DALLAS COUNTY COMMISSIONERS COURT
BRIEFING AGENDA
April 20, 2010

REPORTS/RECOMMENDATIONS/REQUESTS

1) Dallas Central Appraisal District................................................................. 3-23
   Presentation

2) PLANNING & DEVELOPMENT
   Review of Demographic/Population Trends in Dallas County.................. 24-31

3) HUMAN RESOURCES
   Inclusion of Deputy Constables into the Civil Service System ............... 32-33

4) HEALTH & HUMAN SERVICES
   a) FY 2011 State of Texas HIV Health and
      Social Services Grant Application......................................................... 34-48
      (COURT ORDER ON FORMAL AGENDA)
   b) Lease Agreement with Bhagat Holdings, LTD and
      Dallas County Health and Human Services........................................... 49-61
      Part A Supplemental Administrative Agency Budget ............................ 62-69

5) PUBLIC WORKS
   Lake Ridge Parkway MCIP Project 40902 ............................................... 70-76
   (COURT ORDER ON FORMAL AGENDA)

6) FACILITIES MANAGEMENT
   a) Filming in County Facilities – Fee Reduction Requests....................... 77-78
   b) Enterprise Wide Energy Initiative/Performance Contract..................... 79-93
7) **BUDGET**

   a) Sheriff Office – Detention Service Officers for increased Population ........................................94
   
   b) Hiring Freeze Exceptions ..................................................................................................................95

8) **Information** ........................................................................................................................................N/A
   
   • Jail Population Report
   • Budget – Reserve Balance Report – April 14, 2010
   • Staff Attorneys – JSP Panel Certification Approving Amendment to Judicial Support Personnel Salary Plan
     
     *(Please Refer to Miscellaneous Item No. 3)*
   
   • Purchasing – Annual Contract Extensions
   • Health and Human Services - HHS Updates

9) **Miscellaneous, Travel Requests, Miscellaneous Equipment, and Telecommunications Requests** .................................................................96-115

10) **PUBLIC COMMENTS**

    Speakers ........................................................................................................................................N/A

    

    **FIVE SIGNATURE DOCUMENT(s) FOR CONSIDERATION**

    Minister’s Letter of Appreciation

    

    **DATES TO REMEMBER**

    No Dates to Remember
Dallas County Commissioners Court

Presentation
by
Dallas Central Appraisal District
Ken Nolan
Chief Appraiser/Executive Director
April 20, 2010
DALLAS CENTRAL APPRAISAL DISTRICT
2010 REAPPRAISAL

- RESIDENTIAL
- COMMERCIAL
- BUSINESS PERSONAL PROPERTY
- PROPERTY RECORDS EXEMPTIONS
2010 RESIDENTIAL REAPPRAISAL

- Neighborhood Reappraisal (Ratio Analysis conducted October, January, March)
  - 269,800 Accounts (Budgeted)
  - 1,153 Neighborhoods

- Mobile Home Reappraisal
  - 11,618 Mobile Home Accounts

- Building Permits
  - 2,901 New Construction Permits (-46%)
  - 21,219 Miscellaneous Permits (-15%)
## 2009 UTD Ratio Study (September 2009)

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## 2010 RESIDENTIAL REAPPRAISAL PLAN

### CITIES

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### SCHOOLS

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<th>NUMBER OF REAPPRAISED ACCOUNTS</th>
<th>PERCENT REAPPRAISED</th>
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<td>Total Schools</td>
<td>269,800</td>
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2010
RESIDENTIAL MARKET TRENDS

- New Construction Activity Significantly Down (-46%)
- Values Flat to Slightly Down In Northern Sector
- Tear Down Activity At Stand Still
- Values Still Down In Southern Sector
- Southern Sector Still Feeling Impact Of 2009 (60%) Foreclosure Activity
- Inventory Lot Values Continue To Decline
2010
COMMERCIAL REAPPRAISAL

- 1/2 Land Market Areas
- 1/3 Improved Markets
- Major Property Types
  - Office
  - Retail
  - Industrial
  - Apartment
- Building Permits
  - 552 New Construction Permits (-41%)
  - 8,437 Miscellaneous Permits (0%)
## 2010 COMMERCIAL REAPPRAISAL

DALLAS CENTRAL APPRAISAL DISTRICT 2010 ESTIMATED REAPPRAISAL PLAN

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<th>NUMBER OF ACCOUNTS REAPPRAISED</th>
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<tr>
<td>Garland</td>
<td>4,363</td>
<td>6,106</td>
<td>71.45%</td>
<td>4,363</td>
<td>6,106</td>
<td>71.45%</td>
</tr>
<tr>
<td>Grand Prairie</td>
<td>2,841</td>
<td>3,408</td>
<td>83.41%</td>
<td>2,841</td>
<td>3,408</td>
<td>83.41%</td>
</tr>
<tr>
<td>Grapevine-Colleyville</td>
<td>10</td>
<td>10</td>
<td>100.00%</td>
<td>10</td>
<td>10</td>
<td>100.00%</td>
</tr>
<tr>
<td>Highland Park</td>
<td>258</td>
<td>574</td>
<td>45.37%</td>
<td>258</td>
<td>574</td>
<td>45.37%</td>
</tr>
<tr>
<td>Irving</td>
<td>2,067</td>
<td>4,854</td>
<td>61.12%</td>
<td>2,067</td>
<td>4,854</td>
<td>61.12%</td>
</tr>
<tr>
<td>Lancaster</td>
<td>863</td>
<td>1,759</td>
<td>49.06%</td>
<td>863</td>
<td>1,759</td>
<td>49.06%</td>
</tr>
<tr>
<td>Mesquite</td>
<td>2,361</td>
<td>3,232</td>
<td>73.05%</td>
<td>2,361</td>
<td>3,232</td>
<td>73.05%</td>
</tr>
<tr>
<td>Richardson</td>
<td>1,539</td>
<td>3,358</td>
<td>45.83%</td>
<td>1,539</td>
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<td>45.83%</td>
</tr>
<tr>
<td>Sunnyvale</td>
<td>369</td>
<td>604</td>
<td>61.09%</td>
<td>369</td>
<td>604</td>
<td>61.09%</td>
</tr>
<tr>
<td><strong>Total Schools</strong></td>
<td><strong>48,580</strong></td>
<td><strong>73,464</strong></td>
<td><strong>66.13%</strong></td>
<td><strong>48,580</strong></td>
<td><strong>73,464</strong></td>
<td><strong>66.13%</strong></td>
</tr>
</tbody>
</table>
2010 Commercial Reappraisal Plan

[Map showing different areas with various symbols indicating different types of reappraisals]
2010 COMMERCIAL MARKET TRENDS INDUSTRIAL PROPERTY

- Negative Absorption 5 of last 6 quarters
- Sublease space increased by 15%
- Rental sales have slowed by 5%
- New product delivery has slowed by 50% (this will help the top three problems)
2010
COMMERCIAL MARKET TRENDS
RETAIL PROPERTY

- Vacancy has increased by 10% over 2008
- Retail is overbuilt: Too much product
- Few sales exist in the marketplace (sales prices have decreased by 40%)
- Positive sales figures remain weak
2010 COMMERCIAL MARKET TRENDS OFFICE PROPERTY

- Negative absorption in 4 of last 6 quarters
- Overall vacancy up 5% over 2008
- Sublet space has grown by 1.2 million square feet (33% increase over 2008)
- Average rental rates are down 3% since 2008
- CDB leasing is off 80% since 2008 (vacancy rate is 29%)
- In the past year 125 new buildings with 4.9 million square feet have come online
- Additional 2.2 million feet under construction
- Sales activity is down 78% since 2008
- Sales price per square foot is down 78% since 2008
- Cap rates have risen 3 basis points since 2008
2010
COMMERCIAL MARKET TRENDS
APARTMENT PROPERTY

- Vacancies continue to rise (up 10% since 2008)
- Rental rates have decreased by 2% since 2008
- 23,000 units currently under construction
- Concessions continue to increase (free rent)
- $300 billion in loans coming due over the next few years. Complexes will be either be sold or try to have loans restructured.
Average Daily Rates (ADR) and Revenue per Available Room (RevPar) continue to decline

Occupancies down in excess of 8% since 2008

ADR is down 10% and RevPar is down over 15%

Few sales have occurred

FelCor Lodging (Embassy Suites, Doubletree, Hilton, Marriott, Renaissance, Sheraton, Westin, and Holiday Inn) posted a second quarter loss of $20 million

Ashford Hospitality Trust posted a $165 million loss
2010 COMMERCIAL MARKET TRENDS

- Decline In New Construction Activity (-41%)
- 2010 Reappraisal Effort: Wait & See/Review Income & Expense Statements For Major Property Types During 2010 ARB
- 2010 Preliminary Values Are Poor Certified Value Indicators
- Continued Uncertainty In Today’s Market
- Limited Sales Activity
- Limited Commercial Financing
- Rents & Occupancy Down
- Published Capitalization Rates Are UP
- Commercial Appraisal Roll Will Decline 5%-15%, Depending on Area and Product Mix
## 2010 BUSINESS PERSONAL PROPERTY REAPPRAISAL

### DALASS CENTRAL APPRAISAL DISTRICT 2010 PRELIMINARY ESTIMATED REAPPRAISAL PLAN

<table>
<thead>
<tr>
<th>ENTITY</th>
<th>TOTAL ACCOUNTS</th>
<th>NUMBER OF ACCOUNTS</th>
<th>PERCENT REAPPRAISED</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CITIES</strong></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Addison</td>
<td>3,050</td>
<td>3,050</td>
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</tr>
<tr>
<td>Balch Springs</td>
<td>79</td>
<td>79</td>
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</tr>
<tr>
<td>Carrollton</td>
<td>3,273</td>
<td>3,273</td>
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<tr>
<td>Cedar Hill</td>
<td>1,128</td>
<td>1,128</td>
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<tr>
<td>Cockrell Hill</td>
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<td>156</td>
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<tr>
<td>Combine</td>
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<td>19</td>
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<tr>
<td>Coppell</td>
<td>1,270</td>
<td>1,270</td>
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<tr>
<td>Dallas</td>
<td>48,535</td>
<td>48,535</td>
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</tr>
<tr>
<td>Desoto</td>
<td>1,164</td>
<td>1,164</td>
<td>100.00%</td>
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<tr>
<td>Duncanville</td>
<td>1,338</td>
<td>1,338</td>
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<tr>
<td>Farmers Branch</td>
<td>2,654</td>
<td>2,654</td>
<td>100.00%</td>
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<tr>
<td>Ferris</td>
<td>7</td>
<td>7</td>
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</tr>
<tr>
<td>Garland</td>
<td>5,487</td>
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<tr>
<td>Glenn Heights</td>
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<td>Grand Prairie</td>
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<tr>
<td>Grapevine</td>
<td>158</td>
<td>158</td>
<td>100.00%</td>
</tr>
<tr>
<td>Highland Park</td>
<td>353</td>
<td>353</td>
<td>100.00%</td>
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<tr>
<td>Hutchins</td>
<td>278</td>
<td>278</td>
<td>100.00%</td>
</tr>
<tr>
<td>Irving</td>
<td>7,623</td>
<td>7,623</td>
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</tr>
<tr>
<td>Lancaster</td>
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<tr>
<td>Lewisville</td>
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<tr>
<td>Mesquite</td>
<td>3,070</td>
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<tr>
<td>Ovilla</td>
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<td>7</td>
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<tr>
<td>Richardson</td>
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<td>Rowlett</td>
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<td>Sachse</td>
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<tr>
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<tr>
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<tr>
<td><strong>Total Cities</strong></td>
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<td><strong>89,191</strong></td>
<td><strong>100.00%</strong></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>ENTITY</th>
<th>TOTAL ACCOUNTS</th>
<th>NUMBER OF ACCOUNTS</th>
<th>PERCENT REAPPRAISED</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SCHOOLS</strong></td>
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</tr>
<tr>
<td>Carrollton/Farmers Branch</td>
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<td>5,510</td>
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<tr>
<td>Cedar Hill</td>
<td>1,199</td>
<td>1,199</td>
<td>100.00%</td>
</tr>
<tr>
<td>Coppell</td>
<td>1,992</td>
<td>1,992</td>
<td>100.00%</td>
</tr>
<tr>
<td>Dallas</td>
<td>48,164</td>
<td>48,164</td>
<td>100.00%</td>
</tr>
<tr>
<td>Desoto</td>
<td>847</td>
<td>847</td>
<td>100.00%</td>
</tr>
<tr>
<td>Duncanville</td>
<td>1,792</td>
<td>1,792</td>
<td>100.00%</td>
</tr>
<tr>
<td>Ferris</td>
<td>12</td>
<td>12</td>
<td>100.00%</td>
</tr>
<tr>
<td>Garland</td>
<td>6,220</td>
<td>6,220</td>
<td>100.00%</td>
</tr>
<tr>
<td>Grand Prairie</td>
<td>2,662</td>
<td>2,662</td>
<td>100.00%</td>
</tr>
<tr>
<td>Grapevine-Colleyville</td>
<td>105</td>
<td>105</td>
<td>100.00%</td>
</tr>
<tr>
<td>Highland Park</td>
<td>1,686</td>
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<td>Irving</td>
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<tr>
<td>Lancaster</td>
<td>757</td>
<td>757</td>
<td>100.00%</td>
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<tr>
<td>Mesquite</td>
<td>3,361</td>
<td>3,361</td>
<td>100.00%</td>
</tr>
<tr>
<td>Richardson</td>
<td>8,343</td>
<td>8,343</td>
<td>100.00%</td>
</tr>
<tr>
<td>Sunnyvale</td>
<td>347</td>
<td>347</td>
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<tr>
<td><strong>Total Schools</strong></td>
<td><strong>87,645</strong></td>
<td><strong>87,645</strong></td>
<td><strong>100.00%</strong></td>
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</table>
2010
BUSINESS PERSONAL PROPERTY REAPPRAISAL

- Field Accounts 68,435
- Tenant Accounts 7,093
- Leased Equipment 15,545
- Aircraft 786
- Special Inventory 2,102
- Utilities/Pipelines 481
- Telecom 4,396
2010
BUSINESS PERSONAL PROPERTY REAPPRAISAL

- Renditions  65,000
- Freeport  2,100
- Pollution Control  150
2010
BUSINESS PERSONAL PROPERTY REAPPRAISAL

- Market Value Flat To Down
- Less investment in new assets or inventory
- Additional depreciation on existing assets
- Higher than normal business closures
- Taxable Value Will Likely Decrease
2010 REAPPRAISAL

- Very Little New Construction Growth
- Many Entities Will Experience Continued Decline In Tax Roll
- Won’t Know Full Extent Of Economic Impact On BPP And Residential Appraisal Roll Until May When Notices are Mailed
- Won’t Know Extent Of Economic Impact On Commercial Appraisal Roll Until July when ARB is complete.
April 14, 2010

TO: Commissioners Court

FROM: Rick Loessberg, Director of Planning & Development

SUBJECT: Review of Demographic/Population Trends and Determining Impact on County Decision-Making Process

BACKGROUND

As the County developed its strategic plan a few years ago, a review of census data from 1970-2000 disclosed some interesting trends. Some of these trends—that the County had undergone significant population growth during this period—were not surprising. However, some trends—that the County’s Anglo population had declined by over 130,000 residents during the 1990s and that the County no longer far exceeded the national average in some key education, income, and housing indicators—were not expected.

Because the composition of the County’s population heavily determines what activities and service levels the County provides and how it finances these activities, staff has reexamined these trends using more current data through 2008 and compared them to those for other counties throughout the United States. In addition, staff also discusses what the implications of these trends may be and begins outlining how the County might utilize this information and incorporate it into its decision-making process.

DEMOGRAPHIC/POPULATION ANALYSIS

The first set of tables presented below shows the County’s population growth for each decade since 1930 and the change in the County’s Anglo population since 1980.

<table>
<thead>
<tr>
<th>Year</th>
<th>Population</th>
<th>Time Period</th>
<th>Population Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>1930</td>
<td>325,691</td>
<td>1930-1940</td>
<td>+72,873</td>
</tr>
<tr>
<td>1940</td>
<td>398,564</td>
<td>1940-1950</td>
<td>+216,235</td>
</tr>
<tr>
<td>1960</td>
<td>951,527</td>
<td>1960-1970</td>
<td>+375,794</td>
</tr>
<tr>
<td>1970</td>
<td>1,327,321</td>
<td>1970-1980</td>
<td>+229,069</td>
</tr>
<tr>
<td>1980</td>
<td>1,556,390</td>
<td>1980-1990</td>
<td>+296,420</td>
</tr>
<tr>
<td>1990</td>
<td>1,852,810</td>
<td>1990-2000</td>
<td>+366,089</td>
</tr>
<tr>
<td>2000</td>
<td>2,218,899</td>
<td>2000-2008</td>
<td>+193,928</td>
</tr>
<tr>
<td>2008</td>
<td>2,412,827</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

411 Elm Street, 3rd Floor, Room 313 Dallas, Texas 75202-3301 Telephone: (214) 653-7601
Dallas County Administration Building e-mail: rloessberg@dallascounty.org Telex: (214) 653-6517
25

<table>
<thead>
<tr>
<th>Year</th>
<th>Anglo Population</th>
</tr>
</thead>
<tbody>
<tr>
<td>1980</td>
<td>1,092,962</td>
</tr>
<tr>
<td>1990</td>
<td>1,115,096</td>
</tr>
<tr>
<td>2000</td>
<td>983,317</td>
</tr>
<tr>
<td>2008</td>
<td>844,286</td>
</tr>
</tbody>
</table>

In reviewing these tables, it appears that the population growth that the County experienced in the just-completed 2000-2009 decade is the smallest since the 1930s. More importantly, the decline in Anglo population that was first detected in the 1990s, not only continued in the next decade, but actually increased.

The next table examines a number of demographic, income, educational, and housing indicators for both the County and the United States across several time periods. Such analysis allows one to again see how this data for the County might have changed from 1970-2000 and whether some of the trends that were first detected a few years ago have continued. In addition, it allows one to compare the County’s trends to those of the nation.

![Comparison of Demographic Information Table](image-url)

In reviewing these tables, it appears that the population growth that the County experienced in the just-completed 2000-2009 decade is the smallest since the 1930s. More importantly, the decline in Anglo population that was first detected in the 1990s, not only continued in the next decade, but actually increased.

The next table examines a number of demographic, income, educational, and housing indicators for both the County and the United States across several time periods. Such analysis allows one to again see how this data for the County might have changed from 1970-2000 and whether some of the trends that were first detected a few years ago have continued. In addition, it allows one to compare the County’s trends to those of the nation.
One of the most striking trends that is apparent from this table is the change in the racial/ethnic composition of the County. In less than thirty years, the County’s population has become majority-minority, and this trend has only accelerated since 2000 with almost one-fourth of the County now being foreign-born. That the County has become so diverse and has apparently had this happen without much of the widespread tension that has destroyed entire neighborhoods and school systems in other communities is especially impressive. At one time, the County’s population was better educated and either more or just as affluent as the national population. However, the percentage of the County without a high school diploma is now significantly larger than the nation, its percentage with a college education is now less than the U.S. average, its poverty rate is significantly higher, and its median family income is about 20% lower.

There has been much discussion over the past ten-to-twenty years about how the nation’s population is aging. While the County’s population is getting older, it is still slightly younger than the U.S. population. However, almost one-tenth of the County’s population is now at least 65 years old.

Housing is another area where the County’s characteristics have changed noticeably since 1970. At that time, the County’s housing stock was much newer than the nation’s and had a median value that was virtually identical. By 2008, the median age of the County’s housing stock was very similar to the nation’s—a majority of the County’s housing is now at least 32 years old whereas the national figure is 34 years. Unfortunately, the change in the median value of a Dallas County home did not parallel that for the nation. In 2008, the median value of a home in Dallas County was only two-thirds of the national figure.

Because the Dallas area has historically so out-performed the nation in terms of growth, there may be a tendency for some to immediately view these changes with great alarm. So that it is possible to better understand what these various changes and trends mean, these characteristics have also been compared to a variety of urban counties throughout the U.S. Some of the counties selected for this comparison are those that one typically thinks of as being older, perhaps more distressed (e.g.—Philadelphia County); those that are affluent and rapidly growing (e.g.—Maricopa County); those that have traditionally been viewed as being an in-state competitor (e.g.—Harris County); and those that are somewhere in between being distressed and affluent (e.g.—Douglas County).

As seen in the first multi-county table which primarily consists of what one would consider as distressed and affluent counties, Dallas County is clearly younger, has less poverty, has a higher per capita income, and has more college educated residents than some of the more “distressed” counties like Wayne and Philadelphia. However, it does have more residents that do not have at
least a high school education than some of the more distressed counties, and its economic/housing/education characteristics are clearly not as favorable as those from the more affluent counties like Maricopa and San Diego.

