2012, and the notification of award has not yet been received.

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
117	Southeast Travis County Historical Survey	10/01/12 - 09/30/14	\$7,500	\$0	\$6,000	\$1,500	\$15,000	-	10/30/2012
*Amended from original agreement.									
			\$7,500	\$0	\$6,000	\$1,500	\$15,000	-	

**FY 2013 Grant Summary Report
Grants Approved by Commissioners Court**

The following is a list of grants that have been received by Travis County since October 1, 2012

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
145	Travis County Eagle Resource Project	09/01/12 - 08/31/13	\$29,930	\$0	\$0	\$0	\$29,930	-	10/2/2012
145	Trama Informed Assessment and Response Program	09/01/12 - 08/31/13	\$192,666	\$0	\$0	\$0	\$192,666	0.50	10/2/2012
137	Sheriff's Office Command and Support Vessel*	9/1/12 - 3/31/13	\$250,000	\$0	\$0	\$0	\$250,000	-	10/16/2012
139	Travis County Adult Probation DWI Court	9/1/2012 - 8/31/2013	\$229,112	\$0	\$0	\$0	\$229,112	4.00	10/16/2012
147	Emergency Management Performance Grant	10/01/11 - 03/31/13	\$71,221	\$71,221	\$0	\$0	\$142,442	-	10/16/2012
119	Family Violence Protection Team*	10/1/2010 03/31/2012	\$699,507	\$168,239	\$0	\$0	\$867,746	4.50	10/23/2012
122	Family Drug Treatment Court	09/01/12 - 08/31/13	\$137,388	\$0	\$0	\$0	\$137,388	1.00	10/23/2012
145	Drug Court & In-Home Family Services	09/01/12 - 08/31/13	\$66,428	\$7,381	\$0	\$0	\$73,809	0.09	10/23/2012
158	Comprehensive Energy Assistance Grant*	01/01/12 - 12/31/12	\$4,546,172	\$0	\$0	\$0	\$4,546,172	-	10/23/2012
158	Low Income Home Energy Assistance Program (LIHEAP) Weatherization Program	04/01/12 - 03/31/13	\$817,334	\$0	\$0	\$0	\$817,334	-	10/23/2012
124	Travis County Veterans' Court	09/01/12 - 08/31/13	\$186,000	\$0	\$0	\$0	\$186,000	2.00	10/30/2012
142	Drug Diversion Court	09/01/12 - 08/31/12	\$132,585	\$0	\$0	\$0	\$132,585	1.00	10/30/2012

*Amended from original agreement.

\$7,358,343 \$246,841 \$0 \$7,605,184 13.09

FY 2013 Grants Summary Report

Permission to Continue

Dept	Name of Grant	Grant Term per Application	Amount requested for PTC			Filled FTEs	PTC Expiration Date	Cm. Ct.		Has the General Fund been Reimbursed?
			Personnel Cost	Operating Transfer	Total Request			PTC Approval Date	Contract Approval Date	
137	Child Abuse Victim Services Personnel**	9/1/12-8/31/13	\$8,920	\$0	\$8,920	1.00	10/31/2012	8/14/2012	N/A	No
119	Family Violence Accelerated Prosecution Program	9/1/12-8/31/13	\$12,620	\$0	\$12,620	1.00	10/31/2012	8/21/2012	N/A	No
122	Family Drug Treatment Court	09/01/12 - 08/31/13	\$10,922	\$0	\$10,922	1.00	10/31/2012	8/28/2012	N/A	No
124	Travis County Veterans Court	09/01/12 - 08/31/13	\$25,630	\$0	\$25,630	2.00	10/31/2012	8/28/2012	N/A	No
142	Drug Diversion Court	09/01/12 - 08/31/13	\$10,144	\$0	\$10,144	1.00	10/31/2012	8/28/2012	N/A	No
145	Juvenile Accountability Block Grant- Local Assessment Center	09/01/12 - 08/31/13	\$13,747	\$0	\$13,747	1.00	11/30/2012	8/28/2012	N/A	No
145	Residential Substance Abuse Treatment Program	10/01/12 - 09/30/13	\$15,046	\$0	\$15,046	1.00	12/31/2012	8/28/2012	N/A	No
158	Parenting in Recovery (PIR) FY 12	09/30/12 - 09/29/13	\$94,630	\$0	\$94,630	-	12/31/2012	9/25/2012	N/A	No
158	Parenting in Recovery (PIR) FY 13	09/30/12 - 09/29/13	\$84,756	\$0	\$84,756	-	12/31/2012	10/2/2012	N/A	No
Totals			\$276,415	\$0	\$276,415	8.00				

GRANT SUMMARY SHEET

Check One:	Application Approval: <input checked="" type="checkbox"/>	Permission to Continue: <input type="checkbox"/>
	Contract Approval: <input type="checkbox"/>	Status Report: <input type="checkbox"/>
Check One:	Original: <input checked="" type="checkbox"/>	Amendment: <input type="checkbox"/>
Check One:	New Grant: <input type="checkbox"/>	Continuation Grant: <input checked="" type="checkbox"/>
Department/Division:	County Attorney's Office/Underage Drinking Prevention Program	
Contact Person/Title:	Gloria Souhami/Program Director	
Phone Number:	854-4229	

Grant Title:	Underage Drinking Prevention Program			
Grant Period:	From:	10/1/13	To:	9/30/14
Fund Source:	Federal: <input checked="" type="checkbox"/>	State: <input type="checkbox"/>	Local: <input type="checkbox"/>	
Grantor:	Texas Department of Transportation			
Will County provide grants funds to a subrecipient?			Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>
Are the grant funds pass-through another agency? If yes list originating agency below			Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>
Originating Grantor:	National Highway Traffic Safety Administration (NHTSA)			

Budget Categories	Grant Funds	County Cost Share	County Contribution	In-Kind	TOTAL
Personnel:	156,361	0	34,951	0	\$191,312
Operating:	4,843	0	1,000	55,000	\$60,843
Capital Equipment:	0	0	0	0	\$0
Indirect Costs:	0	0	0	0	\$0
Total:	\$161,204	\$0	\$35,951	\$55,000	\$252,155
FTEs:	3.00	0.00	0.00	0.00	3.00

Permission to Continue Information					
Funding Source (Account number)	Personnel Cost	Operating Transfer	Estimated Total	Filled FTE	PTC Expiration Date
	0	0	\$0	0.00	

Department	Review	Staff Initials	Comments
County Auditor	X	JM	
County Attorney	X	JC	

Performance Measures Applicable Depart. Measures	Projected FY 13 Measure	Progress To Date:				Projected FY 14 Measure
		9/30/12 end of FY 12	3/31/13	6/30/13	9/30/13	
Measures For Grant						
Presentations and Community Events	700	700				700
Outcome Impact Description	Community demand for presentations continues to grow.					
Involvement with other organizations and agencies	150	150				150
Outcome Impact Description	Program continues its work with outside organizations and agencies.					
Media Coverage	70	233				70
Outcome Impact Description	Program continues to utilize public and private media outlets.					
Number of material distributed	115,000	107,000				115,000
Outcome Impact Description	Program continues to disseminate materials to grant mandated tri-county area.					

PBO Recommendation:

PBO concurs with proceeding with this continuation grant application for this 19 year program.

1. Brief Narrative - Summary of Grant: What is the goal of the program? How does the grant fit into the current activities of the department? Is the grant starting a new program, or is it enhancing an existing program?

The goal of the existing program is to discourage illegal underage alcohol consumption in Travis County. The Travis County Attorney's Office is responsible for the prosecution of DWI/DUI cases and other alcohol related offenses in Travis County. The Comprehensive Underage Drinking Prevention Program provides prevention resources for the department and Travis County citizens.

The grant is enhancing an existing program by expanding community prevention activities to middle school youth while continuing education efforts to high school and college students as well as hosting information booths at community events and collaborating with other agencies.

2. Departmental Resource Commitment: What are the long term County funding requirements of the grant?

The General Fund contributes \$17,600 toward the part-time community educator's salary and mileage to meet match requirements. The County Attorney's Office contributes \$18,351 through CAPSO funds for school educator and part of 2 FTE salaries.

3. County Commitment to the Grant: Is a county match required? If so, how does the department propose to fund the grant match? Please explain.

Yes, a county match is required - \$1,000 county commitment for mileage, \$15,936 contribution for a school educator salary, \$17,231 for part-time community educator's salary and \$1,734

toward two FTE salaries and approximately \$55,000 in-kind services such as media, print shop, computer and network services, office space, fax and telephone service.

4. Does the grant program have an indirect cost allocation, in accordance with the grant rules? If not, please explain why not.

They are not permitted and costs are included in matching funds.

5. County Commitment to the Program Upon Discontinuation of Grant by Grantor: Will the program discontinue upon discontinuance of the grant funding? (Yes/No) If No: What is the proposed funding mechanism: (1) Request additional funding (2) Use departmental resources. If (2) is answered, provide details about what internal resources are to be provided and what other programs will be discontinued as a result.

No, the program will not discontinue. The UDPP will request additional funding via a grant extension.

6. If this is a new program, please provide information why the County should expand into this area.

N/A – This program is a continuation of an existing program.

7. Please explain how this program will affect your current operations. Please tie the performance measures for this program back to the critical performance measures for your department or office.

The program continues community prevention activities to grades 4th – 12th and under 21 college students as well as parents. Will also continue to expand community collaborations.

Problem ID:

Alcohol is the most commonly used and abused drug among US youth. Although drinking under the age of 21 is illegal, people aged 12 to 20 years drink 11% of all alcohol consumed in the US (Underage Drinking Enforcement Training Center 2011). Alcohol continues to be the most widely used substance among Texas secondary school students, with 62% reporting they had used alcohol at some point in their lives (Texas Department of State Health Services, 2010). Texas currently leads the nation in the number of drinking and driving deaths (NHTSA 2011). In 2010, there were 1,075 people killed in motor vehicle crashes where a driver was under the influence of alcohol. This is 35.5% of the total number of people killed in motor vehicle traffic crashes (TxDOT 2011). Vehicle crashes are the leading cause of death for teens (15-20 years old), and 31% of teen traffic deaths are alcohol-related (MADD Power of Parents 2010). From January 2011 – September 6, 2011, there were 1,874 alcohol related crashes and injuries in Travis, Hays and Williamson Counties (TxDOT 2011). In Austin, 24% of traffic fatalities were alcohol-related (Austin Police Department 2011). According to the Adolescent Drinking – 2011 Texas Youth Risk Behavior Survey, 1 in 3 students rode with someone who had been drinking, and 1 in 10 students drove after they had been drinking. The UDPP believes the availability and use of alcohol resulting in underage drinking and driving crashes and fatalities is a significant traffic safety problem for youth.

Travis, Hays and Williamson Counties have rural areas where youth drink because there is not much else to do and drive at the earliest legal age (UDPP 2011). Historically, idle youth are cited as a prime factor in the prevalence of underage drinking. While some view underage drinking as a “rite of passage”, teens have a greater risk of death in an alcohol-related crash than the overall driving population, despite their inability to legally purchase, possess or consume alcohol. Texans ages 17-24 accounted for 27.5% of all drinking and driving deaths despite representing only 8% of the overall Texas population (2009 Crash Records Report.) This risk is also increased by the tendency of teens to drive during high-risk weekends and holidays. [UDPP 2011/Leadership to Keep Children Alcohol Free Foundation 2011]

Underage impaired driving, Minor in Possession, and making available to a minor continue to challenge parents, teachers, law enforcement, faith communities, and the community at large. The Austin Metropolitan Statistical Area, which includes Hays, Williamson and Travis Counties, is expected to grow approximately 150% by 2039. This growth will see an additional 640,000 more vehicles on the road (Capital Area Council of Government 2010). The student population will continue to grow as well, and so will new teen drivers, with a new crop of students each fall who have not been reached with the prevention message. In 2010-2011, there were 281,307 students in Travis, Hays, and Williamson County schools (Texas Education Agency 2011). In addition, the Travis County Hispanic population is projected to exceed the Anglo population by 2015 (Travis County CAN 2010). Motor vehicle crashes are the leading cause of death for Hispanics one to 44 years of age (TxDOT 2010). This illustrates a need for culturally sensitive and bilingual outreach and material for Spanish speakers.

Underage youth are attracted to the tri-county area by higher education institutions and recreational activities, which include water sports and aquatic recreation. A 2010 Red Cross study cites alcohol as a

factor in about 25%-50% of adolescent and adult deaths from drowning or injuries. College age youth are particularly at risk for water fatalities as they are for binge drinking.

Close to 40% of college students in the US binge drink, and that number has remained virtually unchanged for decades. Almost 2,000 US college students die yearly from alcohol-related injuries. Locally, the 2010 City of Austin Healthy Adolescent Initiative focus group with youth ages 10-19, tells us that alcohol is the #1 drug of choice.

The Eanes ISD 2010 PRIDE Survey revealed that 43% of 12th graders reported 30 day alcohol use, and 72 % said alcohol was fairly or very easy to get. The Austin ISD 2010-2011 cites 80 alcohol violations in high schools and middle schools. A national survey of more than 2,500 11th and 12th graders found 90% believed their friends were more likely to drink and drive on prom night (Liberty Mutual Insurance & SADD 2011). Parents making alcohol available and hosting parties is a factor in underage drinking.

Nationally 29% of current drinkers aged 12 to 20 reported that their last use of alcohol in the past month occurred at home, and parents or other family members provided the alcohol 21% of the time (SAMHSA 2009 Survey on Drug Use and Health). Efforts to reduce underage drinking must focus on adults as well as youth and must engage the entire community.

4,994

Solution:

In order to reduce underage drinking and driving in three counties, these measures will be utilized:

"Why Risk It?" and "Busted!" presentations to high schools, middle schools and 4th/5th graders in elementary school, as well as to parents and caregivers, that includes information regarding riding with a drinking driver, the zero tolerance law, and the legal and social consequences of underage drinking. Presentations are conducted by staff and law enforcement volunteers. It will also increase the awareness of risk, in order to reduce the number and severity of motor vehicle crashes among drivers under 21. Teen drinking has predictable and preventable patterns and conditions. UDPP assessments assist in tailoring presentations to youth behaviors.

The Eanes ISD 2010 PRIDE Survey says friend's homes are most popular with older students. Leading national surveys reveal that parents are the number one source that teens turn to for important information; parents can influence their teen's decision not to drink alcohol (MADD 2010). The UDPP addresses this issue by providing adult/parent presentations that include the "Jacqueline Saburido" video and working with school parent support specialists, parent involvement programs (Parent/Teacher Coffee) and PTA. Adults are also targeted during the Christmas/New Year's Emphasis Patrol dedicated to an underage victim of DWI. This media event is reinforced by teen anti-DWI/alcohol awareness presentations. It maintains cooperative multi-jurisdictional law enforcement efforts addressing underage impaired driving. The program will also reach adults and college age youth through

orientations, open enrollments, presentations and health fair events sponsored by public and private employers, as well as by colleges and universities.

Other educational components will include media campaigns during high risk times and participation in grassroots projects such as Red Ribbon Week and Project Celebration. A survey of more than 2,500 high school juniors and seniors found that 90% believe their peers are more likely to drink and drive on prom night and 79 % believe the same is true of graduation night (Join Together, May 2011). High-risk times such as spring break, prom, graduation and Halloween will be targeted, and BWI and DWI/summer water safety will be addressed in partnership with the Central Texas Water Safety Coalition. Continue collaboration with groups, including the Austin Police Department Athletic League, Williamson County Youth Substance Abuse Prevention Coalition, Hispanic Futures Conference, Community Action Network, Del Valle and Austin ISDs School Health Advisory Councils (SHAC), and the Safe Kids Coalition. Continue UDPP task force efforts by increasing membership and providing quality programs and speakers. The task force celebrates a history of community service and has grown to over 200 members. The task force meets regularly and encourages members to support, utilize and create awareness of new and existing resources; it also serves as a distribution site for seasonal campaign material and local event information. Will also utilize Travis County Television for public affairs show "Focus on Youth and Alcohol" and community notices.

The Comprehensive Underage Drinking Prevention Program is in a position to reduce alcohol-related harm in the tri-county area by providing education and outreach prevention services as well as changing social norms and perceptions about youth and alcohol. Continuing the UDPP provides continuity to build on previous successes and makes a significant contribution in saving the lives of teenagers by discouraging alcohol consumption. The UDPP addresses the spectrum of underage drinking from 4th graders to 20 year-old college age youth, where the risks vary from riding with a drinking driver for young students to binge drinking, and drinking and driving for older youth.

UDPP strengths include name recognition, staff longevity, working relationships with school districts, private and charter schools, established task force and strong working relationships with local law enforcement agencies and media. The "Why Risk It?" program will continue to reach high school age and older youth. The anti-DWI high school program will be supported by the middle school prevention program, "Busted!", especially to 8th graders as they transition to high school and to 4th/5th grade students. Evidence based research shows prevention programs at key transition points can produce beneficial effects even among high risk children and families. The UDPP will also grow its partnership with the Mexican Consulate, Con Mi Madre (Hispanic Mother/Daughter program), PTAs in predominantly Spanish speaking schools, and other Spanish speaking parent groups to address this population's risks.

The UDPP will utilize branded materials to enhance marketing efforts and enforce its mission statement: To create a community consensus that underage drinking is illegal, unhealthy and unacceptable.

5,000



TRAVIS COUNTY FY 13 GRANT SUMMARY SHEET

Check One:	Application Approval: <input type="checkbox"/>	Permission to Continue: <input type="checkbox"/>
	Contract Approval: <input checked="" type="checkbox"/>	Status Report: <input type="checkbox"/>
Check One:	Original: <input checked="" type="checkbox"/>	Amendment: <input type="checkbox"/>
Check One:	New Grant: <input type="checkbox"/>	Continuation Grant: <input checked="" type="checkbox"/>
Department/Division:	Travis County Health and Human Services/ Office of Children's Services	
Contact Person/Title:	John C. Bradshaw, Contract Specialist	
Phone Number:	854-4277	

Grant Title:	Parenting in Recovery II		
Grant Period:	From: Sep 30, 2012	To: Sep 29, 2013	
Fund Source:	Federal: <input checked="" type="checkbox"/>	State: <input type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:	U.S. Dept. of Health and Human Services/ Administration for Children and Families		
Will County provide grant funds to a sub-recipient?	Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>	
Are the grant funds pass-through from another agency? If yes, list originating agency below.	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>	
Originating Grantor:			

Budget Categories	Grant Funds	County Cost Share	Budgeted County Contribution #595010 (Cash Match)	In-Kind	TOTAL
Personnel:	\$ 75,206	\$ 74,580	\$ 0	\$ 0	\$ 149,786
Operating:	\$ 424,794	\$ 139,706	\$ 0	\$ 0	\$ 564,500
Capital Equipment:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Indirect Costs:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Totals:	\$ 500,000	\$ 214,286	\$ 0	\$ 0	\$ 714,286
FTEs:	1.00	1.00	1.00	0.00	3.00

Permission to Continue Information					
Funding Source (Cost Center)	Personnel Cost	Operating Cost	Estimated Total	Filled FTE	PTC Expiration Date
	\$ 0	\$ 0	\$ 0	0.00	

Department	Review	Staff Initials	Comments
County Auditor	<input checked="" type="checkbox"/>	JC	
County Attorney	<input checked="" type="checkbox"/>	MEG	

Performance Measures					
#	Measure	Actual FY 11 Measure	Projected FY 12 Measure	Projected FY 13 Measure	Projected FY 14 Measure
+	-	Applicable Departmental Measures			
1.	Number of clients receiving substance treatment services	477	250	250	250
2.	Number of families involved with child welfare completing service plan goals	147	90	90	90
3.	Number of new children entering care	420 (AVG)	275	275	275
+	-	Measures for the Grant			
1.	Percentage of children who had an initial occurrence and/or recurrence of substantiated/indicated child maltreatment within 6, 12, 18 and 24 months after enrolling in the RPG program	12%	35%	35%	35%
Outcome Impact Description		Reduces the number of incidences of child maltreatment in our community			
2.	Percentage of children identified as at risk of removal from the home who are able to remain in the custody of a parent or caregiver through case closure	72%	50%	50%	50%
Outcome Impact Description		Reduces the number of children placed in the foster care system due to child maltreatment			
3.	Percentage of parents or caregivers who were able to access timely and appropriate substance abuse treatment as calculated by number of days between program entry and treatment entry (10 days)	93%	80%	80%	80%
Outcome Impact Description		Parents and caregivers with early access to substance dependence treatment			

PBO Recommendation:

This grant contract will provide \$500,000 in federal funds to continue the Parenting in Recovery Program for another year. A second year of federal funding in the same amount is also included in this contract, although the budget shows only the first year figures. This program is a collaborative project with the Civil Courts, Austin Recovery, Foundation Communities, Austin Travis County Integral Care, and the Texas Department of Family and Protective Services.

The grant match is currently earmarked against the Allocated Reserve and a companion budget adjustment is included on the November 6th budget amendments and transfers agenda item.

PBO recommends approval of this grant contract.

1. Brief Narrative - Summary of Grant: What is the goal of the program? How does the grant fit into the current activities of the department? Is the grant starting a new program, or is it enhancing an existing one?

For the past five years, Parenting in Recovery (PIR) has been used to fund services as part of the Family Drug Treatment Court (FDTC) collaboration with the District Attorney's Office, District Court and these primary community partners:

- Department of Family and Protective Services – Child Protective Services
- Austin Recovery
- CASA
- Foundation Communities
- ATCIC
- Private Attorneys
- SafePlace
- Communities in Recovery
- Manos de Cristo
- Lone Star Circle of Care.

The PIR funds help to provide a flexible, comprehensive continuum of services for families involved with the FDTC as a result of methamphetamine or other substance dependence. The primary objective is to keep families together in the community while they receive an individualized set of interventions and supports that promote sustained recovery and independent functioning.

FY'12 was the fifth and final year of initial grant fundings. TCHHSVS applied for and received a competitive two-year extension of funding at \$500,000 per year through 9/29/14.

2. Departmental Resource Commitment: What are the long term County funding requirements of the grant?

The year one match requirements is \$214,286. The long-term goal of the PIR grant is program sustainability. The role of TCHHSVS in the sustainability of the FDTC is to provide a portion of the substance abuse treatment and recovery support dollars and provide staff expertise as it relates to substance abuse by funding a Substance Abuse Clinical Manager position. (PBO has recommended an earmark on FY'13 allocated reserves of \$378,290 that includes \$285,000 for services as well as \$93,290 for salary, benefits and operating expenses for a Substance Abuse Clinical Manager.)

3. County Commitment to the Grant: Is a county match required? If so, how does the department propose to fund the grant match? Please explain.

TCHHSVS is using \$139,706 of the service dollars mentioned above as well as \$74,580 of the Substance Abuse Clinical Manager's salary and benefits to provide the \$214,286 required in year one of the extension.

4. Does the grant program have an indirect cost allocation, in accordance with the grant rules? If not, please explain why not.

TCHHSVS did not request any indirect costs as it was under the impression that Travis County does not have a federally approved indirect cost rate. However, TCHHSVS will explore the possibility of including some indirect costs in year two of the extension in light of an email from PBO requesting that all grant applications include an amount for indirect costs unless specifically prohibited by the grantor.

5. County Commitment to the Program Upon Discontinuation of Grant by Grantor: Will the program discontinue upon discontinuance of the grant funding: Yes or No? If No, what is the proposed funding mechanism: (1) Request additional funding or (2) Use departmental resources. If (2), provide details about what internal resources are to be provided and what other programs will be discontinued as a result.

No. As mentioned in the response to question 2, the long-term goal of the PIR grant is program sustainability. This program relies heavily on local resources to support substance abuse and recovery supports for sustainability after the grant ends. TCHHSVS staff and grant partners will identify the funding for treatment and flexible services potentially through increased Travis County, City of Austin, State funding, and health insurance. The structure of PIR/FDTC will be sustained by the various partners: District Attorney, District Court, Child Protective Services will sustain positions, supports and structure to maintain the PIR/FDTC.

6. If this is a new program, please provide information why the County should expand into this area.

NA.

7. Please explain how this program will affect your current operations. Please tie the performance measures for this program back to the critical performance measures for your department or office.

The services provided by the PIR grant are in line with other services offered by the Office of Children's Services within TCHHSVS. The relevant departmental performance measures are included in this summary.

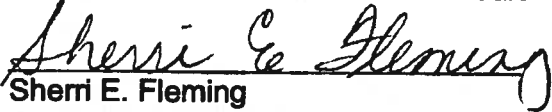


**TRAVIS COUNTY HEALTH and HUMAN SERVICES
and VETERANS SERVICE
502 E. Highland Mall Blvd.
P. O. Box 1748
Austin, Texas 78767**

**Sherri E. Fleming
County Executive
for TCHHSVS
(512) 854-4100
Fax (512) 279-1608**

DATE: October 23, 2012

TO: Members of the Commissioners Court

FROM: 
Sherri E. Fleming
County Executive for Travis County Health and Human Services
and Veterans Service

SUBJECT: Grant from the U.S. Department of Health and Human Services,
Administration on Children, Youth and Families

Proposed Motion:

Consider and take appropriate action to approve a \$500,000 grant from the U.S. Department of Health and Human Services, Administration on Children, Youth and Families for the Parenting in Recovery project.

Summary and Staff Recommendations:

For the past five years, Travis County Health and Human Services and Veterans Service (TCHHSVS) has served as the lead agency for a regional partnership (known as the Parenting in Recovery project) that includes Austin Recovery, Foundation Communities, the Texas Department of Family and Protective Services, Austin Travis County Integral Care, the Travis County Family Drug Treatment Court (FDTC) and others.

The Parenting in Recovery (PIR) project works with these partners to provide a flexible, comprehensive continuum of services for families in the child welfare system as a result of parental methamphetamine or other substance dependence. The primary objective of

the project is to keep families together while the parents receive an individualized set of interventions and supports that promote sustained recovery and independent functioning.

PIR started in February 2008 and has enrolled 115 mothers and their children as of September 29, 2012. Of these 115 participants, 28 are currently enrolled in the project and 87 have been discharged. The five-year success rate for the project is currently 46% which is in-line with the national average for drug courts. For those participants who remained engaged in the project for more than twelve months, the success rate increased to 73%. This project serves parents who are extremely compromised in their functioning and generally have these characteristics and/or experiences: prior child welfare involvement (including prior termination of parental rights), criminal history and incarceration, failed substance dependence treatment, victim of domestic violence and childhood dependence, trauma experiences, mental health diagnosis, limited education/employment, and homelessness. Of all those who have participated in the project,

- 93% entered into substance dependence treatment within 10 days of enrolling in the project,
- 96% completed 90 days of residential substance dependence treatment,
- 100% of those who received parent training showed some level of improvement with an average showing a 35% increase in their parenting knowledge,
- 86% of the children remained with a parent or relative at the time of discharge from the program.

