



Travis County Commissioners Court Agenda Request

Meeting Date: October 29, 2013

Prepared By/Phone Number: Yolanda Aleman, (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

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

David Salazar - 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

FY 2014

10/29/2013

AMENDMENTS

| BA# | IO/WBS | FUND | COST CENTER | COMMITMENT | Dept. | Line Item | Increase | Decrease | Pg # |
|------------|---------------|-------------|--------------------|-------------------|--------------|-----------------------------|-----------------|-----------------|-------------|
| A1 | | 0001 | 198000 | 580070 | Reserves | CAR Reserves | | \$135,828.10 | 1 |
| | | 0001 | 112004 | 522020 | ITS | Cap.Outlay Mtrl - Buildings | \$135,828.10 | | |

PLANNING AND BUDGET OFFICE
TRAVIS COUNTY, TEXAS



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

October 22, 2013,

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 to use Earmark for Technology Infrastructure needed for Executive Office Building renovations

The FY2014 Adopted Budget includes a \$400,000 earmark placed on the Capital Acquisition Resources (CAR) reserve to provide funding for necessary infrastructure for projects Facilities Management has identified that require support from the Information Technology Services (ITS) department. ITS requests \$135,828 to remove existing cabling and install new cabling needed for the renovation of the Executive Office Building (EOB). Please see attached memo and quotes from ITS for additional information.

ITS will likely request an additional amount against this earmark in the next couple of months for additional fiber cabling, phones and network equipment. ITS is awaiting additional information as the project nears completion for a more precise costing of that equipment.

If approved there will be \$264,172 remaining in the reserve for the completion of the EOB renovation and other projects to be completed this fiscal year. PBO recommends approval of this transfer.

CC: Tanya Acevedo, Interim Chief Information Officer
Walter Lagrone, ITS
Roger El-Khoury, FMD
Ben Noack, FMD
Randy Lott, ITS
Leslie Browder, PBO
Jessica Rio, PBO
Travis Gatlin, PBO
Diana Ramirez, PBO



TRAVIS COUNTY INFORMATION & TELECOMMUNICATION SYSTEMS

Tanya Acevedo, Interim Chief Information Officer

114 W. 11th Street, P. O. Box 1748, Austin, Tx 78767 (512) 854-9666 Fax (512) 854-4401

Travis County Courthouse, Austin, Texas

Date: October 17, 2013

To: Leslie Browder, County Executive for Planning and Budget

From: Walter LaGrone, Information Technology Director

Via: Tanya Acevedo, Interim CIO

Subject: Request Transfer from FY14 CAR Reserve for EOB Remodel Project

FMD has notified ITS that the remodeling project for the 7th through 11th floors of the EOB remodeling project is ready to begin. To accomplish necessary technology infrastructure tasks related to the remodel, ITS is requesting Commissioners Court approval to use \$135,828.06 from the FY14 Earmark on CAR Reserve for ITS Infrastructure for FMD Projects. This request will cover the following elements:

- *Removing all inactive cabling on floors 7-11 \$16,213.60
- *Installing the cabling on floors 7-11 \$116,382.34
- *Proofing conduits and pathways to EOB \$3,232.12

At this time, ITS anticipates requiring the remainder of the earmark at a later date for other IT infrastructure and required activities to complete the remodel.