<table>
<thead>
<tr>
<th>2008 COUNTY COMPARISONS</th>
<th>Dallas County</th>
<th>Cook County (Chicago)</th>
<th>Wayne County (Detroit)</th>
<th>Phila County (Phila)</th>
<th>L.A. County (L.A.)</th>
<th>Maricopa County (Phoenix)</th>
<th>S.D. County (S.D.)</th>
<th>Davidson County (Nashville)</th>
</tr>
</thead>
<tbody>
<tr>
<td>% Foreign born</td>
<td>23.8%</td>
<td>21.15%</td>
<td>7.7%</td>
<td>10.5%</td>
<td>35.2%</td>
<td>16.5%</td>
<td>22.1%</td>
<td>11.1%</td>
</tr>
<tr>
<td>Median age</td>
<td>33.4 yrs</td>
<td>35.9 yrs</td>
<td>37.3 yrs</td>
<td>35.7 yrs</td>
<td>34.8 yrs</td>
<td>34.1 yrs</td>
<td>34.2 yrs</td>
<td>36.8 yrs</td>
</tr>
<tr>
<td>% Under 5 yrs</td>
<td>8.6%</td>
<td>7.2%</td>
<td>6.6%</td>
<td>7.4%</td>
<td>7.2%</td>
<td>8.4%</td>
<td>7.5%</td>
<td>7.5%</td>
</tr>
<tr>
<td>% 65 yrs+</td>
<td>8.6%</td>
<td>11.8%</td>
<td>12.0%</td>
<td>12.8%</td>
<td>10.7%</td>
<td>11.4%</td>
<td>11.2%</td>
<td>10.9%</td>
</tr>
<tr>
<td>Per capita income</td>
<td>$26,147</td>
<td>$29,443</td>
<td>$22,098</td>
<td>$20,973</td>
<td>$27,655</td>
<td>$27,441</td>
<td>$30,477</td>
<td>$29,017</td>
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<tr>
<td>Median family income</td>
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<td>$53,361</td>
<td>$46,363</td>
<td>$61,937</td>
<td>$66,234</td>
<td>$74,541</td>
<td>$59,549</td>
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<tr>
<td>% Individuals below poverty</td>
<td>17.4%</td>
<td>14.8%</td>
<td>20.1%</td>
<td>24.1%</td>
<td>15.2%</td>
<td>13.4%</td>
<td>12.6%</td>
<td>17.0%</td>
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<tr>
<td>% College degree</td>
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<td>27.2%</td>
<td>34.2%</td>
<td>32.4%</td>
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<td>% HS only</td>
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<td>32.6%</td>
<td>35.0%</td>
<td>20.7%</td>
<td>23.8%</td>
<td>19.0%</td>
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<tr>
<td>% Not HS grad</td>
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<td>17.1%</td>
<td>21.5%</td>
<td>28.1%</td>
<td>16.3%</td>
<td>15.0%</td>
<td>15.4%</td>
</tr>
<tr>
<td>% Homeowner</td>
<td>55.7%</td>
<td>61.1%</td>
<td>67.2%</td>
<td>56.2%</td>
<td>48.2%</td>
<td>68.0%</td>
<td>56.4%</td>
<td>61.7%</td>
</tr>
<tr>
<td>Median home value</td>
<td>$129,700</td>
<td>$284,000</td>
<td>$128,100</td>
<td>$139,700</td>
<td>$525,100</td>
<td>$250,800</td>
<td>$482,900</td>
<td>$167,600</td>
</tr>
<tr>
<td>Median home age</td>
<td>32 yrs</td>
<td>52 yrs</td>
<td>54 yrs</td>
<td>62 yrs</td>
<td>47 yrs</td>
<td>21 yrs</td>
<td>31 yrs</td>
<td>33 yrs</td>
</tr>
</tbody>
</table>

The second multi-county table compares Dallas County to its major Texas counterparts and to those counties that cannot be characterized as either being distressed or undergoing rapid growth.

<table>
<thead>
<tr>
<th>2008 COUNTY COMPARISONS</th>
<th>Dallas County</th>
<th>Harris County (Houston)</th>
<th>Shelby County (Memphis)</th>
<th>Fulton County (Atlanta)</th>
<th>Douglas County (Omaha)</th>
<th>Travis County (Austin)</th>
<th>Tarrant County (Ft. Worth)</th>
<th>Denver County (Denver)</th>
</tr>
</thead>
<tbody>
<tr>
<td>% Foreign born</td>
<td>23.8%</td>
<td>24.8%</td>
<td>5.2%</td>
<td>12.6%</td>
<td>7.4%</td>
<td>18.3%</td>
<td>15.5%</td>
<td>16.1%</td>
</tr>
<tr>
<td>Median age</td>
<td>33.4 yrs</td>
<td>32.9 yrs</td>
<td>35.7 yrs</td>
<td>35.7 yrs</td>
<td>34.3 yrs</td>
<td>32.5 yrs</td>
<td>33.2 yrs</td>
<td>35.4 yrs</td>
</tr>
<tr>
<td>% Under 5 yrs</td>
<td>8.6%</td>
<td>8.8%</td>
<td>7.7%</td>
<td>7.1%</td>
<td>8.4%</td>
<td>8.3%</td>
<td>8.6%</td>
<td>8.7%</td>
</tr>
<tr>
<td>% 65 yrs+</td>
<td>8.6%</td>
<td>7.9%</td>
<td>10.2%</td>
<td>8.3%</td>
<td>10.7%</td>
<td>6.7%</td>
<td>8.5%</td>
<td>10.4%</td>
</tr>
</tbody>
</table>
### 2008 COUNTY COMPARISONS

<table>
<thead>
<tr>
<th></th>
<th>Dallas County</th>
<th>Harris County (Houston)</th>
<th>Shelby County (Memphis)</th>
<th>Fulton County (Atlanta)</th>
<th>Douglas County (Omaha)</th>
<th>Travis County (Austin)</th>
<th>Tarrant County (Fort Worth)</th>
<th>Denver County (Denver)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Per capita income</strong></td>
<td>$26,147</td>
<td>$27,761</td>
<td>$26,646</td>
<td>$38,102</td>
<td>$28,487</td>
<td>$33,197</td>
<td>$27,694</td>
<td>$30,557</td>
</tr>
<tr>
<td><strong>Median family income</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>$52,576</td>
<td>$60,329</td>
<td>$58,055</td>
<td>$67,756</td>
<td>$68,430</td>
<td>$71,506</td>
<td>$68,086</td>
<td>$57,657</td>
</tr>
<tr>
<td><strong>% Individuals below poverty</strong></td>
<td>17.4%</td>
<td>15.3%</td>
<td>18.0%</td>
<td>14.0%</td>
<td>12.6%</td>
<td>14.8%</td>
<td>12.2%</td>
<td>18.4%</td>
</tr>
<tr>
<td><strong>% College degree</strong></td>
<td>26.1%</td>
<td>27.6%</td>
<td>28.1%</td>
<td>20.7%</td>
<td>30.7%</td>
<td>43.0%</td>
<td>28.2%</td>
<td>38.6%</td>
</tr>
<tr>
<td><strong>% HS only</strong></td>
<td>22.6%</td>
<td>23.5%</td>
<td>26.8%</td>
<td>20.7%</td>
<td>24.2%</td>
<td>16.7%</td>
<td>23.8%</td>
<td>21.4%</td>
</tr>
<tr>
<td><strong>% Not HS grad</strong></td>
<td>25.9%</td>
<td>22.3%</td>
<td>14.8%</td>
<td>11.6%</td>
<td>9.9%</td>
<td>14.1%</td>
<td>17.6%</td>
<td>17.3%</td>
</tr>
<tr>
<td><strong>% Homeowner</strong></td>
<td>55.7%</td>
<td>58.5%</td>
<td>63.1%</td>
<td>58.2%</td>
<td>64.9%</td>
<td>54.8%</td>
<td>63.7%</td>
<td>55.1%</td>
</tr>
<tr>
<td><strong>Median home value</strong></td>
<td>$129,700</td>
<td>$136,500</td>
<td>$139,500</td>
<td>$284,400</td>
<td>$144,500</td>
<td>$212,300</td>
<td>$137,100</td>
<td>$246,500</td>
</tr>
<tr>
<td><strong>Median home age</strong></td>
<td>32 yrs</td>
<td>28 yrs</td>
<td>33 yrs</td>
<td>25 yrs</td>
<td>38 yrs</td>
<td>22 yrs</td>
<td>25 yrs</td>
<td>47 yrs</td>
</tr>
</tbody>
</table>

In reviewing this table, it is clear that many of the County’s characteristics are very similar and favorable to those from all of the other counties. Unfortunately, one of the characteristics which is not so favorable to the County is again the large percentage of its population which does not finish high school. Some of this can probably be explained by the large in-flux of people that were not born in this country; however, it is important to note that Harris County, which has a slightly higher percentage of foreign-born residents than Dallas County, still has a smaller no-high school diploma percentage. It is possible that some of this discrepancy remains because Harris County is geographically almost twice as large as Dallas County so some of the Anglo out-migration that Dallas County has experienced to places like Frisco and Allen would have still been in the County had it geographically been the same size as Harris County. However, regardless of why this large percentage exists, the reality is that Dallas County still has a large amount of its adult population that does not have at least a high school education.

**IMPLICATIONS**

There are a number of significant implications to these various findings. First of all, the County’s population, because it has less education and less income, has more “needs” than it has had before. This could lead to an increase in demand for a variety of County services ranging from health/social services to court services.

Secondly, the loss in Anglo population will have serious economic consequences if it continues since Anglo households tend to earn 40%-60% more than other households and since such out-migration has often been a precursor to declines in total population, employment, and investment in other communities.

The Dallas area has long-prided itself on its dynamic growth and the numerous advantages that it possessed. The County no longer possesses many of these demographic advantages and now
more closely resembles the nation as a whole. As a result, rather than out-performing the national economy as the area has primarily done since the 1940s, its future growth will probably be more like what the nation experiences.

Similarly, the County no longer possesses many of the demographic advantages over its in-state rivals that it once had. This could increasingly become more important as residents and corporations from other states begin to consider Texas as the location for a new home.

The age of a community’s housing stock is closely related to its need for repairs and to the condition of the infrastructure that supports it. The life of many structures and much infrastructure is typically thirty-to-fifty years (as a point of reference, when the CDBG program was created in 1974, housing built before 1940—i.e., housing at least 34 years old—was used as one of the four variables in the CDBG funding formula to help determine “urban distress”). With a majority of the County’s housing stock now being at least 32 years old, it and its accompanying infrastructure are now moving into “senior citizen” status.

Financing the operations of government in any economic climate is always challenging. With the median value of a home having not appreciated at the same rate as a home nationally, with the County being dependent upon the property tax for much of its revenue, and with the County probably not growing any faster than the national economy, its ability to address the increasing needs of its population and infrastructure will probably be even more complicated.

**HOW TO PROCEED**

While being aware of these trends and data is obviously very important, how this information is to be used is much more important. Because of the demands of daily operations, merely being aware of this information will probably be quickly lost. What is needed is a way in which this knowledge can be incorporated into the County’s regular decision-making and resource allocation processes so that it is possible to determine what impact these trends will have on the County and what response the County can make.

Besides incorporating this information into the County’s key decision and allocation processes, the County may also need to develop a new perspective. In the past, when the County has experienced budget difficulties, it has always been because of some short-term situation (i.e., national recession, state prison over-crowding, etc.) and the expectation has been that once this short-term issue has been resolved, exceptional growth will resume. Now, because of the aforementioned trends, the County should probably come to expect growth that is similar to, but not significantly greater, than the national average.

The County is a large $900 million organization with many components. It is recognized that these trends will affect these components differently. It is also understood that in many instances the County will not be able to do anything to counter or slow these trends; instead, it will only be able to respond to an outcome beyond its control. In other areas, however, the County may be able to directly take steps that can influence or alter a trend.

These trends do not necessarily mean that the County will have to either increase spending or cut its budget. They will instead probably mean that the County may have to change its mix of
resources, be able to adjust quickly to new developments, and further increase its emphasis on management.

The projected “gap” in the development of the FY2011 budget provides the County with a unique opportunity to immediately begin incorporating this information into its decision-making/resource allocation processes. However, it should be understood that while taking steps now to begin to address these trends in the FY2011 budget will clearly be of significant importance, they can not represent a one-time-only effort.

There are a number of methods available by which the County can begin to incorporate this information into its decision-making/resource allocation processes. These include:

1. Disseminating this information in a broadcast email to all County employees, elected officials, and department heads and asking them to submit recommendations to OBE on how the County can best respond to and deal with these trends.

2. Instructing departments like Public Works, HHS, HR, Planning, and OBE to examine their areas of responsibility to see what the impact of these continued trends over the next five-to-ten years will be and to make recommendations to the Commissioners Court within twenty-one days as to what can and should be done. Questions that should be considered when the departments conduct such analysis include:
   - Is there anything the County can do to attract middle/upper income households?
   - Is the County undertaking the types of transportation projects that it should be undertaking?
   - With many clerical positions requiring at least a high school education, will the County begin to have a problem filling these positions with so much of the local work force not possessing such an education?
   - Is there anything the County should do to help combat its aging housing stock and infrastructure?
   - If resources may be slower coming in the future, can the County operate with fewer outlying offices?

3. Authorizing OBE to identify a series of long-term budget options that include schedules for phasing-out certain types of programs/funding.

4. Developing priorities and criteria that the Court and OBE will use to develop the County’s annual budget. Such priorities/criteria could include:
   - Is an activity mission-critical or related to one of the County’s core responsibilities?
   - Is there another more cost-effective method of conducting this activity?
   - Does an activity provide for the recruitment/retention of a well-trained work force?
   - Does an activity facilitate economic development?
   - Does an activity reduce the County’s or the public’s utilization of energy?
(5) Utilizing some combination of (1)-(4).

**CONCLUSION/RECOMMENDATION**

While the County is not Maricopa County in terms of economic/demographic characteristics, it is not Wayne County either. Instead, Dallas County today more closely resembles Douglas County and can remain a viable community. To help ensure that it does, it is recommended that the County immediately begin to implement the five options outlines above for use beginning with the development of the FY2011 budget.

cc: Ryan Brown, Budget Officer  
Don Holzwarth, Public Works Director  
Virginia Porter, Auditor  
Mattye Mauldin-Taylor, HR Director  
Zachary Thompson, HHS Director  
Ron Stretcher, Criminal Justice Director
April 14, 2010

To: Members of the Commissioners Court

From: Mattye Mauldin-Taylor, Ph.D.
Director of Human Resources/Civil Service

Subject: Inclusion of Deputy Constables into the Civil Service System

**Background**

As the Court is aware, the issue of civil service coverage for deputy constables has gone back and forth over the years. Some of the most recent changes included:

- On August 19, 2003, Commissioners Court approved policy revisions in Section 86-1 of the Dallas County Code to reflect the decision of the Civil Service Commission to exclude all deputy constables from the civil service system; and
- As an amendment to the decision, on January 22, 2008, Commissioners Court approved policy revisions to Section 86-1 of the Dallas County Code to include all deputy constables in the civil service system with a hire date *prior* to August 19, 2003. All deputies hired after August 19, 2003 were still excluded from coverage under the civil service system.

The purpose of this Briefing is to determine if the Court wishes to make changes to the current status of civil service coverage for deputy constables. Possible options:

1. Retain current policy with no changes. Current policy extends civil service coverage to all current deputy constables who were hired on or before August 19, 2003 and it excludes from coverage all deputy constables hired after that date; or
2. Revise the policy and extend civil service coverage to all current and future deputy constables hired into such positions with Dallas County.

**Impact on Operations**

Option 1 continues current policy; therefore no additional impact would be anticipated. Option 2 extends coverage to approximately one-hundred employees and provides them an internal avenue to have their employment grievances addressed.

**Financial Impact**

Adoption of the policy should not impose any additional financial impact to the County.

**Legal Review**

A copy of the Briefing has been sent to the Civil Section of the District Attorney’s Office for review of the options with Commissioners Court.
Strategic Plan Compliance
A policy review of this matter is consistent with Dallas County’s Strategic Plan Vision 1, Strategy 1.5: Dallas County should maintain a strong, motivated workforce. It is necessary that a capable workforce be maintained which may require flexibility in application of policy guidelines.

Recommendation
The Human Resources/Civil Service Department submits the options outlined above for review and discussion by Commissioners Court, with possible further review and approval of any proposed changes by the Civil Service Commission.

Recommended by:
Matrye Maldin-Taylor, Ph.D.
Director of Human Resources/Civil Service

Attachments – Court Order – 2003
Court Order – 2008
Background of Issue
The Dallas County Judge is the grantee and legal recipient of State of Texas HIV Health and Social Services (State Services) Grant funds. Dallas County Health and Human Services (DCHHS) is designated to serve as the Administrative Agency for State Services funds for the Dallas and Sherman-Denison Health Services Delivery Areas (HSDA), which is comprised of Collin, Cooke, Dallas, Denton, Ellis, Fannin, Grayson, Hunt, Kaufman, Navarro, and Rockwall counties. In accordance with the provisions of the Department of State Health Services (DSHS), the Administrative Agency is responsible for completing the State Services grant application, a continuing and noncompeting application, and submitting it to the DSHS. The renewal application is for $1,601,807 in grant funds for the term September 1, 2010 through August 31, 2011.

Fiscal Impact
There is no fiscal impact on Dallas County.

Operational Impact
The Administrative Agency will be responsible for administering all funds received under the FY 2011 State Services grant.

Legal Impact
The Commissioners Court must approve the submission of the FY 2011 State Services renewal grant application as attached.

Strategic Plan Compliance
Recommendations included in this briefing are consistent with the Dallas County Strategic Plan, Vision 2: Dallas County is a health community. The DCHHS is the designated Administrative Agency for the State of Texas HIV Services (State Services) grant. The FY 2011 State Services grant directly supports a regional indigent medical and mental healthcare network for those impacted by HIV/AIDS.

Recommendation
It is recommended that the Commissioners Court approve the submission of the FY 2011 State Services renewal grant application, in the amount of $1,601,807, as reflected in the attachment.

RECOMMENDED BY: Zachary Thompson, Director

Attachment
2377 North Stemmons Freeway, Suite 200, LB-16
Dallas, Texas 75207-2710

Office 214-819-1849
FAX 214-819-6023
FY 2011
Renewal Application
For HIV Health and Social Services (SS)

April 20, 2010

Submitted by:
Dallas County Commissioners Court

On Behalf of:
Dallas Health Service Delivery Area
Sherman-Denison Health Service Delivery Area
**Department of State Health Services (DSHS)**

**FORM A: FACE PAGE** - This form requests basic information about the applicant and project, including the signature of the authorized representative. The face page is the cover page of the renewal and shall be completed in its entirety. Signature of face page certifies to all DSHS and program assurances listed in this renewal document.

<table>
<thead>
<tr>
<th>APPLICANT INFORMATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) LEGAL NAME: Dallas County Health and Human Services</td>
</tr>
<tr>
<td>2) MAILING Address Information (include mailing address, street, city, county, state and zip code): Castle 200, LB 16 Dallas, Texas 75207-2710</td>
</tr>
<tr>
<td>Check if address change □</td>
</tr>
<tr>
<td>3) PAYEE Mailing Address (If different from above): Dallas County 407 Records Building Dallas, Texas 75202</td>
</tr>
<tr>
<td>Check if address change □</td>
</tr>
<tr>
<td>4) Federal Tax ID No. (9 digit), State of Texas Comptroller Vendor ID No. (14 digit) or Social Security Number (9 digit): 75-6009005</td>
</tr>
<tr>
<td>5) TYPE OF ENTITY (check all that apply):</td>
</tr>
<tr>
<td>☐ City</td>
</tr>
<tr>
<td>☑ County</td>
</tr>
<tr>
<td>☐ Other Political Subdivision</td>
</tr>
<tr>
<td>☐ State Agency</td>
</tr>
<tr>
<td>☐ Indian Tribe</td>
</tr>
<tr>
<td>☐ Other (specify):</td>
</tr>
<tr>
<td>☐ If incorporated, provide 10-digit charter number assigned by Secretary of State:</td>
</tr>
<tr>
<td>6) Currently operating under a HUB Subcontracting plan on file at DSHS?</td>
</tr>
<tr>
<td>7) BUDGET PERIOD:</td>
</tr>
<tr>
<td>Start Date: 09/01/2010</td>
</tr>
<tr>
<td>8) COUNTIES SERVED BY PROJECT:</td>
</tr>
<tr>
<td>List all counties to be served Collin, Cooke, Dallas, Denton, Ellis, Fannin, Grayson, Hunt, Kaufman, Navarro, Rockwall</td>
</tr>
<tr>
<td>9) AMOUNT OF FUNDING REQUESTED: $1,601,807</td>
</tr>
<tr>
<td>10) PROJECTED EXPENDITURES</td>
</tr>
<tr>
<td>Does applicant's projected state or federal expenditures exceed $500,000 for applicant's current fiscal year (excluding amount requested in line 8 above)? **</td>
</tr>
<tr>
<td>**Projected expenditures should include funding for all activities including &quot;pass through&quot; federal funds from all state agencies and non-project-related DSHS funds.</td>
</tr>
<tr>
<td>11) PROJECT CONTACT PERSON</td>
</tr>
<tr>
<td>Name: Karin Petties</td>
</tr>
<tr>
<td>Phone: (214) 819-1841</td>
</tr>
<tr>
<td>Fax: (214) 819-8023</td>
</tr>
<tr>
<td>E-mail: <a href="mailto:HIV.Grants@dallacountv.org">HIV.Grants@dallacountv.org</a></td>
</tr>
<tr>
<td>12) FINANCIAL OFFICER</td>
</tr>
<tr>
<td>Name: Virginia Porter</td>
</tr>
<tr>
<td>Phone: (214) 653-6472</td>
</tr>
<tr>
<td>Fax: (214) 653-6440</td>
</tr>
<tr>
<td>E-mail: <a href="mailto:vporter@dallacounty.org">vporter@dallacounty.org</a></td>
</tr>
<tr>
<td>I, the undersigned, am the authorized representative of the applicant filing this contract renewal application. The facts contained herein are true, and the applicant is in compliance with the assurances and certifications contained in the competitive RFP, which is part of the original contract and any prior renewals and amendments. I understand that this contract renewal depends on the truthfulness of this document and on the applicant's continued compliance with the original contract and all its components and amendments.</td>
</tr>
<tr>
<td>13) AUTHORIZED REPRESENTATIVE Check if change</td>
</tr>
<tr>
<td>Name: Zachary Thompson</td>
</tr>
<tr>
<td>Title: Director</td>
</tr>
<tr>
<td>Phone: (214) 819-2101</td>
</tr>
<tr>
<td>Fax: (214) 819-2835</td>
</tr>
<tr>
<td>E-mail: <a href="mailto:zthompson@dallacounty.org">zthompson@dallacounty.org</a></td>
</tr>
<tr>
<td>14) SIGNATURE OF AUTHORIZED REPRESENTATIVE</td>
</tr>
<tr>
<td>15) DATE</td>
</tr>
<tr>
<td>April 20, 2010</td>
</tr>
</tbody>
</table>
TABLE OF CONTENTS

FORM A: FACE PAGE................................................................. 1
REQUIREMENTS FOR HIV SERVICES CONTRACTS..........................2

ATTACHMENTS
FORM E  BUDGET SUMMARY
FORM I-1  PERSONNEL BUDGET CATEGORY
FORM I-2  TRAVEL BUDGET CATEGORY
FORM I-3  EQUIPMENT AND CONTROLLED ASSETS BUDGET CATEGORY
FORM I-4  SUPPLIES BUDGET CATEGORY
FORM I-5  CONTRACTUAL BUDGET CATEGORY
FORM I-6  OTHER BUDGET CATEGORY
FORM I-7  INDIRECT COSTS
REQUIREMENTS FOR HIV SERVICES CONTRACTS

The face page also certifies that all below requirements and assurances shall be followed by each Administrative Agency and their subcontractors.

