AGENDA

CITY OF HOUSTON ▪ CITY COUNCIL
September 16 & 17, 2014

MAYOR
ANNISE D. PARKER

CONTROLLER
RONALD C. GREEN

DISTRICT COUNCIL MEMBERS

Brenda Stardig
District A

Richard Nguyen
District F

Jerry Davis
District B

Oliver Pennington
District G

Ellen R. Cohen
District C

Edward Gonzalez
District H

Dwight A. Boykins
District D

Robert Gallegos
District I

Dave Martin
District E

Mike Laster
District J

Larry V. Green
District K

AT-LARGE COUNCIL MEMBERS

Stephen C. Costello
Position 1

Michael Kubosh
Position 3

David W. Robinson
Position 2

C.O. "Brad" Bradford
Position 4

Jack Christie D.C.
Position 5

Marta Crinejo
Director - City Council Agenda

Anna Russell
City Secretary

I n accordance with the Texas Open Meetings Act the agenda is posted for public information, at all times, for at least 72 hours preceding the scheduled time of the meeting on the bulletin board located on the exterior wall of the City Hall building at 901 Bagby.

Copies of the agenda are available at no charge in the Office of the City Secretary in the City Hall Annex, Public Level. To receive the agenda by mail send check or money order for $52.00 for a one year subscription, made payable to the City of Houston to the attention of the City Secretary, P.O. Box 1562, Houston, Texas 77251. The agenda may also be accessed via the internet at http://www.houstontx.gov.

To reserve time to appear before Council call 832-393-1100 or come to the Office of the City Secretary, City Hall Annex, Public Level at least 30 minutes prior to the scheduled public session shown on the agenda.

NOTE: If a translator is required, please advise when reserving time to speak

AGENDA - COUNCIL MEETING Tuesday, September 16, 2014 - 1:30 PM
CITY HALL CHAMBER

INVOCATION AND PLEDGE OF ALLEGIANCE - Council Member Gonzalez

1:30 PM - ROLL CALL

ADOPT MINUTES OF PREVIOUS MEETING

PUBLIC SPEAKERS - Pursuant to City Council Rule 8, City Council will hear from members of the public; the names and subject matters of persons who had requested to speak at the time of posting this Agenda are attached; the names and subject matters of persons who subsequently request to speak may be obtained in the City Secretary's Office.

NOTE: If a translator is required, please advise when reserving time to speak

Speakers List 091614

RECESS

RECONVENE

WEDNESDAY - SEPTEMBER 17, 2014 - 9:00 A. M.

DESCRIPTIONS OR CAPTIONS OF AGENDA ITEMS WILL BE READ BY THE CITY SECRETARY PRIOR TO COMMENCEMENT

MAYOR'S REPORT

CONSENT AGENDA NUMBERS 1 through 32

ACCEPT WORK

1. RECOMMENDATION from Director of General Services Department for approval of final contract amount of $2,077,340.00 and acceptance of work on contract with **CARRERA CONSTRUCTION, INC** for Sam Houston Park - 4.79% over the original contract amount and under 5% contingency - **DISTRICT I - GALLEGOS**

PROPERTY

2. RECOMMENDATION from Director Department of Public Works & Engineering, reviewed and approved by the Joint Referral Committee, on request from Deborah D. Mason, Wine Engineers, on behalf of Rodeo Square Apartments, LP, (Barry Nussbaum, General Partner), for abandonment and sale of: 1) Rodeo Square Drive, from Dairy Ashford Road west to its terminus; 2) Rodeo Square Court, from Rodeo Square Drive north to its terminus; and 3) West Branch Drive, from ±140 feet north of Bellaire Boulevard north to its terminus, in exchange for conveyance of a full width utility easement over the area, all located with the Rodeo Square Plat, out of the H. T. and B. Railroad Company Survey, Parcels SY14-098A, SY14-098B, SY14-098C, VY15-002A, VY15-002B and VY15-002C - **DISTRICT F - NGUYEN**

3. RECOMMENDATION from Director Department of Public Works & Engineering, reviewed and approved by the Joint Referral Committee, on request from Robert Perry, Harris County Public Infrastructure Department, on behalf of The Housing Corporation (Linda Holder, Executive Supervisor) and Cullen Gulf Freeway, LLC, (Elizabeth Jacob, Vice President), for abandonment and sale of: 1) Tharp Avenue, from the east right-of-way line of Hussion Street east ±250 feet, located within the Meadowlawn Addition, out of the Luke Moore Survey; 2) Winchester Avenue, from the east right-of-way line of Hussion Street east ±100 feet, located in the Anderson Addition; and 3) Witcher Avenue, from the east right-of-way line of Hussion Street east ±100 feet, located in the Anderson Addition, Parcels SY15-009A, SY15-009B, SY15-009C, SY15-019A, SY15-019B and SY15-019C - **DISTRICT I - GALLEGOS**

4. RECOMMENDATION from Director Department of Public Works & Engineering, on request from Mary Lou Henry of Vernon G. Henry & Associates, on behalf of Contempo Builders, (David Bohorquez, President) and Aubrey and Claudia Davis, disclaiming, releasing and relinquishing the City's right, title, interest, claim and demand in and to the area known as Neiman Road, from the west right-of-way line of Rosslyn Road west ±500 feet to its terminus, along Tracts 22, 48, 49, 55A, 55C, 24 and 25, out of the Samuel McLelland Survey, A-544, Parcel SY15-007 - **DISTRICT B - DAVIS**

PURCHASING AND TABULATION OF BIDS

5. **FOUND ANIMALS FOUNDATION, INC (BID #2)** for Pet Microchip Supplies for the Administration & Regulatory Affairs Department - 3 Years with two one-year options to extend - $313,500.00 - BARC Special Revenue Fund
6. **TEXAS COMMISSION ON FIRE PROTECTION** for payment for Initial and Annual Re-certification fees for Firefighters for Fire Department - $404,855.00 - General Fund
7. **STARSOFT SOLUTIONS, INC** for Professional Services for the Accounts Receivable Data Mart and Enterprise Data Warehouse projects for the Houston Information Technology Services
8. **CRAFCO TEXAS, INC** for Portable Asphalt Crack Sealer Machine through the Interlocal Agreement for Cooperative Purchasing with the Houston Galveston Area Council for the Public Works & Engineering Department - $57,606.83 - Enterprise Fund
9. ORDINANCE appropriating $5,011,250.00 out of Reimbursement of Equipment/Projects Fund for Purchase of Automated Recycling Containers for the Solid Waste Management Department
10. **TOTER, LLC** for Automated Recycling Carts through the Interlocal Agreement for Cooperative Purchasing with the City of Tucson, Arizona for Solid Waste Management Department
    This item should only be considered after passage of Item 9 above

ORDINANCES

11. ORDINANCE adopting the 2014 National Electrical Code and amendments thereto, as the City of Houston Electrical Code, and containing other provisions; containing findings; providing an effective date; providing for severability
12. ORDINANCE adopting the third amended and restated Administrative Guidelines for the City's Homebuyer Assistance Program
13. ORDINANCE approving and authorizing the acceptance of grant awards from the **UNITED STATES DEPARTMENT OF HEALTH AND HUMAN SERVICES** for grant assistance from the Centers for Disease Control and Prevention for the Striving To Reduce Youth Violence Everywhere Program ("STRYVE") in Greater Houston; declaring the City's eligibility for such grant; authorizing the Director of the Houston Department of Health and Human Services or his designee to act as the City's representative in the application process, with the authority to approve, accept the grant and expend the grant funds, as awarded, and to apply for and accept all subsequent grant awards, pertaining to the STRYVE Program - $1,125,000.00
14. ORDINANCE relating to the Fiscal Affairs of the **MEMORIAL-HEIGHTS REDEVELOPMENT AUTHORITY on behalf of REINVESTMENT ZONE NUMBER FIVE, CITY OF HOUSTON, TEXAS (MEMORIAL HEIGHTS ZONE)**; approving the Fiscal Year 2015 Operating Budget for the Authority and the Fiscal Years 2015-2019 Capital Improvement Projects Budget for the Zone - **DISTRICTS C - COHEN; G - PENNINGTON and H - GONZALEZ**
15. ORDINANCE relating to the Fiscal Affairs of **HARRISBURG REDEVELOPMENT AUTHORITY ON BEHALF OF REINVESTMENT ZONE NUMBER TWENTY-THREE, CITY OF HOUSTON, TEXAS (HARRISBURG ZONE)**; approving the Fiscal Year 2015 Operating Budget for the Harrisburg Redevelopment Authority - **DISTRICTS B - DAVIS; H - GONZALEZ and I - GALLEGOS**
16. ORDINANCE relating to the Fiscal Affairs of the **EAST DOWNTOWN REDEVELOPMENT AUTHORITY ON BEHALF OF REINVESTMENT ZONE NUMBER FIFTEEN, CITY OF HOUSTON, TEXAS (EAST DOWNTOWN ZONE)**; approving the Fiscal Year 2015 Operating Budget for the Authority and the Fiscal Year 2015-2019 Capital Improvement Projects Budget for the Zone - **DISTRICTS H - GONZALEZ and I - GALLEGOS**
17. ORDINANCE relating to the Fiscal Affairs of the **OLD SIXTH WARD REDEVELOPMENT AUTHORITY ON BEHALF OF REINVESTMENT ZONE NUMBER THIRTEEN, CITY OF HOUSTON, TEXAS (OLD SIXTH WARD ZONE)**; approving the Fiscal Year 2015 Operating Budget for the Authority and the Fiscal Years 2015-2019 Capital Improvement Projects Budget for the Zone - **DISTRICT H - GONZALEZ**
18. ORDINANCE appropriating $1,150,713.03 out of Equipment Acquisition Consolidated Fund for purchase of Capital Equipment for the Houston Fire Department
19. ORDINANCE approving and authorizing an agreement between the City of Houston and **FROST INSURANCE AGENCY, INC d/b/a FROST HR CONSULTING** for Human Resources Consulting Services; providing a maximum contract amount - 3 Years with two one-year options
20. ORDINANCE approving and authorizing an agreement between the City of Houston and **GALLAGHER BENEFIT SERVICES, INC** for Human Resources Consulting Services; providing a maximum contract amount - 3 Years with two one-year options

21. ORDINANCE approving and authorizing an agreement between the City of Houston and **THE SEGAL COMPANY (WESTERN STATES), INC, known as SEGAL WATERS CONSULTING** for Human Resources Consulting Services; providing a maximum contract amount - 3 Years with two one-year options

22. ORDINANCE awarding contract to **THR ENTERPRISES, INC** for Street Sweeping Services for the Public Works & Engineering Department providing a maximum contract amount - 3 Years with two one-year options - $4,294,190.60 - Storm Water Fund

23. ORDINANCE consenting to the addition of 7.3677 acres of land to **ENCANTO REAL UTILITY DISTRICT**, for inclusion in its district

24. ORDINANCE consenting to the addition of 8.3416 acres of land to **HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 5 OF HARRIS COUNTY TEXAS**, for inclusion in its district

25. ORDINANCE consenting to the addition of 83.17 acres of land to **HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 153**, for inclusion in its district

26. ORDINANCE consenting to the addition of 156.15 acres of land to **HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 495**, for inclusion in its district

27. ORDINANCE consenting to the addition of 4.910 acres of land to **NORTH BELT UTILITY DISTRICT**, for inclusion in its district

28. ORDINANCE consenting to the addition of 114.0426 acres of land to **NORTHWEST HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 5**, for inclusion in its district

29. ORDINANCE approving and authorizing first amendment to contract between the City of Houston and **HOUMA ARMATURE WORKS HOUSTON, LLC**, for Large Submersible Pump Repair Services for Public Works & Engineering Department

30. ORDINANCE appropriating $232,000.00 out of Street & Traffic Control and Storm Drainage DDSRF as an additional appropriation to the Professional Engineering Services Contract between the City of Houston and **R.G. MILLER ENGINEERS, INC** for Local Drainage Projects Negotiated Work Orders (Approved by Ordinance No. 2013-0032); providing funding for CIP Cost Recovery relating to construction of facilities financed by the Street & Traffic Control and Storm Drainage DDSRF

31. ORDINANCE awarding contract to **CES UTILITIES, INC (Formerly COMPLETE ELECTRICAL SERVICES OF TEXAS, INC)** for Waterline Wrap Repairs; setting a deadline for the bidder's execution of the contract and delivery of all bonds, insurance, and other required contract documents to the City; holding the bidder in default if it fails to meet the deadlines; providing funding for engineering and testing services and contingencies relating to construction of facilities financed by the Water & Sewer System Operating Fund - $1,644,401.25 - Enterprise Fund

32. ORDINANCE appropriating $9,215,300.00 out of Water & Sewer System Consolidated Construction Fund; awarding contract to **S. J. LOUIS CONSTRUCTION OF TEXAS, LTD.** for proposed 66-inch water line along Moers Road from proposed Moers right of way to Almeda-Genoa Road; setting a deadline for the bidder's execution of the contract and delivery of all bonds, insurance, and other required contract documents to the City; holding the bidder in default if it fails to meet the deadlines; providing funding for engineering, testing, CIP Cost Recovery, construction management and contingencies relating to construction of facilities financed by Water & Sewer System Consolidated Construction Fund - **DISTRICT D - BOYKINS**

END OF CONSENT AGENDA

CONSIDERATION OF MATTERS REMOVED FROM CONSENT AGENDA

MATTERS TO BE PRESENTED BY COUNCIL MEMBERS - Council Member Davis first

ALL ORDINANCES ARE TO BE CONSIDERED ON AN EMERGENCY BASIS AND TO BE PASSED ON ONE READING UNLESS OTHERWISE NOTED, ARTICLE VII, SECTION 7, CITY CHARTER

NOTE - WHENEVER ANY AGENDA ITEM, WHETHER OR NOT ON THE CONSENT AGENDA, IS NOT READY FOR COUNCIL ACTION AT THE TIME IT IS REACHED ON THE AGENDA, THAT ITEM SHALL BE PLACED AT THE END OF THE AGENDA FOR ACTION BY COUNCIL WHEN ALL OTHER AGENDA ITEMS HAVE BEEN CONSIDERED.

CITY COUNCIL RESERVES THE RIGHT TO TAKE UP AGENDA ITEMS OUT OF THE ORDER IN WHICH THEY ARE POSITIONED IN THIS AGENDA. ALSO, AN ITEM THAT HAS BEEN TAGGED UNDER CITY COUNCIL RULE (HOUSTON CITY CODE 2-2) OR DELAYED TO ANOTHER DAY MAY BE NEVERTHELESS CONSIDERED LATER AT THE SAME CITY

COUNCIL MEETING.

CITY OF HOUSTON - CITY COUNCIL
Meeting Date: 9/16/2014
District I

Item Creation Date: 9/9/2014

25PARK219-Sam Houston Park-F-000520-0001-4-Carrera Construction, Inc.

Agenda Item#: 1.

Summary:
RECOMMENDATION from Director of General Services Department for approval of final contract amount of $2,077,340.00 and acceptance of work on contract with **CARRERA CONSTRUCTION, INC** for Sam Houston Park - 4.79% over the original contract amount and under 5% contingency - **DISTRICT I - GALLEGOS**

Background:
SPECIFIC EXPLANATION: The General Services Department recommends that City Council approve the final contract amount of $2,077,340.00 or 4.79% over the original contract amount, accept the work and authorize final payment to Carrera Construction, Inc. for construction services in connection with the Sam Houston Park for the Houston Parks and Recreation Department.

PROJECT LOCATION: 1000 Bagby (493L)

PROJECT DESCRIPTION: The project implemented a portion of the Sam Houston Park Master Plan developed by the Houston Heritage Society. The scope of work included the following improvements: demolished existing sidewalks and old parking lots; removed selected trees; graded the site; installed new concrete walks, granite plaza, brick plaza and grass pavers; reconstructed the parking lots; installed entry signage; provided landscaping including trees, shrubs, turf, a butterfly garden and a rose garden; installed irrigation; refurbished and relocated the mechanical system for the Neuhaus fountain; relocated the Fourth Ward cottage and band stand; relocated various art pieces; installed new lighting and outlets; upgraded the electrical service and utilities; installed a pre-fabricated restroom building; installed site furnishings, including benches, trash receptacles, swings, and installed fencing in various locations. Clark Condon Associates was the design consultant and the General Services Department was construction manager for this project.

CONTRACT COMPLETION AND COST: The contractor completed the project within 318 days: the original contract time of 180 days, plus 138 days approved by Change Orders. The final cost of the project including Change Orders is $2,077,340.00, an increase of $94,983.00 over the original contract amount.

PREVIOUS CHANGE ORDERS: Change Orders 1-7 added additional electrical concrete duct banks; removed an abandoned building footing underneath the proposed parking lot; added framing to the underside of the Fourth Ward Cottage for additional support; removed unforeseen thick concrete under the existing asphalt parking lot; installed a wooden timbers enclosure around the swings; reconfigured the plaza around the band stand, including additional drainage, ramps, and pavers; replaced a white picket fence at Yates House; added a booster pump to new restroom building; pruned existing trees; repaired existing telephone lines and installed 280 linear of conduit for new telephone lines; sodded the upper lawn area; and added non-compensable days to the contract due to inclement weather.

CONSTRUCTION GOALS: The contract contained a 5% MBE goal and a 5% SBE goal. According to the Office of Business Opportunity, the contractor achieved 5.41% MBE participation and 5.28% SBE participation and was assigned a satisfactory rating.

Prior Council Action:
Ordinance No. 2012-1120; Dated December 19, 2012

Amount of Funding:
Previous Funding:
$ 1,237,507.00 Parks Consolidated Construction Fund (4502)
$ 895,500.00 State – Grant Funded (5010) - Texas Parks and Wildlife Department
$2,133,007.00 Total Funding

Source of Funding:
Grant Fund, Other (Specify)

Parks Consolidated Construction Fund (4502)

Contact Information:

Jacquelyn L. Nisby Phone: 832-393-8023

ATTACHMENTS:

Description	Type
Request for Council Action (RCA)	Signed Cover sheet
Sam Houston Maps	Backup Material
OBO Clearance Letter	Backup Material
Sam Houston Award RCA	Backup Material
Sam Houston Award Ordinance	Backup Material
Carrera Delinquent Tax Report	Backup Material
Certificate of Final Completion	Backup Material
Sam Houston Change Order 1	Backup Material
Sam Houston Change Order 2	Backup Material
Sam Houston Change Order 3	Backup Material
Sam Houston Change Order 4	Backup Material
Sam Houston Change Order 5	Backup Material
Sam Houston Change Order 6	Backup Material
Sam Houston Change Order 7	Backup Material
Carrera Final Payment Cover	Backup Material
Sam Houston Consent of Surety	Backup Material

TO: Mayor via City Secretary **REQUEST FOR COUNCIL ACTION**

SUBJECT: Accept Work Carrera Construction, Inc. Sam Houston Park WBS No. F-000520-0001-4	**Page** 1 of 2	**Agenda Item**

FROM (Department or other point of origin): General Services Department	**Origination Date**	**Agenda Date**
DIRECTOR'S SIGNATURE: Scott Minnix 3/22/14	**Council District affected:**	
For additional information contact: Jacquelyn L. Nisby **Phone:** 832-393-8023	**Date and identification of prior authorizing Council action:** Ordinance No. 2012-1120; Dated December 19, 2012	

RECOMMENDATION: The General Services Department recommends approval of final contract amount of $2,077,340.00 and acceptance of work on contract with Carrera Construction, Inc. for Sam Houston Park – 4.79% over the original contract amount and under the 5% contingency.

Amount and Source of Funding: No Additional Funding Required **Previous Funding:** $1,237,507.00 Parks Consolidated Construction Fund (4502) $ 895,500.00 State – Grant Funded (5010) - Texas Parks and Wildlife Department **$2,133,007.00 Total Funding**	**Finance Budget:**

SPECIFIC EXPLANATION: The General Services Department recommends that City Council approve the final contract amount of $2,077,340.00 or 4.79% over the original contract amount, accept the work and authorize final payment to Carrera Construction, Inc. for construction services in connection with the Sam Houston Park for the Houston Parks and Recreation Department.

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REQUIRED AUTHORIZATION CUIC #25PARK219

General Services Department:	**Houston Parks and Recreation Department:**
Richard A. Vella Chief of Design and Construction	Joe Turner Director

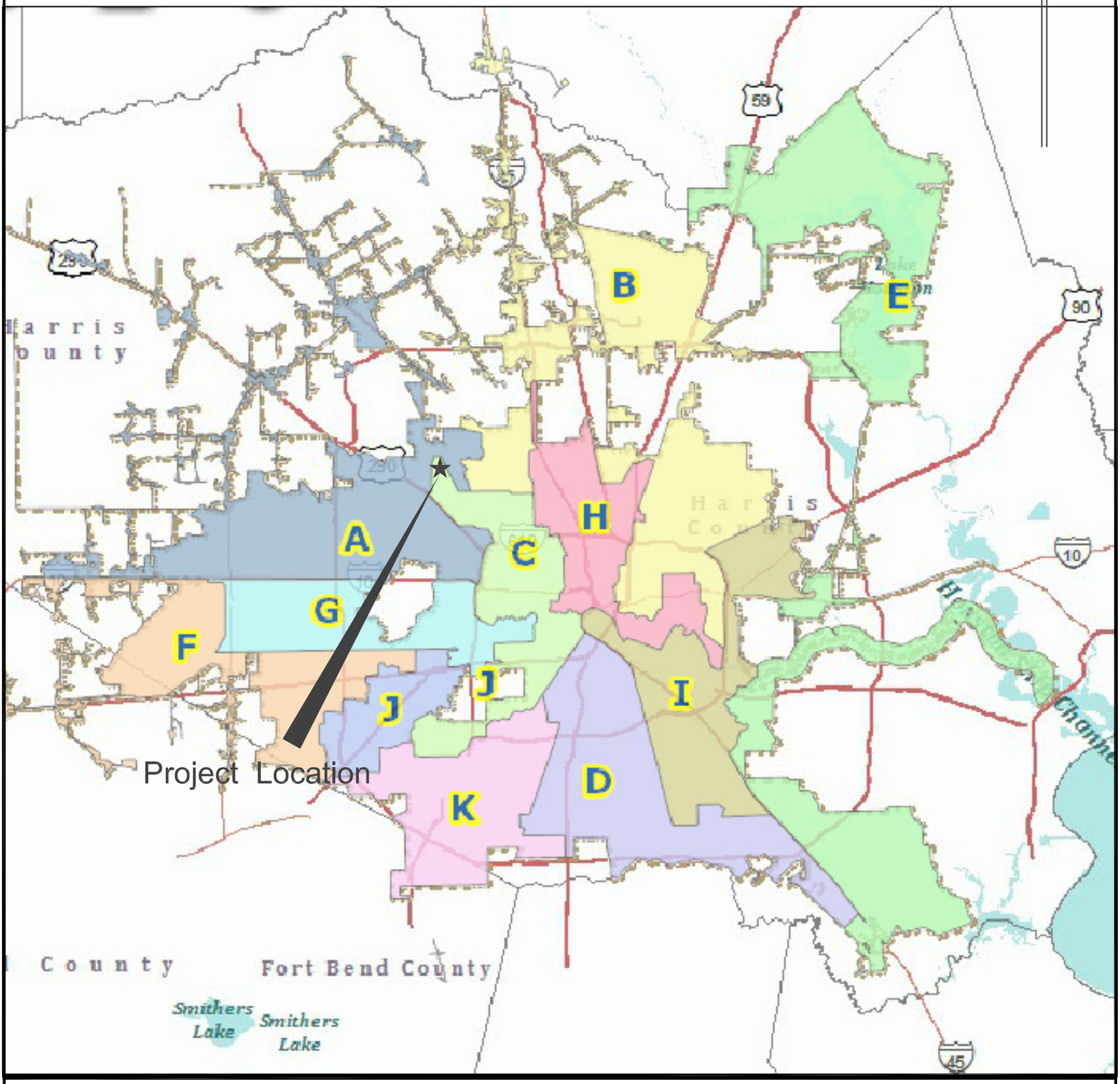
PREVIOUS CHANGE ORDERS: Change Orders 1-7 added additional electrical concrete duct banks; removed an abandoned building footing underneath the proposed parking lot; added framing to the underside of the Fourth Ward Cottage for additional support; removed unforeseen thick concrete under the existing asphalt parking lot; installed a wooden timbers enclosure around the swings; reconfigured the plaza around the band stand, including additional drainage, ramps, and pavers; replaced a white picket fence at Yates House; added a booster pump to new restroom building; pruned existing trees; repaired existing telephone lines and installed 280 linear of conduit for new telephone lines; sodded the upper lawn area; and added non-compensable days to the contract due to inclement weather.

CONSTRUCTION GOALS: The contract contained a 5% MBE goal and a 5% SBE goal. According to the Office of Business Opportunity, the contractor achieved 5.41% MBE participation and 5.28% SBE participation and was assigned a satisfactory rating.

SM:JLN:RAV:LJ:DE:de

c: Marta Crinejo, Mark Ross, Jacquelyn L. Nisby, Carlecia D. Wright, Luci Correa, Calvin Curtis, Morris Scott, Chris Gonzales, Gabriel Mussio, File

CITY OF HOUSTON
HARRIS COUNTY, TEXAS

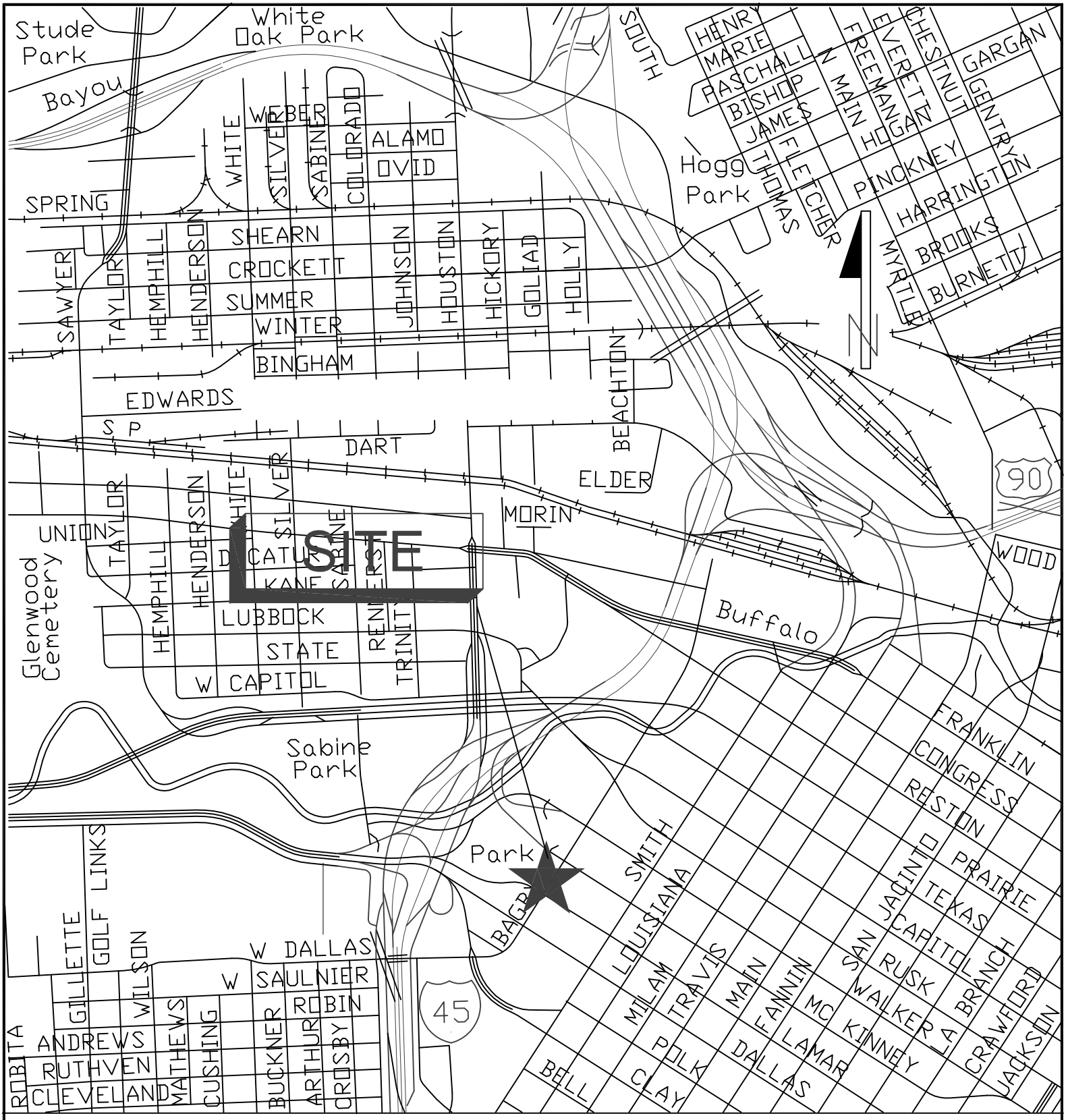


Sam Houston Park

1000 Bagby, Houston, TX 77002

COUNCIL DISTRICT I

KEYMAP No. 493L



Sam Houston Park

1000 Bagby, Houston, TX 77002

COUNCIL DISTRICT I

KEYMAP No. 493L

CITY OF HOUSTON - CITY COUNCIL
Meeting Date: 9/16/2014
District F

Item Creation Date: 9/5/2014

20BAM9473-A&S Rodeo Sq Dr. frm Dairy Ashford Rd (Parcels SY14-098A, B,C, VY15-002A,B,C

Agenda Item#: 2.

Summary:
RECOMMENDATION from Director Department of Public Works & Engineering, reviewed and approved by the Joint Referral Committee, on request from Deborah D. Mason, Wine Engineers, on behalf of Rodeo Square Apartments, LP, (Barry Nussbaum, General Partner), for abandonment and sale of: 1) Rodeo Square Drive, from Dairy Ashford Road west to its terminus; 2) Rodeo Square Court, from Rodeo Square Drive north to its terminus; and 3) West Branch Drive, from ±140 feet north of Bellaire Boulevard north to its terminus, in exchange for conveyance of a full width utility easement over the area, all located with the Rodeo Square Plat, out of the H. T. and B. Railroad Company Survey, Parcels SY14-098A, SY14-098B, SY14-098C, VY15-002A, VY15-002B and VY15-002C - **DISTRICT F - NGUYEN**

Background:
SUBJECT: Request for the abandonment and sale of: 1) Rodeo Square Drive, from Dairy Ashford Road west to its terminus; 2) Rodeo Square Court, from Rodeo Square Drive north to its terminus; and 3) West Branch Drive, from ±140 feet north of Bellaire Boulevard north to its terminus, in exchange for conveyance of a full width utility easement over: 1) Rodeo Square Drive, from Dairy Ashford Road west to its terminus; 2) Rodeo Square Court, from Rodeo Square Drive north to its terminus; and 3) West Branch Drive, from ±140 feet north of Bellaire Boulevard north to its terminus, all located with the Rodeo Square Plat, out of the H.T. and B. Railroad Company Survey. **Parcels SY14-098A, SY14-098B, SY14-098C, VY15-002A, VY15-002B, and VY15-002C**

RECOMMENDATION: (Summary) It is recommended City Council approve a Motion authorizing the abandonment and sale of: 1) Rodeo Square Drive, from Dairy Ashford Road west to its terminus; 2) Rodeo Square Court, from Rodeo Square Drive north to its terminus; and 3) West Branch Drive, from ±140 feet north of Bellaire Boulevard north to its terminus, in exchange for conveyance of a full width utility easement over: 1) Rodeo Square Drive, from Dairy Ashford Road west to its terminus; 2) Rodeo Square Court, from Rodeo Square Drive north to its terminus; and 3) West Branch Drive, from ±140 feet north of Bellaire Boulevard north to its terminus, all located with the Rodeo Square Plat, out of the H.T. and B. Railroad Company Survey. **Parcels SY14-098A, SY14-098B, SY14-098C, VY15-002A, VY15-002B, and VY15-002C**

SPECIFIC EXPLANATION:
Deborah D. Mason, Winc Engineers, 13131 Highwood Road, Houston, Texas, 77079, on behalf of Rodeo Square Apartments, LP, (Barry Nussbaum, General Partner), requested the abandonment and sale of: 1) Rodeo Square Drive, from Dairy Ashford Road west to its terminus; 2) Rodeo Square Court, from Rodeo Square Drive north to its terminus; and 3) West Branch Drive, from ±140 feet north of Bellaire Boulevard north to its terminus, in exchange for conveyance of a full width utility easement over: 1) Rodeo Square Drive, from Dairy Ashford Road west to its terminus; 2) Rodeo Square Court, from Rodeo Square Drive north to its terminus; and 3) West Branch Drive, from ±140 feet north of Bellaire Boulevard north to its terminus, all located with the Rodeo Square Plat, out of the H.T. and B. Railroad Company Survey. The applicant plans to convert the subject streets into private access driveways.

This is Part One of a two-step process in which the applicant will first receive a City Council authorized Motion acknowledging the concept of the subject request. Upon the applicant satisfactorily completing all transaction requirements including those enumerated below, the Department of Public Works and Engineering will forward a subsequent recommendation to City Council requesting passage of an Ordinance effecting the sale. The Joint Referral Committee reviewed and approved this request. Therefore, it is recommended:

1. The City abandon and sell: 1) Rodeo Square Drive, from Dairy Ashford Road west to its terminus; 2)

Rodeo Square Court, from Rodeo Square Drive north to its terminus; and 3) West Branch Drive, from ±140 feet north of Bellaire Boulevard north to its terminus, in exchange for conveyance of a full width utility easement over: 1) Rodeo Square Drive, from Dairy Ashford Road west to its terminus; 2) Rodeo Square Court, from Rodeo Square Drive north to its terminus; and 3) West Branch Drive, from ±140 feet north of Bellaire Boulevard north to its terminus, all located with the Rodeo Square Plat, out of the H.T. and B. Railroad Company Survey;

2. The applicant be required to furnish the Department of Public Works and Engineering with a durable, reproducible (Mylar) survey plat and field notes of the affected property;

3. The applicant be required to: (a) eliminate the public street appearance of Rodeo Square Drive by constructing a gate and/or fence across the abandoned street segment at Dairy Ashford Road. If Rodeo Square Drive is to be an access point into the property, the gate must be installed a minimum of 60 feet west of Dairy Ashford Road to allow room for vehicle staging; (b) construct a gate and/or fence across the abandoned street segment of West Branch Drive and construct a cul-de-sac built to City standards south of the gate and/or fence; (c) remove all traffic signs in the right-of-way abandonment area and return the signs and poles to the City at 2200 Patterson Street; (d) contact CenterPoint Energy Street Lighting Design Section to deactivate and remove the lights and poles in the abandonment area; and (e) complete the forgoing items at no cost to the City and under the proper permits obtained separately and exclusively from the Office of the City Engineer;

4. The applicant be required to: (a) construct a new sanitary sewer manhole on the 10-inch sanitary sewer line in West Branch Drive south of the applicant's southern property line; and (b) complete the forgoing item at no cost to the City and under the proper permits obtained separately and exclusively from the Office of the City Engineer;

5. The applicant be required to: (a) convert to private service the 8-inch sanitary sewer line, 10-inch sanitary sewer line, and nine sanitary sewer manholes in Rodeo Square Drive, Rodeo Square Court, and West Branch Drive within the requested abandonment areas; and (b) pay the depreciated value of the sanitary sewer lines and manholes.

6. The applicant be required to prepare drawings that show all public utilities (sanitary sewer) that are to be abandoned, privatized, relocated, and/or constructed as part of this project and submit a drawing to the Office of the City Engineer for plan review and approval. A copy of the Motion shall be attached to the plan set when it is submitted for plan review;

7. The Legal Department be authorized to prepare the necessary transaction documents; and

8. Inasmuch as the value of the City's property interests are not expected to exceed $1,000,000.00, that the value be established by an independent appraiser appointed by the Director of Public Works and Engineering.

DAR:NPC:bam

c: Jun Chang, P.E., D.WRE
Marta Crinejo
David Feldman
Terry A. Garrison
Daniel R. Menendez, P.E.
Patrick Walsh, P.E.
Jeffrey Weatherford, P.E., PTOE

Contact Information:

Nancy P. Collins **Phone:** (832) 395-3130
Senior Assistant Director-Real Estate

ATTACHMENTS:

Description	Type
RCA	Signed Cover sheet
Maps	Backup Material

TO: Mayor via City Secretary **REQUEST FOR COUNCIL ACTION**

SUBJECT: Request for the abandonment and sale of: 1) Rodeo Square Drive, from Dairy Ashford Road west to its terminus; 2) Rodeo Square Court, from Rodeo Square Drive north to its terminus; and 3) West Branch Drive, from ±140 feet north of Bellaire Boulevard north to its terminus, in exchange for conveyance of a full width utility easement over: 1) Rodeo Square Drive, from Dairy Ashford Road west to its terminus; 2) Rodeo Square Court, from Rodeo Square Drive north to its terminus; and 3) West Branch Drive, from ±140 feet north of Bellaire Boulevard north to its terminus, all located with the Rodeo Square Plat, out of the H.T. and B. Railroad Company Survey. **Parcels SY14-098A, SY14-098B, SY14-098C, VY15-002A, VY15-002B, and VY15-002C**	**Page** 1 of 2	**Agenda Item #**
FROM (Department or other point of origin): Department of Public Works and Engineering	**Origination Date**	**Agenda Date**
DIRECTOR'S SIGNATURE: Dale A. Rudick Dale A. Rudick, P.E., Director	**Council District affected:** F tp for BAM **Key Map:** 528H	
For additional information contact: Nancy P. Collins NPC **Phone:** (832) 395-3130 Senior Assistant Director-Real Estate	**Date and identification of prior authorizing Council Action:**	

RECOMMENDATION: (Summary) It is recommended City Council approve a Motion authorizing the abandonment and sale of: 1) Rodeo Square Drive, from Dairy Ashford Road west to its terminus; 2) Rodeo Square Court, from Rodeo Square Drive north to its terminus; and 3) West Branch Drive, from ±140 feet north of Bellaire Boulevard north to its terminus, in exchange for conveyance of a full width utility easement over: 1) Rodeo Square Drive, from Dairy Ashford Road west to its terminus; 2) Rodeo Square Court, from Rodeo Square Drive north to its terminus; and 3) West Branch Drive, from ±140 feet north of Bellaire Boulevard north to its terminus, all located with the Rodeo Square Plat, out of the H.T. and B. Railroad Company Survey. **Parcels SY14-098A, SY14-098B, SY14-098C, VY15-002A, VY15-002B, and VY15-002C**

Amount and Source of Funding: Not Applicable	

SPECIFIC EXPLANATION:

Deborah D. Mason, Winc Engineers, 13131 Highwood Road, Houston, Texas, 77079, on behalf of Rodeo Square Apartments, LP, (Barry Nussbaum, General Partner), requested the abandonment and sale of: 1) Rodeo Square Drive, from Dairy Ashford Road west to its terminus; 2) Rodeo Square Court, from Rodeo Square Drive north to its terminus; and 3) West Branch Drive, from ±140 feet north of Bellaire Boulevard north to its terminus, in exchange for conveyance of a full width utility easement over: 1) Rodeo Square Drive, from Dairy Ashford Road west to its terminus; 2) Rodeo Square Court, from Rodeo Square Drive north to its terminus; and 3) West Branch Drive, from ±140 feet north of Bellaire Boulevard north to its terminus, all located with the Rodeo Square Plat, out of the H.T. and B. Railroad Company Survey. The applicant plans to convert the subject streets into private access driveways.

This is Part One of a two-step process in which the applicant will first receive a City Council authorized Motion acknowledging the concept of the subject request. Upon the applicant satisfactorily completing all transaction requirements including those enumerated below, the Department of Public Works and Engineering will forward a subsequent recommendation to City Council requesting passage of an Ordinance effecting the sale. The Joint Referral Committee reviewed and approved this request. Therefore, it is recommended:

p:\bam\sy14-098rc1.doc CUIC #20BAM9473

REQUIRED AUTHORIZATION

Finance Department:	**Other Authorization:**	**Other Authorization:**
		Mark L. Loethen, P.E., CFM, PTOE Deputy Director Planning and Development Services Division

F&A 011.A Rev. 3/94
7530-0100403-00

Date:	**Subject:** Request for the abandonment and sale of: 1) Rodeo Square Drive, from Dairy Ashford Road west to its terminus; 2) Rodeo Square Court, from Rodeo Square Drive north to its terminus; and 3) West Branch Drive, from ±140 feet north of Bellaire Boulevard north to its terminus, in exchange for conveyance of a full width utility easement over: 1) Rodeo Square Drive, from Dairy Ashford Road west to its terminus; 2) Rodeo Square Court, from Rodeo Square Drive north to its terminus; and 3) West Branch Drive, from ±140 feet north of Bellaire Boulevard north to its terminus, all located with the Rodeo Square Plat, out of the H.T. and B. Railroad Company Survey. **Parcels SY14-098A, SY14-098B, SY14-098C, VY15-002A, VY15-002B, and VY15-002C**	**Originator's Initials** up for BAM	**Page 2 of 2**

1. The City abandon and sell: 1) Rodeo Square Drive, from Dairy Ashford Road west to its terminus; 2) Rodeo Square Court, from Rodeo Square Drive north to its terminus; and 3) West Branch Drive, from ±140 feet north of Bellaire Boulevard north to its terminus, in exchange for conveyance of a full width utility easement over: 1) Rodeo Square Drive, from Dairy Ashford Road west to its terminus; 2) Rodeo Square Court, from Rodeo Square Drive north to its terminus; and 3) West Branch Drive, from ±140 feet north of Bellaire Boulevard north to its terminus, all located with the Rodeo Square Plat, out of the H.T. and B. Railroad Company Survey;

2. The applicant be required to furnish the Department of Public Works and Engineering with a durable, reproducible (Mylar) survey plat and field notes of the affected property;

3. The applicant be required to: (a) eliminate the public street appearance of Rodeo Square Drive by constructing a gate and/or fence across the abandoned street segment at Dairy Ashford Road. If Rodeo Square Drive is to be an access point into the property, the gate must be installed a minimum of 60 feet west of Dairy Ashford Road to allow room for vehicle staging; (b) construct a gate and/or fence across the abandoned street segment of West Branch Drive and construct a cul-de-sac built to City standards south of the gate and/or fence; (c) remove all traffic signs in the right-of-way abandonment area and return the signs and poles to the City at 2200 Patterson Street; (d) contact CenterPoint Energy Street Lighting Design Section to deactivate and remove the lights and poles in the abandonment area; and (e) complete the forgoing items at no cost to the City and under the proper permits obtained separately and exclusively from the Office of the City Engineer;

4. The applicant be required to: (a) construct a new sanitary sewer manhole on the 10-inch sanitary sewer line in West Branch Drive south of the applicant's southern property line; and (b) complete the forgoing item at no cost to the City and under the proper permits obtained separately and exclusively from the Office of the City Engineer;

5. The applicant be required to: (a) convert to private service the 8-inch sanitary sewer line, 10-inch sanitary sewer line, and nine sanitary sewer manholes in Rodeo Square Drive, Rodeo Square Court, and West Branch Drive within the requested abandonment areas; and (b) pay the depreciated value of the sanitary sewer lines and manholes.

6. The applicant be required to prepare drawings that show all public utilities (sanitary sewer) that are to be abandoned, privatized, relocated, and/or constructed as part of this project and submit a drawing to the Office of the City Engineer for plan review and approval. A copy of the Motion shall be attached to the plan set when it is submitted for plan review;

7. The Legal Department be authorized to prepare the necessary transaction documents; and

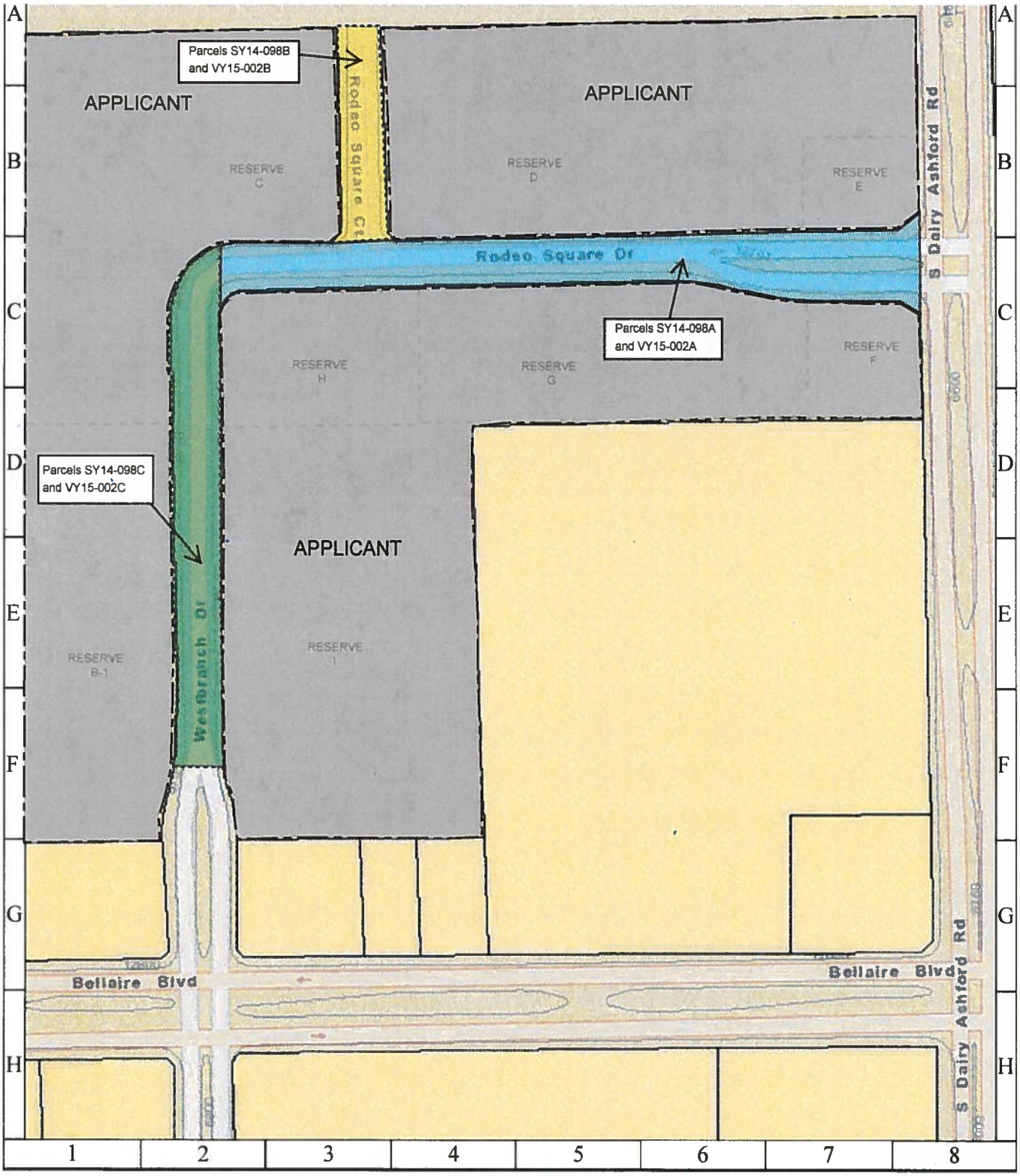
8. Inasmuch as the value of the City's property interests are not expected to exceed $1,000,000.00, that the value be established by an independent appraiser appointed by the Director of Public Works and Engineering.

DAR:NPC:bam

c: Jun Chang, P.E., D.WRE
Marta Crinejo
David Feldman
Terry A. Garrison
Daniel R. Menendez, P.E.
Patrick Walsh, P.E.
Jeffrey Weatherford, P.E., PTOE

PARCEL MAP

SUBJECT: Abandonment and sale of: 1) Rodeo Square Drive, from Dairy Ashford Road west to its terminus; 2) Rodeo Square Court, from Rodeo Square Drive north to its terminus; and 3) West Branch Drive, from ±140 feet north of Bellaire Boulevard north to its terminus, in exchange for conveyance of a full width utility easement over: 1) Rodeo Square Drive, from Dairy Ashford Road west to its terminus; 2) Rodeo Square Court, from Rodeo Square Drive north to its terminus; and 3) West Branch Drive, from ±140 feet north of Bellaire Boulevard north to its terminus, all located with the Rodeo Square Plat, out of the H.T. and B. Railroad Company Survey. Parcels SY14-098A, SY14-098B, SY14-098C, VY15-002A, VY15-002B, and VY15-002C



CITY OF HOUSTON

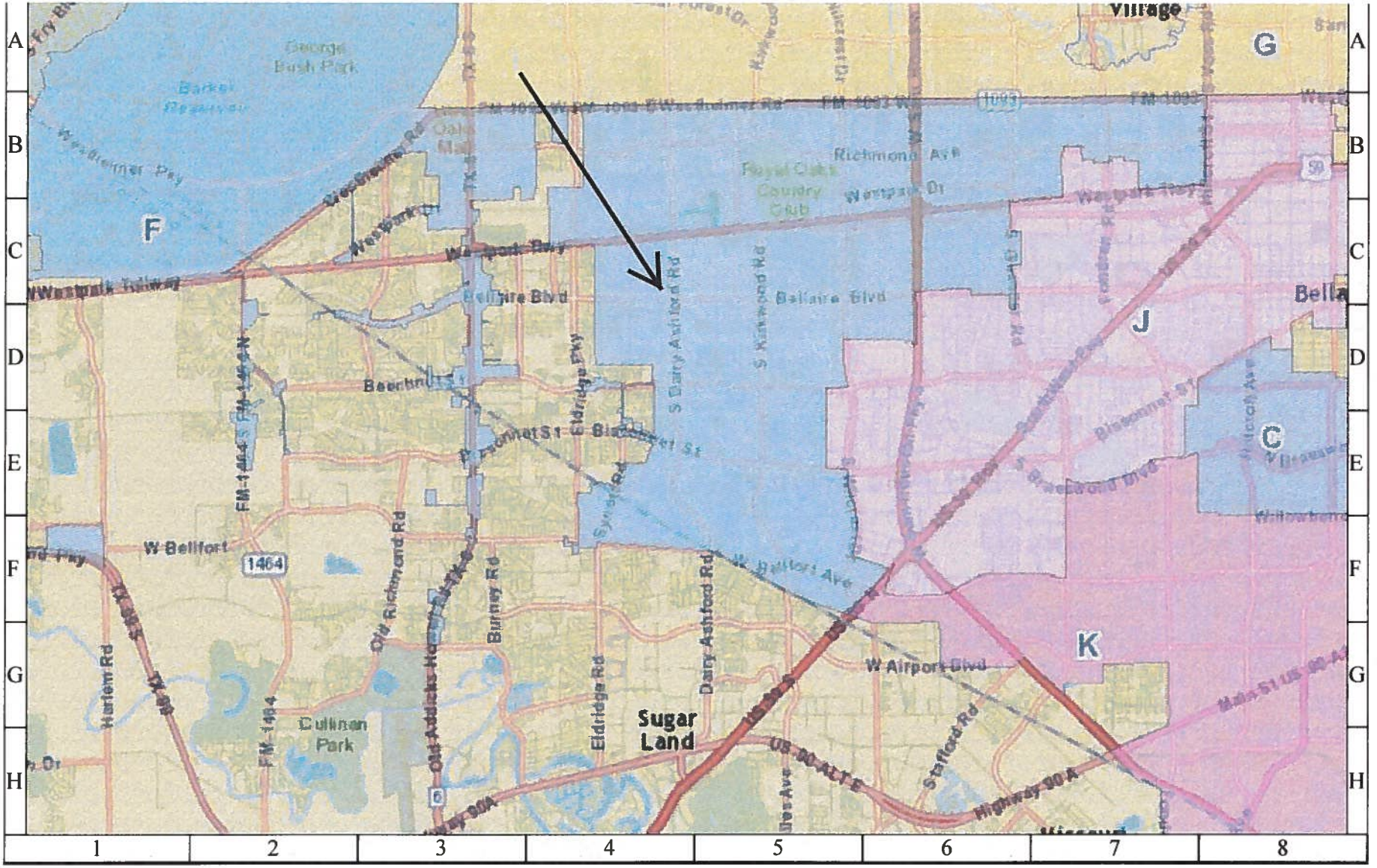
Department of Public Works and Engineering

1 inch = 59 feet **Geographic Information & Management System (GIMS)**

DISCLAIMER: THIS MAP REPRESENTS THE BEST INFORMATION AVAILABLE TO THE CITY.
THE CITY DOES NOT WARRANT ITS ACCURACY OR COMPLETENESS.
FIELD VERIFICATIONS SHOULD BE DONE AS NECESSARY.

Council District F

SUBJECT: Abandonment and sale of: 1) Rodeo Square Drive, from Dairy Ashford Road west to its terminus; 2) Rodeo Square Court, from Rodeo Square Drive north to its terminus; and 3) West Branch Drive, from ±140 feet north of Bellaire Boulevard north to its terminus, in exchange for conveyance of a full width utility easement over: 1) Rodeo Square Drive, from Dairy Ashford Road west to its terminus; 2) Rodeo Square Court, from Rodeo Square Drive north to its terminus; and 3) West Branch Drive, from ±140 feet north of Bellaire Boulevard north to its terminus, all located with the Rodeo Square Plat, out of the H.T. and B. Railroad Company Survey. Parcels SY14-098A, SY14-098B, SY14-098C, VY15-002A, VY15-002B, and VY15-002C



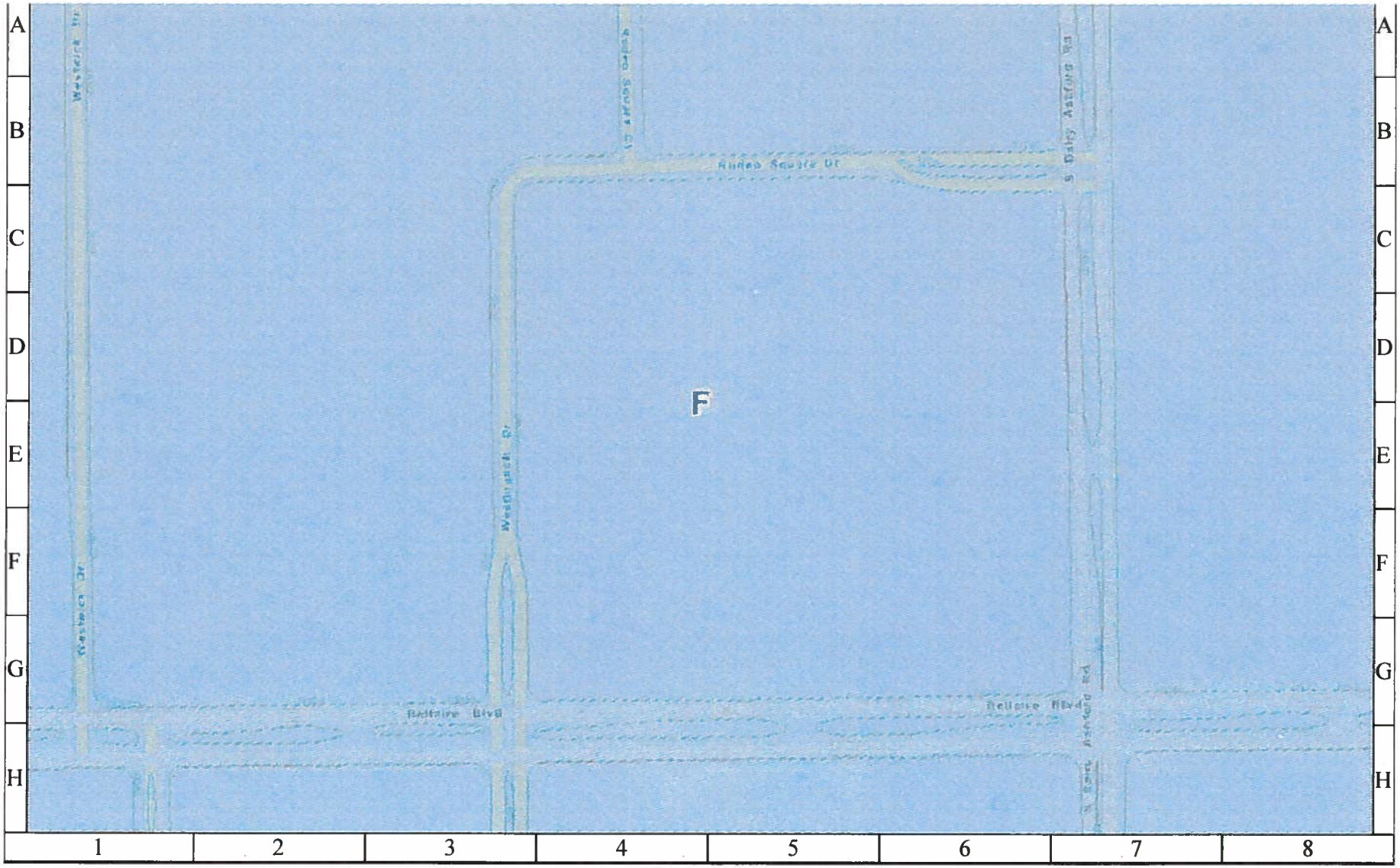
CITY OF HOUSTON
Department of Public Works and Engineering
Geographic Information & Management System (GIMS)

1 inch = 2883 feet

DISCLAIMER: THIS MAP REPRESENTS THE BEST INFORMATION AVAILABLE TO THE CITY. THE CITY DOES NOT WARRANT ITS ACCURACY OR COMPLETENESS. FIELD VERIFICATIONS SHOULD BE DONE AS NECESSARY.

Council District F

SUBJECT: Abandonment and sale of: 1) Rodeo Square Drive, from Dairy Ashford Road west to its terminus; 2) Rodeo Square Court, from Rodeo Square Drive north to its terminus; and 3) West Branch Drive, from ±140 feet north of Bellaire Boulevard north to its terminus, in exchange for conveyance of a full width utility easement over: 1) Rodeo Square Drive, from Dairy Ashford Road west to its terminus; 2) Rodeo Square Court, from Rodeo Square Drive north to its terminus; and 3) West Branch Drive, from ±140 feet north of Bellaire Boulevard north to its terminus, all located with the Rodeo Square Plat, out of the H.T. and B. Railroad Company Survey. Parcels SY14-098A, SY14-098B, SY14-098C, VY15-002A, VY15-002B, and VY15-002C



CITY OF HOUSTON
Department of Public Works and Engineering
Geographic Information & Management System (GIMS)

1 inch = 80 feet

DISCLAIMER: THIS MAP REPRESENTS THE BEST INFORMATION AVAILABLE TO THE CITY.
THE CITY DOES NOT WARRANT ITS ACCURACY OR COMPLETENESS.
FIELD VERIFICATIONS SHOULD BE DONE AS NECESSARY.

CITY OF HOUSTON - CITY COUNCIL
Meeting Date: 9/16/2014
District I

20CJS9510-A&S Tharp Ave, east ROW Hussion Str

Agenda Item#: 3.

Summary:
RECOMMENDATION from Director Department of Public Works & Engineering, reviewed and approved by the Joint Referral Committee, on request from Robert Perry, Harris County Public Infrastructure Department, on behalf of The Housing Corporation (Linda Holder, Executive Supervisor) and Cullen Gulf Freeway, LLC, (Elizabeth Jacob, Vice President), for abandonment and sale of: 1) Tharp Avenue, from the east right-of-way line of Hussion Street east ±250 feet, located within the Meadowlawn Addition, out of the Luke Moore Survey; 2) Winchester Avenue, from the east right-of-way line of Hussion Street east ±100 feet, located in the Anderson Addition; and 3) Witcher Avenue, from the east right-of-way line of Hussion Street east ±100 feet, located in the Anderson Addition, Parcels SY15-009A, SY15-009B, SY15-009C, SY15-019A, SY15-019B and SY15-019C - **DISTRICT I - GALLEGOS**

Background:
Robert Perry, Harris County Public Infrastructure Department, 1001 Preston Avenue, 7th Floor, Houston, Texas, 77002, on behalf of The Housing Corporation (Linda Holder, Executive Supervisor) and Cullen Gulf Freeway, LLC, (Elizabeth Jacob, Vice President) requested the abandonment and sale of: 1) Tharp Avenue, from the east right-of-way line of Hussion Street Street east +/- 250 feet, located within the Meadowlawn addition, out of the Luke Moore survey; 2) Winchester Avenue, from the east right-of-way line of Hussion Street east +/- 100 feet, located in the Anderson Addition; and 3) Witcher Avenue, from the east right-of-way line of Hussion Street, east +/- 100 feet, located in the Anderson Addition. The application plan to construct an affordable housing development within the area of the subject abandonments.

This is Part One of a two-step process in which the applicant will first receive a City Council authorized motion acknowledging the concept of the subject request. Upon the applicant satisfactorily completing all transaction requirements including those enumerated below, the Department of Public Works and Engineering will forward a subsequent recommendation to City Council requesting passage of an ordinance effecting the sale. The Joint Referral Committee reviewed and approved this request. Therefore, it is recommended:

1. The City abandon and sell: 1) Tharp Avenue, from the east right-of-way line of Hussion street east +/- 250 feet, located within the Meadowlawn Addition, out of Luke Moore Survey; 2) Winchester Avenue, from the east right-of-way line of Hussion Street east +/- 100 feet located in the Anderson Addition; and 3) Witcher Avenue, from the east right-of-way line of Hussion Street east +/- 100 feet, located in the Anderson Addition;
2. The applicant be required to furnish the Department of Public Works and Engineering with a durable, reproducible (Mylar) survey plat and field notes of the affected property;
3. The applicants be required to provide letters of no objection from each of the privately owned utility companies for the streets being abandoned;
4. The applicant be required to: (a) eliminate the public street appearance of Tharp Avenue at its intersection with Hussion Street, (b) remove and return the traffic control signs and poles to the City of Houston Traffic and Transportation Division, 2200 Patterson Street, Houston, Texas, (c) disconnect and request removal by CenterPoint of the street lights, and (d) complete all of the foregoing items at no cost to the City and under the proper permits obtained through the Office of the City Engineer and separate from any other project permits.
5. The applicants be required to: (a) cut, plug, and abandon the existing 6-inch water line and fire hydrant in Tharp Avenue, from the 8-inch water line in Hussion Street to its terminus, or convert the line to private service, (b) cut, plug, and abandon the existing 8-inch sanitary sewer line located in Witcher AVenue, from manhole humber SBP26106 in Hussion Street to its terminus at manhole number SBP26108, (c) cut, plug, and abandon the existing 8-inch sanitary sewer located to the east of Tharp Avenue, from manhole number SB136055 south +/- 370 feet to its terminus, (d) cut, plut, and abandon a variable-width water line that occupies Winchester Avenue, Witcher Avenue, and The Housing Corporation's Property, if the line is determined to exist, (e) relocate the two storm sewer inlets located in Winchester AVenue to Hussion Street, (f) pay the depreciated value of the public utilities that are to be abandoned, and (g) complete all of the foregoing items at no cost to the City and under the proper permits obtained through

the Office of the City Engineer and separate from any other project permits;

6. In the interest of expediting the abandonment and sale process, the applicant may choose to provide the City with a Letter of Credit (LOC), subject to the City's concurrence, covering the estimated construction cost for work required in Item 3 above in lieu of performing such work prior to finalization of the ordinance for this transaction. should this option be selected, the applicant will be required to provide an LOC showing the City of Houston as beneficiary in the amount of the estimated construction cost approved by the City. The LOC will be for a specific time period which may be less than but not longer than twelve months from the effective date of the ordinance for this transaction. The Director of PWE or his designee may authorize one extension of the LOC which may be less ahn but not longer than twelve months, if the applicant has received approved permits and commenced construction of the work required in Item 3 above within the initial term of the LOC. Should the conditions of the LOC not be satisfied upon expiration of the LOC, a recommendation will be submitted to the City Council to rescind the ordinance that abandoned the City's property interest(s). All funds paid by the applicant will be forfeited. If the applicant wishes to pursue the transaction in the future, the process must begin anew. Upon the applicant's satisfactory completion of the construction-related work as evidenced by written inspection clearance/approval by the Office of the City Engineer, PWE, at the applicant's request the City will release the LOC.
7. The applicants be required to prepare drawings that show all public utilities (storm sewer, sanitary sewer, and water) that are to be abandoned, relocated, and/or constructed as part of this abandonment request and submit the drawings to the Office of the City Engineer for plan review and approval. A copy of the Motion shall be attached to the plan set when it is submitted for plan review;
8. The Legal Department be authorized to prepare the necessary transaction documents, and
9. Inasmuch as the value of the City's property interest is not expected to exceed $1,000,000.00, that the value be established by an independent appraiser appointed by the Director of Public Works and Engineering.

Contact Information:

Nancy P. Collins
Senior Assistant Director-Real Estate
Phone: (832) 395-3130

Key Map: 494S

ATTACHMENTS:

	Description	Type
🗋	20CJS9510-A&S Tharp Ave, east ROW Hussion Str RCA	Signed Cover sheet
🗋	20CJS9510-A&S Tharp Ave, east ROW Hussion Str MAP	Backup Material

TO: Mayor via City Secretary **REQUEST FOR COUNCIL ACTION**

SUBJECT: Request for the abandonment and sale of: 1) Tharp Avenue, from the east right-of-way line of Hussion Street east ±250 feet, located within the Meadowlawn Addition, out of the Luke Moore Survey; 2) Winchester Avenue, from the east right-of-way line of Hussion Street east ±100 feet, located in the Anderson Addition; and 3) Witcher Avenue, from the east right-of-way line of Hussion Street east ±100 feet, located in the Anderson Addition. **Parcels SY15-009A, SY15-009B, SY15-009C, SY15-019A, SY15-019B, and SY15-019C**	**Page** 1 of 2	**Agenda Item #**
FROM (Department or other point of origin): Department of Public Works and Engineering	**Origination Date** 9/11/14	**Agenda Date**
DIRECTOR'S SIGNATURE: Dale A. Rudick Dale A. Rudick, P.E., Director	**Council District affected:** I **Key Map:** 494S	
For additional information contact: NPC Nancy P. Collins **Phone:** (832) 395-3130 Senior Assistant Director-Real Estate	**Date and identification of prior authorizing Council Action:**	

RECOMMENDATION: (Summary) It is recommended City Council approve a motion authorizing the abandonment and sale of: 1) Tharp Avenue, from the east right-of-way line of Hussion Street east ±250 feet, located within the Meadowlawn Addition, out of the Luke Moore Survey; 2) Winchester Avenue, from the east right-of-way line of Hussion Street east ±100 feet, located in the Anderson Addition; and 3) Witcher Avenue, from the east right-of-way line of Hussion Street east ±100 feet, located in the Anderson Addition. **Parcels SY15-009A, SY15-009B, SY15-009C, SY15-019A, SY15-019B, and SY15-019C**

Amount and Source of Funding: Not Applicable	

SPECIFIC EXPLANATION:

Robert Perry, Harris County Public Infrastructure Department, 1001 Preston Avenue, 7th Floor, Houston, Texas, 77002, on behalf of The Housing Corporation (Linda Holder, Executive Supervisor) and Cullen Gulf Freeway, LLC, (Elizabeth Jacob, Vice President) requested the abandonment and sale of: 1) Tharp Avenue, from the east right-of-way line of Hussion Street east ±250 feet, located within the Meadowlawn Addition, out of the Luke Moore Survey; 2) Winchester Avenue, from the east right-of-way line of Hussion Street east ±100 feet, located in the Anderson Addition; and 3) Witcher Avenue, from the east right-of-way line of Hussion Street east ±100 feet, located in the Anderson Addition. The applicants plan to construct an affordable housing development within the area of the subject abandonments.

This is Part One of a two-step process in which the applicant will first receive a City Council authorized motion acknowledging the concept of the subject request. Upon the applicant satisfactorily completing all transaction requirements including those enumerated below, the Department of Public Works and Engineering will forward a subsequent recommendation to City Council requesting passage of an ordinance effecting the sale. The Joint Referral Committee reviewed and approved this request. Therefore, it is recommended:

1. The City abandon and sell: 1) Tharp Avenue, from the east right-of-way line of Hussion Street east ±250 feet, located within the Meadowlawn Addition, out of the Luke Moore Survey; 2) Winchester Avenue, from the east right-of-way line of Hussion Street east ±100 feet located in the Anderson Addition; and 3) Witcher Avenue, from the east right-of-way line of Hussion Street east ±100 feet, located in the Anderson Addition;

p:\cs\sy15-009.rc1.doc CUIC #20CJS9510

REQUIRED AUTHORIZATION

Finance Department:	**Other Authorization:**	**Other Authorization:**
		Mark L. Loethen, P.E., CFM, PTOE Deputy Director Planning and Development Services Division

F&A 011.A Rev. 3/94
7530-0100403-00

Date:	**Subject:** Request for the abandonment and sale of: 1) Tharp Avenue, from the east right-of-way line of Hussion Street east ±250 feet, located within the Meadowlawn Addition, out of the Luke Moore Survey; 2) Winchester Avenue, from the east right-of-way line of Hussion Street east ±100 feet, located in the Anderson Addition; and 3) Witcher Avenue, from the east right-of-way line of Hussion Street east ±100 feet, located in the Anderson Addition. **Parcels SY15-009A, SY15-009B, SY15-009C, SY15-019A, SY15-019B, and SY15-019C**	**Originator's Initials** CS	**Page 2 of 2**

2. The applicants be required to furnish the Department of Public Works and Engineering with a durable, reproducible (Mylar) survey plat and field notes of the affected property;

3. The applicants be required to provide letters of no objection from each of the privately owned utility companies for the streets being abandoned;

4. The applicant be required to: (a) eliminate the public street appearance of Tharp Avenue at its intersection with Hussion Street, (b) remove and return the traffic control signs and poles to the City of Houston Traffic and Transportation Division, 2200 Patterson Street, Houston, Texas, (c) disconnect and request removal by CenterPoint of the street lights, and (d) complete all of the foregoing items at no cost to the City and under the proper permits obtained through the Office of the City Engineer and separate from any other project permits;

5. The applicants be required to: (a) cut, plug, and abandon the existing 6-inch water line and fire hydrant in Tharp Avenue, from the 8-inch water line in Hussion Street to its terminus, or convert the line to private service, (b) cut, plug, and abandon the existing 8-inch sanitary sewer line located in Witcher Avenue, from manhole number SBP26106 in Hussion Street to its terminus at manhole number SBP26108, (c) cut, plug, and abandon the existing 8-inch sanitary sewer line located to the east of Tharp Avenue, from manhole number SB136055 south ±370 feet to its terminus, (d) cut, plug, and abandon a variable-width water line that occupies Winchester Avenue, Witcher Avenue, and The Housing Corporation's Property, if the line is determined to exist, (e) relocate the two storm sewer inlets located in Winchester Avenue to Hussion Street, (f) pay the depreciated value of the public utilities that are to be abandoned, and (g) complete all of the foregoing items at no cost to the City and under the proper permits obtained through the Office of the City Engineer and separate from any other project permits;

6. In the interest of expediting the abandonment and sale process, the applicant may choose to provide the City with a Letter of Credit (LOC), subject to the City's concurrence, covering the estimated construction cost for work required in Item 3 above in lieu of performing such work prior to finalization of the ordinance for this transaction. Should this option be selected, the applicant will be required to provide an LOC showing the City of Houston as beneficiary and in the amount of the estimated construction cost approved by the City. The LOC will be for a specific time period which may be less than but not longer than twelve months from the effective date of the ordinance for this transaction. The Director of PWE or his designee may authorize one extension of the LOC which may be less than but not longer than twelve months, if the applicant has received approved permits and commenced construction of the work required in Item 3 above within the initial term of the LOC. Should the conditions of the LOC not be satisfied upon expiration of the LOC, a recommendation will be submitted to the City Council to rescind the ordinance that abandoned the City's property interest(s). All funds paid by the applicant will be forfeited. If the applicant wishes to pursue the transaction in the future, the process must begin anew. Upon the applicant's satisfactory completion of the construction-related work as evidenced by written inspection clearance/approval by the Office of the City Engineer, PWE, at the applicant's request the City will release the LOC;

7. The applicants be required to prepare drawings that show all public utilities (storm sewer, sanitary sewer, and water) that are to be abandoned, relocated, and/or constructed as part of this abandonment request and submit the drawings to the Office of the City Engineer for plan review and approval. A copy of the Motion shall be attached to the plan set when it is submitted for plan review;

8. The Legal Department be authorized to prepare the necessary transaction documents; and

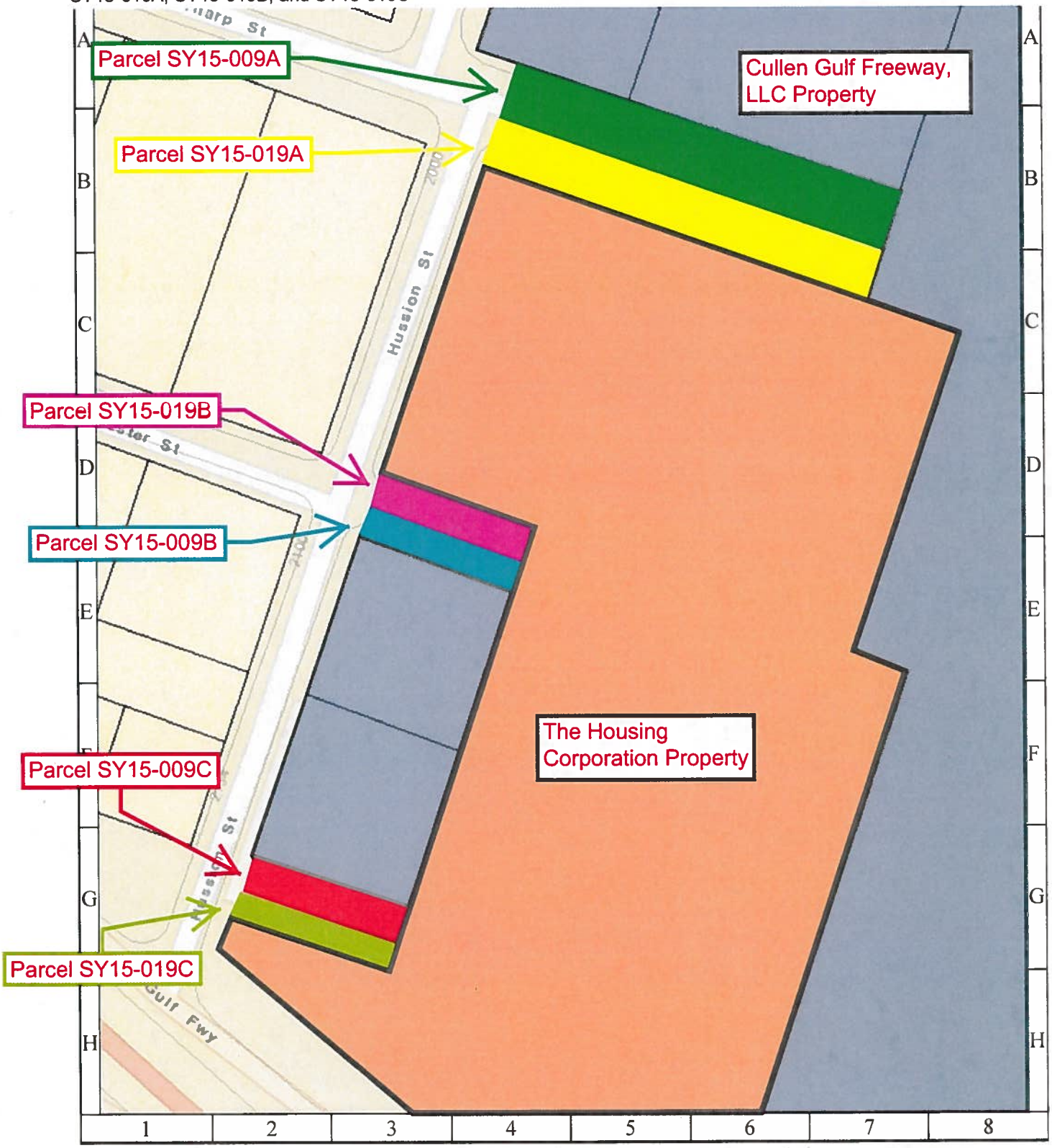
9. Inasmuch as the value of the City's property interest is not expected to exceed $1,000,000.00, that the value be established by an independent appraiser appointed by the Director of Public Works and Engineering.

