

**MAINTENANCE LETTER AGREEMENT
BETWEEN
THE TEXAS FACILITIES COMMISSION
AND THE
PUBLIC UTILITY COMMISSION OF TEXAS (473)**

WHEREAS, both the Texas Facilities Commission (TFC) is the State agency with a primary responsibility for maintenance and repair of State buildings, grounds, and property; and

WHEREAS, the Public Utility Commission of Texas (PUC) has requested the TFC provide an estimate for a proposed project through Work Order No. 492110 and TFC has reviewed the request and proposes a preliminary estimated budgetary amount of Thirty-Four Thousand Six Hundred Thirty-One and 76/100 Dollars (\$34,631.76).

NOW, THEREFORE, pursuant to the Interagency Cooperation Act, Chapter 771, Texas Government Code, and in consideration of the mutual agreements contained herein, the parties agree as follows:

1. The proposed amount of the project requested under Work Order No. 492110 is Thirty-Four Thousand Six Hundred Thirty-One and 76/100 Dollars (\$34,631.76); and is as further described on the detailed budget attached hereto and incorporated herein as Attachment A. The proposed amount is based on information provided to TFC by PUC and shall remain valid for a period of thirty (30) days from the date of Texas Facilities Commission's letter, October 15, 2015. Failure to approve this work order estimate within thirty (30) days shall render this estimated budget amount null and void, and will result in the work order being closed.
2. If the work order estimate provided above is under Fifty Thousand and No/100 Dollars (\$50,000.00), then this letter agreement may serve as the agreement between the parties, upon execution by Texas Facilities Commission, to move forward with the project. If the estimate provided is over Fifty Thousand and No/100 Dollars (\$50,000.00), then execution of an interagency cooperation contract between the parties shall be required; however, Public Utility Commission of Texas may request the issuance of an interagency cooperation contract for work proposed under Fifty Thousand and No/100 Dollars (\$50,000.00).
3. Expenses will be based on the actual costs of the work for the Project. In addition, if the scope of work changes upon agreement by TFC and Public Utility Commission of Texas, the estimated budget amount may change. An Interagency Transaction Voucher or Invoice (ITV) for the completed services will be prepared by TFC and Public Utility Commission of Texas shall reimburse TFC within thirty (30) days from receipt of ITV or invoice.
4. Pursuant to Rider 16 entitled *Capital Construction on Behalf of State Agencies* for the Texas Facilities Commission found in HB 1, 84th R.S., Art. I, any capital items related to construction of buildings and facilities including minor construction projects greater than \$100,000 performed by TFC on behalf of other state agencies do not apply to TFC for the purpose of the capital budget rider limitations specified in HB 1, 84th Leg., R.S., Art. IX, Sec. 14.03. By signing this letter agreement and the associated interagency contract, Public Utility Commission certifies it has the requisite capital budget authority to fund the services to be provided by TFC.

This letter agreement shall be effective upon execution by TFC, and it shall continue in effect until completion of the Project. If the work proposed is over Fifty Thousand and No/100 Dollars (\$50,000.00), an interagency cooperation contract between the parties shall be drafted by TFC and submitted to Public Utility Commission of Texas for execution.

PUBLIC UTILITY COMMISSION OF TEXAS



Shawn Hazard

Date of Execution: 16 Oct 15

TEXAS FACILITIES COMMISSION



John Raff

Date of Execution: 10.16.15

Cc
Rb
Rk
Cw
Nm

Work Order: #492110
Portal Request: #16677
Building: WBT

Attachment A
Minor Construction

Estimate/Scope
10/15/2015

Description	Qty	Item	Price	Amount
Sheetrock	1	Sheets	\$15.00	\$15.00
Metal Studs 9'	4	Ea.	\$5.20	\$20.80
Metal Track 10'	1	Ea.	\$5.00	\$5.00
Joint Compound	1	Ea.	\$12.00	\$12.00
Towel Dispenser [31501]	1	Ea.	\$125.00	\$125.00
Signage	1	Ea.	\$35.00	\$35.00
Paint	3	Gallons	\$35.00	\$105.00
Ceiling Tiles	4	Ea.	\$6.00	\$24.00
Dumpster	1	Ea.	\$250.00	\$250.00
Misc. Materials	1	@	\$350.00	\$350.00
Electrical Materials				\$515.00
Total for Materials				\$1,456.80
VCT Flooring				\$1,500.00
Card Reader				\$6,000.00
Cabinets				\$4,200.00
Countertops				\$1,200.00
Plumbing				\$3,100.00
Total for Contractors				\$16,000.00
TFC Carpenter	60	Hr. @	\$63.00	\$3,780.00
TFC Electrician	24	Hr. @	\$63.00	\$1,512.00
TFC Controls	0	Hr. @	\$63.00	\$0.00
TFC Painter	32	Hr. @	\$63.00	\$2,016.00
Total for in house labor				\$7,308.00
Sub-subtotal				\$24,764.80
Project Coordinator	78	Hr. @	\$63.00	\$4,914.00
Construction Contingency				\$4,952.96
Design Contingency				\$0.00
Subtotal				\$34,631.76
20% Accessible Route Corrections				\$0.00
Total				\$34,631.76
1% Capital Project Fee				\$0.00
Grand Total				\$34,631.76

OK
 RK
 10-15-15

Scope per drawing dated 9/18/2015:

Note:

Replace cabinets, flooring and rework plumbing & electric.

Sealing the new VCT floor by others (The requester will need to set this up with the building manager)

Chair
Betty Reinbeck

Commissioners
William D. Darby
Virginia Hermosa
Brant C. Ince
Mike Novak
Jack W. Perry



Executive Director
Harvey Hilderbran

Mailing address:
P. O. Box 13047
Austin, TX 78711-3047
(512) 463-3446
www.tfc.state.tx.us

October 15, 2015

Shawn Hazard
Public Utility Commission of Texas
William B. Travis Building
1701 N Congress
Austin, TX

Re: Replace cabinets, flooring and rework plumbing and electric.

Dear Shawn Hazard,

Texas Facilities Commission's Minor Construction Department is in receipt of your Portal Request 16677 as of April 20, 2015. Minor Construction is looking forward to working with you on your project. The estimated cost of the project will be **\$34,631.76**. See Attachment A.

Your Work Order Number for this project is 492110. We have an experienced team that will be devoted to providing you with a quality result. Following is information about the Minor Construction team member who will be working with you.

Ray Bates has been assigned as the Project Manager. Ray may be contacted by phone at 512-463-5420, by cell phone at 512-563-9343 or by e-mail at ray.bates@tfc.state.tx.us

We've included a Maintenance Letter Agreement (MLA) for review and signature.

I trust the above information provides you with the contacts you may need when making any inquiries during this project. Please feel free to contact me directly as I am always interested in hearing from you and knowing about the quality of our work and performance. Upon review and approval, please have the original signed and return signed original to my attention at the address listed below.

Texas Facilities Commission
Attn: Nathania Morehead
Minor Construction – Room 140
1711 San Jacinto Boulevard
Austin, Texas 78701

Sincerely,

Nathania Morehead
Minor Construction
Tel: (512) 475-2461 & Fax: 512-236-6178
Cell: (512) 851-7563
E-mail: nathania.morehead@tfc.state.tx.us

Texas Facilities Commission

Physical address: 1711 San Jacinto Blvd, Austin, Texas 78701

————— * *Planning and administering facilities in service to the State of Texas* * —————