HIV CONTRACTOR ASSURANCES
All contractors shall abide by all policies and assurances of the HIV/STD Prevention and Care Branch that apply to the programs being provided. The HIV Contractor Assurances are located on the HIV website at: http://www.dshs.state.tx.us/hivstd/funding/docs/HIV_Contractor_Assurances.pdf. A list of policies applicable to all HIV and STD contractors is provided at the agency's website at http://www.dshs.state.tx.us/hivstd/policy/policies.shtml.

DSHS ASSURANCE AND CERTIFICATIONS
All contractors shall abide by the DSHS Assurance and Certifications located at: http://www.dshs.state.tx.us/hivstd/funding/2009_Fed_HIVAttachment_1.doc

CONTRACTOR ASSURANCE REGARDING PHARMACY NOTIFICATION
All contractors shall ensure that pharmacies providing prescriptions to HIV services clients do not fill medications on deceased clients, the contractor provides assurance to the Department of State Health Services that it will notify client's pharmacy when a client dies.

APPENDIX A: PROGRAM REQUIREMENTS FOR SERVICES CONTRACTS
All contractors shall ensure that program requirements listed in Appendix A are fulfilled. Appendix A is located at: http://www.dshs.state.tx.us/hivstd/funding/docs/Appendix_A.pdf.

APPENDIX B: GLOSSARY HIV-RELATED SERVICE CATEGORIES AND ADMINISTRATIVE SERVICES (RDR*DEFINITIONS APPLIED)
All contractors shall ensure that program requirements listed in Appendix B are fulfilled. Appendix B is located at: http://www.dshs.state.tx.us/hivstd/funding/docs/Appendix_B.pdf.
### FORM E: BUDGET SUMMARY

**Applicant Name:**

Dallas County Health and Human Services

<table>
<thead>
<tr>
<th>Cost Categories</th>
<th>Total Budget Requested</th>
<th>DSHS Funds Requested</th>
<th>Direct Federal Funds</th>
<th>Other State Agency Funds*</th>
<th>Local Funding Sources</th>
<th>Other Funds</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>(1)</td>
<td>(2)</td>
<td>(3)</td>
<td>(4)</td>
<td>(5)</td>
<td>(6)</td>
</tr>
<tr>
<td>Percentage of Funding</td>
<td>100%</td>
<td>8%</td>
<td>70%</td>
<td>17%</td>
<td>6%</td>
<td>0%</td>
</tr>
<tr>
<td>A. Personnel</td>
<td>$1,170,255.00</td>
<td>$ -</td>
<td>$745,113.00</td>
<td>$278,108.00</td>
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<td>$ -</td>
</tr>
<tr>
<td>B. Fringe Benefits</td>
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<td>$226,506.00</td>
<td>$89,928.00</td>
<td>$56,880.00</td>
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<td>C. Travel</td>
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<td>$59,266.00</td>
<td>$11,953.00</td>
<td>$3,000.00</td>
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<tr>
<td>D. Equipment</td>
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<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
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<td>E. Supplies</td>
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<td>$38,256.00</td>
<td>$8,000.00</td>
<td>$2,100.00</td>
<td>$ -</td>
</tr>
<tr>
<td>F. Contractual</td>
<td>$18,947,549.00</td>
<td>$1,601,807.00</td>
<td>$13,128,627.00</td>
<td>$3,080,115.00</td>
<td>$1,080,000.00</td>
<td>$57,000.00</td>
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<td>G. Other</td>
<td>$104,416.00</td>
<td>$ -</td>
<td>$84,332.00</td>
<td>$15,232.00</td>
<td>$4,852.00</td>
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<tr>
<td>H. Total Direct Costs</td>
<td>$20,719,909.00</td>
<td>$1,601,807.00</td>
<td>$14,282,100.00</td>
<td>$3,483,336.00</td>
<td>$1,295,866.00</td>
<td>$57,000.00</td>
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<tr>
<td>I. Indirect Costs</td>
<td>$ -</td>
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<td>$212,879.00</td>
<td>$70,779.00</td>
<td>$29,634.00</td>
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<tr>
<td>J. Total (Sum of H and I)</td>
<td>$20,719,909.00</td>
<td>$1,601,807.00</td>
<td>$14,494,979.00</td>
<td>$3,554,115.00</td>
<td>$1,325,300.00</td>
<td>$57,000.00</td>
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<tr>
<td>K. Program Income - Projected Earnings</td>
<td>$ -</td>
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*Letters of good standing that validate the respondent's programmatic, administrative, and financial capacity must be placed after this form if respondent receives any funding from state agencies other than DSHS related to this project. If the respondent is a state agency or institution of higher learning, letters of good standing are not required. DO NOT include funding from other state agencies in column 4 or Federal sources in column 3 that is not related to activities being funded by this DSHS project.
### Legal Name of Respondent:

**Dallas County Health and Human Services**

### Functional Title + Code E = Existing or P = Proposed

<table>
<thead>
<tr>
<th>Vacant</th>
<th>Justification</th>
<th>Certification or License (Enter NA if not required)</th>
<th>Total Average Monthly Salary/Wage</th>
<th>Number of Months</th>
<th>Salary/Wages Requested for Project</th>
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**TOTAL FROM PERSONNEL SUPPLEMENTAL BUDGET SHEETS**

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<thead>
<tr>
<th>Salary/Wage Total</th>
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### FRINGE BENEFITS

Itemize the elements of fringe benefits in the space below:

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<tr>
<th>Fringe Benefit Rate %</th>
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<thead>
<tr>
<th>Fringe Benefits Total</th>
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Revised: 7/6/2009
<table>
<thead>
<tr>
<th>Description of Conference/Workshop</th>
<th>Justification</th>
<th>Location City/State</th>
<th>Number of Days/Employees</th>
<th>Travel Costs</th>
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</table>

TOTAL FROM TRAVEL SUPPLEMENTAL CONFERENCE/WORKSHOP BUDGET SHEETS $0

Revised: 7/6/2009
<table>
<thead>
<tr>
<th>Justification</th>
<th>Number of Miles</th>
<th>Mileage Reimbursement Rate</th>
<th>Mileage Cost (a)</th>
<th>Other Costs (b)</th>
<th>Total (a) + (b)</th>
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</table>

TOTAL FROM TRAVEL SUPPLEMENTAL OTHER/LOCAL TRAVEL COSTS BUDGET SHEETS: $0

Total for Other / Local Travel: $0

Other / Local Travel Costs: $0

Conference / Workshop Travel Costs: $0

Total Travel Costs: $0

Indicate Policy Used:

Respondent's Travel Policy: [ ]

State of Texas Travel Policy: [ ]

Revised: 7/6/2009
**FORM 1-3: EQUIPMENT AND CONTROLLED ASSETS Budget Category**

**Detail Form**

**Legal Name of Respondent:** Dallas County Health and Human Services

Itemize, describe and justify the list below. Attach complete specifications or a copy of the purchase order. See attached example for equipment definition and detailed instructions to complete this form.

<table>
<thead>
<tr>
<th>Description of Item</th>
<th>Purpose &amp; Justification</th>
<th>Number of Units</th>
<th>Cost Per Unit</th>
<th>Total</th>
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</table>

**TOTAL FROM EQUIPMENT SUPPLEMENTAL BUDGET SHEETS**

$0

Total Amount Requested for Equipment: $0

Revised: 7/6/2009
FORM 1-4: SUPPLIES Budget Category Detail Form

Legal Name of Respondent: **Dallas County Health and Human Services**

Itemize and describe each supply item and provide an estimated quantity and cost (i.e. #of boxes & cost/box) if applicable. Provide a justification for each supply item. Costs may be categorized by each general type (e.g., office, computer, medical, educational, etc.) See attached example for definition of supplies and detailed instructions to complete this form.

<table>
<thead>
<tr>
<th>Description of Item</th>
<th>Purpose &amp; Justification</th>
<th>Total Cost</th>
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<tbody>
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TOTAL FROM SUPPLIES SUPPLEMENTAL BUDGET SHEETS $0

Total Amount Requested for Supplies: $0

Revised: 7/6/2009
**FORM I-5: CONTRACTUAL Budget Category Detail Form**

**Legal Name of Respondent:** Dallas County Health and Human Services

List contracts for services related to the scope of work that is to be provided by a third party. If a third party is not yet identified, describe the service to be contracted and show contractors as "To Be Named." Justification for any contract that delegates $100,000 or more of the scope of the project in the respondent's funding request, must be attached behind this form.

<table>
<thead>
<tr>
<th>CONTRACTOR NAME (Agency or Individual)</th>
<th>DESCRIPTION OF SERVICES (Scope of Work)</th>
<th>Justification</th>
<th>METHOD OF PAYMENT (i.e., Monthly, Hourly, Unit, Lump Sum)</th>
<th># of Months, Hours, Units, etc.</th>
<th>RATE OF PAYMENT (i.e., hourly rate, unit rate, lump sum amount)</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>To be named</td>
<td>To provide HIV services in the Dallas HSDA under DSHS guidelines</td>
<td>Provide HIV services for the Dallas HSDA</td>
<td>Unit Cost and/or Cost Reimbursement</td>
<td>1</td>
<td>$1,538,895</td>
<td>$1,538,895</td>
</tr>
<tr>
<td>To be named</td>
<td>To provide HIV services in Sherman/Denison Counties under DSHS guidelines</td>
<td>Provide HIV services for Grayson, Fannin, and Cooke Counties</td>
<td>Unit Cost and/or Cost Reimbursement</td>
<td>1</td>
<td>$62,912</td>
<td>$62,912</td>
</tr>
</tbody>
</table>

**Total from Contractual Supplemental Budget Sheets:**

$0

**Total Amount Requested for CONTRACTUAL:**

$1,601,807

FY 2010 - 2011 State Services (HIV/SRVCS)

Revised: 7/6/2009
## FORM I-6: OTHER Budget Category Detail Form

### Legal Name of Respondent:

<table>
<thead>
<tr>
<th>Description of Item</th>
<th>Purpose &amp; Justification</th>
<th>Total Cost</th>
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**TOTAL FROM OTHER SUPPLEMENTAL BUDGET SHEETS:** $0

Total Amount Requested for Other: $0

Revised: 7/6/2009
FORM I - 7 Indirect Costs

Legal Name of Respondent:

Total amount of indirect costs allocable to the project:

Indirect costs are based on (mark the statement that is applicable):

- The respondent's most recent indirect cost rate approved by a federal cognizant agency or state single audit coordinating agency. Expired rate agreements are not acceptable. Attach a copy of the rate agreement to this form (Form I - 7 Indirect)

- Applies only to governmental entities. The respondent's current central service cost rate or indirect cost rate based on a rate proposal prepared in accordance with OMB Circular A-87. Attach a copy of Certification of Cost Allocation Plan or Certification of Indirect Costs.

Note: Governmental units with only a Central Service Cost Rate must also include the indirect cost of the governmental units department (i.e. Health Department). In this case indirect costs will be comprised of central service costs (determined by applying the rate) and the indirect costs of the governmental department. The allocation of indirect costs must be addressed in Part V - Indirect Cost Allocation of the Cost Allocation Plan that is submitted to DSHS.

A cost allocation plan. A cost allocation plan as specified in the DSHS Contractor's Financial Procedures Manual (CFPM), Appendix A must be submitted to DSHS within 60 days of the contract start date. The CFPM is available on the following internet web link: http://www.dshs.state.tx.us/contracts/

GO TO PAGE 2 (below)
If using an central service or indirect cost rate, identify the types of costs that are included (being allocated) in the rate:

Organizations that do not use an indirect cost rate and governmental entities with only a central service rate must identify the types of costs that will be allocated as indirect costs and the methodology used to allocate these costs in the space provided below. The costs/methodology must also be disclosed in Part V-Indirect Cost Allocation of the Cost Allocation Plan that is submitted to DSHS. Identify the types of costs that are being allocated as indirect costs, the allocation methodology, and the allocation base:
MEMORANDUM

TO: COMMISSIONERS COURT
FROM: Zachary Thompson, Director
DATE: April 20, 2010
SUBJECT: LEASE AGREEMENT WITH BHAGAT HOLDINGS, LTD AND DALLAS COUNTY HEALTH AND HUMAN SERVICES

BACKGROUND

The Texas Department of State Health Services approved Dallas County Health and Human Services to enter into an agreement with Bhagat Holdings, LTD. This agreement will allow Dallas County to continue providing immunizations to citizens, previously covered by the City of Dallas. The term of the contract is April 15, 2010 through April 14, 2011.

OPERATIONAL IMPACT

There is no impact to Dallas County for this agreement. Additional staff will be hired (funding provided by grant).

LEGAL IMPACT

The County Judge is required to sign the Agreement after approval by the Commissioners Court. The District Attorney's Office, Civil Section, has reviewed and modified the agreement content, and the Agreement has been approved as to form.

FINANCIAL IMPACT

The monthly rent at Bhagat Holdings, LTD, 2445 W. Northwest Highway, Suite 107A, Dallas, Texas 75220 will be $3,683.05 per month, which includes Triple Net fee in the amount of $794.38 per month, for the leasing of 2,476 square feet of building space, payable by the 15th of each month. County also agrees to pay a Security Deposit in the amount of $3,683.05. Additionally, Dallas County will be responsible for the utilities (electrical, natural gas, telephone services, etc.). There is no financial impact to Dallas County. The Department of State Health Services #2010-032092-001A, Immunization Branch Locals will provide funding.

STRATEGIC PLAN COMPLIANCE

Recommendations included in this briefing are consistent with the Dallas County Strategic Plan Vision 2: Dallas County is a healthy community. The lease agreement with Bhagat Holdings, LTD is included under the strategy for the provision of disease prevention, health promotion and human service programs to County residents.
RECOMMENDATION

It is recommended that the Dallas County Commissioners Court does hereby approve the Agreement with Bhagat Holdings, LTD, and authorizes the County Judge to sign the Agreement on behalf of Dallas County.

Recommended By: Zachary Thompson, Director

c: Darryl Martin, Court Administrator
   Virginia Porter, County Auditor
   Ryan Brown, Budget Officer
LEASE AGREEMENT

THIS Agreement is entered into and made as of the 15th day of April, 2010 by and between BHAGAT HOLDINGS, LTD, a Limited Liability Company, hereinafter called Landlord, and Dallas County, hereinafter called County.

WITNESETH

WHEREAS, Landlord owns certain real property known as the 2445 W. Northwest Hwy., Suite 107 A, Dallas, Texas 75220, and;

WHEREAS, Suite 107 A inside of the Shopping Center and Common Areas hereinafter called the Premises, will be used by County to provide Immunization Services to City of Dallas residents and;

WHEREAS, Landlord and County have reached an agreement on the terms and conditions of a lease agreement for the Premises.

IT IS THEREFORE, ORDERED, ADJUDGED and DECREED that County in consideration of the mutual covenants, promises, agreements and other good and valuable consideration contained herein does agree to lease from Landlord the Premises and use of the Common Areas as follows:

I. BASIC TERMS

(A) Definitions:

"Rent" means base rent plus any other sums of money due Landlord by County.

"County" means Dallas County and its agents, employees, clientele, invitees, licensees, or visitors.

"Landlord" means Bhagat Holdings, LTD., and its agents, employees, invitees, concessionaires, licensees, visitors, contractors or subcontractors.

"Essential Services" means heating, ventilating, air conditioning, water, and utility connections reasonably necessary for occupancy of the premises for the use stated herein.

"Common Areas(s)" is defined for all purposes of this lease as that part of the Shopping Center intended for the common use of all tenants and the public which is maintained by Landlord or the expense of which is borne in whole or in part by Landlord, including (as such may be applicable to the Shopping Center) but not
limited to, Common area trash containers, parking areas, streets and alleys, common open spaces, landscaping, curbs, loading area, sidewalks and streetscapes, malls and promenades (enclosed or otherwise), lighting facilities, drinking fountains, meeting rooms, public toilets, and the like but excluding (i) space in buildings (now or hereafter existing) designated for rental for commercial purposes, as the same may exist from time to time, (ii) streets and alleys maintained by public authorities, (iii) areas within the Shopping Center which may from time to time not be owned by Landlord (unless subject to a cross-access or similar agreement benefiting the area which includes the Demised Premises), (iv) areas leased to a single-purpose user (such as a bank or a fast-food restaurant) where access is restricted, (v) the roof(s) of the building(s) in the Shopping Center, and (vi) decorative awnings; provided, however, that if Landlord bears all or any portion of the cost of maintaining, repairing, or replacing any of the areas described in clauses (ii) through (vi) of the immediately-preceding sentence, such areas, while not technically constituting part of the Common Area, will be deemed included within the Common Area for the purposes of (1) Landlord's ability to prescribe rules and regulations regarding same, and (2) their inclusion for purposes of common area maintenance reimbursements. Landlord reserves the right to change from time to time the dimensions and location of the Common Area, as well as the dimensions, identities, locations and types of any buildings, signs or other improvements in the Shopping Center. For example, and without limiting the generality of the immediately preceding sentence, Landlord may from time to time substitute for any parking area other areas reasonably accessible to the tenants of the Shopping Center, which areas may be elevated, surface or underground.

"Complex" means all the land and building comprising the whole property, including but not limited to any parking areas, walkways, landscaped areas and other improvements appurtenant thereto, of which the Premises are a portion.

"Premises" means all the land and building comprising that portion of the whole property leased to County.

(B) Address of County:  
Dallas County Health and Human Services  
Zachary Thompson, Director  
2377 N. Stemmons Frwy., Suite 600  
Dallas, Texas 75207

(C) Address of Landlord  
Shawn Bhagat, Manager  
Bhagat Asset Management, LLC  
General Partner  
2415 W. Northwest Hwy. Suite 105  
Dallas, Texas 75220
(D) **Complex:** The complex in which the Premises is located is the International Plaza. The legal description of the parcel of real estate on which the Complex is situated is attached hereto as Exhibit “A” and incorporated by reference herein.

(E) **Premises:** Space in the area of the Complex above described, being suite 107 A, which is 2,476 square feet of building, more or less, plus use of the common area.

II.

**RENTS & DEPOSIT**

County agrees to lease the Premises for the entire term and to pay Rent to Landlord in the amount as follows:

County agrees to pay the monthly rental of Two Thousand, Eight hundred, Eighty-Eight and 67/100 dollars ($2,888.67) plus Triple Net (NNN), in the amount of Seven hundred, ninety four and 38/100 dollars ($794.38), by the 15th of each month for the lease of the 2,476 square feet of building space at a rate of $14.00 per sq. ft. The lease will automatically renew annually, with the same rates in effect through the first 3 years. If tenant opts to renew the lease from year 4 and there after, Landlord may adjust the base rent by no more than 3%. The current NNN rate for this lease is $3.85 per sq. ft. In the event NNN is increased Landlord shall provide County with a statement of NNN and supporting documentation.