DAR:NPC:cs

c: Jun Chang, P.E., D.WRE
Marta Crinejo
Eric Dargan
David Feldman
Terry A. Garrison
Daniel Menendez, P.E.
Patrick Walsh, P.E.
Jeffrey Weatherford, P.E., PTOE

Parcel Map

Abandonment and sale of: 1) Tharp Avenue, from the east right-of-way line of Hussion Street east ±250 feet, located within the Meadowlawn Addition, out of the Luke Moore Survey; 2) Winchester Avenue, from the east right-of-way line of Hussion Street east ±100 feet, located in the Anderson Addition; and 3) Witcher Avenue, from the east right-of-way line of Hussion Street east ±100 feet, located in the Anderson Addition. Parcels SY15-009A, SY15-009B, SY15-009C, SY15-019A, SY15-019B, and SY15-019C



CITY OF HOUSTON

Department of Public Works and Engineering

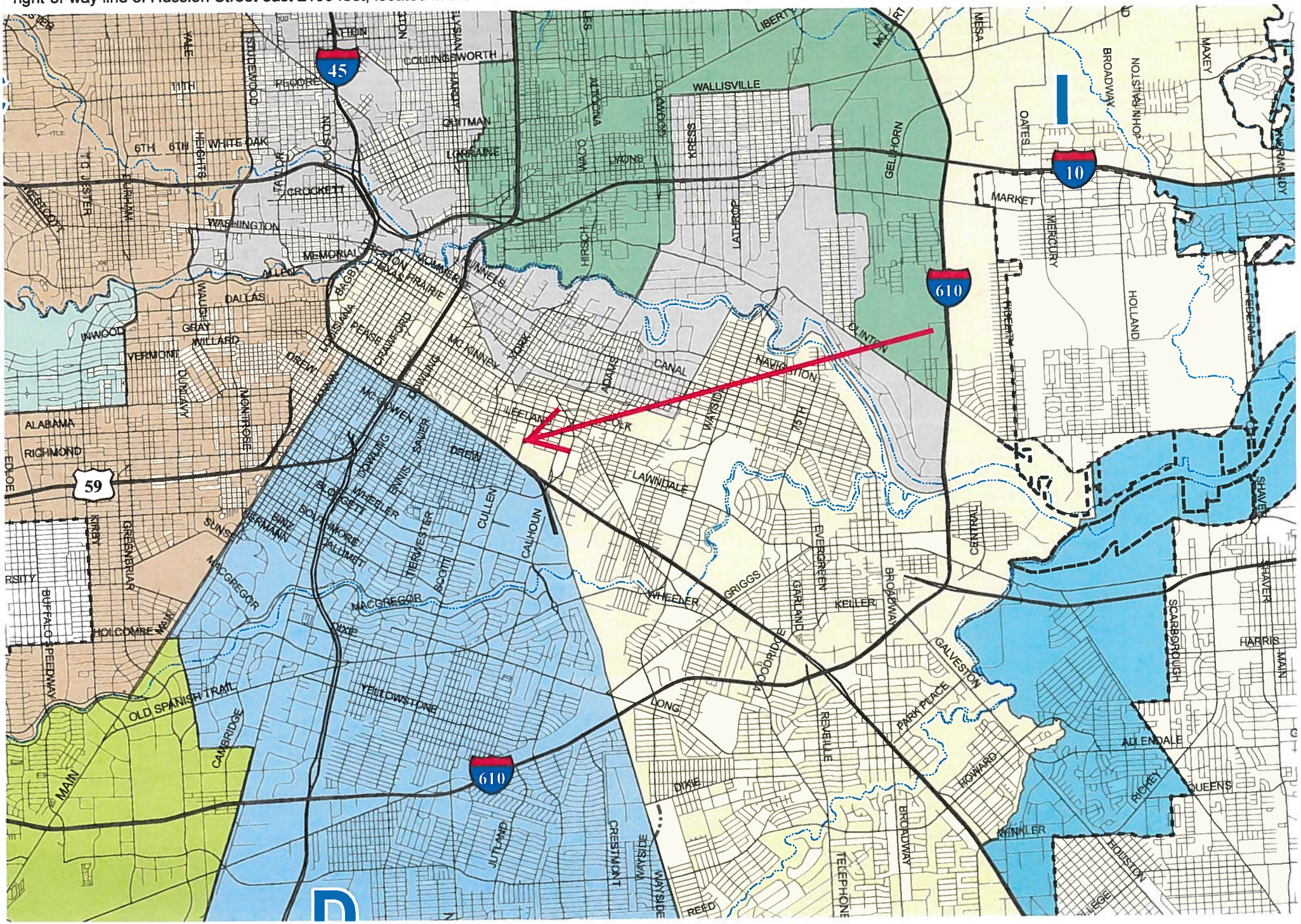
Geographic Information & Management System (GIMS)

1 inch = 27 feet

DISCLAIMER: THIS MAP REPRESENTS THE BEST INFORMATION AVAILABLE TO THE CITY.
THE CITY DOES NOT WARRANT ITS ACCURACY OR COMPLETENESS.
FIELD VERIFICATIONS SHOULD BE DONE AS NECESSARY.

Council District I

Subject: Abandonment and sale of: 1) Tharp Avenue, from the east right-of-way line of Hussion Street east ±250 feet, located within the Meadowlawn Addition, out of the Luke Moore Survey; 2) Winchester Avenue, from the east right-of-way line of Hussion Street east ±100 feet located in the Anderson Addition; and 3) Witcher Avenue, from the east right-of-way line of Hussion Street east ±100 feet, located in the Anderson Addition. Parcels SY15-009A, SY15-009B, SY15-009C, SY15-019A, SY15-019B, and SY15-019C



CITY OF HOUSTON - CITY COUNCIL
Meeting Date: 9/16/2014
District B

20BAM9508-Disclaiming, releasing & relinquishing - Neiman Road - Parcel SY15-007

Agenda Item#: 4.

Summary:
RECOMMENDATION from Director Department of Public Works & Engineering, on request from Mary Lou Henry of Vernon G. Henry & Associates, on behalf of Contempo Builders, (David Bohorquez, President) and Aubrey and Claudia Davis, disclaiming, releasing and relinquishing the City's right, title, interest, claim and demand in and to the area known as Neiman Road, from the west right-of-way line of Rosslyn Road west ±500 feet to its terminus, along Tracts 22, 48, 49, 55A, 55C, 24 and 25, out of the Samuel McLelland Survey, A-544, Parcel SY15-007 - **DISTRICT B - DAVIS**

Background:
Mary Lou Henry of Vernon g. Henry & Associates, 3050 Post Oak Boulevard, Suite 450, Houston, Texas 77056, on behalf of Contempo Builders, (David Bohorquez, President) and Aubrey and claudia Davis, requested the abandonment and sale of Neiman Road, from the west right-of-way line to Rosslyn road west +/- 500 feet to its terminus, along Tracts 22, 48, 49, 55A 55C, 24 and 25, out of the Samuel McLelland Survey, A-544. the only reference to a street in the subject area known as Neiman road is found in the metes and bonds description of the deed between Betty F. P. gee and gordon Gee to Walter K. Nelson filed under Harris county Clerk's File No. B500506, recorded May 9, 1962, Neither the applicant nor city staff located an instrument that indicates the area known as Neiman Road is a public right-of-way. Therefore the JRC determined the request could be processed by disclaiming any interest in and to the area known as Neiman road, from the west right-of-way line of Rosslyn Road west +/- 500 feet to its terminus, along Tracts 22, 48, 49, 55A, 55C, 24, and 25, out of the Samuel McLelland Survey, A-544.

Therefore, it is recommended City Council approve an ordinance disclaiming, releasing and relinquishing the city's right-title, interest, claim, and demand in and to the area known as Neiman Road from the west right-of-way line of Rosslyn Road west +/- 500 feet to its terminus.

Contact Information:
Nancy P. Collins
Senior Assistant Director-Real Estate
Phone: (832) 395-3130

Key Map: 452A

ATTACHMENTS:

	Description	Type
	20BAM9508-Disclaiming, releasing & relinquishing - Neiman Road - Parcel SY15-007 RCA	Backup Material
	20BAM9508-Disclaiming, releasing & relinquishing - Neiman Road - Parcel SY15-007 MAP	Backup Material

TO: Mayor via City Secretary **REQUEST FOR COUNCIL ACTION**

SUBJECT: Request for a motion disclaiming, releasing, and relinquishing the City's right, title, interest, claim, and demand in and to the area known as Neiman Road, from the west right-of-way line of Rosslyn Road west ±500 feet to its terminus, along Tracts 22, 48, 49, 55A, 55C, 24, and 25, out of the Samuel McLelland Survey, A-544. **Parcel SY15-007**	**Page** 1 of 1	**Agenda Item #**
FROM (Department or other point of origin): Department of Public Works and Engineering	**Origination Date** 9/11/14	**Agenda Date**
DIRECTOR'S SIGNATURE: Dale A. Rudick Dale A. Rudick, P.E. Director	**Council District affected:** B **Key Map:** 452A	
For additional information contact: Nancy P. Collins **Phone:** (832) 395-3130 Senior Assistant Director-Real Estate	**Date and identification of prior authorizing Council Action:**	

RECOMMENDATION: (Summary) It is recommended City Council approve a motion disclaiming, releasing, and relinquishing the City's right, title, interest, claim, and demand in and to the area known as Neiman Road, from the west right-of-way line of Rosslyn Road west ±500 feet to its terminus, along Tracts 22, 48, 49, 55A, 55C, 24, and 25, out of the Samuel McLelland Survey, A-544. **Parcel SY15-007**

Amount and Source of Funding: Not Applicable	

SPECIFIC EXPLANATION:

Mary Lou Henry of Vernon G. Henry & Associates, 3050 Post Oak Boulevard, Suite 450, Houston, Texas 77056, on behalf of Contempo Builders, (David Bohorquez, President) and Aubrey and Claudia Davis, requested the abandonment and sale of Neiman Road, from the west right-of-way line of Rosslyn Road west ±500 feet to its terminus, along Tracts 22, 48, 49, 55A, 55C, 24, and 25, out of the Samuel McLelland Survey, A-544. The only reference to a street in the subject area known as Neiman Road is found in the metes and bounds description of the deed between Betty F. P. Gee and Gordon Gee to Walter K. Nelson filed under Harris County Clerk's File No. B500506, recorded May 9, 1962. Neither the applicant nor City staff located an instrument that indicates the area known as Neiman Road is a public right-of-way. Therefore the JRC determined the request could be processed by disclaiming any interest in and to the area known as Neiman Road, from the west right-of-way line of Rosslyn Road west ±500 feet to its terminus, along Tracts 22, 48, 49, 55A, 55C, 24, and 25, out of the Samuel McLelland Survey, A-544.

Therefore, it is recommended City Council approve an ordinance disclaiming, releasing, and relinquishing the City's right, title, interest, claim, and demand in and to the area known as Neiman Road from the west right-of-way line of Rosslyn Road west ±500 feet to its terminus.

DAR:NPC:bam

c: Jun Chang, P.E., D.WRE
Marta Crinejo
David Feldman
Terry A. Garrison
Daniel R. Menendez, P.E.
Patrick Walsh, P.E.
Jeffrey Weatherford, P.E., PTOE

p:\bam\sy15-007.rc1.doc CUIC #20BAM9508

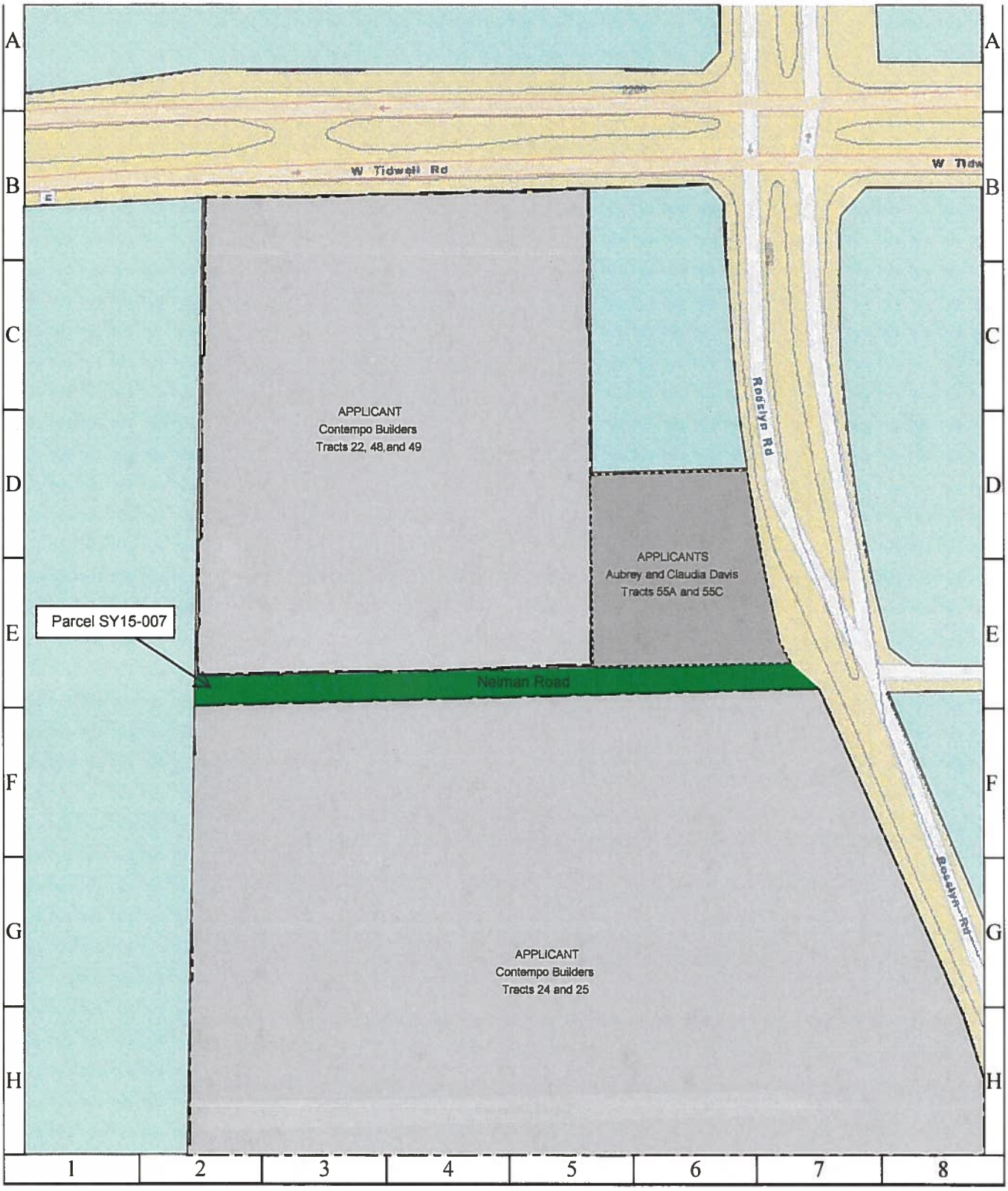
REQUIRED AUTHORIZATION

Finance Department:	**Other Authorization:**	**Other Authorization:**
		Mark L. Loethen, P.E., CFM, PTOE Deputy Director Planning and Development Services Division

F&A 011.A Rev. 3/94
7530-0100403-00

PARCEL MAP

Disclaimer in and to the area known as Neiman Road, from the west right-of-way line of Rosslyn Road west ±500 feet to its terminus, along Tracts 22, 48, 49, 55A, 55C, 24, and 25, out of the Samuel McLelland Survey, A-544. Parcel SY15-007

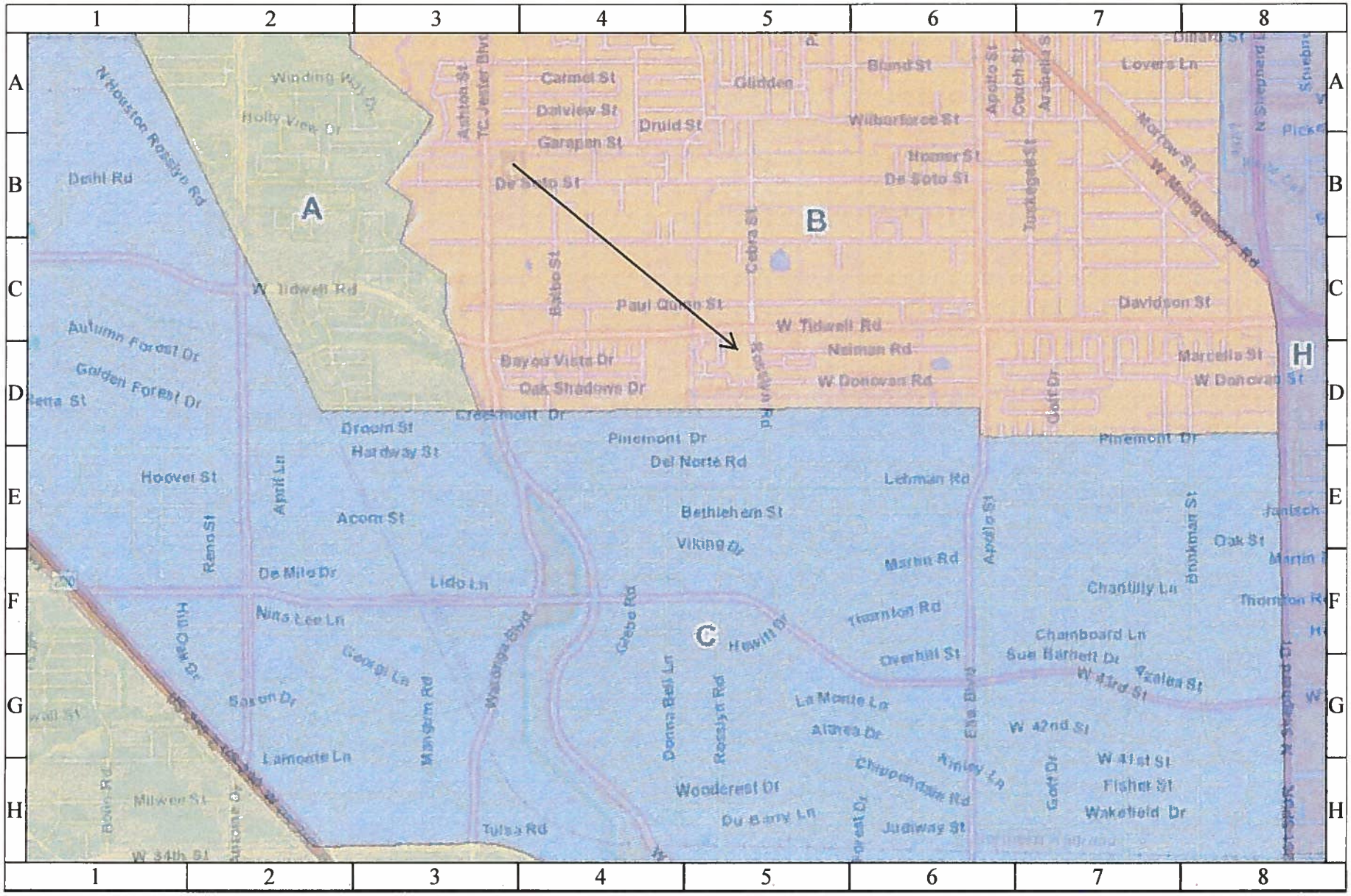


CITY OF HOUSTON
Department of Public Works and Engineering
Geographic Information & Management System (GIMS)

1 inch = 40 feet

DISCLAIMER: THIS MAP REPRESENTS THE BEST INFORMATION AVAILABLE TO THE CITY.
THE CITY DOES NOT WARRANT ITS ACCURACY OR COMPLETENESS.
FIELD VERIFICATIONS SHOULD BE DONE AS NECESSARY.

Council District B



CITY OF HOUSTON
Department of Public Works and Engineering
Geographic Information & Management System (GIMS)

1 inch = 876 feet

DISCLAIMER: THIS MAP REPRESENTS THE BEST INFORMATION AVAILABLE TO THE CITY.
THE CITY DOES NOT WARRANT ITS ACCURACY OR COMPLETENESS.
FIELD VERIFICATIONS SHOULD BE DONE AS NECESSARY.

CITY OF HOUSTON - CITY COUNCIL
Meeting Date: 9/16/2014
ALL

Item Creation Date: 9/4/2014

10188 - Formal Bids Received for Pet Microchip Supplies for the Administration and Regulatory Affairs Department

Agenda Item#: 5.

Summary:
FOUND ANIMALS FOUNDATION, INC (BID #2) for Pet Microchip Supplies for the Administration & Regulatory Affairs Department - 3 Years with two one-year options to extend - $313,500.00 - BARC Special Revenue Fund

Background:
The Director of the Administration and Regulatory Affairs Department and the City Purchasing Agent recommend that City Council approve an award to Found Animals Foundation, Inc. (Bid #2) on its low bid meeting specifications in an amount not to exceed $313,500.00 for pet microchip supplies for the Administration and Regulatory Affairs Department. It is further requested that authorization be given to make purchases, as needed, for a thirty-six (36) month period, with two one-year options to extend. This award consists of approximately 75,000 pre-registered microchip systems used for animal tagging and tracking. The microchip will be used in both the adoptions and retail services at the BARC Animal Shelter and Adoption.

This project was advertised in accordance with the requirements of the State of Texas bid laws. Eight prospective bidders downloaded the solicitation document from SPD's e-bidding website, and six bids were received as outlined below:

Company	Total Amount
1. Found Animals Foundation, Inc. (Bid #1)	$290,250.00 (Did Not Meet Specifications)
2. Found Animals Foundation, Inc. (Bid #2)	$313,500.00
3. Merck Animal Health (Bid #1)	$356,250.00
4. American Kennel Club Companion Animal Recovery Corporation	$558,750.00
5. Datamars, Inc.	$596,250.00
6. Merck Animal Health (Bid #2)	$674,250.00

HIRE HOUSTON FIRST:
The proposed award requires compliance with the City's 'Hire Houston First' ordinance that promotes economic opportunity for Houston businesses and supports job creation. In this case, the proposed supplier does not meet the requirements of Hire Houston First; no Hire Houston First Firms were within three percent.

Attachment: M/WBE zero-percentage goal document approved by the Office of Business Opportunity.

ESTIMATED SPENDING AUTHORITY

DEPARTMENT	FY2015	OUT YEARS	TOTAL
Administration and Regulatory Affairs	$62,700.00	250,800.00	$313,500.00

Amount of Funding:
Estimated Spending Authority: $313,500.00 $313,500.00 BARC Special Revenue Fund (2427)

Source of Funding:
Other (Specify)

BARC Special Revenue

Contact Information:
Lara Cottingham - ARA (832) 393-8503
Desiree Heath - FIN/SPD (832) 393-8742
Chatauqua Allen - FIN/SPD (832) 393-8707

ATTACHMENTS:

Description	Type
RCA - Found Animals Foundation, Inc	Signed Cover sheet
Bid Tabulation	Backup Material
MWBE 0% Goal Document	Backup Material
RCA 10188 Forms A & B	Backup Material
RCA 10188 Tax Report	Backup Material
Departamental approval	Backup Material

REQUEST FOR COUNCIL ACTION

TO: Mayor via City Secretary **RCA# 10188**

Subject: Formal Bids Received for Pet Microchip Supplies for the Administration and Regulatory Affairs Department S51-S25010	Category # 4	Page 1 of 2	Agenda Item

FROM (Department or other point of origin):	**Origination Date**	**Agenda Date**
Calvin D. Wells City Purchasing Agent Finance Department	September 04, 2014	
DIRECTOR'S SIGNATURE Calvin D Wells	**Council District(s) affected** All	
For additional information contact: Lara Cottingham **Phone:** (832) 393-8503 Desiree Heath **Phone:** (832) 393-8742	**Date and Identification of prior authorizing Council Action:**	

RECOMMENDATION: (Summary)

Approve an award to Found Animals Foundation, Inc. (Bid #2) on its low bid meeting specifications in an amount not to exceed $313,500.00 for pet microchip supplies for the Administration and Regulatory Affairs Department.

Estimated Spending Authority: $313,500.00	**Finance Budget**
$313,500.00 BARC Special Revenue Fund (2427)	

SPECIFIC EXPLANATION:

The Director of the Administration and Regulatory Affairs Department and the City Purchasing Agent recommend that City Council approve an award to Found Animals Foundation, Inc. (Bid #2) on its low bid meeting specifications in an amount not to exceed $313,500.00 for pet microchip supplies for the Administration and Regulatory Affairs Department. It is further requested that authorization be given to make purchases, as needed, for a thirty-six (36) month period, with two one-year options to extend. This award consists of approximately 75,000 pre-registered microchip systems used for animal tagging and tracking. The microchip will be used in both the adoptions and retail services at the BARC Animal Shelter and Adoption.

This project was advertised in accordance with the requirements of the State of Texas bid laws. Eight prospective bidders downloaded the solicitation document from SPD's e-bidding website, and six bids were received as outlined below:

	Company	**Total Amount**
1.	Found Animals Foundation, Inc. (Bid #1)	$ 290,250.00 (Did Not Meet Specifications)
2.	**Found Animals Foundation, Inc. (Bid #2)**	**$ 313,500.00**
3.	Merck Animal Health (Bid #1)	$ 356,250.00
4.	American Kennel Club Companion Animal Recovery Corporation	$ 558,750.00
5.	Datamars, Inc.	$ 596,250.00
6.	Merck Animal Health (Bid #2)	$ 674,250.00

HIRE HOUSTON FIRST:

The proposed award requires compliance with the City's 'Hire Houston First' ordinance that promotes economic opportunity for Houston businesses and supports job creation. In this case, the proposed supplier does not meet the requirements of Hire Houston First; no Hire Houston First Firms were within three percent.

Buyer: Chatauqua Allen

REQUIRED AUTHORIZATION

Finance Department:	Other Authorization:	Other Authorization:

Attachment: M/WBE zero-percentage goal document approved by the Office of Business Opportunity.

ESTIMATED SPENDING AUTHORITY

DEPARTMENT	FY2015	OUT YEARS	TOTAL
Administration and Regulatory Affairs	$62,700.00	$250,800.00	$313,500.00

CITY OF HOUSTON
OFFICE of BUSINESS OPPORTUNITY

Goal Modification Request Form

RECEIVED
AUG 26 2014
OBO

To: Assistant Director
Office of Business Opportunity

Solicitation Number: S24546

Estimated Dollar Amount: $313.500.00

From: Jeannette Guy/Administrative Specialist
Requestor's Name/Title
ARA/BARC
Department

Type of Solicitation: Bid ■ Proposal ☐ Other ☐

Name and Intent of this Solicitation: Pet Microchip Supplies

PREVIOUS CONTRACT (if any): Yes ◯ No ◉

Goal on Last Contract: _____ Was Goal Met: Yes ◯ No ◯

If goal was not met, what percentage did the vendor achieve? _____

Why wasn't goal achieved: _____

PLEASE SELECT THE TYPE OF GOAL MODIFICATION REQUESTED FROM THE OPTIONS BELOW ***(Waiver, Reduced Goal, Goal Revision After Advertisement, OR Cooperative or Inter-Local Agreement)***

WAIVER

I am requesting a ***waiver*** of the MWBE Goal: Yes ◉ No ◯

Reason for waiver:

◯ A public or administrative emergency exists which requires the goods or services to be provided with unusual immediacy;

◯ The service or goods requested are of such a specialized, technical or unique nature as to require the City department to be able to select its contractor without application of MWSBE provisions (such as contracts for expert witnesses, certain financial advisors or technical consultants);

◯ If application of MWSBE provisions would impose an unwarranted economic burden or risk on the City or unduly delay acquisition of the goods or services, or would otherwise not be in the best interest of the City; or

○ If the possible MWSBE participation level based on MWSBE availability would produce negligible MWSBE participation.

◉ Other: _____

BARC Animal Shelter and Adoptions, of the Administration and Regulatory Affairs Department, use a medical device for animals in two settings within the shelter, which are adoptions and retail service request. This medical device is the pre-registered microchip, primarily used for animal tagging and tracking. The microchip is a patented product with proprietary elements that limits, but does not restrict, vendor competitiveness. The company that supplies the microchip to BARC ships directly from Atlanta, GA to BARC. The bid for this procurement is based on Texas Local Government Code Chapter 252, Section 252.022 (a) (2), to preserve or protect the public health or safety of the municipality's residents. Overall, the pre-registered microchip enables the animal to be identified and returned to its owner's home. Considering the product is restricted to patents and proprietary elements, BARC Animal Shelter and Adoptions is requesting for the Mayor's Office of Business Opportunity approval of a zero (0%) percent goal for the above – referenced agreement.

REDUCED GOAL (*To be completed by the department prior to advertisement)*

I am ***requesting*** a MWBE contract-specific goal below the following citywide goals:

Construction (34%); Professional Services (24%); Purchasing (11%)

Yes ○ No ◉ *If yes, complete a Contract-Specific Goal Setting Worksheet and submit with this form.*

GOAL REVISION AFTER ADVERTISEMENT

I am requesting a ***revision*** of the MWBE Goal: Yes ◉ No ○

Original Goal: 237,500. New Proposed Goal: 313,500.

Advertisement Date: _____ Number of Solicitations Received: ___ Estimated Dollar Amount: $ _____

Detailed reason for request: The dollar amount increased.

COOPERATIVE OR INTER-LOCAL AGREEMENT

Is this a Cooperative/Inter-Local Purchasing Agreement? Yes ○ No ◉ Goal Requested: _____

If yes, what type: _____ Yes ○ No ◉

Did Department explore opportunities for using certified firms? Yes ○ No ◉ N/A ○

If no, please explain why not: _____

Concurrence:

_____ 8/26/14
Department Initiator Date

_____ 8/26/14
Department Director or Designee Date

Approved by:

_____ 8/27/14
OBO Assistant Director or Designee Date

OBO Tracking #: W-224 OBO Reason: _____

CITY OF HOUSTON - CITY COUNCIL
Meeting Date: 9/16/2014
ALL

Item Creation Date: 9/5/2014

10231-HFD-Texas Commission of Fire Protection - TCFP

Agenda Item#: 6.

Summary:
TEXAS COMMISSION ON FIRE PROTECTION for payment for Initial and Annual Re-certification fees for Firefighters for Fire Department - $404,855.00 - General Fund

Background:
The Fire Chief recommends City Council approve a motion authorizing payment to the Texas Commission on Fire Protection ("TCFP") for initial and annual re-certification of firefighters in an amount not to exceed $404,855.00 for FY15.

Texas Government Code 419.034 requires that all firefighters employed in the State of Texas as a full-time firefighter hold a State certification. Certification must be renewed annually for each firefighter. Annual re-certification fees of $85 per firefighter are to be paid to the TCFP prior to October 31st each year. Payment after October 31st results in a late penalty of $42.50 in addition to the renewal fee for each individual for which a renewal fee was due.

Certifications include firefighting, inspection, rescue, aircraft firefighting, hazmat, arson, and master instructors. Not every firefighter holds every certification. Each individual is state certified in accordance to their job responsibilities within the department. Based on current numbers of certified employees and projected trainees to be certified this fiscal year, HFD budgeted a total expenditure of no more than $404,855.00 in FY15.

Prior Council Action:
Motion 2013-0660

Amount of Funding:
$404,855.00

Source of Funding:
General Fund

Contact Information:
Cynthia Vargas (832) 394-6926
Neil DePascal (832) 394-6755

ATTACHMENTS:

Description	Type
RCA - 10231	Signed Cover sheet
Budget	Backup Material
Renewal Invoice	Backup Material

REQUEST FOR COUNCIL ACTION

TO: Mayor via City Secretary **RCA# 10231**

Subject: Approve the payment of certification and re-certification fees to the State of Texas Commission of Fire Protection for State Firefighter certifications.	Category # 9	Page 1 of 1	Agenda Item

FROM (Department or other point of origin): Terry Garrison, Fire Chief, Fire	**Origination Date** September 04, 2014	**Agenda Date**
DIRECTOR'S SIGNATURE	**Council District(s) affected** All	
For additional information contact: Cynthia Vargas **Phone:** (832) 394-6926; Neil Depascal **Phone:** (832) 394-6755	**Date and Identification of prior authorizing Council Action:** Motion 2013-0660	

RECOMMENDATION: (Summary)

City Council approve a motion authorizing payment to the Texas Commission of Fire Protection for initial and annual re-certification of firefighters in the amount not to exceed $404,855.

General Fund (Fund 1000)	**Finance Budget**
$404,855	

SPECIFIC EXPLANATION:

The Fire Chief recommends City Council approve a motion authorizing payment to the Texas Commission on Fire Protection ("TCFP") for initial and annual re-certification of firefighters in an amount not to exceed $404,855 for FY15.

Texas Government Code 419.034 requires that all firefighters employed in the State of Texas as a full-time firefighter hold a State certification. Certification must be renewed annually for each firefighter. Annual re-certification fees of $85 per firefighter are to be paid to the TCFP prior to October 31st each year. Payment after October 31st results in a late penalty of $42.50 in addition to the renewal fee for each individual for which a renewal fee was due.

Certifications include firefighting, inspection, rescue, aircraft firefighting, hazmat, arson, and master instructors. Not every firefighter holds every certification. Each individual is state certified in accordance to their job responsibilities within the department. Based on current numbers of certified employees and projected trainees to be certified this fiscal year, HFD budgeted a total expenditure of no more than $404,855 in FY15.

REQUIRED AUTHORIZATION

Finance Department:	Other Authorization:	Other Authorization:

RCA 10231

TCFP Renewal Fees 2014

	Units	Cost per Unit	Total Cost
Number of Employees to be renewed on the invoice	3841	85	$ 326,485.00
Renewal for Training Facility and Head of Department	1	255	$ 255.00
Initial Testing for Cadet Training	280	85	$ 23,800.00
Initial Certifications for Cadet Training	280	85	$ 23,800.00
Fire Instructor I Testing and Certification	110	170	$ 18,700.00
Fire Instructor II Testing and Certification	60	170	$ 10,200.00
TOTAL			$ 403,240.00

CITY OF HOUSTON - CITY COUNCIL
Meeting Date: 9/16/2014
ALL

Item Creation Date: 9/9/2014

10194 -Purchase of Professional Services for the Houston Informaiton Technology Services\S17- H25137

Agenda Item#: 7.

Summary:
STARSOFT SOLUTIONS, INC for Professional Services for the Accounts Receivable Data Mart and Enterprise Data Warehouse projects for the Houston Information Technology Services

Background:
The Chief Information Officer and the City Purchasing Agent recommend that City Council approve the purchase of professional services for the Accounts Receivable Data Mart and Enterprise Data Warehouse projects in the total amount not to exceed $150,000.00 for the Houston Information Technology Service (HITS), and that authorization be given to issue purchase orders as necessary to StarSoft Solutions, Inc.

In September 2011, Council approved a contract to initiate an Accounts Receivable and Collections (ARC) project to provide clarity around Citywide ARC and its collectability, improve collection activities across the City, and identify revenue enhancement opportunities across ten departments. The ARC team concluded that there was a need to increase the visibility and track the ARC performance by utilizing currently available systems to automatically gather and consolidate data for key metrics and dashboards. Following these observations, the Finance Department and HITS initiated a pilot Accounts Receivable (AR) Data Mart to capture and integrate transactional data, and to deploy a business intelligence tool that produces scorecards, performance metrics, and ad-hoc reporting capabilities. The pilot project was completed on September 3, 2013 and a demo was provided to the City Council Budget & Fiscal Affairs Committee.

To date, the following deliverables have been designed or completely developed: an integrated data model for the AR Data Mart, data for parking citations, false burglar alarm penalties, an interactive dashboard and ad-hoc reporting environment and collections vendor management program and false fire alarm penalties have been integrated and uploaded to the AR Data Mart. A data warehousing strategy and educational modules were developed but not fully implemented. A Citywide Data Warehouse Strategy would enable the City to track performance on an ongoing basis and drive internal and external groups to continuously monitor and improve the collection of the City's accounts receivables.

StarSoft Solutions, Inc. will provide professional services to assist the City of Houston to refine, implement, and execute the Citywide Data Warehouse Strategy.

The services that StarSoft will provide include:

• refinement and implementation of the Citywide Data Warehouse Strategy;
• performance of data analysis and development of dimensional models;
• providing mentoring, informal and ad hoc training and support for any data warehouse initiatives;
• collecting of new requisitions;
• refreshing the inventory of data warehouse/data mart/reporting solutions;
• updating associated documentation; and
• developing and delivering briefings and education sessions to communicate the strategy.

Additionally, StarSoft Solutions, Inc. will deliver professional services to provide technical guidance in extending the scope of Accounts Receivable (AR) Data Mart to include the performance measurement of receivable collection efforts for Ad Valorem, Utility Billing, Library and other revenue streams recommended by the Finance Department.

Attachments: Non-Competitive Procurement Justification letter
MWBE Zero-Percentage Goal Document approved by the Office of Business Opportunity.

Prior Council Action:
Ordinance No.: 2013-0798; approved by City Council on September 9, 2013

Amount of Funding:
Award Amount: $150,000.00
$150,000.00 - Equipment Acquisition Consolidated Fund

Source of Funding:
Other (Specify)

Equipment Acquisition Consolidated Fund

Contact Information:
Charles T. Thompson, Director - HITS Phone: 832-393-0082
Joyce Hays - FIN/SPD Phone: 832-393-8723
Murdock Smith - FIN/SPD Phone: 832-393-8725

ATTACHMENTS:

Description	Type
RCA - StarSoft Solutions,Inc	Signed Cover sheet
OBO Documents	Backup Material
Pay or Play	Backup Material
Form A (Fair Campaing Ord)	Backup Material
Delinquent Tax Report	Backup Material
Departamental Approval	Backup Material
Form B (Fair Campaign Ord)	Backup Material
Prior Council Action	Backup Material

REQUEST FOR COUNCIL ACTION

TO: Mayor via City Secretary **RCA# 10194**

Subject: Purchase of Professional Services for the Houston Informaiton Technology Services\S17- H25137	Category # 4	Page 1 of 2	Agenda Item

FROM (Department or other point of origin):	**Origination Date**	**Agenda Date**
Calvin D. Wells City Purchasing Agent Finance Department	September 10, 2014	
DIRECTOR'S SIGNATURE	**Council District(s) affected**	
	All	
For additional information contact:	**Date and Identification of prior authorizing Council Action:**	
Charles T. Thompson **Phone:** (832) 393-0082 Joyce Hays **Phone:** (832) 393-8723	Ord. No. 2013-0798; Passed 9/10/2013	

RECOMMENDATION: (Summary)

Approve the purchase of professional services for the Accounts Receivable Data Mart and Enterprise Data Warehouse projects in the total amount not to exceed $150,000.00 for the Houston Information Technology Services.

Award Amount: $150,000.00	**Finance Budget**

$150,000.00 - Equipment Acquisition Consolidated Fund (1800)
Previously Approved by City Council on September 10, 2013 by Ordinance No.: 2013-0798

SPECIFIC EXPLANATION:

The Chief Information Officer and the City Purchasing Agent recommend that City Council approve the purchase of professional services for the Accounts Receivable Data Mart and Enterprise Data Warehouse projects in the total amount not to exceed $150,000.00 for the Houston Information Technology Service (HITS), and that authorization be given to issue purchase orders as necessary to StarSoft Solutions, Inc.

Background

In September 2011, Council approved a contract to initiate an Accounts Receivable and Collections (ARC) project to provide clarity around Citywide ARC and its collectability, improve collection activities across the City, and identify revenue enhancement opportunities across ten departments. The ARC team concluded that there was a need to increase the visibility and track the ARC performance by utilizing currently available systems to automatically gather and consolidate data for key metrics and dashboards. Following these observations, the Finance Department and HITS initiated a pilot Accounts Receivable (AR) Data Mart to capture and integrate transactional data, and to deploy a business intelligence tool that produces scorecards, performance metrics, and ad-hoc reporting capabilities. The pilot project was completed on September 3, 2013 and a demo was provided to the City Council Budget & Fiscal Affairs Committee.

To date, the following deliverables have been designed or completely developed: an integrated data model for the AR Data Mart, data for parking citations, false burglar alarm penalties, an interactive dashboard and ad-hoc reporting environment and collections vendor management program and false fire alarm penalties have been integrated and uploaded to the AR Data Mart. A data warehousing strategy and educational modules were developed but not fully implemented. A Citywide Data Warehouse Strategy would enable the City to track performance on an ongoing basis and drive internal and external groups to continuously monitor and improve the collection of the City's accounts receivables.

StarSoft Solutions, Inc. will provide professional services to assist the City of Houston to refine, implement, and execute the Citywide Data Warehouse Strategy.

REQUIRED AUTHORIZATION

Finance Department:	Other Authorization:	Other Authorization:

The services that StarSoft will provide include:

- refinement and implementation of the Citywide Data Warehouse Strategy;
- performance of data analysis and development of dimensional models;
- providing mentoring, informal and ad hoc training and support for any data warehouse initiatives;
- collecting of new requisitions;
- refreshing the inventory of data warehouse/data mart/reporting solutions;
- updating associated documentation; and
- developing and delivering briefings and education sessions to communicate the strategy.

Additionally, StarSoft Solutions, Inc. will deliver professional services to provide technical guidance in extending the scope of Accounts Receivable (AR) Data Mart to include the performance measurement of receivable collection efforts for Ad Valorem, Utility Billing, Library and other revenue streams recommended by the Finance Department.

Buyer: Murdock Smith III

Attachments: Non-Competitive Procurement Justification letter
MWBE Zero-Percentage Goal Document approved by the Office of Business Opportunity.

RECEIVED

AUG 26 2014

CITY OF HOUSTON
OFFICE of
BUSINESS OPPORTUNITY

030

Goal Modification Request Form

To: Assistant Director
Office of Business Opportunity

Solicitation Number: _____

Estimated Dollar Amount: $ 150,000

From: Jackie Smith, Assistant Director
Requestor's Name/Title
HITS
Department

Type of Solicitation: Bid ☐ Proposal ■ Other ☐

Name and Intent of this Solicitation: _____

Proposal for Data Warehouse Design and Support for the City of Houston

PREVIOUS CONTRACT (if any): Yes ◯ No ◉

Goal on Last Contract: _____ Was Goal Met: Yes ◯ No ◯

If goal was not met, what percentage did the vendor achieve? _____

Why wasn't goal achieved: _____

PLEASE SELECT THE TYPE OF GOAL MODIFICATION REQUESTED FROM THE OPTIONS BELOW ***(Waiver, Reduced Goal, Goal Revision After Advertisement, OR Cooperative or Inter-Local Agreement)***

WAIVER

I am requesting a ***waiver*** of the MWBE Goal: Yes ◉ No ◯

Reason for waiver:

◯ A public or administrative emergency exists which requires the goods or services to be provided with unusual immediacy;

◉ The service or goods requested are of such a specialized, technical or unique nature as to require the City department to be able to select its contractor without application of MWSBE provisions (such as contracts for expert witnesses, certain financial advisors or technical consultants);

◯ If application of MWSBE provisions would impose an unwarranted economic burden or risk on the City or unduly delay acquisition of the goods or services, or would otherwise not be in the best interest of the City; or

◯ If the possible MWSBE participation level based on MWSBE availability would produce negligible MWSBE participation.

◯ Other: _____

Detailed Explanation of waiver reason: Vendor has worked closely with FIN Data warehouse Project since 2012. Vendor in a unique position of having the expertise and insight on data warehouse development, such as business dimensional modeling, that no other company has with regards to the project.

REDUCED GOAL (*To be completed by the department prior to advertisement)*

I am ***requesting*** a MWBE contract-specific goal below the following citywide goals:

Construction (34%); Professional Services (24%); Purchasing (11%)

Yes ◯ No ◯ *If yes, complete a Contract-Specific Goal Setting Worksheet and submit with this form.*

GOAL REVISION AFTER ADVERTISEMENT

I am requesting a ***revision*** of the MWBE Goal: Yes ◯ No ◯

Original Goal: _____ New Proposed Goal: _____

Advertisement Date: _____ Number of Solicitations Received: ___ Estimated Dollar Amount: $ _____

Detailed reason for request: StarSoft Solutions has worked very closely with the City, Finance and HITS

COOPERATIVE OR INTER-LOCAL AGREEMENT

Is this a Cooperative/Inter-Local Purchasing Agreement? Yes ◯ No ◉ Goal Requested: _____

If yes, what type: _____ Yes ◯ No ◯

Did Department explore opportunities for using certified firms? Yes ◯ No ◯ N/A ◯

If no, please explain why not: _____

Concurrence:

Jackie Smith — Department Initiator — 6/30/14 — Date

Department Director or Designee — 8/22/14 — Date

Approved by:

OBO Assistant Director or Designee — 8/28/14 — Date

No sub contracting opportunity.

OBO Tracking #: W-222 OBO Reason: _____

CITY OF HOUSTON

Finance Department

Interoffice

Correspondence

To: Lourdes Cosss
Chief Procurement Officer
Finance Department

cc: Mayor Annise D. Parker

From: Kelly Dowe, Director
Finance Department

Date: July 7, 2014

Subject: Non-Competitive Procurement Justification: Recommended Issuance of Purchase Order to StarSoft Solutions for Professional Services Consulting

We recommend that the services of StarSoft Solutions be utilized to assist the City of Houston with continuing consultation for the Accounts Receivable Data Mart project and Data Warehouse/Business Intelligence Strategic Planning per the HITS SOW for professional services for the Project: Enterprise Data Mart Consultation. This letter will serve as justification.

Laura Reeves, Principal of StarSoft Solutions, has deep knowledge of the City-wide Data Warehouse program at the City. She has been engaged with the City of Houston for over 3 years, including services during the Data Mart development since 2011, as a subcontractor with Alvarez & Marsal Business Consulting. More recently, since November 2013, she has been a consultant working directly with the City on the project per PO # 4500191092-0.

Specifically, Laura has led the following for the City:

- Interviews with department directors and mayor's office staff to draft the federated City-wide Data Warehousing Strategy.
- Development of the Accounts Receivable (AR) Data Mart Business Dimensional Model™ for several departmental AR streams
- Evaluation of tools and technologies assisting the city in its selection of ERWIN data modeling tools and IBI Webfocus Business Intelligence software.

A substantial increase in costs and duplication of effort would be incurred if the City chose another vendor, costs that could not be recovered and costs that would cause unacceptable delays in the AR Data Mart Project and BI/Data warehouse strategy. The current Project timeline is expected to need the consulting services starting in July 2014.

We can say for certain that educating a new vendor would have significant time and cost impact on program. It is estimated to take at least six (6) months for another vendor to come up to the knowledge level needed for this project that has taken three (3) years of working closely with the City to attain from incumbent vendor. Another vendor would not have a discounted rate. At estimated $350 hour rate for 3 months consulting is $168,000. Included in that costs would be HITS and Finance staff time to mentor the vendor. This is estimated at an additional $36,000 in costs for just one city employee ($75 rate for 480 hours.) The added time would not be able to be worked in exactly 3 months, but would be spread out over a 6-9 month period. This added time would slow down the momentum of the current project and add too much of a delay on the scheduled timeline. In addition to the costs of coming up to speed on the project, would be the additional service costs required by the HITS SOW for professional services for the Project: Enterprise Data Mart Consultation, itself.

In conclusion, StarSoft Solutions is the best vendor for the Project: Enterprise Data Mart Consultation and we recommend their services via a non-competitive procurement. We have not contacted any other vendor due to the time and cost to familiarize the new vendor with the AR Data Mart needs that would outweigh the cost of leveraging the expertise and current relationship of StarSoft Solutions.

Regards,

Kelly Dowe, Finance Director

Cc: Charles Thompson, CIO, HITS Director
Jackie Smith, Assistant Director
Reenie Askew, Deputy CIO, Deputy Director

CITY OF HOUSTON - CITY COUNCIL
Meeting Date: 9/16/2014
ALL

Item Creation Date: 9/8/2014

10200 - Purchase of a Portable Asphalt Crack Sealer Machine through the Houston Galveston Area Council for the Public Works & Engineering Department

Agenda Item#: 8.

Summary:
CRAFCO TEXAS, INC for Portable Asphalt Crack Sealer Machine through the Interlocal Agreement for Cooperative Purchasing with the Houston Galveston Area Council for the Public Works & Engineering Department - $57,606.83 - Enterprise Fund

Background:
The Director of the Public Works & Engineering Department and the City Purchasing Agent recommend that City Council approve the purchase of one portable asphalt crack sealer machine through the Interlocal Agreement for Cooperative Purchasing with the Houston-Galveston Area Council (H-GAC) in the total amount of $57,606.83 for the Public Works & Engineering Department and that authorization be given to issue a purchase order to the H-GAC contractor, Crafco Texas, Inc. This portable crack sealer machine will be used by the Department's Street & Bridge Maintenance Branch personnel to repair streets and roads throughout the City.

The portable asphalt crack sealer machine (unit) will come with a full one year warranty and the life expectancy is seven years. The new unit will be an addition to the Department's equipment inventory.

Hire Houston First: This procurement is exempt from the City's Hire Houston First Ordinance. Bids/proposals were not solicited because the department is utilizing an Interlocal or Cooperative Purchasing Agreement for this purchase.

Amount of Funding:
Award Amount: $57,606.83
$57,606.83 - Dedicated Drainage & Street Renewal Fund (2310)

Source of Funding:
Enterprise Fund

Contact Information:
David Guernsey Phone: (832) 395-3640
Ray DuRousseau Phone: (832) 393-8726
Jeff Meekins Phone: (832) 393-8743

ATTACHMENTS:

Description	Type
RCA - Crafton Texas, Inc	Signed Cover sheet
Form A (Fair Campaign Ord)	Backup Material
Form B (Fair Campaign Ord)	Backup Material
Delinquent Tax Report	Backup Material
Departmental Sign-Off	Backup Material

REQUEST FOR COUNCIL ACTION

TO: Mayor via City Secretary **RCA# 10200**

Subject: Purchase of a Portable Asphalt Crack Sealer Machine through the Houston Galveston Area Council for the Public Works & Engineering Department S40-E25122-H	Category # 4	Page 1 of 1	Agenda Item

FROM (Department or other point of origin):	**Origination Date**	**Agenda Date**
Calvin D. Wells City Purchasing Agent Finance Department	August 08, 2014	

DIRECTOR'S SIGNATURE	**Council District(s) affected**
Calvin D Wells	All
For additional information contact: David Guemsey **Phone:** (832) 395-3640 Ray DuRousseau **Phone:** (832) 393-8726	**Date and Identification of prior authorizing Council Action:**

RECOMMENDATION: (Summary)

Approve the purchase of one portable asphalt crack sealer machine through the Houston-Galveston Area Council (H-GAC) in the total amount of $57,606.83 for the Public Works & Engineering Department.

Award Amount: $57,606.83	**Finance Budget**

$57,606.83 - Dedicated Drainage & Street Renewal Fund (Fund 2310)

SPECIFIC EXPLANATION:

The Director of the Public Works & Engineering Department and the City Purchasing Agent recommend that City Council approve the purchase of one portable asphalt crack sealer machine through the Interlocal Agreement for Cooperative Purchasing with the Houston-Galveston Area Council (H-GAC) in the total amount of $57,606.83 for the Public Works & Engineering Department and that authorization be given to issue a purchase order to the H-GAC contractor, Crafco Texas, Inc. This portable crack sealer machine will be used by the Department's Street & Bridge Maintenance Branch personnel to repair streets and roads throughout the City.

The portable asphalt crack sealer machine (unit) will come with a full one year warranty and the life expectancy is seven years. The new unit will be an addition to the Department's equipment inventory.

Hire Houston First: This procurement is exempt from the City's Hire Houston First Ordinance. Bids/proposals were not solicited because the department is utilizing an Interlocal or Cooperative Purchasing Agreement for this purchase.

Buyer: Jeff Meekins
PR# 10191677

REQUIRED AUTHORIZATION

Finance Department:	Other Authorization:	Other Authorization:

CITY OF HOUSTON - CITY COUNCIL
Meeting Date: 9/16/2014
ALL

Item Creation Date: 9/10/2014

10230 - ORDINANCE for Purchase of Automated Recycling Carts through the Interlocal Agreement with the City of Tucson for the Solid Waste Management Department

Agenda Item#: 9.

Summary:
ORDINANCE appropriating $5,011,250.00 out of Reimbursement of Equipment/Projects Fund for Purchase of Automated Recycling Containers for the Solid Waste Management Department

Background:
The Director of the Solid Waste Management Department and the City Purchasing Agent recommend that City Council approve an ordinance authorizing the appropriation of $5,011,250.00 out of the Reimbursement of Equipment/Projects Fund (Fund 1850). It is further recommended that City Council approve the purchase of 95,000 green, 96-gallon capacity, automated recycling carts through the Interlocal Agreement for Cooperative Purchasing between the City of Houston and the City of Tucson, Arizona in the amount of $5,011,250.00 for the Solid Waste Management Department, and that authorization be given to issue purchase orders to the City of Tucson's contractor, Toter, LLC. These carts will be used citywide by the Department to expand the Automated Recycling Program to additional homes. As of this date, the Department has deployed 272,000 recycling carts for the Automated Cycling Program.

The Reimbursement of Equipment/Projects Fund (Fund 1850), which is being used to fund the purchase of these carts, will be reimbursed by revenue derived from the sale of recycled material and from the avoided cost of disposal of landfill material.

The 95,000, 96-gallon capacity two-wheel recycling carts will be issued to residential customers to place at the curb as part of the expansion of the Department's Automated Recycling Program. The new carts will come with a full ten-year warranty and the life expectancy is 15 to 20 years.

Hire Houston First:
This procurement is exempt from the City's Hire Houston First Ordinance. Bids/proposals were not solicited because the department is utilizing an Interlocal Agreement or Cooperative Purchasing Agreement for this purchase.

Amount of Funding:
Award Amount: $5,011,250.00

$5,011,250.00 - Reimbursement of Equipment/Projects Fund (1850)

Source of Funding:
Other (Specify)

Reimbursement of Equipment/Project Fund

Contact Information:

Victor Ayres, Deputy Director (SWM)	Phone: 713-837-9131
Ray DuRousseau, Deputy Assistant Director (SPD)	Phone: 832-393-8726
Jeff Meekins, Buyer (SPD)	Phone: 832-393-8743

ATTACHMENTS:

Description	Type
RCA	Backup Material
Form A (Fair Campaign Ord)	Backup Material
Form B (Fair Compaign Ord)	Backup Material
Deliquent Tax Report	Backup Material
Departmental Sign-off	Backup Material
10230-TOTER CAPTION	Backup Material

REQUEST FOR COUNCIL ACTION

TO: Mayor via City Secretary **RCA# 10230**

Subject: Approve the Purchase of Automated Recycling Carts through the Interlocal Agreement with the City of Tucson for the Solid Waste Management Department S40-E25173-ILA	Category # 4	Page 1 of 1	Agenda Item

FROM (Department or other point of origin):	**Origination Date**	**Agenda Date**
Calvin D. Wells City Purchasing Agent Finance Department	September 04, 2014	
DIRECTOR'S SIGNATURE	**Council District(s) affected**	
	All	
For additional information contact:	**Date and Identification of prior authorizing Council Action:**	
Vic Ayres **Phone:** (713) 837-9131 Ray DuRousseau **Phone:** (832) 393-8726		

RECOMMENDATION: (Summary)

Approve an ordinance authorizing the appropriation of $5,011,250.00 out of the Reimbursement of Equipment/Projects Fund (Fund 1850) and approve the purchase of automated recycling carts through the Interlocal Agreement for Cooperative Purchasing with the City of Tucson in the amount of $5,011,250.00 for the Solid Waste Management Department.

Award Amount: $5,011,250.00	**Finance Budget**
$5,011,250.00 - Reimbursement of Equipment/Projects Fund (Fund 1850)	

SPECIFIC EXPLANATION:

The Director of the Solid Waste Management Department and the City Purchasing Agent recommend that City Council approve an ordinance authorizing the appropriation of $5,011,250.00 out of the Reimbursement of Equipment/Projects Fund (Fund 1850). It is further recommended that City Council approve the purchase of 95,000 green, 96-gallon capacity, automated recycling carts through the Interlocal Agreement for Cooperative Purchasing between the City of Houston and the City of Tucson, Arizona in the amount of $5,011,250.00 for the Solid Waste Management Department, and that authorization be given to issue purchase orders to the City of Tucson's contractor, Toter, LLC. These carts will be used citywide by the Department to expand the Automated Recycling Program to additional homes. As of this date, the Department has deployed 272,000 recycling carts for the Automated Cycling Program.

The Reimbursement of Equipment/Projects Fund (Fund 1850), which is being used to fund the purchase of these carts, will be reimbursed by revenue derived from the sale of recycled material and from the avoided cost of disposal of landfill material.

The 95,000, 96-gallon capacity two-wheel recycling carts will be issued to residential customers to place at the curb as part of the expansion of the Department's Automated Recycling Program. The new carts will come with a full ten-year warranty and the life expectancy is 15 to 20 years.

Hire Houston First:

This procurement is exempt from the City's Hire Houston First Ordinance. Bids/proposals were not solicited because the department is utilizing an Interlocal Agreement or Cooperative Purchasing Agreement for this purchase.

Buyer: Jeff Meekins
PR# 10193393

REQUIRED AUTHORIZATION

Finance Department:	Other Authorization:	Other Authorization:

CITY OF HOUSTON - CITY COUNCIL
Meeting Date: 9/16/2014
ALL

Item Creation Date: 9/10/2014

10230 - MOTION to Purchase of Automated Recycling Carts through the Interlocal Agreement with the City of Tucson for the Solid Waste Management Department

Agenda Item#: 10.

Summary:
TOTER, LLC for Automated Recycling Carts through the Interlocal Agreement for Cooperative Purchasing with the City of Tucson, Arizona for Solid Waste Management Department
This item should only be considered after passage of Item 9 above

Background:
The Director of the Solid Waste Management Department and the City Purchasing Agent recommend that City Council approve an ordinance authorizing the appropriation of $5,011,250.00 out of the Reimbursement of Equipment/Projects Fund (Fund 1850). It is further recommended that City Council approve the purchase of 95,000 green, 96-gallon capacity, automated recycling carts through the Interlocal Agreement for Cooperative Purchasing between the City of Houston and the City of Tucson, Arizona in the amount of $5,011,250.00 for the Solid Waste Management Department, and that authorization be given to issue purchase orders to the City of Tucson's contractor, Toter, LLC. These carts will be used citywide by the Department to expand the Automated Recycling Program to additional homes. As of this date, the Department has deployed 272,000 recycling carts for the Automated Cycling Program.

The Reimbursement of Equipment/Projects Fund (Fund 1850), which is being used to fund the purchase of these carts, will be reimbursed by revenue derived from the sale of recycled material and from the avoided cost of disposal of landfill material.

The 95,000, 96-gallon capacity two-wheel recycling carts will be issued to residential customers to place at the curb as part of the expansion of the Department's Automated Recycling Program. The new carts will come with a full ten-year warranty and the life expectancy is 15 to 20 years.

Hire Houston First:
This procurement is exempt from the City's Hire Houston First Ordinance. Bids/proposals were not solicited because the department is utilizing an Interlocal Agreement or Cooperative Purchasing Agreement for this purchase.

Amount of Funding:
Award Amount: $5,011,250.00

$5,011,250.00 - Reimbursement of Equipment/Projects Fund (1850)

Source of Funding:
Other (Specify)

Reimbursement of Equipment/Project Fund

Contact Information:

Victor Ayres, Deputy Director (SWM)	Phone: 713-837-9131
Ray DuRousseau, Deputy Assistant Director (SPD)	Phone: 832-393-8726
Jeff Meekins, Buyer (SPD)	Phone: 832-393-8743

ATTACHMENTS:

	Description	Type
	Revised RCA	Signed Cover sheet
	Form A (Fair Campaign Ord)	Backup Material

Form B (Fair Compaign Ord)	Backup Material
Deliquent Tax Report	Backup Material
Departmental Sign-off	Backup Material
10230-TOTER CAPTION	Backup Material
District A recycling map	Backup Material
District B recycling map	Backup Material
District C recycling map	Backup Material
District D recycling map	Backup Material
District E recycling map	Backup Material
District F recycling map	Backup Material
District G recycling map	Backup Material
District H recycling map	Backup Material
District I recycling map	Backup Material
District J recycling map	Backup Material
District K recycling map	Backup Material

* Revised RCA for motion only 9/17/14

REQUEST FOR COUNCIL ACTION

TO: Mayor via City Secretary **RCA# 10230**

Subject: Approve the Purchase of Automated Recycling Carts through the Interlocal Agreement with the City of Tucson for the Solid Waste Management Department S40-E25173-ILA	Category # 4	Page 1 of 1	Agenda Item

FROM (Department or other point of origin):	**Origination Date**	**Agenda Date**
Calvin D. Wells City Purchasing Agent Finance Department	September 04, 2014	
DIRECTOR'S SIGNATURE Calvin D Wells	**Council District(s) affected** All	
For additional information contact: Vic Ayres **Phone:** (713) 837-9131 Ray DuRousseau **Phone:** (832) 393-8726	**Date and Identification of prior authorizing Council Action:**	

RECOMMENDATION: (Summary)

Approve the purchase of automated recycling carts through the Interlocal Agreement for Cooperative Purchasing with the City of Tucson in the amount of $5,011,250.00 for the Solid Waste Management Department.

Award Amount: $5,011,250.00	**Finance Budget**

$5,011,250.00 - Reimbursement of Equipment/Projects Fund (Fund 1850)

SPECIFIC EXPLANATION:

The Director of the Solid Waste Management Department and the City Purchasing Agent recommend that City Council approve the purchase of 95,000 green, 96-gallon capacity, automated recycling carts through the Interlocal Agreement for Cooperative Purchasing between the City of Houston and the City of Tucson, Arizona in the amount of $5,011,250.00 for the Solid Waste Management Department, and that authorization be given to issue purchase orders to the City of Tucson's contractor, Toter, LLC. These carts will be used citywide by the Department to expand the Automated Recycling Program to additional homes. As of this date, the Department has deployed 272,000 recycling carts for the Automated Cycling Program.

The Reimbursement of Equipment/Projects Fund (Fund 1850), which is being used to fund the purchase of these carts, will be reimbursed by revenue derived from the sale of recycled material and from the avoided cost of disposal of landfill material.

The 95,000, 96-gallon capacity two-wheel recycling carts will be issued to residential customers to place at the curb as part of the expansion of the Department's Automated Recycling Program. The new carts will come with a full ten-year warranty and the life expectancy is 15 to 20 years.

Hire Houston First:

This procurement is exempt from the City's Hire Houston First Ordinance. Bids/proposals were not solicited because the department is utilizing an Interlocal Agreement or Cooperative Purchasing Agreement for this purchase.

Buyer: Jeff Meekins
PR# 10193393

• Revised RCA for motion item only (no appropriation)

REQUIRED AUTHORIZATION

Finance Department:	Other Authorization:	Other Authorization:

City of Houston Recycling 2014

Recycling

- District A
- SIngle Stream
- Dual Stream
- Waiting List

N

Cole Creek Manor
WOODLAND TRAILS NORTH SEC 1
Candlelight Forest West
Inwood Forest North
Inwood Forest East
Inwood Pines East
Inwood Pines West
CANDLELIGHT FOREST
Woodland Trails CHATEAU FOREST
Inwood Forest South
Bayou Bend Community
GREATER INWOOD
Oaks of Inwood
Arbor Oaks
INWOOD FOREST SEC 2
Autoline Forest
Yorkwood
Cole Creek Manor Sec 2
Cole Creek Manor Sec 1
HIGHLAND HEIGHTS ANNEX SEC 4
Candlelight Oaks
Candlelight Oaks Village
ROSSLYN HEIGHTS
Shepherd Forest III
WHITE OAK ACRES
Brook Woods Estates
EUREKA ACRES
Old Spring Branch East
LANIER BERNARD
CLAY ESTATES
Pine Terrace
Craigwood
Westview Terrace
SPRING BRANCH EAST
Afton Village
Brykerwoods
SUBURBIA
Monarch Oaks
SPRING BRANCH CENTRAL
RUDLAND PLACE
DANBURY PLACE
Spring Oaks Section 1
Springwood Timber Creek
Pine Terrace
Western Oaks
Campbell Place
Longpoint Woods
PINE LAKE CONDO
SPRING BRANCH WEST
KINGSTON OAKS U/R
Lazy Oaks
ROLLINGWOOD
Shadow Oaks
Royal Oak
Pine Village
Shadow Woods
Spring Branch Oaks
TOWN & COUNTRY BUSINESS PARK SEC 2
Timber Oaks
Springwood Civic
Pine Shadows
NEUEN MANOR
Old Spring Branch
Ridgecrest
Campbell Wood
Hollister Place
YOCUM GARDENS
CENTRAL GARDENS
Spring Branch Valley
ROBINS ROW
Macgregor West
Spring Shadows East
MC CLEISH J V
Holly Terrace
LANGWOOD SEC 2
RYSON PLACE
Spring Shadows West
Spring Shadows North
Kempwood
Colleen Woods
Wilson Court
Binglewood
Langwood - 2
Oak Forest South
SAUER
Spring Meadow
Kempwood Villa T/H
Kempwood North
LAZY SPRING ACRES
United Civic Club
Outpost Estates
Spring Branch
Court Yard West
West Branch
LANGWOOD SEC 1
ROSSLYN GARDENS
Langwood LANGWOOD SEC 3
Langwood II
FAIRBANKS / NORTHWEST CROSSING 1
FAIRBANKS
FAWNDALE T/H SEC 1
CARVERDALE
TANNER
LINDALE
HAITLS SUBURBAN FARMS SEC 6
FAIRBANKS / NORTHWEST CROSSING 2
FAIRBANKS / NORTHWEST CROSSING 3
LITTLE YORK
Candlelight Forest
Woodland Trails CHATEAU FOREST
Bayou Bend Community
Cole Creek Manor
WOODLAND TRAILS NORTH SEC 1
Candlelight Forest West
Inwood Forest North
Inwood Forest East
Inwood Pines East
Inwood Pines West
Inwood Forest South
GREATER INWOOD
Oaks of Inwood
Arbor Oaks
INWOOD FOREST SEC 2
Autoline Forest
Yorkwood
Cole Creek Manor Sec 2
Cole Creek Manor Sec 1
HIGHLAND HEIGHTS ANNEX SEC 4
Candlelight Oaks
Candlelight Oaks Village
ROSSLYN HEIGHTS
Shepherd Forest III
WHITE OAK ACRES
Brook Woods Estates
EUREKA ACRES
Old Spring Branch East
LANIER BERNARD
CLAY ESTATES
Pine Terrace
Craigwood
Westview Terrace
SPRING BRANCH EAST
Afton Village
Brykerwoods
SUBURBIA
Monarch Oaks
SPRING BRANCH CENTRAL
RUDLAND PLACE
DANBURY PLACE
Spring Oaks Section 1
Springwood Timber Creek
Pine Terrace
Western Oaks
Campbell Place
Longpoint Woods
PINE LAKE CONDO
SPRING BRANCH WEST
KINGSTON OAKS U/R
Lazy Oaks
ROLLINGWOOD
Shadow Oaks
Royal Oak
Pine Village
Shadow Woods
Spring Branch Oaks
TOWN & COUNTRY BUSINESS PARK SEC 2
Timber Oaks
Springwood Civic
Pine Shadows
NEUEN MANOR
Old Spring Branch
Ridgecrest
Campbell Wood
Hollister Place
YOCUM GARDENS
CENTRAL GARDENS
Spring Branch Valley
ROBINS ROW
Macgregor West
Spring Shadows East
MC CLEISH J V
Holly Terrace
LANGWOOD SEC 2
RYSON PLACE
Spring Shadows West
Spring Shadows North
Kempwood
Colleen Woods
Wilson Court
Binglewood
Langwood - 2
Oak Forest South
SAUER
Spring Meadow
Kempwood Villa T/H
Kempwood North
LAZY SPRING ACRES
United Civic Club
Outpost Estates
Spring Branch
Court Yard West
West Branch
LANGWOOD SEC 1
ROSSLYN GARDENS
Langwood LANGWOOD SEC 3
Langwood II
FAIRBANKS / NORTHWEST CROSSING 1
FAIRBANKS
FAWNDALE T/H SEC 1
CARVERDALE
TANNER
LINDALE
HAITLS SUBURBAN FARMS SEC 6
FAIRBANKS / NORTHWEST CROSSING 2
FAIRBANKS / NORTHWEST CROSSING 3
LITTLE YORK
Maydc Creek
NULL
Cole Creek Manor
WOODLAND TRAILS NORTH SEC 1
Candlelight Forest West
Inwood Forest North
Inwood Forest East
Inwood Pines East
Inwood Pines West
CANDLELIGHT FOREST
Woodland Trails CHATEAU FOREST
Inwood Forest South
Bayou Bend Community
GREATER INWOOD
Oaks of Inwood
Arbor Oaks
INWOOD FOREST SEC 2
Autoline Forest
Yorkwood
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Cole Creek Manor Sec 1
HIGHLAND HEIGHTS ANNEX SEC 4
Candlelight Oaks
Candlelight Oaks Village
ROSSLYN HEIGHTS
Shepherd Forest III
WHITE OAK ACRES
Brook Woods Estates
EUREKA ACRES
Old Spring Branch East
LANIER BERNARD
CLAY ESTATES
Pine Terrace
Craigwood
Westview Terrace
SPRING BRANCH EAST
Afton Village
Brykerwoods
SUBURBIA
Monarch Oaks
SPRING BRANCH CENTRAL
RUDLAND PLACE
DANBURY PLACE
Spring Oaks Section 1
Springwood Timber Creek
Pine Terrace
Western Oaks
Campbell Place
Longpoint Woods
PINE LAKE CONDO
SPRING BRANCH WEST
KINGSTON OAKS U/R
Lazy Oaks
ROLLINGWOOD
Shadow Oaks
Royal Oak
Pine Village
Shadow Woods
Spring Branch Oaks
TOWN & COUNTRY BUSINESS PARK SEC 2
Timber Oaks
Springwood Civic
Pine Shadows
NEUEN MANOR
Old Spring Branch
Ridgecrest
Campbell Wood
Hollister Place
YOCUM GARDENS
CENTRAL GARDENS
Spring Branch Valley
ROBINS ROW
Macgregor West
Spring Shadows East
MC CLEISH J V
Holly Terrace
LANGWOOD SEC 2
RYSON PLACE
Spring Shadows West
Spring Shadows North
Kempwood
Colleen Woods
Wilson Court
Binglewood
Langwood - 2
Oak Forest South
SAUER
Spring Meadow
Kempwood Villa T/H
Kempwood North
LAZY SPRING ACRES
United Civic Club
Outpost Estates
Spring Branch
Court Yard West
West Branch
LANGWOOD SEC 1
ROSSLYN GARDENS
Langwood LANGWOOD SEC 3
Langwood II
FAIRBANKS / NORTHWEST CROSSING 1
FAIRBANKS
FAWNDALE T/H SEC 1
CARVERDALE
TANNER
LINDALE
HAITLS SUBURBAN FARMS SEC 6
FAIRBANKS / NORTHWEST CROSSING 2
FAIRBANKS / NORTHWEST CROSSING 3
LITTLE YORK

City of Houston Recycling 2014

Recycling

- District B
- Single Stream
- Waiting List

N

Northborough Village
Heather Ridge Village
Riverwood Estates
IMPERIAL VALLEY SEC 5
IMPERIAL VALLEY SEC 6
IMPERIAL VALLEY SEC 4 P/P
GREENRIDGE NORTH SEC 9 P/P
GREENRIDGE NORTH SEC 9
GREENRIDGE NORTH SEC 1
GREENRIDGE NORTH SEC 7
GREENRIDGE NORTH SEC 8
NULL
Oaks of Inwood
Arbor Oaks
HOME MEADOWS
Yorkdale/Highland Acre Homes
HIGHLAND HEIGHTS ANNEX SEC 4
HIGHLAND HEIGHTS
Shepherd Park Terrace
PINEMONT PLAZA SEC 1
ELLA PARK TERRACE
ROSSLYN HEIGHTS
Dominion Estates
Scenic Wood Plaza
Fontaine Place
WAYSIDE VILLAGE SEC 1
Kentshire Place
Townley Place
PARK NORTH
Verde Forest SEC 2
Verde Forest SEC 1 Parkwood East
DORCHESTER PLACE
Clairmont Place
Chatwood Place
KASHMERE GARDENS PARK
Kashmere Gardens area
INDUSTRIAL CENTER OF PORTER BAKER
RICHARDSON
KOHN
HOME
MIMS
GREGG
Cascara
PARKER SMITH
Foreground
AUGUSTA
CHAPMAN SEC 3
PARKWOOD
NOBLE
SYDNOR
Buena Vista
PINECREST COURT
BRYAN HEIGHTS PHILLIPS
Finnigan Place Court
HAILEY
CARVER TERRACE
GROVELAND TERRACE
ROYAL TERRACE
PORT HOUSTON ACREAGE
HARBOURDALE SEC 3
Pleasantville
PORT HOUSTON NS
CLINTONVIEW

City of Houston Recycling 2014

Recycling

- District C
- Single Stream
- Waiting List

N

City of Houston Recycling 2014

Recycling

- District D
- Single Stream
- Dual Stream
- Waiting List

N

Midtown TH
WILSON / HOLMAN
WILSON W/M A
TRAVIS
Museum Area
FOREST HOME
Midtown
Washington Terrace
SYLVAN TERRACE
GRANLIN GROVE
Southwood
Third Ward
Azam
University Oaks
Timbercrest
MACGREGOR
HERMANN LAKE
South Macgregor
West Macgregor
GREENSBORO
Park View
Riverside Terrace
Macgregor Place
Devonshire Place
Central City
CENTRAL CITY
SOUTHLAND PLACE
HERMAN PARK COURT ACRES
Scott Terrace
Foster Place/South Union
Southern Village Section 2
La Saletta Place
SCOTT HEIGHTS
SOUTH COURT
Macgregor Terrace
UNIVERSITY PARK
INSTITUTE PLACE
SOUTH END SUNNYSIDE
Foster Place GRAND PARK
MERIDIAN PLACE TH
KNIGHTS MAIN STREET
South Park
Southcrest
East Sunnyside
Inwood Terrace
Belfort Park sec 4
Belfort Park Sec 1
Overlook
ROSS J O
Sugar Valley
AIRPORT BOULEVARD ESTATES SEC 1
ALMEDA SQUARE
WEST OREM PLACE
South Acres Estates
King Estates Sec 3
Skyview Park
CANTERBURY VILLAGE
CENTRAL SOUTHWEST
Regal Oaks
GREATER HOBBY AREA
Skyscraper Shadows
Gulf Meadows I
Gulf Meadows
Victoria Park
FAIRBOW VALLEY SEC 1
SOUTH BELT / ELLINGTON
Huqua Landing
Beverly Hills
Kings Place
KINGS POINT GARDENS
Durham Park
Sagemont Park
Sagemont
HUFFMEISTER
CLINTON
SH 225
LAWNDALE
ALLENDALE
PASADENA
QUEENS
SPENCER
FAIRMONT
CRENSHAW
GENOA RED BLUFF
IH 610
IH 45
SH 288
BW 8
FM 1959

City of Houston Recycling 2014

Recycling

- District E
- Single Stream
- Waiting List

N

North Kingwood Forest
ELM GROVE VILLAGE SEC 2
Woodspring Forest
Village of Riverchase
Elm Grove Village Sec 2
Sherwood Trails
Oak Manor Aboriginal Village
KINGWOOD AREA A
KINGWOOD AREA C
LAKESIDE DR
Forest Cove
Northshire
KINGWOOD AREA
BELLEAU WOODS
RIVERSIDE CREST
Lakewood Heights
Hidden Forest
Home Owned Estates
GREENS BAYOU PARK
WOODLAND ACRES
Woodland Acres Sec 6
MEADOWBROOK/ALLENDALE
Meadowood/Almeda Meadowcreek Village
SOUTH HOUSTON GARDENS SEC 1
SHELDON VISTA / BROOKGLEN PLACE
Freeway Manor Sec 1 - EDGEBROOK AREA
Freeway Manor Sec 2
Arlington Terrace
Freeway Manor Sec 3
MOTORWAY
Town Park
Town Glen Sec 2
TIERRA GLEN SEC 2
South Way Sec 6
Glenway Village sec 1-2
Pinebrook
Pinebrook Central
Pinebrook East
Pinebrook West
Oakbrook West
Oak Brook
Meadow Green
Camino South