The initial grant ended on 9/29/12 but TCHHSVS has received a two-year competitive extension through 9/29/14 at \$500,000 per year.

TCHHSVS staff recommends approving this grant.

Budgetary and Fiscal Impact:

The extension provides \$500,000 a year for two years. There is a match requirement of \$214,286 in year one and of \$269,231 in year two.

TCHHSVS is providing the match for year one in the form of \$74,580 in salary and benefits for a full-time Substance Dependence Clinical Manager and \$139,706 in funding for substance dependence and recovery services provided to PIR participants. TCHHSVS will provide the same \$74,580 for the Substance Dependence Clinical Manager in year two as well as \$194,651 for continued services to PIR participants.

Issues and Opportunities:

Parental substance dependence is a key factor underlying the dependence or neglect experienced by many of the children entering foster care. The PIR project is designed to keep families together by providing treatment and support services. PIR, as one of the grants supporting the FDTC, has made significant accomplishments during the five years it has been in existence. The project has developed a strong and effective

community collaboration. It has designed and implemented a continuum of services that reduce the risk factors associated with maternal drug dependence, and has increased the ability of mothers to safely care for their children. These achievements have allowed the project to receive an additional two years of funding.

Background:

The Administration on Children, Youth and Families within the U.S. Department of Health and Human Services provides grants for regional partnerships designed to enhance the safety of children who are in an out-of-home placement or are at risk of being put in an out-of-home placement due to a parent's or caretaker's methamphetamine or other substance dependence.

Cc: Andrea Colunga, Director, Office of Children's Services, TCHHSVS
Nicki Riley, Travis County Auditor
Jose Palacios, Chief Assistant County Auditor
Janice Cohoon, Financial Analyst, Travis County Auditor's Office
Mary Gerhardt, Assistant County Attorney
Leslie Browder, Executive Manager, Planning and Budget Office
Diana Ramirez, Analyst, Planning and Budget Office
Cyd Grimes, C.P.M., Travis County Purchasing Agent
Shannon Pleasant, Purchasing Agent Assistant, Travis County Purchasing Office



DEPARTMENT OF HEALTH & HUMAN SERVICES

RECEIVED
COUNTY CLERK'S OFFICE

12 OCT 16 AM 11:43

ADMINISTRATION FOR CHILDREN AND FAMILIES
Administration on Children, Youth and Families
1250 Maryland Avenue, S.W.
Washington, D.C. 20024

SEP 19 2012

Mr. Samuel T. Biscoe
Travis County Judge
Travis County
100 N IH 35
Austin, TX 78701-4138

Reference: Award No. 90CU0039

Dear Mr. Biscoe:

I am pleased to inform you that your competing continuation award application submitted in response to HHS-2012-ACF-ACYF-CU-0550, Two Year Extension -- Regional Partnership Grants to Increase the Well-Being of, and to Improve the Permanency Outcomes for, Children Affected by Substance Abuse has been approved for funding. The grant award is made pursuant to the legislative authority of the Promoting Safe and Stable Families Program (Section 437(f), Subpart 2, Title IV-B, of the Social Security Act) (42 U.S.C. 629g(f)), as amended by the Child and Family Services Improvement and Innovation Act (Pub.L. 112-34).

The enclosed Notice of Award (NOA) specifies the amount and duration of the grant. Also enclosed is material that describes the administrative policies and procedures pertinent to your grant.

The Federal Project Officer responsible for monitoring the project and for providing programmatic assistance is:

Jean Blankenship
Child Welfare Program Specialist
Administration on Children, Youth and Families
Children's Bureau
1250 Maryland Avenue, SW
Suite 800
Washington, DC 20024
Telephone: 202-401-2887

Page 2 – Mr. Samuel T. Biscoe

The Grants Management Specialist assigned to your project and available to assist you with the business and administrative aspects of the project is:

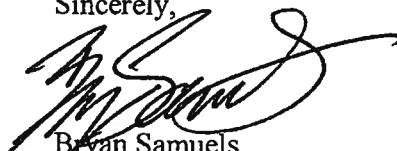
Bernard Morgan
Grants Management Specialist
Administration for Children and Families
Office of Grants Management
370 L'Enfant Promenade, SW
6th Floor
Washington, DC 20447
Telephone: 202-401-4896

Please note that originals of all correspondence and reports related to your grant are to be transmitted to the Grants Management Specialist with copies to the Federal Project Officer. All grant-related correspondence and reports must reference the award number appearing in box 3 of the NOA.

Program and financial status reports are due 30 days after the end of the second and fourth quarters (six-month intervals) throughout the total approved project period. The enclosed material on reporting requirements details the reporting schedule and format.

If we can be of any assistance, please feel free to contact us. We look forward to working with you as you continue with this important project.

Sincerely,



Bryan Samuels
Commissioner

Enclosures

1.RECIPIENT
Department of Health and Human Services
Administration for Children and Families
Notice of Award (NOA)

SAI NUMBER:

PMS DOCUMENT NUMBER:
90CU003906

1. AWARDING OFFICE: Administration for Children and Families		2. ASSISTANCE TYPE: Discretionary Grant		3. AWARD NO.: 90CU0039/06		4. AMEND. NO.:	
5. TYPE OF AWARD: OTHER		6. TYPE OF ACTION: Competing Continuation		7. AWARD AUTHORITY: Prom S & S Fam. Sec. 437 (f) title IV-B42 U.S.C. 629(f)(b)			
8. BUDGET PERIOD: 09/30/2012 THRU 09/29/2013		9. PROJECT PERIOD: 09/30/2007 THRU 09/29/2014		10. CAT NO./CFDA: 93.087 ...			
11. RECIPIENT ORGANIZATION: Travis County <i>through Travis County</i> Health and Human Services 100 North I.H. 35 Austin TX 78701 4138 Samuel Biscoe, Travis County Judge				12. PROJECT / PROGRAM TITLE: Targeted Grants: Methamphetamine and other Substance Abuse			
13. COUNTY: TRAVIS		14. CONGR. DIST: 25		15. PRINCIPAL INVESTIGATOR OR PROGRAM DIRECTOR: Laura Peveto , Prevention and Intervention Manager			
16. APPROVED BUDGET:				17. AWARD COMPUTATION:			
Personnel..... \$ 56,747				A. NON-FEDERAL SHARE..... \$ 214,286 30.00 %			
Fringe Benefits..... \$ 18,459				B. FEDERAL SHARE..... \$ 500,000 70.00 %			
Travel..... \$ 11,200							
Equipment..... \$ 0				18. FEDERAL SHARE COMPUTATION:			
Supplies..... \$ 4,022				A. TOTAL FEDERAL SHARE..... \$ 500,000			
Contractual..... \$ 393,091				B. UNOBLIGATED BALANCE FEDERAL SHARE.....\$			
Facilities/Construction..... \$ 0				C. FED. SHARE AWARDED THIS BUDGET PERIOD.\$ 500,000			
Other..... \$ 16,481				19. AMOUNT AWARDED THIS ACTION: \$ 500,000			
Direct Costs..... \$ 500,000				20. FEDERAL \$ AWARDED THIS PROJECT PERIOD: \$ 3,000,000			
Indirect Costs..... \$ 0				21. AUTHORIZED TREATMENT OF PROGRAM INCOME:			
At % of \$				ADDITIONAL COSTS			
In Kind Contributions..... \$ 0				22. APPLICANT EIN: 1-746000192-A5		23. PAYEE EIN: 1-746000192-A5	
Total Approved Budget(**).. \$ 500,000				24. OBJECT CLASS: 41.51			



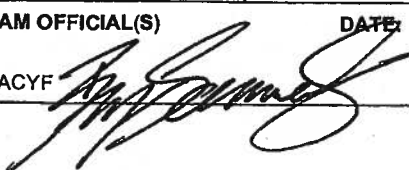
25. FINANCIAL INFORMATION:

DUNS: 030908842

ORGN	DOCUMENT NO.	APPROPRIATION	CAN NO.	NEW AMT.	UNOBLIG.	NONFED %
ACF	90CU003906	75-2-1512	2012 G996440	\$500,000		

26. REMARKS: (Continued on separate sheets)

Paid by DHHS Payment Management System (PMS), see attached for payment information.
 This award is subject to the requirements of the HHS Grants Policy Statement (HHS GPS) that are applicable to you based on your recipient type and the purpose of this award.
 This includes requirements in Parts I and II (available at <http://www.hhs.gov/asfr/ogapa/grantinformation/hhsgps107.pdf>) of the HHS GPS.
 Although consistent with the HHS GPS, any applicable statutory or regulatory requirements, including 45 CFR Part 74 or 92, directly apply to this award apart from any coverage in the HHS GPS.
 This award is subject to requirements or limitations in any applicable Appropriations Act.
 This award is subject to the requirements of Section 106 (g) of the Trafficking Victims Protection Act of 2000, as amended (22 U.S.C. 7104).

27. SIGNATURE - ACF GRANTS OFFICER  Robin Bunch	DATE: 9/15/2012	28. SIGNATURE(S) CERTIFYING FUND AVAILABILITY  Catherine F. Wade
29. SIGNATURE AND TITLE - PROGRAM OFFICIAL(S)  Bryan Samuels, Commissioner, ACYF	DATE: 9/19/12	

1. RECIPIENT

**Department of Health and Human Services
Administration for Children and Families
Notice of Award (NOA)**

SAI NUMBER:

PMS DOCUMENT NUMBER:
90CU003906

1. AWARDING OFFICE: Administration for Children and Families		2. ASSISTANCE TYPE: Discretionary Grant	3. AWARD NO.: 90CU0039/06	4. AMEND. NO.
5. TYPE OF AWARD: OTHER	6. TYPE OF ACTION: Competing Continuation		7. AWARD AUTHORITY: Prom S & S Fam. Sec. 437 (f) title IV-B42 U.S.C. 629(f)(b)	
8. BUDGET PERIOD: 09/30/2012 THRU 09/29/2013		9. PROJECT PERIOD: 09/30/2007 THRU 09/29/2014		10. CAT NO./CFDA: 93.087

11. RECIPIENT ORGANIZATION:

Travis County, Health and Human Services

✓ through Travis County

BY:

Samuel T. Biscoe
Travis County Judge

Date:

26. REMARKS: (Continued from previous page)

For the full text of the award term, go to http://www.acf.hhs.gov/grants/award_term.html.
This award is subject to requirements as set forth in 2 CFR 25.110 Central Contractor Registration (CCR) and DATA Universal Number System (DUNS).
For full text go to http://www.acf.hhs.gov/grants/award_term_ccr_duns.html.
This award is subject to requirements as set forth in 2 CFR 25.110.
For full text go to http://www.acf.hhs.gov/grants/msg_sf425.html.
This grant is subject to the requirements as set forth in 45 CFR Part 87.
Attached are terms and conditions, reporting requirements, and payment instructions.
Initial expenditure of funds by the grantee constitutes acceptance of this award.
(**) Reflects only federal share of approved budget.

\$4,743 budgeted under "Supplies" moved to "Other" category.

GRANT SUMMARY SHEET

Check One:	Application Approval: <input type="checkbox"/>	Permission to Continue: <input type="checkbox"/>
	Contract Approval: <input checked="" type="checkbox"/>	Status Report: <input type="checkbox"/>
Check One:	Original: <input checked="" type="checkbox"/>	Amendment: <input type="checkbox"/>
Check One:	New Grant: <input checked="" type="checkbox"/>	Continuation Grant: <input type="checkbox"/>
Department/Division:	HHS - 1580320001	
Contact Person/Title:	Lisa Sindermann / Financial Analyst Lead	
Phone Number:	854-4594	

Grant Title:	Targeted Low Income Weatherization Program (TLIWP)				
Grant Period:	From:	10/01/12	To:	12/31/12	
Fund Source:	Federal: <input type="checkbox"/>	State: <input type="checkbox"/>	Local: <input checked="" type="checkbox"/>		
Grantor:	Texas Association of Community Action Agencies Inc. (PEC)				
Will County provide grants funds to a subrecipient?			Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>	
Are the grant funds pass-through another agency? If yes list originating agency below			Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>	
Originating Grantor:					

Budget Categories	Grant Funds	County Cost Share	County Contribution	In-Kind	TOTAL
Personnel:	22,713	0	0	0	\$22,713
Operating:	15,142	0	0	0	\$15,142
Capital Equipment:	0	0	0	0	\$0
Indirect Costs:	4,206	0	0	0	\$4,206
Total:	\$42,061	\$0	\$0	\$0	\$42,061
FTEs:	0.00	0.00	0.00	0.00	0.00

Permission to Continue Information					
Funding Source (Account number)	Personnel Cost	Operating Transfer	Estimated Total	Filled FTE	PTC Expiration Date
			\$0		

Department	Review	Staff Initials	Comments
County Auditor	<input checked="" type="checkbox"/>	MG	
County Attorney	<input checked="" type="checkbox"/>	MEG	

Performance Measures	Projected FY 12 Measure	Progress To Date:				Projected FY 13 Measure
		12/31/11	3/31/12	6/30/12	9/30/12	
Applicable Depart. Measures						
Number of referrals required to support Housing programs from emergency assistance centers includes DOE, LIHEAP, and Home Repair	710					710
Measures For Grant						
# of Households receiving TLIWP program assistance	7					7
Outcome Impact Description	Providing weatherization services for clients as prescribed by the grant guidelines will lower the household energy usage, lower household energy costs, and enable the household to become energy self-sufficient.					
Outcome Impact Description						
Outcome Impact Description						

PBO Recommendation:

This grant contract will provide HHS with \$42,061 in local funds to weatherize approximately seven households. There is no grant match required. This project must be completed by the end of the fiscal year. PBO recommends approval.

1. Brief Narrative - Summary of Grant: What is the goal of the program? How does the grant fit into the current activities of the department? Is the grant starting a new program, or is it enhancing an existing program?

The Department has received the 2012 Targeted Low Income Weatherization Program contract from the Texas Association of Community Action Agencies Inc. with the contract award amount of \$42,061 for the program. This is a new program designed to provide weatherization measures to reduce the energy consumption and energy costs of the qualified customers of Pedernales Electric Cooperative within Travis County. This funding allows for costs up to \$6,500 for weatherization services to be provided to the residences. The reimburseable costs will be for labor, materials and program support. Also there is an allowed 10% administration cost that will be reimbursed per completed unit.

Pedernales Electric Cooperative (PEC) is providing the funding for this program to the Texas Association of Community Action Agencies Inc (TACAA), and TACAA is administering the program. The department will follow the guidelines for assistance as set out by the federally funded weatherization programs (DOE and LIHEAP) when approved. The program also allows for incidental repairs to the dwelling units and will reimburse for those repairs that result in electrical energy savings. These expenses will be included in the \$6,500 cost limit per household.

These funds will be utilized to assist low-income PEC customers within Travis County who are at or below 200% of the current federal poverty income guidelines. The funding will be used to enhance and supplement assistance to households to achieve a level of energy efficiency by providing weatherization assistance. The benefit of weatherizing these households will result in reducing their home energy needs and will further their ability to improve and become energy self-sufficient.

2. Departmental Resource Commitment: What are the long term County funding requirements of the grant?

No additional funds are required.

3. County Commitment to the Grant: Is a county match required? If so, how does the department propose to fund the grant match? Please explain.

There is no County match required and no commitment by the Court to fund services if funds are discontinued.

4. Does the grant program have an indirect cost allocation, in accordance with the grant rules? If not, please explain why not.

This grant's funding source, Texas Association of Community Action Agencies Inc., only allows for indirect costs at the rate of 10% of the total allowable expenditures.

5. County Commitment to the Program Upon Discontinuation of Grant by Grantor: Will the program discontinue upon discontinuance of the grant funding? (Yes/No) If No: What is the proposed funding mechanism: (1) Request additional funding (2) Use departmental resources. If (2) is answered, provide details about what internal resources are to be provided and what other programs will be discontinued as a result.

Yes

6. If this is a new program, please provide information why the County should expand into this area.

By providing assistance through this program funding, Travis County can expand the number of residences served with weatherization measures.

7. Please explain how this program will affect your current operations. Please tie the performance measures for this program back to the critical performance measures for your department or office.

Travis County Health and Human Services & Veterans Service Family Support Services division staff will perform the client eligibility interviews for assistance provided by this program and other programs available through the department. The Family Support Services staff will make referrals to the Housing Services division staff of those households deemed eligible for weatherization assistance. The Housing Services' staff performs assessments of these residences and determines the weatherization services and minor home repairs that can be addressed with this and other grant funding applicable and available at the time. The weatherization assistance services are provided at the client's residences by either in-house staff or through purchasing vendor contracted services.



**TRAVIS COUNTY HEALTH and HUMAN SERVICES
and VETERANS SERVICE**

100 North I.H. 35
P. O. Box 1748
Austin, Texas 78767

Sherri E. Fleming
County Executive
(512) 854-4100
Fax (512) 854-4115

Date: October 10, 2012

TO: MEMBERS OF THE COMMISSIONERS COURT

FROM: *Sherri E. Fleming*
Sherri E. Fleming, County Executive
Travis County Health and Human Services and Veterans Service

SUBJECT: Acceptance of 2012 Targeted Low Income Weatherization Program contract from the Texas Association of Community Action Agencies Inc.

Proposed Motion: Consider and take appropriate action to approve the contract for the Targeted Low Income Weatherization Program from Texas Association of Community Action Agencies, Inc. for 2012.

Summary and Staff Recommendation: Staff requests the acceptance of this contract from the Texas Association of Community Action Agencies, Inc. (TACAA). The total grant funding for this contract is in the amount of \$42,061. This is a new grant program being awarded to Travis County. The goal for this program is to assist low-income households to achieve electrical energy savings by applying weatherization measures. These grant funds awarded will be used to provide weatherization services and minor home repair assistance. The distribution of assistance will be to qualified Travis County residents who are customers of Pedernales Electric Cooperative with household income levels at or below 200% of the current Federal Poverty Income Guidelines.

Budgetary and Fiscal Impact: We will be able to use these grant funds for materials, labor, program support, and administration costs. The funds for materials will be budgeted in the GL accounts of building repairs and maintenance and supplies & equipment. Funding for labor will be budgeted in the corresponding salaries and benefit GL accounts. The funding for administration and program support will be

budgeted in the corresponding GL accounts. No matching funds are required for this grant. This contract period is 10/01/12 through 12/31/12.

Issues and Opportunities: Utilizing the existing assistance guidelines of the DOE and LIHEAP Weatherization Assistance programs, these funds will be used to provide weatherization measures to a minimum of 7 qualified Travis County households. The maximum assistance level of expenditures is limited to \$6,500 per household. These funds may be used in conjunction with the two other weatherization programs available to fully address the weatherization needs of a qualified household.

cc: Leslie Browder, County Executive, Planning and Budget Office
Diana Ramirez, Budget Analyst Sr., Planning and Budget Office
Nicki Riley, CPA, Travis County Auditor
Jose Palacios, Chief Assistant County Auditor
Michelle Gable, Auditor Analyst II, Travis County Auditor
Mary Etta Gerhardt, Assistant County Attorney
Cyd Grimes C.P.M., CPPO, Travis County Purchasing Agent
Deborah Britton, Division Director, Community Services
Lance Pearson, Housing Manager, Housing Services

**Contract for Services
Between
TEXAS ASSOCIATION OF COMMUNITY ACTION AGENCIES, INC.
And**

**Travis County, through
TRAVIS COUNTY HEALTH AND HUMAN SERVICES AND VETERAN SERVICES, HOUSING DEPARTMENT**

Contract No. 3446-12-006

Section 1. Parties to Contract

This contract (hereinafter "Contract") is made by and between the Texas Association of Community Action Agencies, Inc. (hereinafter "Agency") and Travis County, through Travis County Health and Human Services and Veteran Services, Housing Department (hereinafter the "Contractor"). Agency and Contractor together hereinafter referred to as "Parties."

Section 2. Contract Period

The Contract shall commence on July 1, 2012, and, unless earlier terminated, shall end on December 31, 2012. The Contract may be extended contingent upon availability of funds from Pedernales Electric Cooperative (PEC), satisfactory performance by the Contractor, and mutual agreement between the Parties.

Section 3. Purpose

The Targeted Low Income Weatherization Program (the "Program") is designed to employ weatherization measures to cost-effectively reduce the energy consumption and energy costs of PEC's low income customers using the existing service delivery systems of the federally funded Weatherization Assistance Programs (WAPs). Appropriate weatherization measures and basic on-site energy education will be provided to eligible residential energy consumers. PEC's funding, administered by Agency, for weatherization measures will enhance and supplement the federally funded WAP for low income PEC customers in the PEC service territory, expanding the number of eligible customers served and weatherization measures installed.

Section 4. Scope of Work

Contractor shall provide weatherization services similar to the federally funded WAPs, unless otherwise instructed by Agency, to eligible PEC customers (hereinafter "Participants") residing in Travis County, in the PEC service territory.

Section 5. Program Requirements and Responsibilities of Contractor

5.1 Contractor shall:

5.1.1 Determine client eligibility, including:

- Customer of PEC at the time of application;

- Household income at or below 200 percent of the federal poverty guidelines; and
 - Dwelling unit has refrigerated electric air conditioning.
- 5.1.2 Operate under the standards established and allowed by the U.S. Department of Energy-approved National Energy Audit Tool or Mobile Home Energy Audit (Audit).
- 5.1.3 Conduct a "pre-blower door test," a "post blower door test," and the completion of all weatherization measures, including incidental repairs, which attain a Savings to Investment Ratio (SIR) of 1.0 or greater using the Audit and which are feasible and reasonable in light of conditions at the dwelling unit and for which funding is available.
- 5.1.4 Provide the Participant, or a designated representative, energy education, which may include how to read an electric meter, understanding an electric bill, understanding the impact of energy savings, and/or providing other general energy management information. Energy education will be determined to have been successfully delivered when the Participant signs a document stating the Participant has received and understands the energy education.
- 5.1.5 Encourage Participants to use products provided through the Program in accordance with manufacturers' instructions.
- 5.1.6 Encourage Participants to follow energy efficiency suggestions provided through the on-site energy education.
- 5.1.7 Complete and maintain all program reports and forms as required by WAPs, both programmatic and financial, such as landlord/tenant ownership agreement forms, and forms to ensure proper accounting of all weatherization measures installed.
- 5.1.8 Report to Agency per Section 9 of this Contract.
- 5.1.9 Meet federal and state insurance regulations.
- 5.2 Program funds may be used for incidental repairs made to a Dwelling Unit in conjunction with allowed Weatherization Measures. Agency will only reimburse Contractor for expenditures required to achieve electrical energy savings. Contractor will not be reimbursed for projects that do not result in electrical energy savings. All weatherization measures, including incidental repairs, installed in the home regardless of the source of funding must produce a SIR of 1.0 or greater.
- 5.3 At minimum, Contractor will weatherize seven (7) dwelling units as specified in Section 4 of this Contract.

Section 6. Program Requirements and Responsibilities of Agency

- 6.1 Agency shall provide Contractor up to \$42,061.00 to provide cost effective weatherization measures to PEC's eligible customers, contingent upon availability of funds from PEC. If sufficient funds are not available, Agency shall notify Contractor in writing within a reasonable time after such fact is determined. Agency shall then terminate this Contract.
- 6.2 Agency shall:
- 6.2.1 Conduct quality control inspections;
 - 6.2.2 Conduct financial and programmatic monitoring; and

6.2.3 Report to PEC.

Section 7. Quality Control

- 7.1 Inspections may be done by Agency and/or PEC at any time, but for Agency to withhold or reduce payments for completed weatherization measures at a dwelling unit, the inspection must be completed within 60 days from the date Agency receives a complete monthly report with all supporting documentation for the dwelling unit.
- 7.2 If quality control checks reveal undelivered services (i.e., services for which the Participant is eligible that are feasible and reasonable in light of conditions at the dwelling unit and that meet SIR requirements and for which funding is available), Contractor shall return and provide such services.
- 7.3 If it is determined in the quality control inspections conducted by Agency or PEC that an authorized measure installed at a reported dwelling unit is incapable of performing its intended function and/or it will not provide that function for the length of time prescribed to the savings, then the requested payment for that measure (including the associated administrative fee) will be subtracted from current or future payments. Contractor will have 60 days from the date it is notified by Agency of the deficiency to bring the deficient measure(s) into compliance and resubmit the measures associated with the dwelling unit for consideration.
- 7.4 If Contractor fails to bring the deficient measures into compliance within the 60 day period and the SIR of the dwelling unit falls below 1.0, then the remaining payment for the dwelling unit (including the associated administrative fee) will be subtracted from a current or future payment by that amount.

Section 8. Compensation

- 8.1 Each month, Contractor will report funds expended in order to receive payment from Agency. Advances will be paid separately from reimbursements. The advance will be sent to the agency upon receipt of the invoice / report for the month the performance occurs.
- 8.2 Contractor will be entitled to compensation for materials, labor and program support used by the federally funded WAP Service Provider to install weatherization measures for up to \$6,500 per weatherized Dwelling Unit. Agency may reimburse Contractor for program support costs of no more than 15 percent of total performance during the project period and up to 10 percent of the monthly invoice amount for administration. The amount paid to Contractor for administration shall not be included in the calculation of the \$6,500 per Dwelling Unit cap or the calculation of the Whole House SIR. Contractor's program support costs shall be included in the calculation of the \$6,500 per Dwelling Unit cap, but shall not be included in calculating the Whole House SIR.
- 8.3 If it is determined that a reported dwelling unit is ineligible for participation and there are no options available to make it eligible, then that dwelling unit will be excluded from payment.
- 8.4 All funds must be encumbered during the Contract period in accordance with this Contract.