County also agrees to pay a Security Deposit in the amount of Three Thousand, Six hundred, Eighty-Three dollars and 05/100($3,683.05), an amount equal to one months rent and NNN.

County further agrees to pay, as additional rent, all other amounts or rental as may be applicable herein.

Remittance should be made as follows:

Address of Landlord: Shawn Bhagat, Manager
Bhagat Holdings, LTD.
General Partner
2415 W. Northwest Hwy. Suite 105
Dallas, Texas 75220

III.

**TERM OF LEASE**

**TERM.** The term of the Agreement shall be for a period of Twelve (12) months beginning, (12:01 a.m.) the 15th day of April, 2010, (the “Commencement Date”) and
This Agreement shall automatically renew every year on the 15th day of April unless County provides notice to Landlord 60 days before the 15th day of April of any subsequent year, of County’s intention to terminate this Agreement. Notwithstanding any other provision of this Agreement, this Agreement will expire completely and without any notice or action from either Landlord or County on the 15th day of April, 2020.

IV.

USE OF PREMISES

(A) Specific Use. The Premises shall be occupied and used exclusively for the purpose of operation of a social service Office that provides immunizations to residence of Dallas County, Texas.

(B) Covenants Regarding Use. In connection with its use of the Premises, County agrees to do the following:

County shall use the Premises and conduct its business thereon in a safe, careful, reputable and lawful manner; shall keep and maintain the Premises in as good a condition as they were when County first took possession thereof other than normal wear and tear and shall make all necessary repairs to the Premises other than those which the Landlord is obligated to make as provided elsewhere herein.

(C) Compliance with Laws. County and Landlord shall comply with all laws, statutes, ordinances, rules, regulations, Zoning and orders of any federal, state, municipal or other government agency thereof having jurisdiction over and relating to the use, condition and occupancy of the Premises.

V.

UTILITIES AND OTHER BUILDING SERVICES

(A) Utilities: Landlord will provide County with connections and meters or submeters for water, electricity, and natural gas, if any. Tenant will contract directly with the utility service provider and will pay all charges incurred for utility services provided to the PREMISES with the exception of water. Landlord will pay for water. Dallas County will provide janitorial and pest control services and will wire the premises for telephone and data connections as needed.
(B) **Security:** Landlord will provide basic security services for the PREMISES.

VI.

**REPAIRS, MAINTENANCE, ALTERATIONS, IMPROVEMENTS AND FIXTURES**

(A) **Condition of Space:** Landlord agrees to maintain roof, parking lot, and structure of building under the terms of the lease. As initial improvements to the PREMISES, Landlord will paint, add new lighting, carpet and vinyl tile where needed and provide for 6 exam rooms equipped with a sink in each.

(B) **Repair and Maintenance of Complex.** Landlord shall keep and maintain in good order, condition and repair the roof, exterior and interior load-bearing walls (including any plate glass windows comprising a part thereof), foundation, basement, the common areas and facilities of the Complex and electrical, plumbing, heating ventilation and air conditioning systems serving the Complex. Landlord agrees to provide Dallas County with a Certificate of Occupancy for the Premises.

(C) **Repair and Maintenance of the Suite:** Dallas County will provide general maintenance services during term of the lease and shall not make any changes, alterations, additions, etc., without prior written consent of the Landlord.

(D) **Trade Fixtures.** Any trade fixtures installed on the Premises by County at its own expense, such as removable partitions, laundry equipment, kitchen equipment, counters, shelving, mirrors, security cameras and the like, shall, at the request of Landlord, be removed on the Expiration Date or earlier termination of this Lease, provided that County is not then in default, at County’s sole cost for such removal, and further that County shall repair, at its own expense, any and all damage to the Premises resulting from such removal.

If County fails to remove any or all such trade fixtures from the Premises on the Expiration Date or earlier termination of this Lease, all such trade fixtures shall become the property of Landlord, unless Landlord elects to require their removal, in which case County shall promptly remove same and restore the Premises to the prior condition. In the event County fails to remove same, Landlord may have same removed and the Premises so repaired at County’s sole expense.

(E) **Americans With Disabilities Act.** Landlord agrees that to the extent required by the Americans With Disabilities Act of 1990, as amended from time to time, and related state and municipal laws and regulations (collectively, the "ADA") Landlord will improve the Common Area of the Shopping Center in order to comply with the ADA.
VII.

SIGNS

County may place County identification information on the PREMISES without prior written approval by Landlord of the type, kind, content, and/or method of attachment to PREMISES. Any sign placed on the PREMISES by County shall comply with all applicable laws and ordinances of the jurisdictional authority wherein the PREMISES is located.

VIII.

FIRE OR OTHER CASUALTY

If the Premises are damaged or destroyed by fire or other casualty insurable under standard "all risk" property insurance and Landlord does not elect to terminate this lease as hereinafter provided, Landlord will proceed with reasonable diligence and at its sole cost and expense to rebuild and repair the Demised Premises. If (a) the building in which the Premises are located is destroyed or substantially damaged by a casualty not covered by Landlord's insurance, (b) such building is destroyed or rendered untenable to an extent in excess of fifty percent of the first floor area by a casualty covered by Landlord's insurance, or (c) the holder of a mortgage, deed of trust or other lien on such building at the time of the casualty elects, pursuant to such mortgage, deed of trust or other lien, to require the use of all or part of Landlord's insurance proceeds in satisfaction of all or part of the indebtedness secured by the mortgage, deed of trust or other lien, then Landlord may elect either to terminate this lease or to proceed to rebuild and repair the Demised Premises. Landlord will give written notice to Tenant of such election within sixty (60) days after the occurrence of such casualty.

Landlord's obligation to rebuild and repair under this Article is in any event limited to restoring the Landlord's Improvements to substantially the condition in which the same existed prior to the casualty. Tenant agrees that promptly after completion of such work by Landlord, Tenant must proceed with reasonable diligence and at Tenant's sole cost and expense to restore, repair and replace the Tenant's Improvements, the Tenant's Personal Property and, if an exhibit describing construction work to be performed by Tenant is attached hereto, all items of Tenant's required work as described in such exhibit.

Tenant agrees that during any period of reconstruction or repair of the Demised Premises, it will continue the operation of its business within the Premises to the extent practicable. During the period from the occurrence of any casualty at the Demised Premises until Landlord's required repairs are completed, the minimum guaranteed rent will be reduced to such extent as may be fair and reasonable under the circumstances; however, there will be no abatement of the other charges provided for in this lease.
IX.

SOVEREIGN IMMUNITY

This Contract is expressly made subject to County's Sovereign Immunity, Title 5 of the Texas Civil Practices and Remedies Code, and all applicable federal and state law. The parties expressly agree that no provision of this Contract is in any way intended to constitute a waiver or any immunities from suit or from liability that the County has by operation of law. Nothing in this Contract is intended to benefit any third party beneficiary.

X.

GENERAL INDEMNIFICATION

DALLAS COUNTY, DALLAS COUNTY COMMISSIONERS, ELECTED OFFICIALS, APPOINTED OFFICIALS, OFFICERS, DIRECTORS EMPLOYEES, AGENTS AND REPRESENTATIVES (HEREINAFTER "INDEMNITEES") SHALL NOT BE LIABLE TO LANDLORD, ITS SUBCONTRACTORS, EMPLOYEES, AGENTS, INVITEES, LICENSEES, ASSIGNS OR TO ANY OTHER PERSON WHOMSOEVER OR ENTITY WHATSOEVER, FOR ANY INJURY TO PERSON OR DAMAGE TO PROPERTY, ON OR ABOUT PROPERTY ON BEHALF OF THE COUNTY. LESSOR AND LESSEE AGREE THAT EACH SHALL BE RESPONSIBLE FOR ITS OWN NEGLIGENT ACTS OR OMISSIONS OR OTHER TORTIOUS CONDUCT IN THE COURSE OF PERFORMANCE OF THIS AGREEMENT, WITHOUT WAIVING ANY GOVERNMENTAL IMMUNITIES AND DEFENSES AVAILABLE TO COUNTY UNDER TEXAS LAW. NOTHING IN THIS PARAGRAPH SHALL BE CONSTRUED TO CREATE OR GRANT ANY RIGHTS, CONTRACTUAL OR OTHERWISE, IN OR TO ANY THIRD PERSONS OR ENTITIES.

XII.

DEFAULT BY COUNTY

In the event County shall be in default in the rentals or other charges hereunder, or shall otherwise breach its covenants or obligations hereunder, and shall be and remain in default for a period of 30 days after written notice from Landlord of such default, Landlord shall have the right and privilege of terminating this Lease and declaring the same at an end, and of entering upon and taking possession of said premises, and shall have the remedies now or hereafter provided by law for recovery of rent, repossessing the premises and damages occasioned by such default.
XIII.

**DEFAULT BY LANDLORD**

In the event Landlord shall breach or be in default in the performance of any of the covenants or obligations imposed upon Landlord by this Lease and shall remain in default for a period of 30 days after written notice from County of such default, County shall have as County's sole remedy, the right and privilege of terminating this Lease.

XIV.

**ACCESS TO PREMISES**

Landlord Access. Landlord, its employees and agents and any mortgagee of the Building shall have the right to enter any part of the Premises at all reasonable times for the purpose of examining or inspecting the same, showing the same to prospective purchasers, mortgagees or for making such repairs, alternations or improvements to the Premises or the Building as County may deem necessary or desirable.

XV.

**TERMINATION**

Termination for Convenience. The County, may terminate this lease with or without Cause, in its sole discretion, upon ninety (90) days written notice.

XVI.

**SURRENDER OF PREMISES**

Upon the expiration or earlier termination of the Lease, County shall surrender the Premises to Landlord, together with all alterations, improvements and other property as provided elsewhere herein, in broom-clean condition and in good order condition and repair, except for ordinary wear and tear.

County shall promptly repair any damage caused by removal of its personal property or trade fixtures, and shall restore the Premises to the condition existing prior to the installation of the items so removed.

XVII.

**NOTICES**

Any notice, demand or request required or permitted to be given under this Lease or any law
shall be deemed to have been given if reduced to writing and delivered in person or mailed by overnight or Registered Mail, postage paid, to the party who is to receive such notice, demand or request at the addresses set forth below, as applicable, or at such other address as County or Lessee may specify from time to time by written notice. Such notice, demand or request shall be deemed to have been given three (3) days subsequent to the date it was so delivered or mailed.

XVIII.

MISCELLANEOUS GENERAL PROVISIONS

(A) Applicable Law.

This lease is expressly made subject to County's Sovereign Immunity, Title 5 of the Texas Civil Remedies Code and all applicable State of Texas and Federal Laws. This Lease and all matters pertinent thereto shall be construed and enforced in accordance with the laws of the State of Texas and venue shall lie exclusively in Dallas County, Texas.

(B) Entire Agreement. This Lease, including all Exhibits, and Addendum, constitutes the entire agreement between the parties hereto and may not be modified except by an instrument in writing executed by the parties hereto.

(C) Binding Effect. This Lease and the respective rights and obligations of the parties hereto shall inure to the benefit of and be binding upon the successors and assigns of the parties hereto as well as the parties themselves; provided, however, that County, its successors and assigns shall be obligated to perform County's covenants under this Lease only during, and in respect of their successive periods as County during the term of this Lease.

(D) Severability. If any provision of this Lease shall be held invalid, void or unenforceable the remaining provisions hereof shall not be affected or impaired, and such remaining provisions shall remain in full force and effect.

(E) Default/Waiver/Mitigation. It is not a waiver of default if the non-defaulting party fails to immediately declare a default or delays in taking any action. Pursuit of any remedies set forth in this lease does not preclude pursuit of other remedies in this lease or provided by law. County and Lessee have a duty to mitigate damages.

(F) Rights and Remedies Cumulative. The rights and remedies provided by this lease are cumulative, and either party's using any right or remedy will not preclude or waive its right to use any other remedy. These rights and remedies are in addition to any other rights the parties may have by law, statute, ordinance, or otherwise.

(G) Binding Agreement/Parties Bound. Landlord certifies that the person executing this
Agreement has full authority and is authorized to execute this Agreement on behalf of BHAGAT HOLDINGS, LTD., A resolution, duly passed by County, evidencing such authority shall be furnished by the County on the date of execution of this Lease and constitutes a legal, valid and binding obligation of the parties, their successors and permitted assigns.

(H) **Amendment.** This Agreement may not be amended except in a written instrument specifically referring to this Agreement and signed by the parties hereto.

(I) **Number and Gender.** Words of any gender used in this Agreement shall be held and construed to include any other gender and words in the singular shall include the plural and vice versa, unless the context clearly requires otherwise.

(J) **Counterparts.** This Agreement may be executed in multiple counterparts, each of which shall be deemed an original but all of which shall constitute one and the same instrument.

(K) **Fiscal Funding Clause.** Notwithstanding any provisions contained herein, the obligations of the County under this Contract is expressly contingent upon the availability of Grant funding for each item and obligation contained herein for the term of the Contract and any extensions thereto. Landlord shall have no right of action against County in the event County is unable to fulfill its obligations under this Contract as a result of lack of sufficient funding for any item or obligation from any source utilized to fund this Contract or failure to budget or authorize funding for this Contract during the current or future fiscal years. In the event that County is unable to fulfill its obligations under this Contract as a result of lack of sufficient funding, or if funds become unavailable, County, at its sole discretion, may provide funds from a separate source or may terminate this Contract by written notice to Landlord at the earliest possible time prior to the end of its fiscal year.

(L) **Delinquent Tax.** In the event Landlord fails to pay state or local real estate taxes, fines, or assessments Dallas County may terminate this agreement.
XIX.

ACCEPTANCES

By their signatures below, the duly authorized representatives of County and Bhagat Holdings, LTD., accept the terms of this Contract in full.

COUNTY:

Jim Foster, County Judge

RECOMMENDED BY:

Zachary Thompson
Director
Dallas County Health and Human Services Department

BHAGAT HOLDINGS, LTD.:

Shawn Bhagat, Managing Partner

APPROVED AS TO FORM*:

Bob Schell
Chief
Civil Division
Criminal District Attorney’s Office

*By law, the District Attorney’s Office may only advise or approve contracts or legal documents on behalf of its clients. It may not advise or approve a lease, contract, or legal document on behalf of other parties. Our review of this document was conducted solely from the legal perspective of our client. Our approval of this document was offered solely for the benefit of our client. Other parties should not rely on this approval, and should seek review and approval by their own respective attorney(s).
TO:         THE HONORABLE COMMISSIONERS COURT  
FROM:       ZACHARY THOMPSON, DIRECTOR  
            DALLAS COUNTY HEALTH AND HUMAN SERVICES  
DATE:       APRIL 20, 2010  
SUBJECT:    FY 2010 RYAN WHITE HIV/AIDS TREATMENT EXTENSION ACT OF 2009  
            PART A SUPPLEMENTAL ADMINISTRATIVE AGENCY BUDGET  

Background of Issue
The Dallas County Judge is the grantee and legal recipient of the Ryan White HIV/AIDS Treatment 
Extension Act of 2009 (TEA) Part A Supplemental grant for the Dallas Eligible Metropolitan Area 
(EMA). This grant is administered by the United States Department of Health and Human Services 
Health Resources and Services Administration (HRSA). Dallas County Health and Human Services 
(DCHHS) is designated to serve as the Administrative Agency for TEA grant funds for the EMA. 
DCHHS is responsible for completing the grant application, managing the sub-recipient award 
process, tracking the expenditure of funds by service providers throughout the contract period, and 
making recommendations, when appropriate, to reallocate funds. In accordance with the provisions 
of the TEA, the grantee appoints members to serve on the Dallas EMA Ryan White Planning 
Council (RWPC). The RWPC is charged with the responsibility of establishing priorities for the 
allocation of TEA funds and determining the categorical allocation of funds by service category. On 
April 5, 2010, DCHHS received the notice of award from HRSA for the supplemental grant in the 
amount of $4,251,693. This is an increase of $270,962 when compared to FY 2009.

The FY 2010 Ryan White TEA Part A Supplemental grant, in the amount of $4,251,693, is allocated 
as follows: $4,251,693 to be awarded to service providers.

Fiscal Impact
There is no financial impact to Dallas County.

Operational Impact
Administrative Agency staff will coordinate and monitor the programmatic and fiscal accountability 
of the subcontractors in accordance with the responsibilities assigned to them by the Dallas County 
Commissioners Court.

Legal Impact
The Dallas County Commissioners Court must approve the award recommendations and authorize 
the County Judge to sign the contracts on behalf of Dallas County.
Strategic Plan Compliance
Recommendations included in this briefing are consistent with the Dallas County Strategic Plan, Vision 2: *Dallas County is a healthy community*. The DCHHS is the designated Administrative Agency for the Ryan White Treatment Extension Act Part A grant. The FY 2010 Ryan White Part A Supplemental grant directly supports a regional indigent medical and mental healthcare network for those impacted by HIV/AIDS.

Recommendation
It is recommended that the Dallas County Commissioners Court does hereby approve the FY 2010 Ryan White Part A Supplemental grant Administrative Agency budget, in the amount of $4,251,693, to be awarded to service providers.

RECOMMENDED BY: Zachary Thompson, Director

Attachment
c: Darryl Martin, Court Administrator
   Virginia Porter, County Auditor
## BUDGET JUSTIFICATION

**Dallas County Health and Human Services/Dallas EMA**

Administrative Agency and Service Delivery Budget

FY 2010 - 2011 Ryan White Part A Supplemental Grant

| I PERSONNEL | $ - |
| II FRINGE BENEFITS | $ - |
| III TRAVEL | $ - |
| IV EQUIPMENT | $ - |
| V SUPPLIES | $ - |
| VI CONTRACTUAL | $ 4,251,693 |

Contract with subrecipients providing direct services.

| VII OTHER ADMINISTRATIVE COSTS | $ - |
| VIII INDIRECT COSTS | $ - |
| IX TOTAL BUDGET | $ 4,251,693 |
**NOTICE OF GRANT AWARD**

**AUTHORIZATION (Legislation/Regulation)**

Public Health Service Act, Title XXVI, Section 2603b
Public Health Service Act Section 2603(b), 42 U.S.C. 300ff-13(b)
FY 2007 Title XXVI of the PHS Act, 42 U.S.C. section 300ff-11 et seq (as amended), Part A

**DATE ISSUED:** 04/01/2010

**PROGRAM CFDA:** 93.914

**DEPARTMENT OF HEALTH AND HUMAN SERVICES**

**HEALTH RESOURCES AND SERVICES ADMINISTRATION**

**SUPERCEDES AWARD NOTICE dated:** 03/05/2010

**PROJECT PERIOD:**

FROM: 04/04/1991 THROUGH: 02/28/2011

**BUDGET PERIOD:**

FROM: 03/01/2010 THROUGH: 02/28/2011

**TITLE OF PROJECT (OR PROGRAM):** HIV EMERGENCY RELIEF PROJECT GRANTS

**GRANTEE NAME AND ADDRESS:**

DALLAS COUNTY HEALTH AND HUMAN SERVICES
509 Main Street
Dallas, TX 75202-3521

**DIRECTOR:** Karin Petties
DALLAS COUNTY HEALTH AND HUMAN SERVICES
2377 N. Stemmons Freeway STE 200
Dallas, TX 75207-2702

**APPROVED BUDGET:**

[ ] Grant Funds Only
[ ] Total project costs including grant funds and all other financial participation

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<th>Item</th>
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<td>d. Consultant Costs:</td>
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<td>l. Trainee Stipends:</td>
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<td>m. Trainee Tuition and Fees:</td>
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<tr>
<td>n. Trainee Travel:</td>
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<tr>
<td>o. TOTAL DIRECT COSTS:</td>
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<tr>
<td>p. INDIRECT COSTS; (Rate: % of S&amp;W/TADC)</td>
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<tr>
<td>q. TOTAL APPROVED BUDGET:</td>
<td>$15,112,117.00</td>
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<tr>
<td>i. Less Non-Federal Resources:</td>
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</tr>
<tr>
<td>ii. Federal Share:</td>
<td>$15,112,117.00</td>
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**PROGRAM INCOME SUBJECT TO 45 CFR Part 74.24 OR 45 CFR 92.25 SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES:**

A = Addition  B = Deduction  C = Cost Sharing or Matching  D = Other

Estimated Program Income: $0.00

**REMARKS:**

(Other Terms and Conditions Attached [X] Yes [ ] No)

Electronically signed by Dorothy M. Kelley, Grants Management Officer on: 04/01/2010

**OBJ. CLASS:** 41.15

**CRS-EIN:** 1756000905A2

**FUTURE RECOMMENDED FUNDING:**

<table>
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<th>FY-CAN</th>
<th>CFDA</th>
<th>DOCUMENT NO.</th>
<th>AMT. FIN. ASST.</th>
<th>AMT. DIR. ASST.</th>
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</table>
HRSA Electronic Handbooks (EHBs) Registration Requirements

The Project Director of the grant (listed on this NGA) and the Authorizing Official of the grantee organization are required to register (if not already registered) within HRSA’s Electronic Handbooks (EHBs). Registration within HRSA EHBs is required only once for each user for each organization they represent. To complete the registration quickly and efficiently we recommend that you note the 10-digit grant number from box 4b of this NGA. After you have completed the initial registration steps (i.e., created an individual account and associated it with the correct grantee organization record), be sure to add this grant to your portfolio. This registration in HRSA EHBs is required for submission of noncompeting continuation applications. In addition, you can also use HRSA EHBs to perform other activities such as updating addresses, updating email addresses and submitting certain deliverables electronically. Visit https://grants.hrsa.gov/webexternal/login.asp to use the system.