City of Houston Recycling 2014

Recycling

- District F
- Single Stream
- Dual Stream
- Waiting List

N

Ashford Park
Park Hollow Place
West Hollow
Westpark Village
Parkridge
Crown Colony East
Crown Colony West
Pheasant Run
BELLAIRE GARDENS
High Star
Braewood Glen II
LEADER CROSSING SEC 1
Catalina Village
Braewood Glen
DAIRY PROPERTY / ASHFORD GARDENS
BELLAIRE VILLA SEC 1
Oak Harbor
CROWN COLONY SEC 2
TRINITY PARK
Brookfield West
Wellington Park
REGENT'S VILLAGE
ALIEF
Huntington Village
Huntington Patio
BELKNAP ACRES BELKNAP ACRES TRACT 38 PAR R/P
BELKNAP ACRES JOHN HUNT LTD
HUNTINGTON VILLAGE PATIO HOMES
Keegan's Glen
ALIEF VILLAGE PATIO HOMES
DAIRY TOWNSITE
Brays Forest
Brays Village Patio
BRAYS VILLAGE SEC 2 R/P
DASHWOOD TOWNHOMES
Bellaire West I
Bellaire West IV
Catalina Square
Bellaire West II
Bellaire West III
Cookwood
Chessington
Kirkwood County
Leawood
Imperial Point
Royal Palms
BRIAR LEAF SEC 2
Brays Village
BRAYS VILLAGE EAST SEC 1
BRIARLEAF SEC 1
Parkglen West
PARKGLEN WEST SEC 1
Bayou Place
Parkglen
SOUTHWEST PARK NORTH
Richmond Roads Estates
RICHMOND ROAD ESTATES
KING HURST AMEND
Tanglewide
Tanglewide II
Area 8
Westbriar
Blossom Heights
CONTEMPORARY WEST SEC 1
NULL
Sharpstown

WESTPARK TOLL
Rivercrest
RICHMOND
WESTPARK
ALIEF CLODINE
HARWIN
BRIARPARK
CORPORATE
TOWN PARK
RANCHESTER
BOONE
WILCREST
COOK
KIRKWOOD
DAIRY ASHFORD
SYNOTT
HILLCROFT
BELLAIRE
BEECHNUT
BISSONNET
BRAESWOOD
CREEKBEND
GESSNER
FONDREN
FLORENCE
AIRPORT
MURPHY
BW 8
US 59

City of Houston Recycling 2014

Recycling

- District G
- Single Stream
- Waiting List

N

Nettingham Sec 4
Memorial Valley
Fonn Villa
Memorial Meadows
Memorial Hollow
Bunker Hill
Memorial Pines
Memorial Bend
Woodland Hollow
Memorial Glen
MEMORIAL Woodland Memorial
TEALWOOD SEC 4
HICKORY RIDGE
Briar Forest Sec 2
BRIAR FOREST
LAKESIDE COURT SEC 7
LAKESIDE PARK TH PAR R/P
EXECUTIVE ROW TH
POOL & PATIO T/H
Ashford West Sec 1
Ashford West Sec 2
Parkway Plaza
Briarwood
HUNTERS RUN CONDO PH 1
Ashford Hollow
April Village
Rivercrest
PINEFIELD PLACE AMENDED
VILLAS OF PINEY POINT ESTATES
PARKWAY COURT AMEND
WESTWAY FARMS U/R
Bayou Woods-Oak Hill
NULL
CHATSWORTH PARK
Greatwood WELLING RESERVE
Tinglewood
UPPER POST OAK
HUISACHE ACRES
BRIAR HOLLOW TH U/R
Westhaven Estates
AZALEA TERRACE
DEL MONTE TERRACE
SAGE
BRIAR VIEW
BRIAR GLEN Oak Estates
Chatower Court
AFTON OAKS
West Lane Place Lynn Park
LYNN PARK
AFTON OAKS / RIVER OAKS AREA
Weslayan Plaza Sec 1
Saint George Lamar Terrace
AFTON OAKS SEC 6
Weslayan Plaza Sec 2
ATWOOD VILLAS
Larchmont
Area 7
Sunset Terrace
WESTPARK TOLL
IH 10
IH 610
BW 8
US 59
SH 6

City of Houston Recycling 2014

Recycling

- District H
- Single Stream
- Waiting List

N

GREENRIDGE NORTH SEC 5
GREENFIELD SEC 1
GREENFIELD SEC 2
Northside
LESTER ADDITION
Glen Oaks/Attine Manor
HOME MEADOWS
NULL
LITTLE YORK ANNEX
Hawthorne
HIGHLAND HEIGHTS
Shepherd Park Terrace
Elmwood Place
Tidvell Place
Brikman Shepherd Oaks
Weatherly Wood
Glenburnie Sec 3
GLENBURNIE SEC 3
Melrose Civic
Old Yale
Independence Heights
Garden Oaks West
Oakwood
White Oak Estates
Lindale North
Lindale
Garden Oaks East
Kashmere Gardens area
Sunset Heights
Brooksmith
Lindale Park West
Lindale Oaks
Lindale Park East
RYON
CITY GARDENS SEC 2
PORTER & BAKER
Harris Court
White Oak
Monte Beach
Irvington
Ryon
Proctor Plaza
Heights
Moody Park
WOODLAND COURT
Glen Park
PINEHURST
Heights II
GLEN PARK
Woodland Heights
QUITMAN
GREGG
LITTLE & DICKINSON
USENER
Thomas Annex
Cascara
ALLEN AC
First Ward
NOBLE
Magnolia Grove
RIVERSIDE PARK/MEMORIAL HEIGHTS SEC 2
MAGNOLIA GROVE
EVANS
Old 6 Ward
BLOUNT
PINECREST COURT
LOCKHART
SECOND WARD
Retreat on Velasco
RANGER SSBR Second Ward A/B
ENGEL
OAKLAWN
Fullerton Place
YOUNG MENS
LIBERTY HEIGHTS
MIMS HARBOR HOMESITE
Houston Harbor
Denver Harbor
HARBORDALE
HARBORDALE SEC 3
PARKWOOD
DENVER LIBERTY HEIGHTS SEC 2
DENVER HARBOR / PORT HOUSTON
HOUSTON HARBOR
Denver
PORT HOUSTON NS
Tidvell Place
Berry
Laura Koppe
Crosstimbers
Hardy Toll
Ley
Mesa
Winfield
Lake Houston
Mount Houston
Gulf Bank
Aldine Mail
Aldine Westfield
Lauder
Hopper
Langley
Parker
Victory
Little York
Tidwell
Pinemont
Berry
Bennington
Liberty
Wallisville
Beaumont
Kelley
Cavalcade
Collingsworth
Wayside
Homestead
Mccarty
Gellhorn
Oates
Post Oak
Durham
Heights
Shepherd
Yale
Waco
Kress
Market
Clinton
Canal
Harrisburg
Navigation
Polk
Alabama
Westheimer
Gray
Dallas
Main
Rosemont
Colquitan
Hirsch
Lathrop
Kirkpatrick
Holland
Elgin
Mckinney
Jensen
Yorkdale
Airline
Wheatley
Dumont
Antoine
Gessner
Silber
Montgomery
Hempstead
Manguum
Watonga
Ella
Lillja
Lurie
Hardy Toll
Carver
T C Jester
Gebra
Wayside
Homestead
Mesa
Gellhorn
Oates
Beaumont
Kelley
Liberty
Mccarty
Wallisville
Market
Clinton
Canal
Harrisburg
Navigation
Polk
Alabama
Westheimer
Gray
Dallas
Main
Rosemont
Colquitan
Hirsch
Lathrop
Kirkpatrick
Holland
Elgin
Mckinney
Jensen
Yorkdale
Airline
Wheatley
Dumont
Antoine
Gessner
Silber
Montgomery
Hempstead
Manguum
Watonga
Ella
Lillja
Lurie

City of Houston Recycling 2014

Recycling

- District I
- Single Stream
- Waiting List

N

Hunterwood Village
Hunterwood Village II
HUNTERWOOD
OAKLANE ACRES
Wynnewood Acres
O S TACRES
El Dorado
EL DORADO / OATES PRAIRIE
WALLISVILLE GARDENS
GREENS BAYOU ESTATES NORTHSHORE
TAMMARACK WOODS
Wood Bayou
Songwood
Woodshadow
Wood Shadows
WOOD SHADOWS SEC 2 GREENS BAYOU PARK
Home Owned Estates
FIDELITY
SHIRLEY PLACE
Central Park
MAGNOLIA PARK
MAGNOLIA TRAILS SEC 1
Fullerton Place
YOUNG MENS
Eastwood
Moody L.B
CENTRAL PARK
Magnolia Park Sec 2
LUNNON
Eastlawn
Eastwood II
SWOPE
SIMMS WOODS
SCHMOELLER MAGNOLIA PARK P.R
FINDALE East Park
MAGNOLIA TERRACE
Houston Country Club
BEVERLY PARK
Broadmore
Fineview Place
MAGNOLIA PARK OL SEC 2
Sunnylan
Idylwood
TELEPHONE ROAD PLACE SEC 1
East Lawndale
LAWNDALE / WAYSIDE
Harrisburg Manchester Park
Fonde Civic Asse
Fonde Park
WAYSIDE AT TELEPHONE
EDMUNDSON SEC 3
BROOKLINE
Pecan Park Cloverdale
Baldwin & Foster
PECAN PARK BROADWAY COURT
FLIVERA COURT
PARK TERRACE
Pine Valley
DUVAL MOBILE HOME PARK 3903 ERSKY
Pinevalley
GULFGATE RIVERVIEW / PINE VALLEY
Shadypark Acre Villa
Park Place
GOLFCREST / BELLFORT / REVEILLE
GOLFVIEW MANOR FREEWAY SEC 4
Reveille Park - non active area
Reveille Park
ColMey Manor
MAYFAIR
MEADOWBROOK / ALLENDALE
ALLENDALE
Meadowbrook/Allendale
Tropicana
GOLFCREST
SOUTHVIEW R/P
GOLFCREST / BELLFORT / REVEILLE
Glenbrook Valley
New Meadow Brook
Gulf Freeway Oaks
Bayou Oaks
EASTMOOR
Overbrook
Garden Villas
CLINTON PARK
GREATER HOBBY AREA
Allen Parms Sec 2
NULL
Skyscraper Shadows
IH 610
IH 10
US 59
IH 45
SH 225
SH 288
BW 8
IH 610
WAYSIDE
HOMESTEAD
KIRKPATRICK
BENNINGTON
HIRSCH
GOODRICH
HARRINGTON
ELYSIAN
JENSEN
HARDY
FULTON
SHEPHERD
DURHAM
T.C. JESTER
HEIGHTS
YALE
MAIN
ALLEN
GRAY
DUNLAVY
RICHMOND
ALABAMA
COLQUITT
KIRBY
DUNSTAN
RICE
BINZ
BLODGETT
WHEELER
MARTIN LUTHER KING
CULLEN
SCOTT
CALHOUN
GRIGGS
DIXIE
LAWNDALE
WAYSIDE
MACGREGOR
HOLCOMBE
ALMEDA
GREENBRIAR
BRAESWOOD
CAMBRIDGE
FANNIN
BELLFORT
HOLMES
FELDMAN
REED
CULLEN
HOLLAND
ACRES
OREM
FURMAN
MARTINDALE
ALMEDA GENOA
MONROE
THETA
AIRPORT
HOUSTON
MAIN
ALLEN GENOA
SPENCER
BURKE
PRESTON
VISTA
FAIRMONT
PASADENA
QUEENS
RICHEY
HARRIS
SHIVER
FUCHIA
RED BLUFF
INDUSTRIAL
JACINTO PORT
FEDERAL
HOLLAND
MARKET
WALLISVILLE
LIBERTY
MCCARTY
GELLHORN
KRESS
HIRSCH
CANAL
CLINTON
OATES
MAXEY
WOODFOREST
NORMANDY
UVALDE
GELLDALE
MESA
OATES
LAWNDALE
LONG
TELEPHONE
DIXIE
NAVARRO
BROADWAY
MAIN
HOUSTON
MONROE
THETA
AIRPORT
ALMEDA GENOA
MARTINDALE
OREM
SCOTT
CALHOUN
GRIGGS
CULLEN
HOLLAND
ACRES
REED
BELLFORT
HOLMES
FELDMAN
FURMAN
ALMEDA
GREENBRIAR
BRAESWOOD
CAMBRIDGE
FANNIN
HOLCOMBE
MACGREGOR
BLODGETT
WHEELER
MARTIN LUTHER KING
BINZ
RICE
KIRBY
DUNSTAN
DUNLAVY
RICHMOND
ALABAMA
COLQUITT
GRAY
MAIN
ALLEN
YALE
MAIN
HEIGHTS
T.C. JESTER
DURHAM
SHEPHERD
FULTON
HARRINGTON
ELYSIAN
HARDY
JENSEN
HIRSCH
GOODRICH
KIRKPATRICK
HOMESTEAD
BENNINGTON
MESA
OATES
UVALDE
GELLDALE
MAXEY
WOODFOREST
NORMANDY
MCCARTY
LIBERTY
WALLISVILLE
GELLHORN
KRESS
HIRSCH
CANAL
CLINTON
HOLLAND
INDUSTRIAL
JACINTO PORT
FEDERAL
MARKET
FIDELITY
IH 10
IH 610
IH 45
US 59
SH 225
SH 288
BW 8
20TH
11TH
6TH
ALLEN
QUITMAN
LYONS
WALLISVILLE
MARKET
CLINTON
CANAL
YORK
POLK
LAWNDALE
WAYSIDE
BROOKLIN

City of Houston Recycling 2014

Recycling

- District J
- Single Stream
- Dual Stream
- Waiting List

N

Westhaven Estates
Area 7
NULL
Saint George/Lamar Terrace
Westbriar
Blossom Heigts
Area 8
Sharpstown II/Tha
FONDREN T/H/SEC 1
SHARPSTOWN IND PARK SEC 6
WESTMORELAND FARMS
Shenandoah
WESTMORELAND SEC 2
OAKDEE R/P
LITTLE FARMS
ELM HEIGHTS T/H / SOUTHLAND HEIGHTS T/H
PALMETTO PLAZA
JLG
Richmond Plaza
Sharpstown I/Tha
Sharpstown
WESTMORELAND FARMS SEC 2
WESMORELAND FARMS SEC 2
Beechnut III
Braeburn Terrace
Westwood Patio Homes
CVS SOUTHWAY
Imperial Point
Sharpstown II/Tb
Robindell
Braesrimber
Larkwood
Bonham Acres
Braeburn Glen
Westwood Corner
Glen Shannon
Leawood
ALIEF 1 GLEN SHANNON T/H APTS SEC 1
BRAEBURN / BRAES BEND
COUNTRY CLUB VILLAS
SOUTHWEST PARK NORTH
Braeburn Valley West
Westbrae
SHARMROCK ESTATES U/R
BRAEBURN GARDENS
Braeburn Terrace
Braeburn Valley West
Braeburn Glen
Braeburn Terrace
Braeburn Valley West
Braeburn Glen
Braeburn Terrace
Braeburn Valley West
Braeburn Glen

City of Houston Recycling 2014

Recycling

- District K
- Single Stream
- Dual Stream
- Waiting List

N

Maplewood
MEYERLAND SEC 7 R/P B
Meyerland South
WILLOW MEADOWS SEC 3
Willow Meadows II
WESTBURY SEC 2
Willowbend
Westbury
Westbury East
Precinct 287
Westwood
Fondren SW Northfield 1 & 2
Fondren SW Northbrook
WALI ESTATES
West Bellfort
BELLFORT
FONDREN SW BELFORT SQUARE SEC 3
Fondren SW Northfield Sec 6
West Bellfort South
BENNING POINTE
WILLOW CREEK ESTATES
FONDREN SW NORTHFIELD SEC 8
SOUTHWOOD PLACE / FONDREN SW FONDREN GREEN
Southwood Place
BRAESBURN GARDENS
West Place
South Meadow
Glenshire
Stone's Throw
Westbury West
AIRPORT
ALLUM ACRE HOME
Brentwood
Southmeadow Patio Homes
MAIN STREET GARDENS
Post Oak Homes
Cambridge Village
Keswick Place
Ramblewood Park
Hiram Clarke
Glen Iris
Almeda Plaza
ALMEDA SQUARE
WEST OREM PLACE
REID SOUTH MAIN ACRES
Corinthian Point
Southwest Manor Sec 2
POST OAK VILLAGE
SOUTHMONT
Southmont Annex Sec 4
SOUTH GLEN / MEREDITH MANOR
TOWNWOOD / SOUTH END GARDENS
Post Oak Village
Heathercrest
Windsor Village
Dumbarton Oaks Sec 1
Dumbarton Oaks Sec 2
Southwest Crossing
Willow Park II
PINE ISLAND
Anderson Oaks
Briarwick Sec 1
Briarwick Sec 2
Briarwick Sec 4
Briarwick Sec 3
Mayfair Park
Briargate
Briargate Sec 3
Quail Run
Quail Glen
Regal Oaks
CANTERBURY VILLAGE
Knollwood Village
Linkwood
Woodside
Westridge
Woodshire Ta
Contemporary Plaza
KNIGHTS MAIN STREET
MERIDIAN PLACE TH
CENTRAL SOUTHWEST
ROSS J O
Old Braeswood
BRAESWOOD
OLD SPANISH
BEECHNUT
BISSONNET
BRAESWOOD
FORT BEND
POST OAK
MAIN
HOLMES
FELDMAN
REED
BELLFORT
ALBION
STELLA LINK
KIRBY
FANNIN
CAMBRIDGE
MERIDIAN
WESTHEIMER
GESSNER
FONDREN
HILLCROFT
RENWICK
BRAESVALLEY
BRAESHEATHER
CHIMNEY ROCK
ROCKWELL
BLUE RIDGE
RICHMOND
SAN HOUSTON MAM PKWY
BW 8 WB MAIN EXIT
BW 8 WB FONDREN EXIT
BW 8 WB HILLCROFT EXIT
BW 8 WB FORT BEND EXIT
BW 8 WB GESSNER EXIT
BW 8 WB WESTHEIMER EXIT
BW 8 WB SAN HOUSTON PKWY EXIT
BW 8 WB MAIN ENT
BW 8 WB FONDREN ENT
BW 8 WB HILLCROFT ENT
BW 8 WB FORT BEND ENT
BW 8 WB GESSNER ENT
BW 8 WB WESTHEIMER ENT
BW 8 WB SAN HOUSTON PKWY ENT
IH 610
WB 610 S TO WB 8
EB 610 S TO EB 8
WB 610 S MAIN EXIT
EB 610 S MAIN EXIT
WB 610 S KIRBY EXIT
EB 610 S KIRBY EXIT
WB 610 S FANNIN EXIT
EB 610 S FANNIN EXIT
WB 610 S KIRBY ENT
EB 610 S KIRBY ENT
WB 610 S FANNIN ENT
EB 610 S FANNIN ENT
WB 610 S MAIN ENT
EB 610 S MAIN ENT
SH 288 TO WB 610 S
SH 288 TO EB 610 S
SH 288 TO WB 610 S
SH 288 TO EB 610 S
SH 288 SOUTH FREEWAY
SH 288
BW 8
ALMEDA BW 8 WB ENT
ALMEDA BW 8 EB ENT
KIRBY BW 8 WB ENT
E BW 8 ALMEDA
BW 8 ALMEDA
SAM HOUSTON PKWY
US 90A
SAM HOUSTON TOLL
BUFFALO RUN
BUFFALO SPEEDWAY
ALMEDA SCHOOL
SOUTHBELT INDUSTRIAL
SHADOW CREEK
FM 521
MURPHY
STAFFORD
CRAVENS
CASH
TEXAS
MICHARD
FUQUA
OREM
ANDERSON
NULL

CITY OF HOUSTON - CITY COUNCIL
Meeting Date: 9/16/2014
ALL

Item Creation Date: 9/10/2014

20SWB12-2014 National Electrical Code (NEC)

Agenda Item#: 11.

Summary:
ORDINANCE adopting the 2014 National Electrical Code and amendments thereto, as the City of Houston Electrical Code, and containing other provisions; containing findings; providing an effective date; providing for severability

Background:
SUBJECT: An ordinance adopting the 2014 National Electrical Code and amendments thereto , as the City of Houston Electrical Code, and containing other provisions; containing findings; providing an effective date; providing for severability; and declaring an emergency.

RECOMMENDATIONS: (Summary)
Approve an ordinance to adopt the updated version of the City of Houston Electrical Code, which comprises the 2014 National Electrical Code with amendments to include local administrative provisions-for new construction of single family homes and commercial buildings.

SPECIFIC EXPLANATION:
PROJECT: I NOTICE/JUSTIFICATION
The adoption of the *2014 National Electrical Code* (NEC) along with proposed amendments will continue setting the minimum standards for the installation of electrical work in residential and commercial buildings and structures.

The NEC is published by the National Fire Protection Association, the national standard for the Electrical industry. This Electrical Code is also adopted by State Law, Chapter 1305-Title 8 of the Texas Occupations Code for the installation, maintenance, and repair of electrical work.

The proposed amendments were reviewed and approved by the Electrical Committee of the Construction Industry Council during a series of meetings. The amendments establish the administrative procedures for the permitting, inspection, licensing and registration of local electricians.

The adoption of this code would ensure compliance with the state law and continue to establish local administrative rules. This code is being presented separately from the other construction codes because the rules of the Texas Department of Licensing and Regulation will adopt this code for the state effective September 1, 2014.

Highlights of the changes include the following:

- New Ground Fault Circuit Interrupter requirements for dwelling kitchens, laundry rooms and dormitories
- New Arc Fault Circuit Interrupter requirements for dwelling kitchens, laundry rooms and dormitories
- Single family dwellings will be required to install at least one receptacle for each car space
- Increased number of outlet requirements for health care facilities
- Meter disconnect required before a self-contained meter with further amendment to add local exception
- Local amendment to require new construction of swimming pools be installed with wiring less than 50 volts
- Modify immediate hazard to potential imminent hazard for authority to disconnect utilities
- Update to the permit expiration period to be consistent with state law

Contact Information:
Thomas Hosey, C.B.O., 832-394-9088

ATTACHMENTS:

	Description	Type
	RCA	Backup Material
	20SWB12-2014 National Electrical Code (NEC) ORDINANCE	Ordinance/Resolution/Motion
	NEC-redline	Backup Material
	20SWB12-2014 National Electrical Code (NEC) Final Provisions	Ordinance/Resolution/Motion

TO: Mayor via City Secretary **REQUEST FOR COUNCIL ACTION**

SUBJECT: An ordinance adopting the 2014 National Electrical Code and amendments thereto, as the City of Houston Electrical Code, and containing other provisions; containing findings; providing an effective date; providing for severability; and declaring an emergency.	**Category #**	**Page 1 of 1**	**Agenda Item #**

FROM (Department or other point of origin): Department of Public Works and Engineering	**Origination Date** 8/29/14	**Agenda Date**
DIRECTOR'S SIGNATURE: Dale A. Rudick, P.E., Director Dale A. Rudick	**Council District affected:** All	
For additional information contact: Thomas Hosey, C.B.O., CASp **Phone:** (832) 394-9088 Building Official 9/2/14	**Date and identification of prior authorizing Council action:** None	

RECOMMENDATION: (Summary) Approve an ordinance to adopt the updated version of the City of Houston Electrical Code, which comprises the 2014 National Electrical Code with amendments to include local administrative provisions for new construction of single family homes and commercial buildings.

Amount and Source of Funding: N/A

SPECIFIC EXPLANATION:

PROJECT: I NOTICE/JUSTIFICATION

The adoption of the *2014 National Electrical Code* (NEC) along with proposed amendments will continue setting the minimum standards for the installation of electrical work in residential and commercial buildings and structures.

The NEC is published by the National Fire Protection Association, the national standard for the Electrical industry. This Electrical Code is also adopted by State Law, Chapter 1305 - Title 8 of the Texas Occupations Code for the installation, maintenance, and repair of electrical work.

The proposed amendments were reviewed and approved by the Electrical Committee of the Construction Industry Council during a series of meetings. The amendments establish the administrative procedures for the permitting, inspection, licensing and registration of local electricians.

The adoption of this code would ensure compliance with the state law and continue to establish local administrative rules. This code is being presented separately from the other construction codes because the rules of the Texas Department of Licensing and Regulation will adopt this code for the state effective September 1, 2014.

Highlights of the changes include the following:

- New Ground Fault Circuit Interrupter requirements for dwelling kitchens, laundry rooms and dormitories
- New Arc Fault Circuit Interrupter requirements for dwelling kitchens, laundry rooms and dormitories
- Single family dwellings will be required to install at least one receptacle for each car space
- Increased number of outlet requirements for health care facilities
- Meter disconnect required before a self-contained meter with further amendment to add local exception
- Local amendment to require new construction of swimming pools be installed with wiring less than 50 volts
- Modify immediate hazard to potential imminent hazard for authority to disconnect utilities
- Updates to the permit expiration period to be consistent with state law

REQUIRED AUTHORIZATION CUIC# 20SWB12

Finance Department:	**Other Authorization:**	**Other Authorization:**

City of Houston, Texas, Ordinance No. 2014-_____

AN ORDINANCE ADOPTING THE 2014 NATIONAL ELECTRICAL CODE AND AMENDMENTS THERETO, AS THE CITY OF HOUSTON ELECTRICAL CODE, AND CONTAINING OTHER PROVISIONS; CONTAINING FINDINGS; PROVIDING AN EFFECTIVE DATE; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY.

* * * * *

WHEREAS, the State of Texas is adopting the 2014 National Electric Code; and

WHEREAS, the City seeks to be in compliance with state minimum standards for the installation of electrical work in residential and commercial buildings and structures; and

WHEREAS, the local amendments further ensure the safety of electrical work within the City; **NOW, THEREFORE,**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HOUSTON, TEXAS:

Section 1. That the findings contained in the preamble of this Ordinance are determined to be true and correct and are hereby adopted as a part of this Ordinance.

Section 2. That the *City of Houston Electrical Code* consisting of the 2011 Edition of the *National Electrical Code* and the 2011 Administrative Code Provisions, as adopted by Ordinance No. 2011-0673 on September 1, 2012, and amended by Ordinances Nos. 2011-1087, 2011-1213, and 2013-0252, is hereby replaced with the *National Electrical Code*, 2014 Edition, as published by the National Fire Protection Association, on file with the City Secretary's Office and incorporated herein as **Exhibit A,** and is adopted as modified, including any codes, pamphlets, or specifications adopted by reference, by the document entitled *2014 Administrative Code Provisions for the National Electrical Code*, which is incorporated herein as **Exhibit A-1**.

Section 3. That the City Council hereby authenticates the copy of the Houston

Electrical Code that has been placed on file in the Office of the City Secretary in connection with the adoption of this Ordinance. New standards may be added and current standards amended from time to time.

Section 4. That the *City of Houston Electrical Code*, as adopted herein is based upon a model code promulgated by a recognized national code organization, which has been identified above. Local modifications have been made to various provisions of the model code solely to address imminent threats of destruction of property or injury to persons, permitting and licensing, and compliance with state and local laws. However, to the extent that any such local modification provision is determined to be unenforceable for purposes of Chapter 245 of the Texas Local Government Code, then it is the intent of the City Council that the corresponding provision of the corresponding model national code be enforced in its place. For that limited purpose, the model national code is also adopted in its entirety without Houston modifications. However, to the extent that any such local modification provision is determined to be unenforceable because of a conflicting state or federal law, then it is the intent of the City Council that the corresponding state or federal law be enforced in its place.

Section 5. That the *City of Houston Electrical Code* may be amended from time to time, in the same manner provided in Section 1-4 of the Code of Ordinances, City of Houston, Texas, provided that the amendment shall refer to the *City of Houston Electrical Code* and the particular volume thereof that is to be amended. The provisions of Section 1-5 of the Code of Ordinances shall be applicable in the event of the repeal of any portion of the *City of Houston Electrical Code*, as adopted herein.

Section 6. That copies of the *City of Houston Electrical Code* shall be retained in the care, custody and control of the Office of the City Secretary and preserved in such form as the City Secretary may consider to be the most expedient.

Section 7. That the adoption of this amendment to the *City of Houston Electrical Code* shall not be construed to remove from office any member of any City Board recreated under the provisions of Ordinance No. 2011-0673, as amended, and each member of any City Board so created shall continue to serve for the duration of his or her term of office in the corresponding position on the Board as recreated in the *City of Houston Electrical Code*, as amended by this Ordinance.

Section 8. That the provisions of the former City of Houston Electrical Code, as adopted pursuant to Ordinance No. 2005-943, as previously amended, shall remain in full force and effect for the trial and punishment of all criminal violations thereof occurring before the effective date of this Ordinance and for the recovery of penalties and forfeitures incurred thereunder, and for the preservation of rights, privileges, obligations, liabilities and remedies established, accrued, accorded or incurred thereunder before the effective date of this Ordinance. All technical provisions thereof relating to the manner and methods of design, equipment and construction of any building or structure for which a completed building permit application is received in the Building Official's Office before the effective date of this Ordinance shall continue to apply to the construction work performed pursuant to the building permit, regardless of whether the building permit is issued before or after the effective date of this Ordinance.

Section 9. That, if any provision, section, subsection, sentence, clause, or phrase of this Ordinance, or the application of same to any person or set of circumstances, is for any reason held to be unconstitutional, void or invalid, the validity of the remaining portions of this Ordinance or their application to other persons or sets of circumstances shall not be affected thereby, it being the intent of the City Council in adopting this Ordinance that no portion hereof or provision or regulation contained herein shall become inoperative or fail by reason of any unconstitutionality, voidness or invalidity of any other portion hereof, and all provisions of this Ordinance are declared to be severable for that purpose.

Section 10. That there exists a public emergency requiring that this Ordinance be passed finally on the date of its introduction as requested in writing by the Mayor; therefore, this Ordinance shall be passed finally on such date and shall take effect immediately.

PASSED AND APPROVED this ___ day of _____, 2014.

_____
Mayor of the City of Houston

Prepared by Legal Dept.
YSC:asw 8/26/14 Assistant City Attorney
Requested by, P.E., Director, Department of Public Works & Engineering
L.D. File No. 0641400034001

CITY OF HOUSTON

ELECTRICAL CODE

~~2011~~ 2014 ADMINISTRATIVE CODE PROVISIONS for the NATIONAL ELECTRICAL CODE

Adopted by Ord. No. 2014-

Effective September 1, ~~2011~~2014

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Chapter 1
TITLE AND GENERAL

SECTION 101—TITLE

These regulations shall be known as the *City of Houston Electrical Code,* may be cited as such and will be referred to herein as "this code." This code shall be considered as a part of the *City of Houston Construction Code.*

The *City of Houston Construction Code* collectively includes this volume and certain other codes, pamphlets, specifications and documents that are adopted in or by reference through the Adopting Ordinance, which appears in the preamble of the *Building Code.*

All electrical licensing requirements shall be in accordance with this code or the Texas Electrical Safety and Licensing Act (*Texas Occupations Code*, Chapter 1305) and the Administrative Rules of the Texas Department of Licensing and Regulation, 16 *Texas Administrative Code*, Chapter 73.

SECTION 102—APPLICATION TO EXISTING ELECTRICAL SYSTEMS AND EQUIPMENT

102.1 Additions, Alterations or Repairs. Additions, alterations or repairs may be made to any electrical system and equipment without requiring the existing electrical system and equipment to comply with all the requirements of this code, provided the additions, alterations or repairs conform to that required for a new electrical system and equipment and provided further that no hazard to life, health or safety will be created by the additions, alterations or repairs.

Minor additions, alterations and repairs to existing electrical systems and equipment may be made in accordance with the law in effect at the time the original installation was made, when approved by the building official, if it is found that no hazard to life, health or safety will be created by the additions, alterations or repairs.

102.2 Existing Installations. Electrical systems and equipment lawfully in existence at the time of the adoption of this code may have their use, maintenance and repair continued if the use, maintenance and repair is in accordance with the original design and no hazard to life, health or property has been created by the electrical system and equipment.

102.3 Changes in Building Occupancy. Electrical systems and equipment that are part of any building or structure undergoing a change in use or occupancy, as defined in the *Building Code*, shall comply with all requirements of this code that may be applicable to the new use or occupancy.

102.4 Maintenance. All electrical systems and equipment, both existing and new, and all parts thereof, shall be maintained in proper operating condition in accordance with the original design and in a safe and hazard-free condition. All devices or safeguards that are required by this code shall be maintained in conformance with this code. The owner shall be responsible for the maintenance of the electrical system. To determine compliance with this subsection, the building official may cause any electrical system to be reinspected whenever there is reason to believe that the system is not being maintained in accordance with this section.

102.5 Moved Building. Electrical systems and equipment that are a part of buildings or structures moved into or within the city shall comply with the provisions of this code for new installations.

SECTION 103—DEFINITIONS

For the purpose of this code, certain terms, phrases, words and their derivatives shall be construed as specified in this section. Where terms are not defined, they shall have their ordinarily accepted meanings within the context in which they are used. Words used in the singular include the plural and the plural the singular. Words used in the masculine gender include the feminine and the feminine the masculine.

APPRENTICE ELECTRICIAN is a person undertaking "electrical work," as defined in this code, under the direct, personal supervision and control of either a licensed master electrician, line master electrician, sign master electrician, journeyman electrician, journeyman lineman, sign journeyman electrician, residential journeyman electrician or maintenance electrician.

APPROVED, as to materials, equipment and method of construction, refers to approval by the building official as the result of investigation and tests conducted by the building official, or by reason of accepted principles or tests by recognized authorities or technical or scientific organizations.

APPROVED AGENCY is an established and recognized agency regularly engaged in conducting tests or furnishing inspection services, when the agency has been approved by the building official after he or she finds that the agency provides reliable testing or inspection services.

BUILDING is a structure that stands alone or is cut off from adjoining structures by fire walls or one ~~two~~-hour fire barriers with all openings therein protected by approved fire-resistance rated assemblies.

BUILDING CODE is the *City of Houston Building Code.*

BUILDING OFFICIAL is the ~~city's~~ jurisdiction's Director of Public Works and Engineering, or a duly authorized representative.

CITY is the City of Houston, being the jurisdiction that has adopted this code.

CITY CODE is the *Code of Ordinances, Houston, Texas.*

CONTRACTOR is a person, firm or corporation engaged in the business of performing electrical maintenance work, electrical work, outside electrical work, residential electrical work or sign electrical work.

ELECTRICAL DIVISION is the Electrical Division of the city's Public Works and Engineering Department.

ELECTRICAL DIVISION MANAGER is the person designated by the building official to be the Electrical Division Manager.

ELECTRICAL MAINTENANCE WORK is the keeping in safe repair of electrical installations, apparatus and equipment. The term "electrical maintenance work" shall include the repair or replacement of fixed motors, transformers, devices or fixed appliances of the same type and rating in the same location. The term does not include the installation of additional electrical work, electrical equipment or electrical apparatus.

EXISTING PERMIT is a permit that is not finaled.

ELECTRICAL WORK is the installing, maintaining, altering, repairing or erecting of any wiring apparatus, devices, appliances, fixtures or equipment under the terms and provisions of this code, except poles and guy anchors installed by a telephone, telegraph, signal and/or electric utility company as a part of its distribution system.

FIREWALL, for the purposes of this code, shall mean a minimum one hour fire barrier as defined in the *Building Code*.

JOURNEYMAN ELECTRICIAN is a person undertaking "electrical work," as defined in this code, under the supervision, direction and control of a licensed master electrician.

JOURNEYMAN LINEMAN is a person undertaking "outside electrical work," as defined in this code, under the supervision, direction and control of a licensed master or line master electrician.

LINE MASTER ELECTRICIAN is a person who is the holder of a line master electrician license issued under Chapter 4 of this code.

LINE MASTER ELECTRICIAN OF RECORD is a line master electrician who is engaged in a master-contractor relationship, as provided by Chapter 4 of this code.

LISTED and **LISTING** are terms referring to equipment and materials that are shown in a list published by an approved agency, which listing states that the equipment complies with recognized safety standards.

MAINTENANCE ELECTRICIAN is a person who is the holder of a maintenance electrician license issued under Chapter 4 of this code.

MASTER ELECTRICIAN is a person who is the holder of a master electrician license.

MASTER ELECTRICIAN OF RECORD is a master electrician who is engaged in a master-contractor relationship, as provided by Chapter 4 of this code.

MULTIPLE OCCUPANCY BUILDING is a building that has more than one tenant regardless of whether the tenants' uses are of the same or different occupancy classifications or use groups as classified by the *Building Code*.

OCCUPANCY is the purpose for which a building, or part thereof, is used or intended to be used.

OUTSIDE ELECTRICAL WORK is the assembly, maintenance, installation and erection of all electrical equipment and appurtenances that are part of an outside distribution system generally located outside of any building. Work performed under this term shall include, but not be limited to, the installation, repair or maintenance of substations, street lighting, pole lines, underground duct banks, electrical decorations, traffic signals and parking lot lighting.

POOL is an outdoor or indoor structure intended for swimming or recreational bathing, including an in ground structure, aboveground structure, hot tub, spa, portable spa, or non-portable wading pool.

POOL-RELATED ELECTRICAL DEVICE is equipment for a pool that:
(a) Is installed as a unit;
(b) Is directly connected to an electrical circuit; and
(c) Performs a specific function.

POOL-RELATED ELECTRICAL MAINTENANCE is electrical work that is limited to the connection or disconnection of a pool-related electrical device to an existing electrical circuit other than by inserting or removing a plug from an electrical outlet.

POTENTIAL IMMINENT HAZARD is more likely than not that a condition or a combination of several different conditions regulated by the City of Houston Construction Code within or on the property, poses a hazardous condition to the occupants or integrity of the structure, as determined by the Building Official.

PERSON is an individual, partnership, corporation or other legal entity.

RESIDENTIAL APPLIANCE is equipment, including a pool-related electrical device, that is installed as a unit in a single family or multifamily dwelling that does not exceed four stories, is directly connected to an electrical circuit, and performs a specific function.

RESIDENTIAL APPLIANCE INSTALLATION is electrical work that is limited to the connection or disconnection of a residential appliance, including a pool-related electrical device, to an existing electrical circuit other than by inserting or removing a plug from an electrical outlet.

RESIDENTIAL APPLIANCE INSTALLATION CONTRACTING is the business of residential appliance installation, including pool-related electrical maintenance.

RESIDENTIAL APPLIANCE INSTALLATION CONTRACTOR is a business entity, other than an electrical contractor or electrical sign contractor, that is engaged in residential appliance installation contracting, including pool-related electrical maintenance.

RESIDENTIAL APPLIANCE INSTALLER is a person, other than a licensed electrician, who is licensed to perform residential appliance installation, including pool-related electrical maintenance.

RESIDENTIAL ELECTRICAL WORK is the installation, maintenance, alteration, repair or erection of any wiring apparatus, devices, appliances, fixtures or equipment that by ordinance can be wired with nonmetallic sheathed cable. This work will be limited to single family or multifamily dwellings (and their accessory structures) of wood frame construction not exceeding four stories.

RESIDENTIAL WIREMAN (RESIDENTIAL JOURNEYMAN ELECTRICIAN) is a person undertaking "residential electrical work" as defined in this code, under the supervision, direction and control of a licensed master electrician.

SERVICE CABLE TAP BOX is an enclosure designed with busbars for the purpose of terminating service conductors from the electric utility point of supply and terminating service conductors to individual tenant services.

SIGN ELECTRICAL WORK is the manufacture or installation, or both, of electric signs, conductors and equipment for signs, outline lighting, and inside lighting with high-voltage gas tubes as defined in the *National Electrical Code*.

SIGN JOURNEYMAN ELECTRICIAN is a person undertaking "sign electrical work," as defined in this code, under the supervision, direction and control of a licensed master or sign master electrician.

SIGN MASTER ELECTRICIAN is a person who is the holder of a sign master electrician license issued under Chapter 4 of this code.

SIGN MASTER ELECTRICIAN OF RECORD is a sign master electrician who is engaged in a master-contractor relationship, as provided by Chapter 4 of this code.

STATE ELECTRICAL LICENSE is a license issued or recognized by the Texas Electrical Safety and Licensing Act (*Texas Occupations Code*, Chapter 1305).

TDLR is the Texas Department of Licensing and Regulation.

SECTION 104—CONFLICTING PROVISIONS

Where, in any specific case, different sections of the *City Code,* the *Building Code,* the *City of Houston Mechanical Code,* the *City of Houston Plumbing Code,* the *Residential Code for One- and Two-Family Dwellings of the City of Houston,* the *City of Houston Commercial Energy Conservation Code,* the *City of Houston Residential Energy Conservation Code,* the *City of Houston Fire Code* and this code specify different materials, methods of construction or other requirements, the most restrictive shall

govern. Where there is a conflict between a general requirement and a specific requirement, the specific requirement shall be applicable.

In any case where the City of Houston Electrical Code differs from the National Electrical Code, the City of Houston Electrical Code shall apply.

SECTION 105—ALTERNATE MATERIALS AND METHODS OF CONSTRUCTION

The provisions of this code are not intended to prevent the use of any material or method of construction not specifically prescribed by this code, provided an alternate has been approved and its use authorized by the building official. The building official shall approve an alternate, provided he or she finds that the proposed design is satisfactory and complies with the provisions of this code and that the materials, method or work offered is, for the purpose intended, at least the equivalent of that prescribed in this code in suitability, strength, effectiveness, fire resistance, durability and safety.

The building official shall require that sufficient evidence or proof be submitted to substantiate any claims regarding the use of alternates. The details of any action granting approval of an alternate shall be recorded and entered in the files of the building official.

SECTION 106—MODIFICATIONS

Whenever there are practical difficulties involved in carrying out the provisions of this code, the building official may grant modifications for individual cases upon determining that: (1) a special individual reason makes the strict letter of this code technically impractical; (2) the modification is in conformity with the intent and purpose of this code; and (3) the modification does not lessen health, life safety and fire safety requirements. The details of actions granting modifications shall be recorded and entered in the files of the building official.

SECTION 107—TESTS

Whenever there is insufficient evidence of compliance with any of the provisions of this code or evidence that materials or construction do not conform to the requirements of this code, the building official may require tests as evidence of compliance to be made at no expense to the city.

Test methods shall be as specified by this code or by other recognized test standards. In the absence of recognized and accepted test methods for the proposed alternate, the building official shall determine test procedures that are reasonably reliable and designate the use thereof.

All tests shall be made by an approved agency. Reports of tests shall be retained by the building official for the period required for the retention of public records.

SECTION 108—HEARING PROCEDURES

108.1 Hearing Notices. Whenever notice is to be given to any person concerning the right to a hearing, the notice may be given by personal delivery or by certified mail, return receipt requested.

If the notice relates to work being performed under a permit issued under this code, then the notice shall be given to the master electrician, line master electrician or sign master electrician who obtained the permit, as well as the contractor and the owner of the building.

If notice is being given to a building owner or to a tenant therein, and the building official is unable to determine the name or address of the person after checking the building and the applicable records of the

Public Works and Engineering Department, the records of the County Appraisal District, and the records of the electrical utility company, notice shall be mailed to the billing address of the building as shown on the records of the electrical utility company and shall be posted on or in view of each entrance to the building. Additionally, if any notice is mailed to a building owner or a building tenant and is returned without delivery, notice shall be effective if posted on or in view of each entrance to the building.

108.2 Hearings. Except where otherwise specifically provided, all hearings held pursuant to this code shall be conducted by the director of Public Works and Engineering or a representative, who shall hereinafter be referred to as the hearing official. The director shall not designate any person to be a hearing official under this code who has taken any part in the investigation of the matter that is the subject of the hearing, nor any person who directly supervised the investigation. The hearing official shall consider only the evidence presented at the hearing in rendering a decision. The decision of the hearing official shall be set forth in writing and shall be served on each party in the same manner as a notice of a right to a hearing.

SECTION 109—PENALTIES

Any person who violates or causes a violation of any provision of this code shall be guilty of a misdemeanor and, upon conviction thereof, shall be punished by a fine of not more than $2,000.00 nor less than $400.00 unless otherwise specified herein; provided, however, if a person is convicted of any offense under this code that is also a violation of the penal laws of the State of Texas, the person shall be subject to the penalties set out in the penal laws of Texas for the offense. Each day that any violation continues shall constitute and be punishable as a separate offense.

Chapter 2
ORGANIZATION AND ENFORCEMENT

SECTION 201—POWERS AND DUTIES

201.1 General. The building official is hereby authorized and directed to enforce all provisions of this code.

201.2 Deputies. In accordance with procedures prescribed by law, the building official may appoint technical officers and inspectors and such other employees as shall be authorized from time to time.

201.3 Right of Entry. When it is necessary to make an inspection to enforce any of the provisions of this code, or whenever the building official has reasonable cause to believe that there exists in a building or upon a premises a condition that is contrary to or in violation of this code that makes the building or premises unsafe, dangerous or hazardous, the building official may enter the building or premises at all reasonable times to inspect the same or to perform any duty imposed on the building official by this code, provided that if the building or premises is occupied, the building official shall first present proper credentials and request entry. If entry is refused, the building official or an authorized representative shall have recourse to every remedy provided by law to secure entry.

When, due to emergency, immediate entry is necessary to protect life or property, or when the building official shall have first obtained a proper inspection warrant or other remedy provided by law to secure entry, no owner or occupant or any other person having charge, care or control of any building or premises shall fail or neglect, after proper request is made as herein provided, to promptly permit entry therein by the building official for the purpose of inspection and examination pursuant to this code.

201.4 Stop Order. Whenever any work is being done contrary to the provisions of this code, the building official may order the work stopped by notice in writing served on any persons engaged in the doing or causing the work to be done, and the persons shall forthwith stop the work until authorized by the building official to proceed with the work. At the time a stop order is issued, the person doing the work and the permit holder shall be given notice of a right to a hearing pursuant to Section 108 of this code. Upon request, a hearing shall be held within three business days unless the permit holder or the person doing the work requests an extension of time.

A stop order shall remain in effect pending any hearing that has been requested, unless the stop order is withdrawn by the building official.

201.5 Authority to Disconnect Utilities in Emergencies. The building official shall have the authority to have the utility company disconnect any electric power or energy service supplied to a building or any electrical system or equipment regulated by this code in case of emergency when necessary to eliminate ~~an immediate~~ potential imminent hazard to life or property. The building official shall, whenever possible, notify the serving utility and the owner and occupant of the building (or user of the electrical system or equipment if the owner is not located in a building) of the decision prior to the disconnection and shall notify those persons in writing of the disconnection immediately thereafter. The notice shall also inform the owner and occupant of the building (or the user if the electrical system or equipment is not within a building) of a right to a hearing pursuant to Section 108 of this code. Upon request, a hearing shall be conducted within three business days unless the owner requests an extension of time.

201.6 Authority to Condemn Electrical System and Equipment. Whenever the building official ascertains that any electrical system or equipment regulated by this code has become hazardous to life, health or property, the building official ~~shall~~ may order in writing that the electrical system or equipment be either removed or restored to a safe condition, as appropriate. The written notice itself shall fix a time limit for compliance with the order and shall inform the owner and the occupant of the right to a hearing

pursuant to Section 108 of this code. No person shall use or maintain any defective electrical system or equipment after receiving a notice.

When equipment or installation is to be disconnected, a written notice of the disconnection and causes therefor shall be given within 24 hours to the serving utility and to the owner and occupant of the building, structure or premises. The notice shall inform the owner and occupant of the right to a hearing pursuant to Section 108 of this code. Upon request, a hearing shall be conducted within three business days unless the owner requests an extension.

When any electrical system or equipment is maintained in violation of this code, and in violation of a notice issued pursuant to this section, the building official shall institute any appropriate action to prevent, restrain, correct or abate the violation.

201.7 Connection after Order to Disconnect. No person shall either make connections from any energy source or power supply or supply power to any electrical system or equipment that has been disconnected or ordered to be discontinued by the building official, until the building official authorizes the reconnection and use of the electrical system or equipment.

201.8 Liability. Except as otherwise provided by law, the building official shall not personally be liable in damages for any act or omission arising out of any official action taken to implement and enforce the provisions of this code. Additionally, except as otherwise provided by law, the building official shall not personally be liable in damages for any action or omission taken in the course and scope of employment. Where and to the extent consistent with the provisions of Article X of Chapter 2 of the *City Code*, the city shall provide legal representation and indemnification for any suit brought against the building official or other employees because of acts or omissions performed in the enforcement of this code.

201.9 Cooperation of Other Officials and Officers. The building official may request, and shall receive so far as is required in the discharge of their duties, the assistance and cooperation of other officials of the city.

SECTION 202—UNSAFE ELECTRICAL SYSTEMS OR EQUIPMENT

All electrical systems or equipment regulated by this code that are unsafe, or that constitute a fire hazard, have sustained disaster damage or are otherwise dangerous to human life are, for the purpose of this section, unsafe. Any use of electrical systems or equipment regulated by this code constituting a hazard to safety, health or public welfare by reason of inadequate maintenance, dilapidation, obsolescence, fire hazard, disaster damage or abandonment is, for the purpose of this section, an unsafe use.

All unsafe electrical systems or equipment shall be abated by repair, rehabilitation, demolition or removal in accordance with the procedures set forth by law for the abatement of dangerous buildings. As an alternative, the building official or another employee or official of the city as designated by the governing body may institute any other appropriate action to prevent, restrain, correct or abate the violation.

SECTION 203—ELECTRICAL BOARD

203.1 Electrical Board Composition. There is hereby created an Electrical Board consisting of 11 members. Position Nos. 1 through 10 shall be filled by persons appointed by the mayor and confirmed by the City Council. Each of the 11 positions of the board shall be numbered. The mayor shall designate a member to be chairman.

Position Nos. 1, 2, 3 and 4 shall be filled by duly licensed master electricians.

Position No. 5 shall be filled by an electrical engineer in the employ of an electric utility company operating under a city franchise.

Position Nos. 6 and 7 shall be filled by consulting or practicing engineers who are directly connected with the electrical construction industry and are licensed professional engineers of the State of Texas.

Position Nos. 8, 9 and 10 shall be filled by representatives from the city at large.

Position No. 11 shall be filled by the Electrical Division Manager, who shall serve as secretary of the Electrical Board. The Electrical Division Manager, from time to time, may designate, in writing, a member of the city's Electrical Inspection Section to act as his or her duly authorized representative. The representative shall be entitled to all rights and privileges of the position. A copy of the designation, specifying the dates the person shall act as representative of the Electrical Division Manager shall be filed with the minutes of the Board.

203.2 Eligibility of Board Members. A person who meets the qualifications for the positions set forth in Section 203.1 shall not be disqualified from serving on the Board or from performing any duties of board membership because the person is employed by the IBEW, IEC, NECA or any other labor or trade organization that provides or sponsors electrician training. The provisions of this section shall be regarded as an exception to Section 18-3 of the *City Code*.

203.3 Compensation and Terms. Each member of the Board shall receive $50 per diem for services while attending meetings of the Board. A member of the board who is employed by the city shall be paid only for those meetings he or she attends that are neither held during, nor continue beyond, regular working hours.

The terms of office for appointees to Position Nos. 1, 3, 5, 7 and 9 shall expire on the 2nd day of January of odd-numbered years, and the terms of office for appointees to Position Nos. 2, 4, 6, 8 and 10 shall expire on the 2nd day of January of even-numbered years. However, each member shall continue in office until a successor has been appointed and qualified. The adoption of this code shall not terminate the term of office of any person currently serving on the Board. Any person who is currently serving on the Board shall continue to serve in the position for which he or she was appointed and confirmed until a successor is appointed and qualified.

203.4 Methods of Transacting Business. Half of the members then serving on the Board present at any meeting shall constitute a quorum for the transaction of any business of the Board. A majority vote of the members present at any meeting at which a quorum is present shall prevail.

203.5 Legal Counsel. Any board meeting and hearing shall be attended by an attorney from the city's legal staff when requested by the Board. The attorney's sole duty shall be to advise the Board members of legal matters that may arise.

203.6 Duties of the Board. The duties and responsibilities of the Board shall include the following:

1. Hear all cases involving revocation of a license or registration.

2. Conduct those hearings and appeals that are provided in this code to be conducted by the Electrical Board.

3. Hear appeals from decisions of the building official concerning interpretation of this code and the use of alternate materials and wiring methods; provided, however, the Board shall not have jurisdiction to hear any matter that is the subject of any case pending before the municipal courts.

203.7 Appeals to Electrical Board. Any interested person dissatisfied with a decision of the building official concerning interpretations of this code or the use of alternate materials and wiring methods shall have the right to appeal to the Board pursuant to the following procedures. Petitions for hearings before the Board shall be in writing and filed with the secretary of the Board. A hearing on the matter shall be

held by the Board within 30 calendar days of the date the petition was filed. The Board shall affirm, modify or reverse the action or decision of the building official and shall render all decisions and findings in writing to the building official who shall cause a duplicate copy to be mailed to the appellant.

Any interested person aggrieved and affected by a decision of the Board may appeal to the City Council by delivering a written notice of appeal to the City Secretary within 10 calendar days from the date of deposit of the decision of the Board in the mail. Appeals are subject to and shall be made as provided by City Council Rule 12. See Section 2-2 of the *City Code*.

SECTION 204—FAILURE TO CORRECT WORK

If any electrical contractor, master electrician, line master electrician or sign master electrician fails to correct any defect, error or deficiency in any of his or her work installed under the authority of an electrical permit within 10 calendar days after written notification thereof, the building official may serve the master and contractor with notice that a hearing will be held by the Electrical Board at which time the building official will seek either the suspension or revocation of the contractor's and master's licenses. In the notice, the building official shall specify the grounds on which he or she will rely in seeking the suspension or revocation of the licenses. This section shall be cumulative of all other remedies provided for under the laws of the State of Texas and ordinances of the city and may be applied in addition to prosecution for any applicable crimes committed.

SECTION 205—TAMPERING

It shall be unlawful for any person to bridge, tamper with or change from its original installation, any fuse of any type installed in any panelboard, main switch or switchboard, or to alter or change any circuit breaker so that the fuse or circuit breaker will not function properly. It is a defense to prosecution under this section that the work was done upon previous approval of the building official.

SECTION 206—DISPLAY OF LICENSE

A contractor shall display the contractor's business name and the number of the license issued by the state or the city on each vehicle owned or operated by the contractor.

The information required to be displayed must be:

1. Printed in letters and numbers that are at least two inches high and 3/8 inches in width and in a color that contrasts with the color of the background surface; and

2. Permanently affixed in conspicuous places on both sides of the vehicle.

Chapter 3
PERMITS AND INSPECTIONS

SECTION 301—PERMITS

301.1 Permits Required. It shall be unlawful for any person to install, alter, repair, replace or remodel any electrical system or equipment regulated by this code, except as specified in Section 301.2, or cause the same to be done, unless the person has a current permit for the work or is working under the supervision of a person who has a permit.

301.2 Exempt Work. Exemption from the permit requirements of this code shall not be deemed to grant authorization for any work to be done in violation of the provisions of this code or any other laws or ordinances.

An electrical permit shall not be required for the following:

1. Motors, office furnishings (as defined by NFPA 70, Article 605) or other appliances energized by means of a cord or cable having an attachment plug end to be connected to an approved receptacle when the cord or cable is permitted by this code. Note: This exception does not apply to manufactured wiring systems as defined in NFPA 70, Article 604.

2. Repair or replacement of fixed motors, transformers or fixed approved appliances of the same type and rating in the same location.

3. Temporary decorative lighting, which shall not be in place more than 90 calendar days.

4. Repair or replacement of current-carrying parts of a switch, contactor or control device.

5. Reinstallation of attachment plug receptacles, but not the outlets therefor.

6. Repair or replacement of any overcurrent device of the same capacity in the same location.

7. Installation of temporary wiring, apparatus, devices, appliances or equipment used by a recognized electrical training school or college for the purpose of training, which installation shall not be in place more than 90 calendar days.

8. Electrical wiring, devices, appliances, apparatus or equipment operating at less than 50 volts and not capable of supplying or controlling more than 50 watts of power.

9. Sound equipment, private or public telephone system, thermostat wiring or burglar alarm system, provided, however, a permit shall be required to wire any such system to the source of electricity.

10. Installation and maintenance of railway crossing signal devices, when performed by due authority of the railroad in accordance with the standards of the American Railroad Association, and in collaboration with and with the approval of the Director of the Department of Public Works and Engineering of the city.

11. The installation, maintenance or alteration of electrical wiring, apparatus, devices, appliances or equipment to be installed by an electric utility company for its own use in the generation, transmission, distribution, sale or utilization of electrical energy. However, no electric utility company shall do any wiring on a customer's premises other than wiring that is a part of the company's distribution system, which shall be construed to include metering equipment, wherever located, and transformer vaults in which the company's transformers are located; nor shall any of its employees do any work other than that done for said company as provided for herein by virtue of this exception.

12. Erection, assembly, installation, repair, maintenance or servicing of elevator equipment, X-ray equipment, proton therapy equipment, and medical electronic equipment, other than for the power wiring

connection of the first component, provided that the components of the equipment can be rendered safe from fire and shock hazards during operation by disconnection from electrical power sources.

13. Removal of electrical wiring.

301.3 Franchised Work. Except as otherwise provided by law, no person or electric utility company that does not operate under a franchise granted by the city shall have the right to install any electrical conduit, wires, ducts, poles or equipment of any character for the transmission, distribution or utilization of electric energy, or for the operation of signals or the transmission of intelligence on, over or under the streets in the city, without first obtaining from the City Council a franchise right or grant for the particular installation so desired to be made, and any installation so made under a franchise or grant shall be in strict conformity with all rules, regulations and ordinances of the city pertaining thereto. Compliance with this provision shall not be construed to excuse compliance with any other provision of the ordinances of the city.

301.4 Annual Maintenance Permit. Upon making written application and payment of all applicable fees, a person having ownership or control over property may obtain an annual maintenance permit for the keeping in safe repair of any and all electrical maintenance work as defined by this code on existing electrical installations, apparatus and equipment in the building and on the property on which the building is located if ~~he or she~~ the applicant employs a person as a full-time employee who will actually perform the electrical maintenance work. A "full-time employee" shall mean an employee who works for the maintenance permit holder at least 36 hours per week. A permit for maintenance electrical work shall be valid for only one premises

The fee for an annual maintenance permit ~~stated for this provision~~ shall be as specified in the city fee schedule and shall be paid to the building official. An annual maintenance permit shall expire on September 30th of each year.

301.4.1 Maintenance Records. Each time that an electrical maintenance employee working under an annual maintenance permit performs electrical maintenance work, the employee shall make a record of the work. The records shall be maintained in a location agreed upon by the owner and the building official and made available upon request for inspection and copying by the building official and must be held on file for at least two years. These records shall contain the following information:

1. Name and address where work is performed.
2. Name of owner.
3. Date.
4. General nature of work performed.

301.5 Permits Issued to Licensed Contractor. No permit shall be issued under any master electrician license or registration unless the master electrician is in compliance with the requirements of Section 403 of this code or is employed by an electrical contractor who is in compliance with that section.

SECTION 302—ELECTRICAL PERMITS

302.1 Application. To obtain an electrical permit, the applicant shall first file an application on a form furnished by the Building Inspection Division for that purpose. Each application shall:

1. Identify and describe the work to be covered by the permit for which the application is made.

2. Describe the land on which the proposed work is to be done by the legal description, street address or similar description that will readily identify and definitely locate the proposed building or work.

3. Indicate the use or occupancy for which the proposed work is intended.

4. Be accompanied by plans, diagrams, computations and other data as required in Section 302.2.

5. Be signed or authorized electronically by the properly licensed master electrician, line master electrician or sign master electrician, as applicable.

6. Give such other data and information as may be required by the building official.

7. Identify the name of the electrical contractor who has contracted for the work.

A master electrician may apply for a permit for any electrical work. A line master electrician may apply only for a permit relating to outside electrical work. A sign master electrician may apply only for a permit relating to sign electrical work.

302.2 Plans and Specifications. Plans, calculations, diagrams and other data shall be submitted in two or more sets with each application for a permit. The building official may require all plans, computations and specifications to be prepared by a master electrician of record and/or prepared and sealed by a professional engineer licensed in the State of Texas in compliance with The Texas Engineering Practice Act (*Texas Occupations Code*, Chapter 1001).

> **EXCEPTION:** The building official may waive the submission of plans, calculations, etc., if he determines that the nature of the work is such that review of plans is not necessary to obtain compliance with this code.

302.3 Information on Plans. Plans shall be drawn to scale and shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of this code and all relevant laws, ordinances, rules and regulations.

SECTION 303—PERMIT ISSUANCE

303.1 Issuance. The application, plans and specifications and other data filed by an applicant for a permit shall be reviewed by the building official. The plans may be reviewed by other departments of the city to verify compliance with any applicable laws under their jurisdiction. If the building official finds that the work described in an application for a permit and the plans, specifications and other data filed therewith conform to the requirements of this code and other pertinent laws and ordinances, and that all applicable fees have been paid, the building official shall issue a permit therefor to the applicant.

When the building official issues a permit where plans are required, the building official shall endorse in writing or stamp the plans and specifications "APPROVED." Approved plans and specifications shall not be changed, modified or altered without authorization from the building official, and all work shall be done in accordance with the approved plans.

The building official may issue a permit for the construction of part of an electrical system before the entire plans and specifications for the whole system have been submitted or approved, provided adequate information and detailed statements have been filed complying with all pertinent requirements of this code. The holder of the permit shall proceed at his or her own risk without assurance that the permit for the entire building, structure or building service will be granted.

303.2 Retention of Plans. One set of approved plans and specifications shall be returned to the applicant and shall be kept on the site of the building or work at all times during which the work authorized by the permit is in progress. One set of approved plans, specifications and computations shall be retained by the building official until final approval of the work.

303.3 Validity of Permit. The issuance of a permit or approval of plans and specifications shall not be construed to be a permit for, or an approval of, any violation of any of the provisions of this code or of

any other applicable law. No permit presuming to give authority to violate or cancel the provisions of law shall be valid.

The issuance of a permit based on plans, specifications and other data shall not prevent the building official from thereafter requiring the correction of errors in the plans, specifications and other data, or from preventing building operations being carried on thereunder when in violation of this code or of any other applicable law.

303[CY-LI].**4 Expiration.** For purposes of this subsection, the determination of whether work has commenced under a permit or whether work has been abandoned under a permit shall be based upon whether the permit holder requests an inspection of the work performed under the permit by the building official. If work is not commenced under a permit within ~~180 days of~~ two years after the date of issuance or is abandoned at any time for a period of ~~180 consecutive days~~ two years, the permit shall ~~lapse~~ expire. ~~An elapsed permit shall expire 180 days following the date that it lapsed unless, before the 180th day following the date that the permit lapsed, the permit holder obtains reactivation of the permit by:~~

~~1. Requesting reactivation of the permit by the building official and~~

~~2. Requesting an inspection of work performed under the permit by the building official.~~

~~A permit may only be reactivated one time, and it shall expire if the work is again abandoned for a period of 180 consecutive days.~~ In order to recommence work under an expired permit, the permit holder shall pay the full permit fee applicable and submit plans that comply with this code for the previously uninspected portion of the work.

> **EXCEPTION:** The building official may, upon request, perform a final inspection of work for which the permit has expired or reactivate a permit for the purpose of issuing a certificate of occupancy or a certificate of compliance.

303.5 Validity. A permit shall be valid only for work done under the ~~supervision of the~~ master electrician, line master electrician or sign master electrician who signed the application. A new permit must be obtained if the person who signed the application ceases to ~~supervise the work~~ have a contractor-master relationship as stated in Section 403.6. The cost of the new permit shall be ~~50 percent of the original fee pursuant to the city fee schedule~~ charged at no fee except for the administrative fee~~.~~ as ~~In the case of the death of the master, each permit will be transferred to the new master at a fee equal to the minimum permit fee~~ established for this provision in the city fee schedule. Failure to re-permit any applicable work within the timeframes established by this code shall be subject to full permit fees.

303.6 Suspension or Revocation. The building official may, in writing, suspend or revoke a permit and may revoke approval of any plans issued under the provisions of this code whenever the permit is issued in error or on the basis of incorrect information supplied, or in violation of any ordinance or law. Any suspension or revocation shall be accompanied by notice of a right to a hearing as provided in Section 108 of this code. Upon written request, the hearing shall be afforded within three business days from receipt of the request.

SECTION 304—FEES

304.1 Permit Fees. The fee for each permit shall be as set forth in the city fee schedule.

Additions to existing work shall be charged for at the same rate as for new work. The moving and relocating of electrical equipment for which a permit inspection fee is not otherwise provided for in Section 117 of the *Building Code*, will be charged at the minimum fee.

304.2 Plan Review Fees. Where plans are lost or changed so as to require an additional plan review or when a plan review is required and there is no building permit is required, a plan review fee shall be charged at the rate provided for in the city fee schedule.

304.3 Expiration of Plan Review. Applications for which no permit is issued within 180 calendar days following the date of application shall expire by limitation, and plans and other data submitted for review may thereafter be returned to the applicant or destroyed by the building official. The building official may extend the time for action by the applicant for a period not exceeding 180 calendar days on request by the applicant showing that circumstances beyond the control of the applicant have prevented action from being taken. No application shall be extended more than once. In order to renew action on an application after expiration, the applicant shall resubmit plans.

304.4 Investigation Fees: Work without a Permit.

1. **Investigation.** Whenever any work for which a permit is required by this code has been commenced without first obtaining a permit, a special investigation shall be made before a permit may be issued for the work.

2. **Fee.** An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The investigation fee, which is intended to cover additional costs associated with inspection of work commenced without a permit, shall be equal to the amount of the permit fee that would be required by this code if a permit were to be issued, subject to applicable minimum investigation fees stated in the city fee schedule. The payment of an investigation fee shall not exempt any person from compliance with all other provisions of this code or from any criminal penalty prescribed by law.

304.5 Fee Refunds.

1. The building official may authorize the refunding of any fee paid hereunder that was erroneously paid or collected if the fee has been paid or collected because of an error made by one or more city employees. This provision shall not be applicable if the error was caused by incorrect information provided by the applicant.

2. The building official may authorize the refunding of not more than 90 percent of the amount in excess of the permit fee paid when no work has been done under a permit issued in accordance with this code. If work has been done under the permit, no refund may be authorized. The administrative fee established by ~~Section 117 of the *Building Code*~~ the city fee schedule shall not be refundable.

3. The building official shall not authorize the refunding of any fee paid except upon written application filed by the original permittee no later than 180 calendar days after payment of the fee.

304.6 Registration Fees. The fee for each registration shall be as set forth in the city fee schedule.

304.7 License or Registration Suspension. When the building official has authorized work to begin prior to the issuance of a permit due to an emergency situation, any failure on the part of the contractor to pay all applicable permit fees within 20 calendar days of the date the building official has authorized the work to begin shall be grounds for the suspension of the contractor's and master's licenses or registrations. At least 10 calendar days prior to the suspension, the building official shall give the contractor and master notice of the date the licenses will be suspended if the fees are not paid and inform the contractor and master that they may have a hearing before the Electrical Board if either or both of them submit a written request therefor to the secretary of the Board at least three business days prior to the date the suspension will become effective. If the contractor and/or master timely requests a hearing, the suspension shall not become effective until the Board has heard the matter and rendered its decision as to whether all applicable permit fees have been paid. If the board finds that all applicable permit fees have not been paid, the contractor's and master's licenses or registrations shall be suspended until they

have been paid. If the contractors's and master's licenses or registrations remain suspended for six months, the licenses or registrations shall automatically be revoked.

SECTION 305—INSPECTIONS

305.1 General. All electrical systems and equipment installed under provisions of this code shall be subject to inspection by the building official. No portion of any electrical system intended to be concealed shall be concealed until inspected and approved. Neither the building official nor the city shall be liable for expenses entailed in the removal or replacement of any material required to allow inspection. When the installation of the electrical system and equipment is complete, an additional and final inspection shall be made. Electrical systems and equipment regulated by this code shall not be connected to the energy source until authorized by the building official.

305.2 Operation of Electrical Equipment. The requirements of this section shall not be construed to prohibit the operation of any electrical system or equipment installed to replace existing equipment. The Building Inspection Division shall endeavor to inspect work within three working days following the receipt of a request. In any instance in which the inspection is not made within three working days, the requestor may submit a written notice of inspection request to the Electrical Division Manager who shall ensure that the inspection is completed by the end of the next city work day following receipt of the written request.

305.3 Inspection Requests. It shall be the duty of the person doing the work authorized by a permit to notify the building official that the work is ready for inspection.

305.4 Other Inspections. In addition to the called inspections required by this code, the building official may make or require other inspections of any work to ascertain compliance with the provisions of this code and other applicable laws. If a permit has not been issued for the work and city inspectors are refused permission to inspect, they may obtain a search warrant as authorized by law to make the inspections.

305.5 Moving and Relocating of Work. The moving and relocating of electrical equipment for which a permit inspection is required shall require the payment of a fee that, if not otherwise provided for in Section 117 of the *Building Code* or the city fee schedule, will be charged at the minimum fee.

305.6 Reinspections. TheA reinspection fee provided forin the amount specified in the city fee schedule and established in Section 117 of the *Building Code* shall be assessed for each inspection or reinspection when the portion of work for which inspection is called is not complete or when corrections called for are not made.

This provision is not to be interpreted as requiring reinspection fees the first time a job is rejected for failure to comply with the requirements of this code, but as controlling the practice of calling for inspections before the job is ready for inspection or reinspection.

SECTION 306—CONNECTION APPROVAL

306.1 Energy Connections. Any electrical system or equipment regulated by this code shall not be connected to a source of energy or power until approved by the building official.

306.2 Temporary Connections. The building official may authorize the temporary connection, with proper permits, of electrical systems or equipment to a source of energy or power for the purpose of testing the equipment, or for use under a temporary certificate of occupancy.

EXCEPTION: In an emergency situation where power is inadvertently interrupted, the Building Official may authorize a temporary connection, subject to later permitting and inspection.

No permit for temporary use shall be valid for a period longer than 90 calendar days. Except as otherwise provided below, at expiration of the authorized period, the building official shall issue written instructions to the electric utility company or other person having control of the supply of energy to the installation to disconnect service to the temporary installation, unless he or she has granted a permanent approval or an additional temporary approval. At least 10 calendar days prior to the proposed date of disconnection, the building official shall give written notice to the electric utility company or other person having control of the supply of power to the temporary installation and to the owner of the building, setting forth the date that the electricity will be disconnected unless permanent approval of the connection has been obtained or an additional permit for temporary use has been issued. The notice shall be posted on or in view of each principal entrance to the building for the information of all persons who occupy the building. Any person affected by the proposed disconnection of electricity may request a hearing on the matter. The request shall be in writing and delivered to the office of the Electrical Division Manager at least three city work days prior to the proposed date of disconnection. If a hearing is requested, a hearing date shall be set by the building official, and the hearing shall be held prior to the disconnection of the electricity, unless the person asking for the hearing requests a delay in that hearing.

Chapter 4
LICENSING AND REGISTRATION REQUIREMENTS

SECTION 401—LICENSE OR REGISTRATION REQUIRED

401.1 General. There is hereby established a city licensing or registration requirement for contractors and for persons performing electrical maintenance work, electrical work, outside electrical work, residential electrical work and sign electrical work.

401.2 Required. It shall be unlawful for any person who does not hold a current and valid applicable city license or registration issued under this chapter or an applicable state electrical license to perform electrical work, electrical maintenance work, outside electrical work, residential electrical work or sign electrical work.

It shall be unlawful for any person to employ or utilize any person who does not hold a current and valid applicable city license or registration issued under this chapter or an applicable state electrical license to perform electrical work, electrical maintenance work, outside electrical work, residential electrical work or sign electrical work.

The city shall not issue new electrical licenses other than contractor licenses. A person who holds a current and valid city electrical license may renew such license as provided in this code.

A person who holds a current valid state electrical license is not *required* to hold a city registration, provided that a holder of a state electrical contractor license or a state electrical sign contractor license must hold a city registration to perform work as a contractor.

401.3 Contractors. Any licensed or registered electrical contractor may contract with another licensed or registered electrical contractor for electrical work. A licensed or registered electrician employed by the prime electrical contractor may have direct, personal supervision and control of the project.

401.4 Documentation. A holder of a state electrical license, a city license, or a city registration must carry such documentation on his or her person at all times while performing the work for which he or she is licensed or registered.

SECTION 402—LICENSES AND REGISTRATIONS

402.1 Applications. Applications for all licenses and registrations shall be made in writing to the Electrical Division, stating the name and address of the applicant, the applicant's appropriate state electrical license, if applicable, and such other relevant information as may be required by the Electrical Division.

Before a license or registration is issued under this code, the applicant must pay the fee required for the license or registration as set forth in the city fee schedule.

402.2 Duration of City License or Registration. Any city license issued under previous versions of the *City of Houston Electrical Code* prior to September 1, 2004, and valid as of such date, shall remain in effect until September 1, 2006, unless renewed for successive one-year terms. Any registration issued under this chapter shall expire on the expiration date of the registrant's state electrical license or upon suspension of such license.

402.3 License or Registration Issuance. Upon determining that an applicant meets all of this chapter's requirements for a license or registration, the Electrical Division shall issue the license or registration. No license or registration issued in accordance with the provisions of this chapter shall be assignable or

transferable. Any registration issued under this chapter shall expire on the expiration date of the registrant's state license or upon suspension of such license.

402.4 Revoked License or Registration. City licenses issued under previous versions of the *City of Houston Electrical Code* and licenses and registrations issued under this chapter may be revoked for any reason defined in this code, provided, however, if the Electrical Board finds that the public interest will be adequately protected by the issuance of a warning or by a suspension of the license or registration for a definite period of time not exceeding one year, it shall issue a warning or order a suspension. If a registration is revoked, the Electrical Board shall not accept an application from that person for a new registration for one year following the date of revocation. Notice shall be sent to TDLR of any disciplinary action taken by the Electrical Board against any master or contractor.

402.5 Revocation Reasons. Following 10 calendar days' notice by personal delivery or certified mail and after a hearing before the Electrical Board, at which the person may be accompanied by an attorney at law of their choice, the Electrical Board may revoke or suspend that person's license or registration for any of the following reasons:

1. Fraud or misrepresentation in obtaining a city license, registration, or permit.

2. Violating on more than one occasion, either willfully or maliciously, or by reason of incompetence, any provision of this code.

3. Defrauding of any person for whom a service has been rendered, or contracted to be rendered.

4. Securing a permit for electrical work not actually performed by the master electrician, line master electrician, or sign master electrician ("master") or by licensed employees under the master's control, supervision, direction and responsibility. (This is intended to prevent a master from securing a permit for the purpose of evading the spirit and intent of this code by entering into any simulated scheme, transaction or device whereby electrical work will be done by persons who are not employees of the master or employees of the master's employer.)

5. Securing a permit under any pretext for an installation concerning which the applicant has no valid contract. (This is intended to prevent a master electrician, line master electrician or sign master electrician from securing a permit for the purpose of evading the spirit and intent of this code by any simulated scheme, transaction or device, or performing electrical work without a valid permit.)

6. Performing any electrical work as defined herein for which no electrical permit has been obtained.

7. For failure of any master electrician, line master electrician or sign master electrician to provide full-time active participation and day-to-day management of all electricians performing work under all permits issued under his or her signature.

8. Acting as a master electrician, line master electrician or sign master electrician for more than one electrical contractor (including him- or herself if self employed) at one time, unless the master owns more than 50 percent of the electrical contracting business.

The Electrical Division may withhold the issuance of a registration to an applicant by the same process used for revocation or suspension as described above. In addition to constituting grounds for revocation or suspension of a license or registration, violation of any of Items 1-8 are declared to be unlawful. Criminal prosecution shall not preclude administrative action by the Electrical Division or Electrical Board and vice versa.

402.6 License or Registration Transfer. No master electrician, line master electrician or sign master electrician shall assign or in any way convey his or her city license or registration, use thereof or any rights thereunder to anyone by power of attorney or any other process or become involved in any type of agreement, assignment or use whereby he or she will not have supervision, direction, control or

responsibility for the electrical work for which an electrical permit has been obtained under his or her city license or registration.

402.7 City License. A person who holds a license issued pursuant to this code may renew his or her city license by paying the annual renewal fee provided in the city fee schedule.

SECTION 403—CONTRACTOR REGISTRATION OR LICENSE

403.1 General. No person shall undertake any work as a contractor unless that person has been registered with the city as a contractor or unless that person holds a current and valid city license as a contractor.

An applicant for a contractor registration must have a valid state license as an electrical contractor, an electrical sign contractor, or a residential appliance installation contractor.

403.2 Contractor's Responsibility. The licensed or registered contractor will be responsible for ensuring that all work performed under his or her license or registration is properly permitted, that all personnel working under his or her license are properly licensed or registered, and that all work is performed in accordance with this code.

403.3 Scope of License or Registration. In the event that the applicant is or has employed a line master electrician or a sign master electrician in lieu of a master electrician, the scope of the contractor license or registration will be restricted to that work for which the applicant or the master is licensed.