Section 9. Reporting

- 9.1 Beginning September 15, 2012, and through the end of the Contract, Contractor will ensure monthly reports are received by the Agency by the fifteenth (15th) day of each subsequent month. Agency will provide reporting form to Contractor. Report will include:
- 9.1.1 Total amounts expended by category (materials, labor, program support, and administrative costs);
 - 9.1.2 Number of dwelling units weatherized;
 - 9.1.3 Demographic information for each weatherized dwelling unit as outlined in the report form; and
 - 9.1.4 A copy of the Audit and Building Weatherization Report for each weatherized dwelling unit.
- 9.2 Contractor agrees that it will keep accurate records of its expenditure of funds, program performance documentation, and Participant files under this Contract. Files must include a customer release form which allows release of information to Agency and PEC.
- 9.3 All records required for a program monitoring and inspection shall be made available at the offices of the Contractor, at all reasonable times, for inspection, audit, or reproduction, until three (3) years after the date of final payment for any work.
- 9.4 Failure to fulfill reporting requirements may result in withholding of payments.
- 9.5 Reports must be delivered to:
- Texas Association of Community Action Agencies, Inc.
2512 I.H. 35 South, Suite 100
Austin, TX 78704-5772

Section 10. Termination of Contract

- 10.1 Either party upon thirty (30) days written notice may terminate the Contract. Upon receiving notice of termination, Contractor will place no further orders, or enter into further subcontracts for services, materials, or equipment related to the work where possible. In addition, Contractor will delay or terminate all existing orders and subcontracts insofar as those orders and subcontracts relate to the performance of the work terminated. However, to the extent possible, Agency will allow continued delivery of eligible services to those customers promised services prior to receipt of notice of termination. In the event of termination, Contractor will identify any such customers and notify Agency to negotiate delivery of services to them.
- 10.2 Agency may terminate the Contract without notice if the Contractor's Community Services Block Grant, Comprehensive Energy Assistance Program and/or Weatherization Assistance Program funds are suspended by the authorizing state agency.

Section 11. Recapture of Funds

- 11.1 As a benchmark for measuring performance goals, as of October 31, 2012, if the amount spent or encumbered is less than 30 percent of the Contract total, Agency may, after

review with Contractor, reduce the funding of the remaining allocation by up to 30 percent of the total annual budget.

Section 12. Miscellaneous Provisions

- 12.1 Independent Contractor.** Contractor is not an employee of the Agency. Contractor is an independent contractor. To the fullest extent permitted by law, Contractor will indemnify, defend and hold Agency harmless from any loss, claim, liability, or damage, including but not limited to those relating to bodily injury (including death) and property damage resulting from or related to the work. Notwithstanding these provisions, the Contractor does not waive constitutional or statutory protections afforded to state and local agencies against lawsuit claims. Contractor agrees to comply with all applicable state, federal and local laws.
- 12.2 Contract Renewal and Modification.** Should questions or disputes develop with respect to matters related to Contract terms, or with respect to Contractor activities, the Parties shall meet promptly to resolve such issues. Should informal resolution not be possible, the Parties stipulate to the selection of a resolution committee to assist in resolving any issues that cannot be readily resolved through informal means. Should judicial resolution of a disputed matter become necessary, the Parties agree that the forum shall be the courts of Travis County, Texas.
- 12.3 Severability.** In the event any provision of the Contract is held to be void, unlawful, or otherwise unenforceable, that provision will be severed from the remainder of the Contract. The Contract, as so modified, will continue to be in full force and effect.
- 12.4 Publicity.** Information relating to this Contract may be released for publication and/or advertising only with the prior written approval of Agency. Contractor is expressly prohibited from using PEC's name in any publication, advertising, or promotion without Agency's written approval.
- 12.5 Binding On Successors.** This Contract will inure to the benefit of and be binding upon the undersigned Parties and entities, and their respective legal representatives, successors and assigns.

Section 13. Entire Contract

This Contract constitutes the entire understanding of the Parties. Any change in the terms of this Contract shall be made by an amendment in writing and signed by both Parties to this Contract.



Stella Rodriguez, Executive Director for Agency
Texas Association of Community Action Agencies, Inc.

8-28-2012

Date

By: _____
Samuel T. Biscoe, Travis County Judge

Date

ITEM 14



Travis County Commissioners Court Agenda Request

Meeting Date: 11/6/12

Prepared By/Phone Number: Cynthia Lam-Roldan, 854-4822 *JB*

Elected/Appointed Official/Dept. Head: Leslie Browder, 854-9106

Commissioners Court Sponsor: Judge Samuel T. Biscoe

AGENDA LANGUAGE:

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 Medical Examiner's Office for a variance to Travis County Code § 10.03009, Voluntary Job Change.
- C. Non-routine requests from Sheriff's Office for a variance to Travis County Code § 10.03002, General Overview for Determining Pay Policy.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Attached are Personnel Amendments for Commissioners Court approval.

A. Routine Personnel Actions – Pages 2 – 13.

B. Non-Routine Personnel Action – Pages 14 - 18.

Medical Examiner requests approval for a voluntary job change which is above midpoint with a pay increase – Travis County Code § 10.03009, from Forensic Med Exam Investgr II, PG 20 to Forensic Autopsy Tech Chief, PG 19. HRMD has reviewed supporting documentation and concurs with the request. PBO has confirmed sufficient funds.

C. Non-Routine Personnel Action – Pages 14, 19 - 22.

Sheriff's Office requests approval for two salary adjustments that exceed 10% above midpoint – Travis County Code § 10.03002, slots 5 and 13, Captain Law Enforcement, PG 28. HRMD has reviewed supporting documentation and recommends approval; PBO has confirmed sufficient funds.

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

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

STAFF RECOMMENDATIONS:

N/A

ISSUES AND OPPORTUNITIES:

N/A

FISCAL IMPACT AND SOURCE OF FUNDING:

None.

REQUIRED AUTHORIZATIONS:

Todd Osburn, Human Resources Management Department, 854-2744
Diane Poirot, Human Resources Management Department, 854-9170
Leslie Browder, Planning and Budget Office, 854-9106



HRMD

Human Resources Management Department

700 Lavaca Street, 4th Floor

• P.O. Box 1748

• Austin, Texas 78767

• (512) 854-9165 / FAX (512) 854-9757

November 6, 2012

ITEM # :

DATE: October 26, 2012

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: Leslie Browder, County Executive, Planning and Budget

FROM: Diane Poirot, Director, HRMD

SUBJECT: Weekly Personnel Amendments

Attached are Personnel Amendments for Commissioners Court approval.

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

LB/DP/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
Civil Courts	125	Attorney III	25 / Minimum / \$68,095.87	25 / Minimum / \$68,095.87
Civil Courts	136	Attorney III	25 / Minimum / \$68,095.87	25 / Minimum / \$68,095.87
County Atty	54	Law Clerk I Part-time	15 / Minimum / \$17,304.25	15 / Minimum / \$17,304.25
County Atty	100	Law Clerk I Part-time	15 / Minimum / \$17,304.25	15 / Minimum / \$17,304.25
County Atty	176	Law Clerk I Part-time	15 / Minimum / \$17,304.25	15 / Minimum / \$17,304.25
District Atty	145	Legal Secretary	15 / Level 4 / \$38,750.40	15 / Level 4 / \$38,750.40
District Atty	273	Legal Secretary	15 / Level 4 / \$38,750.40	15 / Level 4 / \$38,750.40
Sheriff	957	Cadet**	80 / Step 1 / \$38,919.50	80 / Step 1 / \$38,919.50
Sheriff	1622	Security Coord	13 / Minimum / \$30,238.83	13 / Minimum / \$30,238.83
Sheriff	1771	Security Coord	13 / Level 4 / \$33,883.20	13 / Level 4 / \$33,883.20
* Temporary to Regular			** Actual vs Authorized	

TEMPORARY APPOINTMENTS					
Dept.	Slot	Position Title	Dept. Requests Grade/Salary	HRMD Recommends Grade/Salary	**Temporary Status Type Code
County Clerk	20052	Elec Clk Operations Clk II	10 / \$12.00	10 / \$12.00	02
County Clerk	20056	Elec Clk Operations Clk II	10 / \$12.00	10 / \$12.00	02
County Clerk	20057	Elec Clk Operations Clk II	10 / \$12.00	10 / \$12.00	02
County Clerk	20105	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20153	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20194	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20206	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
**Temporary Status Type Codes: (Temporary less than 6 mos. = 02) (Project Worker more than 6 mos. = 05, includes Retirement Benefits).					

TEMPORARY APPOINTMENTS					
Dept.	Slot	Position Title	Dept. Requests Grade/Salary	HRMD Recommends Grade/Salary	**Temporary Status Type Code
County Clerk	20306	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20323	Elec Clk Operations Clk II	10 / \$12.00	10 / \$12.00	02
County Clerk	20328	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20329	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20336	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20339	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20340	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20341	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20342	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20345	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20346	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20349	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20356	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20362	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20363	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20376	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20379	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20386	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20387	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20393	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
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TEMPORARY APPOINTMENTS					
Dept.	Slot	Position Title	Dept. Requests Grade/Salary	HRMD Recommends Grade/Salary	**Temporary Status Type Code
County Clerk	20396	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20399	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20401	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20404	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20406	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20408	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20410	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20414	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20416	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20417	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20418	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20420	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20425	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20430	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20438	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20439	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20443	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20445	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20448	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20449	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
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TEMPORARY APPOINTMENTS					
Dept.	Slot	Position Title	Dept. Requests Grade/Salary	HRMD Recommends Grade/Salary	**Temporary Status Type Code
County Clerk	20460	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20467	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20468	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20469	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20479	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20483	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20486	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20489	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20498	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20502	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20503	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20505	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20506	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20507	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20509	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20511	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20512	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20513	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20514	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
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TEMPORARY APPOINTMENTS					
Dept.	Slot	Position Title	Dept. Requests Grade/Salary	HRMD Recommends Grade/Salary	**Temporary Status Type Code
County Clerk	20519	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20521	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20522	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20523	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20526	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20527	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20528	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20532	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20533	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20534	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20541	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20542	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20550	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20551	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20554	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20556	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20557	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20558	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20562	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
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TEMPORARY APPOINTMENTS					
Dept.	Slot	Position Title	Dept. Requests Grade/Salary	HRMD Recommends Grade/Salary	**Temporary Status Type Code
County Clerk	20564	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20566	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20569	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20570	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20594	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20595	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20597	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20598	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20604	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20605	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20608	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20609	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20611	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20617	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20619	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20622	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20623	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20624	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20626	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
**Temporary Status Type Codes: (Temporary less than 6 mos. = 02) (Project Worker more than 6 mos. = 05, includes Retirement Benefits).					

TEMPORARY APPOINTMENTS					
Dept.	Slot	Position Title	Dept. Requests Grade/Salary	HRMD Recommends Grade/Salary	**Temporary Status Type Code
County Clerk	20627	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20630	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20632	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20636	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20637	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20639	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20644	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20645	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20646	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20649	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20650	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20652	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20654	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20664	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	20655	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	23023	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	23027	Elec Clk Erly Vting Deputy	10 / \$12.00	10 / \$12.00	02
County Clerk	23033	Elec Clk Erly Vting Deputy	10 / \$12.00	10 / \$12.00	02
County Clerk	23035	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
**Temporary Status Type Codes: (Temporary less than 6 mos. = 02) (Project Worker more than 6 mos. = 05, includes Retirement Benefits).					

TEMPORARY APPOINTMENTS					
Dept.	Slot	Position Title	Dept. Requests Grade/Salary	HRMD Recommends Grade/Salary	**Temporary Status Type Code
County Clerk	23037	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	23040	Elec Clk Erly Vting Clk	7 / \$10.00	7 / \$10.00	02
County Clerk	23051	Elec Clk Erly Vting Deputy	10 / \$12.00	10 / \$12.00	02
County Clerk	23055	Elec Clk Erly Vting Deputy	10 / \$12.00	10 / \$12.00	02
County Clerk	23056	Elec Clk Operations Clk III	12 / \$14.00	12 / \$14.00	02
County Clerk	23230	Elec Clk Operations Clk IV	14 / \$16.00	14 / \$16.00	02
Fac Mgmt	50051	Building Security Guard	9 / \$11.09	9 / \$11.09	05
Fac Mgmt	50067	Building Security Guard	9 / \$11.09	9 / \$11.09	05
Fac Mgmt	50085	Building Security Guard	9 / \$11.09	9 / \$11.09	05
HHS	20064	Office Spec	12 / \$13.59	12 / \$13.59	02
HHS	20075	Case Worker	16 / \$18.13	16 / \$18.13	02
HHS	20089	Office Spec	12 / \$13.59	12 / \$13.59	02
HHS	20090	Case Worker	16 / \$18.13	16 / \$18.13	02
HHS	20091	Case Worker	16 / \$18.13	16 / \$18.13	02
TCCES	50046	Counselor	16 / \$17.80	16 / \$17.80	05
TCCES	50065	Office Spec	12 / \$13.59	12 / \$13.59	05
TCCES	50066	Office Spec	12 / \$13.59	12 / \$13.59	05
**Temporary Status Type Codes: (Temporary less than 6 mos. = 02) (Project Worker more than 6 mos. = 05, includes Retirement Benefits).					

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TEMPORARY PROMOTIONS / SALARY ADJUSTMENTS / LATERAL TRANSFERS / VOLUNTARY REASSIGNMENTS / TEMPORARY ASSIGNMENTS				
Dept. (From)	Slot – Position Title – Salary	Dept. (To)	Slot – Position Title – Salary	Comments
Fac Mgmt	Slot 50010 / Building Security Guard / Grd 9 / \$11.09	Fac Mgmt	Slot 50009 / Building Security Guard / Grd 9 / \$11.09	Lateral transfer.
HHS	Slot 20028 / Social Worker / Grd 18 / \$20.38	HHS	Slot 20092 / Case Worker / Grd 16 / \$18.13	Voluntary job change.
HHS	Slot 50264 / Office Spec / Grd 12 / \$14.00	HHS	Slot 50088 / Planner / Grd 19 / \$21.80	Promotion temporary second job.

CAREER LADDERS – POPS						
Dept.	Slot	Current Position Title/Grade	New Position Title/Grade	Current Annual Salary	Proposed Annual Salary	Comments Current HRMD Practice
Sheriff	503	Cadet* / Grd 80	Corrections Ofcr* / Grd 81	\$38,919.50	\$44,368.27	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	887	Cadet* / Grd 80	Corrections Ofcr* / Grd 81	\$38,919.50	\$44,368.27	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	1050	Cadet* / Grd 80	Corrections Ofcr* / Grd 81	\$38,919.50	\$44,368.27	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	1737	Cadet* / Grd 80	Corrections Ofcr* / Grd 81	\$38,919.50	\$44,368.27	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	1857	Cadet* / Grd 80	Corrections Ofcr / Grd 81	\$38,919.50	\$44,368.27	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	1858	Cadet* / Grd 80	Corrections Ofcr / Grd 81	\$38,919.50	\$44,368.27	Career Ladder. Peace Officer Pay Scale (POPS).
* Actual vs Authorized						

CAREER LADDERS – NON-POPS						
Dept.	Slot	Current Position Title/Grade	New Position Title/Grade	Current Annual Salary	Proposed Annual Salary	Comments Current HRMD Practice
County Atty	86	Attorney III* / Grd 25	Attorney IV / Grd 27	\$68,095.87	\$77,956.53	Career Ladder. Pay is at minimum of pay grade.
* Actual vs Authorized						

PROMOTIONS / SALARY ADJUSTMENTS / LATERAL TRANSFERS / VOLUNTARY REASSIGNMENTS / TEMPORARY ASSIGNMENTS				
Dept. (From)	Slot – Position Title – Grade – Salary	Dept. (To)	Slot – Position Title – Grade – Salary	Comments
Criminal Justice Planning	Slot 54 / Paralegal* / Grd 18 / \$42,382.08	Criminal Justice Planning	Slot 54 / Paralegal* / Grd 18 / \$46,196.38	Salary adjustment. Pay is between min and midpoint of pay grade.
ITS	Slot 50 / Administrative Asst I / Grd 13 / \$36,008.75	ITS	Slot 41 / Customer Support Tech / Grd 17 / \$39,615.06	Promotion. Pay is at minimum of pay grade.
Medical Examiner	Slot 20 / Deputy Medical Examiner I* / Grd 98 / \$180,346.82	Medical Examiner	Slot 20 / Deputy Medical Examiner II / Grd 98 / \$180,346.82	Promotion. Pay is between min and midpoint of pay grade, retains current pay.
Medical Examiner	Slot 37 / Records Analyst Asst / Grd 13 / Part-time \$15,119.42	Medical Examiner	Slot 37 / Records Analyst Asst / Grd 13 / Full-time \$30,238.84	Status change from part-time to full-time (20 hrs to 40 hrs).
Records Mang & Comm Resrc	Slot 4 / Records Analyst Assoc* / Grd 15 / \$42,678.31	Records Mang & Comm Resrc	Slot 4 / Records Analyst / Grd 17 / \$42,678.31	Promotion. Pay is between min and midpoint of pay grade, retains current pay.
Records Mang & Comm Resrc	Slot 36 / Office Asst / Grd 10 / \$28,506.19	Records Mang & Comm Resrc	Slot 57 / Administrative Assoc / Grd 16 / \$37,024.00	Promotion. Pay is at minimum of pay grade.
Records Mang & Comm Resrc	Slot 48 / Attorney III / Grd 25 / Part-time \$37,181.04	Records Mang & Comm Resrc	Slot 48 / Attorney III / Grd 25 / Part-time \$55,771.56	Part-time hours increase. From 20 to 30 hours. Same pay grade. Retains current rate of pay.
Sheriff	Slot 2 / Major / Grd 30 / \$118,870.19	Sheriff	Slot 2 / Major / Grd 30 / \$120,878.00	Salary adjustment. Pay is between min and midpoint of pay grade.
Sheriff	Slot 3 / Major / Grd 30 / \$121,508.17	Sheriff	Slot 3 / Major / Grd 30 / \$122,514.00	Salary adjustment. Pay is between min and midpoint of pay grade.
Sheriff	Slot 4 / Captain Law Enforcement / Grd 28 / \$110,752.50	Sheriff	Slot 4 / Captain Law Enforcement / Grd 28 / \$118,866.00	Salary adjustment. Pay is between midpoint and max of pay grade.
Sheriff	Slot 6 / Captain Corrections / Grd 28 / \$107,488.14	Sheriff	Slot 6 / Captain Corrections / Grd 28 / \$116,854.00	Salary adjustment. Pay is between midpoint and max of pay grade.
* Actual vs Authorized				

PROMOTIONS / SALARY ADJUSTMENTS / LATERAL TRANSFERS / VOLUNTARY REASSIGNMENTS / TEMPORARY ASSIGNMENTS				
Dept. (From)	Slot – Position Title – Grade – Salary	Dept. (To)	Slot – Position Title – Grade – Salary	Comments
Sheriff	Slot 7 / Captain Corrections / Grd 28 / \$107,488.14	Sheriff	Slot 7 / Captain Corrections / Grd 28 / \$116,854.00	Salary adjustment. Pay is between midpoint and max of pay grade.
Sheriff	Slot 25 / Captain Law Enforcement / Grd 28 / \$107,488.02	Sheriff	Slot 25 / Captain Law Enforcement / Grd 28 / \$116,854.00	Salary adjustment. Pay is between midpoint and max of pay grade.
Sheriff	Slot 36 / Major / Grd 30 / \$118,870.19	Sheriff	Slot 36 / Major / Grd 30 / \$120,878.00	Salary adjustment. Pay is between min and midpoint of pay grade.
Sheriff	Slot 139 / Accountant Assoc / Grd 14 / \$43,734.50	Sheriff	Slot 1594 / Accountant / Grd 17 / \$49,518.98	Promotion. Pay is at midpoint of pay grade.
Sheriff	Slot 653 / Corrections Ofcr Sr / Grd 83 / \$48,226.26	Sheriff	Slot 1675 / Corrections Ofcr Sr / Grd 83 / \$48,226.26	POPS lateral transfer. Employee transferred to different slot, same position, same department, same pay grade, retains current pay.
Sheriff	Slot 786 / Human Resources Asst II / Grd 14 / \$39,623.17	Sheriff	Slot 1638 / Human Resources Asst Sr / Grd 16 / \$46,280.00	Promotion. Pay is at midpoint of pay grade.
Sheriff	Slot 999 / Chief Deputy Sheriff / Grd 32 / \$127,333.05	Sheriff	Slot 999 / Chief Deputy Sheriff / Grd 32 / \$128,339.00	Salary adjustment. Pay is between min and midpoint of pay grade.
Sheriff	Slot 1287 / Captain Corrections / Grd 28 / \$109,664.98	Sheriff	Slot 1287 / Captain Corrections / Grd 28 / \$117,860.00	Salary adjustment. Pay is between midpoint and max of pay grade.
Sheriff	Slot 1675 / Corrections Ofcr Sr / Grd 83 / \$51,855.02	Sheriff	Slot 653 / Corrections Ofcr Sr / Grd 83 / \$51,855.02	POPS lateral transfer. Employee transferred to different slot, same position, same department, same pay grade, retains current pay.
Sheriff	Slot 1807 / Captain Corrections / Grd 28 / \$109,664.98	Sheriff	Slot 1807 / Captain Corrections / Grd 28 / \$117,860.00	Salary adjustment. Pay is between midpoint and max of pay grade.
* Actual vs Authorized				

PROMOTIONS / SALARY ADJUSTMENTS / LATERAL TRANSFERS / VOLUNTARY REASSIGNMENTS / TEMPORARY ASSIGNMENTS				
Dept. (From)	Slot – Position Title – Grade – Salary	Dept. (To)	Slot – Position Title – Grade – Salary	Comments
TNR	Slot 3 / TNR Asst Dir / Grd 31 / \$121,313.92	TNR	Slot 3 / TNR Asst Dir / Grd 31 / \$127,379.62	Salary adjustment. Pay is between min and midpoint of pay grade.
TNR	Slot 286 / Engineering Svcs Div Dir* / Grd 29 / \$93,322.93	TNR	Slot 286 / Dev Svcs Lng Rng Plan Div Dir / Grd 29 / \$97,989.09	Lateral transfer. Employee transferred to same slot, different position, same department, same pay grade. Pay is between min and midpoint of pay grade.
* Actual vs Authorized				

THIS SECTION INTENTIONALLY LEFT BLANK.

SECTION B. NON-ROUTINE PERSONNEL ACTIONS**NON-ROUTINE – Voluntary Job Change and Salary Adjustments**

Dept. (From)	Slot – Position Title – Grade – Salary	Dept. (To)	Slot – Position Title – Grade – Salary	Comments
Medical Examiner	Slot 27 / Forensic Med Exam Investgr II / Grd 20 / \$62,472.59	Medical Examiner	Slot 31 / Forensic Autopsy Tech Chief / Grd 19 / \$62,918.26	Voluntary job change. Pay is between midpoint and max of pay grade. Travis County Code § 10.03009.
Sheriff	Slot 5 / Captain Law Enforcement / Grd 28 / \$111,913.30	Sheriff	Slot 5 / Captain Law Enforcement / Grd 28 / \$119,872.00	Salary adjustment. Pay is greater than 10% above midpoint, Travis County Code § 10.03002.
Sheriff	Slot 13 / Captain Law Enforcement / Grd 28 / \$111,913.30	Sheriff	Slot 13 / Captain Law Enforcement / Grd 28 / \$119,872.00	Salary adjustment. Pay is greater than 10% above midpoint, Travis County Code § 10.03002.

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



Human Resources Management Department

700 Lavaca Street, 4th Floor • P.O. Box 1748 • Austin, Texas 78767 • (512) 854-9165 / FAX(512) 854-4203

MEMORANDUM

DATE: October 26, 2012

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: Leslie Browder, County Executive, Planning & Budget

FROM: Diane Poirot, Director of Human Resources

SUBJECT: ME Non-Routine Salary Action, Slot 31

HRMD requests Commissioners Court to discuss and consider the following action.

Medical Examiner's Office Request:

The Medical Examiner's (ME) Office requests approval to increase the current salary of one Chief Forensic Autopsy Tech by \$445.67 associated with a voluntary job change from Forensic Medical Examiner Investigator II. The salary adjustment would apply to the following slot:

From:

<u>Slot #</u>	<u>Title</u>	<u>PG</u>	<u>Current Salary</u>
27	For. Med. Exam Invest. II	20	\$62,472.59

To:

<u>Slot #</u>	<u>Title</u>	<u>PG</u>	<u>Proposed Salary</u>
31	Chief For. Autopsy Tech	19	\$62,918.26

Policy

Travis County Code §10.03009(b)(2) states that for employees undergoing a voluntary job change and not returning to a former position, the salary adjustment must be from minimum to midpoint.

Issue

By definition, a voluntary job change involves an employee taking a job in a lower pay grade than his/her current grade. Occasionally, such a change may involve taking a job in a lower pay grade but which the department recognizes as a promotion. Such is the case here. The department has requested a small increase for this employee to take on additional supervisory responsibilities and the salary recommended is more than 10% above midpoint.

Recommendation

HRMD recommends approval of the proposed salary increase. ME's request facilitates continuity of operations by placing a qualified employee in a key operational area of the office. The employee is already slightly above the midpoint + 10% line in Pay Grade 19. The Planning and Budget Office (PBO) has confirmed funding. The action would be effective November 6, 2012.



TRAVIS COUNTY OFFICE OF THE MEDICAL EXAMINER

1213 Sabine Street PO Box 1748 Austin, TX 78767-5

Tel: (512) 854-9599 Fax: (512) 854-9044

www.co.travis.tx.us/medical_examiner

DAVID DOLINAK, M.
Diplomate of American Board of Pathology
CHIEF MEDICAL EXAMINER

SATISH CHUNDRU, D
Diplomate of American Board of Pathology
DEPUTY CHIEF MEDICAL EXAMINER

KENDALL CROWNS, M
Diplomate of American Board of Pathology
DEPUTY MEDICAL EXAMINER

LEISHA WOOD, M
Diplomate of American Board of Pathology
DEPUTY MEDICAL EXAMINER

VICKIE WILLOUGHBY, D
Diplomate of American Board of Pathology
DEPUTY MEDICAL EXAMINER

MEMO TO: Diane Poirot
Todd Osburn
HRMD

VIA: Danny Hobby
Executive Manager
Emergency Services

FROM: David Dolinak, M.D.
Chief Medical Examiner

(Dolink)
10/25/12

IN RE: Non-Routine Personnel Request
Appointment of a Forensic Autopsy Technician Chief

DATE: October 25, 2012

On September 4, 2012, the Forensic Autopsy Technician Chief for the Travis County Medical Examiner's Office (TCMEO) resigned his position. The department then began a national search for his replacement. Of the many that applied for the position, eight candidates (including current TCMEO employees) were interviewed during the search process.

