

# Texas Department of Transportation

P.O. BOX 1386 | HOUSTON, TEXAS 77251-1386 | (713) 802-5000 | WWW.TXDOT.GOV

January 29, 2014

BY CERTIFIED MAIL R 7004 1160 0001 7893 5121

Richard Stolleis, P.E.  
Fort Bend County Engineering Dept.  
1124 Blume Road  
Rosenberg, Texas 77471

Re: Fort Bend County  
CSJ: 3510-04-053  
SH 99 Harlem Road U-Turns and Left Turn Lanes

Dear Mr. Stolleis:

Please find attached one fully executed original counterpart of the Advance Funding Agreement to add median lanes and u-turn lanes on SH 99 at Harlem Eastbound and Westbound. We request that you retain this agreement in your permanent records. Per the terms of the agreement, Fort Bend County has agreed to pay the State the initial amount of \$30,000.00 and the amount of \$379,033.00 prior to the construction as shown on Attachment C of this agreement.

Please contact me at (713) 802-5501 or Mike Offield at (936) 633-4303, should you have any questions regarding this matter.

Sincerely,

Mark D. Patterson, P.E.  
Director of the Consultant Contract  
Administration Section  
Houston District

cc: James W. Koch, P.E.  
Gail Morea, P.E.  
Mike Offield

CSJ # 3510-04-053  
District # 12 - Houston  
Code Chart 64 # 50080  
Project: SH 99 Harlem Rd U-Turns and Left  
Turn Lanes  
Federal Highway Administration  
CFDA # 20.205  
Not Research and Development

STATE OF TEXAS       §  
COUNTY OF TRAVIS   §

**ADVANCE FUNDING AGREEMENT**  
**For A**  
**STP-MM Recon Project**  
**On-System**

**THIS AGREEMENT** is made by and between the State of Texas, acting by and through the Texas Department of Transportation called the "State", and Fort Bend County, acting by and through its duly authorized officials, called the "Local Government."

**WITNESSETH**

**WHEREAS**, federal law establishes federally funded programs for transportation improvements to implement its public purposes; and

**WHEREAS**, the Texas Transportation Code, Sections 201.103 and 222.052 establish that the State shall design, construct and operate a system of highways in cooperation with local governments; and

**WHEREAS**, federal and state laws require local governments to meet certain contract standards relating to the management and administration of State and federal funds; and

**WHEREAS**, the Texas Transportation Commission passed Minute Order Number 113074, authorizing the State to undertake and complete a highway improvement generally described as add median lanes and U - Turn lanes on SH 99 at Harlem Eastbound and Westbound called the "Project"; and,

**WHEREAS**, the Governing Body of the Local Government has approved entering into this agreement by resolution or ordinance dated December 17, 2013, which is attached to and made a part of this agreement as Attachment "A" for the improvement covered by this agreement. A map showing the Project location appears in Attachment "B," which is attached to and made a part of this agreement.

**NOW, THEREFORE**, in consideration of the premises and of the mutual covenants and agreements of the parties, to be by them respectively kept and performed as set forth in this agreement, it is agreed as follows:

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Code Chart 64 # 50080  
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## AGREEMENT

### 1. Period of the Agreement

This agreement becomes effective when signed by the last party whose signing makes the agreement fully executed. This agreement shall remain in effect until the Project is completed or unless terminated as provided below.

### 2. Scope of Work

Add median lanes and U-Turn lanes on SH 99 at Harlem Eastbound and Westbound as shown on Attachment "B".

### 3. Local Project Sources and Uses of Funds

- A. The total estimated cost of the Project is shown in the Project Budget – Attachment "C", which is attached to and made a part of this agreement. The expected cash contributions from the Federal or State government, the Local Governments, or other parties is shown in Attachment "C". The State will pay for only those project costs that have been approved by the Texas Transportation Commission. The State and the Federal Government will not reimburse the Local Government for any work performed before the federal spending authority is formally obligated to the Project by the Federal Highway Administration. After federal funds have been obligated, the State will send to the Local Government a copy of the formal documentation showing the obligation of funds including federal award information. The Local Government is responsible for 100% of the cost of any work performed under its direction or control before the federal spending authority is formally obligated.
- B. If the Local Government will perform any work under this contract for which reimbursement will be provided by or through the State, the Local Government must complete training before federal spending authority is obligated. Training is complete when at least one individual who is working actively and directly on the Project successfully completes and receives a certificate for the course entitled *Local Government Project Procedures Qualification for the Texas Department of Transportation*. The Local Government shall provide the certificate of qualification to the State. The individual who receives the training certificate may be an employee of the Local Government or an employee of a firm that has been contracted by the Local Government to perform oversight of the Project. The State in its discretion may deny reimbursement if the Local Government has not designated a qualified individual to oversee the Project.
- C. This Project cost estimate shows how necessary resources for completing the Project will be provided by major cost categories. These categories may include but are not limited to: (1) costs of real property; (2) costs of utility work; (3) costs of environmental assessment and remediation; (4) cost of preliminary engineering and design; (5) cost of construction and construction management; and (6) any other local project costs.
- D. The State will be responsible for securing the Federal and State share of the funding required for the development and construction of the local Project. If the Local Government is due funds for expenses incurred, these funds will be reimbursed to the Local Government on a cost basis.

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- E.** The Local Government will be responsible for all non-federal or non-state participation costs associated with the Project, including any overruns in excess of the approved local project budget unless otherwise provided for in this agreement or approved otherwise in an amendment to this agreement.
- F.** Prior to the performance of any engineering review work by the State, the Local Government will pay to the State the amount specified in Attachment C. At a minimum, this amount shall equal the Local Government's funding share for the estimated cost of preliminary engineering for the Project. At least sixty (60) days prior to the date set for receipt of the construction bids, the Local Government shall remit its remaining financial share for the State's estimated construction oversight and construction cost.
- G.** In the event that the State determines that additional funding by the Local Government is required at any time during the Project, the State will notify the Local Government in writing. The Local Government shall make payment to the State within thirty (30) days from receipt of the State's written notification.
- H.** Whenever funds are paid by the Local Government to the State under this agreement, the Local Government shall remit a check or warrant made payable to the "Texas Department of Transportation Trust Fund." The check or warrant shall be deposited by the State in an escrow account to be managed by the State. Funds in the escrow account may only be applied to the State Project.
- I.** Upon completion of the Project, the State will perform an audit of the Project costs. Any funds due by the Local Government, the State, or the Federal government will be promptly paid by the owing party. If, after final Project accounting, excess funds remain in the escrow account, those funds may be applied by the State to the Local Government's contractual obligations to the State under another advance funding agreement with approval by appropriate personnel of the Local Government.
- J.** The State will not pay interest on any funds provided by the Local Government.
- K.** If a waiver has been granted, the State will not charge the Local Government for the indirect costs the State incurs on the local Project, unless this agreement is terminated at the request of the Local Government prior to completion of the Project.
- L.** If the Project has been approved for a "fixed price" or an "incremental payment" non-standard funding or payment arrangement under 43 TAC §15.52, the budget in Attachment C will clearly state the amount of the fixed price or the incremental payment schedule.
- M.** If the Local government is an Economically Disadvantaged County and if the State has approved adjustments to the standard financing arrangement, this agreement reflects those adjustments.
- N.** The state auditor may conduct an audit or investigation of any entity receiving funds from the State directly under this contract or indirectly through a subcontract under this contract. Acceptance of funds directly under this contract or indirectly through a subcontract under this contract acts as acceptance of the authority of the state auditor, under the direction of the legislative audit committee, to conduct an audit or investigation in connection with those funds. An entity that is the subject of an audit or investigation must provide the state auditor with access to any information the state auditor considers relevant to the investigation or audit.

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- O. Payment under this contract beyond the end of the current fiscal biennium is subject to availability of appropriated funds. If funds are not appropriated, this contract shall be terminated immediately with no liability to either party.
- P. The Local Government is authorized to submit requests for reimbursement by submitting the original of an itemized invoice in a form and containing all items required by the State no more frequently than monthly, and no later than ninety (90) days after costs are incurred. If the Local Government submits invoices more than ninety (90) days after the costs are incurred, and if federal funding is reduced as a result, the State shall have no responsibility to reimburse the Local Government for those costs.
- Q. The State will not execute the contract for the construction of the Project until the required funding has been made available by the Local Government in accordance with this agreement.

