



Purchasing Quarterly

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2010 Purchasing Liaison Appreciation Workshop

By Betty Chapa

Thank you to all the Purchasing Liaisons who attended the “2010 Purchasing Liaison Appreciation Workshop in August!” We had a great turnout and plan to continue this effort on a yearly basis.

Guest speakers included opening remarks from Judge Biscoe and two guest speakers, Paulette Sepulvado with the General Services Administration (GSA) Federal Acquisition Service (FAS) Customer Accounts, and Regan Morton with Enterprise Holdings. These two speakers provided all attendees with insightful information on the centralized federal procurement process and benefits of using the State of Texas rental car program. For those who were unable to attend, handouts provided by both presenters are available from the HUB staff.

The Purchasing Office would like to thank all liaisons for your continued service to your respective departments and the taxpayers of Travis County. Ω



HUB Team Working to Get More HUB Vendor Participation

The Historically Underutilized Business (HUB) Program staff and Buyers are working with several minority business associations and other government organizations to increase minority and woman-owned business participation.

The HUB staff works with the City of Austin’s Small & Minority Business Resources Department, Small Business Development Program and many State of Texas HUB Coordinators to share and discuss similar challenges with vendor compliance, subcontractor substitutions, Disadvantaged Business Enterprise (DBE)



Jerome “J T” Guerrero, HUB Program Specialist, speaking at one of many business forums discussing how to do business with Travis County

federal requirements and American Recovery and Reinvestment Act (ARRA) stimulus minority participation policies. The County also refers vendors to the various training classes offered by partnering government entities and associations.

Doing business with a government entity may seem difficult, but the County HUB Program staff is working to assist minority and woman-owned businesses to learn about the unique processes involved in doing business with the County. Contact the Purchasing Office to learn more at (512) 854-9700 Ω

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Travis County

Cyd V. Grimes, C.P.M.
Purchasing Agent

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Pct. 3 Commissioner Karen Huber
Pct. 4 Commissioner Margaret Gómez

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250th District Ct. Judge John K. Deitz

County Judge Samuel T. Biscoe

Pct. 3 Cnty Commissioner Karen Huber

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Central Campus Study Unveils Scenarios

Compiled from CCS
by Jerome T. Guerrero

Over the last 16 months, the Travis County Commissioners Court, Elected and Appointed Officials, County staff, including the Purchasing Office and the community have discussed the growing and changing population of the Travis County area and specifically how that will affect our Central Campus. Figures from the Texas State Demographer show that the area is expected to reach approximately 1.8 million in population by 2035. As the forecasted growth in the area becomes reality, the Commissioners Court will be faced with the need to provide increased service levels to support the residents of Travis County. Many of these services are mandated by law and in some cases the provision of the facilities is mandated or regulated by law.



Scenario 2 for Proposed Downtown County Complex

To accommodate the anticipated growth in services, two scenarios were presented by the consultant, Broaddus & Associates, contracted by the County, providing an integrated network of proposed facility improvements that address concerns raised during information gathering efforts and are sensitive to the urban fabric of the area. The scenarios include demolition of existing buildings, new buildings, renovated buildings, preservation of buildings and additional parking. These scenarios also incorporate the planning



Scenario 1 for Proposed Downtown County Complex

concepts currently under development in the various City of Austin and community planning initiatives.

Some of the highlights for the scenarios include a new Civil and Family Justice Center, restoration of the Heman Marion Sweatt Travis County Courthouse, a new Central Booking Facility, new Office Building(s) and Data Center, expansion of the Blackwell-Thurman Criminal Justice Center, renovation of the 700 Lavaca Office Building, Wellness Clinic, Public Plaza and Parking Facilities.

Also, each scenario provides public access/use spaces for the Commissioners Court to interact with the community. This provides the Commissioners Court the opportunity to evaluate the use of such spaces for public meetings and educational functions, providing food service options in the area, and retail or lease space options.