During the week beginning October 22, 2012, the search committee (comprised of the Chief Medical Examiner, the Deputy Chief Medical Examiner, the Chief Forensic Investigator and the Chief Administrative Officer) arrived at a consensus choice. The candidate chosen is currently employed as a Forensic Medical Examiner Investigator II at the TCMEO. The candidate has worked as a Forensic Autopsy Technician for the TCMEO in the past and has successively worked as a Forensic Medical Examiner Investigator I and II. As a Forensic Medical Examiner Investigator II, the candidate has supervisory responsibilities. Moreover, the candidate spent approximately two decades as a Medical Service Specialist in the United States Air Force. During sixteen years of his military service, he directly supervised subordinates. It is expected that he will make an excellent Forensic Autopsy Technician Chief.

This is something of an unusual request in that the candidate is willing to go from the Pay Grade 20 salary class to the Pay Grade 19 salary class. This action should not be viewed as a demotion but as a lateral transfer. The

candidate, if approved by the Commissioners Court, would also become an exempt employee and not eligible for overtime.

The stated motivation of the candidate in seeking the Forensic Autopsy Technician Chief job is that he would like more supervisory authority and a wider scope of duties within the agency. Although the Forensic Autopsy Technician Chief is a Pay Grade 19 position, it is a demanding position critical to the mission of the department.

In addition to the many important supervisory functions of the Forensic Autopsy Technician Chief, the person in that position will be a key player in the review and further development of a mass fatality plan. In the event of an unexpectedly large number of deaths, the Forensic Autopsy Technician Chief would play a critical role in our response to the event.

The former Forensic Autopsy Technician Chief earned \$61,686.04 annually. The department would like to pay the current candidate \$62,918.26 annually, which would be 11% above the mid-point of the Pay Grade 19 salary range and would represent a \$445.67 increase in his current annual salary of \$62,472.59. The department fully understands that any appointment 10% or more above the mid-point of the salary pay grade requires Commissioners Court approval, but feels that it is justified under these circumstances.

The voluntary movement of the candidate down the Pay Grade salary scale and the upward salary adjustment for the candidate were discussed with Todd Osburn, who said that HRMD would not object under the special circumstances of the case.

The department is pleased that the candidate wants to take on the challenges that go with the job, and requests that the appointment be made at the suggested salary.



Human Resources Management Department

700 Lavaca Street, 4th Floor

• P.O. Box 1748

• Austin, Texas 78767

• (512) 854-9165 / FAX(512) 854-4203

MEMORANDUM

DATE: October 26, 2012

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: Leslie Browder, County Executive, Planning and Budget

FROM: Diane Blankenship, Director of Human Resources

SUBJECT: Sheriff Non-Routine Salary Actions, Slots 5, 13

HRMD requests Commissioners Court to discuss and consider the following action.

Travis County Sheriff's Office Request:

The Travis County Sheriff's Office (TCSO) requests approval to increase the salary of two Law Enforcement Captains (PG 28) from \$111,913.30 to \$119,872.00. The total dollar increase for each slot is \$7,958.70 and represents a 7.11% increase. The proposed actions would apply to the following slots:

<u>Slot #</u>	<u>Title</u>	<u>Current Salary</u>	<u>Proposed Salary</u>
5	Captain, Law Enforcement	\$111,913.30	\$119,872.00
13	Captain, Law Enforcement	\$111,913.30	\$119,872.00

Policy

Travis County Code §10.03002(b) states that existing may be employees moved along a pay range with permanent salary savings at the manager's discretion. Movement greater than 10% above midpoint requires Commissioners Court approval.

Issue

The actions are non-routine by policy since the proposed increases would place both employees beyond midpoint + 10% of Pay Grade 28.

Recommendation

HRMD recommends approval of TCSO's proposed salary actions. The proposed increases are necessary to restore the internal equity alignment of the Command Staff after the significant increases realized by POPS employees. The actions would be effective November 1, 2012. The Planning & Budget Office has verified sufficient funding exists for these actions.



Greg Hamilton, Travis County Sheriff

MEMORANDUM

October 18, 2012

TO: County Judge and Commissioner's Court Members

FROM: Greg Hamilton, Sheriff *GH*

SUBJECT: Salary Adjustment – Command Staff

I am authorizing salary adjustments for my command staff as detailed in the attached report, to be effective November 1, 2012. These salary adjustments are necessary to correct internal equity within the Sheriff's Office which was created with the September 16, 2012 POPs scale adjustments.

The attached report details current salary, increase percentage, increase amount, and new salary for each of my command staff. Funding has been confirmed by PBO.

If there are any questions, or additional information needed, please do not hesitate to contact my office.

GH/tb

Attachment – TCSO Command Staff Salary adjustment

xc: Todd Osburn, Compensation Manager
Travis Gatlin, PBO
Paul Matthews, Financial Manager
Terri Brown, HR Manager

Travis County Sheriff
Command Staff Salary Adjustments 11/1/12

Title	Last Name	First Name	FY 2012 Salary	Increase Amount	New Salary	% Increase	Pay Grade
CHIEF DEPUTY SHERIFF	slot 999		127,333	1,006	128,339	0.790%	32
MAJOR	slot 3		121,508	1,006	122,514	0.828%	30
MAJOR	slot 2		118,870	2,008	120,878	1.689%	30
MAJOR	slot 36		118,870	2,008	120,878	1.689%	30
CAPTAIN LAW ENFORCEMENT	slot 5 ✓		111,913	7,959	119,872	7.111%	28
CAPTAIN LAW ENFORCEMENT	slot 13 ✓		111,913	7,959	119,872	7.111%	28
CAPTAIN LAW ENFORCEMENT	slot 4		110,753	8,114	118,866	7.326%	28
CAPTAIN CORRECTIONS	slot 1287		109,665	8,195	117,860	7.473%	28
CAPTAIN CORRECTIONS	slot 1807		109,665	8,195	117,860	7.473%	28
CAPTAIN CORRECTIONS	slot 6		107,488	9,366	116,854	8.713%	28
CAPTAIN CORRECTIONS	slot 7		107,488	9,366	116,854	8.713%	28
CAPTAIN LAW ENFORCEMENT	slot 25		107,488	9,366	116,854	8.714%	28



Travis County Commissioners Court Agenda Request

Meeting Date: November 6, 2012

Prepared By/Phone Number: Melissa Velasquez, County Judge's Office

Elected/Appointed Official/Dept. Head: Samuel T. Biscoe, County Judge

Commissioners Court Sponsor: Samuel T. Biscoe, County Judge

AGENDA LANGUAGE:

CONSIDER AND TAKE APPROPRIATE ACTION REGARDING A PUBLIC OFFICIAL BOND RENEWAL FOR APPOINTED VISITING JUSTICE OF THE PEACE JON WISER.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Jon Wisser was appointed a Visiting Justice of the Peace in 2008 and his bond is up for renewal. He is continuing to serve as a Visiting JP and attached is his bond commencing on November 7, 2012 and expiring November 7, 2016.

STAFF RECOMMENDATIONS:

Approve.

ISSUES AND OPPORTUNITIES:

n/a

FISCAL IMPACT AND SOURCE OF FUNDING:

Premium is paid by Risk Management, Human Resources Dept.

REQUIRED AUTHORIZATIONS:

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

HOME OFFICE
2100 FLEUR DRIVE
DES MOINES, IOWA 50321-1158
(515) 243-8171
FAX (515) 243-3854

MERCHANTS BONDING COMPANY

AUSTIN OFFICE
P. O. BOX 26720
AUSTIN, TEXAS 78755
(512) 343-9033
FAX (512) 343-8363

TEXAS OFFICIAL BOND AND OATH FOR JUSTICE OF THE PEACE PRECINCT

THE STATE OF TEXAS

County of Travis

Bond No. TX 625529

KNOW ALL PERSONS BY THESE PRESENTS:

That we, JON WISSER, as Principal, and the MERCHANTS BONDING COMPANY (Mutual), a corporation duly licensed to do business in the State of Texas, as Surety, are held and firmly bound unto the County Judge of the County of Travis, State of Texas, his/her successors in office, in the sum of Five Thousand Dollars (\$5,000.00).

THE CONDITION OF THE ABOVE OBLIGATION is such, that, whereas, the above bounden Principal was on the 7th day of November, 2008, duly Appointed to the office of Justice of the Peace in and for Travis County in the State of Texas, for a term commencing on the 7th day of November, 2012 and expiring on the 7th day of November, 2016.

Now, therefore, if the said Principal shall faithfully and impartially discharge the duties required by law and promptly pay to the entitled party all money that comes into his/her hands during the term of office, then this obligation to be void, otherwise to remain in full force and effect.

PROVIDED, HOWEVER, that regardless of the number of years this bond may remain in force and the number of claims which may be made against this bond, the liability of the Surety shall not be cumulative and the aggregate liability of the Surety for any and all claims, suits, or actions under this bond shall not exceed the amount stated above. Any revision of the bond amount shall not be cumulative.

PROVIDED, FURTHER, that this bond may be canceled by the Surety by sending written notice to the party to whom this bond is payable stating that, not less than thirty (30) days thereafter, the Surety's liability hereunder shall terminate as to subsequent acts of the Principal.

Dated this 1st day of September, 2012.

JON WISSER

Principal

By: Jon Wisser

Jon Wisser

Merchants Bonding Company (Mutual)

By: Leandra Vasquez

Leandra Vasquez Attorney-in-Fact

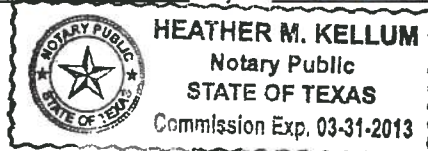
ACKNOWLEDGEMENT OF PRINCIPAL

THE STATE OF TEXAS

County of Travis

Before me, Heather M. Kellum, a notary public, on this day personally appeared Jon Wisser known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he/she executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office, at Travis County, this 18 day of October, 2012.



Heather M. Kellum

Travis

County, Texas.

OATH OF OFFICE
(General)

I, Jon Wisser, do solemnly swear (or affirm) that I will faithfully execute the duties of the office of Visiting Judge of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State; and I furthermore solemnly swear (or affirm) that I have not directly nor indirectly paid, offered, or promised to pay, contributed, nor promised to contribute any money, or valuable thing, or promised any public office or employment, as a reward for the giving or withholding a vote at the election at which I was elected. So help me God.

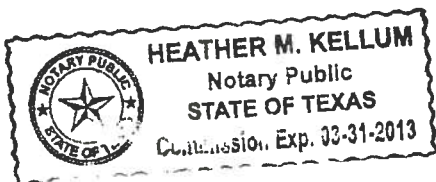
Signed

[Signature]

Sworn to and subscribed before me at Travis Co, Austin, Texas, this 18 day of October, 2012.

[Signature]

SEAL

Travis

County, Texas

THE STATE OF TEXAS

County of

Travis

} ss

The foregoing bond of Jon Wisser as Visiting Justice of the Peace in and for Travis County and State of Texas, this day approved in open Commissioner's Court.

ATTEST:

Date

_____ Clerk

_____ County Judge,

County Court

County

Travis

County, Texas

THE STATE OF TEXAS

County of

} ss

I, _____, County Clerk, in and for said County, do hereby certify that the foregoing Bond dated the _____ day of _____, with its certificates of authentication, was filed for record in my office the _____ day of _____, at _____ o'clock _____ M., and duly recorded the _____ day of _____, at _____ o'clock _____ M., in the Records of Official Bonds of said County in Volume _____, on page _____.

WITNESS my hand and the seal of the County Court of said County, at office in _____

_____, Texas, the day and year last above written.

_____, Clerk

By _____ Deputy

County Court _____ County

MERCHANTS
BONDING COMPANY™
POWER OF ATTORNEY
for Company Employees

Bond #: TX 625529

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations duly organized under the laws of the State of Iowa (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint the following company employees, individually,

Leandra Vasquez

of **Austin** and State of **Texas** their true and lawful Attorney-in-Fact, with full power and authority hereby conferred in their name, place and stead, to sign, execute, acknowledge and deliver in their behalf as surety any and all bonds, undertakings, recognizances or other written obligations in the nature thereof, subject to the limitation that any such instrument shall not exceed the amount of:

Unlimited

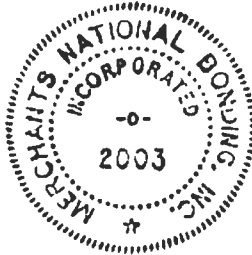
and to bind the Companies thereby as fully and to the same extent as if such bond or undertaking was signed by the duly authorized officers of the Companies, and all the acts of said Attorney-in-Fact, pursuant to the authority herein given, are hereby ratified and confirmed.

This Power-of-Attorney is made and executed pursuant to and by authority of the following By-Laws adopted by the Board of Directors of the Merchants Bonding Company (Mutual) on April 23, 2011 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 24, 2011.

"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof.

The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 1st day of January, 2012.



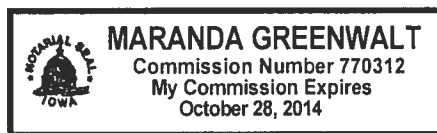
MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.

By *Larry Taylor*
President

STATE OF IOWA
COUNTY OF POLK ss.

On this 1st day of January, 2012, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of the MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument is the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.

In Testimony Whereof, I have hereunto set my hand and affixed my Official Seal at the City of Des Moines, Iowa, the day and year first above written.



Maranda Greenwalt

Notary Public, Polk County, Iowa

STATE OF IOWA
COUNTY OF POLK ss.

I, William Warner, Jr., Secretary of the MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 1st day of September, 2012.



William Warner Jr.
Secretary



MERCHANTS BONDING COMPANY (MUTUAL) • MERCHANTS NATIONAL BONDING, INC.
2100 FLEUR DRIVE • DES MOINES, IOWA 50321-1158 • (800) 678-8171 • (515) 243-3854 FAX

IMPORTANT NOTICE

To obtain information or make a complaint:

You may contact your insurance agent at the telephone number provided by your insurance agent.

You may call Merchants Bonding Company (Mutual) toll-free telephone number for information or to make a complaint at:

1-800-678-8171

You may contact the Texas Department of Insurance to obtain information on companies, coverages, rights or complaints at:

1-800-252-3439

You may write the Texas Department of Insurance at:

P. O. Box 149104
Austin, TX 78714-9104
Fax: (512) 475-1771
Web: <http://www.tdi.state.tx.us>
E-mail: ConsumerProtection@tdi.state.tx.us

PREMIUM AND CLAIM DISPUTES: Should you have a dispute concerning your premium or about a claim you should contact the agent first. If the dispute is not resolved, you may contact the Texas Department of Insurance.

ATTACH THIS NOTICE TO YOUR POLICY: This notice is for information only and does not become a part or condition of the attached document.

RECEIVED JEFFREY
TRAVIS COUNTY
2012 OCT 16 AM 10:37

**WORMLEY
MITCHELL**

October 11, 2012

Travis County Justice Of The Peace
c/o Dan Mansour TCAB 100
PO Box 1748
Austin, TX 78767

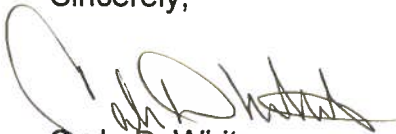
Re: Policy #TX625529
Coverage Type: Public Official Bond Renewal for Jon Wisser
Policy Period: 11/7/2012 To 11/7/2016

Dear Mr. Mansour:

Enclosed please find Public Official Bond Renewal for John Wisser.

Thank you, we appreciate your business....

Sincerely,



Carla D. White
Account Manager
Direct Line: (512)628-8413
cw@gcia-tx.com

Since 1952

"YOU CAN DEPEND ON US"



Travis County Commissioners Court Agenda Request

Meeting Date: November 6, 2012

Prepared By/Phone Number: Melissa Velasquez, County Judge's Office

Elected/Appointed Official/Dept. Head: Samuel T. Biscoe, County Judge

Commissioners Court Sponsor: Samuel T. Biscoe, County Judge

AGENDA LANGUAGE:

CONSIDER AND TAKE APPROPRIATE ACTION REGARDING
CERTIFICATION AGREEMENT BETWEEN THE TEXAS HISTORICAL
COMMISSION AND TRAVIS COUNTY FOR PARTICIPATION IN THE
CERTIFIED LOCAL GOVERNMENT PROGRAM.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

The Texas CLG Program adopted revised state rules for the program and is asking Travis County to approve a new Certification Agreement with the Texas Historical Commission.

The CLG Program is a partnership between the local government, the Texas Historical Commission and the National Park Service designed to foster historic preservation in our community.

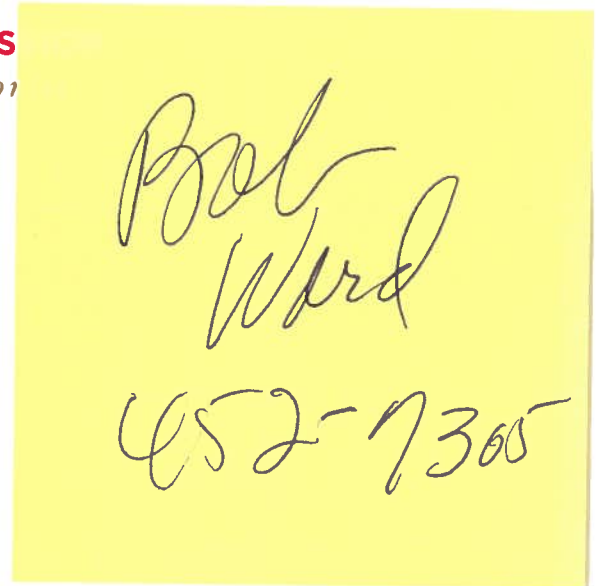
STAFF RECOMMENDATIONS:

Recommend approval.

ISSUES AND OPPORTUNITIES:

n/a

TEXAS HISTORICAL COMMISSION
real places telling real stories



October 10, 2012

The Honorable Samuel T. Biscoe
Travis County Courthouse
PO Box 1748
Austin, TX 78767

Dear Judge Biscoe,

Thank you for your continued participation in the Texas Certified Local Government Program. The CLG Program is a partnership between your local government, the Texas Historical Commission and the National Park Service designed to foster historic preservation in your community. Your participation helps ensure the success of historic preservation efforts in communities across Texas. In addition, CLGs have access to dedicated grant funds for historic preservation projects in the community.

In 2011, the Texas CLG Program adopted revised state rules for the program. The new rules eliminated redundant language and incorporated recent changes instituted by the National Park Service. The National Park Service requires new Certification Agreements for all CLGs upon adoption of new rules. To satisfy this requirement, two copies of the new Certification Agreement, along with a copy of the revised state rules, are included for your signature. Please sign both copies and return them to our office no later than 45 days from the date of this letter. Following receipt of the signed copies, an original copy signed by THC Executive Director Mark Wolfe will be returned to you, along with a copy of the newly revised Texas Handbook for Certified Local Governments.

Please feel free to contact me with any questions. Thank you for all of your efforts to support historic preservation in Texas.

Sincerely,

Matt Synatschk
State Coordinator
Texas Certified Local Government Program



**Texas Administrative Code
Title 13 Cultural Resources
Part 2 Texas Historical Commission
Chapter 15 Administration of Federal Programs**

15.6 Rules and procedures for Certified Local Governments

(a) Purpose. The Certified Local Government program (hereinafter referred to as the Program) is part of the Historic Preservation Fund (HPF) grants-in-aid program authorized by the National Historic Preservation Act of 1966, (16 U.S.C. 470 et.seq.) (also referred to as the Act), to provide a statutory framework for national historic preservation partnerships among federal, state, tribal, and local governments in the identification, evaluation, designation, and protection of historic and prehistoric properties. The Texas State Historic Preservation Office (Texas SHPO), within the Texas Historical Commission (THC), coordinates the state's preservation responsibilities as set out in the Act. Local participation in this Program is provided to local governments that are certified by the Secretary of the United States Department of the Interior and administered by the National Park Service (NPS) through the Program.

(1) Section 101(c)(1) of the Act directs the Texas State Historic Preservation Officer (SHPO) and the Secretary of the Department of the Interior through the NPS to participate in the partnership and Title 36, Code of the Federal Regulations, Part 61.6 lists requirements that the SHPO and local governments are to meet.

(2) These requirements are also found in the Historic Preservation Fund (HPF) grants manual, as published and amended by the NPS.

(b) City participation. City governments may participate in the Program through compliance with the Texas Local Government Code, Chapter 211, which empowers municipal governments to adopt zoning regulation for the purpose of promoting the public health, safety, morals, or general welfare and protecting and preserving places and areas of historical, cultural, or architectural importance and significance. Chapter 214.00111 of the Code also provides additional authority specifically to participating local governments for the purpose of preserving substandard buildings that are historic properties.

- (c) County participation. Counties may participate in the Program through compliance with the Texas Local Government Code, Chapter 318, which empowers the Commissioners Court of each county to appoint a County Historical Commission, for the purpose of initiating and conducting programs suggested by the Court and the THC for the preservation of the county's historic cultural resources that are consistent with the statewide preservation plan.
- (d) Indian Tribe participation. Indian tribes that effectively meet the definition of a local government in Section 301(3) of the Act may participate in the Program in accordance with Section 101(d)(1)(A) of the Act to establish a program and promulgate regulations to assist Indian tribes in preserving their historic properties.
- (e) Eligibility for certification of Local Governments. Any city, county, township, municipality, Indian tribe, or any other general-purpose political subdivision of Texas may apply to become a CLG by submitting a Request for Certification to the Texas SHPO. To be considered eligible, the local government must meet the minimum Program requirements pursuant to Title 36, Code of the Federal Regulations, Part 61, and outlined in the HPF grants manual. The Texas SHPO may expand or prescribe additional state requirements and responsibilities. The following are the minimum federal requirements local governments must satisfy for certification:
- (1) Enforces appropriate State or local legislation for the designation and protection of historic properties;
 - (2) Has established an adequate and qualified historic preservation review commission by State or local legislation;
 - (3) Maintains a system for the survey and inventory of historic properties;
 - (4) Provides for adequate public participation in the local historic preservation program, including the process of recommending properties for nomination to the National Register; and
 - (5) Satisfactorily performs the responsibilities delegated to it under the Act.

- (f) Certification process of Certified Local Governments. All eligible local governments must submit a completed Request for Certification and Certification Agreement, signed by the chief elected official of the applying local government, along with all necessary requested materials, to the THC. A Request for Certification may be submitted at any time throughout the year. Texas SHPO shall have a reasonable opportunity to review and respond to the request. If the local government meets the minimum requirements for participation in the Program, the Texas SHPO shall forward the Request for Certification and Certification Agreement to the NPS with a recommendation for certification. The NPS shall make the final certification decision. The local government shall become a Certified Local Government (CLG) upon receipt of written notice from the NPS, completing the certification process.
- (g) Annual requirements for Certified Local Governments for participation in Program. All annual requirements for participation and Program procedures are found in the Texas SHPO's Certified Local Government Preservation Handbook (Handbook), which shall be provided to each CLG upon its certification into the Program.
- (1) The Texas SHPO shall provide a 60-day period for all CLGs to comment on any proposed significant changes or amendments to the Handbook, keep a record of its consultation process, and follow the procedures outlined in the HPF grant manual.
 - (2) Written notification from the Texas SHPO to the CLGs is sufficient for minor changes, technical corrections and amendments to the Handbook.
- (h) Monitoring and evaluating CLG performance. The Texas SHPO shall monitor the performance of each CLG on an on-going basis to assure that CLGs fulfill their responsibilities in accordance with the requirements found in the Handbook and the terms of the Certification Agreement. In addition the performance of the CLG shall be reviewed by the Texas SHPO on the basis of recognized standards for historic preservation activities. These standards shall include but not be limited to the Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation; National Register criteria for evaluation in reviewing the local government's role in the National Register Program; state survey grant requirements in assessing the local government's execution of the survey requirement of the CLG regulations;

and the Secretary of the Interior's Standards for the Treatment of Historic Properties in considering the local government's role in overseeing work to locally designated landmarks and districts. Evaluation of the performance of the CLG shall include the ability to maintain an adequate and qualified commission as called for in (e)(2) above with all commission members having a demonstrated interest, competence, or knowledge in historic preservation.

(1) The Texas SHPO shall conduct a full evaluation of each CLG no less than once every four years. Written procedures and standards for evaluating CLG performance in program operation and administration shall be included in the Certification Agreement and in the Handbook.

(2) The Texas SHPO shall promptly notify the CLG in writing of the results of the evaluation and must maintain written records for all evaluations.

(3) If the performance of a CLG is unsatisfactory, the Texas SHPO shall suggest ways the CLG can improve its performance and stipulate a time frame in which the improvements are to be made.

(i) Decertification. If the Texas SHPO determines that a CLG has not complied with the terms of the Certification Agreement, and/or has not improved sufficiently within a reasonable stipulated time frame as recommended during the monitoring process, the Texas SHPO must notify the CLG in writing of its intent to recommend decertification to the NPS. During the decertification process:

(1) The Texas SHPO may begin procedures for the suspension and termination of financial assistance to that local governmental entity in accordance with the HPF grants manual.

(2) Recertification shall not be permitted until all previously identified inadequacies have been addressed to the satisfaction of the Texas SHPO, and a demonstrated effort has been made by the local government to strengthen local preservation efforts above and beyond previous attempts.

- (j) Funds for Certified Local Governments. The Act provides that at least 10 percent of the Texas SHPO's annual HPF allocation be made available in the form of sub grants to CLGs to provide financial assistance for local activities associated with the identification, evaluation, designation, and protection of historic and prehistoric properties. Although each CLG is eligible to receive funds from this allocation, there is no requirement that funds be awarded to all local governments that are eligible. All procedures, terms and conditions for application to receive a sub grant as part of the Program shall be found in the Handbook.

8/22/11

Texas Historical Commission
P.O. Box 12276
Austin, TX 78711-2276
512.463.6100
fax 512.475.4872
thc@thc.state.tx.us



TEXAS HISTORICAL COMMISSION
real places telling real stories

www.thc.state.tx.us

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real places telling real stories

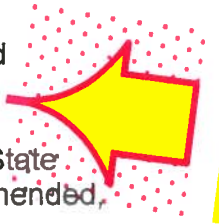
**CERTIFICATION AGREEMENT
BETWEEN THE TEXAS HISTORICAL COMMISSION
AND TRAVIS COUNTY FOR PARTICIPATION IN THE
CERTIFIED LOCAL GOVERNMENT PROGRAM**

TRAVIS COUNTY, in consideration of having been granted Certified Local Government status, agrees to carry out the following responsibilities as a Certified Local Government, in cooperation with the National Park Service and the Texas Historical Commission.