403.4 Contractor's Records. For purpose of enforcing this section, the building official may, during normal working hours, examine and make copies of contracts, employment records, and payroll records for the preceding 24 months. Should the contractor fail or refuse to make a full, true and accurate disclosure of these records, the building official may, after written notification by certified mail, withhold the issuance of electrical permits to that contractor and master electrician until there has been a full and accurate disclosure of the records. This provision shall be cumulative of all other remedies provided herein.

403.5 Termination of Master-Contractor Relationship. Upon the death or termination of the designated master electrician, sign master electrician or line master electrician, the contractor shall be permitted to continue operating under the master's license or registration for a period not to exceed 30 calendar days from the date of the termination of the relationship. When the relationship terminates ~~due to the death of the master electrician, sign master electrician or line master electrician~~, no additional permits will be granted until a new master is employed and all active permits under the ~~deceased~~ terminated master-contractor relationship are repermitted. ~~When the relationship terminates due to termination of the master electrician, sign master electrician or line master electrician, no additional permits will be granted until a new master is employed and all existing permits, active and inactive, under the former master are repermitted.~~

403.6 Master-Contractor Relationship. The master and the contractor shall register with the Electrical Division. Upon termination of the master-contractor relationship, notice shall be given by the master or the contractor to the building official within five city work days. The termination of the master shall cause all permits taken out under the terminated master's license to be voided 30 calendar days after the date of termination. No additional permits will be granted until a new master is employed and all existing active permits under the previous master are repermitted. The master must play an active role in the business for which he or she is the registered master. This section in no way shall be construed as preventing the master from having other sources of income.

403.7 Contractor Business Location. To apply for a registration, an applicant must provide to the city a physical address (not a post office box).

403.8 Insurance. To apply for a city contractor's license, an applicant must provide evidence of the following to the Electrical Division :

1. That the applicant is a city licensed master electrician, line master electrician or sign master electrician or has such a person in his or her employment as a full-time employee.

2. That applicant is in compliance with Section 1305.159(a)(3) of the Texas Occupations Code regarding workers' compensation coverage.

SECTION 404—MASTER ELECTRICIAN

A master electrician may:

1. Perform all electrical work, including electrical work performed by a sign master electrician and a line master electrician.

2. Supervise an electrician.

3. Serve as a master electrician of record for a contractor.

SECTION 405—LINE MASTER ELECTRICIAN

405.1 A line master electrician may:

1. Perform outside electrical work as defined in this code.

2. Supervise an electrician performing outside electrical work.

3. Serve as a line master electrician of record for a contractor.

405.2 License. A line master electrician license shall authorize only outside electrical work. The line master electrician will otherwise be under the same rules, regulations, rights, privileges and duties imposed on or enjoyed by a master electrician.

SECTION 406—SIGN MASTER ELECTRICIAN

406.1 General. A sign master electrician may:

1. Perform sign electrical work.

2. Supervise an electrician performing sign electrical work.

3. Serve as a sign master electrician of record for a contractor.

406.2 License or Registration. Sign master electricians shall also comply with requirements as set out in the Sign Code, Chapter 46 of the *Building Code*. The sign master electrician license shall authorize only electrical sign work. The sign master electrician will otherwise be under the same rules, regulations, rights, privileges and duties imposed on or enjoyed by a master electrician.

406.3 Scope of Work. A sign master electrician shall be permitted to manufacture, install and do wiring that is required to connect the sign, outline lighting or inside lighting to an existing circuit or circuits that have been approved by the building official for connection of the specific load covered by the permit issued. Should the available circuit or circuits not be adequate for the specific sign and outline lighting load to be connected, then a contractor shall be employed by the owner or the owner's agent to install the necessary wiring required to provide the required capacity and circuits for the proposed signs and outline lighting. However, a sign master electrician shall be permitted to install the necessary service and circuits for an isolated sign and/or outline lighting installation.

406.4 Isolated Sign. For the purposes of this section, an isolated sign and/or outline lighting installation shall be defined as an installation in which neither the meter nor service supplying the installation or any of the signs or outline lighting are mounted on or in any building or structure that is not a part of the signs or outline lighting.

406.5 Circuits. As applied in this section, signs or outline lighting on the exterior of a building must have the circuit or circuits available on the exterior of the building. Nothing herein is intended to limit or repeal the effect of the Sign Code, but shall be cumulative thereof.

406.6 Shop Inspection. All work performed and materials, apparatus, devices, appliances, fixtures or equipment used shall conform with the full requirements of this chapter. Any electric sign built within the city, that is not listed and labeled, for installation within the city shall have a shop inspection by the building official before the sign is shipped out of the shop. The shop inspection fee shall be separate from and shall be double that required for signs as specified in the *Building Code.* After approval by the building official, an inspector shall attach an approval label or stamp to the sign. Signs constructed outside the city, but erected within the city, shall be subject to the same rules and regulations as apply to signs constructed within the city, except that inspections shall be performed by an approved agency.

> **EXCEPTION:** When unlisted component parts are utilized to reconfigure or construct a sign, the licensed sign contractor will assume liability.

SECTION 407—JOURNEYMAN ELECTRICIAN

No person shall undertake any work as a journeyman electrician unless the person has received a city or state electrical license as a journeyman electrician.

SECTION 408—JOURNEYMAN LINEMAN

No person shall undertake any work as a journeyman lineman unless the person has received a state or city electrical license as a journeyman electrician or a journeyman lineman.

SECTION 409—SIGN JOURNEYMAN ELECTRICIAN

No person shall undertake any work as a sign journeyman electrician unless the person has received a state or city electrical license as a sign journeyman electrician or a journeyman electrician.

SECTION 410—RESIDENTIAL WIREMAN (RESIDENTIAL JOURNEYMAN ELECTRICIAN)

No person shall undertake any work as a residential wireman (residential journeyman electrician) unless the person has received a state or city electrical license as a residential wireman or a journeyman electrician.

SECTION 411—APPRENTICE ELECTRICIAN

411.1 General. No person shall undertake any work as an apprentice electrician unless the person has received a state or city electrical license as an apprentice electrician.

411.2 Work Performed. An apprentice electrician licensed under this section shall be permitted to perform work as an apprentice, an apprentice lineman, a sign apprentice electrician, residential apprentice

and an apprentice maintenance electrician under the supervision of a master electrician, journeyman electrician, maintenance electrician, or a residential wireman.

SECTION 412—MAINTENANCE ELECTRICIAN

412.1 General. No person shall undertake work as a maintenance electrician unless the person has received a state or city electrical license as a maintenance electrician or a journeyman electrician.

412.2 Work Performed. A maintenance electrician licensed under this section shall be permitted to perform electrical maintenance work under the general supervision of a master electrician, on behalf of an electrical contractor.

412.3 Exempt work. A maintenance electrician license is not required if:

1. The work is performed by a person who does not engage in electrical work for the public;

2. The work is performed by a person regularly employed as a maintenance person or maintenance electrician for a business; and

3. The electrical work does not involve the installation of electrical equipment during new construction as defined by rules adopted under Chapter 151 of the *Texas Tax Code*.

SECTION 413—RESIDENTIAL APPLIANCE INSTALLER

413.1 General. No person shall undertake work as a residential appliance installer unless the person has received a state electrical license as a residential appliance installer or any other license recognized for such purpose in this code.

413.2 Work Performed. A residential appliance installer listed under this section shall be permitted to perform work defined as residential appliance installation.

SECTION 414—APPEALS FROM LICENSING DECISIONS OF ELECTRICAL BOARD

Any holder of a license or registration whose license or registration has been revoked, placed on probation, or suspended shall have the right of appeal to City Council as provided in Section 203.7 of this code. The City Council shall affirm, modify or reverse the action and/or decision of the Electrical Board. The action of the City Council shall be final. If no appeal is taken within the time and in the manner herein above provided, the ruling of the Electrical Board shall be final. The action of the Electrical Board shall be in effect during the appeal process before City Council and will remain in effect until modified or reversed by action of City Council on the appeal. The action of the Electrical Board shall remain in effect unless and/or until reversed or modified as provided for herein. In the event of suspension or revocation of licenses or registrations, the effective date will be 10 calendar days immediately following the action of the Electrical Board. A master whose license or registration has been suspended or revoked will not be issued any new permits after the action of the Electrical Board or during the 10 calendar day period following the action of the Electrical Board. All licenses and registrations shall be submitted to the secretary of the Electrical Board within 10 calendar days after the date of revocation or suspension.

SECTION 415—REGISTRATION FEES

To obtain a registration, an applicant shall pay the applicable registration fee as stated in the city fee schedule.

All fees shall be prorated for each month the license is to be in effect based on a 12 month period.

An administrative fee payable pursuant to Section 117~~.1.2~~ of the Building Code shall be charged upon the preparation of each fee or deposit receipt issued by the building official. This fee shall apply regardless of whether the fee or deposit is payable pursuant to this code or the *City Code*. This fee shall be in addition to all other applicable fees or deposits. When paid for a deposit or fee receipt, this fee shall neither constitute nor be refundable as a part of the deposit.

SECTION 416—LICENSE AND RENEWAL FEES

To obtain a contractor license or renew an existing city license the applicant shall pay the applicable city license fee set forth for this provision in the city fee schedule.

All fees shall be prorated for each month the license is to be in effect based on a 12 month period.

An administrative fee payable pursuant to Section 117~~.1.2~~ of the Building Code shall be charged upon the preparation of each fee or deposit receipt issued by the building official. This fee shall apply regardless of whether the fee or deposit is payable pursuant to this code or the *City Code*. This fee shall be in addition to all other applicable fees or deposits. When paid for a deposit or fee receipt, this fee shall neither constitute nor be refundable as a part of the deposit.

SECTION 417—CONTINUING EDUCATION FOR CITY LICENSE RENEWAL

417.1 General. Master, journeyman, ~~and~~ apprentice, and maintenance electricians shall annually complete a four hour code review course, approved by the ~~city or~~ state, based on the *National Electrical Code*.

EXCEPTION: Apprentice electricians in an approved apprenticeship training program.

Chapter 5
BUILDING STANDARDS

SECTION 501—WIRING SYSTEMS

501.1 General. Any type of wiring or wiring systems may be used in the city as approved in the *National Electrical Code* adopted in Section 502, except where specifically provided herein.

Refer to Section 403 of the *Building Code* for high-rise building requirements and to Chapter 46 of the *Building Code* for the Sign Code.

501.2 Electric Utility Company. All changes in the service standards and area practices that are promulgated by the electric utility company shall be submitted to the Electrical Board for review and comment at least 30 calendar days prior to enactment.

For the purposes of this code, the distribution system of any electric, telephone, telegraph, signal and/or electric utility company shall not extend to any electrical apparatus or equipment that the company does not own or control.

If a licensed or registered contractor needs access to metering and service equipment under control of an electric utility company to perform certain electrical work, the electric utility company must unlock and/or make accessible all metering and service equipment within four hours of the time the contractor requests the action, if possible. Licensed or registered contractors may access metering and service equipment.

SECTION 502—ADOPTED STANDARDS

The following codes, pamphlets and specifications are hereby adopted, authentic copies of which are filed with the City Secretary as part of this code, and shall govern and be observed and followed in all electrical wiring and in the construction, installation, repair, alteration, operation and maintenance of electrical wiring apparatus or fixtures:

(1) The *National Fire Protection Association Pamphlet No.* 70, *National Electrical Code,* ~~2011~~ 2014 Edition.

(2) The ~~*2007*~~ *2012 National Electrical Safety Code.* When the provisions of the *National Electrical Safety Code* and the *National Electrical Code* are in conflict, the *National Electrical Code* shall prevail.

In case of conflict between the provisions of the standards listed in the above paragraphs and the provisions of this code, the provisions of this code shall prevail.

SECTION 503—METERS

503.1 General. The meter cabinets and electrical metering equipment through which service is rendered by the electric utility company to domestic establishments and buildings combining domestic establishments with commercial or industrial usage shall be installed where readily accessible on the exterior of the building. Fireproof meter cabinets or meters sockets shall be approved by the electric utility company and installed by the master electrician performing the work, said meter cabinets to be located so the center of the opening of the meter dial shall not be less than 5 feet (1524 mm) nor more than 6 feet (1829 mm) above mean ground level so that the cabinet is readily accessible to the electric utility company for service. On apartment buildings, where space limitations will not permit placing all meters at the same height, they may be arranged in two tiers, with the openings for the meter dials in lower tiers as near as practicable to 5 feet (1524 mm) above the mean ground level and second tier placed

as near as practicable above the first. Where space limitations will not permit placing of meter cabinets as outlined above, the electric utility company, subject to the approval of the building official, may determine the arrangement to be used. All service outlets shall be located so as to permit placing the electric utility company's service wires on the wall of the building next to the supply. Locations may also be modified with the approval of the building official for occupancies intended primarily for handicapped persons.

503.2 Location of Meters. Meters will be located on a building so as to be accessible as determined by the electric utility company and may only be placed on the front or street side of the building with the written consent of the owners filed with the building official.

503.3 Relocation of Meters. Where meters are installed in inaccessible places in houses or buildings and the electric utility company desires to relocate said meter loops for convenience in the rendering of its service, it may, upon request to the building official, have a licensed or registered contractor reinstall meter loops to a point where the same would be located if the house or building were having a new system of wiring installed, and all the work done at the request of the electric utility company shall be performed without cost to the owner unless the location is the result of the wiring having been condemned by the building official for practices in violation of the provisions of this code or any applicable city ordinance.

503.4 Separate Meters. No permit, certificate or other authorization issued by the city under the provisions of this code for the construction or occupancy of a new apartment house or conversion to a condominium shall be issued unless the construction plan submitted by the applicant as part of the process for the approval of the permit, certificate or other authorization provides for individual electric metering by the utility company or submetering by the owner of each dwelling unit for the measurement of the quantity of electricity, if any, consumed by the occupants within that dwelling unit in accordance with the provisions of Chapter 184 of the *Texas Utilities Code* and regulations issued thereunder.

SECTION 504—SERVICES AND FEEDERS

504.1 General. All services, feeders, and underground branch circuits shall be installed in raceways, busways, or metal sheath cables approved by this code.

EXCEPTIONS:

1. Type SE multi-conductor cable having a bond wire and an insulated neutral wire will be permitted for feeders on wood-frame residential occupancies, provided the conductors have a disconnecting means and are protected by an approved current-limiting device. Each feeder shall be installed only in a location or in a manner that is not subject to mechanical damage and shall also be installed in accordance with other sections of this code and the *National Electrical Code*.
2. Aerial feeders.
3. Feeders in cable trays.

504.1.1 Available Fault Current Labeling. In lieu of the maximum available fault current marking as required by 110.24, a permanently affixed label shall be applied with the available fault current at the time of installation and calculation. The label shall be 2" x 3" in size and shall be blue lettering on a contrasting background. This label shall also include the date of the calculation.

504.2 Service Disconnect. Service disconnecting means shall be located so that the height to the center of the operating handle shall not be less than 4 feet (1219 mm) and not more than 6 feet 7 inches (2.0 m) above the floor of finish grade, except as installed in freestanding or building-type switchgear built to the National Electrical Manufacturers Association's specifications. When necessary to install tiered metering

on multifamily dwellings, it shall be permissible to vary the heights of the disconnecting means within 2 feet 6 inches to 6 feet 6 inches (762 mm to 2.0 m) above finished grade.

504.2.1 Meter Disconnect/Service Disconnect. Where approved, in existing spaces or configurations where there is insufficient space to provide the additional disconnect, the service disconnect and the meter disconnect may be permitted to be the same.

504.3 Grounding Electrode System. All grounding electrodes as described in the *National Electrical Code*, ~~2011~~ 2014 Edition, Section 250.52(A)(1) through (A)(6), that are present at each building or structure served shall be bonded together to form the grounding electrode system. Grounding electrodes as described in the *National Electrical Code*, ~~2011~~ 2014 Edition, Sections 250.52 (A)(1), (A)(2), (A)(3), and (A)(7), shall be supplemented with a rod electrode as described in Section 250.52 (A)(5)(b). Where no other grounding electrode is present a rod electrode shall be permitted to be the sole grounding electrode.

> **EXCEPTION:** Concrete-encased electrodes of existing buildings or structures shall not be required to be part of the grounding electrode system where the steel reinforcing bars or rods are not accessible for use without disturbing the concrete.

504.4 Multi-tenant services. In structures designed for multiple tenants, where additional services are likely, a buss conductor service cable tap box shall be required. The service cable tap box shall be weatherproof and comply with the following:

1. The service cable tap box shall be lockable with provisions to accept the utility locks.
2. Covers shall be fastened with machine screws or bolts. Hinged covers shall not be permitted.
3. Covers shall have two handles for cover removal.
4. Busbars shall be protected from physical damage and held firmly in place.
5. Busbars shall be sized to physically accommodate the maximum number of tenant services anticipated and predrilled.
6. Busbars shall be stepped.
7. The phase arrangement on 3-phase horizontal common power and vertical buses shall be A, B, C from front to back, top to bottom, or left to right, as viewed from the front of the service cable tap box. The B phase shall be that phase having the higher voltage to ground on 3-phase, 4-wire, delta-connected systems. The phases shall be permanently marked.
8. The bottom of the service cable tap box shall be a minimum of 6 inches above finished grade.
9. The service cable tap box shall be in compliance with Utility Service Standards.

   ~~a.~~ **EXCEPTION:** Residential Occupancies.

10. All other requirements of the Uutility provider.

SECTION 505—NONMETALLIC SHEATHED CABLE

505.1 ~~Temporary~~ Approved installations. Nonmetallic sheathed cable shall be permitted for temporary installations in addition to those allowed by Article 334.

SECTION 506—CONDUIT

Electrical metallic tubing (EMT) shall not be buried in ground or embedded in concrete supported by earth. Flexible or pliable raceways shall be used only for temporary work, branch circuits, and for permanent connections to vibrating, rotating and movable equipment and fixtures.

SECTION 507—TEMPORARY SAW POLES

Temporary saw poles shall be constructed of weatherproof electrical materials consisting of a minimum of 60-ampere switch or circuit breaker panel and grounded receptacle mounted on at least a solid 4-inch by 4-inch (102 mm by 102 mm) timber or equivalent wood structure. Service conductors shall be 6 AWG or larger installed in conduit.

SECTION 508—ELECTRICAL MATERIAL AND EQUIPMENT

No electrical materials, apparatus, devices, appliances, fixtures, or equipment shall be sold or installed in the city unless they are in conformance with the provisions of this code, the laws of the State of Texas and any applicable rules and regulations issued under the authority of the state statutes.

The maker's name, trademark, or other identification symbol shall be placed on all electrical materials, apparatus, devices, appliances, fixtures, and equipment used or installed under the provisions of this code.

All electrical materials and equipment shall be listed and labeled for intended use and shall be included in a list published by an approved agency.

EXCEPTION: Proton therapy equipment, when in its experimental stage.

SECTION 509—ELECTRICAL FENCES

This code does not regulate electrically charged fences installed in accordance with Section 28-10 of the *City Code*.

SECTION 510—LOCATION

510.1 Except as otherwise provided in this Code, no electrical system, or part thereof, shall be located in any lot other than the lot that is the site of the building, structure, or premises served by such facilities unless the electrical system, or part thereof, is located in an easement.

SECTION 511—TAMPER RESISTANT RECEPTACLES

511.1 When tamper-resistant receptacles are required by this code, they will not be required when the building is wired with aluminum wiring.

SECTION 512 – SWIMMING POOLS

512.1 Swimming pools. Equipment or lighting over 50 volts shall not be installed in newly constructed swimming pools.

SECTION 513—FULL CUTOFF FIXTURES

513.1 For purposes of this section, abutting development shall have the definition ascribed to it by Section 42-1 of the *City Code*. Full cutoff fixtures as defined in the Building Code shall be required for any wall mounted outdoor fixtures installed on an abutting development installed within 30 feet of an abutting single-family residential property. All pole mounted fixtures installed on an abutting development within 30 feet of an abutting single-family residential property shall be full cutoff fixtures with house side shields.

SECTION ~~512~~ 514—ARTICLES NOT ADOPTED

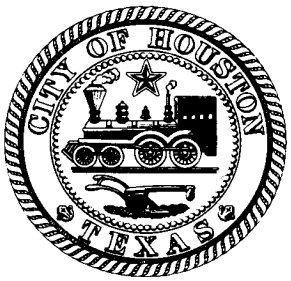
~~**512.1**~~ **514.1** The following provisions of the *National Electrical Code, ~~2011~~ 2014 Edition* are not adopted.

1. Sections 210.12(A)(2), (3), (4). ~~Exceptions 1 and 2 and Section 210.12 (B) regarding AFCI protection~~;
2. Section 240.91(B), regarding protection of conductors;
3. Section 312.5(c), regarding where cables are secured (exceptions to 312.5 are to remain); and
4. ~~Section 406.4 (D)(4) regarding receptacle replacement; and~~
5. ~~—~~Section 645.25 regarding engineering supervision.

Exhibit A-1

CITY OF HOUSTON

ELECTRICAL CODE



2014 ADMINISTRATIVE CODE PROVISIONS for the NATIONAL ELECTRICAL CODE

Adopted by Ord. No. 2014-

Effective September 1, 2014

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Chapter 1
TITLE AND GENERAL

SECTION 101—TITLE

These regulations shall be known as the *City of Houston Electrical Code*, may be cited as such and will be referred to herein as "this code." This code shall be considered as a part of the *City of Houston Construction Code.*

The *City of Houston Construction Code* collectively includes this volume and certain other codes, pamphlets, specifications and documents that are adopted in or by reference through the Adopting Ordinance, which appears in the preamble of the *Building Code*.

All electrical licensing requirements shall be in accordance with this code or the Texas Electrical Safety and Licensing Act (*Texas Occupations Code*, Chapter 1305) and the Administrative Rules of the Texas Department of Licensing and Regulation, 16 *Texas Administrative Code*, Chapter 73.

SECTION 102—APPLICATION TO EXISTING ELECTRICAL SYSTEMS AND EQUIPMENT

102.1 Additions, Alterations or Repairs. Additions, alterations or repairs may be made to any electrical system and equipment without requiring the existing electrical system and equipment to comply with all the requirements of this code, provided the additions, alterations or repairs conform to that required for a new electrical system and equipment and provided further that no hazard to life, health or safety will be created by the additions, alterations or repairs.

Minor additions, alterations and repairs to existing electrical systems and equipment may be made in accordance with the law in effect at the time the original installation was made, when approved by the building official, if it is found that no hazard to life, health or safety will be created by the additions, alterations or repairs.

102.2 Existing Installations. Electrical systems and equipment lawfully in existence at the time of the adoption of this code may have their use, maintenance and repair continued if the use, maintenance and repair is in accordance with the original design and no hazard to life, health or property has been created by the electrical system and equipment.

102.3 Changes in Building Occupancy. Electrical systems and equipment that are part of any building or structure undergoing a change in use or occupancy, as defined in the *Building Code*, shall comply with all requirements of this code that may be applicable to the new use or occupancy.

102.4 Maintenance. All electrical systems and equipment, both existing and new, and all parts thereof, shall be maintained in proper operating condition in accordance with the original design and in a safe and hazard-free condition. All devices or safeguards that are required by this code shall be maintained in conformance with this code. The owner shall be responsible for the maintenance of the electrical system. To determine compliance with this subsection, the building official may cause any electrical system to be reinspected whenever there is reason to believe that the system is not being maintained in accordance with this section.

102.5 Moved Building. Electrical systems and equipment that are a part of buildings or structures moved into or within the city shall comply with the provisions of this code for new installations.

SECTION 103—DEFINITIONS

For the purpose of this code, certain terms, phrases, words and their derivatives shall be construed as specified in this section. Where terms are not defined, they shall have their ordinarily accepted meanings within the context in which they are used. Words used in the singular include the plural and the plural the singular. Words used in the masculine gender include the feminine and the feminine the masculine.

APPRENTICE ELECTRICIAN is a person undertaking "electrical work," as defined in this code, under the direct, personal supervision and control of either a licensed master electrician, line master electrician, sign master electrician, journeyman electrician, journeyman lineman, sign journeyman electrician, residential journeyman electrician or maintenance electrician.

APPROVED, as to materials, equipment and method of construction, refers to approval by the building official as the result of investigation and tests conducted by the building official, or by reason of accepted principles or tests by recognized authorities or technical or scientific organizations.

APPROVED AGENCY is an established and recognized agency regularly engaged in conducting tests or furnishing inspection services, when the agency has been approved by the building official after he or she finds that the agency provides reliable testing or inspection services.

BUILDING is a structure that stands alone or is cut off from adjoining structures by fire walls or one -hour fire barriers with all openings therein protected by approved fire-resistance rated assemblies.

BUILDING CODE is the *City of Houston Building Code.*

BUILDING OFFICIAL is the jurisdiction's Director of Public Works and Engineering, or a duly authorized representative.

CITY is the City of Houston, being the jurisdiction that has adopted this code.

CITY CODE is the *Code of Ordinances, Houston, Texas.*

CONTRACTOR is a person, firm or corporation engaged in the business of performing electrical maintenance work, electrical work, outside electrical work, residential electrical work or sign electrical work.

ELECTRICAL DIVISION is the Electrical Division of the city's Public Works and Engineering Department.

ELECTRICAL DIVISION MANAGER is the person designated by the building official to be the Electrical Division Manager.

ELECTRICAL MAINTENANCE WORK is the repair or replacement of fixed motors, transformers, devices or fixed appliances of the same type and rating in the same location. The term does not include the installation of additional electrical work, electrical equipment or electrical apparatus.

EXISTING PERMIT is a permit that is not finaled.

ELECTRICAL WORK is the installing, maintaining, altering, repairing or erecting of any wiring apparatus, devices, appliances, fixtures or equipment under the terms and provisions of this code, except poles and guy anchors installed by a telephone, telegraph, signal and/or electric utility company as a part of its distribution system.

FIREWALL, for the purposes of this code, shall mean a minimum one hour fire barrier as defined in the *Building Code*.

JOURNEYMAN ELECTRICIAN is a person undertaking "electrical work," as defined in this code, under the supervision, direction and control of a licensed master electrician.

JOURNEYMAN LINEMAN is a person undertaking "outside electrical work," as defined in this code, under the supervision, direction and control of a licensed master or line master electrician.

LINE MASTER ELECTRICIAN is a person who is the holder of a line master electrician license issued under Chapter 4 of this code.

LINE MASTER ELECTRICIAN OF RECORD is a line master electrician who is engaged in a master-contractor relationship, as provided by Chapter 4 of this code.

LISTED and **LISTING** are terms referring to equipment and materials that are shown in a list published by an approved agency, which listing states that the equipment complies with recognized safety standards.

MAINTENANCE ELECTRICIAN is a person who is the holder of a maintenance electrician license issued under Chapter 4 of this code.

MASTER ELECTRICIAN is a person who is the holder of a master electrician license.

MASTER ELECTRICIAN OF RECORD is a master electrician who is engaged in a master-contractor relationship, as provided by Chapter 4 of this code.

MULTIPLE OCCUPANCY BUILDING is a building that has more than one tenant regardless of whether the tenants' uses are of the same or different occupancy classifications or use groups as classified by the *Building Code*.

OCCUPANCY is the purpose for which a building, or part thereof, is used or intended to be used.

OUTSIDE ELECTRICAL WORK is the assembly, maintenance, installation and erection of all electrical equipment and appurtenances that are part of an outside distribution system generally located outside of any building. Work performed under this term shall include, but not be limited to, the installation, repair or maintenance of substations, street lighting, pole lines, underground duct banks, electrical decorations, traffic signals and parking lot lighting.

POOL is an outdoor or indoor structure intended for swimming or recreational bathing, including an inground structure, aboveground structure, hot tub, spa, portable spa, or non-portable wading pool.

POOL-RELATED ELECTRICAL DEVICE is equipment for a pool that:

(a) Is installed as a unit;
(b) Is directly connected to an electrical circuit; and
(c) Performs a specific function.

POOL-RELATED ELECTRICAL MAINTENANCE is electrical work that is limited to the connection or disconnection of a pool-related electrical device to an existing electrical circuit other than by inserting or removing a plug from an electrical outlet.

POTENTIAL IMMINENT HAZARD is a condition or a combination of several different conditions regulated by the City of Houston Construction Code, within or on the property, that are more likely than not to pose a hazard to the occupants or integrity of the structure, as determined by the Building Official.

PERSON is an individual, partnership, corporation or other legal entity.

RESIDENTIAL APPLIANCE is equipment, including a pool-related electrical device, that is installed as a unit in a single family or multifamily dwelling that does not exceed four stories, is directly connected to an electrical circuit, and performs a specific function.

RESIDENTIAL APPLIANCE INSTALLATION is electrical work that is limited to the connection or disconnection of a residential appliance, including a pool-related electrical device, to an existing electrical circuit other than by inserting or removing a plug from an electrical outlet.

RESIDENTIAL APPLIANCE INSTALLATION CONTRACTING is the business of residential appliance installation, including pool-related electrical maintenance.

RESIDENTIAL APPLIANCE INSTALLATION CONTRACTOR is a business entity, other than an electrical contractor or electrical sign contractor, that is engaged in residential appliance installation contracting, including pool-related electrical maintenance.

RESIDENTIAL APPLIANCE INSTALLER is a person, other than a licensed electrician, who is licensed to perform residential appliance installation, including pool-related electrical maintenance.

RESIDENTIAL ELECTRICAL WORK is the installation, maintenance, alteration, repair or erection of any wiring apparatus, devices, appliances, fixtures or equipment that by ordinance can be wired with nonmetallic sheathed cable. This work will be limited to single family or multifamily dwellings (and their accessory structures) of wood frame construction not exceeding four stories.

RESIDENTIAL WIREMAN (RESIDENTIAL JOURNEYMAN ELECTRICIAN) is a person undertaking "residential electrical work" as defined in this code, under the supervision, direction and control of a licensed master electrician.

SERVICE CABLE TAP BOX is an enclosure designed with busbars for the purpose of terminating service conductors from the electric utility point of supply and terminating service conductors to individual tenant services.

SIGN ELECTRICAL WORK is the manufacture or installation, or both, of electric signs, conductors and equipment for signs, outline lighting, and inside lighting with high-voltage gas tubes as defined in the *National Electrical Code*.

SIGN JOURNEYMAN ELECTRICIAN is a person undertaking "sign electrical work," as defined in this code, under the supervision, direction and control of a licensed master or sign master electrician.

SIGN MASTER ELECTRICIAN is a person who is the holder of a sign master electrician license issued under Chapter 4 of this code.

SIGN MASTER ELECTRICIAN OF RECORD is a sign master electrician who is engaged in a master-contractor relationship, as provided by Chapter 4 of this code.

STATE ELECTRICAL LICENSE is a license issued or recognized by the Texas Electrical Safety and Licensing Act (*Texas Occupations Code*, Chapter 1305).

TDLR is the Texas Department of Licensing and Regulation.

SECTION 104—CONFLICTING PROVISIONS

Where, in any specific case, different sections of the *City Code*, the *Building Code*, the *City of Houston Mechanical Code*, the *City of Houston Plumbing Code*, the *Residential Code for One- and Two-Family Dwellings of the City of Houston*, the *City of Houston Commercial Energy Conservation Code*, the *City of Houston Residential Energy Conservation Code*, the *City of Houston Fire Code* and this code specify different materials, methods of construction or other requirements, the most restrictive shall

govern. Where there is a conflict between a general requirement and a specific requirement, the specific requirement shall be applicable.

In any case where the City of Houston Electrical Code differs from the National Electrical Code, the City of Houston Electrical Code shall apply.

SECTION 105—ALTERNATE MATERIALS AND METHODS OF CONSTRUCTION

The provisions of this code are not intended to prevent the use of any material or method of construction not specifically prescribed by this code, provided an alternate has been approved and its use authorized by the building official. The building official shall approve an alternate, provided he or she finds that the proposed design is satisfactory and complies with the provisions of this code and that the materials, method or work offered is, for the purpose intended, at least the equivalent of that prescribed in this code in suitability, strength, effectiveness, fire resistance, durability and safety.

The building official shall require that sufficient evidence or proof be submitted to substantiate any claims regarding the use of alternates. The details of any action granting approval of an alternate shall be recorded and entered in the files of the building official.

SECTION 106—MODIFICATIONS

Whenever there are practical difficulties involved in carrying out the provisions of this code, the building official may grant modifications for individual cases upon determining that: (1) a special individual reason makes the strict letter of this code technically impractical; (2) the modification is in conformity with the intent and purpose of this code; and (3) the modification does not lessen health, life safety and fire safety requirements. The details of actions granting modifications shall be recorded and entered in the files of the building official.

SECTION 107—TESTS

Whenever there is insufficient evidence of compliance with any of the provisions of this code or evidence that materials or construction do not conform to the requirements of this code, the building official may require tests as evidence of compliance to be made at no expense to the city.

Test methods shall be as specified by this code or by other recognized test standards. In the absence of recognized and accepted test methods for the proposed alternate, the building official shall determine test procedures that are reasonably reliable and designate the use thereof.

All tests shall be made by an approved agency. Reports of tests shall be retained by the building official for the period required for the retention of public records.

SECTION 108—HEARING PROCEDURES

108.1 Hearing Notices. Whenever notice is to be given to any person concerning the right to a hearing, the notice may be given by personal delivery or by certified mail, return receipt requested.

If the notice relates to work being performed under a permit issued under this code, then the notice shall be given to the master electrician, line master electrician or sign master electrician who obtained the permit, as well as the contractor and the owner of the building.

If notice is being given to a building owner or to a tenant therein, and the building official is unable to determine the name or address of the person after checking the building and the applicable records of the

Public Works and Engineering Department, the records of the County Appraisal District, and the records of the electrical utility company, notice shall be mailed to the billing address of the building as shown on the records of the electrical utility company and shall be posted on or in view of each entrance to the building. Additionally, if any notice is mailed to a building owner or a building tenant and is returned without delivery, notice shall be effective if posted on or in view of each entrance to the building.

108.2 Hearings. Except where otherwise specifically provided, all hearings held pursuant to this code shall be conducted by the director of Public Works and Engineering or a representative, who shall hereinafter be referred to as the hearing official. The director shall not designate any person to be a hearing official under this code who has taken any part in the investigation of the matter that is the subject of the hearing, nor any person who directly supervised the investigation. The hearing official shall consider only the evidence presented at the hearing in rendering a decision. The decision of the hearing official shall be set forth in writing and shall be served on each party in the same manner as a notice of a right to a hearing.

SECTION 109—PENALTIES

Any person who violates or causes a violation of any provision of this code shall be guilty of a misdemeanor and, upon conviction thereof, shall be punished by a fine of not more than $2,000.00 nor less than $400.00 unless otherwise specified herein; provided, however, if a person is convicted of any offense under this code that is also a violation of the penal laws of the State of Texas, the person shall be subject to the penalties set out in the penal laws of Texas for the offense. Each day that any violation continues shall constitute and be punishable as a separate offense.

Chapter 2
ORGANIZATION AND ENFORCEMENT

SECTION 201—POWERS AND DUTIES

201.1 General. The building official is hereby authorized and directed to enforce all provisions of this code.

201.2 Deputies. In accordance with procedures prescribed by law, the building official may appoint technical officers and inspectors and such other employees as shall be authorized from time to time.

201.3 Right of Entry. When it is necessary to make an inspection to enforce any of the provisions of this code, or whenever the building official has reasonable cause to believe that there exists in a building or upon a premises a condition that is contrary to or in violation of this code that makes the building or premises unsafe, dangerous or hazardous, the building official may enter the building or premises at all reasonable times to inspect the same or to perform any duty imposed on the building official by this code, provided that if the building or premises is occupied, the building official shall first present proper credentials and request entry. If entry is refused, the building official or an authorized representative shall have recourse to every remedy provided by law to secure entry.

When, due to emergency, immediate entry is necessary to protect life or property, or when the building official shall have first obtained a proper inspection warrant or other remedy provided by law to secure entry, no owner or occupant or any other person having charge, care or control of any building or premises shall fail or neglect, after proper request is made as herein provided, to promptly permit entry therein by the building official for the purpose of inspection and examination pursuant to this code.

201.4 Stop Order. Whenever any work is being done contrary to the provisions of this code, the building official may order the work stopped by notice in writing served on any persons engaged in the doing or causing the work to be done, and the persons shall forthwith stop the work until authorized by the building official to proceed with the work. At the time a stop order is issued, the person doing the work and the permit holder shall be given notice of a right to a hearing pursuant to Section 108 of this code. Upon request, a hearing shall be held within three business days unless the permit holder or the person doing the work requests an extension of time.

A stop order shall remain in effect pending any hearing that has been requested, unless the stop order is withdrawn by the building official.

201.5 Authority to Disconnect Utilities in Emergencies. The building official shall have the authority to have the utility company disconnect any electric power or energy service supplied to a building or any electrical system or equipment regulated by this code in case of emergency when necessary to eliminate potential imminent hazard to life or property. The building official shall, whenever possible, notify the serving utility and the owner and occupant of the building (or user of the electrical system or equipment if the owner is not located in a building) of the decision prior to the disconnection and shall notify those persons in writing of the disconnection immediately thereafter. The notice shall also inform the owner and occupant of the building (or the user if the electrical system or equipment is not within a building) of a right to a hearing pursuant to Section 108 of this code. Upon request, a hearing shall be conducted within three business days unless the owner requests an extension of time.

201.6 Authority to Condemn Electrical System and Equipment. Whenever the building official ascertains that any electrical system or equipment regulated by this code has become hazardous to life, health or property, the building official may order in writing that the electrical system or equipment be either removed or restored to a safe condition, as appropriate. The written notice itself shall fix a time limit for compliance with the order and shall inform the owner and the occupant of the right to a hearing

pursuant to Section 108 of this code. No person shall use or maintain any defective electrical system or equipment after receiving a notice.

When equipment or installation is to be disconnected, a written notice of the disconnection and causes therefor shall be given within 24 hours to the serving utility and to the owner and occupant of the building, structure or premises. The notice shall inform the owner and occupant of the right to a hearing pursuant to Section 108 of this code. Upon request, a hearing shall be conducted within three business days unless the owner requests an extension.

When any electrical system or equipment is maintained in violation of this code, and in violation of a notice issued pursuant to this section, the building official shall institute any appropriate action to prevent, restrain, correct or abate the violation.

201.7 Connection after Order to Disconnect. No person shall either make connections from any energy source or power supply or supply power to any electrical system or equipment that has been disconnected or ordered to be discontinued by the building official, until the building official authorizes the reconnection and use of the electrical system or equipment.

201.8 Liability. Except as otherwise provided by law, the building official shall not personally be liable in damages for any act or omission arising out of any official action taken to implement and enforce the provisions of this code. Additionally, except as otherwise provided by law, the building official shall not personally be liable in damages for any action or omission taken in the course and scope of employment. Where and to the extent consistent with the provisions of Article X of Chapter 2 of the *City Code*, the city shall provide legal representation and indemnification for any suit brought against the building official or other employees because of acts or omissions performed in the enforcement of this code.

201.9 Cooperation of Other Officials and Officers. The building official may request, and shall receive so far as is required in the discharge of their duties, the assistance and cooperation of other officials of the city.

SECTION 202—UNSAFE ELECTRICAL SYSTEMS OR EQUIPMENT

All electrical systems or equipment regulated by this code that are unsafe, or that constitute a fire hazard, have sustained disaster damage or are otherwise dangerous to human life are, for the purpose of this section, unsafe. Any use of electrical systems or equipment regulated by this code constituting a hazard to safety, health or public welfare by reason of inadequate maintenance, dilapidation, obsolescence, fire hazard, disaster damage or abandonment is, for the purpose of this section, an unsafe use.

All unsafe electrical systems or equipment shall be abated by repair, rehabilitation, demolition or removal in accordance with the procedures set forth by law for the abatement of dangerous buildings. As an alternative, the building official or another employee or official of the city as designated by the governing body may institute any other appropriate action to prevent, restrain, correct or abate the violation.

SECTION 203—ELECTRICAL BOARD

203.1 Electrical Board Composition. There is hereby created an Electrical Board consisting of 11 members. Position Nos. 1 through 10 shall be filled by persons appointed by the mayor and confirmed by the City Council. Each of the 11 positions of the board shall be numbered. The mayor shall designate a member to be chairman.

Position Nos. 1, 2, 3 and 4 shall be filled by duly licensed master electricians.

Position No. 5 shall be filled by an electrical engineer in the employ of an electric utility company operating under a city franchise.

Position Nos. 6 and 7 shall be filled by consulting or practicing engineers who are directly connected with the electrical construction industry and are licensed professional engineers of the State of Texas.

Position Nos. 8, 9 and 10 shall be filled by representatives from the city at large.

Position No. 11 shall be filled by the Electrical Division Manager, who shall serve as secretary of the Electrical Board. The Electrical Division Manager, from time to time, may designate, in writing, a member of the city's Electrical Inspection Section to act as his or her duly authorized representative. The representative shall be entitled to all rights and privileges of the position. A copy of the designation, specifying the dates the person shall act as representative of the Electrical Division Manager shall be filed with the minutes of the Board.

203.2 Eligibility of Board Members. A person who meets the qualifications for the positions set forth in Section 203.1 shall not be disqualified from serving on the Board or from performing any duties of board membership because the person is employed by the IBEW, IEC, NECA or any other labor or trade organization that provides or sponsors electrician training. The provisions of this section shall be regarded as an exception to Section 18-3 of the *City Code*.

203.3 Compensation and Terms. Each member of the Board shall receive $50 per diem for services while attending meetings of the Board. A member of the board who is employed by the city shall be paid only for those meetings he or she attends that are neither held during, nor continue beyond, regular working hours.

The terms of office for appointees to Position Nos. 1, 3, 5, 7 and 9 shall expire on the 2nd day of January of odd-numbered years, and the terms of office for appointees to Position Nos. 2, 4, 6, 8 and 10 shall expire on the 2nd day of January of even-numbered years. However, each member shall continue in office until a successor has been appointed and qualified. The adoption of this code shall not terminate the term of office of any person currently serving on the Board. Any person who is currently serving on the Board shall continue to serve in the position for which he or she was appointed and confirmed until a successor is appointed and qualified.

203.4 Methods of Transacting Business. Half of the members then serving on the Board present at any meeting shall constitute a quorum for the transaction of any business of the Board. A majority vote of the members present at any meeting at which a quorum is present shall prevail.

203.5 Legal Counsel. Any board meeting and hearing shall be attended by an attorney from the city's legal staff when requested by the Board. The attorney's sole duty shall be to advise the Board members of legal matters that may arise.

203.6 Duties of the Board. The duties and responsibilities of the Board shall include the following:

1. Hear all cases involving revocation of a license or registration.

2. Conduct those hearings and appeals that are provided in this code to be conducted by the Electrical Board.

3. Hear appeals from decisions of the building official concerning interpretation of this code and the use of alternate materials and wiring methods; provided, however, the Board shall not have jurisdiction to hear any matter that is the subject of any case pending before the municipal courts.

203.7 Appeals to Electrical Board. Any interested person dissatisfied with a decision of the building official concerning interpretations of this code or the use of alternate materials and wiring methods shall have the right to appeal to the Board pursuant to the following procedures. Petitions for hearings before the Board shall be in writing and filed with the secretary of the Board. A hearing on the matter shall be

held by the Board within 30 calendar days of the date the petition was filed. The Board shall affirm, modify or reverse the action or decision of the building official and shall render all decisions and findings in writing to the building official who shall cause a duplicate copy to be mailed to the appellant.

Any interested person aggrieved and affected by a decision of the Board may appeal to the City Council by delivering a written notice of appeal to the City Secretary within 10 calendar days from the date of deposit of the decision of the Board in the mail. Appeals are subject to and shall be made as provided by City Council Rule 12. See Section 2-2 of the *City Code*.

SECTION 204—FAILURE TO CORRECT WORK

If any electrical contractor, master electrician, line master electrician or sign master electrician fails to correct any defect, error or deficiency in any of his or her work installed under the authority of an electrical permit within 10 calendar days after written notification thereof, the building official may serve the master and contractor with notice that a hearing will be held by the Electrical Board at which time the building official will seek either the suspension or revocation of the contractor's and master's licenses. In the notice, the building official shall specify the grounds on which he or she will rely in seeking the suspension or revocation of the licenses. This section shall be cumulative of all other remedies provided for under the laws of the State of Texas and ordinances of the city and may be applied in addition to prosecution for any applicable crimes committed.

SECTION 205—TAMPERING

It shall be unlawful for any person to bridge, tamper with or change from its original installation, any fuse of any type installed in any panelboard, main switch or switchboard, or to alter or change any circuit breaker so that the fuse or circuit breaker will not function properly. It is a defense to prosecution under this section that the work was done upon previous approval of the building official.

SECTION 206—DISPLAY OF LICENSE

A contractor shall display the contractor's business name and the number of the license issued by the state or the city on each vehicle owned or operated by the contractor.

The information required to be displayed must be:

1. Printed in letters and numbers that are at least two inches high and 3/8 inches in width and in a color that contrasts with the color of the background surface; and

2. Permanently affixed in conspicuous places on both sides of the vehicle.

Chapter 3
PERMITS AND INSPECTIONS

SECTION 301—PERMITS

301.1 Permits Required. It shall be unlawful for any person to install, alter, repair, replace or remodel any electrical system or equipment regulated by this code, except as specified in Section 301.2, or cause the same to be done, unless the person has a current permit for the work or is working under the supervision of a person who has a permit.

301.2 Exempt Work. Exemption from the permit requirements of this code shall not be deemed to grant authorization for any work to be done in violation of the provisions of this code or any other laws or ordinances.

An electrical permit shall not be required for the following:

1. Motors, office furnishings (as defined by NFPA 70, Article 605) or other appliances energized by means of a cord or cable having an attachment plug end to be connected to an approved receptacle when the cord or cable is permitted by this code. Note: This exception does not apply to manufactured wiring systems as defined in NFPA 70, Article 604.

2. Repair or replacement of fixed motors, transformers or fixed approved appliances of the same type and rating in the same location.

3. Temporary decorative lighting, which shall not be in place more than 90 calendar days.

4. Repair or replacement of current-carrying parts of a switch, contactor or control device.

5. Reinstallation of attachment plug receptacles, but not the outlets therefor.

6. Repair or replacement of any overcurrent device of the same capacity in the same location.

7. Installation of temporary wiring, apparatus, devices, appliances or equipment used by a recognized electrical training school or college for the purpose of training, which installation shall not be in place more than 90 calendar days.

8. Electrical wiring, devices, appliances, apparatus or equipment operating at less than 50 volts and not capable of supplying or controlling more than 50 watts of power.

9. Sound equipment, private or public telephone system, thermostat wiring or burglar alarm system, provided, however, a permit shall be required to wire any such system to the source of electricity.

10. Installation and maintenance of railway crossing signal devices, when performed by due authority of the railroad in accordance with the standards of the American Railroad Association, and in collaboration with and with the approval of the Director of the Department of Public Works and Engineering of the city.

11. The installation, maintenance or alteration of electrical wiring, apparatus, devices, appliances or equipment to be installed by an electric utility company for its own use in the generation, transmission, distribution, sale or utilization of electrical energy. However, no electric utility company shall do any wiring on a customer's premises other than wiring that is a part of the company's distribution system, which shall be construed to include metering equipment, wherever located, and transformer vaults in which the company's transformers are located; nor shall any of its employees do any work other than that done for said company as provided for herein by virtue of this exception.

12. Erection, assembly, installation, repair, maintenance or servicing of elevator equipment, X-ray equipment, proton therapy equipment, and medical electronic equipment, other than for the power wiring

connection of the first component, provided that the components of the equipment can be rendered safe from fire and shock hazards during operation by disconnection from electrical power sources.

13. Removal of electrical wiring.

301.3 Franchised Work. Except as otherwise provided by law, no person or electric utility company that does not operate under a franchise granted by the city shall have the right to install any electrical conduit, wires, ducts, poles or equipment of any character for the transmission, distribution or utilization of electric energy, or for the operation of signals or the transmission of intelligence on, over or under the streets in the city, without first obtaining from the City Council a franchise right or grant for the particular installation so desired to be made, and any installation so made under a franchise or grant shall be in strict conformity with all rules, regulations and ordinances of the city pertaining thereto. Compliance with this provision shall not be construed to excuse compliance with any other provision of the ordinances of the city.

301.4 Annual Maintenance Permit. Upon making written application and payment of all applicable fees, a person having ownership or control over property may obtain an annual maintenance permit for the keeping in safe repair of any and all electrical maintenance work as defined by this code on existing electrical installations, apparatus and equipment in the building and on the property on which the building is located if the applicant employs a person as a full-time employee who will actually perform the electrical maintenance work. A "full-time employee" shall mean an employee who works for the maintenance permit holder at least 36 hours per week. A permit for maintenance electrical work shall be valid for only one premises.

The fee for an annual maintenance permit specified in the city fee schedule shall be paid to the building official. An annual maintenance permit shall expire on September 30th of each year.

301.4.1 Maintenance Records. Each time that an electrical maintenance employee working under an annual maintenance permit performs electrical maintenance work, the employee shall make a record of the work. The records shall be maintained in a location agreed upon by the owner and the building official and made available upon request for inspection and copying by the building official and must be held on file for at least two years. These records shall contain the following information:

1. Name and address where work is performed.
2. Name of owner.
3. Date.
4. General nature of work performed.

301.5 Permits Issued to Licensed Contractor. No permit shall be issued under any master electrician license or registration unless the master electrician is in compliance with the requirements of Section 403 of this code or is employed by an electrical contractor who is in compliance with that section.

SECTION 302—ELECTRICAL PERMITS

302.1 Application. To obtain an electrical permit, the applicant shall first file an application on a form furnished by the Building Inspection Division for that purpose. Each application shall:

1. Identify and describe the work to be covered by the permit for which the application is made.

2. Describe the land on which the proposed work is to be done by the legal description, street address or similar description that will readily identify and definitely locate the proposed building or work.

3. Indicate the use or occupancy for which the proposed work is intended.

4. Be accompanied by plans, diagrams, computations and other data as required in Section 302.2.

5. Be signed or authorized electronically by the properly licensed master electrician, line master electrician or sign master electrician, as applicable.

6. Give such other data and information as may be required by the building official.

7. Identify the name of the electrical contractor who has contracted for the work.

A master electrician may apply for a permit for any electrical work. A line master electrician may apply only for a permit relating to outside electrical work. A sign master electrician may apply only for a permit relating to sign electrical work.

302.2 Plans and Specifications. Plans, calculations, diagrams and other data shall be submitted in two or more sets with each application for a permit. The building official may require all plans, computations and specifications to be prepared by a master electrician of record and/or prepared and sealed by a professional engineer licensed in the State of Texas in compliance with The Texas Engineering Practice Act (*Texas Occupations Code*, Chapter 1001).

> **EXCEPTION:** The building official may waive the submission of plans, calculations, etc., if he determines that the nature of the work is such that review of plans is not necessary to obtain compliance with this code.

302.3 Information on Plans. Plans shall be drawn to scale and shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of this code and all relevant laws, ordinances, rules and regulations.

SECTION 303—PERMIT ISSUANCE

303.1 Issuance. The application, plans and specifications and other data filed by an applicant for a permit shall be reviewed by the building official. The plans may be reviewed by other departments of the city to verify compliance with any applicable laws under their jurisdiction. If the building official finds that the work described in an application for a permit and the plans, specifications and other data filed therewith conform to the requirements of this code and other pertinent laws and ordinances, and that all applicable fees have been paid, the building official shall issue a permit therefor to the applicant.

When the building official issues a permit where plans are required, the building official shall endorse in writing or stamp the plans and specifications "APPROVED." Approved plans and specifications shall not be changed, modified or altered without authorization from the building official, and all work shall be done in accordance with the approved plans.

The building official may issue a permit for the construction of part of an electrical system before the entire plans and specifications for the whole system have been submitted or approved, provided adequate information and detailed statements have been filed complying with all pertinent requirements of this code. The holder of the permit shall proceed at his or her own risk without assurance that the permit for the entire building, structure or building service will be granted.

303.2 Retention of Plans. One set of approved plans and specifications shall be returned to the applicant and shall be kept on the site of the building or work at all times during which the work authorized by the permit is in progress. One set of approved plans, specifications and computations shall be retained by the building official until final approval of the work.

303.3 Validity of Permit. The issuance of a permit or approval of plans and specifications shall not be construed to be a permit for, or an approval of, any violation of any of the provisions of this code or of

any other applicable law. No permit presuming to give authority to violate or cancel the provisions of law shall be valid.

The issuance of a permit based on plans, specifications and other data shall not prevent the building official from thereafter requiring the correction of errors in the plans, specifications and other data, or from preventing building operations being carried on thereunder when in violation of this code or of any other applicable law.

303.4 Expiration. For purposes of this subsection, the determination of whether work has commenced under a permit or whether work has been abandoned under a permit shall be based upon whether the permit holder requests an inspection of the work performed under the permit by the building official. If work is not commenced under a permit within two years after the date of issuance or is abandoned at any time for a period of two years, the permit shall expire.

In order to recommence work under an expired permit, the permit holder shall pay the full permit fee applicable and submit plans that comply with this code for the previously uninspected portion of the work.

> **EXCEPTION:** The building official may, upon request, perform a final inspection of work for which the permit has expired or reactivate a permit for the purpose of issuing a certificate of occupancy or a certificate of compliance.

303.5 Validity. A permit shall be valid only for work done under the master electrician, line master electrician or sign master electrician who signed the application. A new permit must be obtained if the person who signed the application ceases to have a contractor-master relationship as stated in Section 403.6. The cost of the new permit shall be charged at no fee except for the administrative fee established in the city fee schedule. Applicants who fail to re-permit any applicable work within the timeframes established by this code shall be subject to permit fees in the amount stated in the City fee schedule.

303.6 Suspension or Revocation. The building official may, in writing, suspend or revoke a permit and may revoke approval of any plans issued under the provisions of this code whenever the permit is issued in error or on the basis of incorrect information supplied, or in violation of any ordinance or law. Any suspension or revocation shall be accompanied by notice of a right to a hearing as provided in Section 108 of this code. Upon written request, the hearing shall be afforded within three business days from receipt of the request.

SECTION 304—FEES

304.1 Permit Fees. The fee for each permit shall be as set forth in the city fee schedule.

Additions to existing work shall be charged for at the same rate as for new work. The moving and relocating of electrical equipment for which a permit inspection fee is not otherwise provided for in Section 117 of the *Building Code*, will be charged at the minimum fee.

304.2 Plan Review Fees. Where plans are lost or changed so as to require an additional plan review or when a plan review is required and there is no building permit is required, a plan review fee shall be charged at the rate provided for in the city fee schedule.

304.3 Expiration of Plan Review. Applications for which no permit is issued within 180 calendar days following the date of application shall expire by limitation, and plans and other data submitted for review may thereafter be returned to the applicant or destroyed by the building official. The building official may extend the time for action by the applicant for a period not exceeding 180 calendar days on request by the applicant showing that circumstances beyond the control of the applicant have prevented action

from being taken. No application shall be extended more than once. In order to renew action on an application after expiration, the applicant shall resubmit plans.

304.4 Investigation Fees: Work without a Permit.

1. **Investigation.** Whenever any work for which a permit is required by this code has been commenced without first obtaining a permit, a special investigation shall be made before a permit may be issued for the work.

2. **Fee.** An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The investigation fee, which is intended to cover additional costs associated with inspection of work commenced without a permit, shall be equal to the amount of the permit fee that would be required by this code if a permit were to be issued, subject to applicable minimum investigation fees stated in the city fee schedule. The payment of an investigation fee shall not exempt any person from compliance with all other provisions of this code or from any criminal penalty prescribed by law.

304.5 Fee Refunds.

1. The building official may authorize the refunding of any fee paid hereunder that was erroneously paid or collected if the fee has been paid or collected because of an error made by one or more city employees. This provision shall not be applicable if the error was caused by incorrect information provided by the applicant.

2. The building official may authorize the refunding of not more than 90 percent of the amount in excess of the permit fee paid when no work has been done under a permit issued in accordance with this code. If work has been done under the permit, no refund may be authorized. The administrative fee established by the city fee schedule shall not be refundable.

3. The building official shall not authorize the refunding of any fee paid except upon written application filed by the original permittee no later than 180 calendar days after payment of the fee.

304.6 Registration Fees. The fee for each registration shall be as set forth in the city fee schedule.

304.7 License or Registration Suspension. When the building official has authorized work to begin prior to the issuance of a permit due to an emergency situation, any failure on the part of the contractor to pay all applicable permit fees within 20 calendar days of the date the building official has authorized the work to begin shall be grounds for the suspension of the contractor's and master's licenses or registrations. At least 10 calendar days prior to the suspension, the building official shall give the contractor and master notice of the date the licenses will be suspended if the fees are not paid and inform the contractor and master that they may have a hearing before the Electrical Board if either or both of them submit a written request therefor to the secretary of the Board at least three business days prior to the date the suspension will become effective. If the contractor and/or master timely requests a hearing, the suspension shall not become effective until the Board has heard the matter and rendered its decision as to whether all applicable permit fees have been paid. If the board finds that all applicable permit fees have not been paid, the contractor's and master's licenses or registrations shall be suspended until they have been paid. If the contractor's and master's licenses or registrations remain suspended for six months, the licenses or registrations shall automatically be revoked.

SECTION 305—INSPECTIONS

305.1 General. All electrical systems and equipment installed under provisions of this code shall be subject to inspection by the building official. No portion of any electrical system intended to be concealed shall be concealed until inspected and approved. Neither the building official nor the city shall be liable for expenses entailed in the removal or replacement of any material required to allow inspection.

When the installation of the electrical system and equipment is complete, an additional and final inspection shall be made. Electrical systems and equipment regulated by this code shall not be connected to the energy source until authorized by the building official.

305.2 Operation of Electrical Equipment. The requirements of this section shall not be construed to prohibit the operation of any electrical system or equipment installed to replace existing equipment. The Building Inspection Division shall endeavor to inspect work within three working days following the receipt of a request. In any instance in which the inspection is not made within three working days, the requestor may submit a written notice of inspection request to the Electrical Division Manager who shall ensure that the inspection is completed by the end of the next city work day following receipt of the written request.

305.3 Inspection Requests. It shall be the duty of the person doing the work authorized by a permit to notify the building official that the work is ready for inspection.

305.4 Other Inspections. In addition to the called inspections required by this code, the building official may make or require other inspections of any work to ascertain compliance with the provisions of this code and other applicable laws. If a permit has not been issued for the work and city inspectors are refused permission to inspect, they may obtain a search warrant as authorized by law to make the inspections.

305.5 Moving and Relocating of Work. The moving and relocating of electrical equipment for which a permit inspection is required shall require the payment of a fee that, if not otherwise provided for in Section 117 of the *Building Code* or the city fee schedule, will be charged at the minimum fee.

305.6 Reinspections. A reinspection fee in the amount specified in the city fee schedule and established in Section 117 of the *Building Code* shall be assessed for each inspection or reinspection when the portion of work for which inspection is called is not complete or when corrections called for are not made.

This provision is not to be interpreted as requiring reinspection fees the first time a job is rejected for failure to comply with the requirements of this code, but as controlling the practice of calling for inspections before the job is ready for inspection or reinspection.

SECTION 306—CONNECTION APPROVAL

306.1 Energy Connections. Any electrical system or equipment regulated by this code shall not be connected to a source of energy or power until approved by the building official.

306.2 Temporary Connections. The building official may authorize the temporary connection, with proper permits, of electrical systems or equipment to a source of energy or power for the purpose of testing the equipment, or for use under a temporary certificate of occupancy.

> **EXCEPTION:** In an emergency situation where power is inadvertently interrupted, the Building Official may authorize a temporary connection, subject to later permitting and inspection.

No permit for temporary use shall be valid for a period longer than 90 calendar days. Except as otherwise provided below, at expiration of the authorized period, the building official shall issue written instructions to the electric utility company or other person having control of the supply of energy to the installation to disconnect service to the temporary installation, unless he or she has granted a permanent approval or an additional temporary approval. At least 10 calendar days prior to the proposed date of disconnection, the building official shall give written notice to the electric utility company or other person having control of the supply of power to the temporary installation and to the owner of the building, setting forth the date that the electricity will be disconnected unless permanent approval of the connection has been obtained or an additional permit for temporary use has been issued. The notice shall be posted on or in view of each principal entrance to the building for the information of all persons who occupy the

building. Any person affected by the proposed disconnection of electricity may request a hearing on the matter. The request shall be in writing and delivered to the office of the Electrical Division Manager at least three city work days prior to the proposed date of disconnection. If a hearing is requested, a hearing date shall be set by the building official, and the hearing shall be held prior to the disconnection of the electricity, unless the person asking for the hearing requests a delay in that hearing.

Chapter 4
LICENSING AND REGISTRATION REQUIREMENTS

SECTION 401—LICENSE OR REGISTRATION REQUIRED

401.1 General. There is hereby established a city licensing or registration requirement for contractors and for persons performing electrical maintenance work, electrical work, outside electrical work, residential electrical work and sign electrical work.

401.2 Required. It shall be unlawful for any person who does not hold a current and valid applicable city license or registration issued under this chapter or an applicable state electrical license to perform electrical work, electrical maintenance work, outside electrical work, residential electrical work or sign electrical work.

It shall be unlawful for any person to employ or utilize any person who does not hold a current and valid applicable city license or registration issued under this chapter or an applicable state electrical license to perform electrical work, electrical maintenance work, outside electrical work, residential electrical work or sign electrical work.

The city shall not issue new electrical licenses other than contractor licenses. A person who holds a current and valid city electrical license may renew such license as provided in this code.

A person who holds a current valid state electrical license is not *required* to hold a city registration, provided that a holder of a state electrical contractor license or a state electrical sign contractor license must hold a city registration to perform work as a contractor.

401.3 Contractors. Any licensed or registered electrical contractor may contract with another licensed or registered electrical contractor for electrical work. A licensed or registered electrician employed by the prime electrical contractor may have direct, personal supervision and control of the project.

401.4 Documentation. A holder of a state electrical license, a city license, or a city registration must carry such documentation on his or her person at all times while performing the work for which he or she is licensed or registered.

SECTION 402—LICENSES AND REGISTRATIONS

402.1 Applications. Applications for all licenses and registrations shall be made in writing to the Electrical Division, stating the name and address of the applicant, the applicant's appropriate state electrical license, if applicable, and such other relevant information as may be required by the Electrical Division.

Before a license or registration is issued under this code, the applicant must pay the fee required for the license or registration as set forth in the city fee schedule.

402.2 Duration of City License or Registration. Any city license issued under previous versions of the *City of Houston Electrical Code* prior to September 1, 2004, and valid as of such date, shall remain in effect until September 1, 2006, unless renewed for successive one-year terms. Any registration issued under this chapter shall expire on the expiration date of the registrant's state electrical license or upon suspension of such license.

402.3 License or Registration Issuance. Upon determining that an applicant meets all of this chapter's requirements for a license or registration, the Electrical Division shall issue the license or registration. No license or registration issued in accordance with the provisions of this chapter shall be assignable or

transferable. Any registration issued under this chapter shall expire on the expiration date of the registrant's state license or upon suspension of such license.

402.4 Revoked License or Registration. City licenses issued under previous versions of the *City of Houston Electrical Code* and licenses and registrations issued under this chapter may be revoked for any reason defined in this code, provided, however, if the Electrical Board finds that the public interest will be adequately protected by the issuance of a warning or by a suspension of the license or registration for a definite period of time not exceeding one year, it shall issue a warning or order a suspension. If a registration is revoked, the Electrical Board shall not accept an application from that person for a new registration for one year following the date of revocation. Notice shall be sent to TDLR of any disciplinary action taken by the Electrical Board against any master or contractor.

402.5 Revocation Reasons. Following 10 calendar days' notice by personal delivery or certified mail and after a hearing before the Electrical Board, at which the person may be accompanied by an attorney at law of their choice, the Electrical Board may revoke or suspend that person's license or registration for any of the following reasons:

1. Fraud or misrepresentation in obtaining a city license, registration, or permit.

2. Violating on more than one occasion, either willfully or maliciously, or by reason of incompetence, any provision of this code.

3. Defrauding of any person for whom a service has been rendered, or contracted to be rendered.

4. Securing a permit for electrical work not actually performed by the master electrician, line master electrician, or sign master electrician ("master") or by licensed employees under the master's control, supervision, direction and responsibility. (This is intended to prevent a master from securing a permit for the purpose of evading the spirit and intent of this code by entering into any simulated scheme, transaction or device whereby electrical work will be done by persons who are not employees of the master or employees of the master's employer.)

5. Securing a permit under any pretext for an installation concerning which the applicant has no valid contract. (This is intended to prevent a master electrician, line master electrician or sign master electrician from securing a permit for the purpose of evading the spirit and intent of this code by any simulated scheme, transaction or device, or performing electrical work without a valid permit.)

6. Performing any electrical work as defined herein for which no electrical permit has been obtained.

7. For failure of any master electrician, line master electrician or sign master electrician to provide full-time active participation and day-to-day management of all electricians performing work under all permits issued under his or her signature.

8. Acting as a master electrician, line master electrician or sign master electrician for more than one electrical contractor (including him- or herself if self employed) at one time, unless the master owns more than 50 percent of the electrical contracting business.

The Electrical Division may withhold the issuance of a registration to an applicant by the same process used for revocation or suspension as described above. In addition to constituting grounds for revocation or suspension of a license or registration, violation of any of Items 1-8 are declared to be unlawful. Criminal prosecution shall not preclude administrative action by the Electrical Division or Electrical Board and vice versa.

402.6 License or Registration Transfer. No master electrician, line master electrician or sign master electrician shall assign or in any way convey his or her city license or registration, use thereof or any rights thereunder to anyone by power of attorney or any other process or become involved in any type of agreement, assignment or use whereby he or she will not have supervision, direction, control or

responsibility for the electrical work for which an electrical permit has been obtained under his or her city license or registration.

402.7 City License. A person who holds a license issued pursuant to this code may renew his or her city license by paying the annual renewal fee provided in the city fee schedule.

SECTION 403—CONTRACTOR REGISTRATION OR LICENSE

403.1 General. No person shall undertake any work as a contractor unless that person has been registered with the city as a contractor or unless that person holds a current and valid city license as a contractor.

An applicant for a contractor registration must have a valid state license as an electrical contractor, an electrical sign contractor, or a residential appliance installation contractor.

403.2 Contractor's Responsibility. The licensed or registered contractor will be responsible for ensuring that all work performed under his or her license or registration is properly permitted, that all personnel working under his or her license are properly licensed or registered, and that all work is performed in accordance with this code.

403.3 Scope of License or Registration. In the event that the applicant is or has employed a line master electrician or a sign master electrician in lieu of a master electrician, the scope of the contractor license or registration will be restricted to that work for which the applicant or the master is licensed.

403.4 Contractor's Records. For purpose of enforcing this section, the building official may, during normal working hours, examine and make copies of contracts, employment records, and payroll records for the preceding 24 months. Should the contractor fail or refuse to make a full, true and accurate disclosure of these records, the building official may, after written notification by certified mail, withhold the issuance of electrical permits to that contractor and master electrician until there has been a full and accurate disclosure of the records. This provision shall be cumulative of all other remedies provided herein.

403.5 Termination of Master-Contractor Relationship. Upon the death or termination of the designated master electrician, sign master electrician or line master electrician, the contractor shall be permitted to continue operating under the master's license or registration for a period not to exceed 30 calendar days from the date of the termination of the relationship. When the relationship terminates, no additional permits will be granted until a new master is employed and all active permits under the terminated master-contractor relationship are repermitted.

403.6 Master-Contractor Relationship. The master and the contractor shall register with the Electrical Division. Upon termination of the master-contractor relationship, notice shall be given by the master or the contractor to the building official within five city work days. The termination of the master shall cause all permits taken out under the terminated master's license to be voided 30 calendar days after the date of termination. No additional permits will be granted until a new master is employed and all existing active permits under the previous master are repermitted. The master must play an active role in the business for which he or she is the registered master. This section in no way shall be construed as preventing the master from having other sources of income.

403.7 Contractor Business Location. To apply for a registration, an applicant must provide to the city a physical address (not a post office box).

403.8 Insurance. To apply for a city contractor's license, an applicant must provide evidence of the following to the Electrical Division :

1. That the applicant is a city licensed master electrician, line master electrician or sign master electrician or has such a person in his or her employment as a full-time employee.

2. That applicant is in compliance with Section 1305.159(a)(3) of the Texas Occupations Code regarding workers' compensation coverage.

SECTION 404—MASTER ELECTRICIAN

A master electrician may:

1. Perform all electrical work, including electrical work performed by a sign master electrician and a line master electrician.

2. Supervise an electrician.

3. Serve as a master electrician of record for a contractor.

SECTION 405—LINE MASTER ELECTRICIAN

405.1 A line master electrician may:

1. Perform outside electrical work as defined in this code.

2. Supervise an electrician performing outside electrical work.

3. Serve as a line master electrician of record for a contractor.

405.2 License. A line master electrician license shall authorize only outside electrical work. The line master electrician will otherwise be under the same rules, regulations, rights, privileges and duties imposed on or enjoyed by a master electrician.

SECTION 406—SIGN MASTER ELECTRICIAN

406.1 General. A sign master electrician may:

1. Perform sign electrical work.

2. Supervise an electrician performing sign electrical work.

3. Serve as a sign master electrician of record for a contractor.

406.2 License or Registration. Sign master electricians shall also comply with requirements as set out in the Sign Code, Chapter 46 of the *Building Code*. The sign master electrician license shall authorize only electrical sign work. The sign master electrician will otherwise be under the same rules, regulations, rights, privileges and duties imposed on or enjoyed by a master electrician.

406.3 Scope of Work. A sign master electrician shall be permitted to manufacture, install and do wiring that is required to connect the sign, outline lighting or inside lighting to an existing circuit or circuits that have been approved by the building official for connection of the specific load covered by the permit issued. Should the available circuit or circuits not be adequate for the specific sign and outline lighting load to be connected, then a contractor shall be employed by the owner or the owner's agent to install the necessary wiring required to provide the required capacity and circuits for the proposed signs and outline lighting. However, a sign master electrician shall be permitted to install the necessary service and circuits for an isolated sign and/or outline lighting installation.

406.4 Isolated Sign. For the purposes of this section, an isolated sign and/or outline lighting installation shall be defined as an installation in which neither the meter nor service supplying the installation or any

of the signs or outline lighting are mounted on or in any building or structure that is not a part of the signs or outline lighting.

406.5 Circuits. As applied in this section, signs or outline lighting on the exterior of a building must have the circuit or circuits available on the exterior of the building. Nothing herein is intended to limit or repeal the effect of the Sign Code, but shall be cumulative thereof.

406.6 Shop Inspection. All work performed and materials, apparatus, devices, appliances, fixtures or equipment used shall conform with the full requirements of this chapter. Any electric sign built within the city, that is not listed and labeled, for installation within the city shall have a shop inspection by the building official before the sign is shipped out of the shop. The shop inspection fee shall be separate from and shall be double that required for signs as specified in the *Building Code.* After approval by the building official, an inspector shall attach an approval label or stamp to the sign. Signs constructed outside the city, but erected within the city, shall be subject to the same rules and regulations as apply to signs constructed within the city, except that inspections shall be performed by an approved agency.

> **EXCEPTION:** When unlisted component parts are utilized to reconfigure or construct a sign, the licensed sign contractor will assume liability.

SECTION 407—JOURNEYMAN ELECTRICIAN

No person shall undertake any work as a journeyman electrician unless the person has received a city or state electrical license as a journeyman electrician.

SECTION 408—JOURNEYMAN LINEMAN

No person shall undertake any work as a journeyman lineman unless the person has received a state or city electrical license as a journeyman electrician or a journeyman lineman.

SECTION 409—SIGN JOURNEYMAN ELECTRICIAN

No person shall undertake any work as a sign journeyman electrician unless the person has received a state or city electrical license as a sign journeyman electrician or a journeyman electrician.

SECTION 410—RESIDENTIAL WIREMAN (RESIDENTIAL JOURNEYMAN ELECTRICIAN)

No person shall undertake any work as a residential wireman (residential journeyman electrician) unless the person has received a state or city electrical license as a residential wireman or a journeyman electrician.

SECTION 411—APPRENTICE ELECTRICIAN

411.1 General. No person shall undertake any work as an apprentice electrician unless the person has received a state or city electrical license as an apprentice electrician.

411.2 Work Performed. An apprentice electrician licensed under this section shall be permitted to perform work as an apprentice, an apprentice lineman, a sign apprentice electrician, residential apprentice and an apprentice maintenance electrician under the supervision of a master electrician, journeyman electrician, maintenance electrician, or a residential wireman.

SECTION 412—MAINTENANCE ELECTRICIAN

412.1 General. No person shall undertake work as a maintenance electrician unless the person has received a state or city electrical license as a maintenance electrician or a journeyman electrician.

412.2 Work Performed. A maintenance electrician licensed under this section shall be permitted to perform electrical maintenance work under the general supervision of a master electrician, on behalf of an electrical contractor.

412.3 Exempt work. A maintenance electrician license is not required if:

1. The work is performed by a person who does not engage in electrical work for the public;

2. The work is performed by a person regularly employed as a maintenance person or maintenance electrician for a business; and

3. The electrical work does not involve the installation of electrical equipment during new construction as defined by rules adopted under Chapter 151 of the *Texas Tax Code*.

SECTION 413—RESIDENTIAL APPLIANCE INSTALLER

413.1 General. No person shall undertake work as a residential appliance installer unless the person has received a state electrical license as a residential appliance installer or any other license recognized for such purpose in this code.

413.2 Work Performed. A residential appliance installer listed under this section shall be permitted to perform work defined as residential appliance installation.

SECTION 414—APPEALS FROM LICENSING DECISIONS OF ELECTRICAL BOARD

Any holder of a license or registration whose license or registration has been revoked, placed on probation, or suspended shall have the right of appeal to City Council as provided in Section 203.7 of this code. The City Council shall affirm, modify or reverse the action and/or decision of the Electrical Board. The action of the City Council shall be final. If no appeal is taken within the time and in the manner herein above provided, the ruling of the Electrical Board shall be final. The action of the Electrical Board shall be in effect during the appeal process before City Council and will remain in effect until modified or reversed by action of City Council on the appeal. The action of the Electrical Board shall remain in effect unless and/or until reversed or modified as provided for herein. In the event of suspension or revocation of licenses or registrations, the effective date will be 10 calendar days immediately following the action of the Electrical Board. A master whose license or registration has been suspended or revoked will not be issued any new permits after the action of the Electrical Board or during the 10 calendar day period following the action of the Electrical Board. All licenses and registrations shall be submitted to the secretary of the Electrical Board within 10 calendar days after the date of revocation or suspension.

SECTION 415—REGISTRATION FEES

To obtain a registration, an applicant shall pay the applicable registration fee as stated in the city fee schedule.

All fees shall be prorated for each month the license is to be in effect based on a 12 month period.

An administrative fee payable pursuant to Section 117 of the Building Code shall be charged upon the preparation of each fee or deposit receipt issued by the building official. This fee shall apply regardless

of whether the fee or deposit is payable pursuant to this code or the *City Code*. This fee shall be in addition to all other applicable fees or deposits. When paid for a deposit or fee receipt, this fee shall neither constitute nor be refundable as a part of the deposit.

SECTION 416—LICENSE AND RENEWAL FEES

To obtain a contractor license or renew an existing city license the applicant shall pay the applicable city license fee set forth for this provision in the city fee schedule.

All fees shall be prorated for each month the license is to be in effect based on a 12 month period.

An administrative fee payable pursuant to Section 117 of the Building Code shall be charged upon the preparation of each fee or deposit receipt issued by the building official. This fee shall apply regardless of whether the fee or deposit is payable pursuant to this code or the *City Code*. This fee shall be in addition to all other applicable fees or deposits. When paid for a deposit or fee receipt, this fee shall neither constitute nor be refundable as a part of the deposit.

SECTION 417—CONTINUING EDUCATION FOR CITY LICENSE RENEWAL

417.1 General. Master, journeyman, ~~and~~ apprentice, and maintenance electricians shall annually complete a four hour code review course, approved by the state, based on the *National Electrical Code*.

EXCEPTION: Apprentice electricians in an approved apprenticeship training program.

Chapter 5
BUILDING STANDARDS

SECTION 501—WIRING SYSTEMS

501.1 General. Any type of wiring or wiring systems may be used in the city as approved in the *National Electrical Code* adopted in Section 502, except where specifically provided herein.

Refer to Section 403 of the *Building Code* for high-rise building requirements and to Chapter 46 of the *Building Code* for the Sign Code.

501.2 Electric Utility Company. All changes in the service standards and area practices that are promulgated by the electric utility company shall be submitted to the Electrical Board for review and comment at least 30 calendar days prior to enactment.

