



Travis County Commissioners Court Agenda Request

Meeting Date: October 29, 2013

Prepared By/Phone Number: Shannon Pleasant CTPM / 854-1181;
Marvin Brice CPPB / 854-9765

Elected/Appointed Official/Dept. Head: Cyd Grimes C.P.M, CPPO

Commissioners Court Sponsor: Judge Biscoe

Agenda Language: Approve Modification No.10 to Interlocal Agreement No. 4400000354, Austin Independent School District, for After School Care.

- **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.
- Through this Interlocal Agreement, Austin Independent School District (AISD) will recruit youth to participate in activities they would not have access to outside this program. Afterschool activities will include afterschool enrichment and academic classes, homework help and tutoring services, and college and readiness classes.

Modification No. 10 will amend Attachment D, the 2013 Program Budget. The amendment will allow AISD to utilize funds to cover expenses of administrative staff salaries and benefits that were mistakenly placed in the direct service salaries fund. There is no change to the not to exceed agreement amount. The modification term begins upon execution and continues through December 31, 2013. The original agreement is currently with AISD awaiting signature; once signed, it will be presented to the Judge for execution.

Modification No. 9 amended financial language regarding limitations as to payments within different fiscal years. The amendment is effective January 1, 2012 upon execution and pertained to services provided under the contract beginning January 1, 2012, and continuing through December 31, 2013

Modification No. 8 renewed the agreement for an additional twelve-month period, from January 1, 2013 thru December 31, 2013; The not to exceed contract amount for this for this renewal

ID# 9677

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.

period was \$544,800.

Modification No. 7 provided funding for the contract period of October 1, 2011 thru September 30, 2012 (FY 2012), in the amount of \$544,800.

Additionally, ratified the contract for services provided through The Harvest Foundation Program. This is an auto-renewal contract and at the time of the auto-renewal (October 1, 2011) documentation and requirements related to the Harvest Foundation Program were not provided, and as such, services related to this program were not included in the contract. However, AISD began providing these services (effective October 1, 2011), without their inclusion in the contract.

Funding for the Harvest Foundation Program in the amount of \$25,000 is added to the contract to subsidize the cost of the 2012 Youth Conference.

Finally, this modification revised the contract term by extending the contract for an additional three months. The contract term changed from October 1, 2011 thru September 30, 2012 (12 months) to October 1, 2011 thru December 31, 2012 (15 months). This change made it so that the contract performance period will be on a calendar year basis with the next renewal. This three month extension will increase the contract amount by \$136,200 (\$45,400.00 per month).

Modification No. 6 renewed the agreement for an additional twelve-month period, from October 1, 2010 thru September 30, 2011; in addition to adding the Harvest Program. The not to exceed contract amount for this for this renewal period was \$569,800.

Modification No. 5 renewed the agreement for an additional twelve-month period, from October 1, 2009 thru September 30, 2010; in addition to adding the Harvest Program. The not to exceed contract amount for this for this renewal period was \$569,800.

Modification No. 4 renewed the agreement for an additional twelve-month period, from October 1, 2008 thru September 30,

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2009; in addition to adding the Harvest Program. The not to exceed contract amount for this for this renewal period was \$569,800.

Modification No. 3 renewed the agreement for an additional twelve-month period, from October 1, 2007 thru September 30, 2008; in addition to increasing the daily rate from \$1,624 to \$2,724. The not to exceed contract amount for this for this renewal period was \$ 544,800.

Modification No. 2 renewed the agreement for an additional twelve-month period, from October 1, 2006 thru September 30, 2007; in addition to increasing the number of service days from 190 to 200 and a budget increase. The not to exceed contract amount for this for this renewal period was \$ 324,800.

Modification No. 1 renewed the agreement to the fiscal year from October 1, 2005 thru September 30, 2006; in addition to a budget increase. The not to exceed contract amount for this for this renewal period was \$ 308,560.

- **Contract Expenditures:** Within the last 12 months \$1,114,600 has been spent against this contract.
- **Contract-Related Information:**
 - Award Amount: \$544,800
 - Contract Type: Interlocal Agreement
 - Contract Period: August 15, 2004 - September 30, 2004
- **Contract Modification Information:**
 - Modification Amount: \$0
 - Modification Type: Bilateral
 - Modification Period: Upon execution thru December 31, 2013
- **Solicitation-Related Information:** Not Applicable
 - Solicitations Sent: Responses Received:
 - HUB Information: % HUB Subcontractor:

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➤ **Special Contract Considerations:** Not Applicable

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):

Comments: No fiscal impact

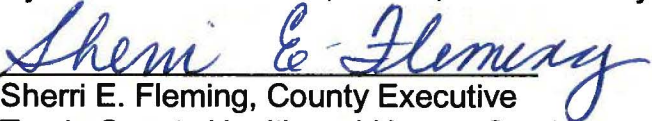
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**TRAVIS COUNTY HEALTH and HUMAN SERVICES
and VETERANS SERVICE
100 North I.H. 35
P. O. Box 1748
Austin, Texas 78767**

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

DATE: October 14, 2013
TO: Cyd V. Grimes, C.P.M., CPPO, Travis County Purchasing Agent
FROM: 
Sherri E. Fleming, County Executive
Travis County Health and Human Services and Veterans Service

SUBJECT: Austin ISD –Travis County Afterschool Collaborative Program
Amendment Request

Proposed Motion:

Consider and take appropriate action regarding Travis County Health and Human Services and Veterans Service request to approve an amendment to the AISD Travis County After school Care Collaborative contract.