#### **4. Termination of this Agreement**

This agreement shall remain in effect until the project is completed and accepted by all parties, unless:

- A. The agreement is terminated in writing with the mutual consent of the parties;
- B. The agreement is terminated by one party because of a breach, in which case any cost incurred because of the breach shall be paid by the breaching party;
- C. The Local Government elects not to provide funding after the completion of preliminary engineering, specifications, and estimates (PS&E) and the Project does not proceed because of insufficient funds, in which case the Local Government agrees to reimburse the State for its reasonable actual costs incurred during the Project; or
- D. The Project is inactive for thirty-six (36) months or longer and no expenditures have been charged against federal funds, in which case the State may in its discretion terminate this agreement.

#### **5. Amendments**

Amendments to this agreement due to changes in the character of the work, terms of the agreement, or responsibilities of the parties relating to the Project may be enacted through a mutually agreed upon, written amendment.

#### **6. Remedies**

This agreement shall not be considered as specifying the exclusive remedy for any agreement default, but all remedies existing at law and in equity may be availed of by either party to this agreement and shall be cumulative.

#### **7. Utilities**

The Local Government shall be responsible for the adjustment, removal, or relocation of utility facilities in accordance with applicable State laws, regulations, rules, policies, and procedures, including any cost to the State of a delay resulting from the Local Government's failure to ensure that utility facilities are adjusted, removed, or relocated before the scheduled beginning of construction. The Local Government will not be reimbursed with federal or state funds for the cost of required utility work. The Local Government must obtain advance approval for any variance from established procedures. Before a construction contract is let, the Local Government shall provide, at the State's request, a certification stating that the Local

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Government has completed the adjustment of all utilities that must be adjusted before construction is completed.

#### **8. Environmental Assessment and Mitigation**

Development of a transportation project must comply with the National Environmental Policy Act and the National Historic Preservation Act of 1966, which require environmental clearance of federal-aid projects.

- A. The Local Government is responsible for the identification and assessment of any environmental problems associated with the development of a local project governed by this agreement.
- B. The Local Government is responsible for the cost of any environmental problem's mitigation and remediation.
- C. The Local Government is responsible for providing any public meetings or public hearings required for development of the environmental assessment. Public hearings will not be held prior to the approval of project schematic.
- D. The Local Government is responsible for the preparation of the NEPA documents required for the environmental clearance of this Project.
- E. Before the advertisement for bids, the Local Government shall provide to the State written documentation from the appropriate regulatory agency or agencies that all environmental clearances have been obtained.

#### **9. Compliance with Texas Accessibility Standards and ADA**

All parties to this agreement shall ensure that the plans for and the construction of all projects subject to this agreement are in compliance with the Texas Accessibility Standards (TAS) issued by the Texas Department of Licensing and Regulation, under the Architectural Barriers Act, Article 9102, Texas Civil Statutes. The TAS establishes minimum accessibility requirements to be consistent with minimum accessibility requirements of the Americans with Disabilities Act (P.L. 101-336) (ADA).

#### **10. Architectural and Engineering Services**

The Local Government has responsibility for the performance of architectural and engineering services. The engineering plans shall be developed in accordance with the applicable *State's Standard Specifications for Construction and Maintenance of Highways, Streets and Bridges* and the special specifications and special provisions related to it. For projects on the state highway system, the design shall, at a minimum conform to applicable State manuals. For projects not on the state highway system, the design shall, at a minimum, conform to applicable *American Association of State Highway and Transportation Officials* design standards. In procuring professional services, the parties to this agreement must comply with federal requirements cited in 23 CFR Part 172 if the project is federally funded and with Texas Government Code 2254, Subchapter A, in all cases. Professional contracts for federally funded projects must conform to federal requirements, specifically including the provision for participation by Disadvantaged Business Enterprises (DBEs), ADA, and environmental matters.

## 11. Construction Responsibilities

- A. The State shall advertise for construction bids, issue bid proposals, receive and tabulate the bids, and award and administer the contract for construction of the Project. Administration of the contract includes the responsibility for construction engineering and for issuance of any change orders, supplemental agreements, amendments, or additional work orders that may become necessary subsequent to the award of the construction contract. In order to ensure federal funding eligibility, projects must be authorized by the State prior to advertising for construction.
- B. The State will use its approved contract letting and award procedures to let and award the construction contract.
- C. Prior to their execution, the Local Government will be given the opportunity to review contract change orders that will result in an increase in cost to the Local Government.
- D. Upon completion of the Project, the party constructing the Project will issue and sign a "Notification of Completion" acknowledging the Project's construction completion.
- E. For federally funded contracts, the parties to this agreement will comply with federal construction requirements cited in 23 CFR Part 635 and with requirements cited in 23 CFR Part 633, and shall include the latest version of Form "FHWA-1273" in the contract bidding documents. If force account work will be performed, a finding of cost effectiveness shall be made in compliance with 23 CFR 635, Subpart B.

## 12. Project Maintenance

The Local Government shall be responsible for maintenance of locally owned roads after completion of the work and the State shall be responsible for maintenance of state highway system after completion of the work if the work was on the state highway system, unless otherwise provided for in existing maintenance agreements with the Local Government.

## 13. Right of Way and Real Property

- A. Right of way and real property acquisition shall be the responsibility of the Local Government, to the extent permitted by law. Title to right of way and other related real property must be acceptable to the State before funds may be expended for the improvement of the right of way or real property.
- B. If the Local Government is the owner of any part of the Project site under this agreement, the Local Government shall permit the State or its authorized representative access to occupy the site to perform all activities required to execute the work.
- C. All parties to this agreement will comply with and assume the costs for compliance with all the requirements of Title II and Title III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, Title 42 U.S.C.A. Section 4601 et seq., including those provisions relating to incidental expenses incurred by the property owners in conveying the real property to the Local Government, and benefits applicable to the relocation of any displaced person as defined in 49 CFR Section 24.2(g). Documentation to support such compliance must be maintained and made available to the State and its representatives for review and inspection.

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- D. The Local Government shall assume all costs and perform necessary requirements to provide any necessary evidence of title or right of use in the name of the Local Government to the real property required for development of the Project. The evidence of title or rights shall be acceptable to the State, and be free and clear of all encroachments. The Local Government shall secure and provide easements and any needed rights of entry over any other land needed to develop the Project according to the approved Project plans. The Local Government shall be responsible for securing any additional real property required for completion of the Project.
- E. In the event real property is donated to the Local Government after the date of the State's authorization, the Local Government will provide all documentation to the State regarding fair market value of the acquired property. The State will review the Local Government's appraisal, determine the fair market value and credit that amount towards the Local Government's financial share. If donated property is to be used as a funding match, it may not be provided by the Local Government. The State will not reimburse the Local Government for any real property acquired before execution of this agreement and the obligation of federal spending authority.
- F. The Local Government shall prepare real property maps, property descriptions, and other data as needed to properly describe the real property and submit them to the State for approval prior to the Local Government acquiring the real property. Tracings of the maps shall be retained by the Local Government for a permanent record.
- G. The Local Government agrees to make a determination of property values for each real property parcel by methods acceptable to the State and to submit to the State a tabulation of the values so determined, signed by the appropriate Local Government representative. The tabulations shall list the parcel numbers, ownership, acreage and recommended compensation. Compensation shall be shown in the component parts of land acquired, itemization of improvements acquired, damages (if any) and the amounts by which the total compensation will be reduced if the owner retains improvements. This tabulation shall be accompanied by an explanation to support the determined values, together with a copy of information or reports used in calculating all determined values. Expenses incurred by the Local Government in performing this work may be eligible for reimbursement after the Local Government has received written authorization by the State to proceed with determination of real property values. The State will review the data submitted and may base its reimbursement for parcel acquisitions on these values.
- H. Reimbursement for real property costs will be made to the Local Government for real property purchased in an amount not to exceed eighty percent (80%) of the cost of the real property purchased in accordance with the terms and provisions of this agreement. Reimbursement will be in an amount not to exceed eighty percent (80%) of the State's predetermined value of each parcel, or the net cost of the parcel, whichever is less. In addition, reimbursement will be made to the Local Government for necessary payments to appraisers, expenses incurred in order to assure good

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title, and costs associated with the relocation of displaced persons and personal property as well as incidental expenses.