Additional help is available online and/or from the HRSA Call Center at 1-877-464-4772.

Terms and Conditions

Failure to comply with the special remarks and condition(s) may result in a draw down restriction being placed on your Payment Management System account or denial of future funding.

Grant Specific Terms:

1. This Notice of Grant Award is issued to provide FY 2010 Part A Supplemental funds and notification of all Condition of Awards, Program Terms and Reporting Requirements.

Program Terms:

1. Please note that there is a new document number each budget period that must be used to draw down and report the grant funds.
2. Foreign travel is not permitted.
3. The amount available, in the aggregate, for first-line entities to spend on administrative costs is calculated by subtracting the grantee’s administrative costs (up to 10%) and the grantee’s quality management costs (up to 5% or $3,000,000, whichever is less) from the total grant amount and multiplying the difference by 10%.
4. Refer to Reporting Requirement 1. Subsequent revisions to the allocations must be submitted to the DGMO along with a letter from the Planning Council Chair(s).
5. In accordance with Program Policy No. 97-03, grant funds may not be used for: 1.) outreach programs which have as their purpose exclusively, HIV prevention education, or 2.) broad-scope awareness activities about HIV services that target the general public (See HAB website www.hab.hrsa.gov for information on DSS Program policies).
6. Unless otherwise specified, all conditions, program terms and reporting requirements must be electronically submitted through the HRSA Electronic Handbooks.
7. On a regularly scheduled basis, HRSA grantees are required during their project period to participate in a performance review of their HRSA funded program(s) by a review team from HRSA’s Office of Regional Operations, formerly the Office of Performance Review. If your organization has been selected for a performance review, you will be contacted at least twelve weeks before your performance review begins in order to provide you with additional information about the scope and process for your review, and to schedule the dates for the on-site phase. Upon completion of the performance review, grantees are expected to prepare an Action Plan that identifies key actions to improve program performance as well as addresses any identified program requirement issues.
8. Pursuant to sections 2617(b)(4)(E) and 2682(b) of Title XXVI of the Public Health Service (PHS) Act, the lead State agency shall collect and submit to the Secretary all audits consistent with the OMB circular A-133, from grantees within the State, including audits regarding funds expended in accordance with this part. Therefore grantees that receive Ryan White funding shall submit to the lead State agency a copy of their most recent A-133 audit, and any other audit specific to Ryan White funding the grantee may have conducted. The State will forward these audits to HRSA where they will be posted in their entirety on the HRSA web site. Therefore, please submit to the lead State agency, preferably in electronic format, a copy of your most recent audit or audits by November 1, 2010.
9. Circulars A-87 and A-122 regarding cost principles). If your organization is eligible to be a covered entity under
Section 340B of the Public Health Service Act, and the assessment shows that participating in the 340B Drug Pricing Program and its Prime Vendor Program is the most economical and reasonable manner of purchasing or reimbursing for covered outpatient drugs (as defined in that section), failure to participate may result in a negative audit finding, cost disallowance, or grant funding offset.

10. Minimum WICY Expenditures: Part A grantees are required to use a minimum amount/percentage of their FY 2010 award to provide services to women, infants, children, and youth (WICY).
The minimum "set-aside" amounts/percentages for each state/territory must be determined separately for each priority population, and may not be less than the percentage/ratio of each population to the total number of persons.
Women, Infants, Children, and Youth (WICY) Waiver: If the grantee can document that one or more WICY priority populations are receiving HIV-related health services through the state Medicaid program under Title XIX of the Social Security Act, the State Children's Health Program (SCHIP) under Title XXI of the same Act, or other qualified federal or state programs in accordance with HRSA guidelines, then the grantee may request a waiver of the minimum WICY expenditure requirement from HRSA. Grantees approved for a WICY waiver do not have to report the amount of grant expenditures used to provide services to the waived priority population(s), but must document and report expenditures for non-waived populations. (Updated WICY Guidelines and Reporting Instructions will be provided separately.)

11. The Grantee is required to notify the DGMO, within 30 days, of any changes in Planning Council Composition that impact legislative compliance with Reflectiveness or the mandated membership categories. A letter signed by the Planning Council Chair(s) must be submitted assuring that 33% of the Council members are non-conflicted persons living with HIV Disease (PLWH) and are receiving Part A funded HIV-related services. In addition, the 33% PLWH Council members and the Council as a whole must accurately reflect the demographics of the epidemic in the EMA/TGA. Reflectiveness must be based on the prevalence of HIV Disease (AIDS Prevalence plus HIV Prevalence, real or estimated) in your EMA/TGA as reported in your FY2010 application. The notification and letter must be accompanied by revised tables or narrative describing compliance with Planning Council Composition and Reflectiveness.

12. The grantee may not use more than ten (10) percent of the FY 2010 grant funds for administration, accounting, reporting, program oversight and planning council activities. Indirect costs are considered administrative.

Reporting Requirements:

1. Due Date: 06/30/2011
The grantee must submit a Final FY 2010 Part A Annual Progress Report, via the HRSA Electronic Handbook, consistent with reporting guidelines and instructions provided. Included in the report the grantee must submit a Report on Expenditures for Women, Infants, Children, and Youth (WICY). All grantees must be able to document Part A expenditures separately for WICY, as mandated by the Ryan White Treatment and Modernization Extension of Act of 2009 as follows:

a. The amounts and percentages of Part A service-related expenditures to provide services to WICY separately; and

b. The reported amounts are, at a minimum, not less than the percentage constituted by the ratio of each population with Acquired Immune Deficiency Syndrome (AIDS) to the general population with AIDS living within the EMA/TGA. Updated WICY Guidelines and Reporting Instructions will be provided separately. (See Program Term No. 4 for Waiver Information.) Please upload the required documentation into the HRSA Electronic Handbooks.

2. Due Date: 09/30/2010
The grantee must submit the FY 2009 Part A and MAI Final Expenditure Table. The table must be submitted electronically via the HRSA Electronic Handbook using the format provided in that system. Please upload the required documentation into the HRSA Electronic Handbooks.

3. Due Date: Within 120 days of Budget Start Date
A final FY 2010 MAI Annual Plan for the use of the Part A MAI funds for the budget period 3/1/2010 to 2/28/2011 must be submitted by all Grantees to HRSA via the EHB, consistent with Part A MAI reporting guidelines and instructions provided separately to grantees. The EHBs will open for Grantees to begin their Annual Plan submission on June 1, 2010, thirty days before the 6/30/2010 deadline. Please upload the required documentation into the HRSA Electronic Handbooks.

4. Due Date: 06/30/2010
The grantee must submit a report of Maintenance of Effort (MOE) Expenditures for fiscal years 2007 and 2008 thru the
HRSA Electronic Handbook. The MOE expenditures reported must be based on the local budget items and tracking methodology described by the grant in their FY 2010 Part A grant application. Please upload the required documentation into the HRSA Electronic Handbooks.

5. Due Date: 05/30/2010
The grantee must submit the FY 2010 Part A and MAI Planned Allocation Table, indicating the priority areas established by the Planning Council (PC) and the dollar amount of FY 2010 Part A and MAI funds allocated to each prioritized service category related to Part A eligible Core Medical and Support Services. The table must be submitted through the HRSA Electronic Handbook (EHB) using the format provided in that system. Use only the categories identified on the Table.

Under separate cover the grantee must send a letter from the HIV Health Services PC Chairperson/co-Chairs, indicating endorsement of the allocations and program priorities. This letter must be sent to your Division Services Systems (DSS) Project Officer on or before the due date of this condition. Please upload the required documentation into the HRSA Electronic Handbooks.

6. Due Date: 06/30/2010
The Program Report must be submitted through the HRSA Electronic Handbook.

The following items that must be submitted:

a. A revised SF-424A and narrative justification for Administration, Clinical Quality Management and HIV Services for all FY 2010 funding. The Form can be found at http://www.hhs.gov/forms/PHS-5161-1.doc. Grantee should only print the Budget Information-Non Construction Programs (Section A-F)

b. A complete FY 2010 Implementation Plan which reflects all the Core Medical and Support service categories and priorities for which funds were allocated by the Planning Council and reflected in the FY 2010 Part A and MAI Planned Allocations Table.

c. A Contract Review Certification (CRC) for all contracted funds in Administration, Clinical Quality Management, and HIV Services. Please upload the required documentation into the HRSA Electronic Handbooks.

7. Due Date: 10/30/2011
A final FY 2010 MAI Annual Report detailing how Part A MAI funds were used and the outcomes achieved for the budget period 3/1/2010 to 2/28/2011, must be submitted by all Grantees to HRSA via the EHB, consistent with Part A MAI reporting guidelines and instructions provided separately to grantees. The EHBs will open for Grantees to begin their Annual Report submission on 10/1/2011, thirty days before the 10/31/2011 deadline. Please upload the required documentation into the HRSA Electronic Handbooks.

8. Due Date: Within 90 days of Budget End Date
The grantee must submit a Federal Financial Report (SF-425) within 90 days after the budget period end date. This report should reflect cumulative reporting within the project period (Document Number) and must be submitted using the Electronic Handbook (EHB).

The Federal Financial Report will not be accepted unless the amount of expenditures for the three separate funding streams are reflected in the "Remarks" category of the SF-425 form, as listed below:

The Part A Formula Amount $9,944,346.
The Part A Supplemental Amount $4,251,693.
The Part A MAI Amount $916,078.

Please upload the required documentation into the HRSA Electronic Handbooks.

9. Due Date: 09/30/2011
The grantee must submit the FY 2010 Part A and MAI Final Expenditure Table. The table must be submitted electronically via the HRSA Electronic Handbook using the format provided in that system. Please upload the required documentation into the HRSA Electronic Handbooks.

10. Due Date: 03/15/2011
Acceptance of this grant award indicates the grantee's assurance that it will comply with data requirements of the annual Ryan White Program Data Report (RDR) and the annual Ryan White Services Data Report (RSR), and that it
ill mandate such compliance by each of its contractors and subcontractors. RDRs and RSRs are due annually on March 15 or an alternate date as defined by HRSA. Acceptance of the RDR and RSR reports will reside in the RDR and RSR systems.

Failure to comply with these reporting requirements will result in deferral or additional restrictions of future funding decisions. Please upload the required documentation into the HRSA Electronic Handbooks.

Failure to comply with these reporting requirements will result in deferral or additional restrictions of future funding decisions.

All prior terms and conditions remain in effect unless specifically removed.

NGA Email Address(es):
Vporter@dallascounty.org; kpellies@dallascounty.org; jfoster@dallascounty.org; agosnell@hrsa.gov
Note: NGA emailed to these address(es)

Contacts:

Program Contact: For assistance on programmatic issues, please contact Yukiko Tanl at:
7A-55
HRSA/HAB/DSS
5600 Fishers Ln
Rockville, MD 20852-1750
Phone: (301)443-7061
Email: ytani@hrsa.gov

Division of Grants Management Operations: For assistance on grants administration issues, please contact Shonda Gosnell at:
HRSA/OFAM/DGMO
5600 Fishers Ln RM 11A-02
Rockville, MD 20857-0001
Phone: (301)443-4238
Email: SGosnell@hrsa.gov
Fax: (301)443-6686

If description of your Condition or Reporting Requirement specified in the NGA does not include the statement "Please upload the required documentation into the HRSA Electronic Handbooks" then the responses to reporting requirements and conditions must be mailed to the attention of the Office of Grants Management contact indicated above. All correspondence should include the Federal grant number (item 4 on the award document) and program title (item 8 on the award document). Failure to follow this guidance will result in a delay in responding to your request.
MEMORANDUM

TO: Commissioners Court

FROM: Donald R. Holzwarth, P.E.
Director of Public Works

SUBJECT: SAME DAY BRIEFING AND COURT ORDER RATIONALE
Lake Ridge Parkway MCIP Project 40902
(Dallas County Line to Mansfield Road)
Construction Award Contract

Bids for the Lake Ridge Parkway MCIP Project 40902 were opened on March 4, 2010, with six contractors responding. Tiseo Paving Company was the apparent low bidder with a total bid price of $5,523,868.45. The City of Cedar Hill is anxious to begin construction, and has requested that the County, as the project management agency, start construction as soon as possible. Thus, to avoid delay in construction of the referenced road project, staff is requesting same day briefing and court order.

AM/dlc

attachments
MEMORANDUM:

TO: Commissioners Court

VIA: Commissioner Kenneth A. Mayfield
Road and Bridge District No. 4

FROM: Donald R. Holzwarth, P.E., Director of Public Works

SUBJECT: Lake Ridge Parkway MCIP 40902
(Dallas County Line to Mansfield Road)
Construction Contract Award

BACKGROUND

The subject project was included in Revision 6 of the MCIP Project Commitment per Court Order 2004-1756 dated September 28, 2004. The project will add two lanes of concrete roadway to the existing two lanes and rehabilitate existing pavement at select locations as identified in the plans. The 3.3 mile project will result in a 4-lane divided roadway of 9-inches of concrete pavement over 1-inch asphalt and 8-inches of cement treated recycled asphalt pavement (base) and 6-inches of untreated subgrade. The project is to be completed in 365 working days.

Bids were opened for Bid No. 2010-025-4885, the subject project, on March 4, 2010 with six contractors responding. Tiseo Paving Company, was the apparent low bidder with a total bid price of $5,523,868.45.

STRATEGIC PLAN COMPLIANCE

In seeking to provide regional mobility and improved air quality by partnering with Dallas County cities to develop these important infrastructure improvements, Dallas County is remaining consistent with the County's overall Strategic Plan; and in particular is directly fulfilling the following vision statements:

Vision 1  Dallas County is a model interagency Partner
Vision 4  Dallas County proactively addresses critical regional issues
Vision 5  Dallas County is the destination of choice for residents and businesses.

PROJECT SCHEDULE

The Project goal of awarding a construction contract this year (2010) has been met as the project was advertised for construction before the end of FY 2010. Construction is expected to be complete by May 2012.
Commissioners Court  
April 13, 2010  
Page Two  

FUNDING IMPACT  

The City will be responsible for all water and wastewater costs in an amount of $157,980.60, and fifty percent of the other project costs for a total City participation of $2,840,924.52. County share of the construction contract is an amount not to exceed $2,682,943.93. Funds are available in Fund 196, Project 8201 for the project.  

M/WBE PARTICIPATION  

Review of the minority participation by Minority Business Officer Leffie T. Crawford is attached.  

RECOMMENDATION  

It is recommended that a construction contract be awarded to Tiseo Paving Company, Inc., for the Lake Ridge Parkway MCIP Project 40902 be executed and if Commissioners Court is in agreement, a court order has been placed on TODAY'S FORMAL agenda.  

RECOMMENDED:  

[Signature]  
Donald R. Holzwarth, P.E.  
Director of Public Works  

Attachments  

Cc: Ali Malekouti, P.E.  

jcn:40902 contract award
MEMORANDUM

DATE: April 5, 2010

TO: Ali Malekouti, P. E.
    Linda Boles, Assistant Purchasing Agent

FROM: Leffie T. Crawford
      Minority Business Officer

SUBJECT: M/WBE Review of "Lake Ridge Parkway Improvements", MCIP 40902, #2010-025-4885

The M/WBE evaluations for the subject bid are as follows:

**Austin Bridge & Road**
The firm reports that they will perform the required duties with existing staff, as well as with the following certified firms:

<table>
<thead>
<tr>
<th>M/WBE Firms</th>
<th>Amount</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brock Environmental Svcs.</td>
<td>$40,000.00</td>
<td>.67%</td>
</tr>
<tr>
<td>Axis Contracting</td>
<td>$100,000.00</td>
<td>1.68%</td>
</tr>
<tr>
<td>T &amp; R Excavation</td>
<td>$560,000.00</td>
<td>9.42%</td>
</tr>
</tbody>
</table>

**Mario Sinacola**
The firm reports that they will perform the required duties with existing staff, as well as with the following certified firms:

<table>
<thead>
<tr>
<th>M/WBE Firms</th>
<th>Amount</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brock Environmental Svcs.</td>
<td>$28,000.00</td>
<td>.50%</td>
</tr>
<tr>
<td>WOE Construction</td>
<td>$76,600.00</td>
<td>1.36%</td>
</tr>
<tr>
<td>Signature Contracting</td>
<td>$33,200.00</td>
<td>.59%</td>
</tr>
</tbody>
</table>

**Texas Sterling**
The firm reports that they will perform the required duties with existing staff, as well as with the following certified firm:

<table>
<thead>
<tr>
<th>M/WBE Firms</th>
<th>Amount</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Environmental Standards</td>
<td>$94,215.00</td>
<td>1.68%</td>
</tr>
<tr>
<td>WOE Construction</td>
<td>$642,965.00</td>
<td>11.43%</td>
</tr>
</tbody>
</table>
M/WBE Review of "Lake Ridge Parkway Improvements", MCIP 40902, #2010-025-4885

**Tiseo Paving**
The firm reports that they will perform the required duties with existing staff, as well as with the following certified firm:

<table>
<thead>
<tr>
<th>M/WBE Firms</th>
<th>Amount</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>T &amp; R Excavation</td>
<td>$1,110,002.10</td>
<td>20.09%</td>
</tr>
<tr>
<td>Axis Contracting</td>
<td>$ 817,047.00</td>
<td>14.79%</td>
</tr>
<tr>
<td>Brock Environmental</td>
<td>$ 43,415.75</td>
<td>.79%</td>
</tr>
</tbody>
</table>

**XII Paving**
The firm reports that they will perform the required duties with existing staff, as well as with the following certified firm:

<table>
<thead>
<tr>
<th>M/WBE Firms</th>
<th>Amount</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Klutz Construction</td>
<td>$469,470.04</td>
<td>8.07%</td>
</tr>
<tr>
<td>Signature Contracting</td>
<td>$ 73,358.04</td>
<td>1.26%</td>
</tr>
<tr>
<td>LB Transportation</td>
<td>$ 72,551.29</td>
<td>1.25%</td>
</tr>
</tbody>
</table>

cc: Commissioners Court (thru Darryl Martin)
2. MBE/WBE PARTICIPATION REPORT

PROJECT NUMBER

40902

Total Amount of Your Bid/Proposal: $5,523,858.45
(The amount above should equal the total amount as shown on the bid sheet)

List each MBE/WBE business that you plan to use on this initiative. Deletion of firms must be approved by Dallas County prior to finalization.

<table>
<thead>
<tr>
<th>Name of MBE/WBE</th>
<th>NCTRCA* Certification #</th>
<th>Phone #</th>
<th>S / M*</th>
<th>Description of Work</th>
<th>Amount</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Axis Contracting</td>
<td>WFDB44048YO111</td>
<td>972-557-3672</td>
<td>S</td>
<td>Concrete Flat</td>
<td>817,047.00</td>
<td>14.79</td>
</tr>
<tr>
<td>Brock Environmental</td>
<td>WFWB42115Y0810</td>
<td>972-636-7717</td>
<td>S</td>
<td>Erosion Control</td>
<td>43,415.75</td>
<td>7.8</td>
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<tr>
<td>Buyers Barricades</td>
<td>HUB66419</td>
<td>817-535-3939</td>
<td>S</td>
<td>Barricades</td>
<td>37,530.00</td>
<td>6.7</td>
</tr>
<tr>
<td>T&amp;R Excavation</td>
<td>HMBB43726Y1210</td>
<td>214-631-2718</td>
<td>S</td>
<td>Utilities</td>
<td>1,110,002.10</td>
<td>20.09</td>
</tr>
</tbody>
</table>

*North Central Texas Regional Certification Agency - **S = Sub (contractor/consultant) **M= Material Supplier

No MBE/WBEs Added: Please explain: ____________________________

COMPLETE THIS PORTION OF THE FORM WITH DATA ON YOUR COMPANY.

NAME OF YOUR BUSINESS: Tiseo Paving Co.