Summary and Staff Recommendation:

The department is recommending the approval of a budget revision. The amendment will allow the agency to utilize funds to cover expenses of administrative staff salaries and benefits that were mistakenly placed in the direct service salaries.

Budgetary and Fiscal Impact:

None. Contract term, scope of work and funding will remain the same.

Cc: Deborah Britton, Division Director, Community Services, TCHHS/VS
Nicki Riley, Travis County Auditor
Patti Smith, Chief Assistant County Auditor
Mary Etta Gerhardt, Assistant County Attorney
Leslie Browder, County Executive for Planning and Budget Office
Aerin Toussaint, Analyst, Planning and Budget Office
Cyd Grimes, C.P.M., Travis County Purchasing Agent
Shannon Pleasant, Purchasing Agent Assistant III, Travis County Purchasing Office
Kathleen Haas, Financial Manager, TCHHS/VS
Jim Lehman, Division Director, Family Support Services, TCHHS/VS
Blanca Leahy, Division Director, Research and Planning, TCHHS/VS
Olie Pope, Veteran Services Officer, Veteran Services, TCHHS/VS

MODIFICATION OF CONTRACT NUMBER: 4400000354 – After School Care

ISSUED BY: **PURCHASING OFFICE**
P.O. Box 1748
Austin, Texas 78767

PURCHASING AGENT ASST: **Shannon Pleasant**
 TEL. NO: (512) 854-1181
 FAX NO: (512) 854-9185

DATE PREPARED:
October 16, 2013

ISSUED TO:
Austin Independent School District
Department of School, Family and
Community Education
3908 Avenue B
Austin, TX 78751

MODIFICATION NO.:
10

EXECUTED DATE OF ORIGINAL CONTRACT:
August 17, 2004

ORIGINAL CONTRACT TERM DATES: August 15, 2004 – September 30, 2004 CURRENT CONTRACT TERM DATES: January 1, 2013 – December 31, 2013

FOR TRAVIS COUNTY INTERNAL USE ONLY:

Original Contract Amount: \$ 544,800 Current Modified Amount \$ 544,800

DESCRIPTION OF CHANGES: The Contract is amended according to the terms of the attachment to this Modification ("Attachment"), all of which is made a part of the Contract and constitutes promised performances by the Contractor in accordance with all terms and conditions of the Contract, as amended.

1. The Parties agree to amend Attachment D, "2013 Program Budget," by deleting the current Attachment D and substituting the new Attachment D, "Amended 2013 Program Budget," included in this Amendment as Exhibit 1.
2. The Parties agree that the terms of this Amendment will apply to the provision of services during the 2013 Amendment Term which begins upon execution of this Amendment and continues through December 31, 2013.
3. There is no change to the not to exceed amount.

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.

Note to Vendor/City:

[X] Complete and execute (sign) your portion of the signature block section below for all copies and return all signed copies to Travis County.
 | | DO NOT execute and return to Travis County. Retain for your records.

LEGAL BUSINESS NAME: Austin Independent School District

BY: _____
 SIGNATURE

BY: _____
 PRINT NAME

TITLE: _____
 ITS DULY AUTHORIZED AGENT

- DBA
- CORPORATION
- OTHER

DATE:

TRAVIS COUNTY, TEXAS

BY: MS/
 CYD V. GRIMES, C.P.M., CPPO TRAVIS COUNTY PURCHASING AGENT

DATE:

TRAVIS COUNTY, TEXAS

BY: _____
 SAMUEL T. BISCOE, TRAVIS COUNTY JUDGE

DATE:

**AMENDMENT OF INTERLOCAL COOPERATION AGREEMENT
BETWEEN TRAVIS COUNTY AND
AUSTIN INDEPENDENT SCHOOL DISTRICT FOR
OUT-OF-SCHOOL PROGRAM SERVICES**

This Amendment of written instrument ("Amendment") is entered into by the following parties: Travis County, a political subdivision of the state of Texas ("County"), and Austin Independent School District ("AISD"), a state agency.

RECITALS

County entered into a contract with AISD to provide out-of-school program services ("Agreement"), the Initial Term of which was effective January 1, 2009, and terminated December 31, 2009 ("Initial Agreement Term").

AISD agreed to provide personal and professional services and activities for indigent and other qualified recipients in accordance with the terms of the Agreement, including the attachments thereto, during any approved Agreement period, in accordance with the terms of the Agreement, thus providing services which further a public purpose.