The County currently occupies roughly 500,000 net square feet of space in the Central Campus area. Most of the space occupied is owned by Travis County. It has been estimated that the current space needed to appropriately accommodate the County's Offices and Departments is approximately 792,000 net occupiable square feet. This represents a current deficiency of approximately 58%. The net square footage need forecast to 2035 is approximately 1.2 million sq. ft., for an estimated deficiency of approximately

What You Need to Know About Doing Business with Travis County

By Betty Chapa

Travis County welcomes you and your business. Travis County is one of 254 counties in Texas and a 6 time winner of the Achievement of Excellence in Procurement (AEP) Award!

The Commissioners Court adopted a centralized Purchasing Office which enables cost effective purchasing, allows vendors one point of contact and, with the expertise of Purchasing staff, saves the County money.

The Purchasing Office also oversees the Historically Underutilized Business (HUB) Program, Interlocal Purchasing Agreements and Cooperative Purchasing Agreements, Fixed Asset and Warehouse Management, disposition of Seized and Abandoned Property,

and auctions of surplus and salvaged property.

Cyd V. Grimes, C.P.M., is the Purchasing Agent for Travis County. By statute, the Purchasing Agent is responsible for directing and overseeing the County procurement process for all Elected and Appointed Officials and Commissioners Court Departments.

Now that you have a foundation of knowledge about Travis County purchasing, your business is ready to take the next step to bid on the various



See "Doing Business with Travis County," continued on page 4

"Central Campus Study Scenarios," continued from page 2

140% if no new construction or acquisitions occur.

In June 2010, the Commissioners Court purchased the building located at 700 Lavaca. This acquisition addressed much of the space deficiency for the General Government functions.

There is an immediate need for facility improvements to the Civil and Family courts. This program area currently represents approximately 120,000 net square feet of the County's existing area. However, the current need for these programs is approximately 192,000 net occupiable square feet. This area is currently roughly 60% short of the space they need to deliver the services required. It is anticipated that a new building will be approximately 500,000 gross sq. ft.

The Criminal Justice System is also negatively impacted by square

footage shortfalls. A phased approach to providing growth within a consolidated complex that maximizes the use of the County's real estate in the Central Campus is very important for these functions, because fragmentation of services can drive transportation and security costs born by the taxpayer and the Commissioners Court through the Travis County Sheriff's Office budget. Safety and security of the public and of those in the custody of the Sheriff's Offices is also a critical consideration.

The next step in the schedule is refinement of the scenarios including budgets and impact. A final draft is expected to be presented in the early Spring.

For the latest on this study, visit the website at http://www.co.travis.tx.us/facilities/central_campus_study/default.asp

Economic Opportunity Forums

12/09/2010 - San Antonio
"How to Get in the Game and Stay in the Game"

Bexar County & University Health System
9th Annual

Small, Minority, Women and Veteran Business Owners Conference

7 AM - 4 PM

Freeman Coliseum

3201 E. Houston St.

San Antonio, Texas 78219

02/15/2011 - Austin

University of Texas at

Austin Project Management and Construction Services,

"Construction HUB Forum"

Address: AT & T Executive Education and Conference

Center, 3rd floor, Salon C,

1900 University Avenue,

Austin, TX

Information: This forum will present information on how

to do construction-related

business with PMCS and

network with various local

trade organizations, state

agencies, Travis County,

University of Texas System

and general contractors. Free

to attend.

Contact: Muriel Kruse, HUB

Staff Associate, at (512) 475-

6856 or [muriel.kruse@austin.](mailto:muriel.kruse@austin.utexas.edu)

[utexas.edu](mailto:muriel.kruse@austin.utexas.edu)