It will:

1. enforce state and local historic preservation legislation for the designation and protection of local historic properties;
2. maintain an adequate and qualified review commission for historic preservation established by the County Historical Commission by-laws;
3. designate a county official, staff person or other appropriate resident of the county to serve as a local Historic Preservation Officer (HPO);
4. adopt the Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation as the standards for all county historical commission activities;
5. maintain a system for the survey and inventory of local historic properties that is coordinated with the statewide cultural-resource-survey-process, with technical assistance provided by the National Register Program office of the Texas Historical Commission's History Programs Division;
6. ensure, to the maximum extent possible, public participation in the local historic preservation program, including the process of nominating properties to the National Register of Historic Places;
7. review and comment upon nominations to the National Register of Historic Places for properties within its jurisdiction, and within 60 days of receiving the nominations from the National Register Department of the Texas Historical Commission, submit the county commission's reports and the recommendations of the chief elected official of the county to the National Register Department as to whether or not the nominated properties meet the criteria of the National Register;

8. assist the National Register Program office of the Texas Historical Commission, if necessary, in verifying the names and addresses of property owners within local historic districts being nominated to the National Register, and assist with arrangements for local public information meetings at mutually agreeable times and locations when such districts are nominated;
9. monitor and report to the Texas Historical Commission any actions affecting any county courthouse, Recorded Texas Historic Landmark, State Archeological Landmark, National Register property, and any locally designated landmark;
10. coordinate local historic preservation, to the extent practicable, with the National Register Department, which shall provide technical assistance, guidance, and information to the Certified Local Government as feasible upon request; and
11. submit to the Texas Historical Commission by the end of each calendar year an annual report that describes the actions of the local review commission, board or committee and other preservation-related activities of the previous fiscal year (October 1st through September 30th);
12. carry out the general program procedures as outlined in the Texas Administrative Code, Title 13 Cultural Resources, Part 2 Texas Historical Commission, Chapter 15 Administration of Federal Programs, Rule 15.6 Rules and Procedures for Certified Local Governments;
13. provide appropriate training for historic preservation officer, related county staff and members of the county historical commission; and
14. assist the Texas Historical Commission in any duties and powers assigned to the State Historic Preservation Office by the National Historic Preservation Act of 1966 as amended, and other federal enabling legislation.



Signature: Honorable Judge Biscoe
Travis County

Date

Samuel T. Biscoe

Printed Name

Mark Wolfe
State Historic Preservation Officer
Texas Historical Commission

Date





Travis County Commissioners Court Agenda Request

Meeting Date: Nov 6, 2012

Prepared By/Phone Number: Issac Flynn/ 854-7722

Elected/Appointed Official/Dept. Head: Joe Alvarado Accounting

Commissioners Court Sponsor: Judge Samuel T. Biscoe

AGENDA LANGUAGE:

Consider and take appropriate action on Constable 1, Constable 2, Constable 3, Constable 4 and Constable 5 Equitable Sharing Agreement and Certification, Consider and take appropriate action on Constable 1, Constable 2, Constable 3 and Constable 5 Chapter 59 Asset Forfeiture Report.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Equitable Sharing Agreement and Certification, Chapter 59 Asset Forfeiture Reports needs to be submitted each year to the state. These reports show the if there is any funds held from forfeited cash property, proceeds and any interest earned by participating law enforcement agencies.

STAFF RECOMMENDATIONS:

Please email Issac Flynn to come pick up documents after signed.

ISSUES AND OPPORTUNITIES:

NA

FISCAL IMPACT AND SOURCE OF FUNDING:

NA

REQUIRED AUTHORIZATIONS:

Issac Flynn 854-4487 Accounting Justice of the Peace & Constables

Joe Alvarado 854-0018 Accounting Justice of the Peace & Constables

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



Equitable Sharing Agreement and Certification



OMB Number 1123-0011
Expires 9-30-2014

- ☐ Police Department ☐ Sheriff's Office ☐ Task Force (Complete Table A)
☐ Prosecutor's Office ☐ National Guard Counterdrug Unit ☒ Other

* Please fill each required field. Hover mouse over any fillable field for pop-up instructions. *

Agency Name: CONSTABLE, PRECINCT 4 TRAVIS COUNTY

NCIC/ORI/Tracking Number: T X 2 2 7 1 8 0 0

Mailing Address: 4011 McKinney Falls Parkway Suite 1100

City: AUSTIN **State:** TX **Zip:** 78744

Finance Contact: First: JOE Last: ALVARADO

Phone: (512) 854-6384 E-mail: JOE.ALVARADO@CO.TRAVIS.TX.US

Preparer: First: ISSAC Last: FLYNN

☐ Same as Finance Contact Phone: (512) 854-7722 E-mail: ISSAC.FLYNN@CO.TRAVIS.TX.US

Independent Public Accountant: E-mail: JOE.ALVARADO@CO.TRAVIS.TX.US

Last FY End Date: 09/30/2012 **Agency Current FY Budget:** \$1,402,469.00

- ☐ **New Participant:** Read the Equitable Sharing Agreement and sign the Affidavit.
☒ **Existing Participant:** Complete the Annual Certification Report, read the Equitable Sharing Agreement, and sign the Affidavit.
☐ **Amended Form:** Revise the Annual Certification Report, read the Equitable Sharing Agreement, and sign the Affidavit.

Annual Certification Report

Summary of Equitable Sharing Activity		Justice Funds ¹	Treasury Funds ²
1	Beginning Equitable Sharing Fund Balance (must match Ending Equitable Sharing Fund Balance from prior FY)		
2	Federal Sharing Funds Received		
3	Federal Sharing Funds Received from Other Law Enforcement Agencies and Task Forces (To populate, complete Table B)		
4	Other Income		
5	Interest Income Accrued Non-Interest Bearing <input type="radio"/> Interest Bearing <input checked="" type="radio"/>		
6	Total Equitable Sharing Funds (total of lines 1 - 5)	\$0.00	\$0.00
7	Federal Sharing Funds Spent (total of lines a - m below)	\$0.00	\$0.00
8	Ending Balance (difference between line 7 and line 6)	\$0.00	\$0.00

¹ Justice Agencies are: FBI, DEA, ATF, USPI, USDA, DCIS, DSS, and FDA.

² Treasury Agencies are: IRS, ICE, CBP, TTB, USSS, and USCG.

Summary of Shared Funds Spent		Justice Funds	Treasury Funds
a	Total spent on salaries under permitted salary exceptions		
b	Total spent on overtime		
c	Total spent on informants, "buy money", and rewards		
d	Total spent on travel and training		
e	Total spent on communications and computers		
f	Total spent on weapons and protective gear		
g	Total spent on electronic surveillance equipment		
h	Total spent on buildings and improvements		
i	Total transfers to other participating state and local law enforcement agencies (To populate, complete Table C)		
j	Total spent on other law enforcement expenses (To populate, complete Table D)		
k	Total Expenditures in Support of Community-Based Programs (To populate, complete Table E)		
l	Total Windfall Transfers (To populate, complete Table F)		
m	Total spent on matching grants (To populate, complete Table G)		
n	Total	\$0.00	\$0.00
o	Did your agency receive non-cash assets? <input type="radio"/> Yes <input checked="" type="radio"/> No If yes, complete Table H.		

Please fill out the following tables, if applicable.

Table A: Members of Task Force

Agency Name	NCIC/ORI/Tracking Number

Table B: Equitable Sharing Funds Received from other Agencies

Transferring Agency Name, City, and State	Justice Funds	Treasury Funds
Agency Name: <input type="text"/>		
NCIC/ORI/Tracking Number: <input type="text"/>		

Table C: Equitable Sharing Funds Transferred to Other Agencies

Receiving Agency Name, City, and State	Justice Funds	Treasury Funds
Agency Name: <input type="text"/>		
NCIC/ORI/Tracking Number: <input type="text"/>		

Table D: Other Law Enforcement Expenses

Description of Expense	Justice Funds	Treasury Funds

Table E: Expenditures in Support of Community-Based Programs

Recipient	Justice Funds	

Table F: Windfall Transfers

Recipient	Justice Funds	Treasury Funds

Table G: Matching Grants

Matching Grant Name	Justice Funds	Treasury Funds

Table H: Other Non-Cash Assets Received

Source	Description of Asset
Justice <input type="radio"/>	
Treasury <input type="radio"/>	

Table I: Civil Rights Cases

Name of Case	Type of Discrimination Alleged			
	<input type="checkbox"/> Race	<input type="checkbox"/> Color	<input type="checkbox"/> National Origin	<input type="checkbox"/> Gender
	<input type="checkbox"/> Disability	<input type="checkbox"/> Age	<input type="checkbox"/> Other	

Paperwork Reduction Act Notice

Under the Paperwork Reduction Act, a person is not required to respond to a collection of information unless it displays a valid OMB control number. We try to create accurate and easily understood forms that impose the least possible burden on you to complete. The estimated average time to complete this form is 30 minutes. If you have comments regarding the accuracy of this estimate, or suggestions for making this form simpler, please write to the Asset Forfeiture and Money Laundering Section, 1400 New York Avenue, N.W., Washington, DC 20005.

Equitable Sharing Agreement

This Federal Equitable Sharing Agreement, entered into among (1) the Federal Government, (2) the above-stated law enforcement agency ("Agency"), and (3) the governing body, sets forth the requirements for participation in the federal Equitable Sharing Program and the restrictions upon the use of federally forfeited cash, property, proceeds, and any interest earned thereon, which are equitably shared with participating law enforcement agencies.

By its signatures, the Agency agrees that it will be bound by the statutes and guidelines that regulate shared assets and the following requirements for participation in the federal Equitable Sharing Program. Receipt of the signed Equitable Sharing Agreement and Certification (this "Document") is a prerequisite to receiving any equitably shared cash, property, or proceeds.

1. Submission. This Document must be submitted to aca.submit@usdoj.gov within 60 days of the end of the Agency's fiscal year. This Document must be submitted electronically with the Affidavit/Signature submitted by fax. This will constitute submission to the Department of Justice and the Department of the Treasury.

2. Signatories. This agreement must be signed by the head of the Agency and the head of the governing body. Examples of Agency heads include police chief, sheriff, director, commissioner, superintendent, administrator, chairperson, secretary, city attorney, county attorney, district attorney, prosecuting attorney, state attorney, commonwealth attorney, and attorney general. The governing body's head is the person who allocates funds or approves the budget for the Agency. Examples of governing body heads include city manager, mayor, city council chairperson, county executive, county council chairperson, director, secretary, administrator, commissioner, and governor.

3. Uses. Any shared asset shall be used for law enforcement purposes in accordance with the statutes and guidelines that govern the federal Equitable Sharing Program as set forth in the current edition of the Department of Justice's *Guide to Equitable Sharing for State and Local Law Enforcement (Justice Guide)*, and the Department of the Treasury's *Guide to Equitable Sharing for Foreign Countries and Federal, State, and Local Law Enforcement Agencies (Treasury Guide)*.

4. Transfers. Before the Agency transfers cash, property, or proceeds to other state or local law enforcement agencies, it must first verify with the Department of Justice or the Department of the Treasury, depending on the source of the funds, that the receiving agency is a current and compliant Equitable Sharing Program participant.

5. Internal Controls. The Agency agrees to account separately for federal equitable sharing funds received from the Department of Justice and the Department of the Treasury. Funds from state and local forfeitures and other sources must not be commingled with federal equitable sharing funds. The Agency shall establish a separate revenue account or accounting code for state, local, Department of Justice, and Department of the Treasury forfeiture funds. Interest income generated must be accounted for in the appropriate federal equitable sharing account.

The Agency agrees that such accounting will be subject to the standard accounting requirements and practices employed for other public funds as supplemented by requirements set forth in the current edition of the *Justice Guide* and the *Treasury Guide*, including the requirement in the *Justice Guide* to maintain relevant documents and records for five years.

The misuse or misapplication of shared resources or the supplantation of existing resources with shared assets is prohibited. Failure to comply with any provision of this agreement shall subject the recipient agency to the sanctions stipulated in the current edition of the *Justice or Treasury Guides*, depending on the source of the funds/property.

6. Audit Report. Audits will be conducted as provided by the Single Audit Act Amendments of 1996 and OMB Circular A-133. The Department of Justice and Department of the Treasury reserve the right to conduct periodic random audits.

Affidavit - Existing Participant

Under penalty of perjury, the undersigned officials certify that **they have read and understand their obligations under the Equitable Sharing Agreement** and that the information submitted in conjunction with this Document is an accurate accounting of funds received and spent by the Agency under the *Justice* and/or *Treasury Guides* during the reporting period and that the recipient Agency is in compliance with the National Code of Professional Conduct for Asset Forfeiture.

The undersigned certify that the recipient Agency is in compliance with the nondiscrimination requirements of the following laws and their Department of Justice implementing regulations: Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*), Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 *et seq.*), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794), and the Age Discrimination Act of 1975 (42 U.S.C. § 6101 *et seq.*), which prohibit discrimination on the basis of race, color, national origin, disability, or age in any federally assisted program or activity, or on the basis of sex in any federally assisted education program or activity. The Agency agrees that it will comply with all federal statutes and regulations permitting federal investigators access to records and any other sources of information as may be necessary to determine compliance with civil rights and other applicable statutes and regulations.

During the past fiscal year: (1) has any court or administrative agency issued any finding, judgment, or determination that the Agency discriminated against any person or group in violation of any of the federal civil rights statutes listed above; or (2) has the Agency entered into any settlement agreement with respect to any complaint filed with a court or administrative agency alleging that the Agency discriminated against any person or group in violation of any of the federal civil rights statutes listed above? ☐ Yes ☒ No

If you answered yes to the above question, complete Table I

Agency Head

Signature: _____

Name: Maria CancholaTitle: Constable, Precinct 4Date: 10/24/12E-mail: MARIA.CANCHOLA@CO.TRAVIS.TX

Governing Body Head

Signature: _____

Name: SAMUEL T. BISCOETitle: County Judge, Travis County

Date: _____

E-mail: SAM.BISCOE@CO.TRAVIS.TX.US

Subscribe to Equitable Sharing Wire:

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Donald.Bowne@co.travis.tx.us

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Entered on _____

☐ FY End: 09/30/2012

Date Printed: October 18, 2012 09:08

☒ NCIC: TX2271800

Agency: CONSTABLE, PRECINCT 4 TRAVIS COUNTY

Phone: (512) 854-6384

☐ State: TX Finance Contact: JOE ALVARADOE-mail: JOE.ALVARADO@CO.TRAVIS.TX.US



Equitable Sharing Agreement and Certification



OMB Number 1123-0011
Expires 9-30-2014

- ☐ Police Department ☐ Sheriff's Office ☐ Task Force (Complete Table A)
☐ Prosecutor's Office ☐ National Guard Counterdrug Unit ☒ Other

* Please fill each required field. Hover mouse over any fillable field for pop-up instructions. *

Agency Name: CONSTABLE, PRECINCT 3 TRAVIS COUNTY

NCIC/ORI/Tracking Number: T X 2 2 7 1 7 0 0

Mailing Address: 8656 B West Highway 71, Suite E

City: AUSTIN

State: TX

Zip: 78735

Finance Contact: First: JOE

Last: ALVARADO

Phone: (512) 854-6384

E-mail: JOE.ALVARADO@CO.TRAVIS.TX.US

Preparer:

First: ISSAC

Last: FLYNN



Same as
Finance Contact

Phone: (512) 854-7722

E-mail: ISSAC.FLYNN@CO.TRAVIS.TX.US

Independent Public Accountant:

E-mail: JOE.ALVARADO@CO.TRAVIS.TX.US

Last FY End Date: 09/30/2012

Agency Current FY Budget:

\$2,548,815.00

- ☐ **New Participant:** Read the Equitable Sharing Agreement and sign the Affidavit.
☒ **Existing Participant:** Complete the Annual Certification Report, read the Equitable Sharing Agreement, and sign the Affidavit.
☐ **Amended Form:** Revise the Annual Certification Report, read the Equitable Sharing Agreement, and sign the Affidavit.

Annual Certification Report

Summary of Equitable Sharing Activity		Justice Funds ¹	Treasury Funds ²
1	Beginning Equitable Sharing Fund Balance (must match Ending Equitable Sharing Fund Balance from prior FY)		
2	Federal Sharing Funds Received		
3	Federal Sharing Funds Received from Other Law Enforcement Agencies and Task Forces (To populate, complete Table B)		
4	Other Income		
5	Interest Income Accrued Non-Interest Bearing <input type="radio"/> Interest Bearing <input checked="" type="radio"/>		
6	Total Equitable Sharing Funds (total of lines 1 - 5)	\$0.00	\$0.00
7	Federal Sharing Funds Spent (total of lines a - m below)	\$0.00	\$0.00
8	Ending Balance (difference between line 7 and line 6)	\$0.00	\$0.00

¹ Justice Agencies are: FBI, DEA, ATF, USPI, USDA, DCIS, DSS, and FDA.

² Treasury Agencies are: IRS, ICE, CBP, TTB, USSS, and USCG.

Summary of Shared Funds Spent		Justice Funds	Treasury Funds
a	Total spent on salaries under permitted salary exceptions		
b	Total spent on overtime		
c	Total spent on informants, "buy money", and rewards		
d	Total spent on travel and training		
e	Total spent on communications and computers		
f	Total spent on weapons and protective gear		
g	Total spent on electronic surveillance equipment		
h	Total spent on buildings and improvements		
i	Total transfers to other participating state and local law enforcement agencies (To populate, complete Table C)		
j	Total spent on other law enforcement expenses (To populate, complete Table D)		
k	Total Expenditures in Support of Community-Based Programs (To populate, complete Table E)		
l	Total Windfall Transfers (To populate, complete Table F)		
m	Total spent on matching grants (To populate, complete Table G)		
n	Total	\$0.00	\$0.00
o	Did your agency receive non-cash assets? <input type="radio"/> Yes <input checked="" type="radio"/> No If yes, complete Table H.		

Please fill out the following tables, if applicable.

Table A: Members of Task Force

Agency Name	NCIC/ORI/Tracking Number
<input type="text"/>	<input type="text"/>

Table B: Equitable Sharing Funds Received from other Agencies

Transferring Agency Name, City, and State	Justice Funds	Treasury Funds
Agency Name: <input type="text"/>	<input type="text"/>	<input type="text"/>
NCIC/ORI/Tracking Number: <input type="text"/>		

Table C: Equitable Sharing Funds Transferred to Other Agencies

Receiving Agency Name, City, and State	Justice Funds	Treasury Funds
Agency Name: <input type="text"/>	<input type="text"/>	<input type="text"/>
NCIC/ORI/Tracking Number: <input type="text"/>		

Table D: Other Law Enforcement Expenses

Description of Expense	Justice Funds	Treasury Funds

Table E: Expenditures in Support of Community-Based Programs

Recipient	Justice Funds	

Table F: Windfall Transfers

Recipient	Justice Funds	Treasury Funds

Table G: Matching Grants

Matching Grant Name	Justice Funds	Treasury Funds

Table H: Other Non-Cash Assets Received

Source	Description of Asset
Justice <input type="radio"/>	
Treasury <input type="radio"/>	

Table I: Civil Rights Cases

Name of Case	Type of Discrimination Alleged			
	<input type="checkbox"/> Race	<input type="checkbox"/> Color	<input type="checkbox"/> National Origin	<input type="checkbox"/> Gender
	<input type="checkbox"/> Disability	<input type="checkbox"/> Age	<input type="checkbox"/> Other	

Paperwork Reduction Act Notice

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Equitable Sharing Agreement

This Federal Equitable Sharing Agreement, entered into among (1) the Federal Government, (2) the above-stated law enforcement agency ("Agency"), and (3) the governing body, sets forth the requirements for participation in the federal Equitable Sharing Program and the restrictions upon the use of federally forfeited cash, property, proceeds, and any interest earned thereon, which are equitably shared with participating law enforcement agencies.

By its signatures, the Agency agrees that it will be bound by the statutes and guidelines that regulate shared assets and the following requirements for participation in the federal Equitable Sharing Program. Receipt of the signed Equitable Sharing Agreement and Certification (this "Document") is a prerequisite to receiving any equitably shared cash, property, or proceeds.

1. Submission. This Document must be submitted to aca.submit@usdoj.gov within 60 days of the end of the Agency's fiscal year. This Document must be submitted electronically with the Affidavit/Signature submitted by fax. This will constitute submission to the Department of Justice and the Department of the Treasury.

2. Signatories. This agreement must be signed by the head of the Agency and the head of the governing body. Examples of Agency heads include police chief, sheriff, director, commissioner, superintendent, administrator, chairperson, secretary, city attorney, county attorney, district attorney, prosecuting attorney, state attorney, commonwealth attorney, and attorney general. The governing body's head is the person who allocates funds or approves the budget for the Agency. Examples of governing body heads include city manager, mayor, city council chairperson, county executive, county council chairperson, director, secretary, administrator, commissioner, and governor.

3. Uses. Any shared asset shall be used for law enforcement purposes in accordance with the statutes and guidelines that govern the federal Equitable Sharing Program as set forth in the current edition of the Department of Justice's *Guide to Equitable Sharing for State and Local Law Enforcement (Justice Guide)*, and the Department of the Treasury's *Guide to Equitable Sharing for Foreign Countries and Federal, State, and Local Law Enforcement Agencies (Treasury Guide)*.

4. Transfers. Before the Agency transfers cash, property, or proceeds to other state or local law enforcement agencies, it must first verify with the Department of Justice or the Department of the Treasury, depending on the source of the funds, that the receiving agency is a current and compliant Equitable Sharing Program participant.

5. Internal Controls. The Agency agrees to account separately for federal equitable sharing funds received from the Department of Justice and the Department of the Treasury. Funds from state and local forfeitures and other sources must not be commingled with federal equitable sharing funds. The Agency shall establish a separate revenue account or accounting code for state, local, Department of Justice, and Department of the Treasury forfeiture funds. Interest income generated must be accounted for in the appropriate federal equitable sharing account.

The Agency agrees that such accounting will be subject to the standard accounting requirements and practices employed for other public funds as supplemented by requirements set forth in the current edition of the *Justice Guide* and the *Treasury Guide*, including the requirement in the *Justice Guide* to maintain relevant documents and records for five years.

The misuse or misapplication of shared resources or the supplantation of existing resources with shared assets is prohibited. Failure to comply with any provision of this agreement shall subject the recipient agency to the sanctions stipulated in the current edition of the *Justice or Treasury Guides*, depending on the source of the funds/property.

6. Audit Report. Audits will be conducted as provided by the Single Audit Act Amendments of 1996 and OMB Circular A-133. The Department of Justice and Department of the Treasury reserve the right to conduct periodic random audits.

Affidavit - Existing Participant

Under penalty of perjury, the undersigned officials certify that **they have read and understand their obligations under the Equitable Sharing Agreement** and that the information submitted in conjunction with this Document is an accurate accounting of funds received and spent by the Agency under the *Justice* and/or *Treasury Guides* during the reporting period and that the recipient Agency is in compliance with the National Code of Professional Conduct for Asset Forfeiture.

The undersigned certify that the recipient Agency is in compliance with the nondiscrimination requirements of the following laws and their Department of Justice implementing regulations: Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*), Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 *et seq.*), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794), and the Age Discrimination Act of 1975 (42 U.S.C. § 6101 *et seq.*), which prohibit discrimination on the basis of race, color, national origin, disability, or age in any federally assisted program or activity, or on the basis of sex in any federally assisted education program or activity. The Agency agrees that it will comply with all federal statutes and regulations permitting federal investigators access to records and any other sources of information as may be necessary to determine compliance with civil rights and other applicable statutes and regulations.

During the past fiscal year: (1) has any court or administrative agency issued any finding, judgment, or determination that the Agency discriminated against any person or group in violation of any of the federal civil rights statutes listed above; or (2) has the Agency entered into any settlement agreement with respect to any complaint filed with a court or administrative agency alleging that the Agency discriminated against any person or group in violation of any of the federal civil rights statutes listed above? ☐ Yes ☒ No

If you answered yes to the above question, complete Table I

Agency Head

Signature: _____

Name: Richard McCainTitle: Constable, Precinct 3Date: 10-23-12E-mail: RICHARD.MCCAIN@CO.TRAVIS.TX

Governing Body Head

Signature: _____

Name: SAMUEL T. BISCOETitle: County Judge, Travis County

Date: _____

E-mail: SAM.BISCOE@CO.TRAVIS.TX.US

Subscribe to Equitable Sharing Wire:

The Equitable Sharing Wire is an electronic newsletter that gives you important, substantive, information regarding Equitable Sharing policies, practices, and procedures.

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☐ FY End: 09/30/2012

Date Printed: October 18, 2012 09:09

☒ NCIC: TX2271700 Agency: CONSTABLE, PRECINCT 3 TRAVIS COUNTY Phone: (512) 854-6384☐ State: TX Finance Contact: JOE ALVARADOE-mail: JOE.ALVARADO@CO.TRAVIS.TX.US

Equitable Sharing Agreement and Certification

- ☐ Police Department ☐ Sheriff's Office ☐ Task Force (Complete Table A)
☐ Prosecutor's Office ☐ National Guard Counterdrug Unit ☒ Other

* Please fill each required field. Hover mouse over any fillable field for pop-up instructions. *

Agency Name: CONSTABLE, PRECINCT 5 TRAVIS COUNTY

NCIC/ORI/Tracking Number: T X 2 2 7 0 6 0 0

Mailing Address: 1003 Guadalupe St.

City: AUSTIN

State: TX

Zip: 78701

Finance Contact: First: JOE

Last: ALVARADO

Phone: (512) 854-6384

E-mail: JOE.ALVARADO@CO.TRAVIS.TX.US

Preparer:

First: ISSAC

Last: FLYNN

☐ Same as
Finance Contact

Phone: (512)854-7722

E-mail: ISSAC.FLYNN@CO.TRAVIS.TX.US

Independent Public Accountant:

E-mail: JOE.ALVARADO@CO.TRAVIS.TX.US

Last FY End Date: 09/30/2012

Agency Current FY Budget:

\$4,074,189.00

- ☐ **New Participant:** Read the Equitable Sharing Agreement and sign the Affidavit.
☒ **Existing Participant:** Complete the Annual Certification Report, read the Equitable Sharing Agreement, and sign the Affidavit.
☐ **Amended Form:** Revise the Annual Certification Report, read the Equitable Sharing Agreement, and sign the Affidavit.