Under the terms of the Agreement, the term has previously been renewed through the current Agreement Term beginning January 1, 2013, and ending December 31, 2013 ("2013 Renewal Term").

The Agreement allows the Parties to make changes to the Agreement where such change is in writing and signed by both parties.

In consideration of the mutual benefits to be received through the following changes, County and AISD agree to change the Agreement as follows:

1.0 AGREEMENT TERM.

1.1 **2013 Renewal Term.** The Parties agree that the Agreement is currently operating under the terms of the Agreement as set forth for that time period beginning January 1, 2013, and ending December 31, 2013 ("2013 Renewal Term").

1.2 **Amendment Term.** The Parties agree that the terms of this Amendment will apply to the provision of services during the 2013 Amendment Term which begins upon execution of this Amendment and continues through December 31, 2013.

2.0 ENTIRE AGREEMENT

2.1 **Attachments.** The Parties agree to amend Attachment D, "2013 Program Budget," by deleting the current Attachment D and substituting the new Attachment D, "Amended 2013 Program Budget," included in this Amendment as Exhibit 1. The document included in this Amendment as Exhibit 1 is hereby made a part of the Agreement, as amended, and constitutes promised performance by AISD in accordance with all terms of the Agreement, as amended. The attachments not changed by this Amendment remain in full force and effect.

3.0 INCORPORATION

3.1 County and AISD hereby incorporate the Agreement into this Amendment. Except for the changes

made in this Amendment, County and AISD hereby ratify all the terms and conditions of the Agreement as amended. The Agreement with the changes made in this Amendment constitutes the entire agreement between the Parties and supersedes any prior undertaking or written or oral agreements or representations between the Parties.

6.2 The Parties agree that all requirements and obligations of the Agreement which have not been specifically changed by this Amendment remain in full force and effect and apply to performance by the Parties during the 2013 Renewal Term of the Agreement as amended.

3.0 EFFECTIVE DATE

3.1 This Amendment is effective when it is approved and signed by both Parties. This Agreement, as amended, shall remain in effect until further modified or terminated in writing by the Parties, or until the termination date.

BUDGET REVISION REQUEST - SOCIAL SERVICES CONTRACTS

Travis County Health and Human Services & Veterans Services Department

Agency Name: Austin ISD

Revision for: TRAVIS COUNTY Funding Only

Program Name: TCCAP - Afterschool

AGENCY: Refer to any applicable contract section(s) and / or attachment(s) when using this form

Revision Number: (No.)

Contract Term: Jan. 1, 2013 - Dec. 31, 2013

Effective Date for Revision: (date to be effective)

Notice: the line items in this form are NOT directly linked to the monthly "...Exp Rpt" forms - you must still input your revised budget line items (when approved) into the next applicable monthly "...Exp Rpt" form as usual

Line	Item	Approved Budget	Prior Approval Required ?	Adjustment Amt. (indicate + or -)	Revised Budget
PERSONNEL					
1	Administrative Salaries	3,808.00		33,583.00	37,389.00
2	Direct Service Salaries	157,198.00		(47,297.00)	109,901.00
3	Benefits	29,200.00		(7,338.00)	21,862.00
4	Benefits		YES		0.00
A	SUBTOTAL - PERSONNEL	190,204.00		(21,052.00)	169,152.00
OPERATING EXPENSES					
5	General Operating Expenses	1,000.00		10,690.00	11,690.00
6	Insurance/Bonding				0.00
7	pro-rata share only) PRIOR APPROVAL REQUIRED		YES		0.00
8	Consultants / Contractual	350,596.00		(235.00)	350,361.00
9	Staff Travel - within Travis County	500.00		(150.00)	350.00
10	Co.				0.00
11	Staff Travel - out of Travis Co.	1,250.00	YES		1,250.00
12	County	1,250.00	YES		1,250.00
13	Other (specify)		YES		0.00
14	Field Trips		YES	10,747.00	10,747.00
B	SUBTOTAL - OPER. EXPENSES	354,596.00		21,052.00	375,648.00
DIRECT ASSISTANCE					
15	Food / Beverage - for clients				0.00
16	Financial Assistance to Individuals (e.g., rent, mortgage, utilities)				0.00
17	0		YES		0.00
18	0		YES		0.00
C	SUBTOTAL: DIRECT ASSIST.	0.00		0.00	0.00
EQUIPMT./CAPITAL OUTLAY					
19	List items (specify equipmt/capit.)		YES		0.00
20	0		YES		0.00
D	SUBTOTAL - EQPMT./CAPITAL	0.00		0.00	0.00
21	TOTALS (A+B+C+D+E)	544,800.00		0.00	544,800.00

Preparer's Signature: Shelene Justice

Date: 10-11-13

Authorized Signature: Jana L. Williams

Date: 10-11-13

Travis Co. USE ONLY:

Reviewed & approved by: Kathleen Woods

Date: 10/14/13