Common Fraud Schemes

"Doing Business with Travis County," continued from page 3

Fraud Scheme	Description
Bid Rigging & Collusion	Contractors misrepresent that they are competing against each other when they actually agree to cooperate on the winning bid to increase job profit.
Materials Overcharging	A contractor misrepresents how much construction material was used on a job in order to be paid for more material than was actually used.
Time Overcharging	A contractor misrepresents the distribution of employee labor in order to charge for more work hours, or a higher overhead rate to increase profit.
Product Substitution	A contractor misrepresents the type or quality of product used in order to reduce costs for construction materials.
Disadvantaged Business Enterprises (DBE) Fraud	A contractor misrepresents who performed the work in order to appear to be in compliance with contract goals for involvement of minority/women-owned businesses.
Quality-Control Testing Fraud	A contractor misrepresents the results of quality control tests in order to limit costs or increase profits, earn contract incentives, or avoid project shutdown.
Bribery	A contractor compensates a government official in exchange for obtaining contracts or permitting overcharges.
Kickbacks	A contractor misrepresents the cost of performing work by secretly paying a fee for being awarded the contract and, therefore, inflating the cost to the government.
Conflicts of Interest	A government contracting or oversight official has an undisclosed financial interest in a contractor or consultant, resulting in an improper contract award or inflated costs.

The Purchasing Office is constantly monitoring and vigilant against any suspect or questionable purchasing practices by vendors or government employees. If there is any question or concern about the status of a contract, vendor or employee, contact the Purchasing Office for assistance at (512) 854-9700

Chart Source: U. S. Department of Transportation
Office of Inspector General

For Liaisons: More helpful information from the Purchasing Office.

Many vendors are requesting a copy of Travis County's Tax Exemption Certification. This certification is available on the Travis County intranet. Go to the Purchasing Office website on the intranet at <http://tcnet/ipurch/> Click on "Documentation" then under the sub-menu, click on "Commonly Used Forms" You will find it under the "Contract Forms" heading, it is the last item, "Tax Exemption Certification"

Remember to visit the Purchasing Office intranet website for more helpful information.

solicitations, professional services, construction and services contracts. Step one is to register as a vendor.

Travis County utilizes a third-party vendor, BidSync, to maintain its Vendor Database System as well as electronic bid posting. This service is FREE to those interested in conducting business with Travis County. Visit www.co.travis.tx.us/purchasing and you can register your respective business online. You will be notified via e-mail of all solicitations that correspond with the commodity codes you select when solicitations are issued by the Purchasing Office. As a registered vendor, you are able to view the solicitation and submit a bid if desired, unless otherwise stated.

Last Fiscal Year 2010, the Purchasing Office used BidSync to save Travis County \$59,724 actual dollars spent versus dollars encumbered.

BidSync encourages more competition which saves taxpayers' money, saves time, and advertises procurement opportunities to more vendors.

Learn how to use BidSync to get more information to be more competitive! Register today at www.bidsync.com

Your Purchasing Office is the "single point of contact" for doing business with Travis County.

If you need further assistance, contact our office at (512) 854-9700. Ω





Things to do today...

- Register to do business with Travis County on BidSync
- Check BidSync for the latest Bid Opportunities with Travis County
- Learn how to use BidSync to get more information about Travis County bids!

Special Information

Supplement to the Fall 2010 Issue

 *Purchasing Quarterly*

Travis County History Day

By Christy Moilanen, Travis County Archivist

Travis County celebrated its history on October 15, 2010, in the Commissioners Courtroom, located on the first floor of the Ned Granger building in downtown Austin. The event commemorated Mexican land grants and early settlers in the Travis County area.

County Commissioner Margaret Gómez served as Master of Ceremonies and Dr. Frank de la Teja, Professor and Chairman of the Department of History at Texas State University and former Texas State Historian, was the featured speaker.

A variety of historical documents and archival records were on display, including early maps of Travis County, Mexican land grants and related materials from the Texas General Land Office, early Travis County deed and survey records, and biographies of notable settlers in the Travis County area.

Mexican land grants record the history of some of the earliest settlers in the Travis County area. Availability of land was one of the primary reasons for settlers to first come to Texas, and conflict over land ownership and immigration helped spur the fight for Texas independence from Mexico. Some of the names of the earliest settlers in the Travis County area are likely familiar, as their names became attached to communities, landmarks and roads that still exist today.