Annual Certification Report

Summary of Equitable Sharing Activity		Justice Funds ¹	Treasury Funds ²
1	Beginning Equitable Sharing Fund Balance (must match Ending Equitable Sharing Fund Balance from prior FY)	\$3,288.56	
2	Federal Sharing Funds Received		
3	Federal Sharing Funds Received from Other Law Enforcement Agencies and Task Forces (To populate, complete Table B)		
4	Other Income		
5	Interest Income Accrued Non-Interest Bearing <input type="radio"/> Interest Bearing <input checked="" type="radio"/>		
6	Total Equitable Sharing Funds (total of lines 1 - 5)	\$3,288.56	\$0.00
7	Federal Sharing Funds Spent (total of lines a - m below)	\$3,288.56	\$0.00
8	Ending Balance (difference between line 7 and line 6)	\$0.00	\$0.00

¹ Justice Agencies are: FBI, DEA, ATF, USPIS, USDA, DCIS, DSS, and FDA.

² Treasury Agencies are: IRS, ICE, CBP, TTB, USSS, and USCG.

Summary of Shared Funds Spent		Justice Funds	Treasury Funds
a	Total spent on salaries under permitted salary exceptions		
b	Total spent on overtime		
c	Total spent on informants, "buy money", and rewards		
d	Total spent on travel and training		
e	Total spent on communications and computers		
f	Total spent on weapons and protective gear		
g	Total spent on electronic surveillance equipment		
h	Total spent on buildings and improvements		
i	Total transfers to other participating state and local law enforcement agencies (To populate, complete Table C)		
j	Total spent on other law enforcement expenses (To populate, complete Table D)	\$3,288.56	
k	Total Expenditures in Support of Community-Based Programs (To populate, complete Table E)		
l	Total Windfall Transfers (To populate, complete Table F)		
m	Total spent on matching grants (To populate, complete Table G)		
n	Total	\$3,288.56	\$0.00
o	Did your agency receive non-cash assets? <input type="radio"/> Yes <input checked="" type="radio"/> No If yes, complete Table H.		

Please fill out the following tables, if applicable.

Table A: Members of Task Force

Agency Name	NCIC/ORI/Tracking Number
<input type="text"/>	<input type="text"/>

Table B: Equitable Sharing Funds Received from other Agencies

Transferring Agency Name, City, and State	Justice Funds	Treasury Funds
Agency Name: <input type="text"/>	<input type="text"/>	<input type="text"/>
NCIC/ORI/Tracking Number: <input type="text"/>		

Table C: Equitable Sharing Funds Transferred to Other Agencies

Receiving Agency Name, City, and State	Justice Funds	Treasury Funds
Agency Name: <input type="text"/>	<input type="text"/>	<input type="text"/>
NCIC/ORI/Tracking Number: <input type="text"/>		

Table D: Other Law Enforcement Expenses

Description of Expense	Justice Funds	Treasury Funds
Amount reported in error for FY10. These are State Funds received under Chapter 59 of the Texas Code of Criminal Procedure.	\$3,288.56	

Table E: Expenditures in Support of Community-Based Programs

Recipient	Justice Funds	

Table F: Windfall Transfers

Recipient	Justice Funds	Treasury Funds

Table G: Matching Grants

Matching Grant Name	Justice Funds	Treasury Funds

Table H: Other Non-Cash Assets Received

Source	Description of Asset
Justice <input type="radio"/>	
Treasury <input type="radio"/>	

Table I: Civil Rights Cases

Name of Case	Type of Discrimination Alleged			
	<input type="checkbox"/> Race	<input type="checkbox"/> Color	<input type="checkbox"/> National Origin	<input type="checkbox"/> Gender
	<input type="checkbox"/> Disability	<input type="checkbox"/> Age	<input type="checkbox"/> Other	

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Under the Paperwork Reduction Act, a person is not required to respond to a collection of information unless it displays a valid OMB control number. We try to create accurate and easily understood forms that impose the least possible burden on you to complete. The estimated average time to complete this form is 30 minutes. If you have comments regarding the accuracy of this estimate, or suggestions for making this form simpler, please write to the Asset Forfeiture and Money Laundering Section, 1400 New York Avenue, N.W., Washington, DC 20005.

Equitable Sharing Agreement

This Federal Equitable Sharing Agreement, entered into among (1) the Federal Government, (2) the above-stated law enforcement agency ("Agency"), and (3) the governing body, sets forth the requirements for participation in the federal Equitable Sharing Program and the restrictions upon the use of federally forfeited cash, property, proceeds, and any interest earned thereon, which are equitably shared with participating law enforcement agencies. By its signatures, the Agency agrees that it will be bound by the statutes and guidelines that regulate shared assets and the following requirements for participation in the federal Equitable Sharing Program. Receipt of the signed Equitable Sharing Agreement and Certification (this "Document") is a prerequisite to receiving any equitably shared cash, property, or proceeds.

1. **Submission.** This Document must be submitted to aca.submit@usdoj.gov within 60 days of the end of the Agency's fiscal year. This Document must be submitted electronically with the Affidavit/Signature submitted by fax. This will constitute submission to the Department of Justice and the Department of the Treasury.
2. **Signatories.** This agreement must be signed by the head of the Agency and the head of the governing body. Examples of Agency heads include police chief, sheriff, director, commissioner, superintendent, administrator, chairperson, secretary, city attorney, county attorney, district attorney, prosecuting attorney, state attorney, commonwealth attorney, and attorney general. The governing body's head is the person who allocates funds or approves the budget for the Agency. Examples of governing body heads include city manager, mayor, city council chairperson, county executive, county council chairperson, director, secretary, administrator, commissioner, and governor.
3. **Uses.** Any shared asset shall be used for law enforcement purposes in accordance with the statutes and guidelines that govern the federal Equitable Sharing Program as set forth in the current edition of the Department of Justice's *Guide to Equitable Sharing for State and Local Law Enforcement (Justice Guide)*, and the Department of the Treasury's *Guide to Equitable Sharing for Foreign Countries and Federal, State, and Local Law Enforcement Agencies (Treasury Guide)*.
4. **Transfers.** Before the Agency transfers cash, property, or proceeds to other state or local law enforcement agencies, it must first verify with the Department of Justice or the Department of the Treasury, depending on the source of the funds, that the receiving agency is a current and compliant Equitable Sharing Program participant.
5. **Internal Controls.** The Agency agrees to account separately for federal equitable sharing funds received from the Department of Justice and the Department of the Treasury. Funds from state and local forfeitures and other sources must not be commingled with federal equitable sharing funds. The Agency shall establish a separate revenue account or accounting code for state, local, Department of Justice, and Department of the Treasury forfeiture funds. Interest income generated must be accounted for in the appropriate federal equitable sharing account.

The Agency agrees that such accounting will be subject to the standard accounting requirements and practices employed for other public funds as supplemented by requirements set forth in the current edition of the *Justice Guide* and the *Treasury Guide*, including the requirement in the *Justice Guide* to maintain relevant documents and records for five years.

The misuse or misapplication of shared resources or the supplantation of existing resources with shared assets is prohibited. Failure to comply with any provision of this agreement shall subject the recipient agency to the sanctions stipulated in the current edition of the *Justice or Treasury Guides*, depending on the source of the funds/property.

6. **Audit Report.** Audits will be conducted as provided by the Single Audit Act Amendments of 1996 and OMB Circular A-133. The Department of Justice and Department of the Treasury reserve the right to conduct periodic random audits.

Affidavit - Existing Participant

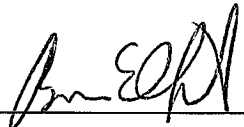
Under penalty of perjury, the undersigned officials certify that **they have read and understand their obligations under the Equitable Sharing Agreement** and that the information submitted in conjunction with this Document is an accurate accounting of funds received and spent by the Agency under the *Justice* and/or *Treasury Guides* during the reporting period and that the recipient Agency is in compliance with the National Code of Professional Conduct for Asset Forfeiture.

The undersigned certify that the recipient Agency is in compliance with the nondiscrimination requirements of the following laws and their Department of Justice implementing regulations: Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*), Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 *et seq.*), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794), and the Age Discrimination Act of 1975 (42 U.S.C. § 6101 *et seq.*), which prohibit discrimination on the basis of race, color, national origin, disability, or age in any federally assisted program or activity, or on the basis of sex in any federally assisted education program or activity. The Agency agrees that it will comply with all federal statutes and regulations permitting federal investigators access to records and any other sources of information as may be necessary to determine compliance with civil rights and other applicable statutes and regulations.

During the past fiscal year: (1) has any court or administrative agency issued any finding, judgment, or determination that the Agency discriminated against any person or group in violation of any of the federal civil rights statutes listed above; or (2) has the Agency entered into any settlement agreement with respect to any complaint filed with a court or administrative agency alleging that the Agency discriminated against any person or group in violation of any of the federal civil rights statutes listed above? ☐ Yes ☒ No

If you answered yes to the above question, complete Table I

Agency Head

Signature: 
 Name: Bruce Elfant
 Title: Constable, Precinct 5
 Date: 10/19/2012
 E-mail: BRUCE.ELFANT@CO.TRAVIS.TX.US

Governing Body Head

Signature: _____
 Name: SAMUEL T. BISCOE
 Title: County Judge, Travis County
 Date: _____
 E-mail: SAM.BISCOE@CO.TRAVIS.TX.US

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Entered on _____



☐ FY End: 09/30/2012

Date Printed: October 19, 2012 11:51

☒ NCIC: TX2270600

Agency: CONSTABLE, PRECINCT 5 TRAVIS COUNTY

Phone: (512) 854-6384

☐

State: TX Finance Contact: JOE ALVARADO

E-mail: JOE.ALVARADO@CO.TRAVIS.TX.US



Equitable Sharing Agreement and Certification



OMB Number 1123-0011
Expires 9-30-2014

- ☐ Police Department
 ☐ Sheriff's Office
 ☐ Task Force (Complete Table A)
☐ Prosecutor's Office
 ☐ National Guard Counterdrug Unit
 ☒ Other

** Please fill each required field. Hover mouse over any fillable field for pop-up instructions. **

Agency Name: Constable, Precinct 1 Travis County

NCIC/ORI/Tracking Number:

T	X	2	2	7	1	5	0	0
---	---	---	---	---	---	---	---	---

Mailing Address: 4717 Heflin Lane, Ste 127

City: AUSTIN

State: TX

Zip: 78721

Finance Contact: First: JOE

Last: ALVARADO

Phone: (512) 854-6384

E-mail: JOE.ALVARADO@CO.TRAVIS.TX.US

Preparer: First: ISSAC

Last: FLYNN

☐ Same as
Finance Contact

Phone: (512)854-7722

E-mail: ISSAC.FLYNN@CO.TRAVIS.TX.US

Independent Public Accountant:

E-mail: JOE.ALVARADO@CO.TRAVIS.TX.US

Last FY End Date: 09/30/2012

Agency Current FY Budget:

\$1,797,508.00

- ☐ **New Participant:** Read the Equitable Sharing Agreement and sign the Affidavit.
☒ **Existing Participant:** Complete the Annual Certification Report, read the Equitable Sharing Agreement, and sign the Affidavit.
☐ **Amended Form:** Revise the Annual Certification Report, read the Equitable Sharing Agreement, and sign the Affidavit.

Annual Certification Report

Summary of Equitable Sharing Activity		Justice Funds ¹	Treasury Funds ²
1	Beginning Equitable Sharing Fund Balance (must match Ending Equitable Sharing Fund Balance from prior FY)		
2	Federal Sharing Funds Received		
3	Federal Sharing Funds Received from Other Law Enforcement Agencies and Task Forces (To populate, complete Table B)		
4	Other Income		
5	Interest Income Accrued Non-Interest Bearing <input type="radio"/> Interest Bearing <input checked="" type="radio"/>		
6	Total Equitable Sharing Funds (total of lines 1 - 5)	\$0.00	\$0.00
7	Federal Sharing Funds Spent (total of lines a - m below)	\$0.00	\$0.00
8	Ending Balance (difference between line 7 and line 6)	\$0.00	\$0.00

¹ Justice Agencies are: FBI, DEA, ATF, USPIS, USDA, DCIS, DSS, and FDA.

² Treasury Agencies are: IRS, ICE, CBP, TTB, USSS, and USCG.

Summary of Shared Funds Spent		Justice Funds	Treasury Funds
a	Total spent on salaries under permitted salary exceptions		
b	Total spent on overtime		
c	Total spent on informants, "buy money", and rewards		
d	Total spent on travel and training		
e	Total spent on communications and computers		
f	Total spent on weapons and protective gear		
g	Total spent on electronic surveillance equipment		
h	Total spent on buildings and improvements		
i	Total transfers to other participating state and local law enforcement agencies (To populate, complete Table C)		
j	Total spent on other law enforcement expenses (To populate, complete Table D)		
k	Total Expenditures in Support of Community-Based Programs (To populate, complete Table E)		
l	Total Windfall Transfers (To populate, complete Table F)		
m	Total spent on matching grants (To populate, complete Table G)		
n	Total	\$0.00	\$0.00
o	Did your agency receive non-cash assets? <input type="radio"/> Yes <input checked="" type="radio"/> No If yes, complete Table H.		

Please fill out the following tables, if applicable.

Table A: Members of Task Force

Agency Name	NCIC/ORI/Tracking Number

Table B: Equitable Sharing Funds Received from other Agencies

Transferring Agency Name, City, and State	Justice Funds	Treasury Funds
Agency Name: <input type="text"/>		
NCIC/ORI/Tracking Number: <input type="text"/>		

Table C: Equitable Sharing Funds Transferred to Other Agencies

Receiving Agency Name, City, and State	Justice Funds	Treasury Funds
Agency Name: <input type="text"/>		
NCIC/ORI/Tracking Number: <input type="text"/>		

Table D: Other Law Enforcement Expenses

Description of Expense	Justice Funds	Treasury Funds

Table E: Expenditures in Support of Community-Based Programs

Recipient	Justice Funds	

Table F: Windfall Transfers

Recipient	Justice Funds	Treasury Funds

Table G: Matching Grants

Matching Grant Name	Justice Funds	Treasury Funds

Table H: Other Non-Cash Assets Received

Source	Description of Asset
Justice <input type="radio"/>	
Treasury <input type="radio"/>	

Table I: Civil Rights Cases

Name of Case	Type of Discrimination Alleged			
	<input type="checkbox"/> Race	<input type="checkbox"/> Color	<input type="checkbox"/> National Origin	<input type="checkbox"/> Gender
	<input type="checkbox"/> Disability	<input type="checkbox"/> Age	<input type="checkbox"/> Other	

Paperwork Reduction Act Notice

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Equitable Sharing Agreement

This Federal Equitable Sharing Agreement, entered into among (1) the Federal Government, (2) the above-stated law enforcement agency ("Agency"), and (3) the governing body, sets forth the requirements for participation in the federal Equitable Sharing Program and the restrictions upon the use of federally forfeited cash, property, proceeds, and any interest earned thereon, which are equitably shared with participating law enforcement agencies. By its signatures, the Agency agrees that it will be bound by the statutes and guidelines that regulate shared assets and the following requirements for participation in the federal Equitable Sharing Program. Receipt of the signed Equitable Sharing Agreement and Certification (this "Document") is a prerequisite to receiving any equitably shared cash, property, or proceeds.

1. Submission. This Document must be submitted to aca.submit@usdoj.gov within 60 days of the end of the Agency's fiscal year. This Document must be submitted electronically with the Affidavit/Signature submitted by fax. This will constitute submission to the Department of Justice and the Department of the Treasury.

2. Signatories. This agreement must be signed by the head of the Agency and the head of the governing body. Examples of Agency heads include police chief, sheriff, director, commissioner, superintendent, administrator, chairperson, secretary, city attorney, county attorney, district attorney, prosecuting attorney, state attorney, commonwealth attorney, and attorney general. The governing body's head is the person who allocates funds or approves the budget for the Agency. Examples of governing body heads include city manager, mayor, city council chairperson, county executive, county council chairperson, director, secretary, administrator, commissioner, and governor.

3. Uses. Any shared asset shall be used for law enforcement purposes in accordance with the statutes and guidelines that govern the federal Equitable Sharing Program as set forth in the current edition of the Department of Justice's *Guide to Equitable Sharing for State and Local Law Enforcement (Justice Guide)*, and the Department of the Treasury's *Guide to Equitable Sharing for Foreign Countries and Federal, State, and Local Law Enforcement Agencies (Treasury Guide)*.

4. Transfers. Before the Agency transfers cash, property, or proceeds to other state or local law enforcement agencies, it must first verify with the Department of Justice or the Department of the Treasury, depending on the source of the funds, that the receiving agency is a current and compliant Equitable Sharing Program participant.

5. Internal Controls. The Agency agrees to account separately for federal equitable sharing funds received from the Department of Justice and the Department of the Treasury. Funds from state and local forfeitures and other sources must not be commingled with federal equitable sharing funds. The Agency shall establish a separate revenue account or accounting code for state, local, Department of Justice, and Department of the Treasury forfeiture funds. Interest income generated must be accounted for in the appropriate federal equitable sharing account.

The Agency agrees that such accounting will be subject to the standard accounting requirements and practices employed for other public funds as supplemented by requirements set forth in the current edition of the *Justice Guide* and the *Treasury Guide*, including the requirement in the *Justice Guide* to maintain relevant documents and records for five years.

The misuse or misapplication of shared resources or the supplantation of existing resources with shared assets is prohibited. Failure to comply with any provision of this agreement shall subject the recipient agency to the sanctions stipulated in the current edition of the *Justice or Treasury Guides*, depending on the source of the funds/property.

6. Audit Report. Audits will be conducted as provided by the Single Audit Act Amendments of 1996 and OMB Circular A-133. The Department of Justice and Department of the Treasury reserve the right to conduct periodic random audits.

Affidavit - Existing Participant

Under penalty of perjury, the undersigned officials certify that **they have read and understand their obligations under the Equitable Sharing Agreement** and that the information submitted in conjunction with this Document is an accurate accounting of funds received and spent by the Agency under the *Justice* and/or *Treasury Guides* during the reporting period and that the recipient Agency is in compliance with the National Code of Professional Conduct for Asset Forfeiture.

The undersigned certify that the recipient Agency is in compliance with the nondiscrimination requirements of the following laws and their Department of Justice implementing regulations: Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*), Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 *et seq.*), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794), and the Age Discrimination Act of 1975 (42 U.S.C. § 6101 *et seq.*), which prohibit discrimination on the basis of race, color, national origin, disability, or age in any federally assisted program or activity, or on the basis of sex in any federally assisted education program or activity. The Agency agrees that it will comply with all federal statutes and regulations permitting federal investigators access to records and any other sources of information as may be necessary to determine compliance with civil rights and other applicable statutes and regulations.

During the past fiscal year: (1) has any court or administrative agency issued any finding, judgment, or determination that the Agency discriminated against any person or group in violation of any of the federal civil rights statutes listed above; or (2) has the Agency entered into any settlement agreement with respect to any complaint filed with a court or administrative agency alleging that the Agency discriminated against any person or group in violation of any of the federal civil rights statutes listed above? ☐ Yes ☒ No

If you answered yes to the above question, complete Table I

Agency Head

Signature: _____

Name: DANNY THOMASTitle: Constable, Precinct 1Date: 10-18-12E-mail: DANNY.THOMAS@CO.TRAVIS.TX.US

Governing Body Head

Signature: _____

Name: SAMUEL T. BISCOETitle: County Judge, Travis County

Date: _____

E-mail: SAM.BISCOE@CO.TRAVIS.TX.US

Subscribe to Equitable Sharing Wire:

The Equitable Sharing Wire is an electronic newsletter that gives you important, substantive, information regarding Equitable Sharing policies, practices, and procedures.

Final Instructions:

Step 1: Click to save for your records

Step 2: Click to save in XML format

Step 3: E-mail the XML file to aca.submit@usdoj.govStep 4: Fax THIS SIGNED PAGE ONLY to (202) 616-1344

FOR AGENCY USE ONLY

Entered by _____

Entered on _____

☐ FY End: 09/30/2012☒ NCIC: TX2271500☐ State: TX Finance Contact: JOE ALVARADO

Date Printed: October 17, 2012 17:36

Agency: Constable, Precinct 1 Travis County

Phone: (512) 854-6384

E-mail: JOE.ALVARADO@CO.TRAVIS.TX.US

Equitable Sharing Agreement and Certification

- ☐ Police Department ☐ Sheriff's Office ☐ Task Force (Complete Table A)
☐ Prosecutor's Office ☐ National Guard Counterdrug Unit ☒ Other

* Please fill each required field. Hover mouse over any fillable field for pop-up instructions. *

Agency Name: CONSTABLE, PRECINCT 2 TRAVIS COUNTY

NCIC/ORI/Tracking Number: T X 2 2 7 1 6 0 0

Mailing Address: 10409 Burnet Rd., #180

City: AUSTIN

State: TX

Zip: 78758

Finance Contact: First: JOE

Last: ALVARADO

Phone: (512) 854-6384

E-mail: JOE.ALVARADO@CO.TRAVIS.TX.US

Preparer:

First: ISSAC

Last: FLYNN



Same as
Finance Contact

Phone: (512) 854-7722

E-mail: ISSAC.FLYNN@CO.TRAVIS.TX.US

Independent Public Accountant:

E-mail: JOE.ALVARADO@CO.TRAVIS.TX.US

Last FY End Date: 09/30/2012

Agency Current FY Budget:

\$2,548,815.00

- ☐ **New Participant:** Read the Equitable Sharing Agreement and sign the Affidavit.
☒ **Existing Participant:** Complete the Annual Certification Report, read the Equitable Sharing Agreement, and sign the Affidavit.
☐ **Amended Form:** Revise the Annual Certification Report, read the Equitable Sharing Agreement, and sign the Affidavit.

Annual Certification Report

Summary of Equitable Sharing Activity		Justice Funds ¹	Treasury Funds ²
1	Beginning Equitable Sharing Fund Balance (must match Ending Equitable Sharing Fund Balance from prior FY)		
2	Federal Sharing Funds Received		
3	Federal Sharing Funds Received from Other Law Enforcement Agencies and Task Forces (To populate, complete Table B)		
4	Other Income		
5	Interest Income Accrued Non-Interest Bearing <input type="radio"/> Interest Bearing <input checked="" type="radio"/>		
6	Total Equitable Sharing Funds (total of lines 1 - 5)	\$0.00	\$0.00
7	Federal Sharing Funds Spent (total of lines a - m below)	\$0.00	\$0.00
8	Ending Balance (difference between line 7 and line 6)	\$0.00	\$0.00

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l	Total Windfall Transfers (To populate, complete Table F)		
m	Total spent on matching grants (To populate, complete Table G)		
n	Total	\$0.00	\$0.00
o	Did your agency receive non-cash assets? <input type="radio"/> Yes. <input checked="" type="radio"/> No If yes, complete Table H.		

Please fill out the following tables, if applicable.

Table A: Members of Task Force

Agency Name	NCIC/ORI/Tracking Number

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Table E: Expenditures in Support of Community-Based Programs

Recipient	Justice Funds	

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Recipient	Justice Funds	Treasury Funds

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Matching Grant Name	Justice Funds	Treasury Funds

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Source	Description of Asset
Justice <input type="radio"/>	
Treasury <input type="radio"/>	

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Name of Case	Type of Discrimination Alleged			
	<input type="checkbox"/> Race	<input type="checkbox"/> Color	<input type="checkbox"/> National Origin	<input type="checkbox"/> Gender
	<input type="checkbox"/> Disability	<input type="checkbox"/> Age	<input type="checkbox"/> Other	

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1. Submission. This Document must be submitted to aca.submit@usdoj.gov within 60 days of the end of the Agency's fiscal year. This Document must be submitted electronically with the Affidavit/Signature submitted by fax. This will constitute submission to the Department of Justice and the Department of the Treasury.

2. Signatories. This agreement must be signed by the head of the Agency and the head of the governing body. Examples of Agency heads include police chief, sheriff, director, commissioner, superintendent, administrator, chairperson, secretary, city attorney, county attorney, district attorney, prosecuting attorney, state attorney, commonwealth attorney, and attorney general. The governing body's head is the person who allocates funds or approves the budget for the Agency. Examples of governing body heads include city manager, mayor, city council chairperson, county executive, county council chairperson, director, secretary, administrator, commissioner, and governor.

3. Uses. Any shared asset shall be used for law enforcement purposes in accordance with the statutes and guidelines that govern the federal Equitable Sharing Program as set forth in the current edition of the Department of Justice's *Guide to Equitable Sharing for State and Local Law Enforcement (Justice Guide)*, and the Department of the Treasury's *Guide to Equitable Sharing for Foreign Countries and Federal, State, and Local Law Enforcement Agencies (Treasury Guide)*.

4. Transfers. Before the Agency transfers cash, property, or proceeds to other state or local law enforcement agencies, it must first verify with the Department of Justice or the Department of the Treasury, depending on the source of the funds, that the receiving agency is a current and compliant Equitable Sharing Program participant.

5. Internal Controls. The Agency agrees to account separately for federal equitable sharing funds received from the Department of Justice and the Department of the Treasury. Funds from state and local forfeitures and other sources must not be commingled with federal equitable sharing funds. The Agency shall establish a separate revenue account or accounting code for state, local, Department of Justice, and Department of the Treasury forfeiture funds. Interest income generated must be accounted for in the appropriate federal equitable sharing account.

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Affidavit - Existing Participant

Under penalty of perjury, the undersigned officials certify that **they have read and understand their obligations under the Equitable Sharing Agreement** and that the information submitted in conjunction with this Document is an accurate accounting of funds received and spent by the Agency under the *Justice* and/or *Treasury Guides* during the reporting period and that the recipient Agency is in compliance with the National Code of Professional Conduct for Asset Forfeiture.

The undersigned certify that the recipient Agency is in compliance with the nondiscrimination requirements of the following laws and their Department of Justice implementing regulations: Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*), Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 *et seq.*), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794), and the Age Discrimination Act of 1975 (42 U.S.C. § 6101 *et seq.*), which prohibit discrimination on the basis of race, color, national origin, disability, or age in any federally assisted program or activity, or on the basis of sex in any federally assisted education program or activity. The Agency agrees that it will comply with all federal statutes and regulations permitting federal investigators access to records and any other sources of information as may be necessary to determine compliance with civil rights and other applicable statutes and regulations.