CC: Jessica Rio, Diana Ramirez, Katie Gipson, PBO

Attachments: Quotes

| ITS | | | | | |
|--|-----------------------------|-----------|---------------------------------|------------------------|-------------------------------|
| REQUEST FOR ESTIMATE | | | | | |
| Vendor | RC Data Communications | | DATE | 9/3/2013 | |
| Vendor # | 10000173383 | | JOB CLASSIFICATION | Routine | |
| Contract # | 4400001421 | | DATE OF SITE VISIT | 8/26/2013 | |
| Contact | Sam Robinson | | JOB LOCATION | EOB | |
| Phone | 512.992.1111 | | | | |
| DESCRIPTION OF WORK | | | EOB - 7th floor thru 11th floor | | |
| <i>Demo ALL low voltage, Type 1, data cabling, voice cabling, T1 cabling on each floor 7th - 11th. Demo faceplate, jacks and existing plastic raceways. Remove all cabling from patch panels and 66 blocks for IW voice cabling. Do not remove any of the RG6, .500, fiber optic cabling or copper backbone cabling.</i> | | | | | |
| Contact | | Phone | | Work Order # | RFC001784.A |
| LABOR | | | | | |
| LABOR | Technician | Qty | 184 | Hours @ \$ 32.00 /Hr.= | \$ 5,888.00 |
| | Helper | Qty | 368 | Hours @ \$ 28.00 /Hr.= | \$ 10,304.00 |
| | | | | | Labor Cost \$ 16,192.00 |
| MATERIALS | | | | | |
| Qty: | Description | Cost/Each | Ext Cost | | |
| 2 | 3" Safety Flag Caution Tape | 10.00 | \$ 20.00 | | |
| | | | \$ - | | |
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| | | | \$ - | | |
| | | | \$ - | | |
| | | | | | Materials Cost \$ 20.00 |
| | | | | | Mark up for materials \$ 1.60 |
| Total | | | | | \$ 16,213.60 |
| DATE | | REQUESTOR | | PHONE | |
| | | | | | |

| ITS | | | | | | |
|---|--|------------------|--|---------------------|------------------------------|---------------------|
| REQUEST FOR ESTIMATE | | | | | | |
| Vendor | RC Data Communications | | DATE | 9/3/2013 | | |
| Vendor # | 10000173383 | | JOB CLASSIFICATION | Routine | | |
| Contract # | 4400001421 | | DATE OF SITE VISIT | 8/30/2013 | | |
| Contact | Sam Robinson | | JOB LOCATION | EOB | | |
| Phone | 512.992.1111 | | | | | |
| DESCRIPTION OF WORK | | | EOB Re-cabling project 7th - 11th floors | | | |
| <i>Install (30) WAPS and Cat 6A cables for Access points, Install (176) (2) Port Cat 6A outlets, Existing TV outlets to remain. Installation of J-hook pathways. Provide and place blank plates to cover old outlet locations</i> | | | | | | |
| Contact | | Phone | | Work Order # | RFC001784.B | |
| LABOR | | | | | | |
| LABOR | R-HRLY Rate Data Copper Cable Install | Qty | 440 | Hours @ \$ | 32.00 /Hr.= \$ 14,080.00 | |
| | R-HRLY Rate for Installation Helper | Qty | 880 | Hours @ \$ | 28.00 /Hr.= \$ 24,640.00 | |
| | | | | | Labor Cost | \$ 38,720.00 |
| MATERIALS | | | | | | |
| Qty: | Description | | | Cost/Each | Ext Cost | |
| 81000 | General Cat 6A plenum WHITE or GRAY | | | 0.75 | \$ 60,750.00 | |
| 884 | Panduit Cat 6A jack BLUE | | | 9.05 | \$ 8,000.20 | |
| 204 | Panduit 2 port faceplates SLOPED walls&catv | | | 1.59 | \$ 324.36 | |
| 0 | Panduit 2 port faceplates flat (furniture) | | | 1.48 | \$ - | |
| 16 | Panduit 48 port patch panels | | | 44.10 | \$ 705.60 | |
| 20 | Panduit Blank Inserts | | | 0.20 | \$ 4.00 | |
| 20 | Panduit 2 port faceplate | | | 1.48 | \$ 29.60 | |
| 20 | Panduit F-adapter | | | 3.56 | \$ 71.20 | |
| 37 | RG6 Compression connectors | | | 0.62 | \$ 22.94 | |
| 3 | Log Electrical Tape | | | 10.00 | \$ 30.00 | |
| 14 | Plouch Tape Cartridges | | | 13.00 | \$ 182.00 | |
| 2 | Bucket Pull String | | | 27.00 | \$ 54.00 | |
| 460 | 3/4 " Panduit wall mount J-hook with Bracket | | | 0.66 | \$ 303.60 | |
| 460 | 1 1/4 " Panduit wall mount J-hook with Bracket | | | 1.30 | \$ 598.00 | |
| 23 | 5/8" velcro Black | | | 15.90 | \$ 365.70 | |
| 35 | Panduit 1port surface mount boxes | | | 2.15 | \$ 75.25 | |
| 204 | MPLS | | | 1.28 | \$ 261.12 | |
| 400 | Blank Faceplates | | | 0.33 | \$ 132.00 | |
| | | | | | Materials Cost | \$ 71,909.57 |
| | | | | | Mark up for materials | \$ 5,752.77 |
| Total | | | | | \$ 116,382.34 | |
| DATE | | REQUESTOR | | PHONE | | |