ADDRESS: 419 E. Hwy. 80, Mesquite, TX 75150

PHONE # 972-289-0723

Signed: Louis Tiseo
Printed Name of Preparer

Secretary Treasurer 4/7/2010
Title Date
<table>
<thead>
<tr>
<th>Prime Bidder</th>
<th>GC's Bid Amount</th>
<th>M/WBE Subs</th>
<th>MWBE</th>
<th>M/WBE %</th>
<th>M/WBE $ @ Bid</th>
</tr>
</thead>
<tbody>
<tr>
<td>Austin Bridge &amp; Road</td>
<td>$5,942,712.00</td>
<td>Brock Environmental</td>
<td>WF</td>
<td>$40,000.00</td>
<td>0.67%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Axis Contracting</td>
<td>WF</td>
<td>$100,000.00</td>
<td>1.68%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>T &amp; R Excavation</td>
<td>HM</td>
<td>$560,000.00</td>
<td>9.42%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$700,000.00</td>
</tr>
<tr>
<td>Mario Sinacola</td>
<td>$5,637,901.18</td>
<td>Brock Contracting</td>
<td>WF</td>
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<td></td>
<td>WOE Construction</td>
<td>WF</td>
<td>$76,600.00</td>
<td>1.36%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Signature Contracting</td>
<td>WF</td>
<td>$33,200.00</td>
<td>0.59%</td>
</tr>
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<td>$137,800.00</td>
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<tr>
<td>Texas Sterling</td>
<td>$5,623,457.60</td>
<td>Environmental Stand.</td>
<td>BM</td>
<td>$94,215.00</td>
<td>1.68%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>WOE Construction</td>
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<td>11.43%</td>
</tr>
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<td></td>
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<td></td>
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<tr>
<td>Tiseo Paving</td>
<td>$5,523,868.45</td>
<td>T &amp; R Excavation</td>
<td>HM</td>
<td>$1,110,002.10</td>
<td>20.09%</td>
</tr>
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<td>Axis Contracting</td>
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<tr>
<td></td>
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<td>Brock Environmental</td>
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<td>$43,415.75</td>
<td>0.79%</td>
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<td></td>
<td></td>
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<td>Klutz Construction</td>
<td>APM</td>
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<td>8.07%</td>
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<tr>
<td></td>
<td></td>
<td>Signature Contracting</td>
<td>WF</td>
<td>$73,358.04</td>
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<td></td>
<td>LB Transportation</td>
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<td>$72,551.29</td>
<td>1.25%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$615,379.37</td>
</tr>
</tbody>
</table>

*Low Bidder Shown in Bold**
April 20, 2010

To: Commissioners Court

From: Shannon Brown, Assistant Courts Administrator

Subject: Filming in County Facilities – Fee Reduction Requests

BACKGROUND
On March 9, 2010, the Sheriff’s Office formally notified Commissioners Court, through a Miscellaneous Briefing, of a request from National Geographic Television to film in the County jails and other buildings. The production plans to feature female correctional officers specifically but would also show other females serving in the Sheriff’s Office and how they juggle their responsibilities.

On March 16, a draft location agreement and the County’s building use policy was sent to National Geographic Television noting the $1,000 per film day fee, the $25,000 security deposit and the insurance requirements.

On April 5, National Geographic Television sent a request to lower the per film day fee. It is estimated that filming will occur over a 15-20 day period and the production company has suggested a fee of $3,000-$3,500. The company indicated that without the reduction, another location would need to be located.

The Old Red Museum notified staff on April 13, 2010 that Optomen Productions (for the Travel Channel) would be filming at the building on Wednesday, April 21, 2010. The interim director has clarified that the filming is intended to highlight a specific artifact on display at the museum. The County’s building use policy and location agreement were sent outlining the required fees and insurance.

In both instances, the production companies are requesting a reduction in fees. The purpose of this briefing is to present these requests to Commissioners Court and recommend a course of action.

IMPACT ON OPERATIONS
Dallas County’s policy for filming in County facilities includes a $25,000 security deposit, $1,000 per film day fee and required insurance. When the policy was updated in early 2009, the references to “for profit” and “non profit” productions in the section concerning filming was removed. Therefore, the policy as written
does not differentiate between categories of filming. The only differentiation is for press filming in open or public areas.

The fee was established to cover the additional costs incurred by the County as a result of the filming, including staff time, additional utilities, and wear and tear on the facilities. Tarrant County’s rate is currently set at $1,000 per film day.

National Geographic Productions is requesting a reduction in the cost per film day from $1,000 per day for 15-20 days (estimated $15,000-$20,000 cost) to a total cost of $3,000-$3,500. There is no requested reduction of the security deposit or the insurance requirements.

Optomen Productions is requesting that the per film day fee and security deposit be waived. There is no requested change to the insurance requirements.

FINANCIAL IMPACT
Revenue from past productions has generated over $300,000. Funds received are deposited to the County’s General Fund.

LEGAL IMPACT
Companies are required to execute a location agreement and provide

STRATEGIC PLAN COMPLIANCE
Filming projects support Strategy 5.1 of Dallas County’s strategic plan by promoting economic development.

RECOMMENDATION
It is recommended that Dallas County apply existing policy and require that National Geographic Productions and Optomen Productions provide the stated security deposit, per film day fee and insurance requirements for filming in County facilities.
April 20, 2010

TO: Commissioners Court

THROUGH: Shannon Brown, Assistant Court Administrator
          Chris Thompson, Director of Operations

FROM: John Clark, Maintenance Manager

SUBJECT: Enterprise Wide Energy Initiative / Performance Contract

BACKGROUND

In 1998, Dallas County issued a request for proposals that resulted in a contract with Enershop to conduct a limited performance contract to upgrade equipment and improve County energy efficiency to reduce utility consumption. The contract included major equipment replacement as well as retrofits. The contract was limited to a finite number of facilities. The expectations were high and the concept was sound. Results, however, were less than optimal and Enershop had to default and buy-back a portion of the contract in 2003/2004. The concept of a performance contract for energy enhancements remains sound. The opportunity and incentive to enter into a similar agreement appears to be optimum as companies are more experienced and better equipped technologically to perform contracts of this type.

The County is exploring ways to reduce a proposed budget shortfall. Reducing utility cost and capital expenditures presents an opportunity to meet or exceed the 10% reduction requested in the FY2011 Budget. Technology has changed considerably in the past 13 years. Much of the County equipment/mechanical systems are approaching end of life cycle and repairs may become more costly than replacement. The County has replaced and upgraded some systems over the years, but it has been generally when the systems/components failed. New systems are substantially more efficient and reliable. Building automation/control system technology has advanced to the point that building intercommunication and remote monitoring/control is more than energy efficiencies; it can dovetail into production efficiencies and security enhancements.

The County recently underwent a cursory energy audit of twelve (12) county buildings of various sizes and age that showed a potential annual cost savings of almost $900,000. A more comprehensive audit could certainly yield additional savings. If the County chooses to enter into an enterprise wide agreement, (+/-54 buildings) the saving would be compounded. The savings would be realized at several different levels: (1) the obvious savings on utility bills, (new equipment systems more energy efficient), (2) equipment replacement costs, (new purchases would be through the performance contract), (3) maintenance costs, (new equipment will have warranties and renewed life cycle). The savings can/will be realized over several years as opposed to a single year budget reduction. The progress and the savings will be monitored, and reported to the Court on a quarterly basis. The County will be an aggressive partner in the implementation and management of this project, reviewing status to reduce the likelihood of errors encountered in the past.
IMPACT ON OPERATIONS/FINANCIAL
Dallas County will competitively solicit for these services through a request for qualifications (RFQ) process. A draft RFQ has been prepared and is attached. It will be finalized and briefed for release by the Purchasing Department.

At the conclusion of the RFQ process, the County would enter into an agreement with the performance contractor for a guaranteed return on investment (ROI). The successful contractor would perform an investment grade audit of County buildings to produce a detailed needs assessment. Acquisitions/upgrades (cost) would be based on the audit, and savings would be realized based on the acquisitions/upgrades.

The County will initiate procedures and established proven methods of evaluation to ensure quality and dependability in the execution of the contract. A third party engineering/consulting firm is planned to participate throughout the process. It is anticipated that the County’s IDIQ engineering contractor can perform these services through a work order. Focus will be on reduction of energy consumption for Dallas County facilities and an overall reduction of budgetary expenditures over a period of approximately five to ten years.

LEGAL
Local Government Code 302 allows the County to enter into this type of contract. The final RFQ document and resulting contract will be presented to the District Attorney’s Office for review and approval.

STRATEGIC PLAN COMPLIANCE
The performance contract outlined in this briefing is consistent with strategy 1.1 of the Dallas County Strategic Plan by providing a sound, financially responsible and accountable governance and strategy 5.3 by improving the efficiency of County buildings.

RECOMMENDATION
Facilities Management recommends moving forward with an RFQ for a performance contract addressing energy conservation and increasing energy efficiencies of County buildings. Should the Court agree and wish to proceed, a committee will be formed and the RFQ process initiated.
DRAFT

GENERAL CONDITIONS

AND

SPECIFICATIONS

FOR

REQUEST FOR QUALIFICATIONS OF ENERGY SERVICE COMPANIES FOR PERFORMANCE CONTRACTING (UTILITY CONSERVATION AND COST REDUCTION SERVICES)
# TABLE OF CONTENTS

## OWNER-SUPPLIED INFORMATION

1. INTRODUCTION .............................................................................................................. 2  
2. GENERAL CITY INFORMATION .................................................................................. 2  
3. SCOPE OF SERVICES .................................................................................................. 2  
4. PROCUREMENT PROCESS ......................................................................................... 2  
5. SELECTION CRITERIA .................................................................................................. 4  
6. FINAL SELECTION OF ESCO .................................................................................... 6  
7. QUESTIONS PRIOR TO SUBMISSION OF RFQ ................................................................. 6  
8. INSTRUCTIONS FOR SUBMITTING QUALIFICATIONS .................................................. 7  
9. CONTACT WITH CITY PERSONNEL ............................................................................ 7  
10. OTHER INFORMATION ............................................................................................... 7  

## RESPONDENT'S SUBMITTAL

TAB 1. EXECUTIVE SUMMARY ....................................................................................... 8  
TAB 2. STATEMENT OF RESPONSIBILITY ......................................................................... 8  
TAB 3. CORPORATE BACKGROUND AND EXPERIENCE ................................................. 8  
TAB 4. KEY PROJECT PERSONNEL ............................................................................... 9  
TAB 5. ENERGY PERFORMANCE CONTRACTING EXPERIENCE ..................................... 9  
TAB 6. CORPORATE FINANCIAL INFORMATION ............................................................. 9  
TAB 7. PERFORMANCE CONTRACTING REFERENCES .................................................. 10  
TAB 8. UTILITY SAVINGS VERIFICATION ....................................................................... 10  
TAB 9. FINANCIAL GUARANTEES ................................................................................ 11  
TAB 10. EQUIPMENT AND TRAINING .......................................................................... 11  
TAB 11. PROJECT FINANCING AND INCENTIVES ........................................................... 11  
APPENDIX .................................................................................................................... 12
REQUEST FOR QUALIFICATIONS

OWNER-SUPPLIED INFORMATION

1. INTRODUCTION

Dallas County, Texas is currently accepting qualifications from Energy Service Companies (ESCOs) to identify, design, guarantee, install, maintain, monitor, and potentially help arrange financing a comprehensive utility conservation program. For the purpose of this RFQ, "ESCO" refers to any entity that is qualified to provide a turnkey utility conservation program that includes the services listed in this request and meets the requirements listed. The County (Dallas County) intends to select an ESCO and to award a single contract to perform cost-effective utility conservation retrofits. The projects may take place in a comprehensive nature or may take place in multiple phases.

2. GENERAL COUNTY INFORMATION

Add County of Dallas data.

The selected company can look at other facilities or items within the County during the detailed "investment" grade audit including but not limited to water system operations.

3. SCOPE OF SERVICES

The County intends to address all significant utility costs in this conservation and cost reduction program. Additionally, the County intends to upgrade outdated and obsolete equipment and perform improvements through this program.

The County anticipates a major reduction in annual utility and operating costs through the implementation of this utility conservation program. The ESCO will provide a written guarantee of all utility reduction and provide a financing mechanism and plan for the project. As part of the process, any resulting contract must include provision for monitoring and verification of utility and any guaranteed operating savings. If requested, the ESCO shall arrange financing or assist the County in procuring the most cost effective funding for the project. The term of the contract is not-to-exceed twenty (20) years from the final date of installation and must meet all requirements as outlined under Local Government Code Chapter 302.

4. PROCUREMENT PROCESS

a. Solicit qualifications from ESCOs for evaluation

b. Negotiate a contract with the highest ranked ESCO to provide an investment-grade audit, a measurement and verification plan, a sample periodic savings report, and a proposal that includes a financial model which addresses all costs, expected and guaranteed savings, and annual cash flow over a payback period not-to-exceed fifteen (15) years.
c. Negotiate a draft contract for the agreed-upon implementation work.

d. Obtain third-party review for all savings associated with the project.

e. Finalize and sign contract and implement approved program, including required training.

f. Receive, review, and approve periodic savings reports provided by the ESCO that are based on the approved M&V plan.

Respondents to this RFQ must identify their experience and qualifications to perform analysis, design engineering, preparation of engineering plans and specifications, installation, commissioning, monitoring and verification of savings, and management of major utility cost reduction projects that have involved utility cost reduction measures (UCRMs) which address building components and applications. Such components and applications include: lighting, space heating, ventilation, air-conditioning, building envelope, heat recovery, energy and water management systems, environmental system controls, motors, domestic water heating, fuel switching, air distribution systems, water distribution/metering or other energy/water related improvements; e.g., utility rate improvements and renewable energy. The County also requires a description of the Contractor’s qualifications and experience related to training building occupants and maintenance workers in energy conservation awareness.
5. SELECTION CRITERIA

a. Selection of ESCOs

County staff will review responses to this RFQ. Based on the selection criteria described in this document

1) Ability to Follow Instructions (10 points)

Specific formatting instructions are provided in this RFQ for respondents’ submittals. The format in which responses are received will serve as an indication of the respondent’s ability and desire to follow instructions and establish a good working relationship with the County.

2) Business Qualifications (20 points)

• Business unit dedicated to performance contracting
• Years in business as an ESCO or provider of the services being offered for this program
• Percentage of the total business revenues generated by ESCO services
• ESCO Annual Revenues
• General project track record
• Office location from where this project will be managed
• Local presence in area; current customers in area
• Specific experience with projects of a comparable nature

3) Personnel Qualifications (15 points)

Background and professional qualifications of personnel assigned to this project.

4) Financial Qualifications (15 points)

To ensure the financial viability of the respondent, at a minimum the following will be considered:

• The financial viability of the entity proposed to provide technical and financial guarantees.
• Audited financial statements including income statement, balance sheets, and statements of changes for two (2) most recently completed fiscal years.

• The financing capability and lines of credit of the respondent.

5) Project Management Qualifications (15 points)

Ability to assign responsibility and coordinate the detailed utility audit project and construction for management of the following project phases:

• Detailed utility audit
• Engineering and design
• Procurement
• Construction
• Commissioning
• Monitoring and verification

Ability to adhere to project schedules and complete all phases of the performance contracting program process in a timely manner.

6) Experience (25 points)

In order to receive full points, responding company must have at least 10 Texas Performance Contracting References

• Experience with implementing similar utility conservation projects on a performance contracting basis.

• Experience with the full range of responsibilities contemplated for this project (e.g., utility schedule and billing evaluations, verification of accurate utility bills, identification and analysis of UR CMs, design, installation, operation, training, financing, savings verification, etc.)

• Performance on prior projects, including data on projecting, monitoring, and documenting (measurement and verification) of utility savings and achievement of savings projected.

• References from prior projects of a comparable nature performed on a performance contracting basis.
6. **FINAL SELECTION OF ESCO**

The top ranked ESCO will be selected for recommendation to the Dallas County Commissioner’s Court for the purpose of negotiating contract terms, including a fair and reasonable price. If a satisfactory contract cannot be negotiated with that ESCO, the County will formally end negotiations with that ESCO and select the next most favored ESCO and attempt to negotiate with that ESCO. The County reserves the right to reject all responding ESCOs and issue a new RFQ if necessary.

**Prepare Detailed Audit Report and Submit Proposal**

Once the County has selected an ESCO and negotiated a contract for a detailed audit, the audit may begin. The selected ESCO will develop and provide a proposal for the County’s utility efficiency improvement and cost reduction project. This proposal will include the completed detailed audit, documentation of potential utility savings, guaranteed savings, all associated implementation costs, and annual cash flow. It must also include a Measurement and Verification Plan and a Sample Periodic Savings Report.

**Negotiate Performance Contract**

After a final proposal is accepted, the selected ESCO and the County will negotiate a performance contract. The contract will include authority to proceed with final design and installation/construction and will detail the payment schedule to the ESCO. An independent third-party must review the contract for technical details prior to execution.

7. **QUESTIONS PRIOR TO SUBMISSION OF RFQ**

Questions should be directed to:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

7 - RFQ for Energy Management Services - DRAFT
8. INSTRUCTIONS FOR SUBMITTING QUALIFICATIONS

ESCOs wishing to respond to this Request for Qualifications shall submit one (1) electronic copy and three (3) hard copies of the information requested prior to 10:00 am on [date] to:

VIA MAIL

VIA DELIVERY

Please mark the front of the envelope:

"Sealed RFQ Response – Utility Conservation and Cost Reduction Program"

9. CONTACT WITH CITY PERSONNEL

No contacts with other County employees, officials, or Commissioner’s Court are to be made by responding ESCOs throughout the entire selection process without express permission from [name]. Any unauthorized contact will result in immediate disqualification of the ESCO.

10. OTHER INFORMATION

The County reserves the right to reject any and all late responses to this RFQ.

The County is not liable for any cost incurred by any person or firm responding to this RFQ.

The County reserves the right to reject as non-responsive any responses that do not contain the information requested in this RFQ and in the form outlined in this RFQ.
RESPONDENT'S SUBMITTAL

The following information is to be submitted for final selection of the ESCO. This is the total response required at this time; however, failure to provide all required information in the outline shown below may result in disqualification or reduction of points assigned. The submission document must be outlined and tabbed in the following order:

TABLE OF CONTENTS

TAB 1. EXECUTIVE SUMMARY

TAB 2. STATEMENT OF RESPONSIBILITY

- The respondent must be the Prime Contractor. The Prime Contractor will be responsible for all work and subcontractors involved in the project. The Prime Contractor will submit a list of all participants in the project prior to the actual contract negotiations. If some or all of the participants are not known at this stage, a selection strategy shall be identified noting which participants have not been selected. A statement of responsibility must be provided, using FORM A in the Appendix

TAB 3. CORPORATE BACKGROUND AND EXPERIENCE

- Describe your firm’s organizational structure, including any limited partnerships and how they are applied to this proposed project.

- How many years has your firm been in business?

- Include the address of your firm’s website, if applicable.

- Describe your firm’s general approach to performance contracting.

- State your position regarding your selection and installation of any competitor’s equipment (if applicable).

- List any past or present litigation or settlements (nationwide) regarding Performance Contracting in which your company is a party. Failure to accurately respond will result in immediate disqualification.

- List any contracts terminated prior to completion.

- Provide address of office from which this project would be managed.

- State any ongoing required annual costs that are not covered by savings generated under the Performance Contract (i.e. - Service/ Maintenance Contracts). If so, what are they and approximately how much will the city pay on an annual basis.
TAB 4. KEY PROJECT PERSONNEL

Provide information regarding capabilities and experience of personnel directly assigned to this project that include the following:

• Professional resumes for key personnel and their responsibilities for the duration of the contract.

• Indicate the education and professional licensing of each person as it relates to this project. Include a list of previous projects, similar in size and complexity, in which each team member has played a significant role.

• Clearly identify who will be the primary contact person and who will have primary technical responsibility for utility analysis, engineering and design work, contract negotiations, construction management, training, and performance monitoring.

TAB 5. PERFORMANCE CONTRACTING EXPERIENCE

• State how many years your firm has been in the energy performance contracting business.

• Describe the complete range of utility services and capabilities your firm offers: such as utility billing accuracy verification, engineering, design, auditing, energy and water equipment selection and installation, operation and maintenance, commissioning, measurement and verification, and training.

• List all services that your firm performs with your own employees.

• What types of services are usually subcontracted?

• Describe the process of subcontractor selection.

• Provide examples of installing competitor’s equipment if your firm manufactures the type of equipment that might be installed as a result of this RFQ. (The City reserves the right to disqualify any ESCO that will not install, maintain, and warrantee equipment manufactured by competitive firms.)

TAB 6. CORPORATE FINANCIAL INFORMATION

Provide audited financial statements including income statements, balance sheets, and statements of cash flow for the two (2) most recently completed years. If audited financial statements are not available, provide evidence of the level of third-party review of the financial statements. ESCOs shall also provide documenting source(s) and levels of financing (e.g., a letter from a financial institution describing a relationship with the ESCO). If ESCO work is performed
through a subdivision of the corporation, provide annual sales of this subdivision for the last two years.

**TAB 7. PERFORMANCE CONTRACTING REFERENCES ( FIRMS WITH AT LEAST 10 PRIOR PERFORMANCE CONTRACTING REFERENCES IN THE STATE OF TEXAS WILL BE GIVEN HIGHER CONSIDERATION. THIS WILL BE REFLECTED IN THE SCORING OF THE RESPONDENTS)**

Discuss your project team's experience with utility efficiency retrofit projects at similar facilities. List ten references indicating experience in conducting comprehensive utility efficiency and guaranteed savings programs of a similar nature to this project. Include the following specific information for each project:

- Project title and location
- Name, address, and phone number of Owner's representative
- Nature of your firm's responsibility
- Scope of work
- Total dollar contract amount and term in years
- Type of contract (guaranteed savings, shared savings, direct cost, etc.)
- Guaranteed annual utility savings
- If applicable, amount of operational & maintenance savings associated with each project
- If applicable, state what percentage was used as an annual escalating factor for the savings associated with the project (Energy/Water, Operation & Maintenance, etc.)

**List all performance contracts completed or in progress in Texas.**

Provide sample contract for (1) a detailed (investment grade) audit and (2) for design and implementation.