For the purposes of this code, the distribution system of any electric, telephone, telegraph, signal and/or electric utility company shall not extend to any electrical apparatus or equipment that the company does not own or control.

If a licensed or registered contractor needs access to metering and service equipment under control of an electric utility company to perform certain electrical work, the electric utility company must unlock and/or make accessible all metering and service equipment within four hours of the time the contractor requests the action, if possible. Licensed or registered contractors may access metering and service equipment.

SECTION 502—ADOPTED STANDARDS

The following codes, pamphlets and specifications are hereby adopted, authentic copies of which are filed with the City Secretary as part of this code, and shall govern and be observed and followed in all electrical wiring and in the construction, installation, repair, alteration, operation and maintenance of electrical wiring apparatus or fixtures:

(1) The *National Fire Protection Association Pamphlet No.* 70, *National Electrical Code,* 2014 Edition.

(2) The *2012 National Electrical Safety Code.* When the provisions of the *National Electrical Safety Code* and the *National Electrical Code* are in conflict, the *National Electrical Code* shall prevail.

In case of conflict between the provisions of the standards listed in the above paragraphs and the provisions of this code, the provisions of this code shall prevail.

SECTION 503—METERS

503.1 General. The meter cabinets and electrical metering equipment through which service is rendered by the electric utility company to domestic establishments and buildings combining domestic establishments with commercial or industrial usage shall be installed where readily accessible on the exterior of the building. Fireproof meter cabinets or meters sockets shall be approved by the electric utility company and installed by the master electrician performing the work, said meter cabinets to be located so the center of the opening of the meter dial shall not be less than 5 feet (1524 mm) nor more than 6 feet (1829 mm) above mean ground level so that the cabinet is readily accessible to the electric utility company for service. On apartment buildings, where space limitations will not permit placing all meters at the same height, they may be arranged in two tiers, with the openings for the meter dials in lower tiers as near as practicable to 5 feet (1524 mm) above the mean ground level and second tier placed

as near as practicable above the first. Where space limitations will not permit placing of meter cabinets as outlined above, the electric utility company, subject to the approval of the building official, may determine the arrangement to be used. All service outlets shall be located so as to permit placing the electric utility company's service wires on the wall of the building next to the supply. Locations may also be modified with the approval of the building official for occupancies intended primarily for handicapped persons.

503.2 Location of Meters. Meters will be located on a building so as to be accessible as determined by the electric utility company and may only be placed on the front or street side of the building with the written consent of the owners filed with the building official.

503.3 Relocation of Meters. Where meters are installed in inaccessible places in houses or buildings and the electric utility company desires to relocate said meter loops for convenience in the rendering of its service, it may, upon request to the building official, have a licensed or registered contractor reinstall meter loops to a point where the same would be located if the house or building were having a new system of wiring installed, and all the work done at the request of the electric utility company shall be performed without cost to the owner unless the location is the result of the wiring having been condemned by the building official for practices in violation of the provisions of this code or any applicable city ordinance.

503.4 Separate Meters. No permit, certificate or other authorization issued by the city under the provisions of this code for the construction or occupancy of a new apartment house or conversion to a condominium shall be issued unless the construction plan submitted by the applicant as part of the process for the approval of the permit, certificate or other authorization provides for individual electric metering by the utility company or submetering by the owner of each dwelling unit for the measurement of the quantity of electricity, if any, consumed by the occupants within that dwelling unit in accordance with the provisions of Chapter 184 of the *Texas Utilities Code* and regulations issued thereunder.

SECTION 504—SERVICES AND FEEDERS

504.1 General. All services, feeders, and underground branch circuits shall be installed in raceways, busways, or metal sheath cables approved by this code.

EXCEPTIONS:

1. Type SE multi-conductor cable having a bond wire and an insulated neutral wire will be permitted for feeders on wood-frame residential occupancies, provided the conductors have a disconnecting means and are protected by an approved current-limiting device. Each feeder shall be installed only in a location or in a manner that is not subject to mechanical damage and shall also be installed in accordance with other sections of this code and the *National Electrical Code*.
2. Aerial feeders.
3. Feeders in cable trays.

504.1.1 Available Fault Current Labeling. In lieu of the maximum available fault current marking as required by 110.24, a permanently affixed label shall be applied with the available fault current at the time of installation and calculation. The label shall be 2" x 3" in size and shall be blue lettering on a contrasting background. This label shall also include the date of the calculation.

504.2 Service Disconnect. Service disconnecting means shall be located so that the height to the center of the operating handle shall not be less than 4 feet (1219 mm) and not more than 6 feet 7 inches (2.0 m) above the floor of finish grade, except as installed in freestanding or building-type switchgear built to the National Electrical Manufacturers Association's specifications. When necessary to install tiered metering

on multifamily dwellings, it shall be permissible to vary the heights of the disconnecting means within 2 feet 6 inches to 6 feet 6 inches (762 mm to 2.0 m) above finished grade.

504.2.1 Meter Disconnect/Service Disconnect. Where approved, in existing spaces or configurations where there is insufficient space to provide the additional disconnect, the service disconnect and the meter disconnect may be permitted to be the same.

504.3 Grounding Electrode System. All grounding electrodes as described in the *National Electrical Code*, 2014 Edition, Section 250.52(A)(1) through (A)(6), that are present at each building or structure served shall be bonded together to form the grounding electrode system. Grounding electrodes as described in the *National Electrical Code*, 2014 Edition, Sections 250.52 (A)(1), (A)(2), (A)(3), and (A)(7), shall be supplemented with a rod electrode as described in Section 250.52 (A)(5)(b). Where no other grounding electrode is present a rod electrode shall be permitted to be the sole grounding electrode.

> **EXCEPTION:** Concrete-encased electrodes of existing buildings or structures shall not be required to be part of the grounding electrode system where the steel reinforcing bars or rods are not accessible for use without disturbing the concrete.

504.4 Multi-tenant services. In structures designed for multiple tenants, where additional services are likely, a buss conductor service cable tap box shall be required. The service cable tap box shall be weatherproof and comply with the following:

1. The service cable tap box shall be lockable with provisions to accept the utility locks.
2. Covers shall be fastened with machine screws or bolts. Hinged covers shall not be permitted.
3. Covers shall have two handles for cover removal.
4. Busbars shall be protected from physical damage and held firmly in place.
5. Busbars shall be sized to physically accommodate the maximum number of tenant services anticipated and predrilled.
6. Busbars shall be stepped.
7. The phase arrangement on 3-phase horizontal common power and vertical buses shall be A, B, C from front to back, top to bottom, or left to right, as viewed from the front of the service cable tap box. The B phase shall be that phase having the higher voltage to ground on 3-phase, 4-wire, delta-connected systems. The phases shall be permanently marked.
8. The bottom of the service cable tap box shall be a minimum of 6 inches above finished grade.
9. The service cable tap box shall be in compliance with Utility Service Standards.

   EXCEPTION: Residential Occupancies.
10. All other requirements of the utility provider.

SECTION 505—NONMETALLIC SHEATHED CABLE

505.1 Approved installations. Nonmetallic sheathed cable shall be permitted for temporary installations in addition to those allowed by Article 334.

SECTION 506—CONDUIT

Electrical metallic tubing (EMT) shall not be buried in ground or embedded in concrete supported by earth. Flexible or pliable raceways shall be used only for temporary work, branch circuits, and for permanent connections to vibrating, rotating and movable equipment and fixtures.

SECTION 507—TEMPORARY SAW POLES

Temporary saw poles shall be constructed of weatherproof electrical materials consisting of a minimum of 60-ampere switch or circuit breaker panel and grounded receptacle mounted on at least a solid 4-inch by 4-inch (102 mm by 102 mm) timber or equivalent wood structure. Service conductors shall be 6 AWG or larger installed in conduit.

SECTION 508—ELECTRICAL MATERIAL AND EQUIPMENT

No electrical materials, apparatus, devices, appliances, fixtures, or equipment shall be sold or installed in the city unless they are in conformance with the provisions of this code, the laws of the State of Texas and any applicable rules and regulations issued under the authority of the state statutes.

The maker's name, trademark, or other identification symbol shall be placed on all electrical materials, apparatus, devices, appliances, fixtures, and equipment used or installed under the provisions of this code.

All electrical materials and equipment shall be listed and labeled for intended use and shall be included in a list published by an approved agency.

EXCEPTION: Proton therapy equipment, when in its experimental stage.

SECTION 509—ELECTRICAL FENCES

This code does not regulate electrically charged fences installed in accordance with Section 28-10 of the *City Code*.

SECTION 510—LOCATION

510.1 Except as otherwise provided in this Code, no electrical system, or part thereof, shall be located in any lot other than the lot that is the site of the building, structure, or premises served by such facilities unless the electrical system, or part thereof, is located in an easement.

SECTION 511—TAMPER RESISTANT RECEPTACLES

511.1 When tamper-resistant receptacles are required by this code, they will not be required when the building is wired with aluminum wiring.

SECTION 512 – SWIMMING POOLS

512.1 Swimming pools. Equipment or lighting over 50 volts shall not be installed in newly constructed swimming pools.

SECTION 513—FULL CUTOFF FIXTURES

513.1 For purposes of this section, abutting development shall have the definition ascribed to it by Section 42-1 of the *City Code*. Full cutoff fixtures as defined in the Building Code shall be required for any wall mounted outdoor fixtures installed on an abutting development installed within 30 feet of an

abutting single-family residential property. All pole mounted fixtures installed on an abutting development within 30 feet of an abutting single-family residential property shall be full cutoff fixtures with house side shields.

SECTION 514—ARTICLES NOT ADOPTED

514.1 The following provisions of the *National Electrical Code, 2014 Edition* are not adopted.

1. Sections 210.12(A)(2), (3), (4);
2. Section 240.91(B), regarding protection of conductors;
3. Section 312.5(c), regarding where cables are secured (exceptions to 312.5 are to remain); and
4. Section 645.25 regarding engineering supervision.

CITY OF HOUSTON - CITY COUNCIL
Meeting Date: 9/16/2014
ALL

Item Creation Date: 4/8/2014

HCD 14-92-Third Amended and Restated Homebuyers Assistance Program Guidelines

Agenda Item#: 12.

Summary:
ORDINANCE adopting the third amended and restated Administrative Guidelines for the City's Homebuyer Assistance Program

Background:
The Housing and Community Development Department's (HCDD) Homebuyer Assistance Program (Citywide HAP) is designed to increase homeownership opportunities for low- to very-low-income residents and to expand the supply of quality, safe, affordable housing within the City of Houston. Funding sources for the program includes U.S. Department of Housing and Urban Development (HUD) HOME Investment Partnership (HOME) grants, Community Development block Grants (CDBG) and City of Houston Affordable Housing Tax Increment Reinvestment Zone (TIRZ) funds.

HCDD adheres to guidelines which describe basic requirements, policies and procedures by which its various housing assistance programs are managed and applicants are selected. While not meant to be a substitute for federal regulations, these guidelines strive to meet regularly changing requirements of the various funding sources. By Ordinance 2006-739, City Council adopted the "Second Amended and Restated Administrative Guidelines for the Homebuyer Assistance Program" by which the Citywide HAP is managed. In order to comply with recent major changes to the HOME Investment Partnership Program Final Rule and to streamline and consolidated guidelines for the Citywide HAP, HCDD has drafted and recommends approval of its "Third Amended and Restated Homebuyer Assistance Program Guidelines" (Third HAP Guidelines).

The Third HAP Guidelines include provisions in response to a new HOME grant requirement that (1) every program applicant undergo a subsidy layering analysis - a comprehensive evaluation of the applicant's household debt, available assets, income, income-to-mortgage ratio, and other financial metrics - to determine need; and (2) eligible applicants be awarded only the amount of HOME funds necessary to meet the need, after all other funding sources are exhausted. The previous rule was less stringent with regard to performing the subsidy layering analysis for homebuyer projects and the amount of funds for which each applicant was eligible to receive.

The Third HAP Guidelines also:

- Increase the maximum homebuyer contribution from $500 to $1000.
- Reduce HCDD's Maximum Investment Amount for the Citywide HAP to $15,000, in response to recent HUD changes to the Maximum Purchase Price allowance. Changes to the Maximum Investment Amount are subject to Council Approval.
- Authorize the HCDD Director to approve changes to HAP policies, procedures and guidelines to (1) stay up-to-date with compliance with applicable federal, state and local regulations and laws.

The Third HAP Guidelines supersede the Second Citywide HAP Guidelines.

In order to allow time for training prior to implementation of the Guidelines, the Ordinance delegates to the Director of HCDD the ability to establish their effective date, provide that the effective date shall be within 90 days following Council approval.

This item was presented to the Housing and Community Affairs Community on April 15, 2014.

Prior Council Action:
Ord. No. 2005-1092 09/21/2005
Ord. No. 2005-1189 10/26/2005
ord. No. 2006-0739 06/28/2006

Contact Information:
Stephen Tinnermon / 713-868-8448

ATTACHMENTS:

	Description	Type
	HCD 14-92-Third Amended and Restated Homebuyers Assistance Program Guidelines RCA	Backup Material

HCD14-92

TO: Mayor via City Secretary **REQUEST FOR COUNCIL ACTION**

SUBJECT: An Ordinance approving the Third Amended and Restated Homebuyer Assistance Program Guidelines to comply with the New HOME 2013 Final Rule	**Category #**	**Page 1 of 2**	**Agenda Item #**

FROM: Neal Rackleff, Director Housing and Community Development	**Origination Date** 4/8/2014	**Agenda Date**
DIRECTOR'S SIGNATURE: (FOR NEAL RACKLEFF)	**Council District(s) affected:** All	
For additional information contact: Stephen Tinnermon / 713-868-8448	**Date and identification of prior authorizing Council action:** Ord. No. 2005-1095 09/21/2005 Ord. No. 2005-1189 10/26/2005 Ord. No. 2006-739 06/28/2006	

RECOMMENDATION: Passage of an Ordinance approving the Third Amended and Restated Homebuyer Assistance Program Guidelines to comply with the New HOME 2013 Final Rule.

Amount of Funding: Not Applicable	**Finance Budget:**

SOURCE OF FUNDING [ ] General Fund [ ] Grant Fund [ ] Other

Not Applicable

SPECIFIC EXPLANATION:

The Housing and Community Development Department's (HCDD) Homebuyer Assistance Program (Citywide HAP) is designed to increase homeownership opportunities for low- to very-low-income residents and to expand the supply of quality, safe, affordable housing within the City of Houston. Funding sources for the programs include U.S. Department of Housing and Urban Development (HUD) HOME Investment Partnership (HOME) grants, Community Development Block Grants (CDBG) and City of Houston Affordable Housing Tax Increment Reinvestment Zone (TIRZ) funds.

HCDD adheres to guidelines which describe basic requirements, policies and procedures by which its various housing assistance programs are managed and applicants are selected. While not meant to be a substitute for federal regulations, these guidelines strive to meet regularly changing requirements of the various funding sources. By Ordinance 2006-739, City Council adopted the "Second Amended and Restated Administrative Guidelines for the Homebuyer Assistance Program" by which the Citywide HAP is currently managed. In order to comply with recent major changes to the HOME Investment Partnership Program Final Rule and to streamline and consolidate guidelines for the Citywide HAP, HCDD has drafted and recommends approval of its "Third Amended and Restated Homebuyer Assistance Program Guidelines" (Third HAP Guidelines).

The Third HAP Guidelines include provisions in response to a new HOME grant requirement that (1) every program applicant undergo a subsidy layering analysis – a comprehensive evaluation of the applicant's household debt, available assets, income, income-to-mortgage ratio, and other financial metrics – to determine need; and (2) eligible applicants be awarded only the amount of HOME funds necessary to meet the need, after all other funding sources are exhausted. The previous rule was less stringent with regard to performing the subsidy layering analysis for homebuyer projects and the amount of funds for which each applicant was eligible to receive.

REQUIRED AUTHORIZATION

Finance Department:	**Other Authorization:**	**Other Authorization:**

The Third HAP Guidelines also:

- Increase the minimum homebuyer contribution from $500 to $1000.
- Reduce HCDD's Maximum Investment Amount for the Citywide HAP to $15,000, in response to recent HUD changes to the Maximum Purchase Price allowance. Changes to the Maximum Investment Amount are subject to Council Approval.
- Authorize the HCDD Director to approve changes to HAP policies, procedures and guidelines to (1) stay up-to-date with changes by HUD and other program funders, (2) improve the Homebuyer Assistance Program, and (3) ensure compliance with applicable federal, state and local regulations and laws.

The Third HAP Guidelines supersede the Second Citywide HAP Guidelines.

In order to allow time for training prior to implementation of the Guidelines, the Ordinance delegates to the Director of HCDD the ability to establish their effective date, provided that the effective date shall be within 90 days following Council approval.

This item was presented to the Housing and Community Affairs Committee on April 15, 2014

NR:ST:SS

Cc: City Secretary
Legal Department
Finance Department
Mayor's Office

CITY OF HOUSTON - CITY COUNCIL
Meeting Date: 9/16/2014

Item Creation Date: 8/28/2014

HHS-US Dept HHS CDC for Striving to Reduce Youth Violence Everywhere (STRYVE) grant

Agenda Item#: 13.

Summary:
ORDINANCE approving and authorizing the acceptance of grant awards from the **UNITED STATES DEPARTMENT OF HEALTH AND HUMAN SERVICES** for grant assistance from the Centers for Disease Control and Prevention for the Striving To Reduce Youth Violence Everywhere Program ("STRYVE") in Greater Houston; declaring the City's eligibility for such grant; authorizing the Director of the Houston Department of Health and Human Services or his designee to act as the City's representative in the application process, with the authority to approve, accept the grant and expend the grant funds, as awarded, and to apply for and accept all subsequent grant awards, pertaining to the STRYVE Program - $1,125,000.00

Background:
The Houston Department of Health and Human Services (HDHHS) requests City Council approval of an ordinance authorizing and approving a grant award from the United States Department of Health and Human Services Center for Disease Control and Prevention (CDC) for the Striving to Reduce Youth Violence Grant (STRYVE) grant. The total project period is September 9, 2011, through August 31, 2016 for a total amount of $1,125,000. The current grant period is September 1, 2014 through August 31, 2015 in the amount of $225,000.00

HDHHS requests City Council to authorize the Director or his designee to act as the City's representative with the authority to sign the original contract, accept and expend all subsequent supplemental awards, if any, and to sign an extend the term, not to exceed five years, of any subsequent contracts, if extended, with approval of the City Attorney.

STRYVE is a national initiative led by the CDC to prevent youth violence. The program works to increase public health leadership to prevent youth violence; promote the widespread adoption of youth violence prevention strategies based on the best available evidence; and reduce the rates of youth violence on a national scale.

HDHHS' STRYVE objectives and activities during this project period are to:

1. Manage and maintain coalition involvement to advance the benefit of comprehensive youth violence prevention plan;
2. Engage elected officials and public sector leadership to raise city/county wide involvement in youth violence prevention;
3. Engage youth in multiple aspects of development and implementation of STRYVE strategies;
4. Enhance the use of risk and resilience data and STRYVE tools to plan, implement and evaluate youth violence prevention strategies; and
5. Conduct STRYVE strategy pilots and document impacts at multiple socio-ecological levels.

The funding provides for the administration of the program by HDHHS which includes staffing, supplies and the management of student interns at Sterling and Worthing High Schools who work on community safety projects.

Amount of Funding:
Total Project Cost - $1,125,000
Current Grant Period 9/1/14-8/31/15 -$225,000
Federal Grant Funds - Fund 5000

Source of Funding:
Grant Fund

Contact Information:
Kathy Barton
Telephone: 832-393-5045; 713-826-5801

ATTACHMENTS:

	Description	Type
🗋	RCA-US Dept HHS CDC 4 STRYVE	Backup Material

TO: Mayor via City Secretary **REQUEST FOR COUNCIL ACTION**

SUBJECT: An ordinance approving and authorizing a grant award from the United States Department of Health and Human Services Center for Disease Control and Prevention (CDC) for the Striving to Reduce Youth Violence Everywhere (STRYVE) grant	**Category #** 9	**Page** 1 of 1	**Agenda Item #**

FROM (Department or other point of origin): Stephen L. Williams, M.Ed., M.P.A. Director-Houston Department of Health and Human Services	**Origination Date** 9/5/14	**Agenda Date**
DIRECTOR'S SIGNATURE:	**Council District affected:** ALL	
For additional information contact: Kathy Barton Telephone: 832-393-5045; 713-826-5801	**Date and identification of prior authorizing Council action:**	

RECOMMENDATION: (Summary)
Approval of an ordinance approving and authorizing a grant award from the United States Department of Health and Human Services Center for Disease Control and Prevention (CDC) for the Striving to Reduce Youth Violence Everywhere (STRYVE) grant

Amount of Funding: **Total Grant Award for Project Period 9/1/2011 -8/13/16 - $1,125,000** **Current Grant Period 9/1/14 – 8/31/15 - $225,000** **Federal Grant Fund – Fund 5000**	**Finance:**

SOURCE OF FUNDING: [ ] General Fund [ ] Grant Fund [ ] Enterprise Fund [ ] Other (Specify)

SPECIFIC EXPLANATION:

The Houston Department of Health and Human Services (HDHHS) requests City Council approval of an ordinance authorizing and approving a grant award from the United States Department of Health and Human Services Center for Disease Control and Prevention (CDC) for the Striving to Reduce Youth Violence Grant (STRYVE) grant. The total project period is September 9, 2011, through August 31, 2016 for a total amount of $1,125,000. The current grant period is September 1, 2014 through August 31, 2015 in the amount of $225,000.00.

HDHHS requests City Council to authorize the Director or his designee to act as the City's representative with the authority to sign the original contract, accept and expend all subsequent supplemental awards, if any, and to sign and extend the term, not to exceed five years, of any subsequent contracts, if extended, with approval of the City Attorney.

STRYVE is a national initiative led by the CDC to prevent youth violence. The program works to increase public health leadership to prevent youth violence; promote the widespread adoption of youth violence prevention strategies based on the best available evidence; and reduce the rates of youth violence on a national scale.

HDHHS' STRYVE objectives and activities during this project period are to:

1. Manage and maintain coalition involvement to advance the benefit of comprehensive youth violence prevention plan;
2. Engage elected officials and public sector leadership to raise city/county wide involvement in youth violence prevention;
3. Engage youth in multiple aspects of development and implementation of STRYVE strategies;
4. Enhance the use of risk and resilience data and STRYVE tools to plan, implement and evaluate youth violence prevention strategies; and
5. Conduct STRYVE strategy pilots and document impacts at multiple socio-ecological levels.

The funding provides for the administration of the program by HDHHS which includes staffing, supplies and the management of student interns at Sterling and Worthing High Schools who work on community safety projects.

cc: Finance
Legal Department
Agenda Director

REQUIRED AUTHORIZATION

Finance Director	**Other Authorization:**	**Other Authorization:**

CITY OF HOUSTON - CITY COUNCIL
Meeting Date: 9/16/2014
District C, District G, District H

Item Creation Date: 9/10/2014

MYR - Memorial Height Zone (Reinvestment Zone #5)

Agenda Item#: 14.

Summary:
ORDINANCE relating to the Fiscal Affairs of the **MEMORIAL-HEIGHTS REDEVELOPMENT AUTHORITY on behalf of REINVESTMENT ZONE NUMBER FIVE, CITY OF HOUSTON, TEXAS (MEMORIAL HEIGHTS ZONE)**; approving the Fiscal Year 2015 Operating Budget for the Authority and the Fiscal Years 2015-2019 Capital Improvement Projects Budget for the Zone - **DISTRICTS C - COHEN; G - PENNINGTON and H - GONZALEZ**

Background:
SUBJECT: Ordinance approving the Fiscal Year 2015 Operating Budget for the Memorial-Heights Redevelopment Authority and the Fiscal Years 2015 - 2019 Capital Improvement Projects (CIP) Budget for Reinvestment Zone Number Five (Memorial Heights Zone).

RECOMMENDATION: (Summary)
City Council adopt an ordinance approving the Fiscal Year 2015 Operating Budget for the Memorial-Heights Redevelopment Authority and the Fiscal Years 2015 - 2019 CIP Budget for Reinvestment Zone Number Five (Memorial Heights Zone).

SPECIFIC EXPLANATION:
The Administration has undertaken a comprehensive review of proposed FY15 TIRZ budgets and recommends approval of the FY15 Operating Budget for the Memorial-Heights Redevelopment Authority (the Authority) and approval of the FY15 - FY19 CIP Budget for Tax Increment Reinvestment Zone Number Five (Zone).

Total Operating Budget for FY15 is $9,064,525 which includes $2,458,940 for required fund transfers and $6,605,585 for Project Costs.

The FY15 - FY19 CIP Budget totals $18,094,535, and includes provisions for the design and construction of pedestrian bridges, hike and bike trails, park improvements and flood remediation infrastructure on the White Oak Bayou.
The FY15 Budget provides for the transfer of $1,340,532 to the City's Housing and Community Development Department for Affordable Housing.

The FY15 Operating Budget includes $6,404,535 for capital expenditures and $41,050 for administration and overhead. The Authority must advise the Chief Development Officer of any budget amendments. Adjustments to the budget of $400,000 or more require City Council approval.

The budget includes a municipal services cost payment in FY15 of $440,000 to pay for the incremental cost of providing services to the area.

Attachments: FY15 Operating Budget, and FY15 - FY19 CIP Budget

cc: Marta Crinejo, Agenda Director
Anna Russell, City Secretary
David Feldman, City Attorney
Gary Dzierlenga, Senior Assistant City Attorney

Prior Council Action:
Date and identification of prior authorizing Council Action:
Ord. No. 2013-0956,10/23/13

Contact Information:

Gwendolyn Tillotson **Phone:** (832) 393-0937

ATTACHMENTS:

Description	Type
TIRZ 05 Memorial Heights RCA	Signed Cover sheet
TIRZ 05 Memorial Heights BACKUP	Backup Material
TIRZ 05 Memorial Heights PRIOR ACTION	Backup Material

REQUEST FOR COUNCIL ACTION

TO: Mayor via City Secretary **RCA #**

SUBJECT: Ordinance approving the Fiscal Year 2015 Operating Budget for the Memorial-Heights Redevelopment Authority and the Fiscal Years 2015 - 2019 Capital Improvement Projects (CIP) Budget for Reinvestment Zone Number Five (Memorial Heights Zone).	**Category #**	**Page 1 of 1**	**Agenda Item#**
FROM: (Department or other point of origin): Andrew F. Icken, Chief Development Officer	**Origination Date**		**Agenda Date**
DIRECTOR'S SIGNATURE:	**Council Districts affected:** C, G, H		
For additional information contact: Gwen Tillotson **Phone:** (832) 393-0937	**Date and identification of prior authorizing Council Action:** Ord. No. 2013-0956,10/23/13		

RECOMMENDATION: (Summary)
City Council adopt an ordinance approving the Fiscal Year 2015 Operating Budget for the Memorial-Heights Redevelopment Authority and the Fiscal Years 2015 - 2019 CIP Budget for Reinvestment Zone Number Five (Memorial Heights Zone).

Amount of Funding: No Funding Required

SOURCE OF FUNDING: **[ ] General Fund** **[ ] Grant Fund** **[ ] Enterprise Fund** **[ ] Other (Specify)**

SPECIFIC EXPLANATION:
The Administration has undertaken a comprehensive review of proposed FY15 TIRZ budgets and recommends approval of the FY15 Operating Budget for the Memorial-Heights Redevelopment Authority (the Authority) and approval of the FY15 - FY19 CIP Budget for Tax Increment Reinvestment Zone Number Five (Zone).

- Total Operating Budget for FY15 is $9,064,525 which includes $2,458,940 for required fund transfers and $6,605,585 for Project Costs.
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- The FY15 Operating Budget includes $6,404,535 for capital expenditures and $41,050 for administration and overhead. The Authority must advise the Chief Development Officer of any budget amendments. Adjustments to the budget of $400,000 or more require City Council approval.
- The budget includes a municipal services cost payment in FY15 of $440,000 to pay for the incremental cost of providing services to the area.

Attachments: FY15 Operating Budget, and FY15 - FY19 CIP Budget

cc: Marta Crinejo, Agenda Director
Anna Russell, City Secretary
David Feldman, City Attorney
Gary Dzierlenga, Senior Assistant City Attorney

REQUIRED AUTHORIZATION

Other Authorization:	**Other Authorization:**	**Other Authorization:**

CITY OF HOUSTON
ECONOMIC DEVELOPMENT DIVISION
FISCAL YEAR 2015 BUDGET PROFILE

Fund Summary
Fund Name: **Memorial Heights Redevelopment Authority**
TIRZ: **05**
Fund Number: **7553/50**

PROFILE

Base Year:		1996
Base Year Taxable Value:	$	67,807,537
Projected Taxable Value (TY2014):	$	697,815,177
Current Taxable Value (TY2013):	$	462,912,825
Acres:		1410.36
Administrator (Contact):		City of Houston
Contact Number:		832-393-0985

NARRATIVE

Zone Purpose:

Tax Increment Reinvestment Zone Number Five, City of Houston, Texas was created to provide plans and programs necessary to create and support an environment attractive to private investments in the greater Memorial Heights and lower White Oak Bayou recreational corridor. The intent of the plans is to ensure the improvements will result in the long-term stability and viabiliy of the area.

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PROJECT PLAN

	Total Plan	Cumulative Expenses (to 6/30/13)	Variance
Capital Projects:			
Public Utility Improvements	$ 18,144,635	$ 2,885,228	$ 15,259,407
Roadway and Sidewalk Improvements	31,738,100	7,053,505	24,684,595
Parks and Park Improvements	43,499,375	1,304,515	42,194,860
Property Assemblage/Mitigation	27,100,000	882,382	26,217,618
	-	-	-
	-	-	-
	-	-	-
	-	-	-
Total Capital Projects	$ 120,482,110	$ 12,125,630	$ 108,356,480
Affordable Housing	21,832,291	3,069,606	18,762,685
School & Education/Cultural Facilities	10,903,863	10,829,868	73,995
Financing Costs	9,879,513	3,428,907	6,450,606
Administration Costs/ Professional Services	6,513,853	3,360,271	3,153,582
Creation Costs	165,000	175,300	(10,300)
Total Project Plan	$ 169,776,630	$ 32,989,582	$ 136,787,048

DEBT

Additional Financial Data	FY2014 Budget	FY2014 Estimate	FY2015 Budget
Debt Service	$ -	$ -	$ -
Principal	$ -	$ -	$ -
Interest	$ -	$ -	$ -
	Balance as of 6/30/13	**Projected Balance as of 6/30/14**	**Projected Balance as of 6/30/15**
Year End Outstanding (Principal)			
Bond Debt	$ -	$ -	$ -
Bank Loan	$ -	$ -	$ -
Line of Credit	$ -	$ -	$ -
Developer Agreement	$ -	$ -	$ -
Other	$ -	$ -	$ -

CITY OF HOUSTON
ECONOMIC DEVELOPMENT DIVISION
FISCAL YEAR 2015 BUDGET PROFILE

Fund Summary
Fund Name: **Memorial Heights Redevelopment Authori**
TIRZ: **05**
Fund Number: **7553/50**

TIRZ Budget Line Items	FY2014 Budget	FY2014 Estimate	FY2015 Budget
RESOURCES			
RESTRICTED Funds - Capital Projects	$ -	$ -	$ -
RESTRICTED Funds - Affordable Housing	$ -	$ -	$ -
RESTRICTED Funds - Bond Debt Service	$ -	$ -	$ -
UNRESTRICTED Funds	$ 4,233,445	$ 4,042,988	$ 4,805,352
Beginning Balance	**$ 4,233,445**	**$ 4,042,988**	**$ 4,805,352**
City tax revenue	$ 2,533,832	$ 2,521,405	$ 4,021,596
County tax revenue	$ -	$ -	$ -
ISD tax revenue	$ 940,210	$ 964,595	$ 979,064
ISD tax revenue - Pass Through		$ 355,276	$ -
Community College tax revenue	$ -	$ -	$ -
Incremental property tax revenue	**$ 3,474,042**	**$ 3,841,276**	**$ 5,000,660**
	$ -	$ -	$ -
	$ -	$ -	$ -
	$ -	$ -	$ -
	$ -	$ -	$ -
Miscellaneous revenue	**$ -**	**$ -**	**$ -**
COH TIRZ interest	$ 4,210	$ 4,210	$ 4,210
Interest Income	$ 4,130	$ 4,130	$ 4,130
Other Interest Income	**$ 8,340**	**$ 8,340**	**$ 8,340**
	$ -	$ -	$ -
	$ -	$ -	$ -
Grant Proceeds	**$ -**	**$ -**	**$ -**
	$ -	$ -	$ -
Proceeds from Bank Loan	**$ -**	**$ -**	**$ -**
	$ -	$ -	$ -
Contract Revenue Bond Proceeds	**$ -**	**$ -**	**$ -**
TOTAL AVAILABLE RESOURCES	**$ 7,715,827**	**$ 7,892,604**	**$ 9,814,352**

CITY OF HOUSTON
ECONOMIC DEVELOPMENT DIVISION
FISCAL YEAR 2015 BUDGET PROFILE

Fund Summary
Fund Name: **Memorial Heights Redevelopment Authori**
TIRZ: **05**
Fund Number: **7553/50**

TIRZ Budget Line Items	FY2014 Budget	FY2014 Estimate	FY2015 Budget
EXPENDITURES			
Accounting	$ 9,700	$ 9,600	$ 9,700
Administration Salaries & Benefits	$ 20,400	$ 9,600	$ 20,400
Auditor	$ 8,000	$ 6,400	$ 8,000
Tax Consultant	$ -	$ 1,800	$ 1,800
Insurance	$ 650	$ 650	$ 650
Office Administration	$ 500	$ 301	$ 500
TIRZ Administration and Overhead	**$ 39,250**	**$ 28,351**	**$ 41,050**
Engineering Consultants	$ 50,000	$ 19,084	$ 50,000
Legal	$ 25,000	$ 3,489	$ 25,000
Construction Audit	$ -	$ -	$ -
Planning Consultants	$ 25,000	$ 2,000	$ 25,000
Program and Project Consultants	**$ 100,000**	**$ 24,573**	**$ 100,000**
Management consulting services	**$ 139,250**	**$ 52,924**	**$ 141,050**
Capital Expenditures (See CIP Schedule)	$ 4,747,012	$ 801,852	$ 6,404,535
TIRZ Capital Expenditures	**$ 4,747,012**	**$ 801,852**	**$ 6,404,535**
Texas Recreational Trails Grant Local Co-Match (Woodland Park)	$ -	$ -	$ 60,000
Regents Square GID	$ 113,570	$ -	$ -
Developer / Project Reimbursements	**$ 113,570**	**$ -**	**$ 60,000**
System debt service	**$ -**	**$ -**	**$ -**
TOTAL PROJECT COSTS	$ 4,999,832	$ 854,776	$ 6,605,585
Payment/transfer to ISD - educational facilities	$ 421,271	$ 445,662	$ 452,328
Payment/transfer to ISD - educational facilities (Pass Through)		$ 355,276	$ -
Administration Fees:			
City	$ 126,692	$ 126,070	$ 201,080
County	$ -	$ -	$ -
ISD	$ 25,000	$ 25,000	$ 25,000
HCC	$ -	$ -	$ -
Affordable Housing:			
City	$ 844,611	$ 840,468	$ 1,340,532
County	$ -	$ -	$ -
ISD to City of Houston	$ -	$ -	$ -
Municipal Services (Payable to COH)	$ 440,000	$ 440,000	$ 440,000
Total Transfers	**$ 1,857,574**	**$ 2,232,476**	**$ 2,458,940**
Total Budget	$ 6,857,406	$ 3,087,252	$ 9,064,525
RESTRICTED Funds - Capital Projects	$ -	$ -	$ -
RESTRICTED Funds - Affordable Housing	$ -	$ -	$ -
RESTRICTED Funds - Bond Debt Service	$ -	$ -	$ -
UNRESTRICTED Funds	$ 858,421	$ 4,805,352	$ 749,827
Ending Fund Balance	**$ 858,421**	**$ 4,805,352**	**$ 749,827**
Total Budget & Ending Fund Balance	$ 7,715,827	$ 7,892,604	$ 9,814,352

Notes:

2015 - 2019 CAPITAL IMPROVEMENT PLAN
TIRZ No. 5 - Memorial Heights Redevelopment Authority
CIP by Project

CITY OF HOUSTON - TIRZ PROGRAM
Economic Development Division

Council District	CIP No.	Project	Fiscal Year Planned Appropriations								
			Through 2013	Projected 2014	2015	2016	2017	2018	2019	FY15- FY19 Total	Cumulative Total (To Date)
C,H	T-0509	MKT Bridge	$ -	485,334	989,467	-	-	-	-	989,467	1,474,801
C, H	T-0510	Buffalo Bayou Parklands to Washingon Avenue	$ -	5,000	50,000	-	-	-	-	50,000	55,000
C,H	T-0511	MKT to MKT A - Studemont to Heights	$ -	334	1,473,229	-	-	-	-	1,473,229	1,473,563
C,H	T-0512	White Oak Improvements - Design Phase	$ 191,999	283,334	110,100	-	-	-	-	110,100	585,433
C,H	T-0512A	MKT to MKT C - Bonner to Shepherd	$ -	334	1,053,931	-	-	-	-	1,053,931	1,054,265
C,H	T-0512B	MKT to MKT B - Heights to Bonner	$ -	334	607,808	-	-	-	-	607,808	608,142
C,H	T-0513	Rutland/Patterson Connector Trailhead and Bank Stablization	$ -	230	175,000	1,760,000	1,725,000	-	-	3,660,000	3,660,230
C,H	T-0515	11th Street and Bryce Street Parking and Trail Head	$ -	16,952	615,000	-	-	-	-	615,000	631,952
C,H	T-0517	Flood Remediation/Channel Reclamation Project	$ -	-	300,000	300,000	150,000	4,170,000	-	4,920,000	4,920,000
C,H	T-0518	Wichnman Trail Head and Connector Trail	$ -	5,000	170,000	700,000	-	-	-	870,000	875,000
C,H	T-0519	Woodland Park Improvements	$ -	5,000	860,000	715,000	1,160,000	1,010,000	-	3,745,000	3,750,000
Totals			**$ 6,065,363**	**$ 801,852**	**$ 6,404,535**	**$ 3,475,000**	**$ 3,035,000**	**$ 5,180,000**	**$ -**	**$ 18,094,535**	**$ 24,961,750**

* NOTE:
** NOTE:
*** NOTE:

2015 - 2019 CAPITAL IMPROVEMENT PLAN
TIRZ No. 5 - Memorial Heights Redevelopment Authority
CIP by Sources of Funds

CITY OF HOUSTON - TIRZ PROGRAM
Economic Development Division

Source of Funds	Fiscal Year Planned Appropriations								
	Through 2013	Projected 2014	2015	2016	2017	2018	2019	FY15 - FY19 Total	Cumulative Total (To Date)
TIRZ Funds	6,065,363	801,852	6,404,535	3,475,000	3,035,000	5,180,000	-	18,094,535	24,961,750
City of Houston	-	-	-	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-
Project Total	**6,065,363**	**801,852**	**6,404,535**	**3,475,000**	**3,035,000**	**5,180,000**	**-**	**18,094,535**	**24,961,750**

Project:	MKT Bridge	City Council District		Key Map:		WBS.:	T-0509
		Location:	C,H	Geo. Ref.:			
		Served:	ALL	Neighborhood:	14		
Description:	Pedestrian Bridge to connect shared path along MKT ROW from Shepherd to West TC Jester. Demolition of existing rail structure, new prefabricated pedestrian bridge.						
Justification:	The proposed bridge will complete a link intended to join the White Oak Bayou trails to the Buffalo Bayou trail system and allow a direct non-vehicular route from Downtown to areas north of the 610 Loop.						

Operating and Maintenance Costs: ($ Thousands)

	2015	2016	2017	2018	2019	Total
Personnel	-	-	-	-	-	$ -
Supplies	-	-	-	-	-	$ -
Svcs. & Chgs.	-	-	-	-	-	$ -
Capital Outlay	-	-	-	-	-	$ -
Total	$ -	$ -	$ -	$ -	$ -	$ -
FTEs						-

Fiscal Year Planned Expenses

Project Allocation	thru 6/30/13	2014 Budget	2014 Estimate	2015	2016	2017	2018	2019	FY15 - FY19 Total	Cumulative Total (To Date)
Phase										
1 Planning	-	-	-	-	-	-	-	-	$ -	$ -
2 Acquisition	-	-	-	-	-	-	-	-	$ -	$ -
3 Design	-	-	-	-	-	-	-	-	$ -	$ -
4 Construction		1,200,000	485,000	989,467	-	-	-	-	$ 989,467	$ 1,474,467
5 Equipment	-	-	-	-	-	-	-	-	$ -	$ -
6 Close-Out	-	-	-	-	-	-	-	-	$ -	$ -
7 Other	-	-	334	-	-	-	-	-	$ -	$ 334
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
Other Sub-Total:	-	-	334	-	-	-	-	-	$ -	$ 334
Total Allocations	$ -	$ 1,200,000	$ 485,334	$ 989,467	$ -	$ -	$ -	$ -	$ 989,467	$ 1,474,801
Source of Funds										
TIRZ Funds	-	1,200,000	485,334	989,467	-	-	-	-	$ 989,467	$ 1,474,801
City of Houston	-	-	-	-	-	-	-	-	$ -	$ -
Grants	-	-	-		-	-	-	-	$ -	$ -
Other	-	-	-	-	-	-	-	-	$ -	$ -
Total Funds	$ -	$ 1,200,000	$ 485,334	$ 989,467	$ -	$ -	$ -	$ -	$ 989,467	$ 1,474,801

*NOTE:

Project:	**Buffalo Bayou Parklands to Washingon Avenue Avenue Trail Connector**	**City Council District**		**Key Map:**		**WBS.:**	**T-0510**
		Location:	C, H	**Geo. Ref.:**			
		Served:	ALL	**Neighborhood:**	14		
Description:	Off street hike and bike trail on Heights Boulevard between Spotts Park and Washingon Avenue. Project includes benches, trash recepticles and way finding signage.						
Justification:	Phased pedestrian linkage intended to eventually connect White Oak Bayou Trail system with the Buffalo Bayou Trail system.						

Operating and Maintenance Costs: ($ Thousands)

	2015	2016	2017	2018	2019	Total
Personnel	-	-	-	-	-	$ -
Supplies	-	-	-	-	-	$ -
Svcs. & Chgs.	-	-	-	-	-	$ -
Capital Outlay	-	-	-	-	-	$ -
Total	$ -	$ -	$ -	$ -	$ -	$ -
FTEs						-

Fiscal Year Planned Expenses

Project Allocation	thru 6/30/13	2014 Budget	2014 Estimate	2015	2016	2017	2018	2019	FY15 - FY19 Total	Cumulative Total (To Date)
Phase										
1 Planning	-	-	-	-	-	-	-	-	$ -	$ -
2 Acquisition	-	-	-	-	-	-	-	-	$ -	$ -
3 Design		130,565	-	-	-	-	-	-	$ -	$ -
4 Construction	-	634,667	-	25,000	-	-	-	-	$ 25,000	$ 25,000
5 Equipment	-	-	-	25,000	-	-	-	-	$ 25,000	$ 25,000
6 Close-Out	-	-	-	-	-	-	-	-	$ -	$ -
7 Other	-	-	5,000	-	-	-	-	-	$ -	$ 5,000
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
Other Sub-Total:	-	-	5,000	-	-	-	-	-	$ -	$ 5,000
Total Allocations	$ -	$ 765,232	$ 5,000	$ 50,000	$ -	$ -	$ -	$ -	$ 50,000	$ 55,000
Source of Funds										
TIRZ Funds	-	765,232	5,000	50,000	-	-	-	-	$ 50,000	$ 55,000
City of Houston	-	-	-	-	-	-	-	-	$ -	$ -
Grants	-	-	-		-	-	-	-	$ -	$ -
Other	-	-	-	-	-	-	-	-	$ -	$ -
Total Funds	$ -	$ 765,232	$ 5,000	$ 50,000	$ -	$ -	$ -	$ -	$ 50,000	$ 55,000

*NOTE:

Project:	MKT to MKT A - Studemont to Heights	City Council District		Key Map:		WBS.:	T-0511
		Location:	C,H	Geo. Ref.:			
		Served:	ALL	Neighborhood:	14		

Description:	Segment linking the MKT Hike & Bike Trail (where it crosses White Oak Bayou) to the new White Oak Bayou Trail system, resulting in a off-road trail system linking the Heights area to downtown.
Justification:	This will connect three of Houston's most significant trails (White Oak Bayou, MKT, and Buffalo Bayou trails).

Operating and Maintenance Costs: ($ Thousands)

	2015	2016	2017	2018	2019	Total
Personnel	-	-	-	-	-	$ -
Supplies	-	-	-	-	-	$ -
Svcs. & Chgs.	-	-	-	-	-	$ -
Capital Outlay	-	-	-	-	-	$ -
Total	$ -	$ -	$ -	$ -	$ -	$ -
FTEs						-

Fiscal Year Planned Expenses

Project Allocation	thru 6/30/13	2014 Budget	2014 Estimate	2015	2016	2017	2018	2019	FY15 - FY19 Total	Cumulative Total (To Date)
Phase										
1 Planning	-	-	-	-	-	-	-	-	$ -	$ -
2 Acquisition	-	-	-	-	-	-	-	-	$ -	$ -
3 Design	-	-	-	-	-	-	-	-	$ -	$ -
4 Construction	-	1,210,190		1,348,229	-	-	-	-	$ 1,348,229	$ 1,348,229
5 Equipment	-	-	-	125,000	-	-	-	-	$ 125,000	$ 125,000
6 Close-Out	-	-		-	-	-	-	-	$ -	$ -
7 Other	-	-	334	-	-	-	-	-	$ -	$ 334
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
Other Sub-Total:	-	-	334	-	-	-	-	-	$ -	$ 334
Total Allocations	$ -	$ 1,210,190	$ 334	$ 1,473,229	$ -	$ -	$ -	$ -	$ 1,473,229	$ 1,473,563
Source of Funds										
TIRZ Funds	-	1,210,190	334	1,473,229	-	-	-	-	$ 1,473,229	$ 1,473,563
City of Houston	-	-	-	-	-	-	-	-	$ -	$ -
Grants	-	-	-		-	-	-	-	$ -	$ -
Other	-	-	-	-	-	-	-	-	$ -	$ -
Total Funds	$ -	$ 1,210,190	$ 334	$ 1,473,229	$ -	$ -	$ -	$ -	$ 1,473,229	$ 1,473,563

*NOTE:

Project:	**White Oak Improvements - Design Phase**	**City Council District**	**Key Map:**	**WBS.:**	**T-0512**
		Location: C,H	**Geo. Ref.:**		
		Served: C, H	**Neighborhood:** 14		

Description: Design services necessary for trail development along White Oak Bayou from Stude Park to MKT bridge near TC Jester Blvd. (Projects T-0512 A, B and C)

Justification: The Trail development is a joint project of TIRZ 5 and the Houston Parks Board.

Operating and Maintenance Costs: ($ Thousands)

	2015	2016	2017	2018	2019	Total
Personnel	-	-	-	-	-	$ -
Supplies	-	-	-	-	-	$ -
Svcs. & Chgs.	-	-	-	-	-	$ -
Capital Outlay	-	-	-	-	-	$ -
Total	$ -	$ -	$ -	$ -	$ -	$ -
FTEs						-

Fiscal Year Planned Expenses

Project Allocation	**thru 6/30/13**	**2014 Budget**	**2014 Estimate**	**2015**	**2016**	**2017**	**2018**	**2019**	**FY15 - FY19 Total**	**Cumulative Total (To Date)**
Phase										
1 Planning	-	-	-	-	-	-	-	-	$ -	$ -
2 Acquisition	-	-	-	-	-	-	-	-	$ -	$ -
3 Design	191,999	733,590	283,000	110,100	-	-	-	-	$ 110,100	$ 585,099
4 Construction	-		-	-	-	-	-	-	$ -	$ -
5 Equipment	-	-	-	-	-	-	-	-	$ -	$ -
6 Close-Out	-	-	-	-	-	-	-	-	$ -	$ -
7 Other	-	-	334	-	-	-	-	-	$ -	$ 334
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
Other Sub-Total:	-	-	334	-	-	-	-	-	$ -	$ 334
Total Allocations	$ 191,999	$ 733,590	$ 283,334	$ 110,100	$ -	$ -	$ -	$ -	$ 110,100	$ 585,433
Source of Funds										
TIRZ Funds	191,999	$ 733,590.00	283,334	110,100	-	-	-	-	$ 110,100	$ 585,433
City of Houston	-		-	-	-	-	-	-	$ -	$ -
Grants	-		-	-	-	-	-	-	$ -	$ -
Other	-		-	-	-	-	-	-	$ -	$ -
Total Funds	$ 191,999	$ 733,590	$ 283,334	$ 110,100	$ -	$ -	$ -	$ -	$ 110,100	$ 585,433

*NOTE:

Project:	MKT to MKT C - Bonner to Shepherd	City Council District		Key Map:		WBS.:	T-0512A
		Location:	C,H	Geo. Ref.:			
		Served:	ALL	Neighborhood:	14		
Description:	Segment starting at Shepherd Dr. (Project T-0512A terminus) heading downstream to Bonner St.						
Justification:	This is the middle of three segments that will eventually link the MKT Trail with the White Oak Bayou Trail system.						

Operating and Maintenance Costs: ($ Thousands)

	2015	2016	2017	2018	2019	Total
Personnel	-	-	-	-	-	$ -
Supplies	-	-	-	-	-	$ -
Svcs. & Chgs.	-	-	-	-	-	$ -
Capital Outlay	-	-	-	-	-	$ -
Total	$ -	$ -	$ -	$ -	$ -	$ -
FTEs						-

Fiscal Year Planned Expenses

Project Allocation	thru 6/30/13	2014 Budget	2014 Estimate	2015	2016	2017	2018	2019	FY15 - FY19 Total	Cumulative Total (To Date)
Phase										
1 Planning	-	-	-	-	-	-	-	-	$ -	$ -
2 Acquisition	-	-	-	-	-	-	-	-	$ -	$ -
3 Design	-	-	-	157,617	-	-	-	-	$ 157,617	$ 157,617
4 Construction	-	-	-	896,314	-	-	-	-	$ 896,314	$ 896,314
5 Equipment	-	-	-	-	-	-	-	-	$ -	$ -
6 Close-Out	-	-	-	-	-	-	-	-	$ -	$ -
7 Other	-	-	334	-	-	-	-	-	$ -	$ 334
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
Other Sub-Total:	-	-	334	-	-	-	-	-	$ -	$ 334
Total Allocations	$ -	$ -	$ 334	$ 1,053,931	$ -	$ -	$ -	$ -	$ 1,053,931	$ 1,054,265
Source of Funds										
TIRZ Funds	-	-	334	1,053,931	-	-	-	-	$ 1,053,931	$ 1,054,265
City of Houston	-	-	-	-	-	-	-	-	$ -	$ -
Grants	-	-	-		-	-	-	-	$ -	$ -
Other	-	-	-	-	-	-	-	-	$ -	$ -
Total Funds	$ -	$ -	$ 334	$ 1,053,931	$ -	$ -	$ -	$ -	$ 1,053,931	$ 1,054,265

*NOTE:

Project:	MKT to MKT B - Heights to Bonner	City Council District		Key Map:		WBS.:	T-0512B
		Location:	C,H	Geo. Ref.:			
		Served:	ALL	Neighborhood:	14		
Description:	Segment starting at Bonner St. (Project T-0512B terminus) heading downstream to Heights Blvd.						
Justification:	This is the last of three segments that will eventually link the MKT Trail with the Buffalo Bayou Connector trail along Height Blvd.						

Operating and Maintenance Costs: ($ Thousands)

	2015	2016	2017	2018	2019	Total
Personnel	-	-	-	-	-	$ -
Supplies	-	-	-	-	-	$ -
Svcs. & Chgs.	-	-	-	-	-	$ -
Capital Outlay	-	-	-	-	-	$ -
Total	$ -	$ -	$ -	$ -	$ -	$ -
FTEs						-

Fiscal Year Planned Expenses

Project Allocation	thru 6/30/13	2014 Budget	2014 Estimate	2015	2016	2017	2018	2019	FY15 - FY19 Total	Cumulative Total (To Date)
Phase										
1 Planning	-	-	-	-	-	-	-	-	$ -	$ -
2 Acquisition	-	-	-	-	-	-	-	-	$ -	$ -
3 Design	-	-	-	128,414	-	-	-	-	$ 128,414	$ 128,414
4 Construction	-	-	-	479,394	-	-	-	-	$ 479,394	$ 479,394
5 Equipment	-	-	-	-	-	-	-	-	$ -	$ -
6 Close-Out	-	-	-	-	-	-	-	-	$ -	$ -
7 Other	-	-	334	-	-	-	-	-	$ -	$ 334
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
Other Sub-Total:	-	-	334	-	-	-	-	-	$ -	$ 334
Total Allocations	$ -	$ -	$ 334	$ 607,808	$ -	$ -	$ -	$ -	$ 607,808	$ 608,142
Source of Funds										
TIRZ Funds	-	-	334	607,808	-	-	-	-	$ 607,808	$ 608,142
City of Houston	-	-	-	-	-	-	-	-	$ -	$ -
Grants	-	-	-		-	-	-	-	$ -	$ -
Other	-	-	-	-	-	-	-	-	$ -	$ -
Total Funds	$ -	$ -	$ 334	$ 607,808	$ -	$ -	$ -	$ -	$ 607,808	$ 608,142

*NOTE:

Project:	Rutland/Patterson Connector Trailhead and Bank	City Council District		Key Map:		WBS.:	T-0513
		Location:	C,H	Geo. Ref.:			
		Served:	ALL	Neighborhood:	14		

Description: Trail Connectors, public parking, recreational enhancements to the Rutland Basin and a pedestrian bridge at the White Oak Bayou.

Justification: Project is needed to provide pedestrian connectivity for neighborhoods north and south of the I-10 in the vicinity of Rutland and Patterson Streets.

Operating and Maintenance Costs: ($ Thousands)

	2015	2016	2017	2018	2019	Total
Personnel	-	-	-	-	-	$ -
Supplies	-	-	-	-	-	$ -
Svcs. & Chgs.	-	-	-	-	-	$ -
Capital Outlay	-	-	-	-	-	$ -
Total	$ -	$ -	$ -	$ -	$ -	$ -
FTEs						-

Fiscal Year Planned Expenses

Project Allocation	thru 6/30/13	2014 Budget	2014 Estimate	2015	2016	2017	2018	2019	FY15 - FY19 Total	Cumulative Total (To Date)
Phase										
1 Planning	-	-	-	-	-	-	-	-	$ -	$ -
2 Acquisition	-	-	-	-	-	-	-	-	$ -	$ -
3 Design	-	200,000		175,000	150,000	-	-	-	$ 325,000	$ 325,000
4 Construction	-	-	-		1,610,000	1,725,000	-	-	$ 3,335,000	$ 3,335,000
5 Equipment	-	-	-	-	-	-	-	-	$ -	$ -
6 Close-Out	-	-	-	-	-	-	-	-	$ -	$ -
7 Other	-	-	230	-	-	-	-	-	$ -	$ 230
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
Other Sub-Total:	-	-	230	-	-	-	-	-	$ -	$ 230
Total Allocations	$ -	$ 200,000	$ 230	$ 175,000	$ 1,760,000	$ 1,725,000	$ -	$ -	$ 3,660,000	$ 3,660,230
Source of Funds										
TIRZ Funds	-	200,000	230	175,000	1,760,000	1,725,000	-	-	$ 3,660,000	$ 3,660,230
City of Houston	-	-	-	-	-	-	-	-	$ -	$ -
Grants	-	-	-		-	-	-	-	$ -	$ -
Other	-	-	-	-	-	-	-	-	$ -	$ -
Total Funds	$ -	$ 200,000	$ 230	$ 175,000	$ 1,760,000	$ 1,725,000	$ -	$ -	$ 3,660,000	$ 3,660,230

*NOTE:

Project:	**11th Street and Bryce Street Parking and Trail Head**	**City Council District**		**Key Map:**	
		Location:	C,H	**Geo. Ref.:**	
		Served:	ALL	**Neighborhood:**	14

WBS.: T-0515

Description: Neighborhood Trail Connector to White Oak Bayou Trail system at Bryce Street. Project will include parking, picnic tables, benches, bike racks and ADA accessible ramps.

Justification: To provide access to regional trail system for neighborhoods west of the White Oak Bayou in the vicinity of 11th Street and Bryce Street.

Operating and Maintenance Costs: ($ Thousands)

	2015	2016	2017	2018	2019	Total
Personnel	-	-	-	-	-	$ -
Supplies	-	-	-	-	-	$ -
Svcs. & Chgs.	-	-	-	-	-	$ -
Capital Outlay	-	-	-	-	-	$ -
Total	$ -	$ -	$ -	$ -	$ -	$ -
FTEs						-

Fiscal Year Planned Expenses

Project Allocation	thru 6/30/13	2014 Budget	2014 Estimate	2015	2016	2017	2018	2019	FY15 - FY19 Total	Cumulative Total (To Date)
Phase										
1 Planning	-	-	-	-	-	-	-	-	$ -	$ -
2 Acquisition	-	-	-	-	-	-	-	-	$ -	$ -
3 Design	-	-	15,000	165,000	-	-	-	-	$ 165,000	$ 180,000
4 Construction	-	-		450,000			-	-	$ 450,000	$ 450,000
5 Equipment	-	-	-	-	-	-	-	-	$ -	$ -
6 Close-Out	-	-	-	-	-	-	-	-	$ -	$ -
7 Other	-	-	1,952	-	-	-	-	-	$ -	$ 1,952
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
Other Sub-Total:	-	-	1,952	-	-	-	-	-	$ -	$ 1,952
Total Allocations	$ -	$ -	$ 16,952	$ 615,000	$ -	$ -	$ -	$ -	$ 615,000	$ 631,952
Source of Funds										
TIRZ Funds	-	-	16,952	615,000	-	-	-	-	$ 615,000	$ 631,952
City of Houston	-	-	-	-	-	-	-	-	$ -	$ -
Grants	-	-	-		-	-	-	-	$ -	$ -
Other	-	-	-	-	-	-	-	-	$ -	$ -
Total Funds	$ -	$ -	$ 16,952	$ 615,000	$ -	$ -	$ -	$ -	$ 615,000	$ 631,952

*NOTE:

Project:	**Flood Remediation/Channel Reclamation Project**	**City Council District**		**Key Map:**		**WBS.:**	**T-0517**
		Location:	C,H	**Geo. Ref.:**			
		Served:	C,H	**Neighborhood:**	15		
Description:	Channel reclamation on White Oak Bayou consisting of concrete panel removal, modifications to geometry, installation of riparian trees and suitable indigenous grasses.						
Justification:	Pilot project/demonstration project consisting of partial restoration/naturalization of a portion of the White Oak Bayou Channel.						

Operating and Maintenance Costs: ($ Thousands)

	2015	2016	2017	2018	2019	Total
Personnel	-	-	-	-	-	$ -
Supplies	-	-	-	-	-	$ -
Svcs. & Chgs.	-	-	-	-	-	$ -
Capital Outlay	-	-	-	-	-	$ -
Total	$ -	$ -	$ -	$ -	$ -	$ -
FTEs						-

Fiscal Year Planned Expenses

Project Allocation	thru 6/30/13	2014 Budget	2014 Estimate	2015	2016	2017	2018	2019	FY15 - FY19 Total	Cumulative Total (To Date)
Phase										
1 Planning	-	-	-	-	-	-	-	-	$ -	$ -
2 Acquisition	-	-	-	-	-	-	-	-	$ -	$ -
3 Design	-	-	-	300,000	300,000	150,000	170,000	-	$ 920,000	$ 920,000
4 Construction	-	-	-	-	-	-	4,000,000		$ 4,000,000	$ 4,000,000
5 Equipment	-	-	-	-	-	-	-	-	$ -	$ -
6 Close-Out	-	-	-	-	-	-	-	-	$ -	$ -
7 Other	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
Other Sub-Total:	-	-	-	-	-	-	-	-	$ -	$ -
Total Allocations	$ -	$ -	$ -	$ 300,000	$ 300,000	$ 150,000	$ 4,170,000	$ -	$ 4,920,000	$ 4,920,000
Source of Funds										
TIRZ Funds	-	-	-	300,000	300,000	150,000	4,170,000	-	$ 4,920,000	$ 4,920,000
City of Houston	-	-	-	-	-	-	-	-	$ -	$ -
Grants	-	-	-		-	-	-	-	$ -	$ -
Other	-	-	-	-	-	-	-	-	$ -	$ -
Total Funds	$ -	$ -	$ -	$ 300,000	$ 300,000	$ 150,000	$ 4,170,000	$ -	$ 4,920,000	$ 4,920,000

*NOTE:

Project:	Wichnman Trail Head and Connector Trail	City Council District		Key Map:		WBS.:	T-0518
		Location:	C,H	Geo. Ref.:			
		Served:	ALL	Neighborhood:	22		

Description:	Trail Head and Access/Egress Trail Connector to White Oak Bayou Trail system at Wichman Street.
Justification:	Needed to provide access to White Oak Bayou trail system for neighborhoods south of the White Oak Bayou in the vicinity of Studemont.

Operating and Maintenance Costs: ($ Thousands)

	2015	2016	2017	2018	2019	Total
Personnel	-	-	-	-	-	$ -
Supplies	-	-	-	-	-	$ -
Svcs. & Chgs.	-	-	-	-	-	$ -
Capital Outlay	-	-	-	-	-	$ -
Total	$ -	$ -	$ -	$ -	$ -	$ -
FTEs						-

Fiscal Year Planned Expenses

Project Allocation	Projected Expenses thru 6/30/13	2014 Budget	2014 Estimate	2015	2016	2017	2018	2019	FY15 - FY19 Total	Cumulative Total (To Date)
Phase										
1 Planning	-	-	5,000	20,000	-	-	-	-	$ 20,000	$ 25,000
2 Acquisition	-	-	-	-	-	-	-	-	$ -	$ -
3 Design	-	-	-	150,000		-	-	-	$ 150,000	$ 150,000
4 Construction	-	-	-	-	700,000	-	-	-	$ 700,000	$ 700,000
5 Equipment	-	-	-	-	-	-	-	-	$ -	$ -
6 Close-Out	-	-	-	-	-	-	-	-	$ -	$ -
7 Other	-		-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
Other Sub-Total:	-	-	-	-	-	-	-	-	$ -	$ -
Total Allocations	$ -	$ -	$ 5,000	$ 170,000	$ 700,000	$ -	$ -	$ -	$ 870,000	$ 875,000
Source of Funds										
TIRZ Funds	-	-	5,000	170,000	700,000	-	-	-	$ 870,000	$ 875,000
City of Houston	-	-	-	-	-	-	-	-	$ -	$ -
Grants	-	-	-	-	-	-	-	-	$ -	$ -
Other	-	-	-	-	-	-	-	-	$ -	$ -
Total Funds	$ -	$ -	$ 5,000	$ 170,000	$ 700,000	$ -	$ -	$ -	$ 870,000	$ 875,000

Project:	**Woodland Park Improvements and Trail Connectors**	**City Council District**		**Key Map:**		**WBS.:** T-0519
		Location:	C,H	**Geo. Ref.:**		
		Served:	C,H	**Neighborhood:**	15	
Description:	Reconstruction of Woodland Park including , new park amenities, reforestation, hike and bike trails, stormwater quality and drainage improvements.					
Justification:	Park encompasses Little White Oak Bayou, a major drainage to White Oak, with significant water quality issues and serves a growing residential area; potential for north-south connection to regional trail system.					

Operating and Maintenance Costs: ($ Thousands)

	2015	2016	2017	2018	2019	Total
Personnel	-	-	-	-	-	$ -
Supplies	-	-	-	-	-	$ -
Svcs. & Chgs.	-	-	-	-	-	$ -
Capital Outlay	-	-	-	-	-	$ -
Total	$ -	$ -	$ -	$ -	$ -	$ -
FTEs						-

Fiscal Year Planned Expenses

Project Allocation	**Projected Expenses thru 6/30/13**	**2014 Budget**	**2014 Estimate**	**2015**	**2016**	**2017**	**2018**	**2019**	**FY14 - FY18 Total**	**Cumulative Total (To Date)**
Phase										
1 Planning	-	-	5,000	10,000	15,000	10,000	-	-	$ 35,000	$ 40,000
2 Acquisition	-	-	-	-	-	-	-	-	$ -	$ -
3 Design	-	-		150,000	200,000	150,000	10,000	-	$ 510,000	$ 510,000
4 Construction	-	-		700,000	500,000	1,000,000	1,000,000	-	$ 3,200,000	$ 3,200,000
5 Equipment	-	-	-	-	-	-	-	-	$ -	$ -
6 Close-Out	-	-	-	-	-	-	-	-	$ -	$ -
7 Other	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
Other Sub-Total:	-	-	-	-	-	-	-	-	$ -	$ -
Total Allocations	$ -	$ -	$ 5,000	$ 860,000	$ 715,000	$ 1,160,000	$ 1,010,000	$ -	$ 3,745,000	$ 3,750,000
Source of Funds										
TIRZ Funds	-	-	5,000	860,000	715,000	1,160,000	1,010,000	-	$ 3,745,000	$ 3,750,000
City of Houston	-	-	-	-	-	-	-	-	$ -	$ -
Grants	-	-	-	-	-	-	-	-	$ -	$ -
Other	-	-	-	-	-	-	-	-	$ -	$ -
Total Funds	$ -	$ -	$ 5,000	$ 860,000	$ 715,000	$ 1,160,000	$ 1,010,000	$ -	$ 3,745,000	$ 3,750,000

*NOTE:

CITY OF HOUSTON - CITY COUNCIL
Meeting Date: 9/16/2014
District B, District H, District I

Item Creation Date: 9/10/2014

MYR - Harrisburg Zone (Reinvestment Zone # 23)

Agenda Item#: 15.

Summary:
ORDINANCE relating to the Fiscal Affairs of **HARRISBURG REDEVELOPMENT AUTHORITY ON BEHALF OF REINVESTMENT ZONE NUMBER TWENTY-THREE, CITY OF HOUSTON, TEXAS (HARRISBURG ZONE)**; approving the Fiscal Year 2015 Operating Budget for the Harrisburg Redevelopment Authority - **DISTRICTS B - DAVIS; H - GONZALEZ and I - GALLEGOS**

Background:
SUBJECT: Ordinance approving the Fiscal Year 2015 Operating Budget for the Harrisburg Redevelopment Authority.

RECOMMENDATION: (Summary)
City Council adopt an ordinance approving the Fiscal Year 2015 Operating Budget for the Harrisburg Redevelopment Authority.

SPECIFIC EXPLANATION:
The Administration has undertaken a comprehensive review of the proposed FY15 TIRZ budgets and recommends approval of the FY15 Operating Budget for the Harrisburg Redevelopment Authority (the Authority).

Total Operating Budget for FY15 is $50,681, which includes $4,600 for required fund transfers, and $46,081 for Project Costs.

The FY15 Operating Budget includes $36,081 for administration and overhead.

The Zone must advise the Chief Development Officer of any budget amendments. Adjustments to the budget of $400,000 or more require City Council approval.

Attachments: FY15 Operating Budget

cc: Marta Crinejo, Agenda Director
Anna Russell, City Secretary
David Feldman, City Attorney
Gary Dzierlenga, Senior Assistant City Attorney

Prior Council Action:
Date and identification of prior authorizing Council Action:
Resolution No. 2013-0051

Contact Information:
Gwendolyn Tillotson **Phone:** (832) 393-0937

ATTACHMENTS:

Description	Type
TIRZ 23 Harrisburg RCA	Signed Cover sheet
TIRZ 23 Harrisburg BACKUP	Backup Material
TIRZ 23 Harrisburg PRIOR ACTION	Backup Material

REQUEST FOR COUNCIL ACTION

TO: Mayor via City Secretary | **RCA #**

SUBJECT: Ordinance approving the Fiscal Year 2015 Operating Budget for the Harrisburg Redevelopment Authority. | **Page 1 of 1** | **Agenda Item#**

FROM: (Department or other point of origin):
Andrew F. Icken
Chief Development Officer

Origination Date | **Agenda Date**

DIRECTOR'S SIGNATURE:

Council Districts affected:
B, H, I

For additional information contact:
Gwen Tillotson **Phone:** (832) 393-0937

Date and identification of prior authorizing Council Action:
Resolution 2013-0051

RECOMMENDATION: (Summary)
City Council adopt an ordinance approving the Fiscal Year 2015 Operating Budget for the Harrisburg Redevelopment Authority.

Amount of Funding: No Funding Required

SOURCE OF FUNDING: **[ ] General Fund** **[ ] Grant Fund** **[ ] Enterprise Fund** **[ ] Other (Specify)**

SPECIFIC EXPLANATION:

The Administration has undertaken a comprehensive review of the proposed FY15 TIRZ budgets and recommends approval of the FY15 Operating Budget for the Harrisburg Redevelopment Authority (the Authority).

- Total Operating Budget for FY15 is $50,681, which includes $4,600 for required fund transfers, and $46,081 for Project Costs.
- The FY15 Operating Budget includes $36,081 for administration and overhead.
- The Zone must advise the Chief Development Officer of any budget amendments. Adjustments to the budget of $400,000 or more require City Council approval.

Attachments: FY15 Operating Budget

cc: Marta Crinejo, Agenda Director
Anna Russell, City Secretary
David Feldman, City Attorney
Gary Dzierlenga, Senior Assistant City Attorney

REQUIRED AUTHORIZATION

Other Authorization:	**Other Authorization:**	**Other Authorization:**

CITY OF HOUSTON
ECONOMIC DEVELOPMENT DIVISION
FISCAL YEAR 2015 BUDGET PROFILE

Fund Summary
Fund Name: **Harrisburg Zone**
TIRZ: **23**
Fund Number: **7571/50**

PROFILE

Base Year:		2011
Base Year Taxable Value:	$	332,148,551
Projected Taxable Value (TY2014):	$	347,627,028
Current Taxable Value (TY2013):	$	340,810,812
Acres:		1,600
Administrator (Contact):		City of Houston
Contact Number:		(832) 393-0985

NARRATIVE

Zone Purpose:

Tax Increment Reinvestment Zone Number Twenty-Three, City of Houston, Texas was created to provide the plans and programs needed to reposition Houston's East, a District of the City containing industrial brownsfield sites, inactive landfills, abandoned dock lands, industrial properties, railroads, and various commercial uses located throughout and amid single family residential areas.

PROJECT PLAN

	Total Plan	Cumulative Expenses (to 6/30/13)	Variance
Capital Projects:			
Public Utility Improvements	$ 8,000,000	$ -	$ 8,000,000
Roadway and Sidewalks	58,000,000	-	58,000,000
Cultural and Public Facility Improvements	20,000,000	-	20,000,000
Parks and Recreational Facilities	15,300,000	-	15,300,000
Economic Development	10,000,000	-	10,000,000
	-	-	-
	-	-	-
	-	-	-
Total Capital Projects	$ 111,300,000	$ -	$ 111,300,000
Affordable Housing	150,000	-	150,000
School & Education/Cultural Facilities	-	-	-
Financing Costs	12,000,000	-	12,000,000
Administration Costs/ Professional Services	5,308,488	-	5,308,488
Creation Costs	150,000	-	150,000
Total Project Plan	$ 128,908,488	$ -	$ 128,908,488

DEBT

Additional Financial Data	FY2014 Budget	FY2014 Estimate	FY2015 Budget
Debt Service	$ -	$ -	$ -
Principal	$ -	$ -	$ -
Interest	$ -	$ -	$ -
	Balance as of 6/30/13	**Projected Balance as of 6/30/14**	**Projected Balance as of 6/30/15**
Year End Outstanding (Principal)			
Bond Debt	$ -	$ -	$ -
Bank Loan	$ -	$ -	$ -
Line of Credit	$ -	$ -	$ -
Developer Agreement	$ -	$ -	$ -
Other	$ -	$ -	$ -

CITY OF HOUSTON
ECONOMIC DEVELOPMENT DIVISION
FISCAL YEAR 2015 BUDGET PROFILE

Fund Summary
Fund Name: **Harrisburg Zone**
TIRZ: **23**
Fund Number: **7571/50**

TIRZ Budget Line Items	FY2014 Budget	FY2014 Estimate	FY2015 Budget
RESOURCES			
RESTRICTED Funds - Capital Projects	$ -	$ -	$ -
RESTRICTED Funds - Affordable Housing	$ -	$ -	$ -
RESTRICTED Funds - Bond Debt Service	$ -	$ -	$ -
UNRESTRICTED Funds	$ 3,439	$ 14	$ 36,180
Beginning Balance	**$ 3,439**	**$ 14**	**$ 36,180**
City tax revenue	$ 317,114	$ 45,404	$ 91,994
County tax revenue	$ -	$ -	$ -
ISD tax revenue	$ -	$ -	$ -
ISD tax revenue - Pass Through	$ -	$ -	$ -
Community College tax revenue	$ -	$ -	$ -
Incremental property tax revenue	**$ 317,114**	**$ 45,404**	**$ 91,994**
	$ -	$ -	$ -
	$ -	$ -	$ -
	$ -	$ -	$ -
	$ -	$ -	$ -
Miscellaneous revenue	**$ -**	**$ -**	**$ -**
COH TIRZ interest	$ -	$ -	$ -
Interest Income	$ -	$ 112	$ 156
Other Interest Income	**$ -**	**$ 112**	**$ 156**
	$ -	$ -	$ -
	$ -	$ -	$ -
Grant Proceeds	**$ -**	**$ -**	**$ -**
	$ -	$ -	$ -
Proceeds from Bank Loan	**$ -**	**$ -**	**$ -**
	$ -	$ -	$ -
Contract Revenue Bond Proceeds	**$ -**	**$ -**	**$ -**
TOTAL AVAILABLE RESOURCES	**$ 320,553**	**$ 45,530**	**$ 128,329**

CITY OF HOUSTON
ECONOMIC DEVELOPMENT DIVISION
FISCAL YEAR 2015 BUDGET PROFILE

Fund Summary
Fund Name: **Harrisburg Zone**
TIRZ: **23**
Fund Number: **7571/50**

TIRZ Budget Line Items	FY2014 Budget	FY2014 Estimate	FY2015 Budget
EXPENDITURES			
Accounting	$ 4,000	$ -	$ 4,000
Administration Salaries & Benefits	$ 15,000	$ -	$ 15,000
Auditor	$ 6,000	$ -	$ 6,000
Bond Services/Trustee/Financial Advisor	$ -	$ -	$ -
Insurance	$ 1,000	$ -	$ 1,000
Office Administration	$ 3,000	$ -	$ 10,081
TIRZ Administration and Overhead	**$ 29,000**	**$ -**	**$ 36,081**
Engineering Consultants	$ -	$ -	$ -
Legal	$ 10,000	$ -	$ 10,000
Construction Audit	$ -	$ -	$ -
Planning Consultants	$ -	$ -	$ -
Program and Project Consultants	**$ 10,000**	**$ -**	**$ 10,000**
Management consulting services	**$ 39,000**	**$ -**	**$ 46,081**
Capital Expenditures (See CIP Schedule)	$ -	$ -	$ -
TIRZ Capital Expenditures	**$ -**	**$ -**	**$ -**
	$ -	$ -	$ -
Developer / Project Reimbursements	**$ -**	**$ -**	**$ -**
System debt service	**$ -**	**$ -**	**$ -**
TOTAL PROJECT COSTS	**$ 39,000**	**$ -**	**$ 46,081**
Payment/transfer to ISD - educational facilities	$ -	$ -	$ -
Payment/transfer to ISD - educational facilities (Pass Through)	$ -	$ -	$ -
Adminstration Fees:			
City	$ 15,856	$ 2,270	$ 4,600
County	$ -	$ -	$ -
ISD	$ -	$ -	$ -
HCC	$ -	$ -	$ -
Affordable Housing:			
City	$ -	$ -	$ -
County	$ -	$ -	$ -
ISD to City of Houston	$ -	$ -	$ -
Municipal Services (Payable to COH)	$ -	$ -	$ -
Fund 1850 Advance (Payable to COH0	$ 10,520	$ 7,080	$ -
Total Transfers	**$ 26,376**	**$ 9,350**	**$ 4,600**
Total Budget	**$ 65,376**	**$ 9,350**	**$ 50,681**
RESTRICTED Funds - Capital Projects	$ -	$ -	$ -
RESTRICTED Funds - Affordable Housing	$ -	$ -	$ -
RESTRICTED Funds - Bond Debt Service	$ -	$ -	$ -
UNRESTRICTED Funds	$ 255,177	$ 36,180	$ 77,648
Ending Fund Balance	**$ 255,177**	**$ 36,180**	**$ 77,648**
Total Budget & Ending Fund Balance	**$ 320,553**	**$ 45,530**	**$ 128,329**

Notes:

CITY OF HOUSTON - CITY COUNCIL
Meeting Date: 9/16/2014
District H, District I

MYR - East Downtown Zone (Reinvestment Zone #15)

Agenda Item#: 16.