| ITS | | | | | | |
|--|--|-----------|--------------------------------|-----------------------|--------------------|-------------|
| REQUEST FOR ESTIMATE | | | | | | |
| Vendor | RC Data Communications | | DATE | 10/17/2013 | | |
| Vendor # | 10000173383 | | JOB CLASSIFICATION | Routine | | |
| Contract # | 4400001421 | | DATE OF SITE VISIT | 10/10/2013 | | |
| Contact | Bo Kinsey | | JOB LOCATION | EOB Dual Entrance | | |
| Phone | 512.992.1111 | | | | | |
| DESCRIPTION OF WORK | | | Proofing conduits and pathways | | | |
| <p>Close two lanes of traffic at 11th st. and Guadalupe St. Enter vault to proof conduits to Historic Courthouse from Granger Bldg. Also need to verify conduits from Granger Bldg. to pole line in alley North of 12th St. for East entry to EOB.</p> | | | | | | |
| Contact | Tony Marini | | Phone | 512-854-4283 | Work Order # | RFC002021.A |
| LABOR | | | | | | |
| LABOR | R-HRLY Rate Data Copper Cable Install | Qty | 16 | Hours @ \$ | 32.00 /Hr.= | \$ 512.00 |
| | R-HRLY Rate Installation Helper | Qty | 32 | Hours @ \$ | 28.00 /Hr.= | \$ 896.00 |
| | | | | | Labor Cost | \$ 1,408.00 |
| MATERIALS | | | | | | |
| Qty: | Description | | | Cost/Each | Ext Cost | |
| 4 | Lane closures, traffic signs & cones | | | 45.00 | \$ 180.00 | |
| 2 | TURP Short term application fee | | | 45.00 | \$ 90.00 | |
| 4 | Metered space parking | | | 16.00 | \$ 64.00 | |
| 2000 | 1st traffic lane .10 per sq foot | | | 0.10 | \$ 200.00 | |
| 2000 | 2nd traffic lane .10 per sq foot | | | 0.10 | \$ 200.00 | |
| 2 | Daily lane closures | | | 370.00 | \$ 740.00 | |
| 1 | 3000' spool mule tape | | | 215.00 | \$ 215.00 | |
| | | | | | | \$ - |
| | | | | | | \$ - |
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| | | | | | | \$ - |
| | | | | | | \$ - |
| | | | | | | \$ - |
| | | | | | | \$ - |
| | | | | Materials Cost | \$ 1,689.00 | |
| | | | | Mark up for materials | \$ 135.12 | |
| Total | | | | | \$ 3,232.12 | |
| DATE | | REQUESTOR | | PHONE | | |
| | | | | | | |