- I. If the Project requires the use of real property to which the Local Government will not hold title, a separate agreement between the owners of the real property and the Local Government must be executed prior to execution of this agreement. The separate agreement must establish that the Project will be dedicated for public use for a period of not less than 10 (ten) years after completion. The separate agreement must define the responsibilities of the parties as to the use of the real property and operation and maintenance of the Project after completion. The separate agreement must be approved by the State prior to its execution. A copy of the executed agreement shall be provided to the State.

**14. Notices**

All notices to either party shall be delivered personally or sent by certified or U.S. mail, postage prepaid, addressed to that party at the following address:

<b>Local Government:</b>	<b>State:</b>
Fort Bend County Engineer	Director of Contract Services Office
Fort Bend County Engineering Department	Texas Department of Transportation
1124 Blume Road	125 E. 11 <sup>th</sup> Street
Rosenberg, Texas 77471-1449	Austin, Texas 78701

All notices shall be deemed given on the date delivered in person or deposited in the mail, unless otherwise provided by this agreement. Either party may change the above address by sending written notice of the change to the other party. Either party may request in writing that notices shall be delivered personally or by certified U.S. mail, and that request shall be carried out by the other party.

**15. Legal Construction**

If one or more of the provisions contained in this agreement shall for any reason be held invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions and this agreement shall be construed as if it did not contain the invalid, illegal, or unenforceable provision.

**16. Responsibilities of the Parties**

The State and the Local Government agree that neither party is an agent, servant, or employee of the other party and each party agrees it is responsible for its individual acts and deeds as well as the acts and deeds of its contractors, employees, representatives, and agents.

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**17. Ownership of Documents**

Upon completion or termination of this agreement, all documents prepared by the State shall remain the property of the State. All data prepared under this agreement shall be made available to the State without restriction or limitation on their further use. All documents produced or approved or otherwise created by the Local Government shall be transmitted to the State in the form of photocopy reproduction on a monthly basis as required by the State. The originals shall remain the property of the Local Government. At the request of the State, the Local Government shall submit any information required by the State in the format directed by the State.

**18. Compliance with Laws**

The parties shall comply with all federal, state, and local laws, statutes, ordinances, rules and regulations, and the orders and decrees of any courts or administrative bodies or tribunals in any manner affecting the performance of this agreement. When required, the Local Government shall furnish the State with satisfactory proof of this compliance.

**19. Sole Agreement**

This agreement constitutes the sole and only agreement between the parties and supersedes any prior understandings or written or oral agreements respecting the agreement's subject matter.

**20. Cost Principles**

In order to be reimbursed with federal funds, the parties shall comply with the Cost Principles established in OMB Circular A-87 that specify that all reimbursed costs are allowable, reasonable, and allocable to the Project.

**21. Procurement and Property Management Standards**

The parties shall adhere to the procurement standards established in Title 49 CFR §18.36 and with the property management standard established in Title 49 CFR §18.32.

**22. Inspection of Books and Records**

The parties to this agreement shall maintain all books, documents, papers, accounting records, and other documentation relating to costs incurred under this agreement and shall make such materials available to the State, the Local Government, and, if federally funded, the Federal Highway Administration (FHWA), and the U.S. Office of the Inspector General, or their duly authorized representatives for review and inspection at its office during the contract period and for four (4) years from the date of completion of work defined under this contract or until any impending litigation, or claims are resolved. Additionally, the State, the Local Government, and the FHWA and their duly authorized representatives shall have access to all the governmental records that are directly applicable to this agreement for the purpose of making audits, examinations, excerpts, and transcriptions.

**23. Civil Rights Compliance**

The Local Government shall comply with the regulations of the United States Department of Transportation as they relate to non-discrimination (49 CFR Part 21 and 23 CFR Part 200),

and Executive Order 11246 titled "Equal Employment Opportunity," as amended by Executive Order 11375 and supplemented in the Department of Labor Regulations (41 CFR Part 60).

#### **24. Disadvantaged Business Enterprise (DBE) Program Requirements**

- A. The parties shall comply with the Disadvantaged Business Enterprise Program requirements established in 49 CFR Part 26.
- B. The Local Government shall adopt, in its totality, the State's federally approved DBE program.
- C. The Local Government shall set an appropriate DBE goal consistent with the State's DBE guidelines and in consideration of the local market, project size, and nature of the goods or services to be acquired. The Local Government shall have final decision-making authority regarding the DBE goal and shall be responsible for documenting its actions.
- D. The Local Government shall follow all other parts of the State's DBE program referenced in TxDOT Form 2395, Memorandum of Understanding Regarding the Adoption of the Texas Department of Transportation's Federally-Approved Disadvantaged Business Enterprise by Entity, and attachments found at web address [http://ftp.dot.state.tx.us/pub/txdot-info/bop/dbe/mou/mou\\_attachments.pdf](http://ftp.dot.state.tx.us/pub/txdot-info/bop/dbe/mou/mou_attachments.pdf).
- E. The Local Government shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any U.S. Department of Transportation (DOT)-assisted contract or in the administration of its DBE program or the requirements of 49 CFR Part 26. The Local Government shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure non-discrimination in award and administration of DOT-assisted contracts. The State's DBE program, as required by 49 CFR Part 26 and as approved by DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the Local Government of its failure to carry out its approved program, the State may impose sanctions as provided for under 49 CFR Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).
- F. Each contract the Local Government signs with a contractor (and each subcontract the prime contractor signs with a sub-contractor) must include the following assurance: *The contractor, sub-recipient, or sub-contractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this agreement, which may result in the termination of this agreement or such other remedy as the recipient deems appropriate.*

#### **25. Debarment Certifications**

The parties are prohibited from making any award at any tier to any party that is debarred or suspended or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549, "Debarment and Suspension." By executing this agreement, the Local Government certifies that it is not currently debarred, suspended, or otherwise excluded from or ineligible for participation in Federal Programs under Executive

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Order 12549 and further certifies that it will not do business with any party that is currently debarred, suspended, or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549. The parties to this contract shall require any party to a subcontract or purchase order awarded under this contract to certify its eligibility to receive federal funds and, when requested by the State, to furnish a copy of the certification.

## **26. Lobbying Certification**

In executing this agreement, each signatory certifies to the best of that signatory's knowledge and belief, that:

- A.** No federal appropriated funds have been paid or will be paid by or on behalf of the parties to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
- B.** If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with federal contracts, grants, loans, or cooperative agreements, the signatory for the Local Government shall complete and submit the Federal Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- C.** The parties shall require that the language of this certification shall be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and all sub-recipients shall certify and disclose accordingly. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Title 31 U.S.C. §1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

## **27. Insurance**

If this agreement authorizes the Local Government or its contractor to perform any work on State right of way, before beginning work the entity performing the work shall provide the State with a fully executed copy of the State's Form 1560 Certificate of Insurance verifying the existence of coverage in the amounts and types specified on the Certificate of Insurance for all persons and entities working on State right of way. This coverage shall be maintained until all work on the State right of way is complete. If coverage is not maintained, all work on State right of way shall cease immediately, and the State may recover damages and all costs of completing the work.

## **28. Federal Funding Accountability and Transparency Act Requirements**

- A.** Any recipient of funds under this agreement agrees to comply with the Federal Funding Accountability and Transparency Act (FFATA) and implementing regulations at 2 CFR Part 170, including Appendix A. This agreement is subject to the following award terms:

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<http://www.gpo.gov/fdsys/pkg/FR-2010-09-14/pdf/2010-22705.pdf> and  
<http://www.gpo.gov/fdsys/pkg/FR-2010-09-14/pdf/2010-22706.pdf>.

**B. The Local Government agrees that it shall:**

1. Obtain and provide to the State a Central Contracting Registry (CCR) number (Federal Acquisition Regulation, Part 4, Sub-part 4.1100) if this award provides more than \$25,000 in Federal funding. The CCR number may be obtained by visiting the CCR website whose address is: <https://www.sam.gov/portal/public/SAM/>;
2. Obtain and provide to the State a Data Universal Numbering System (DUNS) number, a unique nine-character number that allows Federal government to track the distribution of federal money. The DUNS may be requested free of charge for all businesses and entities required to do so by visiting the Dun & Bradstreet (D&B) on-line registration website <http://fedgov.dnb.com/webform>; and
3. Report the total compensation and names of its top five (5) executives to the State if:
  - i. More than 80% of annual gross revenues are from the Federal government, and those revenues are greater than \$25,000,000; and
  - ii. The compensation information is not already available through reporting to the U.S. Securities and Exchange Commission.