**TAB 8. UTILITY SAVINGS VERIFICATION & BASELINE**

Changes to the estimated utility savings can occur as a result of installation of additional mechanical, natural gas, and lighting equipment, expansion of operating schedule, and weather fluctuations. Explain how you will account for this in terms of the guarantee.
TAB 9. FINANCIAL GUARANTEES

Explain in detail how you will guarantee the savings associated with this project.

Discuss the following areas in detail:

- Frequency of reconciliation
- Repayment of missed savings
- Treatment of "Operational" (non-utility) savings as they pertain to the guarantee
- Any situations that would void the guarantee
- If measured specific guarantees are or are not used, explain how and to what extent

List all occurrences where the respondent has financially reimbursed a customer for non-performance on savings. Include shortfall amount on yearly basis.

TAB 10. EQUIPMENT AND TRAINING

Demonstrate expertise in building operations and maintenance training in terms of successfully completed projects. Specifically discuss the following areas:

- Types of training
- Location of training
- Frequency of training
- Training provided by your personnel
- Training provided by others

Identify and describe any business associations with equipment manufacturers or suppliers that might be specified for this project.

TAB 11. PROJECT FINANCING AND INCENTIVES

Identify alternate financing options or incentives that may be available to the County for funding this project and examples where they have been used.

Disclose any relationship, fee, or incentive that may relate to this project.
APPENDIX

Statement of Responsibility – Form A

Statement of Responsibility

1. Prime Contractor (ESCO or Contractor);
   Name: 
   Address 

(Please note possession of any license or registration pertinent to this project.)

Area of Responsibility: (Describe in detail duties and responsibilities applicable to this project.)
April 20, 2010

TO: Commissioners Court
FROM: Ryah Brown, Budget Officer
SUBJECT: Sheriff Office – Detention Service Officers for increased Population

BACKGROUND
As of April 13, 2010 the Dallas County jail population was 6,865 inmates. This is an increase of 377 from the average population of October 2009 and 770 from the average inmate population of FY2009. As a result of the increased population Dallas County is currently utilizing all three floors of the George Allen Jail and seven of eight floors of the Decker Jail. The increased inmate population has resulted in the need to create additional Detention Service Officer positions in order to alleviate overtime and compensatory time being expended.

OPERATIONAL IMPACT
The increase of 377 inmates since October 2009 results in the need for forty (40) additional Detention Service Officers in order to maintain the 1:48 Detention Service Officer to inmate ratio. The creation of these additional positions will result in decreased overtime costs for FY2010.

FINANCIAL IMPACT
The annual cost for forty (40) additional Detention Service Officer including benefits is $1,801,000. Since the filling of the additional positions will occur throughout the remainder of FY2010 funds will not be transferred to the Sheriff’s Office until September when the actual cost is known. The Office of Budget and Evaluation expects the final transfer to be around $750,000.

STRATEGIC PLAN COMPLIANCE
Increasing the authorized staffing level of the Dallas County Jail system is in compliance with the County’s approved strategic plan and specifically addresses the following vision: 1) Dallas County is safe, secure, and prepared and will synergize public safety programs and services across the County and maximize effectiveness of the County’s criminal justice resources.

RECOMMENDATION
The Office of Budget and Evaluation recommends the creation of forty (40) Detention Service Officers based on the increased inmate population. Should the population decrease these officers will offset any additional Detention Service Officer positions recommended as a result of Carl R. Griffith and Associates review of support functions performed by the Sheriff’s Office. The additional forty (40) positions will be initially created in the George Allen Jail with a transfer to other jails once the staffing study by Carl R. Griffith and Associates is completed.

411 Elm Street - 3rd Floor, Dallas Texas 75202-3340
(214) 653-6384 • Fax (214) 653-6517 • rwbrown@dallascounty.org
April 14, 2010

TO: Commissioners Court

THROUGH: Ryan Brown, Budget Officer

FROM: Office of Budget and Evaluation Staff

SUBJECT: Hiring Freeze Exceptions

The following departments have requested exceptions to the hiring freeze. Additional documentation is available for further reference.

Justice of the Peace Precinct 1-1 (Judge Jones) - Recommended
Judge Jones requests an exception to the hiring freeze for position number 4376 Grade 6 Clerk II position. The loss of a clerk adversely impacts the workflow of the daily operation. Filling the position will result in an estimated total cost of $2,818 per month including benefits to the General Fund.

Facilities Management Operations - Recommended
Facilities Management requests an exception to the hiring freeze for position number 1068 Grade 9 Air Conditioner position. As the summer time approaches the position needs to be filled before the demand starts. Filling the position will result in an estimated total cost of $3,457 per month including benefits to the General Fund.

District Attorney’s Office - Recommended
The District Attorney’s Office is requesting hiring freeze exception in order to fill a recently vacant Assistant District Attorney (ADA III) position number 3383 – Appellate Division due to the resignation of the incumbent. Filling the position will result in an estimated total cost of $17,563 not including benefits.
April 13, 2010

MISCELLANEOUS

1) HEALTH & HUMAN SERVICES – requests approval:
   a) for the Older Adult Services Program to enter into a temporary agreement with Westmoreland Heights Neighborhood Association, Community Missionary Baptist Church and The Exciting Singing Hills Baptist Church to provide meals to individuals 60 and older effective April 1, 2010 through September 30, 2010 and for the County Judge to sign the Agreement and all related documents on behalf of Dallas County.
   b) for Dallas County Health & Human Services to provide medical microbiology fellow rotations in the Infectious Diseases Division for Dr. Adnan Alatoom for the week of May 10-14, 2010 and Dr. Jessica Ricaldi May 17-21, 2010, as requested by the UTSW Department of Pathology.
      (COURT ORDER ON FORMAL AGENDA)
   c) to delete six (6) and add four (4) positions of the DCHHS Immunizations Local Grant Program and for the Human Resources/Civil Service Department to classify the added positions as required, in order to ensure the necessary program deliverables.
      (COURT ORDER ON FORMAL AGENDA)

2) PURCHASING – requests approval to waive the county purchasing limit of $25,000 and authorize the release of all monies owed for Polygraph Services received for the Sheriff's Department associated with Annual Quote No. 2009-0602. The Annual Quote was solicited based on the intent that services would not exceed $25,000. However, based on the increased number of personnel hiring's within the Sheriff Department, the amount has exceeded the $25,000 County policy limit. As a result, staff has solicited and awarded Bid No. 2010-027-4293 “Annual Contract for Polygraph Services effective March 19, 2010.

3) STAFF ATTORNEYS – requests approval of modifications to Judicial Support Personnel Salary Plan. The modifications include placing the Chief Staff Attorney position on the Attorney Salary Schedule as an Attorney 6, placing the Senior Staff Attorney position on the Attorney Salary Schedule as an Attorney 5, and eliminating the Law Clerk position. Recommended by the Office of Budget and Evaluation.

(Please Refer To Information Item No. 3)

04/20/10
4) **COMMISSIONERS COURT ADMINISTRATION** – requests approval:

a) on behalf of Carter BloodCare to schedule blood drives for Dallas County on the following dates and locations:

- Health & Human Services: Monday, July 19
- Records Building: Wednesday, April 21
- Frank Crowley Courthouse: Tuesday, July 20
- Frank Crowley Courthouse: Wednesday, July 21
- Frank Crowley Courthouse: Thursday, July 22
- George Allen Courthouse: Thursday, July 22
- Grand Prairie Sub-Courthouse: Thursday, July 22
- Henry Wade Juvenile Justice Center: Thursday, July 22

b) to extend the contracts with Dr. Ronald Shansky, Dr. Jeffrey L. Metzner, Dr. Michael Puisis, Leonard Rice (Rice Consulting Services), Catherine Knox and Madeleine LaMarre for professional/personal jail health services, under the same terms and conditions, for an additional twelve month period, effective February 1, 2010 through January 31, 2011.

(COURT ORDER ON FORMAL AGENDA)

5) **FACILITIES MANAGEMENT** – requests approval:

a) to purchase and install acoustical panels for the Autopsy Dictation Room for the New Forensics building. Panels are needed to eliminate echoes. Funding is available in the Construction Project Budget, (196.0.08410.0.0.70030).

b) to conduct DWI education classes at the Health & Human Services Building per Target Education request on April 20-22, 2010 between 4 p.m. and 9 p.m. A $225 money order for the building use fees and a check for the $1,000 damage deposit have been received. Zachary Thompson, Director Health & Human Services concurs at this time the request does not present any conflict. All future requested dates are pending availability.

6) **COUNTY AUDITOR** – presents the mid-year review of overtime, part time and compensatory time earned for the period 09/26/09 to 03/12/10. Reports are available on the Dallas County web site on the Auditor’s home page. (http://www.dallascounty.org/department/auditor/TimeAnalysis.html)
7) **TAX ASSESSOR/COLLECTOR** - requests approval for the following to attend the 2010 TACA Conference which will be held in Abilene, TX June 6 – 10, 2010:

**John R. Ames, CTA – Tax Assessor/Collector**

- Hotel $125 per night x 4 nights = $500
- Food $35 per day 4 full days & 1 ½ day $20 = $160
- Conference Registration Fee = $150
- Mileage: 364.46 miles x .50 per mile = $183
- **Total** = $993

**Shirley Jacobson, RTA – Chief Deputy to Tax Assessor/Collector**

- Hotel $125 per night x 4 nights = $500
- Food $35 per day 4 full days & 1 ½ day $20 = $160
- Conference Registration Fee = $150
- **Total** = $810

**Corey Worsham, Property Tax Manager**

- Hotel $125 per night x 4 nights = $500
- Food $35 per day 4 full days & 1 ½ day $20 = $160
- Conference Registration Fee = $150
- Mileage: 416 miles x .50 per mile = $208
- **Total** = $1,018

**Debbie Jones – Director of Motor Vehicle**

- Hotel $125 per night x 4 nights = $500
- Food $35 per day 4 full days & 1 ½ day $20 = $160
- Conference Registration Fee = $150
- **Total** = $810

**Grand Total** = $3,631

Funds are available from the Tax Assessor’s VIT Fund. Recommended by the Office of Budget and Evaluation.

8) **IT SERVICES** – requests approval to purchase annual support and maintenance for the four F5 Big-IP devices from SHI off of the State of Texas DIR contract (DIR-SDD-1009) at a cost of $10,712. The annual fee for maintenance will continue until such time the County replaces or terminates the use of the hardware. Funding to cover the current year cost of $10,712 is available in 00195.1090.06520 (IT Maintenance). Recommended by the Office of Information Technology.

9) **SHERIFF** – requests approval to enter into a professional services agreement with Fit Force in the amount of $15,000 for a Transferability Study validating compliance in physical readiness assessment. Funding is available in Federal Forfeiture (532.0.5590.0.0.91002.0.0). Recommended by the Office of Budget and Evaluation.
10) **JUSTICE OF THE PEACE, PRECINCT 2, PLACE 1** – requests approval to pay the difference in the amount of $123 of travel from unallocated reserves. The travel reimbursement is for a mandatory training for Judge Cooper. The training was held in San Antonio on April 5 – 8, 2010. The total reimbursement for the trip is $586.79. The Justice of the Peace 2-1 has a $465 balance in their DDA. The difference needed is $123. Recommended by the Office of Budget and Evaluation.

**TRAVEL REQUESTS**


12) **OFFICE OF SECURITY & EMERGENCY MANAGEMENT** – requests approval for Robert De Los Santos to attend the Texas Disaster Recovery Course in Austin, Texas on May 4-6, 2010, **at no cost to Dallas County**.

13) **DISTRICT ATTORNEY** – requests approval for:

   a) Bobbie Villareal to train SAFVIC Instructors in Austin, Texas on April 23, 2010: $469.40 is available in Grant Fund, District Attorney’s Office, Business Travel Account, FY Budget 2010, (00541.4011.4010.2010).

   b) Bobbie Villareal to train SAFVIC Instructors in Austin, Texas on April 20, 2010: $469.40 is available in Grant Fund, District Attorney’s Office, Business Travel Account, FY Budget 2010, (00466.1342911-10-6001.4010.2010).

   c) Shelia Green to train Community Professionals on issues related to Sexual Assault and Domestic Violence in Quitman, Texas on May 9-10, 2010: $154.50 is available in Grant Fund, District Attorney’s Office, Other Professional Fees Account, FY Budget 2010, (00466.4011.5590.2010).

   d) Robert Coones to attend the Domestic Drug Interdiction in Irving, Texas on May 5-7, 2010, **at no cost to Dallas County**.
14) **HEALTH & HUMAN SERVICES** – requests approval for:

a) Wendy Chung, M.D. to attend the Institute of Medicine, H1N1 Vaccination Workshop in Austin, Texas on April 26-27, 2010, at no cost to Dallas County.

b) Alma Armendarez to train an Introduction to STD Intervention Class in Atlanta, Georgia on May 3-14, 2010: $3,095 is available in Grant Fund, STD/HIV Prevention Training Department, Conference Training Account, FY Budget 2010, (00466.08709.02460.2010).

c) Tameaka Sutton-Shields to attend the BSL-3 Training for Texas LRN Laboratories in Austin, Texas on May 12-14, 2010: $555 is available in Grant Fund, CPS Bioterrorism Lab Department, Conference and Training Account, FY Budget 2010, (00466.8720.02460.2010).

d) Sarah Castaneda, Cory Timmons and Alma Perez to attend the Texas 17th STD/HIV Conference in Austin, Texas on May 24-27, 2010: $1,750 is available in Grant Fund, VD Epidemiology Department, Conference Training Account, FY Budget 2010, (00466.08742.02460.2010) and $750 (registration fee) is available in Grant Fund, VD Epidemiology Department, Registration Fee Account, FY Budget 2010, (00466.08742.02462.2010).

e) Grace Balaoing to attend the Texas 17th STD/HIV Conference in Austin, Texas on May 24-27, 2010: $750 is available in Grant Fund, VD Epidemiology Department, Conference Training Account, FY Budget 2010, (00466.08742.02460.2010) and $250 (registration fee) is available in Grant Fund, VD Epidemiology Department, Registration Fee Account, FY Budget 2010, (00466.08742.02462.2010).

f) Felicia Barnett and Twana Ellis to attend the Texas 17th STD/HIV Conference in Austin, Texas on May 24-27, 2010: $1,250 is available in Grant Fund, VD Epidemiology Department, Conference Training Account, FY Budget 2010, (00466.08742.02460.2010) and $500 (registration fee) is available in Grant Fund, VD Epidemiology Department, Registration Fee Account, FY Budget 2010, (00466.08742.02462.2010).

g) Janina Daniels and Sonya Hughes to attend the Texas 17th STD/HIV Conference in Austin, Texas on May 24-27, 2010: $1,000 is available in Grant Fund, VD Epidemiology Department, Conference Training Account, FY Budget 2010, (00466.08742.02460.2010) and $500 (registration fee) is available in Grant Fund, VD Epidemiology Department, Registration Fee Account, FY Budget 2010, (00466.08742.02462.2010).
h) Diane Turner and Tammye Berry to attend the Texas 17th STD/HIV Conference in Austin, Texas on May 24-27, 2010: $1,000 is available in Grant Fund, VD Epidemiology Department, Conference Training Account, FY Budget 2010, (00466.08742.02460.2010) and $500 (registration fee) is available in Grant Fund, VD Epidemiology Department, Registration Fee Account, FY Budget 2010, (00466.08742.02462.2010).

i) Debra Anthony, Lynne Davis, Julia Kuhm and Rachel Lawry to attend the Texas 17th STD/HIV Conference in Austin, Texas on May 24-27, 2010: $2,000 is available in Grant Fund, VD Epidemiology Department, Conference Training Account, FY Budget 2010, (00466.08742.02460.2010) and $500 (registration fee) is available in Grant Fund, VD Epidemiology Department, Registration Fee Account, FY Budget 2010, (00466.08742.02462.2010).

j) Maurice Murray to attend the Texas 17th STD/HIV Conference in Austin, Texas on May 24-27, 2010: $750 is available in Grant Fund, VD Epidemiology Department, Conference Training Account, FY Budget 2010, (00466.08742.02460.2010) and $250 (registration fee) is available in Grant Fund, VD Epidemiology Department, Registration Fee Account, FY Budget 2010, (00466.08740.02462.2010).

k) Semahegm Belew to attend the Texas 17th STD/HIV Conference in Austin, Texas on May 24-27, 2010: $1,140 is available in Grant Fund, VD Epidemiology Department, Conference Training Account, FY Budget 2010, (00466.08742.02460.2010) and $250 (registration fee) is available in Grant Fund, VD Epidemiology Department, Registration Fee Account, FY Budget 2010, (00466.08742.02462.2010).

l) Saul Rojas and Billy Riddle to attend the Texas 17th STD/HIV Conference in Austin, Texas on May 24-27, 2010: $1,250 is available in Grant Fund, VD Epidemiology Department, Conference Training Account, FY Budget 2010, (00466.08742.02460.2010) and $250 (registration fee) is available in Grant Fund, VD Epidemiology Department, Registration Fee Account, FY Budget 2010, (00466.08742.02462.2010).

EXCEPTION TO TRAVEL REQUESTS
UNLESS SPECIFICALLY OBJECTED TO, ALL ITEMS PRESENTED
AS EXCEPTIONS ARE CONSIDERED TO BE APPROVED

Travel Request with reimbursements going over Dallas County Policy maximum reimbursement schedule:

04/20/10
15) COUNTY CRIMINAL COURT MANAGER – requests approval for Barbara Campbell to attend the National Association of Drug Court Professionals Conference in Boston, Massachusetts on June 1-6, 2010: $3,190 ($700 registration fee) is available in Escrow Fund, CCC Manager Department, Fund 21393, FY Budget 2010, (00532.4031.21393.2010).

16) COUNTY CLERK – Angela McDade and Linda Ruiz to attend the 11th Annual Court Collections Conference and Workshop in San Marcos, Texas on May 17-19, 2010: $892.94 is available in Escrow Fund, County Clerk’s Office, Conference/Staff Development Account, FY Budget 2010, (00532.4031.2050.2010).

17) DISTRICT ATTORNEY – requests approval for:

a) Curtis Clay to train Community Professionals on issues related to Sexual Assault in Dallas, Texas on April 29-30, 2010: $396.50 is available in Grant Fund, District Attorney’s Office, Other Professional Fees Account, FY Budget 2010, (00466.4011.5590.2010).

b) Kenneth Thompson to train Community Professionals on issues related to Domestic Violence in Dallas, Texas on May 13-14, 2010: $586.90 is available in Grant Fund, District Attorney’s Office, Other Professional Fees Account, FY Budget 2010, (00466.4011.5590.2010).

MISCELLANEOUS EQUIPMENT

(1) DEPARTMENT: Office of Information Technology
ITEMS: 1 – Standard Dell Desktop Computer / Surge Protection
ESTIMATED COST: $975
FUNDING SOURCE: Major Technology Fund – Hardware Refresh
EXPENDITURE SOURCE: 195.0.02093.0.0.92055 (Hardware Refresh)
PROPOSED ACTION: The Office of Information Technology requests Commissioners Court approval to purchase a Dell computer for use in the Facilities Management key room. The database requirements for processor speed and memory require a newer machine. Funding is available in 195.0.02093.0.0.92055 (Hardware Refresh). Recommended by the Office of Information Technology.

04/20/10
DEPARTMENT: Office of Information Technology
ITEMS: I - Standard Dell Desktop Computer / Surge Protection
ESTIMATED COST: $975
FUNDING SOURCE: Major Technology Fund - Hardware Refresh 195.0.02093.0.0.92055 (Hardware Refresh)
EXPENDITURE SOURCE: The Office of Information Technology requests Commissioners Court approval to purchase a Dell computer for a new clerk in the jail Quality Assurance department. Funding is available in 195.0.02093.0.0.92055 (Hardware Refresh). Recommended by the Office of Information Technology.

DEPARTMENT: Office of Information Technology
ITEMS: 20 - HP LaserJet Desktop Printers
28 - Network Data Cable Installs
28 - 10' CAT5 Cables (Wall to PC)
28 - Memory Upgrades for GX270 & GX280
ESTIMATED COST: $13,000
FUNDING SOURCE: Major Technology Fund - Hardware Refresh 195.0.02093.0.0.92055 (Hardware Refresh)
EXPENDITURE SOURCE: The Office of Information Technology requests Commissioners Court approval to purchase printers, network data cable installs, data cables and memory upgrades to install PCs for bailiffs in the Crowley Courts Building. Surplus PCs will be used for this effort, however, additional printers and memory are needed. This will allow the bailiffs to book / add charges to defendants while in the courtroom. Funding is available in 195.0.02093.0.0.92055 (Hardware Refresh). Recommended by the Office of Information Technology.

DEPARTMENT: Health & Human Services – CEAP
ITEM: I - Slimline Computer Case
ESTIMATED COST: $99
FUNDING SOURCE: Within Budget 466.0000.02160.2010 (Grant Fund, Health & Human Services, Property, less than $5,000, FY2010)
The Health & Human Services Department is requesting authorization to purchase the above listed items for the CEAP Grant #8301, which was court ordered on February 23, 2010, and assigned court order number 2010 - 0340. Recommended by the Office of Budget and Evaluation.