Header Information for Entry Doc Number

400004239

Doc. Number 400004239 Doc. Status Preposted FM Area 1000
 Budget. Cate. Payment Doc. Year 2014 Doc. Date Oct 23, 2013
 Value Type Budget Version 0 Doc. Type TRAN
 Budget Type 3 Fiscal Year 2014 Year.Cash.Eff
 Process UI TRAN Process SEND Original.Applic. BWB Doc.Family
 Creator HOLDERS Creation Date Oct 23, 2013 Creation Time 14:12:39
 Resp. Person Public Law
 Legislation

Additional Data

Header Text Move funds to ITS for EOB Improvements

TextName

Lines **Total Document** 0 **6135,828** USD

| Line | Fund | Budget Period | Funds Center | Comm. Item | FuncArea Grant | Funded Program | Local Amount | Text Line |
|--------|------|---------------|--------------|------------|----------------|----------------|--------------|--|
| 000001 | 0001 | | 1980000000 | 580070 | 1120 | NOT-RELEVANT | -135,828.1 | Move funds to ITS for EOB Improvements |
| 000002 | 0001 | | 1120040001 | 522020 | 1110 | NOT-RELEVANT | 135,828.1 | Move funds to ITS for EOB Improvements |

Allocated Reserve Status (580010)

| Amount | Dept Transferred Into | Date | Explanation |
|---------------------|------------------------------|-------------|-----------------------------------|
| \$10,718,725 | | | Beginning Balance |
| \$6,750 | Various | 10/7/13 | Liquidated Purchase Orders |
| \$10,640 | Various | 10/14/13 | Liquidated Purchase Orders |
| (\$23,425) | Cons. Pct. 1 | 10/22/13 | Constable Staffing @ 5501 Airport |
| \$8,367 | Various | 10/22/13 | Liquidated Purchase Orders |
| \$10,721,057 | Current Balance | | |

Possible Future Expenses Against Allocated Reserve Previously Identified:

| Amount | Explanation |
|----------------------|---|
| (\$310,200) | Records Management - Postage Cost of City of Austin Redistricting |
| (\$255,081) | Constables - Airport Staffing |
| (\$275,000) | Civil Courts-Legally Mandated Fees- Civil Indigent Attorney Fees |
| (\$228,552) | Criminal Courts - Veterans Court |
| (\$175,000) | Criminal Courts-Legally Mandated Fees - Attorney Fees for Capital Cases |
| (\$150,000) | Human Resources - Tuition Reimbursement Program |
| (\$144,233) | Civil Courts - Family Drug Treatment Court |
| (\$62,350) | Criminal Justice Planning - Paralegal for OPR |
| (\$65,291) | Criminal Justice Planning - Paralegal for OCR |
| (\$38,972) | Criminal Courts - Bailiff Transition to Sheriff's Office |
| (\$35,000) | Criminal Courts-Legally Mandated Fees - Forced Medication Hearings |
| (\$33,130) | Human Resources - Travis County/Austin Community College Internship Program |
| (\$33,000) | Civil Courts-Legally Mandated Fees - Foreign Language Court Interpreters |
| (\$28,482) | Probate Court - Administrative Judge Pay |
| (\$25,000) | Human Resources - ADA Program Funding |
| (\$19,600) | Pretrial Services - Electronic Monitoring Services |
| (\$1,878,891) | Total Possible Future Expenses (Earmarks) |
| \$8,842,166 | Remaining Allocated Reserve Balance After Possible Future Expenditures |

Capital Acquisition Resources Account Reserve Status (580070)

CAR RESERVE TRANSFERS

| Amount | Dept Transferred Into | Date | Explanation |
|--------------------|--------------------------------|-------------|--------------------|
| \$2,431,317 | | | Beginning Balance |
| \$2,431,317 | Current Reserve Balance | | |