Summary:
ORDINANCE relating to the Fiscal Affairs of the **EAST DOWNTOWN REDEVELOPMENT AUTHORITY ON BEHALF OF REINVESTMENT ZONE NUMBER FIFTEEN, CITY OF HOUSTON, TEXAS (EAST DOWNTOWN ZONE)**; approving the Fiscal Year 2015 Operating Budget for the Authority and the Fiscal Year 2015-2019 Capital Improvement Projects Budget for the Zone - **DISTRICTS H - GONZALEZ and I - GALLEGOS**

Background:
SUBJECT: Ordinance approving the Fiscal Year 2015 Operating Budget for the East Downtown Redevelopment Authority and the Fiscal Years 2015 - 2019 Capital Improvement Plan (CIP) Budget for Reinvestment Zone Number Fifteen (East Downtown Zone).

RECOMMENDATION: (Summary)
City Council to adopt an ordinance approving the Fiscal Year 2015 Operating Budget for the East Downtown Redevelopment Authority and Fiscal Years 2015 - 2019 CIP Budget for Reinvestment Zone Number Fifteen (East Downtown Zone).

SPECIFIC EXPLANATION:
The Administration has undertaken a comprehensive review of the proposed FY15 TIRZ Budgets and recommends approval of the FY15 Operating Budget for the East Downtown Redevelopment Authority (Authority) and the FY15 - FY19 CIP Budget for Reinvestment Zone Number Fifteen (Zone).

Total Operating Budget for FY15 is $5,211,833 which includes $705,815 for required fund transfers and $4,506,018 for Project Costs.

The FY15 - FY19 CIP totals $12,372,300, and includes provisions for the design and reconstruction of roadway and streets, pedestrian safety improvements, mobility improvements and utility upgrades and replacements.

The FY15 Operating Budget includes $2,370,000 for capital expenditures and $50,240 for administration and overhead. The Authority must advise the Chief Development Officer of any budget amendment. Adjustments to the budget in excess of $400,000 require City Council approval.

Attachments: FY15 Operating Budget and FY15 - FY19 CIP Budget

cc: Marta Crinejo, Agenda Director
Anna Russell, City Secretary
David Feldman, City Attorney
Gary Dzierlenga, Senior Assistant City Attorney

Prior Council Action:
Date and identification of prior authorizing Council Action:
Ord. No. 2013-0959, 10/23/13

Contact Information:
Gwendolyn Tillotson **Phone:** (832) 393-0937

ATTACHMENTS:

Description	Type
TIRZ 15 - RCA	Signed Cover sheet
TIRZ 15 -Operating & CIP Budgets	Backup Material
TIRZ 15 - Prior Council Action 2013-0959	Backup Material

REQUEST FOR COUNCIL ACTION

TO: Mayor via City Secretary **RCA #**

SUBJECT: Ordinance approving the Fiscal Year 2015 Operating Budget for the East Downtown Redevelopment Authority and the Fiscal Years 2015 - 2019 Capital Improvement Plan (CIP) Budget for Reinvestment Zone Number Fifteen (East Downtown Zone).	**Category #**	**Page** 1 of 1	**Agenda Item#**
FROM: (Department or other point of origin): Andrew F. Icken Chief Operating Officer	**Origination Date**		**Agenda Date**
DIRECTOR'S SIGNATURE:	**Council Districts affected:** H, I		
For additional information contact: Gwen Tillotson **Phone:** (832) 393-0937	**Date and identification of prior authorizing Council Action:** Ord. No. 2013-0959, 10/23/13		

RECOMMENDATION: (Summary)
City Council to adopt an ordinance approving the Fiscal Year 2015 Operating Budget for the East Downtown Redevelopment Authority and Fiscal Years 2015 - 2019 CIP Budget for Reinvestment Zone Number Fifteen (East Downtown Zone).

Amount of Funding: No Funding Required

SOURCE OF FUNDING: **[ ] General Fund** **[ ] Grant Fund** **[ ] Enterprise Fund** **[ ] Other (Specify)**

SPECIFIC EXPLANATION:

The Administration has undertaken a comprehensive review of the proposed FY15 TIRZ Budgets and recommends approval of the FY15 Operating Budget for the East Downtown Redevelopment Authority (Authority) and the FY15 - FY19 CIP Budget for Reinvestment Zone Number Fifteen (Zone).

- Total Operating Budget for FY15 is $5,211,833 which includes $705,815 for required fund transfers and $4,506,018 for Project Costs.
- The FY15 - FY19 CIP totals $12,372,300, and includes provisions for the design and reconstruction of roadway and streets, pedestrian safety improvements, mobility improvements and utility upgrades and replacements.
- The FY15 Operating Budget includes $2,370,000 for capital expenditures and $50,240 for administration and overhead. The Authority must advise the Chief Development Officer of any budget amendment. Adjustments to the budget in excess of $400,000 require City Council approval.

Attachments: FY15 Operating Budget and FY15 - FY19 CIP Budget

cc: Marta Crinejo, Agenda Director
Anna Russell, City Secretary
David Feldman, City Attorney
Gary Dzierlenga, Senior Assistant City Attorney

REQUIRED AUTHORIZATION

Other Authorization:	**Other Authorization:**	**Other Authorization:**

CITY OF HOUSTON
ECONOMIC DEVELOPMENT DIVISION
FISCAL YEAR 2015 BUDGET PROFILE

Fund Summary
Fund Name: **East Downtown Redevelopment Authority**
TIRZ: **15**
Fund Number: **7563/50**

PROFILE

Base Year:		1999
Base Year Taxable Value:	$	121,026,714
Projected Taxable Value (TY2014):	$	382,840,760
Current Taxable Value (TY2013):	$	342,955,401
Acres:		387.02
Administrator (Contact):		City of Houston
Contact Number:		(832) 393-0985

NARRATIVE

Zone Purpose:

Tax Increment Reinvestment Zone Number Fifteen, City of Houston, Texas was created to facilitate the development of public infrastructure improvements, parking facilities, and assist with the revitalization of old Chinatown from an abandoned and deteriorated neighborhood into a mixed-use district that includes retail, commerical, residential and entertainment development land uses.

PROJECT PLAN

	Total Plan	Cumulative Expenses (to 6/30/13)	Variance
Capital Projects:			
Public Utilties	$ 19,553,850	$ 621,659	$ 18,932,191
Roadway and Sidewalk Improvements	36,119,750	4,303,967	31,815,783
Cultural and Public Facilities	36,000,000	2,442,043	33,557,957
Parks and Recreational Facilities	5,000,000	-	5,000,000
Environmental Remediation	1,000,000	-	1,000,000
	-	-	-
	-	-	-
	-	-	-
Total Capital Projects	$ 97,673,600	$ 7,367,669	$ 90,305,931
Homeless/Affordable Housing	8,000,000	165,537	7,834,463
School & Education/Cultural Facilities	13,201,622	2,705,618	10,496,004
Financing Costs	30,822,727	1,180,621	29,642,106
Administration Costs/ Professional Services	3,090,000	2,266,853	823,147
Creation Costs	-	-	-
Total Project Plan	$ 152,787,949	$ 13,686,298	$ 139,101,651

DEBT

Additional Financial Data	FY2014 Budget	FY2014 Estimate	FY2015 Budget
Debt Service	$ 1,800,000	$ 1,708,151	$ 1,800,000
Principal	$ 1,000,000	$ 1,000,000	$ 1,000,000
Interest	$ 800,000	$ 708,151	$ 800,000
	Balance as of 6/30/13	**Projected Balance as of 6/30/14**	**Projected Balance as of 6/30/15**
Year End Outstanding (Principal)			
Bond Debt	$ -	$ -	$ -
Bank Loan	$ -	$ -	$ -
Line of Credit	$ -	$ -	$ -
Developer Agreement	$ -	$ -	$ -
Other	$ -	$ -	$ -

CITY OF HOUSTON
ECONOMIC DEVELOPMENT DIVISION
FISCAL YEAR 2015 BUDGET PROFILE

Fund Summary
Fund Name: **East Downtown Redevelopment Authority**
TIRZ: **15**
Fund Number: **7563/50**

TIRZ Budget Line Items	FY2014 Budget	FY2014 Estimate	FY2015 Budget
RESOURCES			
RESTRICTED Funds - Capital Projects	$ -	$ -	$ -
RESTRICTED Funds - Affordable Housing	$ -	$ -	$ -
RESTRICTED Funds - Bond Debt Service	$ 1,455,250	$ 2,028,207	$ 200,000
UNRESTRICTED Funds	$ 2,213,225	$ 2,531,881	$ 5,057,078
Beginning Balance	**$ 3,668,475**	**$ 4,560,088**	**$ 5,257,078**
City tax revenue	$ 1,335,196	$ 1,406,177	$ 1,658,759
County tax revenue	$ 527,505	$ 599,885	$ 762,830
ISD tax revenue	$ 1,216,894	$ 1,258,752	$ 1,450,360
ISD tax revenue - Pass Through	$ -	$ -	$ -
Community College tax revenue	$ -	$ -	$ -
Incremental property tax revenue	**$ 3,079,595**	**$ 3,264,813**	**$ 3,871,948**
	$ -	$ -	$ -
	$ -	$ -	$ -
	$ -	$ -	$ -
Miscellaneous revenue	**$ -**	**$ -**	**$ -**
COH TIRZ interest	$ 9,613	$ 1,342	$ 1,342
Interest Income	$ 18,992	$ 2,214	$ 2,214
Other Interest Income	**$ 28,605**	**$ 3,556**	**$ 3,556**
	$ -	$ -	$ -
	$ -	$ -	$ -
Grant Proceeds	**$ -**	**$ -**	**$ -**
	$ -	$ -	$ -
Proceeds from Bank Loan	**$ -**	**$ -**	**$ -**
	$ -	$ -	$ -
Contract Revenue Bond Proceeds	**$ -**	**$ -**	**$ -**
TOTAL AVAILABLE RESOURCES	**$ 6,776,675**	**$ 7,828,457**	**$ 9,132,582**

CITY OF HOUSTON
ECONOMIC DEVELOPMENT DIVISION
FISCAL YEAR 2015 BUDGET PROFILE

Fund Summary
Fund Name: **East Downtown Redevelopment Authority**
TIRZ: **15**
Fund Number: **7563/50**

TIRZ Budget Line Items	FY2014 Budget	FY2014 Estimate	FY2015 Budget
EXPENDITURES			
Accounting	$ 10,000	$ 4,800	$ 10,000
Administration Salaries & Benefits	$ 20,000	$ 19,788	$ 20,000
Auditor	$ 6,500	$ 12,200	$ 13,000
Tax Consultant	$ 3,800	$ 3,840	$ 3,840
Insurance	$ 900	$ 846	$ 900
Office Administration	$ 2,500	$ 288	$ 2,500
TIRZ Administration and Overhead	**$ 43,700**	**$ 41,762**	**$ 50,240**
Engineering Consultants	$ -	$ -	$ -
Legal	$ 25,000	$ 10,120	$ 25,000
Construction Audit	$ -	$ 2,000	$ 2,000
Planning Consultants	$ -	$ -	$ -
Program and Project Consultants	**$ 25,000**	**$ 12,120**	**$ 27,000**
Management consulting services	**$ 68,700**	**$ 53,881**	**$ 77,240**
Capital Expenditures (See CIP Schedule)	$ 3,685,577	$ 21,000	$ 2,370,000
TIRZ Capital Expenditures	**$ 3,685,577**	**$ 21,000**	**$ 2,370,000**
EADO Construction	$ -	$ 33,500	$ -
HOU Construction	$ -	$ -	$ 68,071
Developer / Project Reimbursements	**$ -**	**$ 33,500**	**$ 68,071**
Debt Service to Stadium Infrastructure			
Principal	$ 1,000,000	$ 1,000,000	$ 1,000,000
Interest	$ 800,000	$ 708,151	$ 800,000
Stadium Land Purchase - County Payment to COH	$ 131,876	$ 149,971	$ 190,707
System debt service	**$ 1,931,876**	**$ 1,858,122**	**$ 1,990,707**
TOTAL PROJECT COSTS	**$ 5,686,153**	**$ 1,966,504**	**$ 4,506,018**
Payment/transfer to ISD - educational facilities	$ 406,728	$ 419,584	$ 483,453
Payment/transfer to ISD - educational facilities (Pass Through)	$ -	$ -	$ -
Administration Fees:			
City	$ 66,760	$ 70,309	$ 82,938
County	$ -	$ -	$ -
ISD	$ 25,000	$ 25,000	$ 25,000
HCC	$ -	$ -	$ -
Affordable/Homeless Housing:			
City	$ -	$ -	$ -
County	$ 79,126	$ 89,983	$ 114,424
ISD to City of Houston	$ -	$ -	$ -
Municipal Services (Payable to COH)	$ -	$ -	$ -
Total Transfers	**$ 577,614**	**$ 604,876**	**$ 705,815**
Total Budget	**$ 6,263,767**	**$ 2,571,379**	**$ 5,211,833**
RESTRICTED Funds - Capital Projects	$ -	$ -	$ -
RESTRICTED Funds - Affordable Housing	$ -	$ -	$ -
RESTRICTED Funds - Dynamo Surplus	$ 200,000	$ 200,000	$ 200,000
UNRESTRICTED Funds	$ 312,907	$ 5,057,078	$ 3,720,749
Ending Fund Balance	**$ 512,907**	**$ 5,257,078**	**$ 3,920,749**
Total Budget & Ending Fund Balance	**$ 6,776,674**	**$ 7,828,457**	**$ 9,132,582**

Notes:

2015 - 2019 CAPITAL IMPROVEMENT PLAN
TIRZ NO.15 - EAST DOWNTOWN REDEVELOPMENT AUTHORITY

CITY OF HOUSTON - TIRZ PROGRAM
Economic Development Division

Council District	CIP No.	Project	Fiscal Year Planned Appropriations								
			Through 2013	Projected 2014	2015	2016	2017	2018	2019	FY15- FY19 Total	Cumulative Total (To Date)
H, I	T-1501	East Downtown Roadway and Utility	$ 1,737,597	21,000	2,370,000	4,314,750	1,895,850	1,895,850	1,895,850	12,372,300	14,130,897
H, I	T-1502	Polk Sanitary Sewer Project	$ 76,700	-	-	-	-	-	-	-	76,700
Totals			**$ 1,814,297**	**$ 21,000**	**$ 2,370,000**	**$ 4,314,750**	**$ 1,895,850**	**$ 1,895,850**	**$ 1,895,850**	**$ 12,372,300**	**$ 14,207,597**

* NOTE:
** NOTE:
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2015 - 2019 CAPITAL IMPROVEMENT PLAN
TIRZ NO.15 - EAST DOWNTOWN REDEVELOPMENT AUTHORITY

CITY OF HOUSTON - TIRZ PROGRAM
Economic Development Division

Source of Funds	Fiscal Year Planned Appropriations								
	Through 2013	Projected 2014	2015	2016	2017	2018	2019	FY15 - FY19 Total	Cumulative Total (To Date)
TIRZ Funds	1,814,297	21,000	2,370,000	4,314,750	1,895,850	1,895,850	1,895,850	12,372,300	14,207,597
City of Houston	-	-	-	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-
Project Total	**1,814,297**	**21,000**	**2,370,000**	**4,314,750**	**1,895,850**	**1,895,850**	**1,895,850**	**12,372,300**	**14,207,597**

Project:	**East Downtown Roadway and Utility Improvements**	**City Council District**		**Key Map:**		**WBS.:** T-1501
		Location:	H, I	**Geo. Ref.:**		
		Served:	H, I	**Neighborhood:**	61, 63	
Description:	Roadway, public utilities and sidewalks reconstruction/replacement, streetscape/pedestrian amenities, and landscaping					
Justification:	Street segments, public utilities and sidewalks are in poor condition. Improvements will benefit area businesses and provide safe pathways for pedestrians.					

Operating and Maintenance Costs: ($ Thousands)

	2015	2016	2017	2018	2019	Total
Personnel	-	-	-	-	-	$ -
Supplies	-	-	-	-	-	$ -
Svcs. & Chgs.	-	-	-	-	-	$ -
Capital Outlay	-	-	-	-	-	$ -
Total	$ -	$ -	$ -	$ -	$ -	$ -
FTEs						-

Fiscal Year Planned Expenses

	Project Allocation	**thru 6/30/13**	**2014 Budget**	**2014 Estimate**	**2015**	**2016**	**2017**	**2018**	**2019**	**FY15 - FY19 Total**	**Cumulative Total (To Date)**
	Phase										
1	Planning	-	-	-	120,000	-	-		-	$ 120,000	$ 120,000
2	Acquisition	-	-	-	-	-	-	-	-	$ -	$ -
3	Design	181,283	370,000	21,000	500,000	312,750	245,850	245,850	245,850	$ 1,550,300	$ 1,752,583
4	Construction	1,556,314	3,315,577	-	1,750,000	4,002,000	1,650,000	1,650,000	1,650,000	$ 10,702,000	$ 12,258,314
5	Equipment	-	-	-	-	-	-	-	-	$ -	$ -
6	Close-Out	-	-	-	-	-	-	-	-	$ -	$ -
7	Other	-	-	-	-	-	-	-	-	$ -	$ -
		-	-	-	-	-	-	-	-	$ -	$ -
		-	-	-	-	-	-	-	-	$ -	$ -
		-	-	-	-	-	-	-	-	$ -	$ -
		-	-	-	-	-	-	-	-	$ -	$ -
	Other Sub-Total:	-	-	-	-	-	-	-	-	$ -	$ -
	Total Allocations	$ 1,737,597	$ 3,685,577	$ 21,000	$ 2,370,000	$ 4,314,750	$ 1,895,850	$ 1,895,850	$ 1,895,850	$ 12,372,300	$ 14,130,897
	Source of Funds										
	TIRZ Funds	1,737,597	3,685,577	21,000	2,370,000	4,314,750	1,895,850	1,895,850	1,895,850	$ 12,372,300	$ 14,130,897
	City of Houston	-	-	-	-	-	-	-	-	$ -	$ -
	Grant Funds	-	-	-	-	-	-	-	-	$ -	$ -
	Other	-	-	-	-	-	-	-	-	$ -	$ -
	Total Funds	$ 1,737,597	$ 3,685,577	$ 21,000	$ 2,370,000	$ 4,314,750	$ 1,895,850	$ 1,895,850	$ 1,895,850	$ 12,372,300	$ 14,130,897

*NOTE:

CITY OF HOUSTON - CITY COUNCIL
Meeting Date: 9/16/2014
District H

Item Creation Date: 9/3/2014

MYR-Old Sixth Ward Redevelopment TIRZ 13

Agenda Item#: 17.

Summary:
ORDINANCE relating to the Fiscal Affairs of the **OLD SIXTH WARD REDEVELOPMENT AUTHORITY ON BEHALF OF REINVESTMENT ZONE NUMBER THIRTEEN, CITY OF HOUSTON, TEXAS (OLD SIXTH WARD ZONE)**; approving the Fiscal Year 2015 Operating Budget for the Authority and the Fiscal Years 2015-2019 Capital Improvement Projects Budget for the Zone - **DISTRICT H - GONZALEZ**

Background:
The Administration has undertaken a comprehensive review of proposed FY 15 TIRZ budgets and recommends approval of the FY 15 Operating Budget for the **OLD SIXTH WARD REDEVELOPMENT AUTHORITY** (the Authority) and the FY 15 - FY 19 CIP Budget for Reinvestment Zone Number Thirteen (the Zone).

- The total Operating Budget for FY15 is $2,247,194, which includes $780,251 for required fund transfers and $1,466,943 for Project Costs.
- The FY15 - FY19 CIP totals $3,009,000 and includes provisions for design and construction of roadway and street reconstruction, public utility improvements and parks.
- The FY 15 Operating Budget includes $1,029,000 for capital expenditures and $72,000 for administration and overhead. The Authority must advise the Chief Development Officer of any budget amendments. Adjustments to the budget that exceed $400,000 require City Council approval.
- The budget includes a municipal services cost payment in FY 15 of $40,000 to pay for the incremental cost of providing services to the area.

Prior Council Action:
Ord. No. 2013-0957 10/23/13

Contact Information:
Gwen Tillotson 832-393-0937

ATTACHMENTS:

	Description	Type
🗋	RCA	Signed Cover sheet
🗋	Backup	Backup Material

REQUEST FOR COUNCIL ACTION

TO: Mayor via City Secretary **RCA #**

SUBJECT: Approve the Fiscal Year 2015 Operating Budget for Old Sixth Ward Redevelopment Authority and Fiscal Years 2015 - 2019 Capital Improvement Plan (CIP) Budget for Reinvestment Zone Number Thirteen (Old Sixth Ward Zone).	**Category #**	**Page** 1 of 1	**Agenda Item#**
FROM: (Department or other point of origin): Andrew F. Icken Chief Development Officer	**Origination Date**		**Agenda Date**
DIRECTOR'S SIGNATURE:	**Council Districts affected:** H		
For additional information contact: Gwen Tillotson **Phone:** (832) 393-0937	**Date and identification of prior authorizing Council Action:** Ord. No. 2013-0957, 10/23/13		

RECOMMENDATION: (Summary)

City Council adopts an ordinance approving the Fiscal Year 2015 Operating Budget for Old Sixth Ward Redevelopment Authority and the Fiscal Years 2015 - 2019 CIP Budget for Reinvestment Zone Number Thirteen (Old Sixth Ward Zone).

Amount of Funding: No Funding Required

SOURCE OF FUNDING: **[ ] General Fund** **[ ] Grant Fund** **[ ] Enterprise Fund** **[ ] Other (Specify)**

SPECIFIC EXPLANATION:

The Administration has undertaken a comprehensive review of proposed FY15 TIRZ budgets and recommends approval of the FY15 Operating Budget for the Old Sixth Ward Redevelopment Authority (the Authority) and the FY15 - FY19 CIP Budget for Reinvestment Zone Number Thirteen (the Zone).

- The total Operating Budget for FY15 is $2,247,194, which includes $780,251 for required fund transfers and $1,466,943 for Project Costs.
- The FY15 - FY19 CIP totals $3,009,000 and includes provisions for design and construction of roadway and street reconstruction, public utility improvements and parks.
- The FY15 Operating Budget includes $1,029,000 for capital expenditures and $72,000 for administration and overhead. The Authority must advise the Chief Development Officer of any budget amendments. Adjustments to the budget that exceed $400,000 require City Council approval.
- The budget includes a municipal services cost payment in FY15 of $40,000 to pay for the incremental cost of providing services to the area.

Attachments: FY15 Operating Budget and FY15 - FY19 CIP Budget

cc: Marta Crinejo, Agenda Director
Anna Russell, City Secretary
David Feldman, City Attorney
Gary Dzierlenga, Senior Assistant City Attorney

REQUIRED AUTHORIZATION

Other Authorization:	**Other Authorization:**	**Other Authorization:**

CITY OF HOUSTON
ECONOMIC DEVELOPMENT DIVISION
FISCAL YEAR 2015 BUDGET PROFILE

Fund Summary
Fund Name: **Old Sixth Ward Redevelopment Authority**
TIRZ: **13**
Fund Number: **7561/50**

PROFILE

Base Year:		1998
Base Year Taxable Value:	$	34,345,500
Projected Taxable Value (TY2014):	$	299,203,719
Current Taxable Value (TY2013):	$	265,044,577
Acres:		249.84
Administrator (Contact):		City of Houston
Contact Number:		(832) 393-0985

NARRATIVE

Zone Purpose:

Tax Increment Reinvestment Number Thirteen, City of Houston, Texas was created to provide the mechanisms needed to assist in the repositioning of the historic Old Sixth Ward from a blighted and deteriorated neighborhood into a viable residential community. Proposed public improvements included provisions for the design and construction of roadways and utility systems, parks, land acquisition, historic preservation, cultural and public facilities improvements, environmental remediation, streetscape improvements and public art.

PROJECT PLAN

	Total Plan	Cumulative Expenses (to 6/30/13)	Variance
Capital Projects:			
Public Utilities	$ 15,400,000	$ 3,521,845	$ 11,878,155
Roadway and Sidewalk Improvements	21,912,000	460,569	21,451,431
Historic Preservation	6,000,000	1,013,867	4,986,133
Parks and Recreational Facilities	6,134,000	-	6,134,000
Mitigation and Remediation	100,000	-	100,000
	-	-	-
	-	-	-
	-	-	-
Total Capital Projects	$ 49,546,000	$ 4,996,281	$ 44,549,719
Affordable Housing	11,765,306	2,857,973	8,907,333
School & Education/Cultural Facilities	4,854,691	1,322,779	3,531,912
Financing Costs	-	839,141	(839,141)
Administration Costs/ Professional Services	1,339,973	597,440	742,533
Creation Costs	60,000	-	60,000
Total Project Plan	$ 67,565,970	$ 10,613,614	$ 56,952,356

DEBT

Additional Financial Data	FY2014 Budget	FY2014 Estimate	FY2015 Budget
Debt Service	$ 245,943	$ 246,856	$ 245,943
Principal	$ 179,484	$ 177,372	$ 179,484
Interest	$ 66,459	$ 69,484	$ 66,459
	Balance as of 6/30/13	**Projected Balance as of 6/30/14**	**Projected Balance as of 6/30/15**
Year End Outstanding (Principal)			
Bond Debt	$ -	$ -	$ -
Bank Loan	$ -	$ -	$ -
Line of Credit	$ -	$ -	$ -
Developer Agreement	$ -	$ -	$ -
Other	$ 3,814,399	$ 3,637,027	$ 3,457,543

CITY OF HOUSTON
ECONOMIC DEVELOPMENT DIVISION
FISCAL YEAR 2015 BUDGET PROFILE

Fund Summary
Fund Name: **Old Sixth Ward Redevelopment Authori**
TIRZ: **13**
Fund Number: **7561/50**

TIRZ Budget Line Items	FY2014 Budget	FY2014 Estimate	FY2015 Budget
RESOURCES			
RESTRICTED Funds - Capital Projects	$ -	$ -	$ -
RESTRICTED Funds - Affordable Housing	$ -	$ -	$ -
RESTRICTED Funds - Bond Debt Service	$ -	$ -	$ -
UNRESTRICTED Funds	$ 694,076	$ 626,812	$ 779,554
Beginning Balance	**$ 694,076**	**$ 626,812**	**$ 779,554**
City tax revenue	$ 1,017,461	$ 1,011,272	$ 1,211,700
County tax revenue	$ -	$ -	$ -
ISD tax revenue	$ 323,253	$ 331,636	$ 342,846
ISD tax revenue - Pass Through	$ -	$ 121,650	$ -
Community College tax revenue	$ -	$ -	$ -
Incremental property tax revenue	**$ 1,340,713**	**$ 1,464,559**	**$ 1,554,546**
Old Sixth Ward Neighborhood Association	$ -	$ -	$ -
Dog Park Contribution (MMP 2144)	$ 40,176	$ -	$ 50,000
Miscellaneous revenue	**$ 40,176**	**$ -**	**$ 50,000**
COH TIRZ interest	$ 1,926	$ 784	$ 784
Interest Income	$ 2,825	$ 1,513	$ 1,513
Other Interest Income	**$ 4,751**	**$ 2,297**	**$ 2,297**
	$ -	$ -	$ -
City of Houston Substitute Service Program	$ 992,389	$ -	$ 540,000
Grant Proceeds	**$ 992,389**	**$ -**	**$ 540,000**
	$ -	$ -	$ -
Proceeds from Bank Loan	**$ -**	**$ -**	**$ -**
	$ -	$ -	$ -
Contract Revenue Bond Proceeds	**$ -**	**$ -**	**$ -**
TOTAL AVAILABLE RESOURCES	**$ 3,072,105**	**$ 2,093,667**	**$ 2,926,398**

CITY OF HOUSTON
ECONOMIC DEVELOPMENT DIVISION
FISCAL YEAR 2015 BUDGET PROFILE

Fund Summary
Fund Name: **Old Sixth Ward Redevelopment Authori**
TIRZ: **13**
Fund Number: **7561/50**

TIRZ Budget Line Items	FY2014 Budget	FY2014 Estimate	FY2015 Budget
EXPENDITURES			
Accounting	$ 10,000	$ 10,923	$ 12,000
Administration Salaries & Benefits	$ 16,000	$ 21,400	$ 25,000
Auditor	$ 6,500	$ 7,000	$ 7,000
Bond Services/Trustee/Financial Advisor	$ 1,800	$ 1,800	$ 1,800
Insurance	$ 1,115	$ 1,068	$ 1,200
Office Administration	$ 250	$ 375	$ 25,000
TIRZ Administration and Overhead	**$ 35,665**	**$ 42,566**	**$ 72,000**
Engineering Consultants	$ -	$ 11,877	$ 20,000
Legal	$ 25,000	$ 7,086	$ 25,000
Construction Audit	$ -	$ -	$ -
Planning Consultants	$ -	$ -	$ 15,000
Program and Project Consultants	**$ 25,000**	**$ 18,963**	**$ 60,000**
Management consulting services	**$ 60,665**	**$ 61,529**	**$ 132,000**
Capital Expenditures (See CIP Schedule)	$ 1,417,358	$ 151,052	$ 1,029,000
	$ -	$ -	$ -
TIRZ Capital Expenditures	**$ 1,417,358**	**$ 151,052**	**$ 1,029,000**
MMP 2411 Washington	$ 47,797	$ 47,797	$ 60,000
Developer / Project Reimbursements	**$ 47,797**	**$ 47,797**	**$ 60,000**
CO Debt Service			
Principal	$ 179,484	$ 177,372	$ 179,484
Interest	$ 66,459	$ 69,484	$ 66,459
System debt service	**$ 245,943**	**$ 246,856**	**$ 245,943**
TOTAL PROJECT COSTS	$ 1,771,763	$ 507,234	$ 1,466,943
Payment/transfer to ISD - educational facilities	$ 126,427	$ 132,034	$ 136,484
Payment/transfer to ISD - educational facilities (Pass Through)	$ -	$ 81,100	$ -
Adminstration Fees:			
City	$ 50,873	$ 50,564	$ 60,585
County	$ -	$ -	$ -
ISD	$ 25,000	$ 25,000	$ 25,000
HCC	$ -	$ -	$ -
Affordable Housing:			
City	$ 339,154	$ 337,091	$ 403,900
County	$ -	$ -	$ -
ISD to City of Houston	$ 107,751	$ 141,090	$ 114,282
Municipal Services (Payable to COH)	$ 40,000	$ 40,000	$ 40,000
Total Transfers	**$ 689,205**	**$ 806,879**	**$ 780,251**
Total Budget	$ 2,460,968	$ 1,314,113	$ 2,247,194
RESTRICTED Funds - Capital Projects	$ -	$ -	$ -
RESTRICTED Funds - Affordable Housing	$ -	$ -	$ -
RESTRICTED Funds - Bond Debt Service	$ -	$ -	$ -
UNRESTRICTED Funds	$ 611,137	$ 779,554	$ 679,203
Ending Fund Balance	**$ 611,137**	**$ 779,554**	**$ 679,203**
Total Budget & Ending Fund Balance	**$ 3,072,105**	**$ 2,093,667**	**$ 2,926,398**

Notes:

Council District	CIP No.	Project	Fiscal Year Planned Appropriations								
			Through 2013	Projected 2014	2015	2016	2017	2018	2019	FY15 - FY19 Total	Cumulative Total (To Date)
H	T-1301	Historic District Monumentation	$ 84,082	4,094	-	-	-	-	-	-	88,176
H	T-1302	Street Lights	$ 301,101	-	-	-	-	-	-	-	301,101
H	T-1303	Concrete Street Markers/Street Signs	$ 121,971	-	-	-	-	-	-	-	121,971
H	T-1304	Sanitary Sewer Rehabilitation/Substitute Service	$ 2,904,765	63,658	574,000	-	-	-	-	574,000	3,542,423
H	T-1307	Historic Sabine Street	$ 63,248	-	10,000	930,000	-	-	-	940,000	1,003,248
H	T-1308	Washington & Sawyer and Washington and Silver Intersection Upgrades	$ 46,556	-	-	-	-	-	-	-	46,556
H	T-1310	Hemphill Road	$ 59,531	-	40,000	-	450,000	-	-	490,000	549,531
H	T-1311	Sawyer Park	$ 39,100	67,300	210,000	-	-	-	-	210,000	316,400
H	T-1312	Sustainable Streetscapes	$ -	-	-	-	-	300,000	-	300,000	300,000
H	T-1313	Dow School Park	$ -	5,000	175,000	100,000	100,000	100,000	-	475,000	480,000
H	T-1314	Sawyer Streetscape	$ -	11,000	20,000	-	-	-	-	20,000	31,000
Totals			**$ 3,620,354**	**$ 151,052**	**$ 1,029,000**	**$ 1,030,000**	**$ 550,000**	**$ 400,000**	**$ -**	**$ 3,009,000**	**$ 6,780,406**

* NOTE:
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Source of Funds	Fiscal Year Planned Appropriations								
	Through 2013	Projected 2014	2015	2016	2017	2018	2019	FY15 - FY19 Total	Cumulative Total (To Date)
TIRZ Funds	3,620,354	151,052	1,029,000	1,030,000	550,000	400,000	-	3,009,000	6,780,406
City of Houston	-	-	-	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-
Project Total	**3,620,354**	**151,052**	**1,029,000**	**1,030,000**	**550,000**	**400,000**	**-**	**3,009,000**	**6,780,406**

Project:	**Historic District Monumentation**	**City Council District**		**Key Map:**	
		Location:	H	**Geo. Ref.:**	
		Served:	H	**Neighborhood:**	22

WBS.: T-1301

Description: Historic District Monumentation consisting of steel pole construction with sign blade message boards will be fabricated and installed at primary vehicular entry points into the Historic Old Sixth Ward.

Justification: Preservation and protection of the Historic Old Sixth Ward was the primary component in the creation of TIRZ No. 13. Entry signs will assist in this initiative through brandingo f the neighborhood.

Operating and Maintenance Costs: ($ Thousands)

	2015	2016	2017	2018	2019	Total
Personnel	-	-	-	-	-	$ -
Supplies	-	-	-	-	-	$ -
Svcs. & Chgs.	-	-	-	-	-	$ -
Capital Outlay	-	-	-	-	-	$ -
Total	$ -	$ -	$ -	$ -	$ -	$ -
FTEs						-

Fiscal Year Planned Expenses

Project Allocation	Projected Expenses thru 6/30/13	2014 Budget	2014 Estimate	2015	2016	2017	2018	2019	FY15 - FY19 Total	Cumulative Total (To Date)
Phase										
1 Planning	-	-	-	-	-	-		-	$ -	$ -
2 Acquisition	-	-	-	-	-	-	-	-	$ -	$ -
3 Design	63,349	-	-	-	-	-	-	-	$ -	$ 63,349
4 Construction	20,358	120,198	4,094	-	-	-	-	-	$ -	$ 24,452
5 Equipment	-	-	-	-	-	-	-	-	$ -	$ -
6 Close-Out	-	-	-	-	-	-	-	-	$ -	$ -
7 Other	375	-	-	-	-	-	-	-	$ -	$ 375
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
Other Sub-Total:	375	-	-	-	-	-	-	-	$ -	$ 375
Total Allocations	$ 84,082	$ 120,198	$ 4,094	$ -	$ -	$ -	$ -	$ -	$ -	$ 88,176
Source of Funds										
TIRZ Funds	84,082	120,198	4,094	-	-	-	-	-	$ -	$ 88,176
City of Houston	-	-	-	-	-	-	-	-	$ -	$ -
Grant Funds	-	-	-	-	-	-	-	-	$ -	$ -
Other	-	-	-	-	-	-	-	-	$ -	$ -
Total Funds	$ 84,082	$ 120,198	$ 4,094	$ -	$ -	$ -	$ -	$ -	$ -	$ 88,176

Project:	**Sanitary Sewer Rehabilitation/Substitute Service Program and Sidewalk Improvement Project**	**City Council District**		**Key Map:**		**WBS.:**	**T-1304**
		Location:	H	**Geo. Ref.:**			
		Served:	H	**Neighborhood:**	22		
Description:	Rerouting of multiple service lines with a single sewer tap into a system consisting of one sanitary sewer service tap per residence and reconstruction of concrete and brick sidewalks on neighborhood streets.						
Justification:	Currently as many as 115 homes share collective sanitary sewer connections, replacement of shared sanitary lines along with the reconstruction of sidewalks will enhance the quality of life of area residents.						

Operating and Maintenance Costs: ($ Thousands)

	2015	2016	2017	2018	2019	Total
Personnel	-	-	-	-	-	$ -
Supplies	-	-	-	-	-	$ -
Svcs. & Chgs.	-	-	-	-	-	$ -
Capital Outlay	-	-	-	-	-	$ -
Total	$ -	$ -	$ -	$ -	$ -	$ -
FTEs						-

Fiscal Year Planned Expenses

	Project Allocation	**Projected Expenses thru 6/30/13**	**2014 Budget**	**2014 Estimate**	**2015**	**2016**	**2017**	**2018**	**2019**	**FY15 - FY19 Total**	**Cumulative Total (To Date)**
	Phase										
1	Planning	-	-	-	-	-	-	-	-	$ -	$ -
2	Acquisition	-	-	-	-	-	-	-	-	$ -	$ -
3	Design	709,705	-	-	34,000	-	-	-	-	$ 34,000	$ 743,705
4	Construction	2,171,010	1,528,808	63,019	540,000	-	-	-	-	$ 540,000	$ 2,774,029
5	Equipment	-	-	-	-	-	-	-	-	$ -	$ -
6	Close-Out	-	-	-	-	-	-	-	-	$ -	$ -
7	Other	24,050	-	639	-	-	-	-	-	$ -	$ 24,689
		-	-	-	-	-	-	-	-	$ -	$ -
		-	-	-	-	-	-	-	-	$ -	$ -
		-	-	-	-	-	-	-	-	$ -	$ -
		-	-	-	-	-	-	-	-	$ -	$ -
	Other Sub-Total:	24,050	-	639	-	-	-	-	-	$ -	$ 24,689
	Total Allocations	$ 2,904,765	$ 1,528,808	$ 63,658	$ 574,000	$ -	$ -	$ -	$ -	$ 574,000	$ 3,542,423
	Source of Funds										
	TIRZ Funds	2,904,765	-	63,658	574,000	-	-	-	-	$ 574,000	$ 3,542,423
	City of Houston	-	1,528,808			-	-	-	-	$ -	$ -
	Grants	-	-	-		-	-	-	-	$ -	$ -
	Other	-	-	-	-	-	-	-	-	$ -	$ -
	Total Funds	$ 2,904,765	$ 1,528,808	$ 63,658	$ 574,000	$ -	$ -	$ -	$ -	$ 574,000	$ 3,542,423

Project:	Historic Sabine Street	City Council District		Key Map:		WBS.:	T-1307
		Location:	H	Geo. Ref.:			
		Served:	H	Neighborhood:	22		

Description: Construction and reconstruction of historic brick street.

Justification: Restoration of existing historic brick street will enhance the quality of life of area residents.

Operating and Maintenance Costs: ($ Thousands)

	2015	2016	2017	2018	2019	Total
Personnel	-	-	-	-	-	$ -
Supplies	-	-	-	-	-	$ -
Svcs. & Chgs.	-	-	-	-	-	$ -
Capital Outlay	-	-	-	-	-	$ -
Total	$ -	$ -	$ -	$ -	$ -	$ -
FTEs						-

Fiscal Year Planned Expenses

Project Allocation	Projected Expenses thru 6/30/13	2014 Budget	2014 Estimate	2015	2016	2017	2018	2019	FY15 - FY19 Total	Cumulative Total (To Date)
Phase										
1 Planning	-	-	-	-	-	-	-	-	$ -	$ -
2 Acquisition	-	-	-	-	-	-	-	-	$ -	$ -
3 Design	31,297	-	-	10,000	40,000			-	$ 50,000	$ 81,297
4 Construction	31,951	-	-	-	890,000			-	$ 890,000	$ 921,951
5 Equipment	-	-	-	-	-	-	-	-	$ -	$ -
6 Close-Out	-	-	-	-	-	-	-	-	$ -	$ -
7 Other	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
Other Sub-Total:	-	-	-	-	-	-	-	-	$ -	$ -
Total Allocations	$ 63,248	$ -	$ -	$ 10,000	$ 930,000	$ -	$ -	$ -	$ 940,000	$ 1,003,248
Source of Funds										
TIRZ Funds	63,248	-	-	10,000	930,000	-	-	-	$ 940,000	$ 1,003,248
City of Houston	-	-	-	-	-	-	-	-	$ -	$ -
Grants	-	-	-	-	-	-	-	-	$ -	$ -
Other	-	-	-	-	-	-	-	-	$ -	$ -
Total Funds	$ 63,248	$ -	$ -	$ 10,000	$ 930,000	$ -	$ -	$ -	$ 940,000	$ 1,003,248

Project:	**Hemphill Road** Substitute sanitary sewer service, sidewalk improvements, storm water collection, excavation and paving.	**City Council District**		**Key Map:**	
		Location:	H	**Geo. Ref.:**	
		Served:	H	**Neighborhood:**	
Description:	Substitute sanitary sewer service, sidewalk improvements, storm water collection, excavation and paving of Hemphill Road.	**WBS.:**		**T-1310**	
Justification:	Converting the existing 17' wide street with roadside ditches to a 27' wide curb and gutter road will allow sidwalk paths on both sides, improve the existing drainage and widen the existing street by 10-ft.				

Operating and Maintenance Costs: ($ Thousands)

	2015	2016	2017	2018	2019	Total
Personnel	-	-	-	-	-	$ -
Supplies	-	-	-	-	-	$ -
Svcs. & Chgs.	-	-	-	-	-	$ -
Capital Outlay	-	-	-	-	-	$ -
Total	$ -	$ -	$ -	$ -	$ -	$ -
FTEs						-

Fiscal Year Planned Expenses

Project Allocation	Projected Expenses thru 6/30/13	2014 Budget	2014 Estimate	2015	2016	2017	2018	2019	FY15 - FY19 Total	Cumulative Total (To Date)
Phase										
1 Planning	-	-	-	-	-	-	-	-	$ -	$ -
2 Acquisition	-	-	-	-	-	-	-	-	$ -	$ -
3 Design	59,531	-	-	40,000		20,000	-		$ 60,000	$ 119,531
4 Construction	-	-		-	-	430,000	-		$ 430,000	$ 430,000
5 Equipment	-	-	-	-	-	-	-	-	$ -	$ -
6 Close-Out	-	-	-	-	-	-	-	-	$ -	$ -
7 Other	-	-		-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
Other Sub-Total:	-	-	-	-	-	-	-	-	$ -	$ -
Total Allocations	$ 59,531	$ -	$ -	$ 40,000	$ -	$ 450,000	$ -	$ -	$ 490,000	$ 549,531
Source of Funds										
TIRZ Funds	59,531	-	-	40,000	-	450,000	-	-	$ 490,000	$ 549,531
City of Houston	-	-	-	-	-	-	-	-	$ -	$ -
Grants	-	-	-		-	-	-	-	$ -	$ -
Other	-	-	-	-	-	-	-	-	$ -	$ -
Total Funds	$ 59,531	$ -	$ -	$ 40,000	$ -	$ 450,000	$ -	$ -	$ 490,000	$ 549,531

Project:	Sawyer Park	City Council District		Key Map:		WBS.:	T-1311
		Location:	H	Geo. Ref.:			
		Served:	H	Neighborhood:	22		

Description: Repositioning of decommissioned PWE Well Site into a neighborhood pocket park, which will include a dog park, pedestrian amenities, public art and landscaping.

Justification: The Old Sixth Ward lacks public open green space and the 1 acre track will provide park area for the entire neighborhood. Planned multi-family residential development will maintain the park.

Operating and Maintenance Costs: ($ Thousands)

	2015	2016	2017	2018	2019	Total
Personnel	-	-	-	-	-	$ -
Supplies	-	-	-	-	-	$ -
Svcs. & Chgs.	-	-	-	-	-	$ -
Capital Outlay	-	-	-	-	-	$ -
Total	$ -	$ -	$ -	$ -	$ -	$ -
FTEs						-

Fiscal Year Planned Expenses

Project Allocation	Projected Expenses thru 6/30/13	2014 Budget	2014 Estimate	2015	2016	2017	2018	2019	FY15 - FY19 Total	Cumulative Total (To Date)
Phase										
1 Planning	-	-	-	-	-	-	-	-	$ -	$ -
2 Acquisition	-	-	-	-	-	-	-	-	$ -	$ -
3 Design	-	25,000	67,300	30,000	-	-	-	-	$ 30,000	$ 97,300
4 Construction	39,100			180,000	-	-	-	-	$ 180,000	$ 219,100
5 Equipment	-	-	-		-	-	-	-	$ -	$ -
6 Close-Out	-	-		-	-	-	-	-	$ -	$ -
7 Other	-	-		-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
Other Sub-Total:	-	-	-	-	-	-	-	-	$ -	$ -
Total Allocations	$ 39,100	$ 25,000	$ 67,300	$ 210,000	$ -	$ -	$ -	$ -	$ 210,000	$ 316,400
Source of Funds										
TIRZ Funds	39,100	25,000	67,300	210,000	-	-	-	-	$ 210,000	$ 316,400
City of Houston	-	-	-	-	-	-	-	-	$ -	$ -
Grants	-	-	-		-	-	-	-	$ -	$ -
Other	-	-	-	-	-	-	-	-	$ -	$ -
Total Funds	$ 39,100	$ 25,000	$ 67,300	$ 210,000	$ -	$ -	$ -	$ -	$ 210,000	$ 316,400

Project:	Sustainable Streetscapes	City Council District		Key Map:		WBS.:	T-1312
		Location:	H	Geo. Ref.:			
		Served:	H	Neighborhood:			

Description: Existing overhead utility conflicts prohibit conventional street tree plantings thus the use of lower growing tree species consisting of edible fruit trees, specifically citrus varieties which will provide shade, beauty and food.

Justification: Project is an opportunity to bring citizens and residents into a greater educational program sponsored by the City and intended to promote health, nutrition, quality urban environments and sustainability.

Operating and Maintenance Costs: ($ Thousands)

	2015	2016	2017	2018	2019	Total
Personnel	-	-	-	-	-	$ -
Supplies	-	-	-	-	-	$ -
Svcs. & Chgs.	-	-	-	-	-	$ -
Capital Outlay	-	-	-	-	-	$ -
Total	$ -	$ -	$ -	$ -	$ -	$ -
FTEs						-

Fiscal Year Planned Expenses

Project Allocation	Projected Expenses thru 6/30/13	2014 Budget	2014 Estimate	2015	2016	2017	2018	2019	FY15 - FY19 Total	Cumulative Total (To Date)
Phase										
1 Planning	-	-	-	-	-	-	-	-	$ -	$ -
2 Acquisition	-	-	-	-	-	-	-	-	$ -	$ -
3 Design	-	-	-	-	-	-	-	-	$ -	$ -
4 Construction	-	75,000	-				300,000	-	$ 300,000	$ 300,000
5 Equipment	-	-	-	-	-	-	-	-	$ -	$ -
6 Close-Out	-	-	-	-	-	-	-	-	$ -	$ -
7 Other	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
Other Sub-Total:	-	-	-	-	-	-	-	-	$ -	$ -
Total Allocations	$ -	$ 75,000	$ -	$ -	$ -	$ -	$ 300,000	$ -	$ 300,000	$ 300,000
Source of Funds										
TIRZ Funds	-	75,000	-	-	-	-	300,000	-	$ 300,000	$ 300,000
City of Houston	-	-	-	-	-	-	-	-	$ -	$ -
Grants	-	-	-		-	-	-	-	$ -	$ -
Other	-	-	-	-	-	-	-	-	$ -	$ -
Total Funds	$ -	$ 75,000	$ -	$ -	$ -	$ -	$ 300,000	$ -	$ 300,000	$ 300,000

Project:	Dow School Park	City Council District		Key Map:		WBS.:	T-1313
		Location:	H	Geo. Ref.:			
		Served:	H	Neighborhood:			
Description:	Design and redevelopment of Dow School Park						
Justification:	Enhance quality of life for area residents.						

Operating and Maintenance Costs: ($ Thousands)

	2015	2016	2017	2018	2019	Total
Personnel	-	-	-	-	-	$ -
Supplies	-	-	-	-	-	$ -
Svcs. & Chgs.	-	-	-	-	-	$ -
Capital Outlay	-	-	-	-	-	$ -
Total	$ -	$ -	$ -	$ -	$ -	$ -
FTEs						-

Fiscal Year Planned Expenses

Project Allocation	Projected Expenses thru 6/30/13	2014 Budget	2014 Estimate	2015	2016	2017	2018	2019	FY15 - FY19 Total	Cumulative Total (To Date)
Phase										
1 Planning	-	-	-	-	-	-	-	-	$ -	$ -
2 Acquisition	-	-	-	-	-	-	-	-	$ -	$ -
3 Design	-	-	5,000	75,000	-	-	-	-	$ 75,000	$ 80,000
4 Construction	-	-	-	100,000	100,000	100,000	100,000	-	$ 400,000	$ 400,000
5 Equipment	-	-	-	-	-	-	-	-	$ -	$ -
6 Close-Out	-	-	-	-	-	-	-	-	$ -	$ -
7 Other	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
Other Sub-Total:	-	-	-	-	-	-	-	-	$ -	$ -
Total Allocations	$ -	$ -	$ 5,000	$ 175,000	$ 100,000	$ 100,000	$ 100,000	$ -	$ 475,000	$ 480,000
Source of Funds										
TIRZ Funds	-	-	5,000	175,000	100,000	100,000	100,000	-	$ 475,000	$ 480,000
City of Houston	-	-	-	-	-	-	-	-	$ -	$ -
Grants	-	-	-	-	-	-	-	-	$ -	$ -
Other	-	-	-	-	-	-	-	-	$ -	$ -
Total Funds	$ -	$ -	$ 5,000	$ 175,000	$ 100,000	$ 100,000	$ 100,000	$ -	$ 475,000	$ 480,000

*NOTE:

Project:	**Sawyer Streetscape**	**City Council District**		**Key Map:**	
		Location:	H	**Geo. Ref.:**	
		Served:	H	**Neighborhood:**	

WBS.: T-1314

Description: Improvements to Sawyer Road from Crocket to Memorial

Justification: Development along Sawyer Road is under developed and the street dimensions are not suitable for new development and roadway improvements may spur economic development.

Operating and Maintenance Costs: ($ Thousands)

	2015	2016	2017	2018	2019	Total
Personnel	-	-	-	-	-	$ -
Supplies	-	-	-	-	-	$ -
Svcs. & Chgs.	-	-	-	-	-	$ -
Capital Outlay	-	-	-	-	-	$ -
Total	$ -	$ -	$ -	$ -	$ -	$ -
FTEs						-

Fiscal Year Planned Expenses

Project Allocation	Projected Expenses thru 6/30/13	2014 Budget	2014 Estimate	2015	2016	2017	2018	2019	FY15 - FY19 Total	Cumulative Total (To Date)
Phase										
1 Planning	-	-	11,000	20,000	-	-	-	-	$ 20,000	$ 31,000
2 Acquisition	-	-	-	-	-	-	-	-	$ -	$ -
3 Design	-	-	-	-	-	-	-	-	$ -	$ -
4 Construction	-	-	-	-	-	-	-	-	$ -	$ -
5 Equipment	-	-	-	-	-	-	-	-	$ -	$ -
6 Close-Out	-	-	-	-	-	-	-	-	$ -	$ -
7 Other	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
	-	-	-	-	-	-	-	-	$ -	$ -
Other Sub-Total:	-	-	-	-	-	-	-	-	$ -	$ -
Total Allocations	$ -	$ -	$ 11,000	$ 20,000	$ -	$ -	$ -	$ -	$ 20,000	$ 31,000
Source of Funds										
TIRZ Funds	-	-	11,000	20,000	-	-	-	-	$ 20,000	$ 31,000
City of Houston	-	-	-	-	-	-	-	-	$ -	$ -
Grants	-	-	-	-	-	-	-	-	$ -	$ -
Other	-	-	-	-	-	-	-	-	$ -	$ -
Total Funds	$ -	$ -	$ 11,000	$ 20,000	$ -	$ -	$ -	$ -	$ 20,000	$ 31,000

CITY OF HOUSTON - CITY COUNCIL
Meeting Date: 9/16/2014
ALL

Item Creation Date: 8/20/2014

HFD 10217-Approp $1.150,713.03 FY 15 Equip Acquis 2 Purch Cap Equip

Agenda Item#: 18.

Summary:
ORDINANCE appropriating $1,150,713.03 out of Equipment Acquisition Consolidated Fund for purchase of Capital Equipment for the Houston Fire Department

Background:
The Fire Chief recommends that City Council adopt an Ordinance authorizing the appropriation of $1,150,713.03 from the FY 2015 Equipment Acquisition Consolidated Fund for the purchase of capital equipment items for HFD as approved in the FY 2015 Equipment Acquisition Plan. The Appropriation ordinance is required to provide funding for the purchases under $50,000.00.

Bunker Gear - This request is for the purchase of 705 pairs of Bunker Gear pants at approximately $506.29 each and 921 Bunker Gear Coats at approximately $806.98 each. This purchase will be made utilizing the HGAC contract. This total cost of this purchase is approximately $1,100,163.03.

Portable Suction Devices - This request is for the purchase of 10 Portable Suction Devices at approximately $1,000 each. This purchase will be made utilizing the HGAC contract. This total cost of this purchase is approximately $10,000.00.

EZ COMM Radios - This request is for the purchase of 20 radio communication units at the cost of approximately $1,072.50. This purchase will be made utilizing the HGAC contract. This total cost of this purchase is approximately $21,450.00.

VineLight fire Intelligence Software - This software will enable HFD to load and analyze data from any and all of our various databases and data sources, will provide data analysis of fire and emergency response data via any internet browser - requires only an internet connection and a web browser, there is no software to install internally on any servers or computers to use Fire Intelligence dashboards. This is a request to purchase software for 92 Operational Stations at approximately $175.00 per station and software for 5 Concurrent users at approximately $600.00 each. This is a sole source purchase. This total cost of this purchase is approximately $19,100.00.

Prior Council Action:
June 11, 2014; Ordinance No. 2014-607

Amount of Funding:
$1,150,713.03

Source of Funding:
General Fund

Contact Information:
Cynthia Vargas **Phone**: (832) 394-6926
Ray DuRousseau **Phone**: (832) 393-8726

ATTACHMENTS:

Description	Type
HFD 10217 Approp $1,150,713.03	Backup Material

REQUEST FOR COUNCIL ACTION

TO: Mayor via City Secretary **RCA# 10217**

Subject: Approve an Ordinance appropriating $1,150,713.03 from the FY2015 Equipment Acquisition Consolidated Fund and authorization to purchase capital equipment to be used by the Houston Fire Department.	Category # 1	Page 1 of 1	Agenda Item

FROM (Department or other point of origin): Terry Garrison, Fire Chief, Fire	**Origination Date** August 20, 2014	**Agenda Date**
DIRECTOR'S SIGNATURE	**Council District(s) affected** All	
For additional information contact: Cynthia Vargas **Phone:** (832) 394-6926; Ray DuRousseau **Phone:** (832) 393-8726	**Date and Identification of prior authorizing Council Action:** June 11, 2014; Ordinance No. 2014-607	

RECOMMENDATION: (Summary)

The Houston Fire Department recommends that City Council adopt an ordinance appropriating $1,150,713.03 from the FY 2015 Equipment Acquisition Consolidated Fund (Fund 1800) and authorize the purchase of capital equipment to be used by the Houston Fire Department.

$1,150,713.03 FY 2015 Equipment Acquisition Consolidated Fund (Fund 1800)	**Finance Budget**

SPECIFIC EXPLANATION:

The Fire Chief recommends that City Council adopt an Ordinance authorizing the appropriation of $1,150,713.03 from the FY2015 Equipment Acquisition Consolidated Fund for the purchase of capital equipment items for HFD as approved in the FY2015 Equipment Acquisition Plan. The Appropriation ordinance is required to provide funding for the purchase of capital equipment by utilizing current City contract agreements or issue a purchase order for purchases under $50,000.00.

Bunker Gear - This request is for the purchase of 705 pairs of Bunker Gear Pants at approximately $506.29 each and 921 Bunker Gear Coats at approximately $806.98 each. This purchase will be made utilizing the HGAC contract. This total cost of this purchase is approximately $1,100,163.03.

Portable Suction Devices – This request is for the purchase of 10 Portable Suction Devices at approximately $1,000 each. This purchase will be made utilizing the HGAC contract. This total cost of this purchase is approximately $10,000.00

EZ COMM Radios – This request is for the purchase of 20 radio communication units at the cost of approximately $1,072.50. This purchase will be made utilizing the HGAC contract. This total cost of this purchase is approximately $21,450.00

VineLight Fire Intelligence Software – This software will enable HFD to load and analyze data from any and all of our various databases and data sources, will provide data analysis of fire and emergency response data via any Internet browser – requires only an internet connection and a web browser, there is no software to install internally on any servers or computers to use Fire Intelligence's dashboards. This is a request to purchase software for 92 Operational Stations at approximately $175.00 per station and software for 5 Concurrent Users at approximately $600.00 each. This is a sole source purchase. This total cost of this purchase is approximately $19,100.00.

REQUIRED AUTHORIZATION

Finance Department:	Other Authorization:	Other Authorization:

CITY OF HOUSTON - CITY COUNCIL
Meeting Date: 9/16/2014
ALL

Item Creation Date: 9/10/2014

10199 - Health Benefits Programs for FROST INSURANCE AGENCY, INC

Agenda Item#: 19.

Summary:
ORDINANCE approving and authorizing an agreement between the City of Houston and **FROST INSURANCE AGENCY, INC d/b/a FROST HR CONSULTING** for Human Resources Consulting Services; providing a maximum contract amount - 3 Years with two one-year options

Background:
The City Purchasing Agent and the Director of Human Resources recommend that City Council approve ordinances awarding three year contracts with two one-year options, respectively, to 1) Frost Insurance Agency, Inc. d/b/a Frost HR Consulting, in the amount of $117,975, 2) Gallagher Benefit Services, Inc., in the amount of $1,278,000, and 3) The Segal Company (Western States), Inc., known as Segal Waters Consulting, in the amount of $2,045,500, respectively, for Health Benefits Programs for the Human Resources Department. The Director of Human Resources may terminate the contracts at any time upon 30-days written notice to the other contractors.

The scope of services requires the contractors to provide services for various projects to manage program costs, as well as specific projects attributable to health benefits:

1. Preparation and analysis of Requests for Proposal for:

• Third Party Administrator / Pharmacy Benefit Management Services
• Medicare Advantage / Medicare Supplement / Medicare Part D
• Dental
• Vision
• Life Insurance (Basic and Voluntary)
• Long-term Disability
• Short-term Disability
• Supplemental Insurance
• Third Party Administrator Services for Flexible Spending Accounts (Health and Dependent Care)

2. Program / vendor management and ongoing consulting for the Health Benefits Delivery system (to include analysis of plan utilization, contribution strategy, plan design, cost control methods, analysis of contract renewals);

3. Actuarial valuations for:

• Self-insured medical and pharmacy claims
• Self-insured workers' compensation claims
• Calculation of GASB-45 liability and alternative solutions to mitigate liability of post-retirement benefits
• Retiree Drug Subsidy program (RDS)

4. Dependent eligibility audit;

5. Procedures audits to ensure timely, accurate claims processing and contract compliance. Auditable plans include:

• Flexible Spending Accounts (FSA) for medical and dependent care
• Long-term Disability
• Medical / Third Party Administrator Services
• Pharmacy
• Performance Guarantees

6. Member satisfaction surveys.

This Request for Proposal (RFP) was advertised in accordance with the requirements of the State of Texas bid laws, and as a result, proposals were received from eleven firms: Aon Risk Consultants, Inc., Buck Consultants, Chapman Schewe, Frost Insurance Agency, Inc. d/b/a Frost HR Consulting, Gallagher Benefit Services, Inc., Hay Group, Holmes Murphy, Sigma Risk Management, Six Degrees, The Segal Company (Western States), Inc., known as Segal Waters Consulting, and StarSoft Solutions. Initially, the RFP included a scope of services for Workers' Compensation and a Data Warehouse. Due to the long-term costs of the Data Warehouse, a decision was made not to implement one at this time; however an RFP may be issued at a later date. Also, due to the disparity among cost quotes, the Workers' Compensation projects will be re-bid in the near future. The evaluation committee consisted of Human Resources Department subject-matter experts and they evaluated the proposals based upon the following criteria:

A. Qualifications /Previous History/Project Experience of Proposer & Staff
B. Service Delivery / Technical Requirements
C. Price
D. Systems Security and Confidentiality
E. Financial Strength
F. M/WBE Participation

Frost Insurance Agency, Inc. d/b/a Frost HR Consulting received the highest overall score for the Long Term Disability actuarial analysis, and Gallagher Benefit Services, Inc. received the highest overall scores for medical claims audits and prescription drug plan review. The Segal Company (Western States), Inc. received the highest overall scores for Program Management/Ongoing Consulting, Member Satisfaction Surveys, some auditing services, and the Long Term Disability Request for Proposal. Aon Risk Consultants, Inc. received the highest overall scores for the preparation and analysis of Requests for Proposals and actuarial valuations; however, Aon did not execute the Agreement with the City due to their objections to city-required contract language; therefore, Aon's projects were re-allocated to Segal and Gallagher. Frost did not propose on those projects or did not have professional expertise to complete them.

Consulting Firm	$ Value of Projects Allocated	% of Projects Allocated
Frost HR Consulting	$117,975	3.43%
Gallagher Benefit Services Inc.	$1,278,000	37.14%
The Segal Company (Western States), Inc.	$2,045,500	59.44%
TOTAL:	**$3,441,475**	**100.00%**

Pay or Play Program:
The proposed contract requires compliance with the City's "Pay or Play" ordinance regarding health benefits for employees of City contractors. In this case, the contractors will provide health benefits to eligible employees in compliance with City policy.

M/WBE Subcontracting:
This RFP was issued with a 24% goal for M/WBE participation. The selected vendors have designated the below-named companies as their certified M/WBE subcontractors:

Consulting Firm	MWDBE Vendor	Type Of Work	Dollar Amount	Percentage
Gallagher Benefits Services, Inc.	Lacey Newday Consulting	Employee Benefits Consulting	$306,720	24%
The Segal Company (Western States), Inc.**	Decision Information Resources	Member Surveys Assistance	$49,092	2.4%
Frost HR Consulting*	N/A	Actuarial Analysis	N/A	0%

TOTAL:		**$355,812**

The Mayor's Office of Business Opportunity will monitor the contracts.

*Attachment: M/WBE Zero-Percentage Goal Document for Frost Insurance Agency, Inc. d/b/a Frost HR Consulting and 2.4 Percentage Goal Document for The Segal Company (Western States), Inc. approved by the Office of Business Opportunity.

** The Segal Company is re-evaluating the scope of services in relation to the MWBE participation goal and will make a good faith effort to meet the 24% goal.

Hire Houston First:
The proposed contracts require compliance with the City's "Hire Houston First" ordinance that promotes economic opportunity for Houston businesses while supporting job creation. In this case, the proposed contractors do not meet the requirements of Hire Houston First, and no Hire Houston First firms were within three percent.

Human Resources Estimated Spending Authority

Breakdown by Consultant	FY 2015	OUT YEARS	TOTAL
Frost HR Consulting	$22,000	$95,975	$117,975
Gallagher Benefit Services	$243,500	$1,034,500	$1,278,000
The Segal Company (Western States), Inc.	$504,500	$1,541,000	$2,045,500
TOTAL	**$770,000**	**$2,671,475**	**$3,441,475**

Amount of Funding:
Maximum Contract Amount: $3,441,475.00

$3,204,000.00 - Benefits Fund (9000)
$ 237,475.00 - Long Term Disability Fund (9001)

$3,441,475.00 - TOTAL

Source of Funding:
Other (Specify)

Benefits Fund Long Term Disability Fund

Contact Information:
Gerri R. Walker, Assistant Director (HR) Phone: 832-393-6058
Joyce Hays, Sr. Procurement Specialist (SPD) Phone: 832-393-8723

ATTACHMENTS:

Description	Type
RCA (revised pg. 4)	Backup Material
OBO Documents	Backup Material
Form A (Fair Campaign Ord)	Backup Material
Form B (Fair Campign Ord)	Backup Material
Delinquent Tax Reports	Backup Material

Departamental approval	Backup Material
Pay or Play Program	Backup Material

REQUEST FOR COUNCIL ACTION

TO: Mayor via City Secretary **RCA# 10199**

Subject: Ordinances Awarding Contracts to the Best Respondents for the Health Benefits Programs for the Human Resources Department	**Category #** 4	**Page 1 of 4**	**Agenda Item**

FROM (Department or other point of origin): Calvin D. Wells, City Purchasing Agent, Finance Department	**Origination Date** September 08, 2014	**Agenda Date**
DIRECTOR'S SIGNATURE Calvin D Wells	**Council District(s) affected** All	
For additional information contact: Gerri R. Walker **Phone:** (832) 393-6058; Joyce Hays **Phone:** (832) 393-8723	**Date and Identification of prior authorizing Council Action:**	

RECOMMENDATION: (Summary)

Approve ordinances awarding contracts to 1) Frost Insurance Agency, Inc. d/b/a Frost HR Consulting, in the amount of $117,975, 2) Gallagher Benefit Services, Inc., in the amount of $1,278,000, and 3) The Segal Company (Western States), Inc., known as Segal Waters Consulting in the amount of $2,045,500, respectively, for the Health Benefits Programs for the Human Resources Department.

Maximum Contract Amount: $3,441,475.00	**Finance Budget**

$3,204,000.00 - Benefits Fund (9000)
$ 237,475.00 - Long Term Disability Fund (9001)

$3,441,475.00 - TOTAL

SPECIFIC EXPLANATION:

The City Purchasing Agent and the Director of Human Resources recommend that City Council approve ordinances awarding three year contracts with two one-year options, respectively, to 1) Frost Insurance Agency, Inc. d/b/a Frost HR Consulting, in the amount of $117,975, 2) Gallagher Benefit Services, Inc., in the amount of $1,278,000, and 3) The Segal Company (Western States), Inc., known as Segal Waters Consulting, in the amount of $2,045,500, respectively, for Health Benefits Programs for the Human Resources Department. The Director of Human Resources may terminate the contracts at any time upon 30-days written notice to the other contractors.

The scope of services requires the contractors to provide services for various projects to manage program costs, as well as specific projects attributable to health benefits:

1. Preparation and analysis of Requests for Proposal for:
   - Third Party Administrator / Pharmacy Benefit Management Services
   - Medicare Advantage / Medicare Supplement / Medicare Part D
   - Dental
   - Vision
   - Life Insurance (Basic and Voluntary)
   - Long-term Disability
   - Short-term Disability
   - Supplemental Insurance

REQUIRED AUTHORIZATION

Finance Department:	Other Authorization:	Other Authorization:

- Third Party Administrator Services for Flexible Spending Accounts (Health and Dependent Care)

2. Program / vendor management and ongoing consulting for the Health Benefits Delivery system (to include analysis of plan utilization, contribution strategy, plan design, cost control methods, analysis of contract renewals);

3. Actuarial valuations for:
   - Self-insured medical and pharmacy claims
   - Self-insured workers' compensation claims
   - Calculation of GASB-45 liability and alternative solutions to mitigate liability of post-retirement benefits
   - Retiree Drug Subsidy program (RDS)

4. Dependent eligibility audit;

5. Procedures audits to ensure timely, accurate claims processing and contract compliance. Auditable plans include:
   - Flexible Spending Accounts (FSA) for medical and dependent care
   - Long-term Disability
   - Medical / Third Party Administrator Services
   - Pharmacy
   - Performance Guarantees

6. Member satisfaction surveys.

This Request for Proposal (RFP) was advertised in accordance with the requirements of the State of Texas bid laws, and as a result, proposals were received from eleven firms: Aon Risk Consultants, Inc., Buck Consultants, Chapman Schewe, Frost Insurance Agency, Inc. d/b/a Frost HR Consulting, Gallagher Benefit Services, Inc., Hay Group, Holmes Murphy, Sigma Risk Management, Six Degrees, The Segal Company (Western States), Inc., known as Segal Waters Consulting, and StarSoft Solutions. Initially, the RFP included a scope of services for Workers' Compensation and a Data Warehouse. Due to the long-term costs of the Data Warehouse, a decision was made not to implement one at this time; however an RFP may be issued at a later date. Also, due to the disparity among cost quotes, the Workers' Compensation projects will be re-bid in the near future. The evaluation committee consisted of Human Resources Department subject-matter experts and they evaluated the proposals based upon the following criteria:

A. Qualifications /Previous History/Project Experience of Proposer & Staff
B. Service Delivery / Technical Requirements
C. Price
D. Systems Security and Confidentiality
E. Financial Strength
F. M/WBE Participation

Frost Insurance Agency, Inc. d/b/a Frost HR Consulting received the highest overall score for the Long Term Disability actuarial analysis, and Gallagher Benefit Services, Inc. received the highest overall scores for medical claims audits and prescription drug plan review. The Segal Company (Western States), Inc. received

the highest overall scores for Program Management/Ongoing Consulting, Member Satisfaction Surveys, some auditing services, and the Long Term Disability Request for Proposal. Aon Risk Consultants, Inc. received the highest overall scores for the preparation and analysis of Requests for Proposals and actuarial valuations; however, Aon did not execute the Agreement with the City due to their objections to city-required contract language; therefore, Aon's projects were re-allocated to Segal and Gallagher. Frost did not propose on those projects or did not have professional expertise to complete them.

Consulting Firm	$ Value of Projects Allocated	% of Projects Allocated
Frost HR Consulting	$117,975	3.43%
Gallagher Benefit Services Inc.	$1,278,000	37.14%
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TOTAL:	**$3,441,475**	**100.00%**

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Buyer: Joyce Hays

Revised

Date: 9/8/2014	Subject: Ordinances Awarding Contracts to the Best Respondents for the Health Benefits Programs for the Human Resources Department	Originator's Initials JH	Page 4 of 4

Human Resources Estimated Spending Authority

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TOTAL	**$770,000**	**$2,671,475**	**$3,441,475**

CONSULTING FIRM	BENEFITS FUND (9000)	LTD FUND (9001)	TOTAL
Frost HR Consulting	$0	$117,975	**$117,975**
Gallagher Benefit Services, Inc.	$1,278,000	$0	**$1,278,000**
The Segal Company (Western States), Inc.	$1,926,000	$119,500	**$2,045,500**
TOTAL	**$3,204,000**	**$237,475**	**$3,441,475**

Hays, Joyce - FIN

From: Bolden, Latanja - OBO
Sent: Wednesday, August 20, 2014 10:31 AM
To: KKubicek@frosthrconsulting.com
Cc: Hays, Joyce - FIN; Murray, Marsha E. - OBO
Subject: M/WBE Waiver APPROVED_Frost

Jim Stone, the Office of Business Opportunity would like to inform you of the response to Frost Consulting's Good Faith Efforts request for Part 3 of the Consulting Services and Data Warehouse RFP: Frost Consulting's Good Faith Efforts Request has been **approved**. Thanks.

LaTanja Bolden
Procurement Specialist
T. 832.393.0635
F. 832.393.0646
latanja.bolden@houstontx.gov

CITY OF HOUSTON
OFFICE of BUSINESS OPPORTUNITY

The Mayor's Office of Business Opportunity is committed to creating a competitive and diverse business environment in the City of Houston by promoting the growth and success of local small businesses, with special emphasis on historically underutilized groups by ensuring their meaningful participation in the government procurement process.

Learn more about the Mayor's Office of Business Opportunity by visiting http://www.houstontx.gov/obo

Frost

Frost HR Consulting

401 Congress Avenue, 14th Floor
Austin, Texas 78701

August 13, 2014

Ms. Joyce Hays

Sr. Procurement Specialist

City of Houston

Finance Department

Dear Ms. Hays:

Frost HR Consulting is unable to meet the MWBE goal due to the nature of the services we are providing.

Frost has been engaged to measure the liabilities associated with the City employees' long term disability benefit plan, and provide the information required for financial reporting. This requires the services of a qualified and properly credentialed actuary, and very specialized technology. These resources are available in our office and there are no other resources required that could be delegated to another organization.

Our initial response to the RFP did include a MWBE partner that met the qualifications for this project. However, that firm has sold to a large international brokerage firm and they no longer qualify as an approved MWBE for the City of Houston. We have reviewed other approved MWBE companies but have not found anyone that meets all of the requirements for this specialized service. The scope of the project and the additional requirements/scrutiny of the City of Houston's outside public auditing company put us in a position of liability that we would not want to use anyone that does not meet the full experience, required actuarial credentials and technology needed for the project.

Please let me know if you have any further questions.

Regards,

James E Stone

Market President

Bolden, Latanja - OBO

To: Elliot R Susseles
Cc: Hays, Joyce - FIN; Murray, Marsha E. - OBO
Subject: Consulting Services & Data Warehouse T24838 Good Faith Efforts

Mr. Susseles, the Office of Business Opportunity would like to inform you that Segal Waters Consulting's Good Faith Efforts request for: **Consulting Services & Data Warehouse T24838** has been approved.

LaTanja Bolden
Procurement Specialist
T. 832.393.0635
F. 832.393.0646
latanja.bolden@houstontx.gov

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OFFICE of BUSINESS OPPORTUNITY

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Notice of Intent

THIS AGREEMENT IS SUBJECT TO MEDIATION AND CAN BE INITIATED BY THE COMPANIES SIGNED BELOW OR THE OFFICE OF BUSINESS OPPORTUNITY.

To: City of Houston
Administering Department

Date: 7/30/2014

Project Name and Number **S37-T24838 for Consulting Services for the Human Resources Department**

Bid Amount: **$1,324,500.00** M/W/SBE Goal: **24%**

The Segal Company (Western States), Inc., agrees to enter into a contractual agreement
Prime Contractor

with **Decision Information Resources**, who will provide the following goods/
MWSBE Subcontractor

services in connection with the above referenced contract:
Assistance with member surveys

for an estimated amount of $_____ or **2.4** % of the total contract value.

Decision Information Resources is currently certified with the City of Houston's
(M/W/SBE Subcontractor) Office of Business Opportunity to function in the aforementioned capacity.

The Segal Company
Prime Contractor

Decision Information Resources
M/W/SBE Subcontractor

intend to work on the above-named contract in accordance with the M/W/DBE Participation Section of the City of Houston Bid Provisions, contingent upon award of the contract to the aforementioned Prime Contractor.

Signed (Prime Contactor)

Signed (M/W/SBE Subcontractor)

Elliot R. Susseles
Printed Signature

Russell H. Jackson
Printed Signature

Senior Vice President **8/01/2014**
Title Date

Pres. Dec 8/1/14
Title Date

Vendor Information

CLOSE WINDOW

HELP

Vendor Information

Business Name	**Decision Information Resources, Inc.**
Owner	**Russell Jackson**
Address > Map This Address	**2600 Southwest Freeway, Suite 900 Houston, TX 77098**
Phone	**713-650-1425**
Fax	**713-650-1576**
Email	**rjackson@dir-online.com**
Website	**http://www.dir-online.com**

Certification Information

Certifying Agency	**City of Houston**
Certification Type	**MBE - Minority Business Enterprise**
Renewal/Anniversary Date	**1/31/2015**
Certified Business Description	**Statistical Analysis, Phone Surveying, Research, and Data Collections**

Commodity Codes

NAICS 541720 Social science research and development services (More)

Additional Information

Category	**Business Services & Support/Creative Products & Services**

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Segal Waters Consulting

10740 North Gessner Drive, Suite 320 Houston, TX 77064-1187
T (281) 671-5600 F (281) 754-4722 www.segalco.com

August 11, 2014

Ms. Joyce Hays
Senior Procurement Specialist
Finance Department
Strategic Procurement Division
City of Houston

Re: Request for Proposal (RFP): S37-T24838 for Consulting Services and Data Warehouse for the Human Resources Department

Dear Joyce:

We are in receipt of your letter dated August 7, 2014 regarding the MWBE status for (RFP): S37-T24838. Segal Waters Consulting is supportive of the City's interest in providing opportunities for MWBE participation in City projects. Our original response to Proposal (RFP): S37-T24838 for Consulting Services and Data Warehouse for the Human Resources Department, dated January 29, 2014, contained documentation (see attached copies) of our outreach to potential MWBE subcontractors.