During the past fiscal year: (1) has any court or administrative agency issued any finding, judgment, or determination that the Agency discriminated against any person or group in violation of any of the federal civil rights statutes listed above; or (2) has the Agency entered into any settlement agreement with respect to any complaint filed with a court or administrative agency alleging that the Agency discriminated against any person or group in violation of any of the federal civil rights statutes listed above? ☐ Yes ☒ No

If you answered yes to the above question, complete Table I

Agency Head

Signature: _____

Name: Adan Ballesteros

Title: Constable, Precinct. 2

Date: 10/22/12

E-mail: ADAN.BALLESTEROS@CO.TRAVIS.TX

Governing Body Head

Signature: _____

Name: SAMUEL T. BISCOE

Title: County Judge, Travis County

Date: _____

E-mail: SAM.BISCOE@CO.TRAVIS.TX.US

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Entered by _____

Entered on _____

☐ FY End: 09/30/2012

☒ NCIC: TX2271600

☐ State: TX Finance Contact: JOE ALVARADO



Date Printed: October 19, 2012 16:39

Agency: CONSTABLE, PRECINCT 2 TRAVIS COUNTY

Phone: (512) 854-6384

E-mail: JOE.ALVARADO@CO.TRAVIS.TX.US

**FY 2012
CHAPTER 59 ASSET FORFEITURE REPORT
BY LAW ENFORCEMENT AGENCY**

Agency Name:	Constable, Precinct 2 Travis County	Reporting Period: (local fiscal year)	10/01/2011 - 09/30/2012
Agency Mailing Address:	10409 Burnet Rd., #180	example:	01/01/11 to 12/31/12, 09/01/11 to 08/31/12 etc.
	Austin, TX 78758		
Phone Number:	(512) 854-9697		
County:	Travis		
Email Address:	joe.alvarado@co.travis.tx.us	This should be a permanent agency email address	

NOTE: PLEASE ROUND ALL DOLLAR FIGURES TO NEAREST WHOLE DOLLAR.

I. SEIZED FUNDS

<p>A) Beginning Balance: Instructions: Include total amount of seized funds on hand (in your agency's possession) at beginning of reporting period. Include funds that may have been forfeited but have not been transferred to your agency's forfeiture account. Do not include funds that are in an account held by another agency, e.g., the District Attorney's account.</p>	\$0.00
<p>B) Seizures During Reporting Period: Instructions: Include only those seizures which occurred during the reporting period and where the seizure affidavit required by Article 59.03 is sworn to by a peace officer employed by your agency.</p>	
1) Amount seized and retained in your agency's custody.	\$0.00
2) Amount seized and transferred to the District Attorney pending forfeiture.	\$0.00
<p>C) Interest Earned on Seized Funds During Reporting Period: Instructions: Enter amount of interest earned on funds in your agency's seizure account during the reporting period. Do not include interest earned if funds are on deposit in an account that does not belong to your agency, e.g. the District Attorney's account.</p>	\$0.00
<p>D) Amount Returned to Defendants/Respondents:</p>	\$0.00
<p>E) Amount Transferred to Forfeiture Account: Instructions: Include all amounts in your agency's possession forfeited during the reporting period and transferred to your forfeiture account. Do not include funds that are in an account held by another agency, e.g. the District Attorney's account.</p>	\$0.00
<p>F) Ending Balance: Instructions: Add lines A, B(1), and C, subtract lines D and E, put total in line F.</p>	\$0.00

II. FORFEITED FUNDS

A) Beginning Balance: Instructions: Include total amount of forfeited funds that have been forfeited to your agency and are on hand (in your agency's account or in your agency's possession) at beginning of the reporting period including interest. Do not include funds that have been forfeited but not yet received by your agency.	\$826.33
B) Amount Forfeited to and Received by Reporting Agency (Including Interest) During Reporting Period: Instructions: Do not include amounts forfeited but not yet received by your agency; interest refers to the amount earned prior to forfeiture and distributed as part of the judgment of forfeiture.	\$1067.50
C) Interest Earned on Forfeited Funds During Reporting Period : Instructions: Include only the amount of interest earned on funds in your agency's forfeiture account or interest earned on funds derived from the sale of forfeited property during the reporting period. Do not include interest earned if funds are on deposit in an account that does not belong to your agency, e.g. the District Attorney's account.	\$1.24
D) Proceeds Received by Your Agency From Sale of Forfeited Property: Instructions: Include amounts received for all property sold during the reporting period, even if the subject property was forfeited in a prior reporting period.	\$0.00
E) Total Expenditures of Forfeited Funds During Reporting Period: Instructions: From Total on Section VI.	\$0.00
F) Ending Balance: Instructions: Add lines A through D, subtract line E, place total in line F.	\$1895.07

III. OTHER PROPERTY

Instructions: List the number of items seized for the following categories. Include only those seizures where a seizure is made by a peace officer employed by your agency. If property is sold, list under "Proceeds Received by Your Agency From Sale of Forfeited Property" in Section II (D) in the reporting year in which the proceeds are received.

Please note - this should be a number not a currency amount. Example 4 cars seized, 3 cars forfeited and 0 cars put into use.	SEIZED	FORFEITED TO AGENCY	RETURNED TO DEFENDANTS / RESPONDENTS	PUT INTO USE BY AGENCY
1) MOTOR VEHICLES (Include cars, motorcycles, tractor trailers, etc.)	0.00	0.00	0.00	0.00
2) REAL PROPERTY (Count each parcel seized as one item)	0.00	0.00	0.00	0.00
3) COMPUTERS (Include computer and attached system components, such as printers and monitors, as one item)	0.00	0.00	0.00	0.00
4) FIREARMS (Include only firearms seized for forfeiture under Chapter 59. Do not include weapons disposed under Chapter 18.)	0.00	0.00	0.00	0.00
5) Other Property - Description:	0.00	0.00	0.00	0.00
Other Property -Description:	0.00	0.00	0.00	0.00
Other Property -Description:	0.00	0.00	0.00	0.00

IV.

FORFEITED PROPERTY RECEIVED FROM ANOTHER AGENCY

Instructions: Enter the total number of items transferred to your agency where the forfeiture judgment awarded ownership of the property to another agency prior to the transfer.

A)	Motor Vehicles (the number of vehicles, not a currency amount):	0
B)	Real Property (the number of separate parcels of property, not a currency amount):	0
C)	Computers (the number of computers, not a currency amount):	0
D)	Firearms (the number of firearms, not a currency amount):	0
E)	Other (the number of items, not a currency amount):	0

V.

FORFEITED PROPERTY TRANSFERRED OR LOANED TO ANOTHER AGENCY

Instructions: Enter the total number of items transferred or loaned from your agency where the forfeiture judgment awarded ownership of the property to your agency prior to the transfer.

A)	Motor Vehicles (the number of vehicles, not a currency amount):	0
B)	Real Property (the number of separate parcels of property, not a currency amount):	0
C)	Computers (the number of computers, not a currency amount):	0
D)	Firearms (the number of firearms, not a currency amount):	0
E)	Other (the number of items, not a currency amount):	0

VI.

EXPENDITURES

Instructions: This category is for Chapter 59 expenditures **SOLELY** for law enforcement purposes - not for expenditures made pursuant to your general budget. List the total amount expended for each of the following categories. If proceeds are expended for a category not listed, state the amount and nature of the expenditure under the Other category.

A)	SALARIES	
1.	Increase of Salary, Expense, or Allowance for Employees (Salary Supplements):	\$0.00
2.	Salary Budgeted Solely From Forfeited Funds:	\$0.00
3.	Number of Employees Paid Using Forfeiture Funds:	0
	TOTAL SALARIES PAID OUT OF CHAPTER 59 FUNDS:	\$
B)	OVERTIME	
1.	For Employees Budgeted by Governing Body:	\$0.00
2.	For Employees Budgeted Solely out of Forfeiture Funds:	\$0.00
3.	Number of Employees Paid Using Forfeiture Funds:	0
	TOTAL OVERTIME PAID OUT OF CHAPTER 59 FUNDS:	\$

C) EQUIPMENT	
1. Vehicles:	\$0.00
2. Computers:	\$0.00
3. Firearms, Vests, Personal Equipment:	\$0.00
4. Furniture:	\$0.00
5. Software:	\$0.00
6. Maintenance Costs:	\$0.00
7. Uniforms:	\$0.00
8. K9 Related Costs:	\$0.00
9. Other (Provide Detail on Additional Sheet):	\$0.00
TOTAL EQUIPMENT PURCHASED WITH CHAPTER 59 FUNDS:	\$0.00

D) SUPPLIES	
1. Office Supplies:	\$0.00
2. Cellular Air Time :	\$0.00
3. Internet:	\$0.00
4. Other (Provide Detail on Additional Sheet) :	\$0.00
TOTAL SUPPLIES PURCHASED WITH CHAPTER 59 FUNDS:	\$0.00

E) TRAVEL	
1. Total In State Travel	\$0.00
a) Lodging:	\$0.00
b) Air Fare:	\$0.00
c) Meals (including per diem):	\$0.00
d) Car Rental:	\$0.00
2. Total Out of State Travel :	\$0.00
a) Lodging:	\$0.00
b) Air Fare:	\$0.00
c) Meals (including per diem):	\$0.00
d) Car Rental:	\$0.00
3. Fuel:	\$0.00
4. Parking:	\$0.00

5. Other (Provide Detail on Additional Sheet):	\$0.00
TOTAL TRAVEL PAID OUT OF CHAPTER 59 FUNDS:	\$0.00

F) TRAINING	
1. Fees (Conferences, Seminars):	\$0.00
2. Materials (Books, CDs, Videos, etc.):	\$0.00
3. Other (Provide Detail on Additional Sheet):	\$0.00
TOTAL TRAINING PAID OUT OF CHAPTER 59 FUNDS	\$0.00

G) INVESTIGATIVE COSTS	
1. Informant Costs:	\$0.00
2. Buy Money:	\$0.00
3. Lab Expenses:	\$0.00
4. Other (Provide Detail on Additional Sheet) :	\$0.00
TOTAL INVESTIGATIVE COSTS PAID OUT OF CHAPTER 59 FUNDS:	\$0.00

H) TOTAL PREVENTION/TREATMENT ASSISTANCE	PROGRAMS/FINANCIAL	
1. Total Prevention/Treatment Programs (pursuant to 59.06 (h), (l), (j)):		\$0.00
2. Total Financial Assistance (pursuant to Articles 59.06 (n) and (o)):		\$0.00
TOTAL PREVENTION/TREATMENT PROGRAMS/FINANCIAL ASSISTANCE (pursuant to Articles 59.06 (h), (l), (j), (n), (o)):		\$0.00

I) FACILITY COSTS	
1. Building Purchase:	\$0.00
2. Lease Payments:	\$0.00
3. Remodeling:	\$0.00
4. Maintenance Costs:	\$0.00
5. Utilities:	\$0.00
6. Other (Provide Detail on Additional Sheet):	\$0.00
TOTAL FACILITY COSTS PAID OUT OF CHAPTER 59 FUNDS:	\$0.00

J) MISCELLANEOUS FEES	
1. Court Costs:	\$0.00
2. Filing Fees:	\$0.00

3.	Insurance:	\$0.00
4.	Witness Fees:	\$0.00
5.	Audit Costs and Fees:	\$0.00
6.	Other (Provide Detail on Additional Sheet):	\$0.00
TOTAL MISCELLANEOUS FEES PAID OUT OF CHAPTER 59 FUNDS:		\$0.00
K)	TOTAL PAID TO COOPERATING AGENCY(IES) PURSUANT TO LOCAL AGREEMENT:	\$0.00
L)	TOTAL OTHER PAID OUT OF CHAPTER 59 FUNDS (provide detailed descriptions on additional sheet(s) and attach to this report):	\$0.00
M)	TOTAL EXPENDITURES:	\$0.00

NOTE: If you are governed by a Commissioners Court or a City Council, BOTH CERTIFICATIONS MUST BE COMPLETED. Otherwise, please complete the Agency Head Certification.

CERTIFICATION

I swear or affirm that the Commissioners Court or City Council has conducted the audit required by Article 59.06 of the Code of Criminal Procedure, unless after due inquiry, it has been determined that no accounts, funds or other property pursuant to Chapter 59 of the Code of Criminal Procedure are being held or have been transacted in the relevant fiscal year by the agency for which this report is being completed, and that upon diligent inspection of all relevant documents and supporting materials, I believe that this asset forfeiture report is true and correct and contains all of the required information.

COUNTY JUDGE, MAYOR or CITY
MANAGER
(Printed Name):

Travis County Judge Samuel T. Biscoe

SIGNATURE:

DATE:

AGENCY HEAD CERTIFICATION

I swear or affirm, under penalty of perjury, that I have accounted for the seizure, forfeiture, receipt, and specific expenditure of all proceeds and property subject to Chapter 59 of the Code of Criminal Procedure, and that upon diligent inspection of all relevant documents and supporting materials, this asset forfeiture report is true and correct and contains all information required by Article 59.06 of the Code of Criminal Procedure. I further swear or affirm that all expenditures reported herein were lawful and proper, and made in accordance with Texas law.

AGENCY HEAD (Printed Name):

Constable Adan Ballesteros

SIGNATURE:

DATE:

10/22/12

RETURN COMPLETED FORM TO:

Office of the Attorney General
Criminal Prosecutions Division
P.O. Box 12548
Austin, TX 78711-2548
Attn: Kent Richardson
(512)936-1348
kent.richardson@oag.state.tx.us

**WE CANNOT ACCEPT FAXED OR EMAILED COPIES. PLEASE MAIL
THE SIGNED, ORIGINAL DOCUMENT TO OUR OFFICE AT THE
ADDRESS ABOVE.**

**FY 2012
CHAPTER 59 ASSET FORFEITURE REPORT
BY LAW ENFORCEMENT AGENCY**

Agency Name:	Constable, Precinct 1- Travis County	Reporting Period: (local fiscal year)	10/01/2011 - 09/30/2012
Agency Mailing Address:	4717 Heflin Lane, Ste 127	example:	01/01/12 to 12/31/12, 09/01/11 to 08/31/12 etc.
	Austin, TX 78721		
Phone Number:	(512) 854-7510		
County:	Travis County		
Email Address:	joe.alvarado@co.travis.tx.us	This should be a permanent agency email address	

NOTE: PLEASE ROUND ALL DOLLAR FIGURES TO NEAREST WHOLE DOLLAR.

I. SEIZED FUNDS

A)	Beginning Balance: Instructions: Include total amount of seized funds on hand (in your agency's possession) at beginning of reporting period. Include funds that may have been forfeited but have not been transferred to your agency's forfeiture account. Do not include funds that are in an account held by another agency, e.g., the District Attorney's account.	\$0.00
B)	Seizures During Reporting Period: Instructions: Include only those seizures which occurred during the reporting period and where the seizure affidavit required by Article 59.03 is sworn to by a peace officer employed by your agency.	
	1) Amount seized and retained in your agency's custody.	\$0.00
	2) Amount seized and transferred to the District Attorney pending forfeiture.	\$0.00
C)	Interest Earned on Seized Funds During Reporting Period: Instructions: Enter amount of interest earned on funds in your agency's seizure account during the reporting period. Do not include interest earned if funds are on deposit in an account that does not belong to your agency, e.g. the District Attorney's account.	\$0.00
D)	Amount Returned to Defendants/Respondents:	\$0.00
E)	Amount Transferred to Forfeiture Account: Instructions: Include all amounts in your agency's possession forfeited during the reporting period and transferred to your forfeiture account. Do not include funds that are in an account held by another agency, e.g. the District Attorney's account.	\$0.00
F)	Ending Balance: Instructions: Add lines A, B(1), and C, subtract lines D and E, put total in line F.	\$0.00

II. FORFEITED FUNDS

A)	Beginning Balance: Instructions: Include total amount of forfeited funds that have been forfeited to your agency and are on hand (in your agency's account or in your agency's possession) at beginning of the reporting period including interest. Do not include funds that have been forfeited but not yet received by your agency.	\$0.00
B)	Amount Forfeited to and Received by Reporting Agency (Including Interest) During Reporting Period: Instructions: Do not include amounts forfeited but not yet received by your agency; interest refers to the amount earned prior to forfeiture and distributed as part of the judgment of forfeiture.	\$0.00
C)	Interest Earned on Forfeited Funds During Reporting Period : Instructions: Include only the amount of interest earned on funds in your agency's forfeiture account or interest earned on funds derived from the sale of forfeited property during the reporting period. Do not include interest earned if funds are on deposit in an account that does not belong to your agency, e.g. the District Attorney's account.	\$0.00
D)	Proceeds Received by Your Agency From Sale of Forfeited Property: Instructions: Include amounts received for all property sold during the reporting period, even if the subject property was forfeited in a prior reporting period.	\$0.00
E)	Total Expenditures of Forfeited Funds During Reporting Period: Instructions: From Total on Section VI.	\$0.00
F)	Ending Balance: Instructions: Add lines A through D, subtract line E, place total in line F.	\$0.00

III.**OTHER PROPERTY**

Instructions: List the number of items seized for the following categories. Include only those seizures where a seizure is made by a peace officer employed by your agency. If property is sold, list under "Proceeds Received by Your Agency From Sale of Forfeited Property" in Section II (D) in the reporting year in which the proceeds are received.

Please note - this should be a number not a currency amount. Example 4 cars seized, 3 cars forfeited and 0 cars put into use.	SEIZED	FORFEITED TO AGENCY	RETURNED TO DEFENDANTS / RESPONDENTS	PUT INTO USE BY AGENCY
1) MOTOR VEHICLES (Include cars, motorcycles, tractor trailers, etc.)	\$0.00	\$0.00	\$0.00	\$0.00
2) REAL PROPERTY (Count each parcel seized as one item)	\$0.00	\$0.00	\$0.00	\$0.00
3) COMPUTERS (Include computer and attached system components, such as printers and monitors, as one item)	\$0.00	\$0.00	\$0.00	\$0.00
4) FIREARMS (Include only firearms seized for forfeiture under Chapter 59. Do not include weapons disposed under Chapter 18.)	\$0.00	\$0.00	\$0.00	\$0.00
5) Other Property - Description: _____	\$0.00	\$0.00	\$0.00	\$0.00
Other Property -Description: _____	\$0.00	\$0.00	\$0.00	\$0.00
Other Property -Description: _____	\$0.00	\$0.00	\$0.00	\$0.00

IV.

FORFEITED PROPERTY RECEIVED FROM ANOTHER AGENCY

Instructions: Enter the total number of items transferred to your agency where the forfeiture judgment awarded ownership of the property to another agency prior to the transfer.

A)	Motor Vehicles (the number of vehicles, not a currency amount):	0
B)	Real Property (the number of separate parcels of property, not a currency amount):	.0
C)	Computers (the number of computers, not a currency amount):	0
D)	Firearms (the number of firearms, not a currency amount):	0
E)	Other (the number of items, not a currency amount):	0

V.

FORFEITED PROPERTY TRANSFERRED OR LOANED TO ANOTHER AGENCY

Instructions: Enter the total number of items transferred or loaned from your agency where the forfeiture judgment awarded ownership of the property to your agency prior to the transfer.

A)	Motor Vehicles (the number of vehicles, not a currency amount):	0
B)	Real Property (the number of separate parcels of property, not a currency amount):	0
C)	Computers (the number of computers, not a currency amount):	0
D)	Firearms (the number of firearms, not a currency amount):	0
E)	Other (the number of items, not a currency amount):	0

VI.

EXPENDITURES

Instructions: This category is for Chapter 59 expenditures **SOLELY** for law enforcement purposes - not for expenditures made pursuant to your general budget. List the total amount expended for each of the following categories. If proceeds are expended for a category not listed, state the amount and nature of the expenditure under the Other category.

A) SALARIES		
1.	Increase of Salary, Expense, or Allowance for Employees (Salary Supplements):	\$0.00
2.	Salary Budgeted Solely From Forfeited Funds:	\$0.00
3.	Number of Employees Paid Using Forfeiture Funds:	0
TOTAL SALARIES PAID OUT OF CHAPTER 59 FUNDS:		\$0.00
B) OVERTIME		
1.	For Employees Budgeted by Governing Body:	\$0.00
2.	For Employees Budgeted Solely out of Forfeiture Funds:	\$0.00
3.	Number of Employees Paid Using Forfeiture Funds:	0
TOTAL OVERTIME PAID OUT OF CHAPTER 59 FUNDS:		\$0.00

C) EQUIPMENT	
1. Vehicles:	\$0.00
2. Computers:	\$0.00
3. Firearms, Vests, Personal Equipment:	\$0.00
4. Furniture:	\$0.00
5. Software:	\$0.00
6. Maintenance Costs:	\$0.00
7. Uniforms:	\$0.00
8. K9 Related Costs:	\$0.00
9. Other (Provide Detail on Additional Sheet):	\$0.00
TOTAL EQUIPMENT PURCHASED WITH CHAPTER 59 FUNDS:	\$0.00

D) SUPPLIES	
1. Office Supplies:	\$0.00
2. Cellular Air Time :	\$0.00
3. Internet:	\$0.00
4. Other (Provide Detail on Additional Sheet) :	\$0.00
TOTAL SUPPLIES PURCHASED WITH CHAPTER 59 FUNDS:	\$0.00

E) TRAVEL	
1. Total In State Travel	\$0.00
a) Lodging:	\$0.00
b) Air Fare:	\$0.00
c) Meals (including per diem):	\$0.00
d) Car Rental:	\$0.00
2. Total Out of State Travel	\$0.00
a) Lodging:	\$0.00
b) Air Fare:	\$0.00
c) Meals (including per diem):	\$0.00
d) Car Rental:	\$0.00
3. Fuel:	\$0.00
4. Parking:	\$0.00

5. Other (Provide Detail on Additional Sheet):	\$0.00
TOTAL TRAVEL PAID OUT OF CHAPTER 59 FUNDS:	\$0.00

F) TRAINING	
1. Fees (Conferences, Seminars):	\$0.00
2. Materials (Books, CDs, Videos, etc.):	\$0.00
3. Other (Provide Detail on Additional Sheet):	\$0.00
TOTAL TRAINING PAID OUT OF CHAPTER 59 FUNDS	\$0.00

G) INVESTIGATIVE COSTS	
1. Informant Costs:	\$0.00
2. Buy Money:	\$0.00
3. Lab Expenses:	\$0.00
4. Other (Provide Detail on Additional Sheet):	\$0.00
TOTAL INVESTIGATIVE COSTS PAID OUT OF CHAPTER 59 FUNDS:	\$0.00

H) TOTAL PREVENTION/TREATMENT PROGRAMS/FINANCIAL ASSISTANCE	
1. Total Prevention/Treatment Programs (pursuant to 59.06 (h), (l), (j)):	\$0.00
2. Total Financial Assistance (pursuant to Articles 59.06 (n) and (o)):	\$0.00
TOTAL PREVENTION/TREATMENT PROGRAMS/FINANCIAL ASSISTANCE (pursuant to Articles 59.06 (h), (l), (j), (n), (o)):	\$0.00

I) FACILITY COSTS	
1. Building Purchase:	\$0.00
2. Lease Payments:	\$0.00
3. Remodeling:	\$0.00
4. Maintenance Costs:	\$0.00
5. Utilities:	\$0.00
6. Other (Provide Detail on Additional Sheet):	\$0.00
TOTAL FACILITY COSTS PAID OUT OF CHAPTER 59 FUNDS:	\$0.00

J) MISCELLANEOUS FEES	
1. Court Costs:	\$0.00
2. Filing Fees:	\$0.00

	\$0.00
4. Witness Fees:	\$0.00
5. Audit Costs and Fees:	\$0.00
6. Other (Provide Detail on Additional Sheet):	\$0.00
TOTAL MISCELLANEOUS FEES PAID OUT OF CHAPTER 59 FUNDS:	\$0.00

K) TOTAL PAID TO COOPERATING AGENCY(IES) PURSUANT TO LOCAL AGREEMENT:	\$0.00
L) TOTAL OTHER PAID OUT OF CHAPTER 59 FUNDS (provide detailed descriptions on additional sheet(s) and attach to this report):	\$0.00
M) TOTAL EXPENDITURES:	\$0.00

NOTE: If you are governed by a Commissioners Court or a City Council, BOTH CERTIFICATIONS MUST BE COMPLETED. Otherwise, please complete the Agency Head Certification.

CERTIFICATION

I swear or affirm that the Commissioners Court or City Council has conducted the audit required by Article 59.06 of the Code of Criminal Procedure, unless after due inquiry, it has been determined that no accounts, funds or other property pursuant to Chapter 59 of the Code of Criminal Procedure are being held or have been transacted in the relevant fiscal year by the agency for which this report is being completed, and that upon diligent inspection of all relevant documents and supporting materials, I believe that this asset forfeiture report is true and correct and contains all of the required information.

COUNTY JUDGE, MAYOR or CITY
MANAGER
(Printed Name):

Travis County Judge Samuel T. Biscoe

SIGNATURE:

DATE:

AGENCY HEAD CERTIFICATION

I swear or affirm, under penalty of perjury, that I have accounted for the seizure, forfeiture, receipt, and specific expenditure of all proceeds and property subject to Chapter 59 of the Code of Criminal Procedure, and that upon diligent inspection of all relevant documents and supporting materials, this asset forfeiture report is true and correct and contains all information required by Article 59.06 of the Code of Criminal Procedure. I further swear or affirm that all expenditures reported herein were lawful and proper, and made in accordance with Texas law.

AGENCY HEAD (Printed Name):

Constable Danny Thomas

SIGNATURE:

DATE: 10-12-2012

RETURN COMPLETED FORM TO:

Office of the Attorney General
Criminal Prosecutions Division
P.O. Box 12548
Austin, TX 78711-2548
Attn: Kent Richardson
(512)936-1348

WE CANNOT ACCEPT FAXED OR EMAILED COPIES. PLEASE MAIL THE SIGNED, ORIGINAL DOCUMENT TO OUR OFFICE AT THE ADDRESS ABOVE.

**FY 2012
CHAPTER 59 ASSET FORFEITURE REPORT
BY LAW ENFORCEMENT AGENCY**

Agency Name:	Constable, Precinct 5 Travis County	Reporting Period: (local fiscal year)	10/01/2011 - 09/30/2012
Agency Mailing Address:	1003 Guadalupe St	example:	01/01/12 to 12/31/12, 09/01/11 to 08/31/12 etc.
	Austin, TX 78701		
Phone Number:	(512) 854-2195		
County:	Travis		
Email Address:	joe.alvarado@co.travis.tx.us	This should be a permanent agency email address	

NOTE: PLEASE ROUND ALL DOLLAR FIGURES TO NEAREST WHOLE DOLLAR.