Possible Future Expenses Against CAR Reserves Previously Identified:

| Amount | Explanation |
|------------------|--|
| (\$500,000) | Transportation and Natural Resources - Road Materials |
| (\$400,000) | Information Technology Services - Support for Facilities Remodel/Construction Projects |
| (\$320,000) | Juvenile Probation - Juvenile Probation Master Plan |
| (\$192,750) | Transportation and Natural Resources - Falling Vehicles |
| (\$100,000) | Transportation and Natural Resources - Guardrail Replacement |
| (\$70,000) | Medical Examiner - Replacement Headspace Auto Sampler – Gas Chromatograph |
| (\$55,000) | Emergency Services (StarFlight) - STAR Flight Maintenance |
| (\$50,000) | Transportation and Natural Resources - ADA Sidewalk Upgrades |
| (\$19,074) | Counseling and Education - Computers for Automated Assessments |
| (\$15,798) | Criminal Justice Planning - Paralegal for OCR |
| (\$5,798) | Criminal Justice Planning - Paralegal for OPR |
| (\$1,728,420) | Total Possible Future Expenses (Earmarks) |
| \$702,897 | Remaining CAR Reserve Balance After Possible Future Expenditures |

Reserve for Emergencies and Contingencies Status (580120)

| Amount | Dept Transferred Into | Date | Explanation |
|--|-----------------------|------|-------------------|
| \$5,000,000 | | | Beginning Balance |
| \$5,000,000 Current Reserve Balance | | | |

Fuel & Utilities Reserve Status (580130)

| Amount | Dept Transferred Into | Date | Explanation |
|--|-----------------------|------|-------------------|
| \$300,000 | | | Beginning Balance |
| \$300,000 Current Reserve Balance | | | |

Civil and Family Justice Center (Planning) Reserve Status (580210)

| Amount | Dept Transferred Into | Date | Explanation |
|--|-----------------------|----------|-------------------|
| \$5,446,000 | | | Beginning Balance |
| \$ (1,779,411) | PBO | 10/22/13 | Phase I & II |
| \$3,666,589 Current Reserve Balance | | | |

Juvenile Justice Reserve Status (580260)

| Amount | Dept Transferred Into | Date | Explanation |
|--|-----------------------|------|-------------------|
| \$504,726 | | | Beginning Balance |
| \$504,726 Current Reserve Balance | | | |

Smart Building Maintenance Reserve Status (580240)

| Amount | Dept Transferred Into | Date | Explanation |
|--|-----------------------|------|-------------------|
| \$297,948 | | | Beginning Balance |
| \$297,948 Current Reserve Balance | | | |

Reserve for Replacement of Integrated Justice Systems Status (580160)

| Amount | Dept Transferred Into | Date | Explanation |
|--|-----------------------|------|-------------------|
| \$5,235,265 | | | Beginning Balance |
| \$5,235,265 Current Reserve Balance | | | |

Reserve for State Funding Cuts Status (580310)

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

STAR Flight Maintenance Reserve Status (580320)

| Amount | Dept Transferred Into | Date | Explanation |
|--|-----------------------|------|-------------------|
| \$1,995,050 | | | Beginning Balance |
| \$1,995,050 Current Reserve Balance | | | |

Reserve for 1115 Waiver Participation Status (580200)

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

Reserve for Interlocal Agreements Status (580200)

| Amount | Dept Transferred Into | Date | Explanation |
|--|-----------------------|------|-------------------|
| \$1,950,308 | | | Beginning Balance |
| \$1,950,308 Current Reserve Balance | | | |

Reserve for External Social Services Contracts Status (580200)

| Amount | Dept Transferred Into | Date | Explanation |
|--|-----------------------|------|-------------------|
| \$1,155,025 | | | Beginning Balance |
| \$1,155,025 Current Reserve Balance | | | |

Sheriff's Office Overtime Reserve Status (580200)

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

Unallocated Reserve Status (580015)

| Amount | Dept Transferred Into | Date | Explanation |
|---|------------------------------|-------------|--|
| \$68,085,598 (\$2,500,000) | TNR | 10/15/13 | Beginning Balance Reimbursement Resolution for 416 W. 11th Street |
| \$65,585,598 Current Reserve Balance | | | |