The Scope of Services, per Exhibit "A" of the draft agreement are as follows:

A. Medical Benefits Deliver System
B. Program Management/Ongoing Consulting
C. Member Satisfaction Surveys in Health Benefits
D. Long Term Disability (LTD) Request for Proposal
E. Long Term Disability Procedures Audit
F. Health Plan Performance Guarantees Audit
G. Audit Flexible Spending Account Administration for Health and dependent Care

Ideally, Segal Waters anticipated working with Foundation Strategies as our MWBE subcontractor, however, they were conflicted out because of their association with Cigna, the City's health vendor. Additionally, the nature of our proprietary actuarial tools and the confidentiality of the employee health information contained in the Scope of Services tasks A., B., D., E., F., and G limit the ability to subcontract these services.

Segal Waters has signed a "Notice of Intent" (see attached) with Decision Information Resources, a MWBE subcontractor, to assist with task C – Member Satisfaction Surveys in Health Benefits.

Segal Waters has demonstrated proof of good faith in compliance with Chapter 15, Article V, Section 15-85 of the City of Houston's Code of Ordinances by:

1. Conducting outreach to contract with MWBE's on select city-approved minority vendor lists and provided documentation as such (see attached Exhibit II – Attachment "A": Schedule of M/WBE Participation, which demonstrates our good faith effort.

2. Selecting an approved minority vendor and submitting an executed Letter of Intent, on City forms, prior to August 15, 2014 (see attached).

I hope the information contained with the letter will be sufficient. Please contact me with any additional questions.

Sincerely,

Elliot R. Susseles
Senior Vice President

EXHIBIT II – ATTACHMENT "B": M/WBE LETTER OF INTENT

SOLICITATION NO.: S37-T24838

EXHIBIT II – ATTACHMENT "B": M/WBE LETTER OF INTENT

THIS AGREEMENT IS SUBJECT TO BINDING ARBITRATION ACCORDING TO THE TEXAS GENERAL ARBITRATION ACT.

TO: **City of Houston**
City Purchasing Agent

MINORITY/WOMEN BUSINESS ENTERPRISE (M/WBE) AND SUPPLIER

LETTER OF INTENT

Contract Bid Number: S37-T24838

Bid Title: Human Resources Consulting Services and Data Warehouse

Bid Amount: _____

M/WBE Participation Amount: $___TBD based on actual contract award

M/WBE GOAL __24_____%

1. _Lacey Newday Consulting_____ agrees to perform work/supply goods and/or
(Name of Minority/Women Business Enterprise)
Services in connection with the above-named contract and Gallagher Benefit Services Inc._____ as:
Name of Prime Contractor

(a) _____ An Individual

(b) _____ A Partnership

(c) ____X____ A Corporation

(d) _____ A Joint Venture

2. Lacey Newday Consulting_____ status is confirmed by M/WBE Directory made
(Name of Minority/Women Business Enterprise)
available through the City of Houston Office of Business Opportunity. Certificate No.: _____.

3. Gallagher Benefit Services_____ and __Lacey Newday Consulting_____
(Name of Prime Contractor(**(Minority/Women Business Enterprise)**
intend to work on the above-named contract in accordance with the M/WBE Participation Section of the City of Houston Contract Bid Provision.

The Terms & Conditions of Attachment "C" attached hereto are incorporated into this Letter of Intent for all purposes.

R White
(Signed -- Prime Contractor)

Area President
(Title)

(Signed -- Minority/Women Business Enterprise)

Director/Principal
(Title)

EXHIBIT II – ATTACHMENT "B": M/WBE LETTER OF INTENT

SOLICITATION NO.: S37-T24838

EXHIBIT II – ATTACHMENT "B": M/WBE LETTER OF INTENT

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TO: **City of Houston**
City Purchasing Agent

MINORITY/WOMEN BUSINESS ENTERPRISE (M/WBE) AND SUPPLIER

LETTER OF INTENT

Contract Bid Number: _S37-T24838_____

Bid Title: Human Resources Consulting Services and Data Warehouse

Bid Amount: _____

M/WBE Participation Amount: $___TBD by award___ **M/WBE GOAL** __24%_____%

1. Foundation Strategies, Inc._____ agrees to perform work/supply goods and/or
(Name of Minority/Women Business Enterprise)
Services in connection with the above-named contract and ___Gallagher Benefit Services, Inc___ as:
Name of Prime Contractor

(a) _____ An Individual

(b) _____ A Partnership

(c) _____X_____ A Corporation

(d) _____ A Joint Venture

2. _ Foundation Strategies, Inc _____ status is confirmed by M/WBE Directory made
(Name of Minority/Women Business Enterprise)
available through the City of Houston Office of Business Opportunity. Certificate No.: 12-06-907.

3. Gallagher Benefit Services, Inc._____ and Foundation Strategies, Inc _____
(Name of Prime Contractor(**(Minority/Women Business Enterprise)**
intend to work on the above-named contract in accordance with the M/WBE Participation Section of the City of Houston Contract Bid Provision.

The Terms & Conditions of Attachment "C" attached hereto are incorporated into this Letter of Intent for all purposes.

R White
(Signed -- Prime Contractor)

Area President
(Title)

01/27/14
(Date)

Shelly Coonrod
(Signed -- Minority/Women Business Enterprise)

President
(Title)

01-27-2014
(Date)

Vendor Information

CLOSE WINDOW

HELP

Vendor Information

Business Name	**Lacey Newday Consulting, LLC**
Owner	**Sidney Lacey**
Address > Map This Address	**1414 1/2 Gustav St.** **HOUSTON, TX 77023-1909**
Phone	**713-446-5970**
Fax	**713-236-8663**
Email	**slacey@lnchouston.com**
Website	**http://www.lnchouston.com/**

Certification Information

Certifying Agency	**City of Houston**
Certification Type	**DBE - Disadvantaged Business Enterprise**
Renewal/Anniversary Date	**2/28/2015**
Certified Business Description	**Bookeeping, Financial Management, and Audit (SOX Testing)**

Commodity Codes

NAICS 541219	Bookkeeping services (More)
NAICS 541611	Business management consulting services (More)
NAICS 541611	Financial management consulting (except investment advice) services (More)

Additional Information

Category	**Legal, Financial & Insurance & Real Estate Services**

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Vendor Information

CLOSE WINDOW

HELP

Vendor Information

Business Name	**Foundation Strategies, Inc.**
Owner	**Shelly Lang Coonrod**
Address > Map This Address	**6701 Highway Blvd., Suite 212** **Katy, TX 77494**
Phone	**281-391-8633 Ext. 1311**
Fax	**281-391-5616**
Email	**scoonrod@foundation-strategies.com**
Website	**www.foundation-strategies.com**

Certification Information

Certifying Agency	**City of Houston**
Certification Type	**WBE - Women Business Enterprise**
Renewal/Anniversary Date	**6/30/2015**
Certified Business Description	**Insurance Services And Employee Benefits**

Commodity Codes

NAICS 524210 Insurance Agencies and Brokerages (More)

Additional Information

Category	**Other Services**

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CITY OF HOUSTON - CITY COUNCIL
Meeting Date: 9/16/2014
ALL

Item Creation Date: 9/10/2014

10199 - Health Benefits Programs for GALLAGHER BENEFIT SERVICES, INC

Agenda Item#: 20.

Summary:
ORDINANCE approving and authorizing an agreement between the City of Houston and **GALLAGHER BENEFIT SERVICES, INC** for Human Resources Consulting Services; providing a maximum contract amount - 3 Years with two one-year options

Background:
The City Purchasing Agent and the Director of Human Resources recommend that City Council approve ordinances awarding three year contracts with two one-year options, respectively, to 1) Frost Insurance Agency, Inc. d/b/a Frost HR Consulting, in the amount of $117,975, 2) Gallagher Benefit Services, Inc., in the amount of $1,278,000, and 3) The Segal Company (Western States), Inc., known as Segal Waters Consulting, in the amount of $2,045,500, respectively, for Health Benefits Programs for the Human Resources Department. The Director of Human Resources may terminate the contracts at any time upon 30-days written notice to the other contractors.

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4. Dependent eligibility audit;

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Frost HR Consulting*	N/A	Actuarial Analysis	N/A	0%

TOTAL:		**$355,812**

The Mayor's Office of Business Opportunity will monitor the contracts.

*Attachment: M/WBE Zero-Percentage Goal Document for Frost Insurance Agency, Inc. d/b/a Frost HR Consulting and 2.4 Percentage Goal Document for The Segal Company (Western States), Inc. approved by the Office of Business Opportunity.

** The Segal Company is re-evaluating the scope of services in relation to the MWBE participation goal and will make a good faith effort to meet the 24% goal.

Hire Houston First:
The proposed contracts require compliance with the City's "Hire Houston First" ordinance that promotes economic opportunity for Houston businesses while supporting job creation. In this case, the proposed contractors do not meet the requirements of Hire Houston First, and no Hire Houston First firms were within three percent.

Human Resources Estimated Spending Authority

Breakdown by Consultant	FY 2015	OUT YEARS	TOTAL
Frost HR Consulting	$22,000	$95,975	$117,975
Gallagher Benefit Services	$243,500	$1,034,500	$1,278,000
The Segal Company (Western States), Inc.	$504,500	$1,541,000	$2,045,500
TOTAL	**$770,000**	**$2,671,475**	**$3,441,475**

Amount of Funding:
Maximum Contract Amount: $3,441,475.00

$3,204,000.00 - Benefits Fund (9000)
$ 237,475.00 - Long Term Disability Fund (9001)

$3,441,475.00 - TOTAL

Source of Funding:
Other (Specify)

Benefits Fund Long Term Disability Fund

Contact Information:
Gerri R. Walker, Assistant Director (HR) Phone: 832-393-6058
Joyce Hays, Sr. Procurement Specialist (SPD) Phone: 832-393-8723

ATTACHMENTS:

Description	Type
RCA (revised pg.4)	Backup Material
OBO Documents	Backup Material
Form A (Fair Campaign Ord)	Backup Material
Form B (Fair Campign Ord)	Backup Material
Delinquent Tax Reports	Backup Material

Departamental approval	Backup Material
Pay or Play Program	Backup Material

REQUEST FOR COUNCIL ACTION

TO: Mayor via City Secretary **RCA# 10199**

Subject: Ordinances Awarding Contracts to the Best Respondents for the Health Benefits Programs for the Human Resources Department	**Category #** 4	**Page 1 of 4**	**Agenda Item**

FROM (Department or other point of origin): Calvin D. Wells, City Purchasing Agent, Finance Department	**Origination Date** September 08, 2014	**Agenda Date**
DIRECTOR'S SIGNATURE Calvin D Wells	**Council District(s) affected** All	
For additional information contact: Gerri R. Walker **Phone:** (832) 393-6058; Joyce Hays **Phone:** (832) 393-8723	**Date and Identification of prior authorizing Council Action:**	

RECOMMENDATION: (Summary)

Approve ordinances awarding contracts to 1) Frost Insurance Agency, Inc. d/b/a Frost HR Consulting, in the amount of $117,975, 2) Gallagher Benefit Services, Inc., in the amount of $1,278,000, and 3) The Segal Company (Western States), Inc., known as Segal Waters Consulting in the amount of $2,045,500, respectively, for the Health Benefits Programs for the Human Resources Department.

Maximum Contract Amount: $3,441,475.00	**Finance Budget**

$3,204,000.00 - Benefits Fund (9000)
$ 237,475.00 - Long Term Disability Fund (9001)

$3,441,475.00 - TOTAL

SPECIFIC EXPLANATION:

The City Purchasing Agent and the Director of Human Resources recommend that City Council approve ordinances awarding three year contracts with two one-year options, respectively, to 1) Frost Insurance Agency, Inc. d/b/a Frost HR Consulting, in the amount of $117,975, 2) Gallagher Benefit Services, Inc., in the amount of $1,278,000, and 3) The Segal Company (Western States), Inc., known as Segal Waters Consulting, in the amount of $2,045,500, respectively, for Health Benefits Programs for the Human Resources Department. The Director of Human Resources may terminate the contracts at any time upon 30-days written notice to the other contractors.

The scope of services requires the contractors to provide services for various projects to manage program costs, as well as specific projects attributable to health benefits:

1. Preparation and analysis of Requests for Proposal for:
   - Third Party Administrator / Pharmacy Benefit Management Services
   - Medicare Advantage / Medicare Supplement / Medicare Part D
   - Dental
   - Vision
   - Life Insurance (Basic and Voluntary)
   - Long-term Disability
   - Short-term Disability
   - Supplemental Insurance

REQUIRED AUTHORIZATION

Finance Department:	Other Authorization:	Other Authorization:

- Third Party Administrator Services for Flexible Spending Accounts (Health and Dependent Care)

2. Program / vendor management and ongoing consulting for the Health Benefits Delivery system (to include analysis of plan utilization, contribution strategy, plan design, cost control methods, analysis of contract renewals);

3. Actuarial valuations for:
   - Self-insured medical and pharmacy claims
   - Self-insured workers' compensation claims
   - Calculation of GASB-45 liability and alternative solutions to mitigate liability of post-retirement benefits
   - Retiree Drug Subsidy program (RDS)

4. Dependent eligibility audit;

5. Procedures audits to ensure timely, accurate claims processing and contract compliance. Auditable plans include:
   - Flexible Spending Accounts (FSA) for medical and dependent care
   - Long-term Disability
   - Medical / Third Party Administrator Services
   - Pharmacy
   - Performance Guarantees

6. Member satisfaction surveys.

This Request for Proposal (RFP) was advertised in accordance with the requirements of the State of Texas bid laws, and as a result, proposals were received from eleven firms: Aon Risk Consultants, Inc., Buck Consultants, Chapman Schewe, Frost Insurance Agency, Inc. d/b/a Frost HR Consulting, Gallagher Benefit Services, Inc., Hay Group, Holmes Murphy, Sigma Risk Management, Six Degrees, The Segal Company (Western States), Inc., known as Segal Waters Consulting, and StarSoft Solutions. Initially, the RFP included a scope of services for Workers' Compensation and a Data Warehouse. Due to the long-term costs of the Data Warehouse, a decision was made not to implement one at this time; however an RFP may be issued at a later date. Also, due to the disparity among cost quotes, the Workers' Compensation projects will be re-bid in the near future. The evaluation committee consisted of Human Resources Department subject-matter experts and they evaluated the proposals based upon the following criteria:

A. Qualifications /Previous History/Project Experience of Proposer & Staff
B. Service Delivery / Technical Requirements
C. Price
D. Systems Security and Confidentiality
E. Financial Strength
F. M/WBE Participation

Frost Insurance Agency, Inc. d/b/a Frost HR Consulting received the highest overall score for the Long Term Disability actuarial analysis, and Gallagher Benefit Services, Inc. received the highest overall scores for medical claims audits and prescription drug plan review. The Segal Company (Western States), Inc. received

the highest overall scores for Program Management/Ongoing Consulting, Member Satisfaction Surveys, some auditing services, and the Long Term Disability Request for Proposal. Aon Risk Consultants, Inc. received the highest overall scores for the preparation and analysis of Requests for Proposals and actuarial valuations; however, Aon did not execute the Agreement with the City due to their objections to city-required contract language; therefore, Aon's projects were re-allocated to Segal and Gallagher. Frost did not propose on those projects or did not have professional expertise to complete them.

Consulting Firm	$ Value of Projects Allocated	% of Projects Allocated
Frost HR Consulting	$117,975	3.43%
Gallagher Benefit Services Inc.	$1,278,000	37.14%
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TOTAL:	**$3,441,475**	**100.00%**

Pay or Play Program:

The proposed contract requires compliance with the City's "Pay or Play" ordinance regarding health benefits for employees of City contractors. In this case, the contractors will provide health benefits to eligible employees in compliance with City policy.

M/WBE Subcontracting:

This RFP was issued with a 24% goal for M/WBE participation. The selected vendors have designated the below-named companies as their certified M/WBE subcontractors:

Consulting Firm	MWDBE Vendor	Type Of Work	Dollar Amount	Percentage
Gallagher Benefits Services, Inc.	Lacey Newday Consulting	Employee Benefits Consulting	$306,720	24%
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Frost HR Consulting*	N/A	Actuarial Analysis	N/A	0%
TOTAL:			**$355,812**	

The Mayor's Office of Business Opportunity will monitor the contracts.

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Buyer: Joyce Hays

Revised

Date: 9/8/2014	Subject: Ordinances Awarding Contracts to the Best Respondents for the Health Benefits Programs for the Human Resources Department	Originator's Initials JH	Page 4 of 4

Human Resources Estimated Spending Authority

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TOTAL	**$770,000**	**$2,671,475**	**$3,441,475**

CONSULTING FIRM	BENEFITS FUND (9000)	LTD FUND (9001)	TOTAL
Frost HR Consulting	$0	$117,975	**$117,975**
Gallagher Benefit Services, Inc.	$1,278,000	$0	**$1,278,000**
The Segal Company (Western States), Inc.	$1,926,000	$119,500	**$2,045,500**
TOTAL	**$3,204,000**	**$237,475**	**$3,441,475**

Hays, Joyce - FIN

From: Bolden, Latanja - OBO
Sent: Wednesday, August 20, 2014 10:31 AM
To: KKubicek@frosthrconsulting.com
Cc: Hays, Joyce - FIN; Murray, Marsha E. - OBO
Subject: M/WBE Waiver APPROVED_Frost

Jim Stone, the Office of Business Opportunity would like to inform you of the response to Frost Consulting's Good Faith Efforts request for Part 3 of the Consulting Services and Data Warehouse RFP: Frost Consulting's Good Faith Efforts Request has been **approved**. Thanks.

LaTanja Bolden
Procurement Specialist
T. 832.393.0635
F. 832.393.0646
latanja.bolden@houstontx.gov

CITY OF HOUSTON
OFFICE of BUSINESS OPPORTUNITY

The Mayor's Office of Business Opportunity is committed to creating a competitive and diverse business environment in the City of Houston by promoting the growth and success of local small businesses, with special emphasis on historically underutilized groups by ensuring their meaningful participation in the government procurement process.

Learn more about the Mayor's Office of Business Opportunity by visiting http://www.houstontx.gov/obo

Frost

Frost HR Consulting

401 Congress Avenue, 14th Floor
Austin, Texas 78701

August 13, 2014

Ms. Joyce Hays

Sr. Procurement Specialist

City of Houston

Finance Department

Dear Ms. Hays:

Frost HR Consulting is unable to meet the MWBE goal due to the nature of the services we are providing.

Frost has been engaged to measure the liabilities associated with the City employees' long term disability benefit plan, and provide the information required for financial reporting. This requires the services of a qualified and properly credentialed actuary, and very specialized technology. These resources are available in our office and there are no other resources required that could be delegated to another organization.

Our initial response to the RFP did include a MWBE partner that met the qualifications for this project. However, that firm has sold to a large international brokerage firm and they no longer qualify as an approved MWBE for the City of Houston. We have reviewed other approved MWBE companies but have not found anyone that meets all of the requirements for this specialized service. The scope of the project and the additional requirements/scrutiny of the City of Houston's outside public auditing company put us in a position of liability that we would not want to use anyone that does not meet the full experience, required actuarial credentials and technology needed for the project.

Please let me know if you have any further questions.

Regards,

James E Stone

Market President

Bolden, Latanja - OBO

To: Elliot R Susseles
Cc: Hays, Joyce - FIN; Murray, Marsha E. - OBO
Subject: Consulting Services & Data Warehouse T24838 Good Faith Efforts

Mr. Susseles, the Office of Business Opportunity would like to inform you that Segal Waters Consulting's Good Faith Efforts request for: **Consulting Services & Data Warehouse T24838** has been approved.

LaTanja Bolden
Procurement Specialist
T. 832.393.0635
F. 832.393.0646
latanja.bolden@houstontx.gov

CITY OF HOUSTON
OFFICE of BUSINESS OPPORTUNITY

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Notice of Intent

THIS AGREEMENT IS SUBJECT TO MEDIATION AND CAN BE INITIATED BY THE COMPANIES SIGNED BELOW OR THE OFFICE OF BUSINESS OPPORTUNITY.

To: City of Houston
Administering Department

Date: 7/30/2014

Project Name and Number **S37-T24838 for Consulting Services for the Human Resources Department**

Bid Amount: **$1,324,500.00** M/W/SBE Goal: **24%**

The Segal Company (Western States), Inc., agrees to enter into a contractual agreement
Prime Contractor

with **Decision Information Resources**, who will provide the following goods/
MWSBE Subcontractor

services in connection with the above referenced contract:
Assistance with member surveys

for an estimated amount of $_____ or **2.4** % of the total contract value.

Decision Information Resources is currently certified with the City of Houston's
(M/W/SBE Subcontractor) Office of Business Opportunity to function in the aforementioned capacity.

The Segal Company
Prime Contractor

Decision Information Resources
M/W/SBE Subcontractor

intend to work on the above-named contract in accordance with the M/W/DBE Participation Section of the City of Houston Bid Provisions, contingent upon award of the contract to the aforementioned Prime Contractor.

Signed (Prime Contactor)

Signed (M/W/SBE Subcontractor)

Elliot R. Susseles
Printed Signature

Russell H. Jackson
Printed Signature

Senior Vice President **8/01/2014**
Title Date

Pres. Dec 8/1/14
Title Date

Vendor Information

CLOSE WINDOW

HELP

Vendor Information

Business Name	**Decision Information Resources, Inc.**
Owner	**Russell Jackson**
Address > Map This Address	**2600 Southwest Freeway, Suite 900 Houston, TX 77098**
Phone	**713-650-1425**
Fax	**713-650-1576**
Email	**rjackson@dir-online.com**
Website	**http://www.dir-online.com**

Certification Information

Certifying Agency	**City of Houston**
Certification Type	**MBE - Minority Business Enterprise**
Renewal/Anniversary Date	**1/31/2015**
Certified Business Description	**Statistical Analysis, Phone Surveying, Research, and Data Collections**

Commodity Codes

NAICS 541720 Social science research and development services (More)

Additional Information

Category	**Business Services & Support/Creative Products & Services**

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Segal Waters Consulting

10740 North Gessner Drive, Suite 320 Houston, TX 77064-1187
T (281) 671-5600 F (281) 754-4722 www.segalco.com

August 11, 2014

Ms. Joyce Hays
Senior Procurement Specialist
Finance Department
Strategic Procurement Division
City of Houston

Re: Request for Proposal (RFP): S37-T24838 for Consulting Services and Data Warehouse for the Human Resources Department

Dear Joyce:

We are in receipt of your letter dated August 7, 2014 regarding the MWBE status for (RFP): S37-T24838. Segal Waters Consulting is supportive of the City's interest in providing opportunities for MWBE participation in City projects. Our original response to Proposal (RFP): S37-T24838 for Consulting Services and Data Warehouse for the Human Resources Department, dated January 29, 2014, contained documentation (see attached copies) of our outreach to potential MWBE subcontractors.

The Scope of Services, per Exhibit "A" of the draft agreement are as follows:

A. Medical Benefits Deliver System
B. Program Management/Ongoing Consulting
C. Member Satisfaction Surveys in Health Benefits
D. Long Term Disability (LTD) Request for Proposal
E. Long Term Disability Procedures Audit
F. Health Plan Performance Guarantees Audit
G. Audit Flexible Spending Account Administration for Health and dependent Care

Ideally, Segal Waters anticipated working with Foundation Strategies as our MWBE subcontractor, however, they were conflicted out because of their association with Cigna, the City's health vendor. Additionally, the nature of our proprietary actuarial tools and the confidentiality of the employee health information contained in the Scope of Services tasks A., B., D., E., F., and G limit the ability to subcontract these services.

Segal Waters has signed a "Notice of Intent" (see attached) with Decision Information Resources, a MWBE subcontractor, to assist with task C – Member Satisfaction Surveys in Health Benefits.

Segal Waters has demonstrated proof of good faith in compliance with Chapter 15, Article V, Section 15-85 of the City of Houston's Code of Ordinances by:

1. Conducting outreach to contract with MWBE's on select city-approved minority vendor lists and provided documentation as such (see attached Exhibit II – Attachment "A": Schedule of M/WBE Participation, which demonstrates our good faith effort.

2. Selecting an approved minority vendor and submitting an executed Letter of Intent, on City forms, prior to August 15, 2014 (see attached).

I hope the information contained with the letter will be sufficient. Please contact me with any additional questions.

Sincerely,

Elliot R. Susseles
Senior Vice President

EXHIBIT II – ATTACHMENT "B": M/WBE LETTER OF INTENT

SOLICITATION NO.: S37-T24838

EXHIBIT II – ATTACHMENT "B": M/WBE LETTER OF INTENT

THIS AGREEMENT IS SUBJECT TO BINDING ARBITRATION ACCORDING TO THE TEXAS GENERAL ARBITRATION ACT.

TO: **City of Houston**
City Purchasing Agent

MINORITY/WOMEN BUSINESS ENTERPRISE (M/WBE) AND SUPPLIER

LETTER OF INTENT

Contract Bid Number: S37-T24838

Bid Title: Human Resources Consulting Services and Data Warehouse

Bid Amount: _____

M/WBE Participation Amount: $___TBD based on actual contract award

M/WBE GOAL __24_____%

1. _Lacey Newday Consulting_____ agrees to perform work/supply goods and/or
(Name of Minority/Women Business Enterprise)
Services in connection with the above-named contract and Gallagher Benefit Services Inc._____ as:
Name of Prime Contractor

(a) _____ An Individual

(b) _____ A Partnership

(c) ____X____ A Corporation

(d) _____ A Joint Venture

2. Lacey Newday Consulting_____ status is confirmed by M/WBE Directory made
(Name of Minority/Women Business Enterprise)
available through the City of Houston Office of Business Opportunity. Certificate No.: _____.

3. Gallagher Benefit Services_____ and __Lacey Newday Consulting_____
(Name of Prime Contractor(**(Minority/Women Business Enterprise)**
intend to work on the above-named contract in accordance with the M/WBE Participation Section of the City of Houston Contract Bid Provision.

The Terms & Conditions of Attachment "C" attached hereto are incorporated into this Letter of Intent for all purposes.

R White
(Signed -- Prime Contractor)

Area President
(Title)

(Signed -- Minority/Women Business Enterprise)

Director/Principal
(Title)

EXHIBIT II – ATTACHMENT "B": M/WBE LETTER OF INTENT

SOLICITATION NO.: S37-T24838

EXHIBIT II – ATTACHMENT "B": M/WBE LETTER OF INTENT

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TO: **City of Houston**
City Purchasing Agent

MINORITY/WOMEN BUSINESS ENTERPRISE (M/WBE) AND SUPPLIER

LETTER OF INTENT

Contract Bid Number: _S37-T24838_____

Bid Title: Human Resources Consulting Services and Data Warehouse

Bid Amount: _____

M/WBE Participation Amount: $___TBD by award___ **M/WBE GOAL** __24%_____%

1. Foundation Strategies, Inc._____ agrees to perform work/supply goods and/or
(Name of Minority/Women Business Enterprise)
Services in connection with the above-named contract and ___Gallagher Benefit Services, Inc___ as:
Name of Prime Contractor

(a) _____ An Individual

(b) _____ A Partnership

(c) _____X_____ A Corporation

(d) _____ A Joint Venture

2. _ Foundation Strategies, Inc _____ status is confirmed by M/WBE Directory made
(Name of Minority/Women Business Enterprise)
available through the City of Houston Office of Business Opportunity. Certificate No.: 12-06-907.

3. Gallagher Benefit Services, Inc._____ and Foundation Strategies, Inc _____
(Name of Prime Contractor(**(Minority/Women Business Enterprise)**
intend to work on the above-named contract in accordance with the M/WBE Participation Section of the City of Houston Contract Bid Provision.

The Terms & Conditions of Attachment "C" attached hereto are incorporated into this Letter of Intent for all purposes.

R White
(Signed -- Prime Contractor)

Area President
(Title)

01/27/14
(Date)

Shelly Coonrod
(Signed -- Minority/Women Business Enterprise)

President
(Title)

01-27-2014
(Date)

Vendor Information

CLOSE WINDOW

HELP

Vendor Information

Business Name	**Lacey Newday Consulting, LLC**
Owner	**Sidney Lacey**
Address > Map This Address	**1414 1/2 Gustav St.** **HOUSTON, TX 77023-1909**
Phone	**713-446-5970**
Fax	**713-236-8663**
Email	**slacey@lnchouston.com**
Website	**http://www.lnchouston.com/**

Certification Information

Certifying Agency	**City of Houston**
Certification Type	**DBE - Disadvantaged Business Enterprise**
Renewal/Anniversary Date	**2/28/2015**
Certified Business Description	**Bookeeping, Financial Management, and Audit (SOX Testing)**

Commodity Codes

NAICS 541219	Bookkeeping services (More)
NAICS 541611	Business management consulting services (More)
NAICS 541611	Financial management consulting (except investment advice) services (More)

Additional Information

Category	**Legal, Financial & Insurance & Real Estate Services**

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Vendor Information

CLOSE WINDOW

HELP

Vendor Information

Business Name	**Foundation Strategies, Inc.**
Owner	**Shelly Lang Coonrod**
Address > Map This Address	**6701 Highway Blvd., Suite 212** **Katy, TX 77494**
Phone	**281-391-8633 Ext. 1311**
Fax	**281-391-5616**
Email	**scoonrod@foundation-strategies.com**
Website	**www.foundation-strategies.com**

Certification Information

Certifying Agency	**City of Houston**
Certification Type	**WBE - Women Business Enterprise**
Renewal/Anniversary Date	**6/30/2015**
Certified Business Description	**Insurance Services And Employee Benefits**

Commodity Codes

NAICS 524210 Insurance Agencies and Brokerages (More)

Additional Information

Category	**Other Services**

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CITY OF HOUSTON - CITY COUNCIL
Meeting Date: 9/16/2014
ALL

Item Creation Date: 9/10/2014

10199 - Health Benefits Programs for THE SEGAL COMPANY

Agenda Item#: 21.

Summary:
ORDINANCE approving and authorizing an agreement between the City of Houston and **THE SEGAL COMPANY (WESTERN STATES), INC, known as SEGAL WATERS CONSULTING** for Human Resources Consulting Services; providing a maximum contract amount - 3 Years with two one-year options

Background:
The City Purchasing Agent and the Director of Human Resources recommend that City Council approve ordinances awarding three year contracts with two one-year options, respectively, to 1) Frost Insurance Agency, Inc. d/b/a Frost HR Consulting, in the amount of $117,975, 2) Gallagher Benefit Services, Inc., in the amount of $1,278,000, and 3) The Segal Company (Western States), Inc., known as Segal Waters Consulting, in the amount of $2,045,500, respectively, for Health Benefits Programs for the Human Resources Department. The Director of Human Resources may terminate the contracts at any time upon 30-days written notice to the other contractors.

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4. Dependent eligibility audit;

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** The Segal Company is re-evaluating the scope of services in relation to the MWBE participation goal and will make a good faith effort to meet the 24% goal.

Hire Houston First:
The proposed contracts require compliance with the City's "Hire Houston First" ordinance that promotes economic opportunity for Houston businesses while supporting job creation. In this case, the proposed contractors do not meet the requirements of Hire Houston First, and no Hire Houston First firms were within three percent.

Human Resources Estimated Spending Authority

Breakdown by Consultant	FY 2015	OUT YEARS	TOTAL
Frost HR Consulting	$22,000	$95,975	$117,975
Gallagher Benefit Services	$243,500	$1,034,500	$1,278,000
The Segal Company (Western States), Inc.	$504,500	$1,541,000	$2,045,500
TOTAL	**$770,000**	**$2,671,475**	**$3,441,475**

Amount of Funding:
Maximum Contract Amount: $3,441,475.00

$3,204,000.00 - Benefits Fund (9000)
$ 237,475.00 - Long Term Disability Fund (9001)

$3,441,475.00 - TOTAL

Source of Funding:
Other (Specify)

Benefits Fund Long Term Disability Fund

Contact Information:
Gerri R. Walker, Assistant Director (HR) Phone: 832-393-6058
Joyce Hays, Sr. Procurement Specialist (SPD) Phone: 832-393-8723

ATTACHMENTS:

Description	Type
RCA#10199	Signed Cover sheet
OBO Documents	Backup Material
Form A (Fair Campaign Ord)	Backup Material
Form B (Fair Campign Ord)	Backup Material
Delinquent Tax Reports	Backup Material

Departamental approval	Backup Material
Pay or Play Program	Backup Material

REQUEST FOR COUNCIL ACTION

TO: Mayor via City Secretary **RCA# 10199**

Subject: Ordinances Awarding Contracts to the Best Respondents for the Health Benefits Programs for the Human Resources Department	Category # 4	Page 1 of 4	Agenda Item

FROM (Department or other point of origin):	**Origination Date**	**Agenda Date**
Calvin D. Wells City Purchasing Agent Finance Department	September 08, 2014	
DIRECTOR'S SIGNATURE Calvin D Wells	**Council District(s) affected** All	
For additional information contact: Gerri R. Walker **Phone:** (832) 393-6058 Joyce Hays **Phone:** (832) 393-8723	**Date and Identification of prior authorizing Council Action:**	

RECOMMENDATION: (Summary)

Approve ordinances awarding contracts to 1) Frost Insurance Agency, Inc. d/b/a Frost HR Consulting, in the amount of $117,975, 2) Gallagher Benefit Services, Inc., in the amount of $1,278,000, and 3) The Segal Company (Western States), Inc., known as Segal Waters Consulting in the amount of $2,045,500, respectively, for the Health Benefits Programs for the Human Resources Department.

Maximum Contract Amount: $3,441,475.00

Finance Budget

$3,204,000.00 - Benefits Fund (9000)
$ 237,475.00 - Long Term Disability Fund (9001)

$3,441,475.00 - TOTAL

SPECIFIC EXPLANATION:

The City Purchasing Agent and the Director of Human Resources recommend that City Council approve ordinances awarding three year contracts with two one-year options, respectively, to 1) Frost Insurance Agency, Inc. d/b/a Frost HR Consulting, in the amount of $117,975, 2) Gallagher Benefit Services, Inc., in the amount of $1,278,000, and 3) The Segal Company (Western States), Inc., known as Segal Waters Consulting, in the amount of $2,045,500, respectively, for Health Benefits Programs for the Human Resources Department. The Director of Human Resources may terminate the contracts at any time upon 30-days written notice to the other contractors.

The scope of services requires the contractors to provide services for various projects to manage program costs, as well as specific projects attributable to health benefits:

1. Preparation and analysis of Requests for Proposal for:
   - Third Party Administrator / Pharmacy Benefit Management Services
   - Medicare Advantage / Medicare Supplement / Medicare Part D
   - Dental
   - Vision
   - Life Insurance (Basic and Voluntary)
   - Long-term Disability
   - Short-term Disability
   - Supplemental Insurance

REQUIRED AUTHORIZATION

Finance Department:	Other Authorization:	Other Authorization:

- Third Party Administrator Services for Flexible Spending Accounts (Health and Dependent Care)

2. Program / vendor management and ongoing consulting for the Health Benefits Delivery system (to include analysis of plan utilization, contribution strategy, plan design, cost control methods, analysis of contract renewals);

3. Actuarial valuations for:
   - Self-insured medical and pharmacy claims
   - Self-insured workers' compensation claims
   - Calculation of GASB-45 liability and alternative solutions to mitigate liability of post-retirement benefits
   - Retiree Drug Subsidy program (RDS)

4. Dependent eligibility audit;

5. Procedures audits to ensure timely, accurate claims processing and contract compliance. Auditable plans include:
   - Flexible Spending Accounts (FSA) for medical and dependent care
   - Long-term Disability
   - Medical / Third Party Administrator Services
   - Pharmacy
   - Performance Guarantees

6. Member satisfaction surveys.

This Request for Proposal (RFP) was advertised in accordance with the requirements of the State of Texas bid laws, and as a result, proposals were received from eleven firms: Aon Risk Consultants, Inc., Buck Consultants, Chapman Schewe, Frost Insurance Agency, Inc. d/b/a Frost HR Consulting, Gallagher Benefit Services, Inc., Hay Group, Holmes Murphy, Sigma Risk Management, Six Degrees, The Segal Company (Western States), Inc., known as Segal Waters Consulting, and StarSoft Solutions. Initially, the RFP included a scope of services for Workers' Compensation and a Data Warehouse. Due to the long-term costs of the Data Warehouse, a decision was made not to implement one at this time; however an RFP may be issued at a later date. Also, due to the disparity among cost quotes, the Workers' Compensation projects will be re-bid in the near future. The evaluation committee consisted of Human Resources Department subject-matter experts and they evaluated the proposals based upon the following criteria:

A. Qualifications /Previous History/Project Experience of Proposer & Staff
B. Service Delivery / Technical Requirements
C. Price
D. Systems Security and Confidentiality
E. Financial Strength
F. M/WBE Participation

Frost Insurance Agency, Inc. d/b/a Frost HR Consulting received the highest overall score for the Long Term Disability actuarial analysis, and Gallagher Benefit Services, Inc. received the highest overall scores for medical claims audits and prescription drug plan review. The Segal Company (Western States), Inc. received

the highest overall scores for Program Management/Ongoing Consulting, Member Satisfaction Surveys, some auditing services, and the Long Term Disability Request for Proposal. Aon Risk Consultants, Inc. received the highest overall scores for the preparation and analysis of Requests for Proposals and actuarial valuations; however, Aon did not execute the Agreement with the City due to their objections to city-required contract language; therefore, Aon's projects were re-allocated to Segal and Gallagher. Frost did not propose on those projects or did not have professional expertise to complete them.

Consulting Firm	$ Value of Projects Allocated	% of Projects Allocated
Frost HR Consulting	$117,975	3.43%
Gallagher Benefit Services Inc.	$1,278,000	37.14%
The Segal Company (Western States), Inc.	$2,045,500	59.44%
TOTAL:	**$3,441,475**	**100.00%**

Pay or Play Program:

The proposed contract requires compliance with the City's "Pay or Play" ordinance regarding health benefits for employees of City contractors. In this case, the contractors will provide health benefits to eligible employees in compliance with City policy.

M/WBE Subcontracting:

This RFP was issued with a 24% goal for M/WBE participation. The selected vendors have designated the below-named companies as their certified M/WBE subcontractors:

Consulting Firm	MWDBE Vendor	Type Of Work	Dollar Amount	Percentage
Gallagher Benefits Services, Inc.	Lacey Newday Consulting	Employee Benefits Consulting	$306,720	24%
The Segal Company (Western States), Inc.**	Decision Information Resources	Member Surveys Assistance	$49,092	2.4%
Frost HR Consulting*	N/A	Actuarial Analysis	N/A	0%
TOTAL:			**$355,812**	

The Mayor's Office of Business Opportunity will monitor the contracts.

*Attachment: M/WBE Zero-Percentage Goal Document for Frost Insurance Agency, Inc. d/b/a Frost HR Consulting and 2.4 Percentage Goal Document for The Segal Company (Western States), Inc. approved by the Office of Business Opportunity.

** The Segal Company is re-evaluating the scope of services in relation to the MWBE participation goal and will make a good faith effort to meet the 24% goal.

Hire Houston First:

The proposed contracts require compliance with the City's "Hire Houston First" ordinance that promotes economic opportunity for Houston businesses while supporting job creation. In this case, the proposed contractors do not meet the requirements of Hire Houston First, and no Hire Houston First firms were within three percent.

Buyer: Joyce Hays

Human Resources Estimated Spending Authority

Breakdown by Consultant	FY 2015	OUT YEARS	TOTAL
Frost HR Consulting	$22,000	$95,975	$117,975
Gallagher Benefit Services	$243,500	$1,034,500	$1,278,000
The Segal Company (Western States), Inc.	$504,500	$1,541,000	$2,045,500
TOTAL	**$770,000**	**$2,671,475**	**$3,441,475**

Hays, Joyce - FIN

From: Bolden, Latanja - OBO
Sent: Wednesday, August 20, 2014 10:31 AM
To: KKubicek@frosthrconsulting.com
Cc: Hays, Joyce - FIN; Murray, Marsha E. - OBO
Subject: M/WBE Waiver APPROVED_Frost

Jim Stone, the Office of Business Opportunity would like to inform you of the response to Frost Consulting's Good Faith Efforts request for Part 3 of the Consulting Services and Data Warehouse RFP: Frost Consulting's Good Faith Efforts Request has been **approved**. Thanks.

LaTanja Bolden
Procurement Specialist
T. 832.393.0635
F. 832.393.0646
latanja.bolden@houstontx.gov

CITY OF HOUSTON
OFFICE of BUSINESS OPPORTUNITY

The Mayor's Office of Business Opportunity is committed to creating a competitive and diverse business environment in the City of Houston by promoting the growth and success of local small businesses, with special emphasis on historically underutilized groups by ensuring their meaningful participation in the government procurement process.

Learn more about the Mayor's Office of Business Opportunity by visiting http://www.houstontx.gov/obo

Frost

Frost HR Consulting

401 Congress Avenue, 14th Floor
Austin, Texas 78701

August 13, 2014

Ms. Joyce Hays

Sr. Procurement Specialist

City of Houston

Finance Department

Dear Ms. Hays:

Frost HR Consulting is unable to meet the MWBE goal due to the nature of the services we are providing.

Frost has been engaged to measure the liabilities associated with the City employees' long term disability benefit plan, and provide the information required for financial reporting. This requires the services of a qualified and properly credentialed actuary, and very specialized technology. These resources are available in our office and there are no other resources required that could be delegated to another organization.

Our initial response to the RFP did include a MWBE partner that met the qualifications for this project. However, that firm has sold to a large international brokerage firm and they no longer qualify as an approved MWBE for the City of Houston. We have reviewed other approved MWBE companies but have not found anyone that meets all of the requirements for this specialized service. The scope of the project and the additional requirements/scrutiny of the City of Houston's outside public auditing company put us in a position of liability that we would not want to use anyone that does not meet the full experience, required actuarial credentials and technology needed for the project.

Please let me know if you have any further questions.

Regards,

James E Stone

Market President

Bolden, Latanja - OBO

To: Elliot R Susseles
Cc: Hays, Joyce - FIN; Murray, Marsha E. - OBO
Subject: Consulting Services & Data Warehouse T24838 Good Faith Efforts

Mr. Susseles, the Office of Business Opportunity would like to inform you that Segal Waters Consulting's Good Faith Efforts request for: **Consulting Services & Data Warehouse T24838** has been approved.

LaTanja Bolden
Procurement Specialist
T. 832.393.0635
F. 832.393.0646
latanja.bolden@houstontx.gov

CITY OF HOUSTON
OFFICE of BUSINESS OPPORTUNITY

The Mayor's Office of Business Opportunity is committed to creating a competitive and diverse business environment in the City of Houston by promoting the growth and success of local small businesses, with special emphasis on historically underutilized groups by ensuring their meaningful participation in the government procurement process.

Learn more about the Mayor's Office of Business Opportunity by visiting http://www.houstontx.gov/obo

Notice of Intent

THIS AGREEMENT IS SUBJECT TO MEDIATION AND CAN BE INITIATED BY THE COMPANIES SIGNED BELOW OR THE OFFICE OF BUSINESS OPPORTUNITY.

To: City of Houston
Administering Department

Date: 7/30/2014

Project Name and Number **S37-T24838 for Consulting Services for the Human Resources Department**

Bid Amount: **$1,324,500.00** M/W/SBE Goal: **24%**

The Segal Company (Western States), Inc., agrees to enter into a contractual agreement
Prime Contractor

with **Decision Information Resources**, who will provide the following goods/
MWSBE Subcontractor

services in connection with the above referenced contract:
Assistance with member surveys

for an estimated amount of $_____ or **2.4** % of the total contract value.

Decision Information Resources is currently certified with the City of Houston's
(M/W/SBE Subcontractor) Office of Business Opportunity to function in the aforementioned capacity.

The Segal Company
Prime Contractor

Decision Information Resources
M/W/SBE Subcontractor

intend to work on the above-named contract in accordance with the M/W/DBE Participation Section of the City of Houston Bid Provisions, contingent upon award of the contract to the aforementioned Prime Contractor.

Signed (Prime Contactor)

Signed (M/W/SBE Subcontractor)

Elliot R. Susseles
Printed Signature

Russell H. Jackson
Printed Signature

Senior Vice President **8/01/2014**
Title Date

Pres. Dec 8/1/14
Title Date

Vendor Information

CLOSE WINDOW

HELP

Vendor Information

Business Name	**Decision Information Resources, Inc.**
Owner	**Russell Jackson**
Address > Map This Address	**2600 Southwest Freeway, Suite 900 Houston, TX 77098**
Phone	**713-650-1425**
Fax	**713-650-1576**
Email	**rjackson@dir-online.com**
Website	**http://www.dir-online.com**

Certification Information

Certifying Agency	**City of Houston**
Certification Type	**MBE - Minority Business Enterprise**
Renewal/Anniversary Date	**1/31/2015**
Certified Business Description	**Statistical Analysis, Phone Surveying, Research, and Data Collections**

Commodity Codes

NAICS 541720 Social science research and development services (More)

Additional Information

Category	**Business Services & Support/Creative Products & Services**

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Segal Waters Consulting

10740 North Gessner Drive, Suite 320 Houston, TX 77064-1187
T (281) 671-5600 F (281) 754-4722 www.segalco.com

August 11, 2014

Ms. Joyce Hays
Senior Procurement Specialist
Finance Department
Strategic Procurement Division
City of Houston

Re: Request for Proposal (RFP): S37-T24838 for Consulting Services and Data Warehouse for the Human Resources Department

Dear Joyce:

We are in receipt of your letter dated August 7, 2014 regarding the MWBE status for (RFP): S37-T24838. Segal Waters Consulting is supportive of the City's interest in providing opportunities for MWBE participation in City projects. Our original response to Proposal (RFP): S37-T24838 for Consulting Services and Data Warehouse for the Human Resources Department, dated January 29, 2014, contained documentation (see attached copies) of our outreach to potential MWBE subcontractors.

The Scope of Services, per Exhibit "A" of the draft agreement are as follows:

A. Medical Benefits Deliver System
B. Program Management/Ongoing Consulting
C. Member Satisfaction Surveys in Health Benefits
D. Long Term Disability (LTD) Request for Proposal
E. Long Term Disability Procedures Audit
F. Health Plan Performance Guarantees Audit
G. Audit Flexible Spending Account Administration for Health and dependent Care

Ideally, Segal Waters anticipated working with Foundation Strategies as our MWBE subcontractor, however, they were conflicted out because of their association with Cigna, the City's health vendor. Additionally, the nature of our proprietary actuarial tools and the confidentiality of the employee health information contained in the Scope of Services tasks A., B., D., E., F., and G limit the ability to subcontract these services.

Segal Waters has signed a "Notice of Intent" (see attached) with Decision Information Resources, a MWBE subcontractor, to assist with task C – Member Satisfaction Surveys in Health Benefits.

Segal Waters has demonstrated proof of good faith in compliance with Chapter 15, Article V, Section 15-85 of the City of Houston's Code of Ordinances by:

1. Conducting outreach to contract with MWBE's on select city-approved minority vendor lists and provided documentation as such (see attached Exhibit II – Attachment "A": Schedule of M/WBE Participation, which demonstrates our good faith effort.

2. Selecting an approved minority vendor and submitting an executed Letter of Intent, on City forms, prior to August 15, 2014 (see attached).

I hope the information contained with the letter will be sufficient. Please contact me with any additional questions.

Sincerely,

Elliot R. Susseles
Senior Vice President

EXHIBIT II – ATTACHMENT "B": M/WBE LETTER OF INTENT

SOLICITATION NO.: S37-T24838

EXHIBIT II – ATTACHMENT "B": M/WBE LETTER OF INTENT

THIS AGREEMENT IS SUBJECT TO BINDING ARBITRATION ACCORDING TO THE TEXAS GENERAL ARBITRATION ACT.

TO: **City of Houston**
City Purchasing Agent

MINORITY/WOMEN BUSINESS ENTERPRISE (M/WBE) AND SUPPLIER

LETTER OF INTENT

Contract Bid Number: S37-T24838

Bid Title: Human Resources Consulting Services and Data Warehouse

Bid Amount: _____

M/WBE Participation Amount: $___TBD based on actual contract award

M/WBE GOAL __24_____%

1. _Lacey Newday Consulting_____ agrees to perform work/supply goods and/or
(Name of Minority/Women Business Enterprise)
Services in connection with the above-named contract and Gallagher Benefit Services Inc._____ as:
Name of Prime Contractor

(a) _____ An Individual

(b) _____ A Partnership

(c) ____X____ A Corporation

(d) _____ A Joint Venture

2. Lacey Newday Consulting_____ status is confirmed by M/WBE Directory made
(Name of Minority/Women Business Enterprise)
available through the City of Houston Office of Business Opportunity. Certificate No.: _____.

3. Gallagher Benefit Services_____ and __Lacey Newday Consulting_____
(Name of Prime Contractor(**(Minority/Women Business Enterprise)**
intend to work on the above-named contract in accordance with the M/WBE Participation Section of the City of Houston Contract Bid Provision.

The Terms & Conditions of Attachment "C" attached hereto are incorporated into this Letter of Intent for all purposes.

R White
(Signed -- Prime Contractor)

Area President
(Title)

(Signed -- Minority/Women Business Enterprise)

Director/Principal
(Title)

EXHIBIT II – ATTACHMENT "B": M/WBE LETTER OF INTENT

SOLICITATION NO.: S37-T24838

EXHIBIT II – ATTACHMENT "B": M/WBE LETTER OF INTENT

THIS AGREEMENT IS SUBJECT TO BINDING ARBITRATION ACCORDING TO THE TEXAS GENERAL ARBITRATION ACT.

TO: **City of Houston**
City Purchasing Agent

MINORITY/WOMEN BUSINESS ENTERPRISE (M/WBE) AND SUPPLIER

LETTER OF INTENT

Contract Bid Number: _S37-T24838_____

Bid Title: Human Resources Consulting Services and Data Warehouse

Bid Amount: _____

M/WBE Participation Amount: $___TBD by award___ **M/WBE GOAL** __24%_____%

1. Foundation Strategies, Inc._____ agrees to perform work/supply goods and/or
(Name of Minority/Women Business Enterprise)
Services in connection with the above-named contract and ___Gallagher Benefit Services, Inc___ as:
Name of Prime Contractor

(a) _____ An Individual

(b) _____ A Partnership

(c) _____X_____ A Corporation

(d) _____ A Joint Venture

2. _ Foundation Strategies, Inc _____ status is confirmed by M/WBE Directory made
(Name of Minority/Women Business Enterprise)
available through the City of Houston Office of Business Opportunity. Certificate No.: 12-06-907.

3. Gallagher Benefit Services, Inc._____ and Foundation Strategies, Inc _____
(Name of Prime Contractor(**(Minority/Women Business Enterprise)**
intend to work on the above-named contract in accordance with the M/WBE Participation Section of the City of Houston Contract Bid Provision.

The Terms & Conditions of Attachment "C" attached hereto are incorporated into this Letter of Intent for all purposes.

R White
(Signed -- Prime Contractor)

Area President
(Title)

01/27/14
(Date)

Shelly Coonrod
(Signed -- Minority/Women Business Enterprise)

President
(Title)

01-27-2014
(Date)

Vendor Information

CLOSE WINDOW

HELP

Vendor Information

Business Name	**Lacey Newday Consulting, LLC**
Owner	**Sidney Lacey**
Address > Map This Address	**1414 1/2 Gustav St.** **HOUSTON, TX 77023-1909**
Phone	**713-446-5970**
Fax	**713-236-8663**
Email	**slacey@lnchouston.com**
Website	**http://www.lnchouston.com/**

Certification Information

Certifying Agency	**City of Houston**
Certification Type	**DBE - Disadvantaged Business Enterprise**
Renewal/Anniversary Date	**2/28/2015**
Certified Business Description	**Bookeeping, Financial Management, and Audit (SOX Testing)**

Commodity Codes

NAICS 541219	Bookkeeping services (More)
NAICS 541611	Business management consulting services (More)
NAICS 541611	Financial management consulting (except investment advice) services (More)

Additional Information

Category	**Legal, Financial & Insurance & Real Estate Services**

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Vendor Information

CLOSE WINDOW

HELP

Vendor Information

Business Name	**Foundation Strategies, Inc.**
Owner	**Shelly Lang Coonrod**
Address > Map This Address	**6701 Highway Blvd., Suite 212** **Katy, TX 77494**
Phone	**281-391-8633 Ext. 1311**
Fax	**281-391-5616**
Email	**scoonrod@foundation-strategies.com**
Website	**www.foundation-strategies.com**

Certification Information

Certifying Agency	**City of Houston**
Certification Type	**WBE - Women Business Enterprise**
Renewal/Anniversary Date	**6/30/2015**
Certified Business Description	**Insurance Services And Employee Benefits**

Commodity Codes

NAICS 524210 Insurance Agencies and Brokerages (More)

Additional Information

Category	**Other Services**

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CITY OF HOUSTON - CITY COUNCIL
Meeting Date: 9/16/2014
ALL

Item Creation Date: 8/27/2014

10182 - Formal Bids Received for Street Sweeping Services for the Public Works and Engineering Department

Agenda Item#: 22.

Summary:
ORDINANCE awarding contract to **THR ENTERPRISES, INC** for Street Sweeping Services for the Public Works & Engineering Department providing a maximum contract amount - 3 Years with two one-year options - $4,294,190.60 - Storm Water Fund

Background:
The City Purchasing Agent and the Director of Public Works and Engineering Department recommend that City Council approve an ordinance awarding a three-year contract with two one-year options, to THR Enterprises, Inc., on its low bid, in an amount not to exceed $4,294,190.60 for street sweeping services for the Public Works and Engineering Department. This contract will be used to sweep streets citywide. The City Purchasing Agent may terminate this contract at any time upon 30 days written notice to the contractor, should termination becomes necessary.

This bid was advertised in accordance with the requirements of the State of Texas bid laws. 61 prospective bidders downloaded the solicitation from SPD's e-bidding website and two bids were received as itemized below:

Company	Total Amount
1. THR Enterprises, Inc.	**$4,294,190.60**
2. Sweeping Services of Texas Operating, L.P.	$7,339,347.50

The scope of work requires the contractor to provide all labor, equipment, supervision and transportation necessary to provide street sweeping services as required and directed by the Department's Street and Drainage Division personnel.

MWBE Subcontracting:
This invitation to bid was issued as a goal-oriented contract with an 11% MWBE participation level. THR Enterprises, Inc. has designated the below named company as its subcontractor.

Name	Type of Work	Percentage	Dollar Amount
TLC Engineering, Inc.	Project Management Services	11%	$473,360.97

Pay or Play Program:
The proposed contract requires compliance with the City's Pay or Play ordinance regarding health benefits for employees of City contractors. In this case, the contractor has elected to pay into the Contractor Responsibility Fund in compliance with City policy.

Hire Houston First:
The proposed contract requires compliance with the City's 'Hire Houston First' ordinance that promotes economic opportunity for Houston businesses and supports job creation. In this case, the proposed contractor meets the requirements of Hire Houston First.

Estimated Spending Authority

DEPARTMENT	FY2015	OUT YEARS	TOTAL
Public Works &	$1,025,250.00	$3,268,940.60	$4,294,190.60

Engineering			

Amount of Funding:
Maximum Contract Award Amount: $4,294,190.60

$4,294,190.60 - Stormwater Fund (2302)

Source of Funding:
Enterprise Fund

Contact Information:

NAME:	DEPARTMENT/DIVISION	PHONE
David Guernsey	PWE	(832) 395-3640
Ray DuRousseau	FIN/SPD	(832) 393-8726
Joseph Badell	FIN/SPD	(832) 393-0209

ATTACHMENTS:

Description	Type
1. RCA for THR Enterprises, Inc	Signed Cover sheet
2. Ordinance	Ordinance/Resolution/Motion
3. OBO Documents	Signed Cover sheet
4. Form A (Fair Campaing Ord)	Signed Cover sheet
5. Form B (Fair Campaing Ord)	Signed Cover sheet
6. Delinquent Tax Report	Signed Cover sheet
7. Pay or Play	Signed Cover sheet
8. Bids	Signed Cover sheet
10. Insurance	Signed Cover sheet

REQUEST FOR COUNCIL ACTION

TO: Mayor via City Secretary **RCA# 10182**

Subject: Formal Bids Received for Street Sweeping Services for the Public Works and Engineering Department S55-L24994	Category # 4	Page 1 of 2	Agenda Item

FROM (Department or other point of origin):	**Origination Date**	**Agenda Date**
Calvin D. Wells City Purchasing Agent Finance Department	August 26, 2014	
DIRECTOR'S SIGNATURE	**Council District(s) affected**	
Calvin D Wells	All	
For additional information contact:	**Date and Identification of prior authorizing Council Action:**	
David Guernsey **Phone:** (832) 395-3640 Ray DuRousseau **Phone:** (832) 393-8726		

RECOMMENDATION: (Summary)

Approve an ordinance awarding a contract to THR Enterprises, Inc. on its low bid in the amount not to exceed $4,294,190.60 for street sweeping services for the Public Works and Engineering Department.

Maximum Contract Award Amount: $4,294,190.60	**Finance Budget**
$4,294,190.60 - Fund 2302 - Storm Water Fund	

SPECIFIC EXPLANATION:

The City Purchasing Agent and the Director of Public Works and Engineering Department recommend that City Council approve an ordinance awarding a three-year contract with two one-year options, to THR Enterprises, Inc., on its low bid, in an amount not to exceed $4,294,190.60 for street sweeping services for the Public Works and Engineering Department. This contract will be used to sweep streets citywide. The City Purchasing Agent may terminate this contract at any time upon 30 days written notice to the contractor, should termination becomes necessary.

This bid was advertised in accordance with the requirements of the State of Texas bid laws. 61 prospective bidders downloaded the solicitation from SPD's e-bidding website and two bids were received as itemized below:

	Company	Total Amount
1.	**THR Enterprises, Inc.**	**$4,294,190.60**
2.	Sweeping Services of Texas Operating, L.P.	$7,339,347.50

The scope of work requires the contractor to provide all labor, equipment, supervision and transportation necessary to provide street sweeping services as required and directed by the Department's Street and Drainage Division personnel.

REQUIRED AUTHORIZATION

Finance Department:	Other Authorization:	Other Authorization:

MWBE Subcontracting:
This invitation to bid was issued as a goal-oriented contract with an 11% MWBE participation level. THR Enterprises, Inc. has designated the below named company as its subcontractor.

Name	Type of Work	Percentage	Dollar Amount
TLC Engineering, Inc.	Project Management Services	11%	$473,360.97

Pay or Play Program:
The proposed contract requires compliance with the City's Pay or Play ordinance regarding health benefits for employees of City contractors. In this case, the contractor has elected to pay into the Contractor Responsibility Fund in compliance with City policy.

Hire Houston First:
The proposed contract requires compliance with the City's 'Hire Houston First' ordinance that promotes economic opportunity for Houston businesses and supports job creation. In this case, the proposed contractor meets the requirements of Hire Houston First.

Buyer: Joseph Badell

Estimated Spending Authority

DEPARTMENT	FY2015	OUT YEARS	TOTAL
Public Works & Engineering	$1,025,250.00	$3,268,940.60	$4,294,190.60

CITY OF HOUSTON - CITY COUNCIL
Meeting Date: 9/16/2014
ETJ

20IPB126-Petition for Addition of 7.3677 acres Encanto Real UD

Agenda Item#: 23.

Summary:
ORDINANCE consenting to the addition of 7.3677 acres of land to **ENCANTO REAL UTILITY DISTRICT**, for inclusion in its district

Background:
Encanto REal Utility District has petitioned the City of Houston for consent to add 7.3677 acres of land, located in the city's extraterritorial jurisdiction, to the district.

The Utility District Review Committee has evaluated the application with respect to wastewater collection and treatment, potable water distribution, storm water conveyance, and other public services.

The district is located in the vicinity of Spring-Stuebner Road, Spring Creek, Gosling Road, and Mossy Oaks Road. The district desires to add 7.3677 acres, thus yielding a total of 749.6763 acres. The district is served by a district plan, Encanto Real Utility District Wastewater Treatment Plant. The nearest major drainage facility for Encanto Real Utility District is Spring Creek which flows to the San Jacinto River, and finally into Lake Houston.

Potable water will be provided by the district. By executing the Petition for Consent, the district has acknowledged that all plans for the construction of water conveyance, wastewater collection, and storm water collection systems within the district must be approved by the City of Houston prior to their construction.

The Utility District Review Committee recommends that the subject petition be approved.

Contact Information:
Carol Ellinger Haddock, P.E.
Senior Assistant Director
Phone: (832) 395-2686

ATTACHMENTS:

	Description	Type
	20IPB126-Petition for Addition of 7.3677 acres Encanto Real UD RCA	Signed Cover sheet
	20IPB126-Petition for Addition of 7.3677 acres Encanto Real UD MAP	Backup Material

TO: Mayor via City Secretary REQUEST FOR COUNCIL ACTION

SUBJECT: Petition for the City's consent to the addition of 7.3677 acres of land to Encato Real Utility District (Key Map No. 291-E)	Page 1 of 1	Agenda Item #
FROM (Department or other point of origin): Department of Public Works and Engineering	Origination Date	Agenda Date
DIRECTOR'S SIGNATURE Dale A. Rudick Dale A. Rudick, P.E.	Council District affected: "ETJ"	
For additional information contact: Carol Haddock Carol Ellinger Haddock, P.E. Senior Assistant Director (832) 395-2686	Date and identification of prior authorizing Council action:	

RECOMMENDATION: (Summary)

The petition for the addition of 7.3677 acres of land to Encanto Real Utility District be approved.

Amount and Source of Funding:

NONE REQUIRED

SPECIFIC EXPLANATION:

Encanto Real Utility District has petitioned the City of Houston for consent to add 7.3677 acres of land, located in the city's extraterritorial jurisdiction, to the district.

The Utility District Review Committee has evaluated the application with respect to wastewater collection and treatment, potable water distribution, storm water conveyance, and other public services.

The district is located in the vicinity of Spring-Stuebner Road, Spring Creek, Gosling Road, and Mossy Oaks Road. The district desires to add 7.3677 acres, thus yielding a total of 749.6763 acres. The district is served by a district plant, Encanto Real Utility District Wastewater Treatment Plant. The nearest major drainage facility for Encanto Real Utility District is Spring Creek which flows to the San Jacinto River, and finally into Lake Houston.

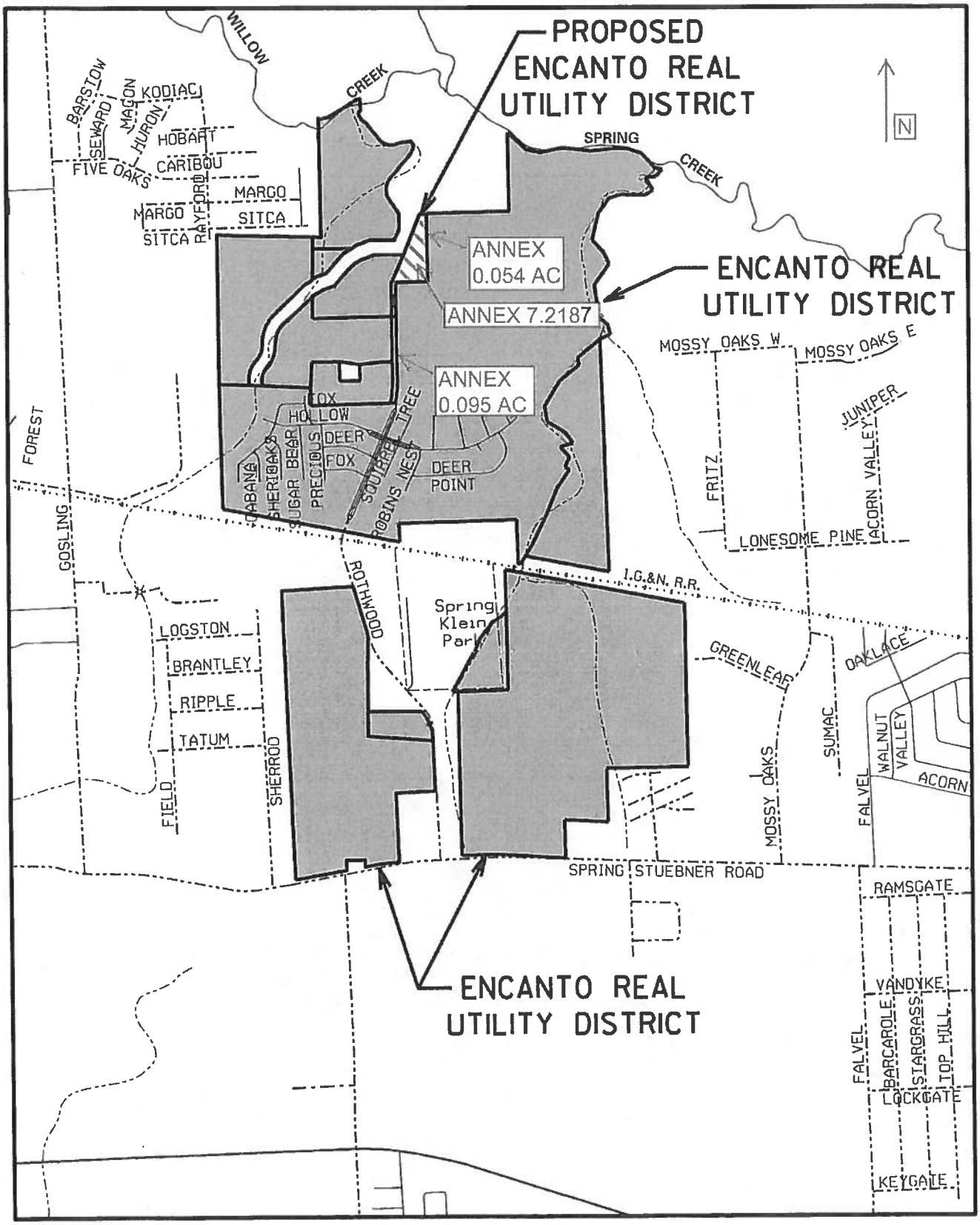
Potable water will be provided by the district. By executing the Petition for Consent, the district has acknowledged that all plans for the construction of water conveyance, wastewater collection, and storm water collection systems within the district must be approved by the City of Houston prior to their construction.

The Utility District Review Committee recommends that the subject petition be approved.

Attachments

c: Marta Crinejo
Patrick Walsh, P.E.
Jun Chang, P.E., D.WRE
Bill Zrioka
Deborah McAbee
Tim Lincoln, P.E.

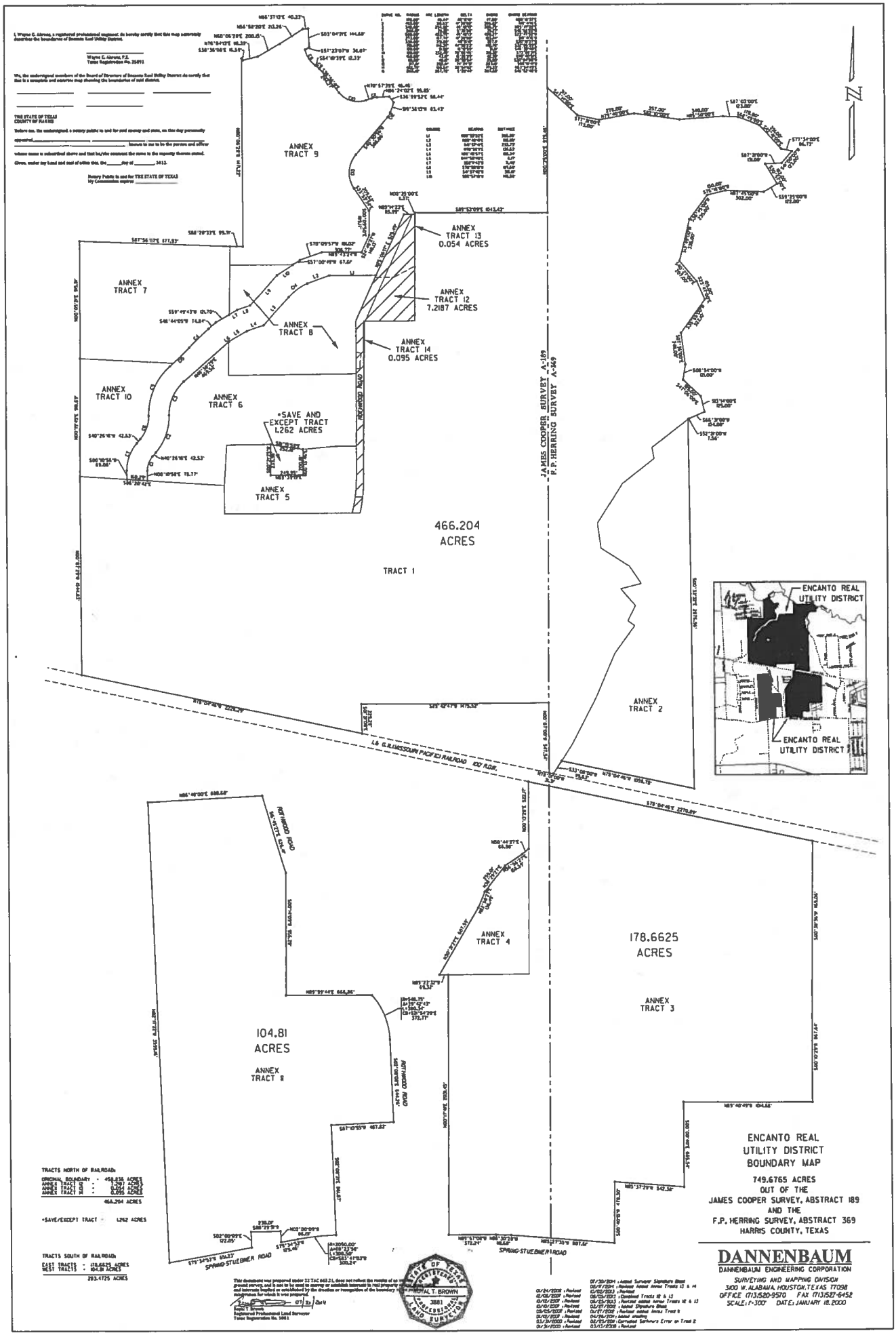
LTS# 12834	REQUIRED AUTHORIZATION	20IPB126
Finance Department	Other Authorization:	Other Authorization: Mark L. Loethen, P.E., CFM, PTOE Deputy Director Planning & Development Services Div.



VICINITY MAP

N.T.S.

DTPB126


ANNEX TRACT 9
ANNEX TRACT 13 0.054 ACRES
ANNEX TRACT 12 7.2187 ACRES
ANNEX TRACT 14 0.095 ACRES
ANNEX TRACT 8
ANNEX TRACT 7
ANNEX TRACT 10
ANNEX TRACT 6
*SAVE AND EXCEPT TRACT 1.262 ACRES
ANNEX TRACT 5
RICHARDS ROAD
JAMES COOPER SURVEY A-189
F.P. HERRING SURVEY A-369
466.204 ACRES
TRACT 1
ANNEX TRACT 2
ENCANTO REAL UTILITY DISTRICT
ENCANTO REAL UTILITY DISTRICT
L & G.N./MISSOURI PACIFIC RAILROAD 100' R.O.W.
ROTHWOOD ROAD
ANNEX TRACT 4
178.6625 ACRES
ANNEX TRACT 3
104.81 ACRES
ANNEX TRACT 11
SPRING-STUEBNER ROAD
SPRING-STUEBNER ROAD
TRACTS NORTH OF RAILROAD:
ORIGINAL BOUNDARY - 456.936 ACRES
ANNEX TRACT 9 : 1.262 ACRES
ANNEX TRACT 12 : 7.2187 ACRES
ANNEX TRACT 13 : 0.054 ACRES
466.204 ACRES
*SAVE/EXCEPT TRACT - 1.262 ACRES
TRACTS SOUTH OF RAILROAD:
EAST TRACTS : 178.6625 ACRES
WEST TRACTS : 104.81 ACRES
283.4725 ACRES
ENCANTO REAL UTILITY DISTRICT BOUNDARY MAP
749.6765 ACRES
OUT OF THE
JAMES COOPER SURVEY, ABSTRACT 189
AND THE
F.P. HERRING SURVEY, ABSTRACT 369
HARRIS COUNTY, TEXAS
DANNENBAUM
DANNENBAUM ENGINEERING CORPORATION
SURVEYING AND MAPPING DIVISION
3400 W. ALABAMA, HOUSTON, TEXAS 77098
OFFICE (713)520-9570 FAX (713)527-0452
SCALE: 1"=300' DATE: JANUARY 18, 2000
STATE OF TEXAS
REGISTERED
LAND SURVEYOR
NEWAL T. BROWN
3881

21R0126

CITY OF HOUSTON - CITY COUNCIL
Meeting Date: 9/16/2014
ETJ

20IPB120-Addition of 8.3416 acres HCMUD #5

Agenda Item#: 24.

Summary:
ORDINANCE consenting to the addition of 8.3416 acres of land to **HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 5 OF HARRIS COUNTY TEXAS**, for inclusion in its district

Background:
Harris County Municipal Utility District No. 5 has petitioned the City of Houston for consent to add 8.3416 acres of land located in the city's extraterritorial jurisdiction, to the district.

The Utility District Review Committee has evaluated the application with respect to wastewater collection and treatment, potable water distribution, storm water conveyance, and other public services.

The district is located in the vicinity of Gears Road, Hollow Drive, Lovebird Land, and Adel Road. The district desires to add 8.3146 acres, thus yielding a total of 715.5189 acres. The district will be served by the regional plant, Harris County Municipal Utility District 5 Wastewater Treatment Plant, which is owned and operated by the district. The nearest major drainage facility for Harris County Municipal District No. 5 is Greens Bayou which flows into the Houston Ship Channel

Potable water will be provided by the Harris County Municipal Utility District No. 5 Water Plant No. 1 and 2. By executing the Petition for Consent, the district has acknowledged that all plans for the construction of water the City of Houston prior to the construction.

The Utility District Review Committee recommends that the subject petition be approved.

LTS# 12800

Amount of Funding:
NONE REQUIRED

Contact Information:
Carol Ellinger Haddock, P.E.
Senior Assistant Director
Phone: (832) 395-2686

ATTACHMENTS:

	Description	Type
	20IPB120-Addition of 8.3416 acres HCMUD #5 - RCA	Signed Cover sheet
	20IPB120-Addition of 8.3416 acres HCMUD #5 MAP	Backup Material

TO: Mayor via City Secretary REQUEST FOR COUNCIL ACTION

SUBJECT: Petition for the City's consent to the addition of 8.3416 acres of land to Harris County Municipal Utility District No. 5 (Key Map No. 371 - L,M,Q & R; 372 – J,K,N,P)	Category #	Page 1 of 1	Agenda Item #

FROM (Department or other point of origin):	Origination Date	Agenda Date
Department of Public Works and Engineering		

DIRECTOR'S SIGNATURE	Council District affected:
Daniel R. Menendez, P.E., Acting Director	"ETJ" V.D. Cobb

For additional information contact:	Date and identification of prior authorizing Council action:
Carol Ellinger Haddock, P.E. Senior Assistant Director (832) 395-2686	

RECOMMENDATION: (Summary)

The petition for the addition of 8.3416 acres of land to Harris County Municipal Utility District No. 5 be approved.

Amount and Source of Funding:

NONE REQUIRED

SPECIFIC EXPLANATION:

Harris County Municipal Utility District No. 5 has petitioned the City of Houston for consent to add 8.3416 acres of land, located in the city's extraterritorial jurisdiction, to the district.

The Utility District Review Committee has evaluated the application with respect to wastewater collection and treatment, potable water distribution, storm water conveyance, and other public services.

The district is located in the vicinity of Gears Road, Ridge Hollow Drive, Lovebird Lane, and Adel Road. The district desires to add 8.3416 acres, thus yielding a total of 715.5189 acres. The district is served by the Harris County Municipal Utility District No. 5 Wastewater Treatment Plant, which is owned and operated by the district. The nearest major drainage facility for Harris County Municipal Utility District No. 5 is Greens Bayou which flows into the Houston Ship Channel.

Potable water is provided by Harris County Municipal Utility District No. 5 Water Plant Nos. 1 and 2. By executing the Petition for Consent, the district has acknowledged that all plans for the construction of water conveyance, wastewater collection, and storm water collection systems within the district must be approved by the City of Houston prior to their construction.

The Utility District Review Committee recommends that the subject petition be approved.