**29. Single Audit Report**

- A. The parties shall comply with the requirements of the Single Audit Act of 1984, P.L. 98-502, ensuring that the single audit report includes the coverage stipulated in OMB Circular A-133.
- B. If threshold expenditures of \$500,000 or more are met during the Local Government's fiscal year, the Local Government must submit a Single Audit Report and Management Letter (if applicable) to TxDOT's Audit Office, 125 E. 11th Street, Austin, TX 78701 or contact TxDOT's Audit Office at <http://www.txdot.gov/inside-txdot/office/audit/contact.html>.
- C. If expenditures are less than \$500,000 during the Local Government's fiscal year, the Local Government must submit a statement to TxDOT's Audit Office as follows: "We did not meet the \$500,000 expenditure threshold and therefore, are not required to have a single audit performed for FY \_\_\_\_\_."
- D. For each year the project remains open for federal funding expenditures, the Local Government will be responsible for filing a report or statement as described above. The required annual filing shall extend throughout the life of the agreement, unless otherwise amended or the project has been formally closed out and no charges have been incurred within the current fiscal year.

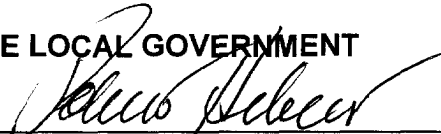
**30. Signatory Warranty**

Each signatory warrants that the signatory has necessary authority to execute this agreement on behalf of the entity represented.

CSJ # 3510-04-053  
District # 12 - Houston  
Code Chart 64 # 50080  
Project: SH 99 Harlem Rd U-Turns and Left  
Turn Lanes  
Federal Highway Administration  
CFDA # 20.205  
Not Research and Development

THIS AGREEMENT IS EXECUTED by the State and the Local Government in duplicate.

THE LOCAL GOVERNMENT

  
\_\_\_\_\_  
Signature

Robert Hebert  
\_\_\_\_\_  
Typed or Printed Name

County Judge  
\_\_\_\_\_  
Title

12-17-2013  
\_\_\_\_\_  
Date

THE STATE OF TEXAS

  
\_\_\_\_\_  
Janice Mullenix  
Director of Contract Services  
Texas Department of Transportation

January 22, 2014  
\_\_\_\_\_  
Date

CSJ # 3510-04-053  
District # 12 - Houston  
Code Chart 64 # 50080  
Project: SH 99 Harlem Rd U-Turns and Left Turn  
Lanes  
Federal Highway Administration  
CFDA # 20.205  
Not Research and Development

**ATTACHMENT A  
RESOLUTION OR ORDINANCE**

December 17, 2013

Approved

*[Handwritten signature]* - Eng. 1-13-14

**MINUTES**

BE IT REMEMBERED, That on this 17th DAY of DECEMBER, 2013, Commissioners Court of Fort Bend County, Texas, met at a special meeting with the following present:

ROBERT E. HEBERT	COUNTY JUDGE
RICHARD MORRISON	COMMISSIONER PRECINCT 1
GRADY PRESTAGE	COMMISSIONER PRECINCT 2
ANDY MEYERS	COMMISSIONER PRECINCT 3
JAMES PATTERSON	COMMISSIONER PRECINCT 4
SHERRY FISK for DIANNE WILSON	COUNTY CLERK

When the following were heard and the following orders were passed:

**1. Call to Order.**

Call to Order by Judge Hebert at 1:00 p.m.

**2. Invocation and Pledge of Allegiance by Commissioner James Patterson.**

Invocation and Pledge of Allegiance by Commissioner James Patterson.

**3. Approve minutes of regular meeting held on December 10, 2013.**

Moved by Commissioner Meyers. Seconded by Commissioner Prestage  
Duly put and unanimously carried (5-0), it is ordered to approve the minutes of regular meeting held on December 10, 2013.

Judge Hebert	Yes
Commissioner Morrison	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner Patterson	Yes

**4. Public Comments regarding the Agenda and Announcements.**

December Service Awards presented to county employees.

Judge Hebert announced that meetings will be considered a special meeting until the historical courthouse is dedicated in January.

Judge Thomas Culver, 210th District Court, shared his memories of this courtroom. He thanked the George Foundation, members of court and facilities for their renovation efforts.

CONSENT AGENDA ITEMS 5-17

5. **OUT OF STATE TRAVEL:** Approve out-of-state travel requests for County personnel:
  - A. **Community Development** : Carol Borrego to Atlanta, Georgia, April 25-30, 2014, to attend the 2014 National Planning Conference. (Fund: Community Development Block Grant)
  - B. **Office of Emergency Management**: Krista Whitehead to Scottsdale, Arizona, May 4-7, 2014, to attend data analysis training. (Fund: Office of Emergency Management, Urban Area Security Initiatives Grant)
  - C. **Risk Management** : Wyatt Scott to Denver, Colorado, April 27-30, 2014 to attend the annual Risk and Insurance Management Society Conference. (Fund: Risk Management, Travel)
  
6. **COUNTY JUDGE:**

Authorize acceptance of partial grant funds toward the total purchase amount supporting the acquisition of 112.617 acre tract of land on or near FM 359, Pct. 3.
  
7. **COMMISSIONER, PCT. 2:**

Approve the reappointment of Stephen Brown, Jr. to the Board of Directors for the City of Missouri City Tax Increment Reinvestment Zone No. 3 for a two year term, effective through December 3, 2015.
  
8. **COMMISSIONER, PCT. 3:**

Accept the resignation of Commissioner Michael Levensco from the Fort Bend County Emergency Services District No. 4 effective December 31, 2013, and appoint Brett Warren to fill the vacancy for the term of January 1, 2014 through December 31, 2015.
  
9. **BUDGET & FINANCE:**
  - A. **BUDGET TRANSFERS** : All transfers below are from the FY2014 budget, unless otherwise indicated:
    1. **AgriLife Extension Office** : Approve transfer in the amount of \$2,880 from Salaries and Labor into Temporary/Part-time to allocate funds for office assistance during absence of employee on medical leave.
    2. **Auditor** : Approve FY 2013 transfer in the amount \$60,725 from Right of Way Purchase into Right of Way Utility Relocation, to separate the cost of utility relocation from right of way purchase expenditures.
    3. **Facilities Management & Planning** : Approve transfer in the amount of \$1,500,000 as detailed on Auditor's form dated December 10, 2013 to amend the budget pursuant to Local Government Code Section 111.0707 and allocate funds for reimbursement of the Occupancy Agreement with Fort Bend Seniors, as approved by Commissioners Court on Dec. 10, 2013.
    4. **Public Transportation** : Approve transfer in the amount of \$279,321 as detailed on Director's form dated December 11, 2013, to allocate local match funds due for various transportation grant programs.

**Item 9A continued - Budget Transfers:**

5. **Treasurer:** Approve transfer in the amount of \$60 from Court Collections, Office Supplies, into Information Technology to allocate funds for replacement of wireless keyboard and mouse not compatible with Microsoft Windows 7 upgrade.
  6. **Health & Human Services :** Approve transfer in the amount of \$9,643 as detailed on Auditor's form dated December 10, 2013, to allocate 1115 Waiver funds to the Behavioral Health Crisis Response and Intervention Program and fund training travel and FY2014 cell phone service for the nine deputy positions approved by Commissioners Court July 9, 2013.
  7. Error in numbering. No agenda item.
  8. **Sheriff's Office :** Approve transfer in the amount of \$13,750 from Sheriff, Forfeited Assets, Federal, Contingency, into Capital Acquisitions and Information Technology to allocate funds for the purchase of modular mailroom cabinet, copier, and DVD duplicator for the Fraud Unit.
- B. Approve Quarterly County Investment Report for Fourth Quarter of Fiscal Year 2013, in accordance with Texas Government Code §2256.023.
10. **ENGINEERING:**
- A. Accept a 0.387 acre tract of land conveyed by Erik K. Ho, Vincent J. Ho, Cal Sierra Produce, Inc. and Ho & Huang Properties, LLC to Fort Bend County for right of way improvements to Kingsland Blvd., Precinct 3.
  - B. Approve request by Bill and Leilani Hurles for a variance to the Fort Bend County Regulations of Subdivisions, Section 2.2I, to divide 2.5 acres out of a called 5.00 acre tract situated in the Noel F. Roberts League, Abstract 79 recorded in official Fort Bend County Deed Records, Instrument #1999017626, Fort Bend County, Texas, Precinct 3.
  - C. Approve payment of Invoice No. 11082 in the amount of \$20,176.82 to Traffic Engineers, Inc. for professional services regarding the Fort Bend County Major Thoroughfare Plan for Precincts 1, 2, 3 and 4. (Fund: H-GAC Grant)
  - D. Approve payment of final Invoice No. 47136 in the amount of \$129,530.77 to City of Sugar Land regarding University Boulevard South, Mobility Bond Project #723a, Precinct 4. (Fund: 2007 Mobility Bonds)
  - E. Approve payment of Invoice No. 5 in the amount of \$6,856.10 to Edminster Hinshaw Russ & Associates regarding Cane Island Parkway, from Willow Creek to FM 1463, Mobility Bond Project No. X-12, Precinct 3. (Fund: 2007 Mobility Bonds)
  - F. Approve payment of Invoice No. 4420 in the amount of \$7,635.00 to PAS Property Acquisition Services, LLC for various right of way services within Pcts. 1,2,3 and 4. (Fund: Right of Way)
  - G. Approve payment of Invoice No. 3 in the amount of \$180,575.07 to Mar-Con Services, LLC regarding Mason Road Segment 2, Mobility Bond Project #735a, Precinct 3. (Fund: 2007 Mobility Bonds)
  - H. Approve application from Centerpoint Entex to bore under and bury an 8-inch plastic gas line along Madden Road, West Bellfort and Westmoor Road, Precinct 4.