**DEPARTMENT:** Health & Human Services – Title I – Program Support

**ITEM:**
1 – SPSS Data Collection, Perpetual Site License
1 – SPSS Data Collection Interview, Perpetual Site License

**ESTIMATED COST:** $2,550

**FUNDING SOURCE:** Within Budget

**EXPENDITURE SOURCE:** 466.0000.02095.2010 (Grant Fund, Health & Human Services, Property, less than $5,000, FY2010)

The Health & Human Services Department is requesting authorization to purchase the above listed items for the Title I - Program Support Grant #65503, which was court ordered on April 6, 2010, and assigned court order number 2010 - 0601. Recommended by the Office of Budget and Evaluation.

**DEPARTMENT:** Health & Human Services - Title I Admin. Contract/

**ITEM:** 1 – Microsoft Publisher 2007 Full version

**ESTIMATED COST:** $200

**FUNDING SOURCE:** Within Budget

**EXPENDITURE SOURCE:** 466.0000.02095.2010 (Grant Fund, Health & Human Services, Computer Software, FY2010)

The Health & Human Services Department is requesting authorization to purchase the above listed item for the Title I Admin. Contract / CBC Grant # 65502, which was court ordered on April 6, 2010, and assigned court order number 2010 - 0601. Recommended by the Office of Budget and Evaluation.
(7) DEPARTMENT: Health & Human Services – Section 8 Housing
ITEM: 1 – Time Clock Month, Date, and Hour Minute
1 – HP LaserJet
3 – Dymo Electronic Date / Time Stamper, Black Ink.
2 – Wire Rotary Display
ESTIMATED COST: $1,290
FUNDING SOURCE: Within Budget
EXPENDITURE SOURCE: 467.0000.02090.2010 (Grant Fund, Health & Human Services, Property, less than $5,000, FY2010)
PROPOSED ACTION: The Health & Human Services Department is requesting authorization to purchase the above listed items for the Section 8 Housing Grant #8001, which was court ordered on November 24, 2009, and assigned court order number 2009-2170. Recommended by the Office of Budget and Evaluation.

(8) DEPARTMENT: Elections Department
ITEMS: 5 - Linksys Compact Wireless G USB Adapter
20 - Linksys Ether Fast 10/100 5-port Auto Sensing Switch
50 - Cisco WRV210 Wireless G VPN Router – Range Booster
ESTIMATED COST: $4,975
FUNDING SOURCE: Elections Escrow Account
EXPENDITURE SOURCE: 532.8630.94036.0000 (Escrow Account, Elections Department, Property less than $5,000, FY2010)
PROPOSED ACTION: The Elections Department is requesting authorization to purchase the above listed items. Recommended by the Office of Budget and Evaluation.

(9) DEPARTMENT: Elections Department
ITEMS: Early Voting Warehouse Support / IT Services
Early Voting Reports
ESTIMATED COST: $825
FUNDING SOURCE: Other Professional Fees
The Elections Department is requesting authorization to purchase the above listed service support for the previous November election and early voting in March. Recommended by the Office of Budget and Evaluation.

**Elections Department**

**50 - Use of Air Cards for March 2, 2010 Democratic and Republican Primary Election**

- Item: Federal Universal Service assessment & Federal TRS Charge
- Estimated Cost: $1,784
- Funding Source: Elections Escrow Account
- Expenditure Source: 532.7213.94036.0000 (Escrow Account, Elections Department, Property less than $5,000, FY2010)

**Proposed Action:** The Elections Department is requesting authorization to purchase the above listed items for communication for the March primaries. Recommended by the Office of Budget and Evaluation.

**Health & Human Services - PHER-Focus Area 2**

- Item: Flammable Refrigerator 30 Cu FT
- Estimated Cost: $4,304
- Funding Source: Within Budget
- Expenditure Source: 466.0000.08416.2010 (Grant Fund, Health & Human Services, Property, less than $5,000, FY2010)

**Proposed Action:** The Health & Human Services Department is requesting authorization to purchase the above listed items for the PHER-Focus Area 2 Grant # 8734, which was court ordered on September 22, 2009, and assigned court order number 2009 - 1735. Recommended by the Office of Budget and Evaluation.
ITEMS:

- 4 - Cabinets w/locks
- 3 - Pop Up Tent
- 1 - Convertible Table Throw
- 6 - Deluxe Dual Tripod Work light

ESTIMATED COST: $3,905

FUNDING SOURCE: Within Budget

EXPENDITURE SOURCE: 466.000.02090.2010 (Grant Fund, Health & Human Services, Property, less than $5,000, FY2010)

PROPOSED ACTION: The Health & Human Services Department is requesting authorization to purchase the above listed items for the PHER Grant # 8733, which was court ordered on September 22, 2009, and assigned court order number 2009 – 1736. Recommended by the Office of Budget and Evaluation.

(13) DEPARTMENT: Health & Human Services – PHER
ITEMS:

- 4 - 3 Shelf Utility Cart
- 7 - Portable Easel Graphite
- 2 - Safeco 14 Compartment Go Cart File
- 5 - Folding Luggage Cart
- 12 - Wheeled Coolers 70qt
- 6 - Wheeled Coolers 40 qt

ESTIMATED COST: $5,088

FUNDING SOURCE: Within Budget

EXPENDITURE SOURCE: 466.000.02160.2010 (Grant Fund, Health & Human Services, Office Supplies, FY2010)

PROPOSED ACTION: The Health & Human Services Department is requesting authorization to purchase the above listed items for the PHER Grant # 8733, which was court ordered on September 22, 2009, and assigned court order number 2009 – 1736. Recommended by the Office of Budget and Evaluation.

(14) DEPARTMENT: 1027 Auto Service Center
ITEMS:

- 4 – Equipment and installation for new Crown Vics ($2,150 ea)
- 2 – Equipment and installation for new F150s ($3,800 ea)

ESTIMATED COST: $11,900

FUNDING SOURCE: Grant Fund
<table>
<thead>
<tr>
<th>EXPENDITURE SOURCE:</th>
<th>466.0.2009.0.2005.0 (Grant Fund, Clean Vehicle Fleet Grant, FY2009)</th>
</tr>
</thead>
<tbody>
<tr>
<td>PROPOSED ACTION:</td>
<td>ASC requests authorization to purchase equipment and provide installation for the vehicles purchased under the Clean Vehicle Fleet grant. Recommended by the Office of Budget and Evaluation.</td>
</tr>
</tbody>
</table>

(15) DEPARTMENT: 3210 Constable Precinct 1, Evans  
ITEMS: 1 - Mobile vision equipment repair  
ESTIMATED COST: $465  
FUNDING SOURCE: Within Budget  
EXPENDITURE SOURCE: 120.3210.2640.0000 (General Fund, Constable Precinct 1, Maintenance, FY2010)  
PROPOSED ACTION: Constable Precinct 1 requests authorization to have a mobile vision unit repaired. Recommended by the Office of Budget and Evaluation.

(16) DEPARTMENT: 3230 Constable Precinct 3, Adamcik  
ITEMS: 1 - Lidar repair  
ESTIMATED COST: $181  
FUNDING SOURCE: Within Budget  
EXPENDITURE SOURCE: 120.3230.2640.0000 (General Fund, Constable Precinct 1, Maintenance, FY2010)  
PROPOSED ACTION: Constable Precinct 3 requests authorization to have a Lidar unit repaired. Recommended by the Office of Budget and Evaluation.

(17) DEPARTMENT: 4020 District Clerk  
ITEMS: 1 - Laser printer  
ESTIMATED COST: $206  
FUNDING SOURCE: Escrow Fund  
EXPENDITURE SOURCE: 532.0.2090.0.0.94060.0.0 (Records Management Fund, District Clerk, Equipment Less Than $5,000, FY2010)  
PROPOSED ACTION: The District Clerk requests authorization to purchase a printer for use in the media area of the office. Recommended by the Office of Budget and Evaluation.

(18) DEPARTMENT: 5600 Auto Theft Task Force
ITEMS:  
5 – Mobile data computers ($4,050 ea)  
5 – 3 year warranty ($250 ea)  
8 – CD/DVD drives ($250 ea)  
5 – 2GB memory ($125 ea)  
5 – Mobile vision software license ($400 ea)  
5 – Mobile law vehicle workstation software ($1,415 ea)  
1 – Remote software license ($150)  

ESTIMATED COST: $33,350  
FUNDING SOURCE: Grant Fund  
EXPENDITURE SOURCE:  
466.0.8418.2010.0.0.5600.0 (Grant Fund, NTATTF, General Equipment, FY2010)  
466.0.8640.2010.0.0.5600.0 (Grant Fund, NTATTF, Computer Software, FY2010)  
466.0.2095.2010.0.0.5600.0 (Grant Fund, NTATTF, Computer Software, FY2010)  
466.0.2093.2010.0.0.5600.0 (Grant Fund, NTATTF, Computer Hardware, FY2010)  

PROPOSED ACTION: Auto Theft Task Force requests authorization to purchase computers to be used in the field. Recommended by the Office of Budget and Evaluation.

(19) DEPARTMENT: 5600  
ITEMS:  
2 – Vehicles ($19,300 ea)  

ESTIMATED COST: $38,600  
FUNDING SOURCE: Grant Fund  
EXPENDITURE SOURCE:  
466.0.8620.2010.0.0.5600.0 (Grant Fund, NTATTF, Vehicles, FY2010)  

PROPOSED ACTION: Auto Theft Task Force requests authorization to purchase vehicles to be used for daily activities. Recommended by the Office of Budget and Evaluation.

(20) DEPARTMENT: 5600  
ITEMS:  
6 – Vehicle alarms ($245 ea)  
1 – All in one printer ($325)  
5 – Binoculars ($360 ea)  
12 – GPS navigation systems ($135 ea)  

ESTIMATED COST: $4,495  
FUNDING SOURCE: Grant Fund  
EXPENDITURE SOURCE:  
466.0.2090.2010.0.0.5600.0 (Grant Fund, NTATTF, Property Less Than $5,000, FY2010)
<table>
<thead>
<tr>
<th>DEPARTMENT</th>
<th>ITEMS</th>
<th>ESTIMATED COST</th>
<th>FUNDING SOURCE</th>
<th>EXPENDITURE SOURCE</th>
<th>PROPOSED ACTION</th>
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<tbody>
<tr>
<td>5600</td>
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<td>Auto Theft Task Force requests authorization to equipment to be used in fraud and surveillance operations. Recommended by the Office of Budget and Evaluation.</td>
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<td></td>
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<td>$11,082</td>
<td>Grant Fund</td>
<td>466.0.8418.2010.0.0.5600.0 (Grant Fund, NTATTF, General Equipment, FY2010)</td>
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<tr>
<td>(22)</td>
<td>Sheriff - Courtesy Patrol</td>
<td>10 - Bar, pinch point ($59.93 ea)</td>
<td>$5,830</td>
<td>Grant Fund</td>
<td>Courtesy Patrol requests authorization to purchase items to be used in the field. Recommended by the Office of Budget and Evaluation.</td>
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<td>Auto Theft Task Force requests authorization to purchase cameras to be used for surveillance. Recommended by the Office of Budget and Evaluation.</td>
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<td>$10,000</td>
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<td>$1,082</td>
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<td>3145</td>
<td>Sheriff - George Allen</td>
<td>300 - Mattresses ($31 ea)</td>
<td>$9,300</td>
<td>Unallocated Reserves</td>
<td>Sheriff George Allen requests authorization to purchase mattresses. Recommended by the Office of Budget and Evaluation.</td>
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<td>3151 Sheriff – Commissary</td>
<td>3 – Privacy antiglare filters ($138 ea.)</td>
<td>$589</td>
<td>Escrow Fund</td>
<td>532.3151.2090.0.91046.0.0 (Commissary Fund, Inmate Programs, Equipment Less Than $5,000, FY2010)</td>
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<td></td>
<td>1 – Privacy antiglare filter ($175)</td>
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<td>3130 Sheriff – Warrants</td>
<td>Paintball guns and accessories</td>
<td>$7,603</td>
<td>Federal Forfeiture</td>
<td>532.0.2090.0.91002.0.0 (Federal Forfeiture, Sheriff Warrants, Equipment Less Than $5,000, FY2010)</td>
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<td>DEPARTMENT:</td>
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<td>ESTIMATED COST:</td>
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<td>EXPENDITURE SOURCE:</td>
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<td>3132 Sheriff – Civil</td>
<td>2 – HP Officejet mobile printers ($200 ea)</td>
<td>$400</td>
<td>Federal Forfeiture</td>
<td>532.0.2090.0.91002.0.0 (Federal Forfeiture, Sheriff Civil, Equipment Less Than $5,000, FY2010)</td>
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<tr>
<td>Sheriff – SRT</td>
<td>1 – Digital camcorder and accessories</td>
<td>$372</td>
<td>Federal Forfeiture</td>
<td>532.0.2090.0.91002.0.0 (Federal Forfeiture, Sheriff, Equipment Less Than $5,000, FY2010)</td>
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</tbody>
</table>

Sheriff Commissary requests authorization to purchase privacy filters required for Omnixx computers. Recommended by the Office of Budget and Evaluation.

Sheriff Warrants requests authorization to purchase paintball guns and accessories for training purposes. Recommended by the Office of Budget and Evaluation.

Sheriff Civil requests authorization to purchase mobile printers. Recommended by the Office of Budget and Evaluation.
<table>
<thead>
<tr>
<th>PROPOSED ACTION</th>
<th>Sheriff SRT requests authorization to purchase a digital camcorder. Recommended by the Office of Budget and Evaluation.</th>
</tr>
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<tbody>
<tr>
<td>(28) DEPARTMENT:</td>
<td>Sheriff - Quality Assurance</td>
</tr>
<tr>
<td>ITEMS:</td>
<td>1 - Digital camera and accessories</td>
</tr>
<tr>
<td>ESTIMATED COST:</td>
<td>$250</td>
</tr>
<tr>
<td>FUNDING SOURCE:</td>
<td>Federal Forfeiture</td>
</tr>
<tr>
<td>EXPENDITURE SOURCE:</td>
<td>532.0.2090.0.0.91002.0.0 (Federal Forfeiture, Sheriff, Equipment Less Than $5,000, FY2010)</td>
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<tr>
<td>PROPOSED ACTION:</td>
<td>Sheriff QA requests authorization to purchase a digital camera. Recommended by the Office of Budget and Evaluation.</td>
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<td>(29) DEPARTMENT:</td>
<td>Sheriff - Traffic</td>
</tr>
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<td>ITEMS:</td>
<td>1 - Gun safe ($700)</td>
</tr>
<tr>
<td>1 - Behavior shaping device ($580)</td>
<td></td>
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<tr>
<td>4 - HP Officejet mobile printers ($250 ea)</td>
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<tr>
<td>ESTIMATED COST:</td>
<td>$2,280</td>
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<tr>
<td>FUNDING SOURCE:</td>
<td>Federal Forfeiture</td>
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<tr>
<td>EXPENDITURE SOURCE:</td>
<td>532.0.2090.0.0.91002.0.0 (Federal Forfeiture, Sheriff, Equipment Less Than $5,000, FY2010)</td>
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<td>PROPOSED ACTION:</td>
<td>Sheriff Traffic requests authorization to purchase items for the Interdiction/K9 team. Recommended by the Office of Budget and Evaluation.</td>
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<td>(30) DEPARTMENT:</td>
<td>Sheriff - DFW Fast</td>
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<td>ITEMS:</td>
<td>1 - ATG laptop</td>
</tr>
<tr>
<td>ESTIMATED COST:</td>
<td>$2,900</td>
</tr>
<tr>
<td>FUNDING SOURCE:</td>
<td>Grant Fund</td>
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<tr>
<td>EXPENDITURE SOURCE:</td>
<td>466.0.2093.2010.0.0.5112.0 (Grant Fund, Sheriff - DFW Fast, Computer Hardware Less Than $5,000, FY2010)</td>
</tr>
<tr>
<td>PROPOSED ACTION:</td>
<td>Sheriff DFW Fast requests authorization to purchase a laptop. Recommended by the Office of Budget and Evaluation.</td>
</tr>
<tr>
<td>(31) DEPARTMENT:</td>
<td>Sheriff - Physical Evidence</td>
</tr>
<tr>
<td>ITEMS:</td>
<td>1 - Kraft paper roll</td>
</tr>
<tr>
<td>ESTIMATED COST:</td>
<td>$60</td>
</tr>
<tr>
<td>FUNDING SOURCE:</td>
<td>Within Budget</td>
</tr>
</tbody>
</table>

04/20/10
EXPENDITURE SOURCE: 120.3135.2520.0000 (General Fund, Sheriff PES, Crime Scene Supplies, FY2010)
PROPOSED ACTION: Sheriff PES requests authorization to purchase a roll of kraft paper for use at crime scenes. Recommended by the Office of Budget and Evaluation.

DEPARTMENT: 3340 Office of Security and Emergency Management
ITEMS: I - Fax Machine
ESTIMATED COST: $920
FUNDING SOURCE: Records Management Fund
EXPENDITURE SOURCE: 120.1024.2090.0000 (General Fund, Records Management, Property less than $5,000, FY2010)
PROPOSED ACTION: OSEM requests approval to replace a fax machine. The current fax machine is broken and parts are too costly to replace. The fax machine could not keep up with the demands of the office. Recommended by the Communications and Central Services Department.

**TELECOMMUNICATIONS**

*Criminal District Court #3* – requests:
M-1004015 – to issue a multi-line speaker phone with display for Judge to screen incoming calls. Equipment $76.00; Installation $0.00; Recurring Cost $0.00 - Recommended

M-1004029 – to issue a multi-line speaker phone with display. Equipment $76.00; Installation $0.00; Recurring Cost $0.00 - Recommended DDA Fund: 00120.4403.2230.0000

*Communications & Central Services* - M-1003045 - requests installation of a 25 pair cable. Equipment $0.00; Installation $1,184.00; Recurring Cost $0.00 - Recommended

*Constable Precinct 2* - D-1003013 - requests installation of a data line. Equipment $0.00; Installation $146.48; Recurring Cost $0.00 - Recommended

*Domestic Relations Office - Child Support* - M-1004028 – requests to issue 2 - H41 headsets and 2 - H251 headsets for new employees. Equipment $182.00; Installation $0.00; Recurring Cost $0.00 - Recommended

04/20/10
Facilities - M-1003027 - requests installation of a voice line. Equipment $0.00; Installation $124.24; Recurring Cost $0.00 - **Recommended**

Health & Human Services – requests:
M-1003012 - installation of a voice line for a fax machine. Equipment $0.00; Installation $72.06; Recurring Cost $0.00 - **Recommended**  
**Grant fund: 00466.08733**

D-1003003 - installation of a data line. Equipment $0.00; Installation $91.31; Recurring Cost $0.00 - **Recommended**  
**Grant fund: 00466.08733**

D-1003019 - installation of a data line. Equipment $0.00; Installation $258.59; Recurring Cost $0.00 - **Recommended**  
**Grant fund: 0466.8301**

M-1003035 - installation of a voice line with a multi-line phone. Equipment $76.00; Installation $136.94; Recurring Cost $0.00 - **Recommended**  
**Grant fund: 0466.8301**

D-1003018 - installation of a data line. Equipment $0.00; Installation $160.86; Recurring Cost $0.00 - **Recommended**  
**Grant fund: 0466.8301**

Health & Human Services – Immunizations – requests:
M-1004005 - AT&T to install new service at 3312 N. Buckner Blvd, Ste 200, Dallas, Texas 75228. One-time installation is $97.90, monthly charge is $20.65 per line for 3 years, plus surcharges and fees. Equipment $0.00; Installation $97.90; Recurring Cost $20.65 - **Recommended**  
**Grant fund: 00466.08710**

M-1004006 - AT&T to install new service at 3312 N. Buckner Blvd, Ste 200, Dallas, Texas 75228. One-time installation is $97.90, monthly charge is $20.65 per line for 3 years, plus surcharges and fees. Equipment $0.00; Installation $97.90; Recurring Cost $20.65 - **Recommended**  
**Grant fund: 00466.08710**

Human Resources - D-1003002 - requests installation of a data line. Equipment $0.00; Installation $251.57; Recurring Cost $0.00 - **Recommended**

Sheriff – requests:
D-1003016 - installation of a data line in Decker Jail. Equipment $0.00; Installation $77.16; Recurring Cost $0.00 - **Recommended**

D-1003017 - installation of a data line in Decker Jail. Equipment $0.00; Installation $77.16; Recurring Cost $0.00 - **Recommended**

Tax Office - M-1003036 - requests installation of a voice line with a multi-line phone. Equipment $76.00; Installation $61.66; Recurring Cost $0.00 - **Recommended**

04/20/10
Veteran Services – requests:
D-1003007 - installation of a data line. Equipment $0.00; Installation $113.94; Recurring Cost $0.00 - Recommended

D-1003008 - installation of a data line. Equipment $0.00; Installation $113.94; Recurring Cost $0.00 - Recommended

- Funding for the above requests are available from countywide department 1023, line item 7210 telecom equipment and department 1023, line item 6250 cable contract, if otherwise it will be stated in brief.
- Projects are funded by requesting department, if otherwise it will be stated in brief.
- Cell Phone funding is provided by the requesting department and is stated.
- Pagers are funded from department 1023, line item 7214.