The history of settlement in the Travis County area far preceded its formal establishment on January 25, 1840. The first attempts at colonizing Texas were made by the Spanish in the late 1600's by



Map of Texas, 1837,
Courtesy of the Library of Congress

way of missions. The population in Spanish Texas remained sparse, however, as few were willing to move to such remote and unsettled lands.

Mexico officially gained its independence from Spain in 1821. The Mexican government quickly sought to colonize Texas by contracting empresarios, or land agents, to settle specific numbers of Anglo families throughout the area. Stephen F. Austin was one such empresario.

Austin was granted several contracts between 1823 and 1829, the first of which was for the settlement of 300 families between the Brazos and Colorado Rivers. The establishment of this colony, which came to be known as the "Old Three Hundred," opened up a flood of American immigrants to Texas.

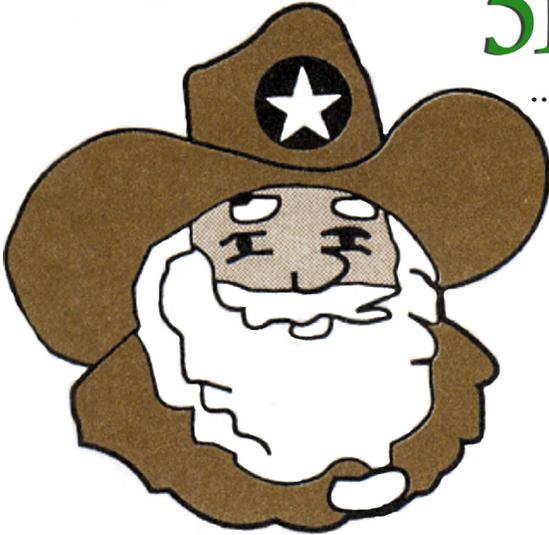
Austin's third contract, to settle 100 families east of the Colorado River and north of the San Antonio road, was obtained in 1827. This colony came to be known as the "Little Colony." It was located in an area that would come to be Bastrop County, and from which Travis County was formed in 1840. Settlers began arriving in Austin's Little Colony in the late 1820's and early 1830's, and among them were some of the very first colonists in the Travis County area: John F. Webber, Edward, James and Jonathan Burleson, Reuben Hornsby, and James Gilleland, to name a few.

The reception was sponsored by the Austin Bar Association and the Travis County Historical Commission.

7th Annual

BROWN SANTA

5K & KIDS K



... presented by the Travis County
Wellness Committee
in association with the
Austin Runners Club



Sunday,
December 12,
2010

Travis County Expo Center
7311 Decker Lane

Start Time:

5K: 8:15 a.m.

Kid's K: 10:00 a.m.

Wellness Fair

Expo Center Banquet Hall

8:00 a.m. - 12:00 p.m.

All registered participants will receive a T-shirt. Awards will be given to the overall male and female finishers, to the overall Masters (over 40) male and female, and to the top three male and female finishers in each of the following groups:

12 & under, 13-15, 16-19, 20-24, 25-29, 30-34, 35-39, 40-44, 45-49, 50-54, 55-59, 60-64, 65-69, 70 & older, wheelchair

Register a team of at least
10 **Travis County** employees
and get your team name on
the back of the t-shirts.

Registration available online at

www.runtex.com/events

(last day for online registration is December 8)

Proceeds will go to the Travis County Sheriff's
Office (TCSO) Brown Santa Program.

CONTACT INFORMATION:
brownsanta5K@co.travis.tx.us

Important Registration Information

Pre-Race Registration: \$25 - Chip-Timed; \$20 - Fun Run; \$10 Kids K through Dec. 11, 2010

Day of Race Registration: \$30 - Chip-Timed; \$25 - Fun Run; \$10 Kids K

\$2 discount for Travis County Employees
and ARC members

The Kids K is open to all children under the age
of 12. All registered participants will receive an
award upon completion.