**Item 10 continued - Engineering:**

- I. Approve application from DHM Construction, Inc. to construct a median cut on Mason Road, Precinct 3.
  - J. Approve application from Simi Investment Company, Ltd. to bore under an easement between Covell Street and Sheridan Street, Precinct 1.
  - K. Approve the plat for CVS Riverstone, Precinct 4.
  - L. Set public hearing for Texana Plantation, Section 4, Partial Replat No. 1, Precinct 3. (*Tuesday, January 28, 2014, at 1:00 p.m. in the Commissioners Courtroom at 401 Jackson Street, Second Floor, Richmond, Texas*)
11. **FACILITIES MANAGEMENT & PLANNING: The Director of Facilities Management & Planning submits these invoices for approval and payment for projects that have been budgeted and funded by Facility Bond and/or Capital Projects:**
- A. Pay Application No. Eleven (11) in the amount of \$150,627.00 to Crain Group, LLC for Design/Build services regarding renovations to the George Memorial Library;
  - B. Invoice No. 170-10673-001-6 in the amount of \$9,290.60 to Lockwood, Andrews & Newnam, Inc., for Professional Services regarding the combined heat and power (CHP) plan for the Jail;
  - C. Pay Application No. 1 in the amount of \$76,423.00 to Turner Construction Company for construction services regarding expansion of the Central Appraisal District facility;
  - D. Pay Application No. Fourteen (14) in the amount of \$655,587.88 to Phoenix 1 Restoration and Construction, Ltd., for construction services regarding restoration of the Courthouse.
12. **PURCHASING:**
- Authorize renewal of the Fort Bend County Employee Benefit Plan & Trust for 2014 Plan Year with Boon-Chapman.
13. **RISK MANAGEMENT:**
- A. Approve Addendum to Pharmacy Services Agreement between Fort Bend County and MaxorPlus, Ltd. effective January 1, 2014.
  - B. Exercise one year option on Agreement for On-Site Health Services between Fort Bend County and Concentra Health Services, Inc., pursuant to RFP 10-076.
14. **ROAD & BRIDGE:**
- Approve payment to of Invoice No. 20131718 in the amount of \$2,683.12 to TEDSI Infrastructure Group for traffic signal design at the Intersections of Cinco Ranch Boulevard and Cinco Crossing; Greatwood Parkway and Sansbury Boulevard; Fry Road and Cinco Crossing; Cinco Ranch Boulevard and Katy Gaston Road. (Fund: Road & Bridge, Traffic Signals)

**15. SHERIFF'S OFFICE:**

**Approve renewal of Interlocal Agreements between Fort Bend County and the following entities for use of the County's Public Safety Radio System effective through September 30, 2014: City of Needville; City of Richmond.**

**16. TAX ASSESSOR/COLLECTOR:**

- A. Record into Minutes the disposal of accounting documentation dated years 2008 through 2012, as listed on report dated December 5, 2013, in accordance with the State Archive Retention Schedule of Destruction for the Office of Patsy Schultz.**
- B. Record into Minutes the Summary Monthly Report of Property Taxes collected in November, 2013 as submitted by the Office of Patsy Schultz, Tax Assessor/Collector.**

**17. TREASURER:**

**Approve Monthly Report submitted by County Treasurer for November, 2013, and authorize advertisement of Affidavit of same, in accordance with Local Government Code §114.026.**

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Moved by Commissioner Meyers, Seconded by Commissioner Patterson  
Duly put and unanimously carried (5-0), it is ordered to approve consent agenda items 5 - 17 with note that there is no item #9A7.

Judge Hebert	Yes
Commissioner Morrison	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner Patterson	Yes

**18. COUNTY JUDGE:**

- A. Take all appropriate action to provide notice that on January 7, 2014, Commissioners Court intends to select a new site at which meetings of Commissioners Court are to be held during the next calendar year, pursuant to §81.005 of the Local Government Code.**

Moved by Commissioner Meyers, Seconded by Commissioner Morrison  
Duly put and unanimously carried (5-0), it is ordered to provide notice that on January 7, 2014, Commissioners Court intends to select a new site at which meetings of Commissioners Court are to be held during the next calendar year, pursuant to §81.005 of the Local Government Code.

Judge Hebert	Yes
Commissioner Morrison	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner Patterson	Yes

**Item 18 continued - County Judge:**

- B. Take all appropriate action on the reorganization of Indigent Health Care Department from Risk Management to Health & Human Services effective January 1, 2014.**

Moved by Commissioner Patterson, Seconded by Commissioner Prestage  
Duly put and unanimously carried (5-0), it is ordered to approve the reorganization of Indigent Health Care Department from Risk Management to Health & Human Services effective January 1, 2014.

Judge Hebert	Yes
Commissioner Morrison	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner Patterson	Yes

**19. 434th DISTRICT COURT:**

**Take all appropriate action on request for variance to the Fort Bend County Travel Policy, and authorize reimbursement in the amount of \$120.00 to Judge Jim Shoemake for hotel accommodations not purchased within travel policy guidelines. (Fund: 434th District Court, Travel)**

Moved by Commissioner Meyers, Seconded by Commissioner Patterson  
Duly put and unanimously carried (5-0), it is ordered to approve variance to the Fort Bend County Travel Policy, and authorize reimbursement in the amount of \$120.00 to Judge Jim Shoemake for hotel accommodations not purchased within travel policy guidelines. (Fund: 434th District Court, Travel)

Judge Hebert	Yes
Commissioner Morrison	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner Patterson	Yes

Commissioner Patterson asked the Auditor to verify hotel discount rates.

**20. COMMUNITY DEVELOPMENT:**

**Take all appropriate action on Memorandum of Understanding between Fort Bend County and the Coalition for the Homeless of Houston/Harris County regarding the submission of a renewal application for Shelter Plus Care (S+C) to the Department of Housing and Urban Development (HUD).**

Moved by Commissioner Morrison, Seconded by Commissioner Prestage  
Duly put and unanimously carried (5-0), it is ordered to approve Memorandum of Understanding between Fort Bend County and the Coalition for the Homeless of Houston/Harris County regarding the submission of a renewal application for Shelter Plus Care (S+C) to the Department of Housing and Urban Development (HUD).

Judge Hebert	Yes
Commissioner Morrison	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner Patterson	Yes

**21. CONSTABLE, PCT. 1**

**Take all appropriate action on Memorandum of Understanding between Rosenberg Police Department and Fort Bend County for use of the Firearms Range Facility located at 2419 Avenue A in Rosenberg, Texas, effective January 1, 2014.**

Moved by Commissioner Morrison, Seconded by Commissioner Prestage  
Duly put and unanimously carried (5-0), it is ordered to approve Memorandum of Understanding between Rosenberg Police Department and Fort Bend County for use of the Firearms Range Facility located at 2419 Avenue A in Rosenberg, Texas, effective January 1, 2014.