Attachments

cc: Marta Crinejo Patrick Walsh, P.E. Jun Chang, P.E., D.WRE
Bill Zrioka Deborah McAbee Tim Lincoln, P.E.

LTS# 12800 REQUIRED AUTHORIZATION 20IPB120

Finance Department	Other Authorization:	Other Authorization:
		Mark L. Loethen, P.E., CFM, PTOE Deputy Director Planning & Development Services Div.

TO: Mayor via City Secretary REQUEST FOR COUNCIL ACTION

SUBJECT: Petition for the City's consent to the addition of 8.3416 acres of land to Harris County Municipal Utility District No. 5 (Key Map No. 371 - L,M,Q & R; 372 – J,K,N,P)	Category #	Page 1 of 1	Agenda Item #

FROM (Department or other point of origin):	Origination Date	Agenda Date
Department of Public Works and Engineering		

DIRECTOR'S SIGNATURE	Council District affected:
Daniel R. Menendez, P.E., Acting Director	"ETJ" V.D. Cobb

For additional information contact:	Date and identification of prior authorizing Council action:
Carol Ellinger Haddock, P.E. Senior Assistant Director (832) 395-2686	

RECOMMENDATION: (Summary)

The petition for the addition of 8.3416 acres of land to Harris County Municipal Utility District No. 5 be approved.

Amount and Source of Funding:

NONE REQUIRED

SPECIFIC EXPLANATION:

Harris County Municipal Utility District No. 5 has petitioned the City of Houston for consent to add 8.3416 acres of land, located in the city's extraterritorial jurisdiction, to the district.

The Utility District Review Committee has evaluated the application with respect to wastewater collection and treatment, potable water distribution, storm water conveyance, and other public services.

The district is located in the vicinity of Gears Road, Ridge Hollow Drive, Lovebird Lane, and Adel Road. The district desires to add 8.3416 acres, thus yielding a total of 715.5189 acres. The district is served by the Harris County Municipal Utility District No. 5 Wastewater Treatment Plant, which is owned and operated by the district. The nearest major drainage facility for Harris County Municipal Utility District No. 5 is Greens Bayou which flows into the Houston Ship Channel.

Potable water is provided by Harris County Municipal Utility District No. 5 Water Plant Nos. 1 and 2. By executing the Petition for Consent, the district has acknowledged that all plans for the construction of water conveyance, wastewater collection, and storm water collection systems within the district must be approved by the City of Houston prior to their construction.

The Utility District Review Committee recommends that the subject petition be approved.

Attachments

cc: Marta Crinejo Patrick Walsh, P.E. Jun Chang, P.E., D.WRE
Bill Zrioka Deborah McAbee Tim Lincoln, P.E.

LTS# 12800 REQUIRED AUTHORIZATION 20IPB120

Finance Department	Other Authorization:	Other Authorization:
		Mark L. Loethen, P.E., CFM, PTOE Deputy Director Planning & Development Services Div.

CITY OF HOUSTON - CITY COUNCIL
Meeting Date: 9/16/2014
ETJ

20IPB129-Addition 83.17 acres HCMUD #153

Agenda Item#: 25.

Summary:
ORDINANCE consenting to the addition of 83.17 acres of land to **HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 153**, for inclusion in its district

Background:
Harris County Municipal Utility District No. 153 has petitioned the City of Houston for consent to add 83.17 acres of land, located in the city's extraterritorial jurisdiction, to the district.

The Utility District Review Committee has evaluated the application with respect to wastewater collection and treatment, potable water distribution, storm water conveyance, and other public services.

The district is located int he vicinity of BSL&W Railway, F.M. 1960, West Lake Houston Parkway and Lake Houston. The district desires to add 83.17 acres, thus yielding a total of 1,099.009 acres. The district is served by the Atascocita Joint Operations Board. The other districts served by this plant are Harris County Municipal Utility District No. 46, 106, 109, 132, 151, and 152. The nearest major drainage facility for Harris County Municipal Utility District No. 153 is Lake Houston.

Potable water is provided by the district. By executing the Petition for Consent, the district has acknowledged that all plans for the construction of water conveyance, wastewater collection, and storm water collection systems within the district must be approved by the City of Houston prior to their construction.

The Utility District Review Committee recommends that the subject petition be approved.

Contact Information:
Carol Ellinger Haddock, P.E.
Senior Assistant Director
Phone: (832) 395-2686

ATTACHMENTS:

	Description	Type
🗋	20IPB129-Addition 83.17 acres HCMUD #153 RCA	Signed Cover sheet
🗋	20IPB129-Addition 83.17 acres HCMUD #153 MAP	Backup Material

TO: Mayor via City Secretary REQUEST FOR COUNCIL ACTION

SUBJECT: Petition for the City's consent to the addition of 83.17 acres of land to Harris County Municipal Utility District No. 153 (Key Map No. 377-C,G)	Category #	Page 1 of 1	Agenda Item #

FROM (Department or other point of origin):	Origination Date	Agenda Date
Department of Public Works and Engineering		

DIRECTOR'S SIGNATURE	Council District affected:
Dale A. Rudick Dale A. Rudick, P.E., Acting Director	"ETJ" V.D. CEA

For additional information contact:	Date and identification of prior authorizing Council action:
Carol Haddock Carol Ellinger Haddock, P.E. Senior Assistant Director (832) 395-2686	

RECOMMENDATION: (Summary)

The petition for the addition of 83.17 acres of land to Harris County Municipal Utility District No. 153 be approved.

Amount and Source of Funding:

NONE REQUIRED

SPECIFIC EXPLANATION:

Harris County Municipal Utility District No. 153 has petitioned the City of Houston for consent to add 83.17 acres of land, located in the city's extraterritorial jurisdiction, to the district.

The Utility District Review Committee has evaluated the application with respect to wastewater collection and treatment, potable water distribution, storm water conveyance, and other public services.

The district is located in the vicinity of BSL&W Railway, F.M. 1960, West Lake Houston Parkway and Lake Houston. The district desires to add 83.17 acres, thus yielding a total of 1,099.009 acres. The district is served by the Atascocita Joint Operations Board. The other districts served by this plant are Harris County Municipal Utility District No. 46, 106, 109, 132, 151, and 152. The nearest major drainage facility for Harris County Municipal Utility District No. 153 is Lake Houston.

Potable water is provided by the district. By executing the Petition for Consent, the district has acknowledged that all plans for the construction of water conveyance, wastewater collection, and storm water collection systems within the district must be approved by the City of Houston prior to their construction.

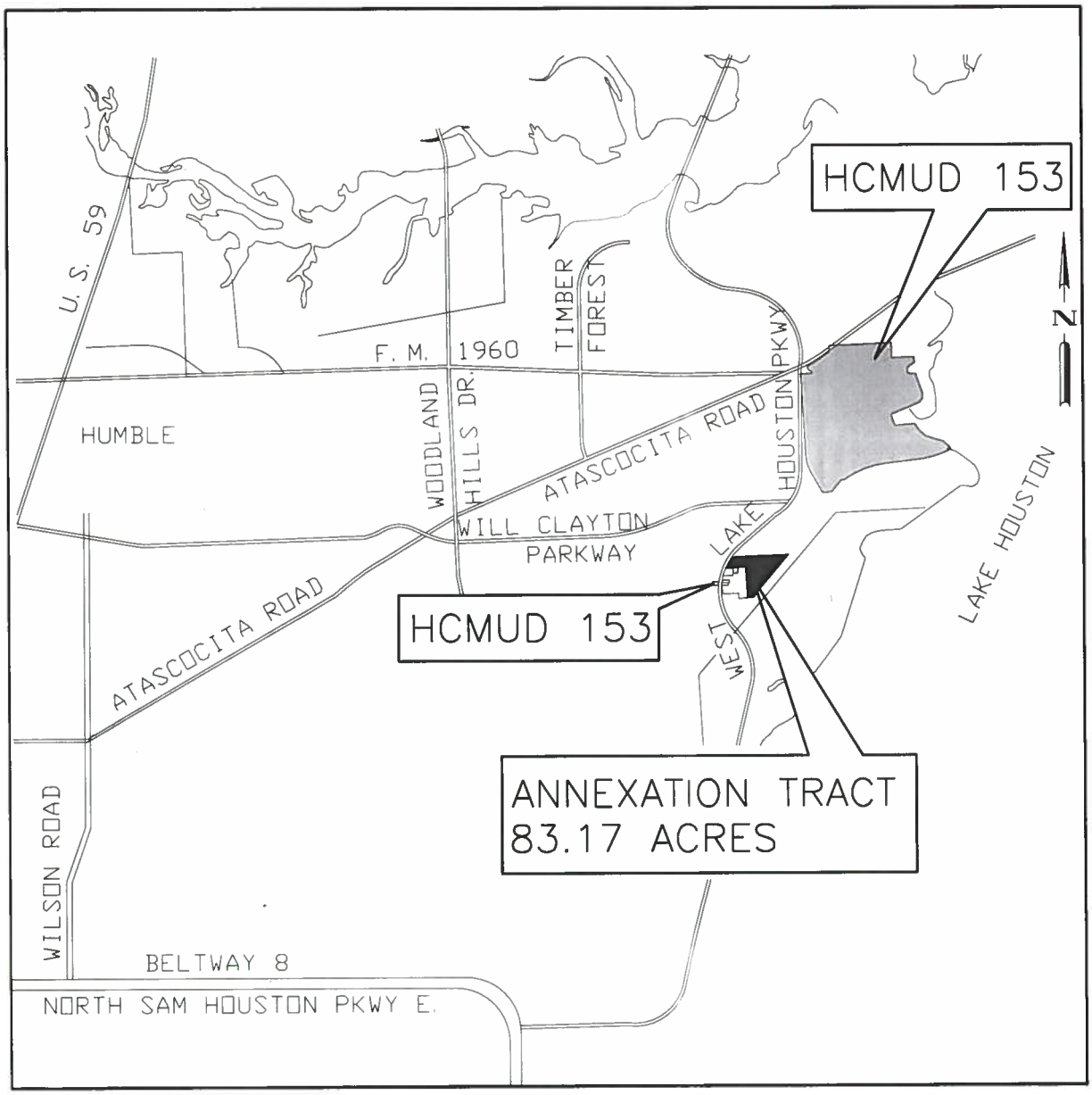
The Utility District Review Committee recommends that the subject petition be approved.

Attachments

cc: Marta Crinejo Patrick Walsh, P.E. Jun Chang, P.E., D.WRE
Bill Zrioka Deborah McAbee Tim Lincoln, P.E.

LTS#12803 REQUIRED AUTHORIZATION 20IPB129

Finance Department	Other Authorization:	Other Authorization:
		Mark L. Loethen, P.E., CFM, PTOE Deputy Director Planning & Development Services Div.



VICINITY MAP

N.T.S.

HARRIS COUNTY KEY MAP PAGES 376–377

201 PB129

CITY OF HOUSTON - CITY COUNCIL
Meeting Date: 9/16/2014
ETJ

20IPB127-Annexation 156.15 Acres - HCMUD #495

Agenda Item#: 26.

Summary:
ORDINANCE consenting to the addition of 156.15 acres of land to **HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 495**, for inclusion in its district

Background:
Harris County Municipal Utility District No. 495 has petitioned the City of Houston for consent to add 156.15 acres of land located in the city's extraterritorial jurisdiction, to the district.

The Utility District Review Committee has evaluated the application with respect to wastewater collection and treatment, potable water distribution, storm water conveyance, and other public services.

The district is located in the vicinity of Clay Road, Stockdick School Road, Katy Hockley Cutoff Road, and Porter Road. The district desires to add 156.15 acres, thus yielding a total of 476.35 acres. The district will be served by the regional plant, Harris County Municipal Utility District 495 Wastewater Treatment Plant. The other district to the be served by this plant is Mini B., Inc. The nearest major drainage facility for Harris County Municipal Utility District No. 495 is South Mayde Creek which flows into Langham Creek which then flows into Buffalo Bayou and finally into the Houston Ship Channel.

Potable water will be provided by the Harris County Municipal Utility District No. 495 Water Plant No. 1. by executing the Petition for Consent, the district has acknowledged that all plans for the construction of water the City of Houston prior to the construction.

The Utility District Review Committee recommends that the subject petition be approved.

LTS# 12802

Amount of Funding:
NONE REQUIRED

Contact Information:
Carol Ellinger Haddock, P.E.
Senior Assistant Director
Phone: (832) 395-2686

ATTACHMENTS:

	Description	Type
	20IPB127-Annexation 156.15 Acres - HCMUD #495 RCA	Signed Cover sheet
	20IPB127-Annexation 156.15 Acres - HCMUD #495 MAP	Backup Material

TO: Mayor via City Secretary REQUEST FOR COUNCIL ACTION

SUBJECT: Petition for the City's consent to the annexation of 156.15 acres as Harris County Municipal Utility District No. 495 (Key Map No. 445A, E)	Category #	Page 1 of 1	Agenda Item #

FROM (Department or other point of origin):	Origination Date	Agenda Date
Department of Public Works and Engineering		

DIRECTOR'S SIGNATURE	Council District affected:
Daniel R. Menendez, P.E., Acting Director	"ETJ" V.O. CLS

For additional information contact:	Date and identification of prior authorizing Council action:
Carol Ellinger Haddock, P.E Senior Assistant Director Phone: (832) 395-2686	

RECOMMENDATION: (Summary)

The petition for the annexation of 156.15 acres of land as Harris County Municipal Utility District No. 495 be approved.

Amount and Source of Funding:

NONE REQUIRED

SPECIFIC EXPLANATION:

Harris County Municipal Utility District No. 495 has petitioned the City of Houston for consent to add 156.15 acres of land located in the city's extraterritorial jurisdiction, to the district.

The Utility District Review Committee has evaluated the application with respect to wastewater collection and treatment, potable water distribution, storm water conveyance, and other public services.

The district is located in the vicinity of Clay Road, Stockdick School Road, Katy Hockley Cutoff Road, and Porter Road. The district desires to add 156.15 acres, thus yielding a total of 476.35 acres. The district will be served by the regional plant, Harris County Municipal Utility District No. 495 Wastewater Treatment Plant. The other district to be served by this plant is Mini B., Inc. The nearest major drainage facility for Harris County Municipal Utility District No. 495 is South Mayde Creek which flows into Langham Creek which then flows into Buffalo Bayou and finally into the Houston Ship Channel.

Potable water will be provided by the Harris County Municipal Utility District No. 495 Water Plant No. 1. By executing the Petition for Consent, the district has acknowledged that all plans for the construction of water conveyance, wastewater collection, and storm water collection systems within the district must be approved by the City of Houston prior to their construction.

The Utility District Review Committee recommends that the subject petition be approved.

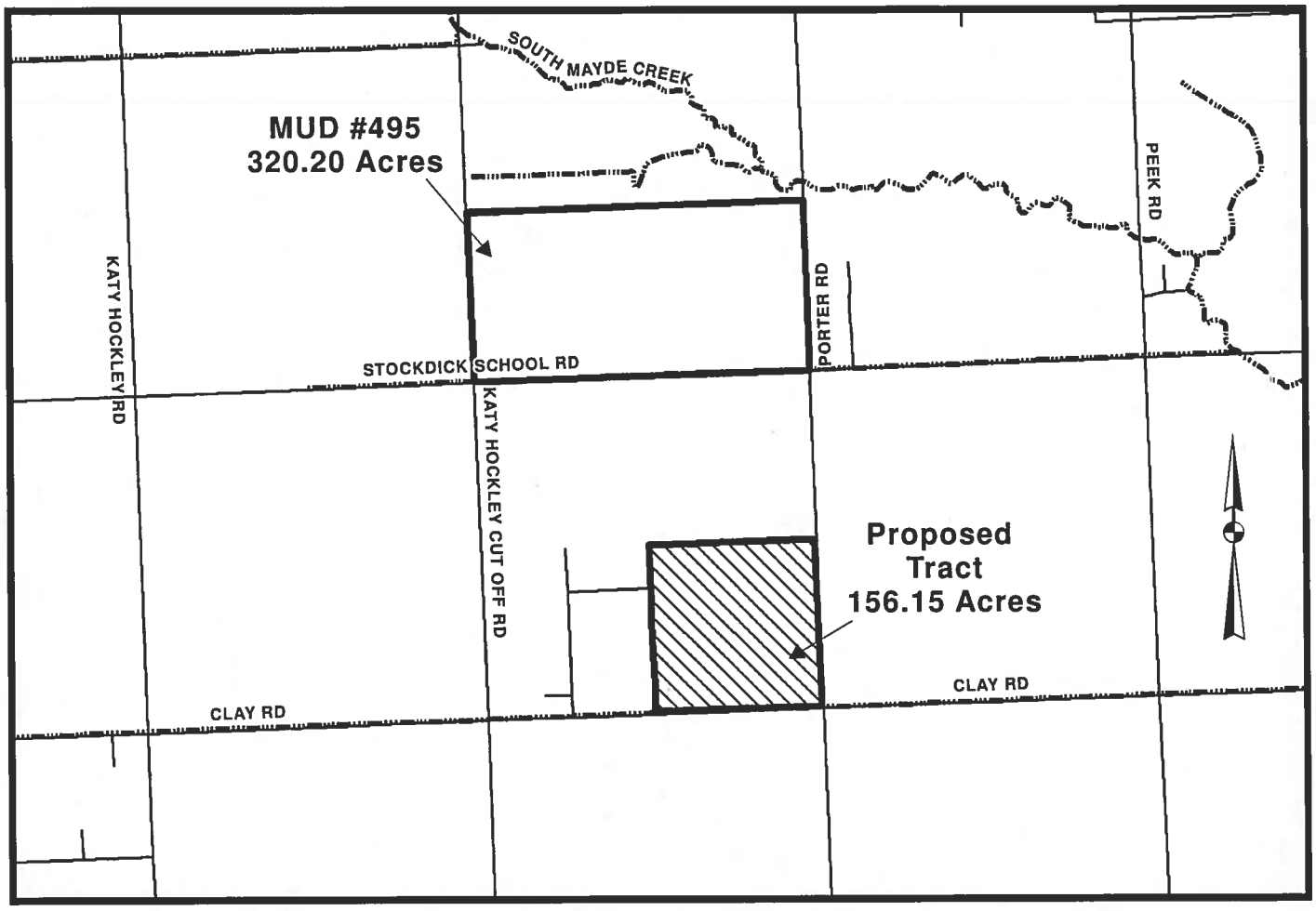
Attachments

cc: Marta Crinejo Patrick Walsh, P.E. Jun Chang, P.E., D.WRE
Bill Zrioka Deborah McAbee Tim Lincoln, P.E.

LTS# 12802 REQUIRED AUTHORIZATION 20IPB127

Finance Department	Other Authorization:	Other Authorization:
		Mark L. Loethen, P.E., CFM, PTOE Deputy Director Planning & Development Services Div.

VICINITY MAP OF
PROPOSED TRACT
TO BE ANNEXED INTO HARRIS COUNTY
MUNICIPAL UTILITY DISTRICT NO. 495
BEING 156.15 ACRES OF LAND
LOCATED IN SECTION 61, BLOCK 2 OF THE H&TC.R.R. COMPANY SURVEY, ABSTRACT 450,
HARRIS COUNTY, TEXAS



SCALE: 1 "=0.5 Mile

Path: T:\0218\30025\HCMUD495annexation_bw_ALT.mxd

LEGEND:

M.U.D. NO. 495 BOUNDARY
320.20 Acres
Key Map No. 405W, 404Z, 444D, and 445A

PROPOSED ANNEXATION
156.15 Acres
Key Map No. 445A and 445E

CREATED: JULY 29, 2014

CITY OF HOUSTON - CITY COUNCIL
Meeting Date: 9/16/2014
ETJ

20IPB130-Petition for Addition 4.910 acres - North Belt Utility District

Agenda Item#: 27.

Summary:
ORDINANCE consenting to the addition of 4.910 acres of land to **NORTH BELT UTILITY DISTRICT**, for inclusion in its district

Background:
North Belt Utility District petitioned the City of Houston for consent to add 4.910 acres of land, located in the city's extraterritorial jurisdiction, to the district.

The Utility District Review Committee has evaluated the application with respect to wastewater collection and treatment, potable water distribution, storm water conveyance, and other public services.

The district is located int he vicinity of Ralphcrest, Aldine Bender, Luthe, and chrisman. The district desires to add 4.910 acres, thus yielding a total of 582.8456 acres. The district is served by the City of Houston Intercontinental Airport Regional Wastewater Treatment Plant. The nearest major drainage facility for north Belt Utility District is Greens Bayou which flows into the Houston Ship Channel.

Potable water is provided by the district. By executing the Petition for Consent, the district has acknowledged that all plans for the construction of water conveyance, wastewater collection, and storm water collection systems within the district must be approved by the City of Houston prior to their construction.

The Utility District Review Committee recommends that the subject petition be approved.

Contact Information:
Carol Ellinger Haddock, P.E.
Senior Assistant Director
Phone: (832) 395-2686

ATTACHMENTS:

	Description	Type
🗋	RCA	Signed Cover sheet

TO: Mayor via City Secretary REQUEST FOR COUNCIL ACTION

SUBJECT: Petition for the City's consent to the addition of 4.910 acres to North Belt Utility District (Key Map No. 373-U & Y)	Page 1 of 1	Agenda Item #
FROM (Department or other point of origin): Department of Public Works and Engineering	Origination Date	Agenda Date
DIRECTOR'S SIGNATURE: Dale A. Rudick Dale A. Rudick, P.E., Acting Director	Council District affected: "ETJ"	
For additional information contact: Carol Ellinger Haddock Carol Ellinger Haddock, P.E. Senior Assistant Director Phone (832) 395-2686	Date and identification of prior authorizing Council action:	

RECOMMENDATION: (Summary)

The petition for the addition of 4.910 acres of land to North Belt Utility District be approved.

Amount and Source of Funding:

NONE REQUIRED

SPECIFIC EXPLANATION:

North Belt Utility District has petitioned the City of Houston for consent to add 4.910 acres of land, located in the city's extraterritorial jurisdiction, to the district.

The Utility District Review Committee has evaluated the application with respect to wastewater collection and treatment, potable water distribution, storm water conveyance, and other public services.

The district is located in the vicinity of Ralphcrest, Aldine Bender, Luthe, and Chrisman. The district desires to add 4.910 acres, thus yielding a total of 582.8456 acres. The district is served by the City of Houston Intercontinental Airport Regional Wastewater Treatment Plant. The nearest major drainage facility for North Belt Utility District is Greens Bayou which flows into the Houston Ship Channel.

Potable water is provided by the district. By executing the Petition for Consent, the district has acknowledged that all plans for the construction of water conveyance, wastewater collection, and storm water collection systems within the district must be approved by the City of Houston prior to their construction.

The Utility District Review Committee recommends that the subject petition be approved.

Attachments

cc: Marta Crinejo Patrick Walsh, P.E. Jun Chang, P.E., D.WRE
Bill Zrioka Deborah McAbee Tim Lincoln, P.E.

LTS#12812 REQUIRED AUTHORIZATION 20IPB130

Finance Department	Other Authorization:	Other Authorization: Mark L. Loethen, P.E., CFM, PTOE Deputy Director Planning and Development Services Division

CITY OF HOUSTON - CITY COUNCIL
Meeting Date: 9/16/2014
ETJ

Item Creation Date: 7/31/2014

20IPB100-addtn NW HC MUD Dist. No.5

Agenda Item#: 28.

Summary:
ORDINANCE consenting to the addition of 114.0426 acres of land to **NORTHWEST HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 5**, for inclusion in its district

Background:
Petition for the City's consent to the addition of five (5) tracts of land totaling 114,.0426 acres to Northwest Harris County Municipal Utility District No.5

Contact Information:
Carol Ellinger Haddock, P.E.

ATTACHMENTS:

Description	Type
20IPB100-addtn NW HC MUD Dist. No.5	Signed Cover sheet

TO: Mayor via City Secretary **REQUEST FOR COUNCIL ACTION**

SUBJECT: Petition for the City's consent to the addition of five (5) tracts of land totaling 114.0426 acres to Northwest Harris County Municipal Utility District No. 5 (Key Map No. 327-D, H,M, U,V & 328-A, J, L, M, Q, R, S)	Category #	Page 1 of 1	Agenda Item #

FROM (Department or other point of origin):	Origination Date	Agenda Date
Department of Public Works and Engineering		

DIRECTOR'S SIGNATURE Daniel W. Krueger, P.E.	Council District affected: "ETJ" VO CO4
For additional information contact: Carol Ellinger Haddock, P.E. Senior Assistant Director Phone: (832) 395-2686	Date and identification of prior authorizing Council action:

RECOMMENDATION: (Summary)

The petition for the addition of five (5) tracts of land totaling 114.0426 acres of land to Northwest Harris County Municipal Utility District No. 5 be approved.

Amount and Source of Funding:

NONE REQUIRED

SPECIFIC EXPLANATION:

Northwest Harris County Municipal Utility District No. 5 has petitioned the City of Houston for consent to add five (5) tracts of land totaling 114.0426 acres of land, located in the city's extraterritorial jurisdiction, to the district.

The Utility District Review Committee has evaluated the application with respect to wastewater collection and treatment, potable water distribution, storm water conveyance, and other public services.

The district is located in the vicinity of Cypress Creek, Boudreaux, Telge Road, and Eldridge Parkway. The district desires to add five (5) tracts of land totaling 114.0426 acres, thus yielding a total of 2,359.9739 acres. The district is served by the Northwest Harris County Municipal Utility District No. 5 Wastewater Treatment Plant numbers 1 and 2, which is owned and operated by the district. The nearest major drainage facility for Northwest Harris County Municipal Utility District No. 5 is Faulkey Gully which flows to Cypress Creek then into Spring Creek then into the San Jacinto River and finally into Lake Houston.

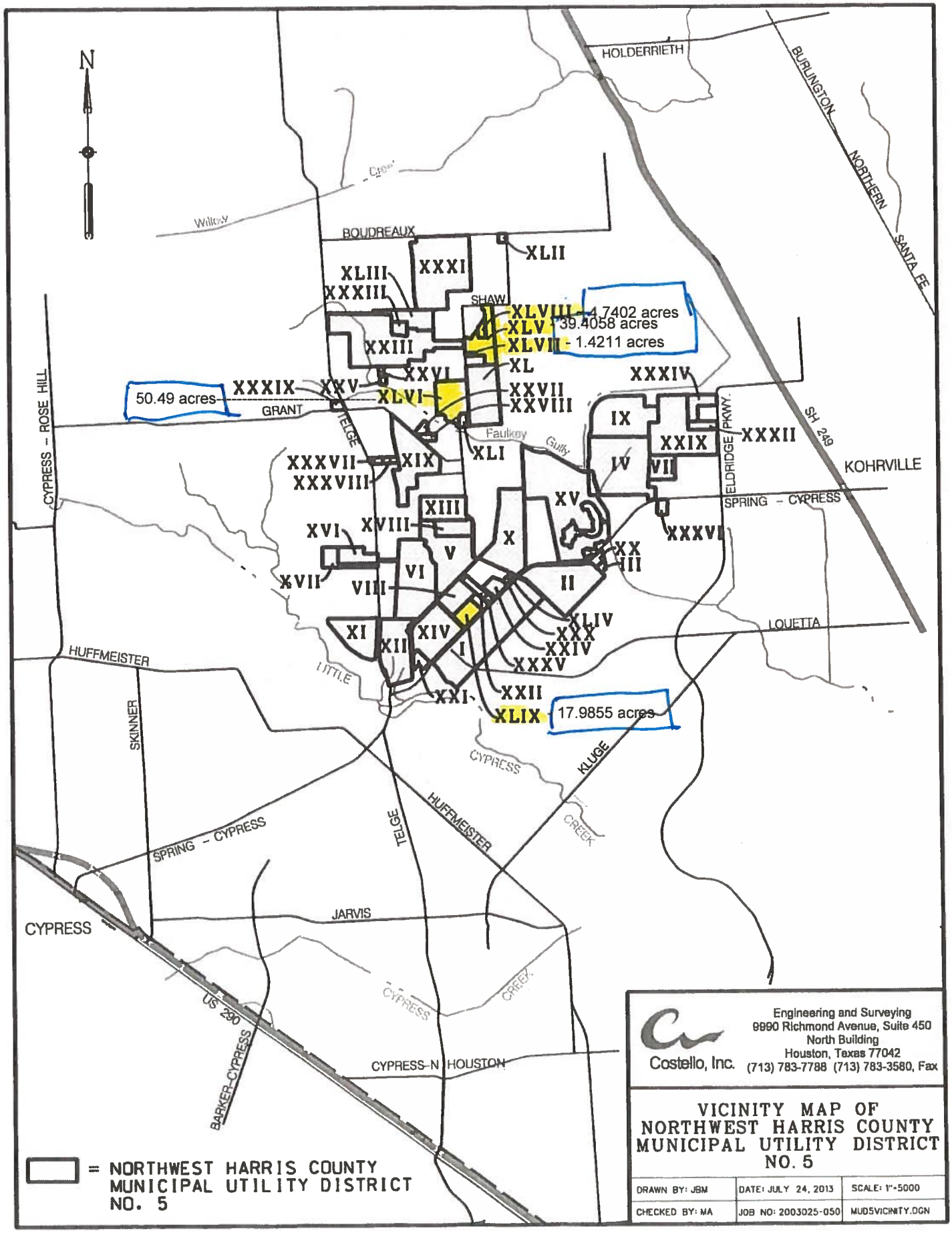
Potable water is provided by the district. By executing the Petition for Consent, the district has acknowledged that all plans for the construction of water conveyance, wastewater collection, and storm water collection systems within the district must be approved by the City of Houston prior to their construction.

The Utility District Review Committee recommends that the subject petition be approved.

Attachments

cc: Marta Crinejo Patrick Walsh, P.E. Jun Chang, P.E., D.WRE
Bill Zrioka Deborah McAbee Tim Lincoln, P.E.

LTS# 10694	REQUIRED AUTHORIZATION	20IPB100
Finance Director	Other Authorization:	Other Authorization: Mark L. Loethen, P.E., CFM, PTOE Deputy Director Planning & Development Services Div.



Costello, Inc.
Engineering and Surveying
9990 Richmond Avenue, Suite 450
North Building
Houston, Texas 77042
(713) 783-7788 (713) 783-3580, Fax

VICINITY MAP OF NORTHWEST HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 5

DRAWN BY: JBM	DATE: JULY 24, 2013	SCALE: 1"=5000
CHECKED BY: MA	JOB NO: 2003025-050	MUDSVICINITY.DGN

CITY OF HOUSTON - CITY COUNCIL
Meeting Date: 9/16/2014
ALL

Item Creation Date: 8/20/2014

10209-Houma Armature Works Houston, LLC - 1st Amendment

Agenda Item#: 29.

Summary:
ORDINANCE approving and authorizing first amendment to contract between the City of Houston and **HOUMA ARMATURE WORKS HOUSTON, LLC**, for Large Submersible Pump Repair Services for Public Works & Engineering Department

Background:
The City Purchasing Agent recommends that City Council approve an amending ordinance authorizing a first amendment to the Contract between the City of Houston and **HOUSTON ARMATURE WORKS HOUSTON, LLC**. to extend the contract term from October 2, 2014 to October 1, 2015, for large submersible pump repair services for the Public Works and Engineering Department. The City Purchasing Agent may terminate this contract at any time upon 30-days written notice.

This contract was awarded on June 17, 2009 by Ordinance 2009-541 for a three-year term, with two one-year options in the amount of $10,552,358.80. The contract commenced on July 2, 2009 and is currently in a 90-day extension period that expires on October 1, 2014. Expenditures as of August 13, 2014, total $6,381,880.60. The contract extension shall allow services to continue until a new contract is awarded.

The scope of work requires the contractor to provide all equipment, facilities, labor, materials, parts, supervision and transportation necessary to disassemble, inspect, rewind or recondition the submersible pump motor and completely reassemble and test the unit. The contractor inspects all the components and cleans all parts before rewinding or reconditioning the pump(s). After all repairs are made, the contractor is required to balance and test the rotors and impellers at their full voltage to ensure that the pump is performing at optimum level.

The contract was awarded with an 11% M/WBE participation goal; Houma Armature Works, LLC is currently achieving 6.15%. The Office of Business Opportunity will continue to monitor this contract to ensure maximum MWBE participation.

Prior Council Action:
Ordinance No. 2009-541; passed 6/17/2009

Amount of Funding:
NO ADDITIONAL FUNDING REQUIRED

Contact Information:
David Guernsey Phone: (832) 395-3640
Richard Morris Phone: (832 393-8736
Joyce Hays Phone: (832) 393-8723

ATTACHMENTS:

	Description	Type
	10209-RCA - Houma Armature Works	Backup Material
	10209-Houma Armature Works Houston, LLC - 1st Amendment CAPTION	Ordinance/Resolution/Motion
	10209-Prior Council Action Ord No. 2009-541	Ordinance/Resolution/Motion
	10209-OBO Documents	Backup Material
	10209-Delinquent tax report	Backup Material
	10209-Department Sign-Offs	Backup Material

REQUEST FOR COUNCIL ACTION

TO: Mayor via City Secretary **RCA# 10209**

Subject: Ordinance Authorizing a First Amendment to Contract No. 4600009663 for Large Submersible Pump Repair Services for the Public Works and Engineering Department S30-L23084-A1	Category # 4	Page 1 of 1	Agenda Item

FROM (Department or other point of origin):	**Origination Date**	**Agenda Date**
Calvin D. Wells City Purchasing Agent Finance Department	August 12, 2014	

DIRECTOR'S SIGNATURE	**Council District(s) affected**
Calvin D Wells	All

For additional information contact:		**Date and Identification of prior authorizing Council Action:**
David Guernsey	**Phone:** (832) 395-3640	Ordinance No. 2009-541; passed 6/17/2009
Joyce Hays	**Phone:** (832) 393-8723	

RECOMMENDATION: (Summary)

Approve an amending ordinance authorizing a first amendment to the contract between Houma Armature Works Houston, LLC to extend the contract term from October 2, 2014 to October 1, 2015, for large submersible pump repair services for the Public Works and Engineering Department.

NO ADDITIONAL FUNDING REQUIRED	**Finance Budget**

SPECIFIC EXPLANATION:

The City Purchasing Agent recommends that City Council approve an amending ordinance authorizing a first amendment to the Contract between the City of Houston and Houma Armature Works Houston, LLC to extend the contract term from October 2, 2014 to October 1, 2015, for large submersible pump repair services for the Public Works and Engineering Department. The City Purchasing Agent may terminate this contract at any time upon 30-days written notice.

This contract was awarded on June 20, 2009 by Ordinance 2009-541 for a three-year term, with two one-year options in the amount of $10,552,358.80. The contract commenced on July 2, 2009 and is currently in a 90-day extension period that expires on October 1, 2014. Expenditures as of August 13, 2014, totaled $6,381,880.60. The contract extension shall allow services to continue until a new contract is awarded.

The scope of work requires the contractor to provide all equipment, facilities, labor, materials, parts, supervision and transportation necessary to disassemble, inspect, rewind or recondition the submersible pump motor and completely reassemble and test the unit. The contractor inspects all the components and cleans all parts before rewinding or reconditioning the pump(s). After all repairs are made, the contractor is required to balance and test the rotors and impellers at their full voltage to ensure that the pump is performing at optimum level.

The contract was awarded with an 11% M/WBE participation goal; Houma Armature Workds, LLC is currently achieving 6.15%. The Office of Business Opportunity will continue to monitor this contract to ensure maximum MWBE participation.

Buyer: Richard Morris

REQUIRED AUTHORIZATION

Finance Department:	Other Authorization:	Other Authorization:

City of Houston, Texas Ordinance No. _____

AN ORDINANCE APPROVING AND AUTHORIZING A FIRST AMENDMENT TO THE CONTRACT BETWEEN THE CITY OF HOUSTON AND HOUMA ARMATURE WORKS HOUSTON, LLC FOR LARGE SUBMERSIBLE PUMP REPAIR SERVICES FOR THE PUBLIC WORKS AND ENGINEERING DEPARTMENT; CONTAINING PROVISIONS RELATING TO THE SUBJECT; AND DECLARING AN EMERGENCY.

* * * *

Controller's Office

To the Honorable Mayor and City Council of the City of Houston, Texas:

I hereby certify, with respect to the money required for the contract, agreement, obligation or expenditure contemplated by the ordinance set out below that:

(✓) **Funds have been encumbered out of funds previously appropriated for such purpose.**

( ) **Funds have been certified and designated to be appropriated by separate ordinance to be approved prior to the approval of the ordinance set out below.**

( ) **Funds will be available out of current or general revenue prior to the maturity of any such obligation.**

( ) **No pecuniary obligation is to be incurred as a result of approving the ordinance set out below.**

( ) **The money required for the expenditure or expenditures specified below is in the treasury, in the fund or funds specified below, and is not appropriated for any other purposes.**

( ) **A certificate with respect to the money required for the expenditure or expenditures specified below is attached hereto and incorporated hereby by this reference.**

( ) **Other - Grant Funds Available**

Marianne D. Parker

Date: 6-16, **20**09 **City Controller of the City of Houston, Texas**

Marianne D. Appel

FUND REF: 8300-2800-520124 **AMOUNT:** 1,000.00 **ENCUMB. NO.** 4500093842

OA 46-9663 **City of Houston, Texas Ordinance No.** 2009-541

AN ORDINANCE AWARDING A CONTRACT TO HOUMA ARMATURE WORKS HOUSTON, LLC, FOR LARGE SUBMERSIBLE PUMP REPAIR SERVICES FOR PUBLIC WORKS AND ENGINEERING DEPARTMENT; PROVIDING A MAXIMUM CONTRACT AMOUNT: CONTAINING PROVISIONS RELATING TO THE SUBJECT; AND DECLARING AN EMERGENCY.

* * * *

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HOUSTON, TEXAS:

Section 1. Having duly advertised for and received competitive bids for the contract described in the title of this ordinance, the City Council hereby finds and determines that the lowest responsible and secure bid was submitted by Houma Armature Works Houston, LLC in the amount of $10,552,358.80 (which amount is only an estimate if unit prices are included in the bid proposal of said bidder) and that such bid is the most advantageous for the City. Such contract is hereby awarded to said bidder.

Section 2. The City Council hereby approves and authorizes the Contract, agreement or other undertaking described in the title of this Ordinance, in substantially the form as shown in the document which is attached hereto and incorporated herein by this reference. The Mayor is hereby authorized to execute such document and all related documents (including any related surety bonds) on behalf of the City of Houston. The City Secretary is hereby authorized to attest to all such signatures and to affix the seal of the City to all such documents.

Section 3. The Mayor is hereby authorized to take all actions necessary to effectuate the City's intent and objectives in approving such contract, agreement, or other undertaking in the event of changed circumstances.

Section 4. The City Attorney is hereby authorized to take all action necessary to enforce all legal obligations under said contract without further authorization from Council.

Section 5. The total allocation for the contract, agreement or other undertaking approved and authorized hereby shall never exceed $10,552,358.80 unless and until this sum is increased by ordinance of City Council.

Section 6. There exists a public emergency requiring that this Ordinance be passed finally on the date of its introduction as requested in writing by the Mayor; therefore, this Ordinance shall be passed finally on such date and shall take effect immediately upon its passage and approval by the Mayor; however, in the event that the Mayor fails to sign this Ordinance within five days after its passage and adoption, it shall take effect in accordance with Article VI, Section 6, Houston City Charter.

PASSED AND ADOPTED this 17th **day of** June, **20**09.

APPROVED this _____ **day of** _____, **20**_____.

_____
Mayor of the City of Houston

Pursuant to Article VI, Section 6, Houston City Charter, the effective date of the foregoing Ordinance is JUN 3 0 2009.

_____
City Secretary

Prepared by: Strategic Purchasing Contact: Richard Morris, Phone: 832-393-8736

This Ordinance has been reviewed as to form by the undersigned legal assistant and has been found to meet established Legal Department criteria. The Legal Department has not reviewed the content of these documents.

5-27-09
Date

D Gray
Legal Assistant

(Basic Form GMS159:AWARD-APPROV-SUPP. ALLOCAT. ORD.; Approved by City Attorney 10/95 _____)

CAPTION PUBLISHED IN DAILY COURT REVIEW
DATE: JUN 3 0 2009

AYE	NO	
✓		MAYOR WHITE
••••	••••	COUNCIL MEMBERS
✓		LAWRENCE
	ABSENT	JOHNSON
✓		CLUTTERBUCK
✓		ADAMS
	ABSENT	SULLIVAN
✓		KHAN
✓		HOLM
✓		RODRIGUEZ
✓		BROWN
✓		LOVELL
✓		NORIEGA
✓		GREEN
✓		JONES
CAPTION	ADOPTED	

MAY 017 Rev.1/04

CITY OF HOUSTON — Interoffice Correspondence

To: Carlecia D. Wright, Director
Mayor's Office of Business Opportunity

From: Joyce Jackson, Procurement Specialist
PWE- MMB

cc: Jean Abercrombie

Date: 06/05/2014

Subject: **Final Request for Verification of MWDBE Participation**

Prime Contractor Houma Armature Works

OA/BPO No. 4600009663 Start Date 07/02/2009 End Date 07/02/2014

Contract Description Large Submersible Pump Repair Service for PWE S30-L23084

Prime Contact Person/Phone/Email Amanda Jerez 713-748-0702

MWBE Goal 11% Scheduled MWBE Part. 11% Amt. Paid by City (to date) $5,618,483.26

Scheduled S/MWBEs Coastal Machine,J & M Works,Rigging & Welding,Wellbrook Services

FOR OFFICE OF BUSINESS OPPORTUNITY USE ONLY

Total MWBE Dollar Amt. Paid $ 345,751.50 MWBE Part. Achieved 6.15%

MWBE Rating: _____Outstanding _____Satisfactory _____Unsatisfactory

Comments Prime states the majority of the dollars for this contract are for OEM parts and has added two additional subs to assist in meeting the goal. The city also changed the scope of work on the contract which removed lots of work for the crane company listed to do 6% of the contract.

Approved by Morris Scott
Division Manager

Morris M. Scott Date 06/09/2014

CITY OF HOUSTON - CITY COUNCIL
Meeting Date: 9/16/2014
ALL

20PC09-Add'l Approp - R. G. Miller Engineers, Inc.

Agenda Item#: 30.

Summary:
ORDINANCE appropriating $232,000.00 out of Street & Traffic Control and Storm Drainage DDSRF as an additional appropriation to the Professional Engineering Services Contract between the City of Houston and **R.G. MILLER ENGINEERS, INC** for Local Drainage Projects Negotiated Work Orders (Approved by Ordinance No. 2013-0032); providing funding for CIP Cost Recovery relating to construction of facilities financed by the Street & Traffic Control and Storm Drainage DDSRF

Background:
PROJECT NOTICE/JUSTIFICATION: This project is required to provide professional engineering services to address necessary local storm water drainage system and roadside ditch improvements and repairs citywide.

DESCRIPTION/SCOPE: Investigate and resolve localized storm water drainage problems that have been nominated for investigation by Street and Drainage Division, Storm Water Maintenance Branch.

LOCATION: The project location and limit will be established by each work order.

PREVIOUS HISTORY and SCOPE: The Contract was awarded by Council on January 16, 2013 under Ordinance No. 2013-0032. Under the terms of the Contract, the Consultant provided Project Screening (Preliminary Design), Final Design and Construction Phase Basic Services for various Local Drainage Projects. Additional funding is now required for additional nominated Local Drainage Projects.

SCOPE OF THIS SUPPLEMENT and FEE: The requested additional appropriation will accomplish the following tasks: Project Screening (Preliminary Design), Final Design and Construction Phase Basic Services as defined in each Work Order. The Basic Services and Additional Services fee for each Work Order will be defined depending on the extent of services required for each Work Order. Additional Services include, but are not limited to, site assessment, surveying, geotechnical and environmental services.

The total cost of this appropriation is $232,000.00 to be appropriated as follows: $200,000.00 for contract services and $32,000.00 for CIP cost recovery.

PAY or PLAY PROGRAM: The proposed contract requires compliance with the City's 'Pay or Play' ordinance regarding health benefits for employees of City contractors. In this case, the Consultant provides health benefits to eligible employees in compliance with City policy.

M/WBE INFORMATION: The M/WBE goal for this project is set at 15%. The original contract totals $400,000.00. The consultant has been paid $232,544.02 (58.14%) to date. Of this amount, 448,264.45 (20.75%) has been paid to M/WBE sub-consultants. Assuming approval of the requested additional appropriation, the contract amount will increase to $600,000.00. The Consultant proposes the following program to meet the M/WBE goal:

Name of Firms	Work Description	Amount	$ of Contract
Paid Prior M/WBE Commitment		$ 48,264.45	8.04%
Unpaid Prior M/WBE Commitment		$ 15,572.25	2.60%
1. HVJ Associates,	Geotechnical Services	$ 11,000.00	1.83%

Inc.			
2. Kuo & Associates, Inc.	Survey	$ 19,000.00	3.17%
	TOTAL	**$ 93,836.70**	**15.64%**

Amount of Funding:
$232,000.00 from Fund 4042, Street & Traffic Control and Storm Drainage DDSRF.

Original (previous) appropriation of $460,000.00 from Street & Traffic Control and Storm Drainage DDSRF.

Source of Funding:
Enterprise Fund

Contact Information:
Ravi Kaleyatodi, P.E., CPM
Senior Assistant Director
Phone: (832) 395-2326

CITY OF HOUSTON - CITY COUNCIL
Meeting Date: 9/16/2014
ALL

Item Creation Date: 9/10/2014

20YWF47-CES Utilities, Inc. (formerly Complete Electrical Services of Texas, Inc.)

Agenda Item#: 31.

Summary:
ORDINANCE awarding contract to **CES UTILITIES, INC (Formerly COMPLETE ELECTRICAL SERVICES OF TEXAS, INC)** for Waterline Wrap Repairs; setting a deadline for the bidder's execution of the contract and delivery of all bonds, insurance, and other required contract documents to the City; holding the bidder in default if it fails to meet the deadlines; providing funding for engineering and testing services and contingencies relating to construction of facilities financed by the Water & Sewer System Operating Fund - $1,644,401.25 - Enterprise Fund

Amount of Funding:
$1,644,401,25

Source of Funding:
Other (Specify)

Water & Sewer System Operating Fund No. 8300

Contact Information:
Yvonne Forrest 832-395-2847

ATTACHMENTS:

	Description	Type
	RCA	Backup Material
	Ordinance	Ordinance/Resolution/Motion
	Clear tax	Backup Material
	Affidavit	Backup Material
	backup	Backup Material
	backup 2	Backup Material
	Form A&B	Backup Material

TO: Mayor via City Secretary **REQUEST FOR COUNCIL ACTION**

SUBJECT: Contract Award for Waterline Wrap Repairs, File No. WA 11177	**Page 1 of 2**	**Agenda Item #**

FROM: (Department or other point of origin): Department of Public Works and Engineering	**Origination Date:**	**Agenda Date:**

DIRECTOR'S SIGNATURE: Dale A. Rudick Dale A. Rudick, P.E., Director	**Council District affected:** All
For additional information contact: Yvonne Forrest 9-4-14 Yvonne Forrest Phone: 832.395.2847 Senior Assistant Director	**Date and identification of prior authorizing Council action:**

RECOMMENDATION: (Summary)
Accept low bid, award construction contract and allocate funds.

Amount and Source of Funding:

$1,644,401.25 Water and Sewer System Operating Fund No. 8300. 9.8.14

PROJECT NOTICE/JUSTIFICATION: This project will provide for a work order based rehabilitation of water lines up to 16-inches in diameter in the distribution system on an emergency basis throughout the City.

DESCRIPTION/SCOPE: Work shall include the improvement and/or replacement of new installation of main water lines and service lines. The main lines range in diameter up to 16-inches and the water service lines range in size from ¾-inch to 2-inches in diameter. The contract duration for this project is 365 calendar days. This is a work order based contract with work orders assigned on an as-needed basis.

LOCATION: The project area is generally bounded by the City Limits.

BIDS: Bids were received on May 29, 2014. The nine (9) bids are as follows:

Bidder	Bid Amount
1. CES Utilities, Inc. (formerly Complete Electrical Services of Texas, Inc.)	$1,537,525.00
2. Grava, LLC	$1,659,727.00
3. Resicom, Inc.	$1,766,653.75
4. A/W Mechanical Services, L.P.	$1,843,030.00
5. T Construction, LLC	$1,888,855.75
6. Calco Contracting, LTD	$1,949,956.75
7. D. L. Elliott Enterprises, Inc.	$1,965,232.00
8. Reytec Construction Resources, Inc.	$1,980,507.25
9. Vaca Underground Utilities, Inc.	$2,148,535.00

LTS No. 12760 **CUIC#20YWF47**

Finance Department:	**Other Authorization:**	**Other Authorization:**
		Jun Chang, P.E., D.WRE, Deputy Director Public Utilities Division

REV 3/06

AWARD: It is recommended that this construction contract be awarded to CES Utilities, Inc. (Formerly Complete Electrical Services of Texas, Inc.), with a low bid of $1,537,525.00.

PROJECT COST: The total cost of this project is $1,644,401.25 to be appropriated as follows:

	FY 15	FY 16	Total
Bid Amount	$1,277,935.50	$259,589.50	$1,537,525.00
Contingencies	$ 63,946.88	$ 12,929.37	$ 76,876.25
Engineering and Testing Services	$ 25,000.00	$ 5,000.00	$ 30,000.00
Subtotal	$1,366,882.38	$277,518.87	$1,644,401.25

Engineering and Testing Services will be provided by Alliance Laboratories, Inc. under a previously approved contract.

HIRE HOUSTON FIRST: The proposed contract requires compliance with the City's 'Hire Houston First' ordinance that promotes economic opportunity for Houston businesses and supports job creation. In this case, the proposed contractor meets the requirements of Hire Houston First.

PAY OR PLAY PROGRAM: The proposed contract requires compliance with the City's 'Pay or Play' ordinance regarding health benefits for employees of City contractors. In this case, the contractor provides health benefits to eligible employees in compliance with City policy.

M/WBE PARTICIPATION: The contractor has submitted the following program to satisfy the 12.00% MBE goal, and 8.00% WBE goal for this project.

MBE-Name of Firm	Work Description	Amount	% of Contract
Posey's Construction & Development, Inc.	Waterline Repairs	$184,503.00	12.00%
	TOTAL	**$184,503.00**	**12.00%**

WBE-Name of Firm	Work Description	Amount	% of Contract
Jimerson Underground, Inc.	Waterline Repairs	$135,497.00	8.81%
	TOTAL	**$135,497.00**	**8.81%**

DRM:YWF:SA:SM:sm

File No. WA 11177

Controller's Office

To the Honorable Mayor and City Council of the City of Houston, Texas:

I hereby certify, with respect to the money required for the contract, agreement, obligation, or expenditure contemplated by the ordinance set out below that:

( ) Funds have been encumbered out of funds previously appropriated for such purpose.

( ) Funds have been certified and designated to be appropriated by separate ordinance to be approved prior to the approval of the ordinance set out below.

( ) Funds will be available out of current or general revenue prior to the maturity of any such obligation.

( ) No pecuniary obligation is to be incurred as a result of approving the ordinance set out below.

( ) The money required for the expenditure or expenditures specified below is in the treasury, in the fund or funds specified below, and is not appropriated for any other purposes.

( ) A certificate with respect to the money required for the expenditure or expenditures specified below is attached hereto and incorporated hereby by this reference.

( ) Other - Grant Funds Available

Date:_____,20___ _____

City Controller of the City of Houston, Texas

FUND REF: AMOUNT: ENCUMB. NO.:

City of Houston, Texas Ordinance No.: _____

AN ORDINANCE AWARDING A CONTRACT TO CES UTILITIES, INC. (FORMERLY COMPLETE ELECTRICAL SERVICES OF TEXAS, INC.) FOR WATERLINE WRAP REPAIRS; SETTING A DEADLINE FOR THE BIDDER'S EXECUTION OF THE CONTRACT AND DELIVERY OF ALL BONDS, INSURANCE, AND OTHER REQUIRED CONTRACT DOCUMENTS TO THE CITY; HOLDING THE BIDDER IN DEFAULT IF IT FAILS TO MEET THE DEADLINES; PROVIDING FUNDING FOR ENGINEERING AND TESTING SERVICES AND CONTINGENCIES RELATING TO CONSTRUCTION OF FACILITIES FINANCED BY THE WATER AND SEWER SYSTEM OPERATING FUND; CONTAINING PROVISIONS RELATING TO THE SUBJECT AND DECLARING AN EMERGENCY.

* * * *

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HOUSTON, TEXAS:

Section 1. The City council allocates the sum or sums of money set out in the title of this Ordinance, out of the respective fund or funds set out in such title as follows: The sum of **$1,614,401.25** is allocated for construction of the Project described in the title and the sum of **$30,000.00** for Engineering and Testing Services, Outline Agreement No. **4600012041**.

Section 2. Having duly advertised for and received competitive bids for the work described in the title of this ordinance, the City Council hereby finds and determines that the lowest responsible bid was submitted by the bidder named in the title hereof in the amount of **$1,537,525.00** (which amount is only an estimate if unit prices are included in the bid proposal of the said bidder). The Contract for said work is hereby awarded to said bidder. The bidder must execute the contract and deliver to the City's Director of the Department of Public Works and Engineering (Director) all required bonds, insurance certificates, MWBE information, and all other contract documents required to be provided in post bid procedures in a form acceptable to the City Attorney within 10 days of the date of passage of this Ordinance by City Council. If the bidder does so, the Mayor is hereby authorized to execute the contract.

Section 3. If bidder fails to comply by the above deadline, it shall be in default. The Director shall give the bidder notice of default. The Director shall give the bidder notice of default and recommend award of the contract to the next lowest bidder. The City Attorney is authorized to forfeit the bid bond of the bidder. The City Council hereby approves and authorizes the construction contract described in the title of this ordinance, in form prepared by the Department of Public Works and Engineering and on file in that Department. Any addenda or modifications to such contract issued by that Department shall be included in the contract. Any alternate bid items recommended for acceptance by that Department shall be included in the contract. The Mayor is hereby authorized to execute such document and all related documents (including any related surety bonds) on behalf of the City of Houston, Texas. The City Secretary is hereby authorized to attest to all such signatures and to affix the seal of the City to all such documents.

Section 4. The Mayor is hereby authorized to take all actions necessary to effectuate the City's intent and objectives in approving such agreement, agreements or other undertaking referenced in the title of this ordinance, in the event of changed circumstances.

Section 5. The City Attorney is hereby authorized to take all action necessary to enforce all legal obligations under said contract without further authorization from Council.

Section 6. There exists a public emergency requiring that this Ordinance be passed finally on the date of its introduction as requested in writing by the Mayor; therefore, this Ordinance shall be passed finally on such date and shall take effect immediately upon its passage and approval by the Mayor; however, in the event that the Mayor fails to sign this Ordinance within five days after its passage and adoption, it shall take effect in accordance with Article VI, Section 6, Houston City Charter.

PASSED AND ADOPTED this ___ day of _____, 20__.

APPROVED this ___ day of _____, 20__.

_____
Mayor of the City of Houston, Texas

Pursuant to Article VI, Section 6, Houston City Charter, the effective date of the foregoing Ordinance is_____.

_____
City Secretary

Requested by: Dale A. Rudick P.E., Director (Contact: Sandeep Aggarwal, P.E.)
Dept. of Public Works and Engineering (Phone: 832-395-3858)

This Ordinance and/or Contract has (have) been reviewed as to form by the undersigned legal assistant and has (have) been found to meet established Legal Department criteria. The Legal Department has not reviewed the content of these documents.

_____ _____
Date Legal Assistant

CITY OF HOUSTON - CITY COUNCIL
Meeting Date: 9/16/2014
District D

20ACM87-S. J. Louis - 66-inch Water Line along Moers Road

Agenda Item#: 32.

Summary:
ORDINANCE appropriating $9,215,300.00 out of Water & Sewer System Consolidated Construction Fund; awarding contract to **S. J. LOUIS CONSTRUCTION OF TEXAS, LTD.** for proposed 66-inch water line along Moers Road from proposed Moers right of way to Almeda-Genoa Road; setting a deadline for the bidder's execution of the contract and delivery of all bonds, insurance, and other required contract documents to the City; holding the bidder in default if it fails to meet the deadlines; providing funding for engineering, testing, CIP Cost Recovery, construction management and contingencies relating to construction of facilities financed by Water & Sewer System Consolidated Construction Fund - **DISTRICT D - BOYKINS**

Background:
PROJECT NOTICE/JUSTIFICATION: This project is part of the City's Surface Water Transmission Program and is required to increase availability of water to the Southwest Pump Station's southern service area by allowing the Southwest Pump Station to provide surface water to the Bellaire Braes Pump Station.

DESCRIPTION/SCOPE: This project consists of approximately 5,300 LF of proposed 66-inch water line, valves and appurtenances,full width asphalt pavement reconstruction, and storm sewer installation.

The contract duration for this project is 365 calendar days. This project was designed by Lockwood, Andrews, and Newnam, Inc.

LOCATION: This project area is along Moers Road from Fuqua Street to Almeda-Genoa Road. The project is located in Key Map Grids 575-Q, and U.

PROPOSALS: The Request for Proposal was advertised in accordance with the requirements of the State of Texas procurement laws. Proposals were received on March 20, 2014. The proposals were evaluated based upon a set of selection criteria and corresponding maximum point values to determine the most competitive proposal. The proposals were selected based upon the following criteria:

- General Experience the Reputation: 15 points.
- Specific Experience Working on City Projects: 10 points.
- Total Bid Price Proposal: 75 points.
- Hire Houston First: 3 or 5 bonus points.

Based on the selection criteria, the three (3) proposers are ranked as follows:

Proposer	Total Points
1. Huff & Mitchell, Inc.	87 (Not met "MWSBE program goal")
2. Texas Sterling Construction Co.	87 (Not met "MWSBE program goal")
3. S. J. Louis Construction of Texas, Ltd.	81

AWARD: The apparent best proposer, Huff & Mitchell, Inc. and second best proposer, Texas Sterling Construction Co. did not meet the 'MWSBE program goal". It is recommended that this construction contract best awarded to the third best proposer, S. J. Louis Construction of Texas, Ltd., who met the "MWSBE program goal" with a proposal price of $8,033,852.00 and that Addendum Number 1 be made a part of this contract.

PROJECT COST: The total cost of this project is $9,215,300.00 to be appropriated as follows:

- Proposal Price $8,033,852.00
- Contingencies $ 401,692.60

- Engineering and Testing Services $ 160,000.00
- CIP Cost Recovery $ 241,055.40
- Construction Management $ 378,700,00

Engineering and Testing Services will be provided by HTS, Inc. Consultants under a previously approved contract.

Construction Management Services will be provided by ESPA Corp., under a previously approved contract.

HIRE HOUSTON FIRST:
Compliance with the City's 'Hire Houston First' ordinance was one of four selection criteria on which the City based its evaluation and ranking of proposers for this project. The selected proposer was not compliant with Hire Houston First; however proposer has the most qualifying points based on the selection criteria set forth in the contract documents.

PAY or PLAY PROGRAM:
The proposed contract requires compliance with the City's 'Pay or Play' ordinance regarding health benefits for employees of City contractors. In this case, the contractor provides health benefits to eligible employees in compliance with City policy.

M/WBE PARTICIPATION: The contract was advertised with an MBE Goal of 12% and WBE Goal of 7%. The proposer submitted a Good Faith Effort which the Office of Business Opportunity (OBO) approved.

MBE – Name of Firms	Work Description	Amount	% of Contract
1. Curb Planet, Inc.	Curb and Gutter Services	$36,100.00	0.45%
2. Capstone Trucking	Hauling Services	$240,000.00	2.99%
3. Access Data Supply, Inc.	Pipe Supply	$600,000.00	7.47%
	TOTAL	**$876,100.00**	**10.91%**

WBE – Name of Firms	Work Description	Amount	% of Contract
1. Willow City Sign & Rail, Inc.	Guard Rail	$5,000.00	0.06%
2. KMA Contractors Services, Inc.	Pre-Cast Structures & Photography	$190,320.00	2.37%
	TOTAL	**$195,320.00**	**2.43%**

SBE – Name of Firms	Work Description	Amount	% of Contract
1. El Dorado Paving	Hot Mix Asphalt Concrete	$750,000.00	9.34%

Company, Inc.	Paving		
	TOTAL	**$750,000.00**	**9.34%**

All known rights-of-way, easements and/or right-of-entry required for the project have been acquired.

Amount of Funding:
$9,215,300.00 - Water and Sewer System Consolidated Construction Fund No. 8500.

Source of Funding:
Enterprise Fund

Contact Information:
Ravi Kaleyatodi, P.E., CPM
Senior Assistant Director
Phone: 832-395-2326

ATTACHMENTS:

Description	Type
20ACM87-S. J. Louis - RCA	Signed Cover sheet
20ACM87-S. J. Louis - MAP	Backup Material
20ACM87-S. J. Louis - ORD	Ordinance/Resolution/Motion
20ACM87-S. J. Louis - Fair Campaign	Backup Material
20ACM87-S. J. Louis - Delinquent Tax Report	Backup Material
20ACM87-S. J. Louis - Pay or Play	Backup Material
20ACM87-S. J. Louis - SAP Documents	Financial Information

TO: Mayor via City Secretary **REQUEST FOR COUNCIL ACTION**

SUBJECT: Contract Award for Proposed 66-Inch Water Line along Moers Road from Proposed Moers Right of Way (ROW) to Almeda-Genoa Road. WBS No. S-000900-0103-4	**Page 1 of 2**	**Agenda Item #**

FROM: (Department or other point of origin): Department of Public Works and Engineering	**Origination Date:**	**Agenda Date:**
Director's Signature: Dale A. Rudick Dale A. Rudick, P.E., Acting Director	**Council District affected:** D	Acm
For additional information contact: for Ravi Kaleyatodi, P.E., CPM **Phone:** (832) 395-2326 Senior Assistant Director	**Date and identification of prior authorizing Council action:**	

RECOMMENDATION: **(Summary)**
Reject first and second proposers, return bid bond, award construction contract to the third best proposer and appropriate funds.

Amount and Source of Funding:

$ 9,215,300.00 – Water and Sewer System Consolidated Construction Fund No. 8500. M.P. 8/25/2014

PROJECT NOTICE/JUSTIFICATION: This project is part of the City's Surface Water Transmission Program and is required to increase availability of water to the Southwest Pump Station's southern service area by allowing the Southwest Pump Station to provide surface water to the Bellaire Braes Pump Station.

DESCRIPTION/SCOPE: This project consists of approximately 5,300 LF of proposed 66-inch water line, valves and appurtenances, full width asphalt pavement reconstruction, and storm sewer installation.

The contract duration for this project is 365 calendar days. This project was designed by Lockwood, Andrews and Newnam, Inc.

LOCATION: This project area is along Moers Road from Fuqua Street to Almeda-Genoa Road. The project is located in Key Map Grids 575-Q, and U.

PROPOSALS: The Request for Proposal was advertised in accordance with the requirements of the State of Texas procurement laws. Proposals were received on March 20, 2014. The proposals were evaluated based upon a set of selection criteria and corresponding maximum point values to determine the most competitive proposal. The proposals were selected based upon the following criteria:

- General Experience and Reputation: 15 points.
- Specific Experience Working on City Projects: 10 points.
- Total Bid Price Proposal: 75 points.
- Hire Houston First: 3 or 5 bonus points

LTS No. 12738 **CUIC ID # 20ACM87**

Finance Department:	**Other Authorization:** Jun Chang Jun Chang, P.E., D.WRE, Deputy Director Public Utilities Division	**Other Authorization:** Daniel R. Menendez, P.E., Deputy Director Engineering and Construction Division

REV 02/07/11

Based on the selection criteria, the three (3) proposers are ranked as follows:

	Proposer	Total Points
1.	Huff & Mitchell, Inc.	87 (Not met "MWSBE program goal")
2.	Texas Sterling Construction Co.	86 (Not met "MWSBE program goal")
3.	S. J. Louis Construction of Texas, Ltd.	81

AWARD: The apparent best proposer, Huff & Mitchell, Inc. and second best proposer, Texas Sterling Construction Co. did not meet the "MWSBE program goal". It is recommended that this construction contract be awarded to the third best proposer, S. J. Louis Construction of Texas, Ltd., who met the "MWSBE program goal" with a proposal price of $8,033,852.00 and that Addendum Number 1 be made a part of this contract.

PROJECT COST: The total cost of this project is $9,215,300.00 to be appropriated as follows:

• Proposal Price	$8,033,852.00
• Contingencies	$401,692.60
• Engineering and Testing Services	$160,000.00
• CIP Cost Recovery	$241,055.40
• Construction Management	$378,700.00

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The proposed contract requires compliance with the City's 'Pay or Play' ordinance regarding health benefits for employees of City contractors. In this case, the contractor provides health benefits to eligible employees in compliance with City policy.

M/WBE PARTICIPATION: The contract was advertised with an MBE Goal of 12 % and a WBE Goal of 7 %. The proposer submitted a Good Faith Effort which the Office of Business Opportunity (OBO) approved.

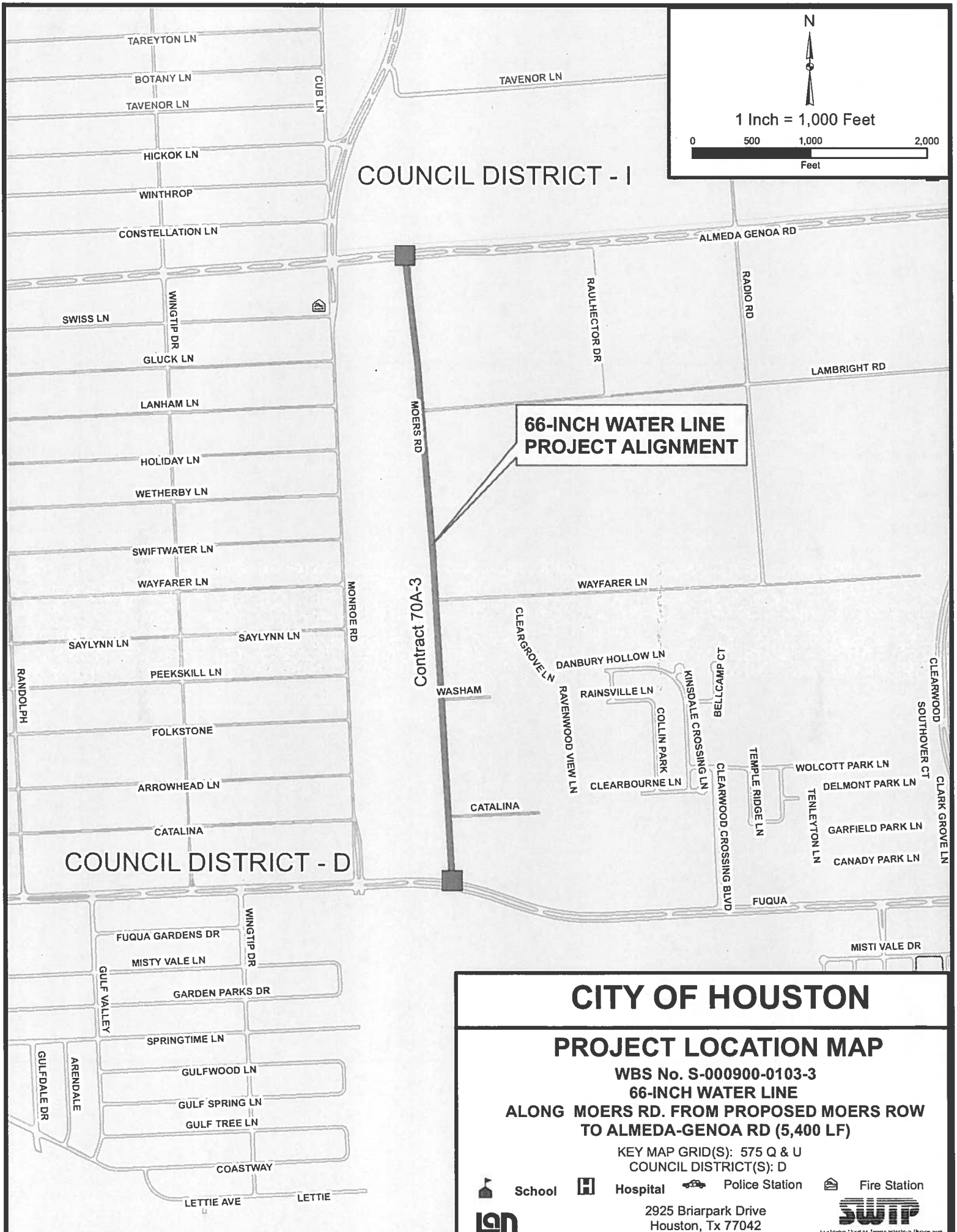
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3. El Dorado Paving Company, Inc.	Hot Mix Asphalt Concrete Paving	$750,000.00	9.34%
	TOTAL	**$750,000.00**	**9.34%**

All known rights-of-way, easements and/or right-of-entry required for the project have been acquired.

DAR:DRM:RK:HH:ACM:ahh
H:\design\A-WS-DIV\PROJECTS\SWTP\S-0900-02-2\WA10931_(S-000900-0103)\Advertise - Bid - Award\RCA Package\Construction RCA.doc
c: File No. S-000900-0103-4 (3.7)



CITY OF HOUSTON

PROJECT LOCATION MAP

WBS No. S-000900-0103-3
66-INCH WATER LINE
ALONG MOERS RD. FROM PROPOSED MOERS ROW TO ALMEDA-GENOA RD (5,400 LF)

KEY MAP GRID(S): 575 Q & U
COUNCIL DISTRICT(S): D

School | Hospital | Police Station | Fire Station

2925 Briarpark Drive
Houston, Tx 77042

Surface Water Transmission Program

Path: L:\110059\120-10200-000\Prod\CIP Assistance\GIS\RCA\Revised_Exhibit_70A-3.mxd Date Saved: 7/5/2014 9:38:25 AM

2ACM87

Controller's Office

To the Honorable Mayor and City Council of the City of Houston, Texas:

I hereby certify, with respect to the money required for the contract, agreement, obligation, or expenditure contemplated by the ordinance set out below that:

( ) Funds have been encumbered out of funds previously appropriated for such purpose.

( ) Funds have been certified and designated to be appropriated by separate ordinance to be approved prior to the approval of the ordinance set out below.

( ) Funds will be available out of current or general revenue prior to the maturity of any such obligation.

( ) No pecuniary obligation is to be incurred as a result of approving the ordinance set out below.

( ) The money required for the expenditure or expenditures specified below is in the treasury, in the fund or funds specified below, and is not appropriated for any other purposes.

( ) A certificate with respect to the money required for the expenditure or expenditures specified below is attached hereto and incorporated hereby by this reference.

( ) Other - Grant Funds Available

Date:_____, 20__

_____
City Controller of the City of Houston, Texas

FUND REF: **AMOUNT:** **ENCUMB. NO.:**

City of Houston, Texas Ordinance No. _____

AN ORDINANCE APPROPRIATING THE SUM OF $ 9,215,300.00 OUT OF THE WATER AND SEWER SYSTEM CONSOLIDATED CONSTRUCTION FUND; AWARDING A CONTRACT TO S. J. LOUIS CONSTRUCTION OF TEXAS, LTD. FOR PROPOSED 66-INCH WATER LINE ALONG MOERS ROAD FROM PROPOSED MOERS RIGHT OF WAY (ROW) TO ALMEDA-GENOA ROAD; SETTING A DEADLINE FOR THE BIDDER'S EXECUTION OF THE CONTRACT AND DELIVERY OF ALL BONDS, INSURANCE, AND OTHER REQUIRED CONTRACT DOCUMENTS TO THE CITY; HOLDING THE BIDDER IN DEFAULT IF IT FAILS TO MEET THE DEADLINES; PROVIDING FUNDING FOR ENGINEERING, TESTING, CIP COST RECOVERY, CONSTRUCTION MANAGEMENT AND CONTINGENCIES RELATING TO CONSTRUCTION OF FACILITIES FINANCED BY WATER AND SEWER SYSTEM CONSOLIDATED CONSTRUCTION FUND; AND DECLARING AN EMERGENCY.

* * * *

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HOUSTON, TEXAS:

Section 1. The City Council appropriates the sum or sums of money set out in the title of this Ordinance, out of the respective fund or funds set out in such title as follows: The sum of **$8,435,544.60** is appropriated for construction of the project described in the title, the sum of **$241,055.40** is appropriated for CIP cost recovery relating to construction of facilities financed by the funds described in such title, the sum of **$160,000.00** is appropriated for engineering testing under Outline Agreement No. **4600012051**, and the sum of **$378,700.00** is appropriated as funding for construction management under Outline Agreement No. **4600011902**. In the event there are unspent funds remaining in the Construction Appropriation after construction and closeout of the project, such unspent funds are appropriated for CIP Cost Recovery relating to construction of facilities financed by the fund described in the title.

Section 2. Having duly advertised for and received competitive bids for the work described in the title of this ordinance, the City Council hereby finds and determines that the lowest responsible bid was submitted by the bidder named in the title hereof in the amount of **$8,033,852.00**. The Contract for said work is hereby awarded to said bidder. The bidder must execute the contract and deliver to the City's Director of the Department of Public Works and Engineering (Director) all required bonds, insurance certificates, MWBE information, and all other contract documents required to be provided in post bid procedures in a form acceptable to the City Attorney within 10 days of the date of passage of this Ordinance by City Council. If the bidder does so, the Mayor is hereby authorized to execute the contract.

Section 3. If bidder fails to comply by the above deadline, it shall be in default. The Director shall give the bidder notice of default. The Director shall give the bidder notice of default and recommend award of the contract to the next lowest bidder. The City Attorney is authorized to forfeit the bid bond of the bidder. The City Council hereby approves and authorizes the construction contract described in the title of this ordinance, in form prepared by the Department of Public Works and Engineering and on file in that Department. Any addenda or modifications to such contract issued by that Department shall be included in the contract. Any alternate bid items recommended for acceptance by that Department shall be included in the contract. The Mayor is hereby authorized to execute such document and all related documents (including any related surety bonds) on behalf of the City of Houston, Texas. The City Secretary is hereby authorized to attest to all such signatures and to affix the seal of the City to all such documents.

Section 4. The Mayor is hereby authorized to take all actions necessary to effectuate the City's intent and objectives in approving such agreement, agreements or other undertaking referenced in the title of this ordinance, in the event of changed circumstances.

Section 5. The City Attorney is hereby authorized to take all action necessary to enforce all legal obligations under said contract without further authorization from Council.

Section 6. There exists a public emergency requiring that this Ordinance be passed finally on the date of its introduction as requested in writing by the Mayor; therefore, this Ordinance shall be passed finally on such date and shall take effect immediately upon its passage and approval by the Mayor; however, in the

event that the Mayor fails to sign this Ordinance within five days after its passage and adoption, it shall take effect in accordance with Article VI, Section 6, Houston City Charter.

PASSED AND ADOPTED this ___ day of _____, 20__.

APPROVED this ___ day of _____, 20__.

_____
Mayor of the City of Houston, Texas

Pursuant to Article VI, Section 6, Houston City Charter, the effective date of the foregoing Ordinance is_____.

_____
City Secretary

Requested by: Daniel W. Krueger, P.E., Director
Dept. of Public Works and Engineering

(Contact: Arthur C. Morris, P.E.)
(Phone: (832) 395-2317)

This Ordinance and/or Contract has (have) been reviewed as to form by the undersigned legal assistant and has (have) been found to meet established Legal Department criteria. The Legal Department has not reviewed the content of these documents.

_____ _____
Date Legal Assistant

CERTIFICATE OF CITY CONTROLLER

I, Ronald C. Green, Controller of the City of Houston, Texas, pursuant to Article II, Section 19a of the Charter of the City of Houston, Texas, with respect to the sum of **$9,215,300.00** required for the project referenced in the title of this ordinance, do hereby certify as follows:

1. Water and Sewer System Consolidated Construction Fund:

   (a) The sum of **$9,215,300.00** will be funded from water and sewer system bond proceeds and/or water and sewer system commercial paper proceeds (first-in-first-out basis) pursuant to Ordinance No. 93-1409 authorizing the creation of the Water and Sewer System Consolidated Construction Fund. To the extent that this sum will be paid with bond proceeds, it is in the treasury in the said fund, and is not appropriated for any other purpose.

   (b) To the extent that the **$9,215,300.00** will be paid by commercial paper proceeds, funds will be received into the treasury and available before the maturity of said obligation, and said anticipated funds have not already been appropriated for any other purpose. Such sum will be received as a cash draw(s) to the City of Houston, Texas pursuant to the Water and Sewer System Commercial Paper Ordinance, Ordinance No. 93-1209.

_____

City Controller