



Travis County Commissioners Court Agenda Request

Meeting Date: May 13, 2014

Prepared By/Phone Number: Michael Long/854 4850; Marvin Brice/854 9765

Elected/Appointed Official/Dept. Head: Cyd Grimes

Commissioners Court Sponsor: Judge Biscoe

Agenda Language: Approve Modification No. 8 to Contract No. 4400000860, Renea Hicks, for Legal 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.

The Purchasing Agent approved a contract with Renea Hicks for legal services on May 26, 2011 in an amount not to exceed \$50,000.

Modification No. 8 will:

(a) change the contract amount from \$215,000 to \$240,000, an increase of \$25,000. This increase will serve to provide additional funding for services and expenses incurred for the contract.

(b) extend the term of the contract from October 1, 2014 through September 30, 2015.

Modification No. 7 authorized the contractor to enter into subcontracts for certain approved legal services, costs and expenses in an amount not-to-exceed \$75.00 per hour.

Modification No. 6:

(a) extended the term of the contract from October 1, 2013 through September 30, 2014.

(b) changed the contract amount from \$180,000 to \$215,000, an increase of \$35,000. This increase will serve to provide additional funding for services and expenses incurred for the contract.

Modification No. 5 extended the term of the contract from October 1, 2012 through September 30, 2012.

Modification No. 4 changed the contract amount from \$150,000 to \$180,000, an increase of \$30,000. This increase served to provide additional funding for services and expenses incurred for the contract.

Modification No. 3 corrected an error on Modification No. 2.

The "Current Modified Amount" amount shown in the "For Travis County Use Only" section of the modification was erroneously listed as \$200,000. This amount should have read \$150,000, and was corrected to read as such with the execution of Modification No. 3.

Modification No. 2:

a) Changed the contract amount from \$50,000 to \$200,000, an increase of \$150,000. This increase served to continue legal services as described in paragraph 3.1.

b) As authorized by paragraph 2.1 "Term of Contract", this modification changed the term of the contract from May 24, 2011 through September 30, 2011 to May 24, 2011 through September 30, 2012, a one year extension.

Modification No. 1:

a) Changed the contract no. from PS110200ML to PS110249ML as issuance of the contract number was inadvertently duplicated.

b) In accordance with the requirements of Section 7.1 of the contract, the law firm of Scott, Douglas & McConnico were authorized to provide sub- contracting services for certain approved services. The original contract not-to-exceed amount of \$50,000 did not change.

➤ **Contract Expenditures:** Within the last 13 months \$38,850 has been spent against this contract/requirement.

➤ **Contract-Related Information:**

Award Amount: \$50,000

Contract Type: Professional Services

Contract Period: May 24, 2011 – September 30, 2011

➤ **Contract Modification Information:**

Modification Amount: \$25,000

Modification Type: Professional Services

Modification Period: October 1, 2014 – September 30, 2015

➤ **Solicitation-Related Information: N/A**

Solicitations Sent: N/A

Responses Received: N/A

HUB Information: N/A

% HUB Subcontractor: N/A

➤ **Special Contract Considerations: N/A**

Award has been protested

Award is not to the lowest bidder

Comments:

Funding Information:

Shopping Cart/Funds Reservation in SAP:

Funding Account(s): 00119105414012

Comments: Contract is on a as-needed-basis; court approved funding from allocated reserve on April 15, 2014.

DAVID A. ESCAMILLA
COUNTY ATTORNEY

STEPHEN H. CAPELLE
FIRST ASSISTANT

JAMES W. COLLINS
EXECUTIVE ASSISTANT

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TRANSACTIONS DIVISION

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JENNIFER KRABER

† Member of the College
of the State Bar of Texas

May 5, 2014

Mr. Mike Long
Purchasing Office
P.O. Box 1748
Austin, Texas 78767

Re: Contract for Legal Services with Renea Hicks; Our File No. 188.394

Dear Mike:

A new contract modification is needed for the contract referenced above. On April 15th, 2014 the Commissioners Court authorized the contract to be increased in its cost not-to-exceed \$25,000. In the past the Court has always authorized the money be taken from the allocated reserve. Additionally, Sharon Talley believes the contract should be extended for another year, through September 30, 2015. If you have any questions, please don't hesitate to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read "John C. Hille, Jr.", is written over a printed name and title. The signature is fluid and cursive.

John C. Hille, Jr.
Assistant County Attorney

cc: Sharon Talley, Director, Enforcement Division
Amanda Valdes, Travis County Attorney
Kapp Schwebke, Travis County Auditor

MODIFICATION OF CONTRACT NUMBER: 4400000860(PS110249ML) Legal Svcs **PAGE 1 OF 1 PAGES**

ISSUED BY: PURCHASING OFFICE 700 LAVACA STREET, 8 TH FLOOR AUSTIN, TX 78701	PURCHASING AGENT ASST: Michael Long TEL. NO: (512) 854-4850 FAX NO: (512) 854-9185	DATE PREPARED: <p style="text-align: center; font-weight: bold;">April 22, 2014</p>
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ISSUED TO: Renea Hicks 101 West 6 th St. Ste 504 Austin, TX 78701	MODIFICATION NO.: <p style="text-align: center; font-size: 1.5em; font-weight: bold;">8</p>	EXECUTED DATE OF ORIGINAL CONTRACT: <p style="text-align: center; font-weight: bold;">May 24, 2011</p>
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ORIGINAL CONTRACT TERM DATES: 5/24/11 - 9/30/11 CURRENT CONTRACT TERM DATES: 10/1/13 - 9/30/14

FOR TRAVIS COUNTY INTERNAL USE ONLY:
 Original Contract Amount: \$50,000 (NTE) Current Modified Amount: \$240,000 (NTE)

DESCRIPTION OF CHANGES: Upon execution of this modification, the contract is modified as provided below:

- A. The contract amount in Section 4 will be changed from a not-to-exceed amount of \$215,000 to a not-to-exceed amount of \$240,000, an increase of \$25,000. This change will provide additional funding for services and expenses incurred for the contract.
- B. The contract is hereby modified to extend the period of services through September 30, 2015.

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:
 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: <u>law office of Max Renea Hicks</u> BY: <u>[Signature]</u> SIGNATURE BY: <u>Renea Hicks</u> PRINT NAME TITLE: <u>self/owner</u> ITS DULY AUTHORIZED AGENT	<input checked="" type="checkbox"/> DBA <input type="checkbox"/> CORPORATION <input type="checkbox"/> OTHER DATE: <p style="font-size: 1.5em;">4/23/14</p>
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TRAVIS COUNTY, TEXAS BY: <u>[Signature]</u> CYD V. GRIMES, C.P.M., CPPO TRAVIS COUNTY PURCHASING AGENT	DATE: <p style="font-size: 1.5em;">4/29/14</p>
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TRAVIS COUNTY, TEXAS BY: _____ SAMUEL T. BISCOE, TRAVIS COUNTY JUDGE	DATE: _____
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MT # 10787