Judge Hebert	Yes
Commissioner Morrison	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner Patterson	Yes

Note: Firearms range is available to Constables and Sheriff's Office and the fee is zero.

**22. DISTRICT CLERK:**

**Take all appropriate action on Texas Statewide Automated Victim Notification Service (SAVNS) Verification of Production District Court Records to Appriss relating to Grant Contract No. 1445493 between the Office of the Attorney General and Fort Bend County effective September 1, 2013 through August 31, 2014, with no additional funds required by Fort Bend County and authorize County Judge to sign all documents pertaining to the Grant Contract.**

Moved by Commissioner Morrison, Seconded by Commissioner Meyers  
Duly put and unanimously carried (5-0), it is ordered to approve the Texas Statewide Automated Victim Notification Service (SAVNS) Verification of Production District Court Records to Appriss relating to Grant Contract No. 1445493 between the Office of the Attorney General and Fort Bend County effective September 1, 2013 through August 31, 2014, with no additional funds required by Fort Bend County and authorize County Judge to sign all documents pertaining to the Grant Contract.

Judge Hebert	Yes
Commissioner Morrison	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner Patterson	Yes

**23. ENGINEERING:**

- A. Take all appropriate action on Advance Funding Agreement between Fort Bend County and Texas Department of Transportation in an amount not to exceed \$609,033 to add median lanes and U-Turn lanes to SH 99 at Harlem Eastbound and Westbound, CSJ: 3510-04-053, Precinct 4. (Fund: General Fund Projects)**

Moved by Commissioner Patterson, Seconded by Commissioner Meyers  
Duly put and unanimously carried (5-0), it is ordered to approve Advance Funding Agreement between Fort Bend County and Texas Department of Transportation in an amount not to exceed \$609,033 to add median lanes and U-Turn lanes to SH 99 at Harlem Eastbound and Westbound, pending County Attorney review, CSJ: 3510-04-053, Precinct 4. (Fund: General Fund Projects)

Judge Hebert	Yes
Commissioner Morrison	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner Patterson	Yes

Note: Funding will be repaid by Grand Parkway Tollroad Authority.

**Item 23 continued - Engineering:**

- B. Take all appropriate action on request for variance to the maximum street length block requirement, (Section 5.6 D of the Fort Bend County Regulations of Subdivisions), for Marshall Oaks, Section 1, on behalf of D.R. Horton- Texas, Ltd., Precinct 3.**

Moved by Commissioner Meyers, Seconded by Commissioner Patterson  
Duly put and unanimously carried (5-0), it is ordered to approve variance to the maximum street length block requirement, (Section 5.6 D of the Fort Bend County Regulations of Subdivisions), for Marshall Oaks, Section 1, on behalf of D.R. Horton- Texas, Ltd., Precinct 3.

Judge Hebert	Yes
Commissioner Morrison	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner Patterson	Yes

- C. Take all appropriate action on plat for the roads within Marshall Oaks, Section 1, Pct. 3.**

Moved by Commissioner Meyers, Seconded by Commissioner Patterson  
Duly put and unanimously carried (5-0), it is ordered to approve plat for the roads within Marshall Oaks, Section 1, Pct. 3.

Judge Hebert	Yes
Commissioner Morrison	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner Patterson	Yes

- D. Take all appropriate action on plat for the lots within Marshall Oaks, Section 1, Precinct 3.**

Moved by Commissioner Meyers, Seconded by Commissioner Patterson  
Duly put and unanimously carried (5-0), it is ordered to approve plat for the lots within Marshall Oaks, Section 1, Precinct 3.

Judge Hebert	Yes
Commissioner Morrison	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner Patterson	Yes

**Item 23 continued - Engineering:**

- E. Take all appropriate action on request for variance to the building setback line requirement, (Section 5.12 C of the Fort Bend County Regulation of Subdivisions), for Providence at Riverstone, Section 2, on behalf of Sugar Land Ranch Development II Corp., Precinct 4.**

Moved by Commissioner Patterson, Seconded by Commissioner Meyers  
Duly put and unanimously carried (5-0), it is ordered to approve variance to the building setback line requirement, on condition of sufficient driveway space on plat, (Section 5.12 C of the Fort Bend County Regulation of Subdivisions) for Providence at Riverstone, Section 2, on behalf of Sugar Land Ranch Development II Corp., Precinct 4.

Judge Hebert	Yes
Commissioner Morrison	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner Patterson	Yes

- F. Take all appropriate action on plat for the roads within Providence at Riverstone, Section 2, Precinct 4.**

Moved by Commissioner Patterson, Seconded by Commissioner Meyers  
Duly put and unanimously carried (5-0), it is ordered to approve plat for the roads within Providence at Riverstone, Section 2, Precinct 4.

Judge Hebert	Yes
Commissioner Morrison	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner Patterson	Yes

- G. Take all appropriate action on plat for the lots within Providence at Riverstone, Section 2, Precinct 4.**

Moved by Commissioner Patterson, Seconded by Commissioner Meyers  
Duly put and unanimously carried (5-0), it is ordered to approve plat for the lots within Providence at Riverstone, Section 2, Precinct 4.

Judge Hebert	Yes
Commissioner Morrison	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner Patterson	Yes

**24. HUMAN RESOURCES:**

- A. Take all appropriate action on request to reclassify Position Number 6601-0004, in the Parks & Recreation Department, from Parks Operator II, Grade 5 of the Operator Skilled Trade Policy Group, to Lead Parks Operator, Grade 6 of the Operator Skilled Trade Policy Group, effective December 21, 2013. (Fund: Parks Department)**

Moved by Commissioner Meyers, Seconded by Commissioner Patterson  
Duly put and unanimously carried (5-0), it is ordered to reclassify Position Number 6601-0004, in the Parks & Recreation Department, from Parks Operator II, Grade 5 of the Operator Skilled Trade Policy Group, to Lead Parks Operator, Grade 6 of the Operator Skilled Trade Policy Group, effective December 21, 2013. (Fund: Parks Department)

Judge Hebert	Yes
Commissioner Morrison	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner Patterson	Yes

- B. Take all appropriate action on request to reclassify vacant Position Number 6651-0007, Texas Agrilife Extension Office, from Administrative Specialist, Grade 8 of the Administrative/Clerical Policy Group to Administrative Assistant, Grade 6 of the Administrative/Clerical Policy Group, effective December 21, 2013.**

Moved by Commissioner Morrison, Seconded by Commissioner Prestage  
Duly put and unanimously carried (5-0), it is ordered to reclassify vacant Position Number 6651-0007, Texas Agrilife Extension Office, from Administrative Specialist, Grade 8 of the Administrative/Clerical Policy Group to Administrative Assistant, Grade 6 of the Administrative/Clerical Policy Group, effective December 21, 2013.

Judge Hebert	Yes
Commissioner Morrison	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner Patterson	Yes

**25. OFFICE OF EMERGENCY MANAGEMENT:**

**Take all appropriate action on Property Transfer Record Agreements between Fort Bend County and the following entities for the assignment of Motorola radios and accessory items purchased through the 2012 Homeland Security Grant Program: Beasley Volunteer Fire Department; Fairchilds Volunteer Fire Department; Fresno Volunteer Fire Department; Needville Volunteer Fire Department; Northeast Volunteer Fire Department; Pecan Grove Volunteer Fire Department; Village of Pleak Volunteer Fire Department; Thompsons Volunteer Fire Department; and Willowfork Volunteer Fire Department.**

Moved by Commissioner Meyers, Seconded by Commissioner Morrison  
Duly put and unanimously carried (5-0), it is ordered to approve Property Transfer Record Agreements between Fort Bend County and the following entities for the assignment of Motorola radios and accessory items purchased through the 2012 Homeland Security Grant Program: Beasley Volunteer Fire Department; Fairchilds Volunteer Fire Department; Fresno Volunteer Fire Department; Needville Volunteer Fire Department; Northeast Volunteer Fire Department; Pecan Grove Volunteer Fire Department; Village of Pleak Volunteer Fire Department; Thompsons Volunteer Fire Department; and Willowfork Volunteer Fire Department.