I. SEIZED FUNDS

A)	Beginning Balance: Instructions: Include total amount of seized funds on hand (in your agency's possession) at beginning of reporting period. Include funds that may have been forfeited but have not been transferred to your agency's forfeiture account. Do not include funds that are in an account held by another agency, e.g., the District Attorney's account.	\$0.00
B)	Seizures During Reporting Period: Instructions: Include only those seizures which occurred during the reporting period and where the seizure affidavit required by Article 59.03 is sworn to by a peace officer employed by your agency.	
	1) Amount seized and retained in your agency's custody.	\$0.00
	2) Amount seized and transferred to the District Attorney pending forfeiture.	\$0.00
C)	Interest Earned on Seized Funds During Reporting Period: Instructions: Enter amount of interest earned on funds in your agency's seizure account during the reporting period. Do not include interest earned if funds are on deposit in an account that does not belong to your agency, e.g. the District Attorney's account.	\$0.00
D)	Amount Returned to Defendants/Respondents:	\$0.00
E)	Amount Transferred to Forfeiture Account: Instructions: Include all amounts in your agency's possession forfeited during the reporting period and transferred to your forfeiture account. Do not include funds that are in an account held by another agency, e.g. the District Attorney's account.	\$0.00
F)	Ending Balance: Instructions: Add lines A, B(1), and C, subtract lines D and E, put total in line F.	\$0.00

II. FORFEITED FUNDS

A) Beginning Balance: Instructions: Include total amount of forfeited funds that have been forfeited to your agency and are on hand (in your agency's account or in your agency's possession) at beginning of the reporting period including interest. Do not include funds that have been forfeited but not yet received by your agency.	\$2719.73
B) Amount Forfeited to and Received by Reporting Agency (Including Interest) During Reporting Period: Instructions: Do not include amounts forfeited but not yet received by your agency; interest refers to the amount earned prior to forfeiture and distributed as part of the judgment of forfeiture.	\$0.00
C) Interest Earned on Forfeited Funds During Reporting Period : Instructions: Include only the amount of interest earned on funds in your agency's forfeiture account or interest earned on funds derived from the sale of forfeited property during the reporting period. Do not include interest earned if funds are on deposit in an account that does not belong to your agency, e.g. the District Attorney's account.	\$2.72
D) Proceeds Received by Your Agency From Sale of Forfeited Property: Instructions: Include amounts received for all property sold during the reporting period, even if the subject property was forfeited in a prior reporting period.	\$0.00
E) Total Expenditures of Forfeited Funds During Reporting Period: Instructions: From Total on Section VI.	\$0.00
F) Ending Balance: Instructions: Add lines A through D, subtract line E, place total in line F.	\$2722.45

III.**OTHER PROPERTY**

Instructions: List the number of items seized for the following categories. Include only those seizures where a seizure is made by a peace officer employed by your agency. If property is sold, list under "Proceeds Received by Your Agency From Sale of Forfeited Property" in Section II (D) in the reporting year in which the proceeds are received.

Please note - this should be a number not a currency amount. Example 4 cars seized, 3 cars forfeited and 0 cars put into use.	SEIZED	FORFEITED TO AGENCY	RETURNED TO DEFENDANTS / RESPONDENTS	PUT INTO USE BY AGENCY
1) MOTOR VEHICLES (Include cars, motorcycles, tractor trailers, etc.)	\$0.00	\$0.00	\$0.00	\$0.00
2) REAL PROPERTY (Count each parcel seized as one item)	\$0.00	\$0.00	\$0.00	\$0.00
3) COMPUTERS (Include computer and attached system components, such as printers and monitors, as one item)	\$0.00	\$0.00	\$0.00	\$0.00
4) FIREARMS (Include only firearms seized for forfeiture under Chapter 59. Do not include weapons disposed under Chapter 18.)	\$0.00	\$0.00	\$0.00	\$0.00
5) Other Property - Description: _____	\$0.00	\$0.00	\$0.00	\$0.00
Other Property -Description: _____	\$0.00	\$0.00	\$0.00	\$0.00
Other Property -Description: _____	\$0.00	\$0.00	\$0.00	\$0.00

IV.

FORFEITED PROPERTY RECEIVED FROM ANOTHER AGENCY

Instructions: Enter the total number of items transferred to your agency where the forfeiture judgment awarded ownership of the property to another agency prior to the transfer.

A)	Motor Vehicles (the number of vehicles, not a currency amount):	0
B)	Real Property (the number of separate parcels of property, not a currency amount):	0
C)	Computers (the number of computers, not a currency amount):	0
D)	Firearms (the number of firearms, not a currency amount):	0
E)	Other (the number of items, not a currency amount):	0

V.

FORFEITED PROPERTY TRANSFERRED OR LOANED TO ANOTHER AGENCY

Instructions: Enter the total number of items transferred or loaned from your agency where the forfeiture judgment awarded ownership of the property to your agency prior to the transfer.

A)	Motor Vehicles (the number of vehicles, not a currency amount):	0
B)	Real Property (the number of separate parcels of property, not a currency amount):	0
C)	Computers (the number of computers, not a currency amount):	0
D)	Firearms (the number of firearms, not a currency amount):	0
E)	Other (the number of items, not a currency amount):	0

VI.

EXPENDITURES

Instructions: This category is for Chapter 59 expenditures SOLELY for law enforcement purposes - not for expenditures made pursuant to your general budget. List the total amount expended for each of the following categories. If proceeds are expended for a category not listed, state the amount and nature of the expenditure under the Other category.

A) SALARIES		
1.	Increase of Salary, Expense, or Allowance for Employees (Salary Supplements):	\$0.00
2.	Salary Budgeted Solely From Forfeited Funds:	\$0.00
3.	Number of Employees Paid Using Forfeiture Funds:	0
TOTAL SALARIES PAID OUT OF CHAPTER 59 FUNDS:		\$0.00
B) OVERTIME		
1.	For Employees Budgeted by Governing Body:	\$0.00
2.	For Employees Budgeted Solely out of Forfeiture Funds:	\$0.00
3.	Number of Employees Paid Using Forfeiture Funds:	0
TOTAL OVERTIME PAID OUT OF CHAPTER 59 FUNDS:		\$0.00

C) EQUIPMENT	
1. Vehicles:	\$0.00
2. Computers:	\$0.00
3. Firearms, Vests, Personal Equipment:	\$0.00
4. Furniture:	\$0.00
5. Software:	\$0.00
6. Maintenance Costs:	\$0.00
7. Uniforms:	\$0.00
8. K9 Related Costs:	\$0.00
9. Other (Provide Detail on Additional Sheet):	\$0.00
TOTAL EQUIPMENT PURCHASED WITH CHAPTER 59 FUNDS:	\$0.00

D) SUPPLIES	
1. Office Supplies:	\$0.00
2. Cellular Air Time :	\$0.00
3. Internet:	\$0.00
4. Other (Provide Detail on Additional Sheet) :	\$0.00
TOTAL SUPPLIES PURCHASED WITH CHAPTER 59 FUNDS:	\$0.00

E) TRAVEL	
1. Total In State Travel	\$0.00
a) Lodging:	\$0.00
b) Air Fare:	\$0.00
c) Meals (including per diem):	\$0.00
d) Car Rental:	\$0.00
2. Total Out of State Travel	\$0.00
a) Lodging:	\$0.00
b) Air Fare:	\$0.00
c) Meals (including per diem):	\$0.00
d) Car Rental:	\$0.00
3. Fuel:	\$0.00
4. Parking:	\$0.00

5.	Other (Provide Detail on Additional Sheet):	\$0.00
TOTAL TRAVEL PAID OUT OF CHAPTER 59 FUNDS:		\$0.00

F)	TRAINING	
1.	Fees (Conferences, Seminars):	\$0.00
2.	Materials (Books, CDs, Videos, etc.):	\$0.00
3.	Other (Provide Detail on Additional Sheet):	\$0.00
TOTAL TRAINING PAID OUT OF CHAPTER 59 FUNDS		\$0.00

G)	INVESTIGATIVE COSTS	
1.	Informant Costs:	\$0.00
2.	Buy Money:	\$0.00
3.	Lab Expenses:	\$0.00
4.	Other (Provide Detail on Additional Sheet) :	\$0.00
TOTAL INVESTIGATIVE COSTS PAID OUT OF CHAPTER 59 FUNDS:		\$0.00

H)	TOTAL PREVENTION/TREATMENT ASSISTANCE	PROGRAMS/FINANCIAL	
1.	Total Prevention/Treatment Programs (pursuant to 59.06 (h), (l), (j)):		\$0.00
2.	Total Financial Assistance (pursuant to Articles 59.06 (n) and (o)):		\$0.00
TOTAL PREVENTION/TREATMENT PROGRAMS/FINANCIAL ASSISTANCE (pursuant to Articles 59.06 (h), (l), (j), (n), (o)):			\$0.00

I)	FACILITY COSTS	
1.	Building Purchase:	\$0.00
2.	Lease Payments:	\$0.00
3.	Remodeling:	\$0.00
4.	Maintenance Costs:	\$0.00
5.	Utilities:	\$0.00
6.	Other (Provide Detail on Additional Sheet):	\$0.00
TOTAL FACILITY COSTS PAID OUT OF CHAPTER 59 FUNDS:		\$0.00

J)	MISCELLANEOUS FEES	
1.	Court Costs:	\$0.00
2.	Filing Fees:	\$0.00

3.	Insurance:	\$0.00
4.	Witness Fees:	\$0.00
5.	Audit Costs and Fees:	\$0.00
6.	Other (Provide Detail on Additional Sheet):	\$0.00
TOTAL MISCELLANEOUS FEES PAID OUT OF CHAPTER 59 FUNDS:		\$0.00
K)	TOTAL PAID TO COOPERATING AGENCY(IES) PURSUANT TO LOCAL AGREEMENT:	\$0.00
L)	TOTAL OTHER PAID OUT OF CHAPTER 59 FUNDS (provide detailed descriptions on additional sheet(s) and attach to this report):	\$0.00
M)	TOTAL EXPENDITURES:	\$0.00

NOTE: If you are governed by a Commissioners Court or a City Council, BOTH CERTIFICATIONS MUST BE COMPLETED. Otherwise, please complete the Agency Head Certification.

CERTIFICATION

I swear or affirm that the Commissioners Court or City Council has conducted the audit required by Article 59.06 of the Code of Criminal Procedure, unless after due inquiry, it has been determined that no accounts, funds or other property pursuant to Chapter 59 of the Code of Criminal Procedure are being held or have been transacted in the relevant fiscal year by the agency for which this report is being completed, and that upon diligent inspection of all relevant documents and supporting materials, I believe that this asset forfeiture report is true and correct and contains all of the required information.

COUNTY JUDGE, MAYOR or CITY
MANAGER
(Printed Name):

Travis County Judge Samuel T. Biscoe

SIGNATURE:

DATE:

AGENCY HEAD CERTIFICATION

I swear or affirm, under penalty of perjury, that I have accounted for the seizure, forfeiture, receipt, and specific expenditure of all proceeds and property subject to Chapter 59 of the Code of Criminal Procedure, and that upon diligent inspection of all relevant documents and supporting materials, this asset forfeiture report is true and correct and contains all information required by Article 59.06 of the Code of Criminal Procedure. I further swear or affirm that all expenditures reported herein were lawful and proper, and made in accordance with Texas law.

AGENCY HEAD (Printed Name):

Constable Bruce Elfant

SIGNATURE:

DATE:

10/19/2012

RETURN COMPLETED FORM TO:

Office of the Attorney General
Criminal Prosecutions Division
P.O. Box 12548
Austin, TX 78711-2548
Attn: Kent Richardson
(512)936-1348
kent.richardson@oag.state.tx.us

**WE CANNOT ACCEPT FAXED OR EMAILED COPIES. PLEASE MAIL
THE SIGNED, ORIGINAL DOCUMENT TO OUR OFFICE AT THE
ADDRESS ABOVE.**

FY 2012
CHAPTER 59 ASSET FORFEITURE REPORT
BY LAW ENFORCEMENT AGENCY

Agency Name:	Constable, Precinct 3 Travis County	Reporting Period: (local fiscal year)	10/01/2011 - 09/30/2012
Agency Mailing Address:	8656 B West Highway 71, Suite E	example:	01/01/12 to 12/31/12, 09/01/11 to 08/31/12 etc.
	Austin, TX 78735		
Phone Number:	(512) 854-2195		
County:	Travis		
Email Address:	joe.alvarado@co.travis.tx.us	This should be a permanent agency email address	

NOTE: PLEASE ROUND ALL DOLLAR FIGURES TO NEAREST WHOLE DOLLAR.

I. SEIZED FUNDS

A)	Beginning Balance: Instructions: Include total amount of seized funds on hand (in your agency's possession) at beginning of reporting period. Include funds that may have been forfeited but have not been transferred to your agency's forfeiture account. Do not include funds that are in an account held by another agency, e.g., the District Attorney's account.	\$0.00
B)	Seizures During Reporting Period: Instructions: Include only those seizures which occurred during the reporting period and where the seizure affidavit required by Article 59.03 is sworn to by a peace officer employed by your agency.	
	1) Amount seized and retained in your agency's custody.	\$0.00
	2) Amount seized and transferred to the District Attorney pending forfeiture.	\$0.00
C)	Interest Earned on Seized Funds During Reporting Period: Instructions: Enter amount of interest earned on funds in your agency's seizure account during the reporting period. Do not include interest earned if funds are on deposit in an account that does not belong to your agency, e.g. the District Attorney's account.	\$0.00
D)	Amount Returned to Defendants/Respondents:	\$0.00
E)	Amount Transferred to Forfeiture Account: Instructions: Include all amounts in your agency's possession forfeited during the reporting period and transferred to your forfeiture account. Do not include funds that are in an account held by another agency, e.g. the District Attorney's account.	\$0.00
F)	Ending Balance: Instructions: Add lines A, B(1), and C, subtract lines D and E, put total in line F.	\$0.00

II. FORFEITED FUNDS

A) Beginning Balance: Instructions: Include total amount of forfeited funds that have been forfeited to your agency and are on hand (in your agency's account or in your agency's possession) at beginning of the reporting period including interest. Do not include funds that have been forfeited but not yet received by your agency.	\$0.00
B) Amount Forfeited to and Received by Reporting Agency (Including Interest) During Reporting Period: Instructions: Do not include amounts forfeited but not yet received by your agency; interest refers to the amount earned prior to forfeiture and distributed as part of the judgment of forfeiture.	\$0.00
C) Interest Earned on Forfeited Funds During Reporting Period : Instructions: Include only the amount of interest earned on funds in your agency's forfeiture account or interest earned on funds derived from the sale of forfeited property during the reporting period. Do not include interest earned if funds are on deposit in an account that does not belong to your agency, e.g. the District Attorney's account.	\$0.00
D) Proceeds Received by Your Agency From Sale of Forfeited Property: Instructions: Include amounts received for all property sold during the reporting period, even if the subject property was forfeited in a prior reporting period.	\$0.00
E) Total Expenditures of Forfeited Funds During Reporting Period: Instructions: From Total on Section VI.	\$0.00
F) Ending Balance: Instructions: Add lines A through D, subtract line E, place total in line F.	\$0.00

III. OTHER PROPERTY

Instructions: List the number of items seized for the following categories. Include only those seizures where a seizure is made by a peace officer employed by your agency. If property is sold, list under "Proceeds Received by Your Agency From Sale of Forfeited Property" in Section II (D) in the reporting year in which the proceeds are received.

Please note - this should be a number not a currency amount. Example 4 cars seized, 3 cars forfeited and 0 cars put into use.	SEIZED	FORFEITED TO AGENCY	RETURNED TO DEFENDANTS / RESPONDENTS	PUT INTO USE BY AGENCY
1) MOTOR VEHICLES (Include cars, motorcycles, tractor trailers, etc.)	\$0.00	\$0.00	\$0.00	\$0.00
2) REAL PROPERTY (Count each parcel seized as one item)	\$0.00	\$0.00	\$0.00	\$0.00
3) COMPUTERS (Include computer and attached system components, such as printers and monitors, as one item)	\$0.00	\$0.00	\$0.00	\$0.00
4) FIREARMS (Include only firearms seized for forfeiture under Chapter 59. Do not include weapons disposed under Chapter 18.)	\$0.00	\$0.00	\$0.00	\$0.00
5) Other Property - Description: _____	\$0.00	\$0.00	\$0.00	\$0.00
Other Property -Description: _____	\$0.00	\$0.00	\$0.00	\$0.00
Other Property -Description: _____	\$0.00	\$0.00	\$0.00	\$0.00

IV.

FORFEITED PROPERTY RECEIVED FROM ANOTHER AGENCY

Instructions: Enter the total number of items transferred to your agency where the forfeiture judgment awarded ownership of the property to another agency prior to the transfer.

A)	Motor Vehicles (the number of vehicles, not a currency amount):	0
B)	Real Property (the number of separate parcels of property, not a currency amount):	0
C)	Computers (the number of computers, not a currency amount):	0
D)	Firearms (the number of firearms, not a currency amount):	0
E)	Other (the number of items, not a currency amount):	0

V.

FORFEITED PROPERTY TRANSFERRED OR LOANED TO ANOTHER AGENCY

Instructions: Enter the total number of items transferred or loaned from your agency where the forfeiture judgment awarded ownership of the property to your agency prior to the transfer.

A)	Motor Vehicles (the number of vehicles, not a currency amount):	0
B)	Real Property (the number of separate parcels of property, not a currency amount):	0
C)	Computers (the number of computers, not a currency amount):	0
D)	Firearms (the number of firearms, not a currency amount):	0
E)	Other (the number of items, not a currency amount):	0

VI.

EXPENDITURES

Instructions: This category is for Chapter 59 expenditures **SOLELY** for law enforcement purposes - not for expenditures made pursuant to your general budget. List the total amount expended for each of the following categories. If proceeds are expended for a category not listed, state the amount and nature of the expenditure under the Other category.

A)	SALARIES	
1.	Increase of Salary, Expense, or Allowance for Employees (Salary Supplements):	\$0.00
2.	Salary Budgeted Solely From Forfeited Funds:	\$0.00
3.	Number of Employees Paid Using Forfeiture Funds:	0
	TOTAL SALARIES PAID OUT OF CHAPTER 59 FUNDS:	\$0.00
B)	OVERTIME	
1.	For Employees Budgeted by Governing Body:	\$0.00
2.	For Employees Budgeted Solely out of Forfeiture Funds:	\$0.00
3.	Number of Employees Paid Using Forfeiture Funds:	0
	TOTAL OVERTIME PAID OUT OF CHAPTER 59 FUNDS:	\$0.00

C) EQUIPMENT	
1. Vehicles:	\$0.00
2. Computers:	\$0.00
3. Firearms, Vests, Personal Equipment:	\$0.00
4. Furniture:	\$0.00
5. Software:	\$0.00
6. Maintenance Costs:	\$0.00
7. Uniforms:	\$0.00
8. K9 Related Costs:	\$0.00
9. Other (Provide Detail on Additional Sheet):	\$0.00
TOTAL EQUIPMENT PURCHASED WITH CHAPTER 59 FUNDS:	\$0.00

D) SUPPLIES	
1. Office Supplies:	\$0.00
2. Cellular Air Time :	\$0.00
3. Internet:	\$0.00
4. Other (Provide Detail on Additional Sheet) :	\$0.00
TOTAL SUPPLIES PURCHASED WITH CHAPTER 59 FUNDS:	\$0.00

E) TRAVEL	
1. Total In State Travel	\$0.00
a) Lodging:	\$0.00
b) Air Fare:	\$0.00
c) Meals (including per diem):	\$0.00
d) Car Rental:	\$0.00
2. Total Out of State Travel	\$0.00
a) Lodging:	\$0.00
b) Air Fare:	\$0.00
c) Meals (including per diem):	\$0.00
d) Car Rental:	\$0.00
3. Fuel:	\$0.00
4. Parking:	\$0.00

5.	Other (Provide Detail on Additional Sheet):	\$0.00
TOTAL TRAVEL PAID OUT OF CHAPTER 59 FUNDS:		\$0.00

F)	TRAINING	
1.	Fees (Conferences, Seminars):	\$0.00
2.	Materials (Books, CDs, Videos, etc.):	\$0.00
3.	Other (Provide Detail on Additional Sheet):	\$0.00
TOTAL TRAINING PAID OUT OF CHAPTER 59 FUNDS		\$0.00

G)	INVESTIGATIVE COSTS	
1.	Informant Costs:	\$0.00
2.	Buy Money:	\$0.00
3.	Lab Expenses:	\$0.00
4.	Other (Provide Detail on Additional Sheet) :	\$0.00
TOTAL INVESTIGATIVE COSTS PAID OUT OF CHAPTER 59 FUNDS:		\$0.00

H)	TOTAL PREVENTION/TREATMENT ASSISTANCE	PROGRAMS/FINANCIAL ASSISTANCE	
1.	Total Prevention/Treatment Programs (pursuant to 59.06 (h), (l), (j)):		\$0.00
2.	Total Financial Assistance (pursuant to Articles 59.06 (n) and (o)):		\$0.00
TOTAL PREVENTION/TREATMENT PROGRAMS/FINANCIAL ASSISTANCE (pursuant to Articles 59.06 (h), (l), (j), (n), (o)):			\$0.00

I)	FACILITY COSTS	
1.	Building Purchase:	\$0.00
2.	Lease Payments:	\$0.00
3.	Remodeling:	\$0.00
4.	Maintenance Costs:	\$0.00
5.	Utilities:	\$0.00
6.	Other (Provide Detail on Additional Sheet):	\$0.00
TOTAL FACILITY COSTS PAID OUT OF CHAPTER 59 FUNDS:		\$0.00

J)	MISCELLANEOUS FEES	
1.	Court Costs:	\$0.00
2.	Filing Fees:	\$0.00

3.	Insurance:	\$0.00
4.	Witness Fees:	\$0.00
5.	Audit Costs and Fees:	\$0.00
6.	Other (Provide Detail on Additional Sheet):	\$0.00
TOTAL MISCELLANEOUS FEES PAID OUT OF CHAPTER 59 FUNDS:		\$0.00
K)	TOTAL PAID TO COOPERATING AGENCY(IES) PURSUANT TO LOCAL AGREEMENT:	\$0.00
L)	TOTAL OTHER PAID OUT OF CHAPTER 59 FUNDS (provide detailed descriptions on additional sheet(s) and attach to this report):	\$0.00
M)	TOTAL EXPENDITURES:	\$0.00

NOTE: If you are governed by a Commissioners Court or a City Council, BOTH CERTIFICATIONS MUST BE COMPLETED. Otherwise, please complete the Agency Head Certification.

CERTIFICATION

I swear or affirm that the Commissioners Court or City Council has conducted the audit required by Article 59.06 of the Code of Criminal Procedure, unless after due inquiry, it has been determined that no accounts, funds or other property pursuant to Chapter 59 of the Code of Criminal Procedure are being held or have been transacted in the relevant fiscal year by the agency for which this report is being completed, and that upon diligent inspection of all relevant documents and supporting materials, I believe that this asset forfeiture report is true and correct and contains all of the required information.

COUNTY JUDGE, MAYOR or CITY
MANAGER
(Printed Name):

Travis County Judge Samuel T. Biscoe

SIGNATURE:

DATE:

AGENCY HEAD CERTIFICATION

I swear or affirm, under penalty of perjury, that I have accounted for the seizure, forfeiture, receipt, and specific expenditure of all proceeds and property subject to Chapter 59 of the Code of Criminal Procedure, and that upon diligent inspection of all relevant documents and supporting materials, this asset forfeiture report is true and correct and contains all information required by Article 59.06 of the Code of Criminal Procedure. I further swear or affirm that all expenditures reported herein were lawful and proper, and made in accordance with Texas law.

AGENCY HEAD (Printed Name):

Constable Richard McCain

SIGNATURE:

 10-23-12

DATE:

RETURN COMPLETED FORM TO:

Office of the Attorney General
Criminal Prosecutions Division
P.O. Box 12548
Austin, TX 78711-2548
Attn: Kent Richardson
(512)936-1348
kent.richardson@oag.state.tx.us

**WE CANNOT ACCEPT FAXED OR EMAILED COPIES. PLEASE MAIL
THE SIGNED, ORIGINAL DOCUMENT TO OUR OFFICE AT THE
ADDRESS ABOVE.**



ITEM 19

Travis County Commissioners Court Agenda Request

Meeting Date: November 6, 2012 Executive Session

Prepared By: Greg Chico **Phone #:** ext. 44659

Division Director/Manager: Steven M. Manilla, P.E.

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

Sponsoring Court Member: Commissioner Davis, Precinct One

AGENDA LANGUAGE: Consider and take appropriate action on a offer to sell approximately 90 acres of undeveloped land located south of N.E. Metro park in Precinct One, for Eastern Creek Open Space as part of the 2011 Bond Program. (Note 2: EXECUTIVE SESSION PURSUANT TO GOV'T. CODE ANN 551.072, REAL PROPERTY).

BACKGROUND/SUMMARY OF REQUEST:

STAFF RECOMMENDATIONS:

ISSUES AND OPPORTUNITIES:

FISCAL IMPACT AND SOURCE OF FUNDING:

ATTACHMENTS/EXHIBITS:

REQUIRED AUTHORIZATIONS:

Cynthia McDonald	Financial Manager	TNR	854-4239
Steve Manilla	County Executive	TNR	854-9429

CC:

Charles Bergh	Parks Division Director	TNR	854-9383
Greg Chico	Real Estate Manager	TNR	854-4659
Mike Martino	Real Estate Rep.	TNR	854-7646

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SM:GC:gc

0701 - Parks Planning- Eastern Creeks Open Space / 2011 Bond

ITEM 22



Travis County Commissioners Court Agenda Request

Meeting Date: November 5, 2012

Prepared By/Phone Number: ANNALYNN COX, 854-4234

Elected/Appointed Official/Dept. Head: COUNTY ATTORNEY, 854-9513

Commissioners Court Sponsor:

AGENDA LANGUAGE: RECEIVE BRIEFING AND TAKE APPROPRIATE ACTION REGARDING THE APPEAL OF THE TCEQ'S DECISION TO ISSUE A PERMIT TO WASTE MANAGEMENT OF TEXAS, INC., FOR THE EXPANSION OF THE AUSTIN COMMUNITY LANDFILL (EXECUTIVE SESSION ALSO, PURSUANT TO TEX. GOV'T CODE ANN. SEC. 551.071 (A)).

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS: N/A

STAFF RECOMMENDATIONS: N/A

ISSUES AND OPPORTUNITIES: N/A

FISCAL IMPACT AND SOURCE OF FUNDING: N/A

REQUIRED AUTHORIZATIONS:

Jon White – TNR

Steve Manilla –TNR

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