Judge Hebert	Yes
Commissioner Morrison	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner Patterson	Yes

**26. PURCHASING:**

- A. Take all appropriate action on request to transfer the amount of \$2,000 from Non-Departmental Contingency into Purchasing, Information Technology to allocate funds for the purchase of Access Point and Cabling for Inventory's new laptop services.**

Moved by Commissioner Patterson, Seconded by Commissioner Meyers  
Duly put and unanimously carried (5-0), it is ordered to transfer the amount of \$2,000 from Non-Departmental Contingency into Purchasing, Information Technology to allocate funds for the purchase of Access Point and Cabling for Inventory's new laptop services.

Judge Hebert	Yes
Commissioner Morrison	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner Patterson	Yes

**Item 26 continued - Purchasing:**

- B. Take all appropriate action on Agreement for Consulting Services between Fort Bend County and Third Wave Corporation in an amount not to exceed \$204,400 for services regarding the purchase of an enterprise content management system, pursuant to SOQ 13-085. (Fund: Capital Improvement Project)**

Moved by Commissioner Patterson, Seconded by Commissioner Meyers  
Duly put and unanimously carried (5-0), it is ordered to approve Agreement for Consulting Services between Fort Bend County and Third Wave Corporation in an amount not to exceed \$204,400 for services regarding the purchase of an enterprise content management system, pursuant to SOQ 13-085. (Fund: Capital Improvement Project)

Judge Hebert	Yes
Commissioner Morrison	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner Patterson	Yes

- C. Take all appropriate action to consider granting an exemption to the competitive bid process as authorized by Local Government Code Section 262.024 (a)(7) for the purchase of an item available from only one source, legal research products from Thomson Reuters Westlaw for the County Courts at Law and District Courts in an amount not to exceed \$323,097.02 for 36 months. (Fund: District and County Courts)**

Moved by Commissioner Morrison, Seconded by Commissioner Prestage  
Duly put and unanimously carried (5-0), it is ordered to grant an exemption to the competitive bid process as authorized by Local Government Code Section 262.024 (a)(7) for the purchase of an item available from only one source, legal research products from Thomson Reuters Westlaw for the County Courts at Law and District Courts in an amount not to exceed \$323,097.02 for 36 months. (Fund: District and County Courts)

Judge Hebert	Yes
Commissioner Morrison	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner Patterson	Yes

- D. Take all appropriate action on Service Agreement between Fort Bend County and Official Payments Corporation for county wide third party credit/debit card services.**

Moved by Commissioner Patterson, Seconded by Commissioner Meyers  
Duly put and unanimously carried (5-0), it is ordered to approve Service Agreement between Fort Bend County and Official Payments Corporation for county wide third party credit/debit card services.

Judge Hebert	Yes
Commissioner Morrison	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner Patterson	Yes

**Item 26 continued - Purchasing:**

- E. Take all appropriate action on proposed changes (additions and deletions) to Bid 11-001, Term Contract for Purchase and Maintenance of Copy Machines, as detailed on Amended Bid Tabulation submitted by Purchasing Agent.**

Moved by Commissioner Patterson, Seconded by Commissioner Meyers  
Duly put and unanimously carried (5-0), it is ordered to approve changes (additions and deletions) to Bid 11-001, Term Contract for Purchase and Maintenance of Copy Machines, as detailed on Amended Bid Tabulation submitted by Purchasing Agent.

Judge Hebert	Yes
Commissioner Morrison	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner Patterson	Yes

Note: Skelton Business Equipment is still the vendor.

- F. Take all appropriate action on Agreement for Foundation Repairs between Fort Bend County and Atlas Foundation Repair, for repairs to Bud O'Shieles Community Center and the Extension Office, pursuant to RFP 14-021, in an amount not to exceed \$139,400. (Fund: Capital Improvement Project)**

Moved by Commissioner Meyers, Seconded by Commissioner Morrison  
Duly put and unanimously carried (5-0), it is ordered to approve Agreement for Foundation Repairs between Fort Bend County and Atlas Foundation Repair, for repairs to Bud O'Shieles Community Center and the Extension Office, pursuant to RFP 14-021, in an amount not to exceed \$139,400. (Fund: Capital Improvement Project)

Judge Hebert	Yes
Commissioner Morrison	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner Patterson	Yes

- G. Take all appropriate action on Agreement for Canopy Structure between Fort Bend County and Bass Construction Co., Inc. for construction of a canopy for the Office of Emergency Management, pursuant to RFP 14-022, for an amount not to exceed \$57,000. (Fund: Office of Emergency Management, Capital Improvement Project)**

Moved by Commissioner Morrison, Seconded by Commissioner Meyers  
Duly put and unanimously carried (5-0), it is ordered to approve Agreement for Canopy Structure between Fort Bend County and Bass Construction Co., Inc. for construction of a canopy for the Office of Emergency Management, pursuant to RFP 14-022, for an amount not to exceed \$57,000. (Fund: Office of Emergency Management, Capital Improvement Project)

Judge Hebert	Yes
Commissioner Morrison	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner Patterson	Yes

**Item 26 continued - Purchasing:**

- H. Take all appropriate action on Agreement for Construction of Shop and Storage Building between Fort Bend County and Crain Group, LLC, pursuant to RFP 14-023, for an amount not to exceed \$137,000. (Fund: Facilities Bond Project)**

Moved by Commissioner Morrison, Seconded by Commissioner Meyers  
Duly put and unanimously carried (5-0), it is ordered to approve Agreement for Construction of Shop and Storage Building between Fort Bend County and Crain Group, LLC, pursuant to RFP 14-023, for an amount not to exceed \$137,000. (Fund: Facilities Bond Project)

Judge Hebert	Yes
Commissioner Morrison	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner Patterson	Yes

- I. Take all appropriate action on Lease Agreement between Fort Bend County and Los Parados for lease of property for food cart service adjacent to the Justice Center, pursuant to RFP 14-018.**

Moved by Commissioner Morrison, Seconded by Commissioner Prestage  
Duly put and unanimously carried (5-0), it is ordered to approve Lease Agreement between Fort Bend County and Los Parados for lease of property for food cart service adjacent to the Justice Center, pursuant to RFP 14-018.

Judge Hebert	Yes
Commissioner Morrison	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner Patterson	Yes

- J. Take all appropriate action on request to authorize the expenditure of \$53,989.30 for radio system maintenance utilizing the Harris County Radio Services Agreement. (Fund: Sheriff's Office, Fees)**

Moved by Commissioner Meyers, Seconded by Commissioner Morrison  
Duly put and unanimously carried (5-0), it is ordered to authorize the expenditure of \$53,989.30 for radio system maintenance utilizing the Harris County Radio Services Agreement. (Fund: Sheriff's Office, Fees)

Judge Hebert	Yes
Commissioner Morrison	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner Patterson	Yes

**Item 26 continued - Purchasing:**

- K. Take all appropriate action to consider granting an exemption to the competitive bid process as authorized by Section 262.024 (a)(7) Local Government Code for the purchase of an item available from only one source, maintenance of Justice Collections and Compliance Online Services from i-Plow.com in an amount not to exceed \$9,800 annually. (Fund: Treasurer)**

Moved by Commissioner Patterson, Seconded by Commissioner Meyers  
Duly put and unanimously carried (5-0), it is ordered to grant an exemption to the competitive bid process as authorized by Section 262.024 (a)(7) Local Government Code for the purchase of an item available from only one source, maintenance of Justice Collections and Compliance Online Services from i-Plow.com in an amount not to exceed \$9,800 annually. (Fund: Treasurer)

Judge Hebert	Yes
Commissioner Morrison	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner Patterson	Yes

**27. SHERIFF'S OFFICE:**

- A. Take all appropriate action on request to pay by Invoice Transmittal the amount of \$700.00 to Driscoll Health System Service for medical services provided without a purchase order. (Fund: Sheriff, Enforcement, Professional Services)**

Moved by Commissioner Morrison, Seconded by Commissioner Prestage  
Duly put and unanimously carried (5-0), it is ordered to pay by Invoice Transmittal the amount of \$700.00 to Driscoll Health System Service for medical services provided without a purchase order. (Fund: Sheriff, Enforcement, Professional Services)

Judge Hebert	Yes
Commissioner Morrison	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner Patterson	Yes

- B. Take all appropriate action on request to pay by Invoice Transmittal the amount of \$100.00 to Accurint (LexisNexis) for services provided without a purchase order. (Fund: Sheriff, Enforcement, Fees)**

Moved by Commissioner Meyers, Seconded by Commissioner Morrison  
Duly put and unanimously carried (5-0), it is ordered to pay by Invoice Transmittal the amount of \$100.00 to Accurint (LexisNexis) for services provided without a purchase order. (Fund: Sheriff, Enforcement, Fees)

Judge Hebert	Yes
Commissioner Morrison	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner Patterson	Yes

**28. Approve Bills.**

Moved by Commissioner Morrison, Seconded by Commissioner Prestage  
Duly put and unanimously carried (5-0), it is ordered to approve bills in the amount of  
\$3,582,449.42.

Judge Hebert	Yes
Commissioner Morrison	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner Patterson	Yes

**29. Authorize County Auditor to pay and release time sensitive bills on December 26, 2013 and January 2, 2014, to be ratified by Commissioners Court on January 7, 2014.**

Moved by Commissioner Morrison, Seconded by Commissioner Patterson  
Duly put and unanimously carried (5-0), it is ordered to authorize County Auditor to pay and release  
time sensitive bills on December 26, 2013 and January 2, 2014, to be ratified by Commissioners  
Court on January 7, 2014.

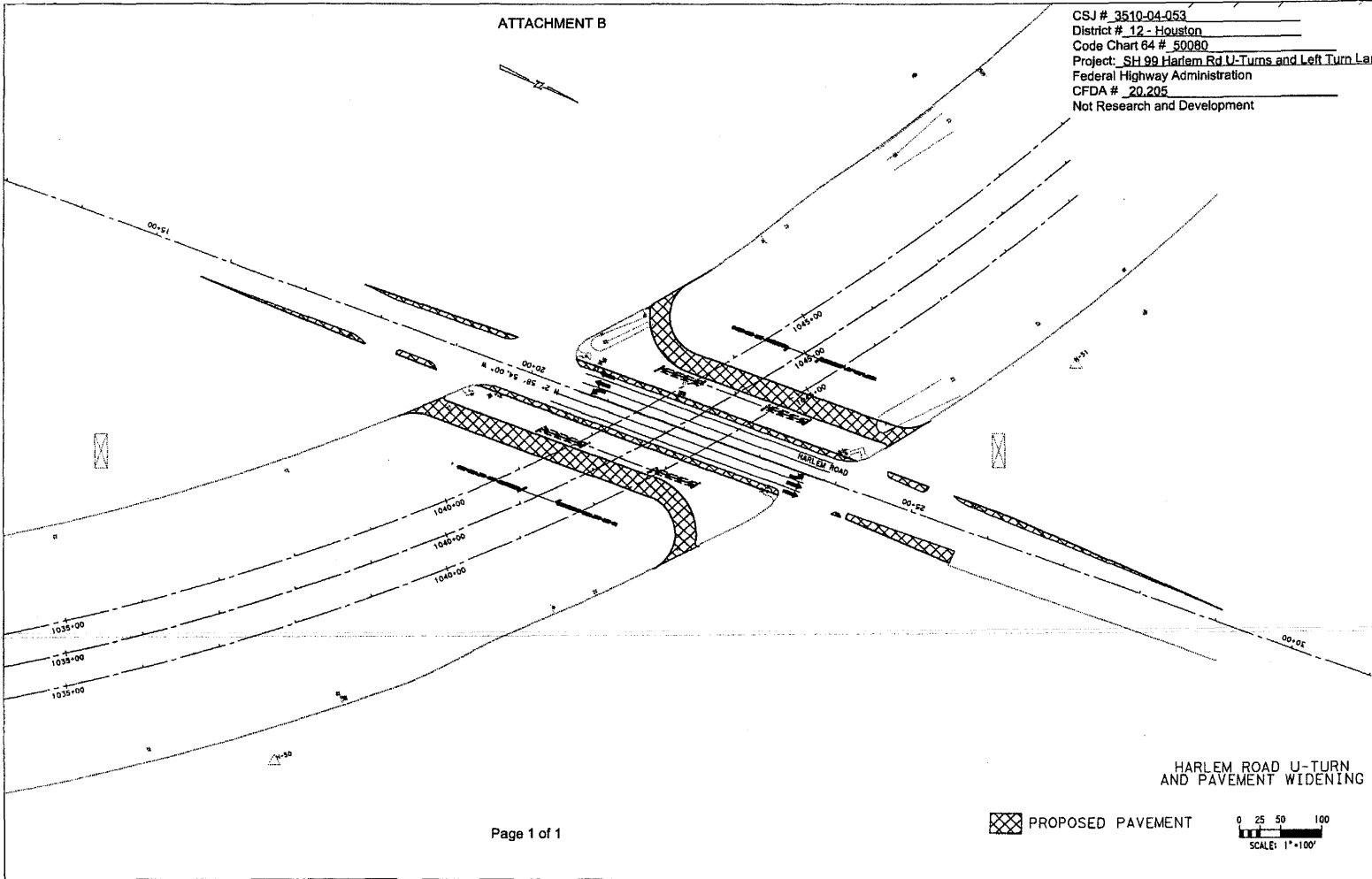
Judge Hebert	Yes
Commissioner Morrison	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner Patterson	Yes

**30. Adjournment.**


Commissioners Court adjourned at 1:35 p.m. on Tuesday, December 17, 2013.

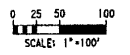
ATTACHMENT B

CSJ # 3510-04-053  
District # 12 - Houston  
Code Chart # 50080  
Project: SH 99 Harlem Rd U-Turns and Left Turn Lane  
Federal Highway Administration  
CFDA # 20.205  
Not Research and Development



HARLEM ROAD U-TURN  
AND PAVEMENT WIDENING

 PROPOSED PAVEMENT



CSJ # 3510-04-053  
 District # 12 - Houston  
 Code Chart 64 # 50080  
 Project: SH 99 Harlem Rd U-Turns and Left Turn Lanes  
 Federal Highway Administration  
 CFDA # 20.205  
 Not Research and Development

## ATTACHMENT C PROJECT BUDGET

The Local Government will perform all engineering and environmental work necessary for the project at their cost. They will also be responsible for any construction cost overruns in excess of the Federal and State share. The Local Government will be responsible for adjusting any utilities and purchasing any required right of way.

Construction costs will be allocated based on Federal funding and State Government funding until the federal funding reaches the maximum obligated amount. The Local Government will then be responsible for 100% of the costs.

Work Performed by the Local Government							
Description	Total Est. Cost	Federal Funding		State Participation		Local Participation	
		%	Cost	%	Cost	%	Cost
Environmental	\$20,000.	0%	\$0	0%	\$0	100%	\$20,000.
Engineering	\$180,000.	0%	\$0	0%	\$0	100%	\$180,000.
Work Performed by the State							
Description	Total Est. Cost	Federal Funding		State Participation		Payments by Local Gov't	
		%	Cost	%	Cost	%	Cost
Construction	\$890,030.	54%	\$480,000.	13%	\$120,000.	33%	\$290,030.
State Costs for Review, Inspection, and Oversight of Work Performed by the Local Government							
Description	Total Est. Cost	Federal Funding		State Participation		Payments by Local Gov't	
		%	Cost	%	Cost	%	Cost
Environmental Direct State Costs	\$4,000.	0%	\$0	0%	\$0	100%	\$4,000.
Right of Way Direct State Costs	\$100	0%	\$0	0%	\$0	100%	\$100.
Engineering Direct State Costs	\$25,800.	0%	\$0	0%	\$0	100%	\$25,800.
Utility Direct State Costs	\$100	0%	\$0	0%	\$0	100%	\$100
Construction Direct State Costs	\$89,003.	0%	\$0	0%	\$0	100%	\$89,003.
Indirect State Costs	\$44,502.	0%	\$0	0%	\$44,502.	0%	\$0
<b>TOTAL</b>	<b>\$1,253,535.</b>	<b>0%</b>	<b>\$480,000.</b>	<b>0%</b>	<b>\$164,502.</b>	<b>0%</b>	<b>\$609,033.</b>

CSJ # 3510-04-053  
District # 12 - Houston  
Code Chart 64 # 50080  
Project: SH 99 Harlem Rd U-Turns and Left Turn  
Lanes  
Federal Highway Administration  
CFDA # 20.205  
Not Research and Development

Initial payment by the Local Government to the State: \$30,000.  
Payment by the Local Government to the State before construction: \$379,033.  
Estimated total payment by the Local Government to the State \$409,033.  
This is an estimate. The final amount of Local Government participation will be based on actual costs.