

MAINTENANCE LETTER AGREEMENT
BETWEEN
THE TEXAS FACILITIES COMMISSION
AND THE
DEPARTMENT OF INFORMATION RESOURCES (313)

WHEREAS, 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 Department of Information Resources (DIR) has requested the TFC provide an estimate for a proposed project through Work Order No. 659227 / Portal Request No. 20428 and TFC has reviewed the request and proposes a preliminary estimated budgetary amount of Six Thousand Five Hundred Sixty and 00/100 Dollars (\$6,560.00).

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. 659227 / Portal Request No. 20428 is Six Thousand Five Hundred Sixty and 00/100 Dollars (\$6,560.00); 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 DIR and shall remain valid for a period of thirty (30) days from the date of Texas Facilities Commission's letter, November 13, 2018. 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, Department of Information Resources 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. Services may include but not be limited to services required for research, pricing, estimate gathering, construction document development, and bid monitoring, coordination and evaluation services commenced by TFC as of the date of submission of this portal request. In addition, if the scope of work changes upon agreement by TFC and Department of Information Resources, the estimated budget amount may change. An Interagency Transaction Voucher or Invoice (ITV) for the completed services will be prepared by TFC and DIR shall reimburse TFC within thirty (30) days from receipt of ITV or invoice.
4. Pursuant to Rider 1.5 entitled Capital Construction on Behalf of State Agencies for TFC found in the GAA, Acts 2017, S.B. 1, 85th Leg., R.S., art. I (Facilities Commission), any capital items related to construction of buildings and facilities including minor construction projects greater than \$250,000 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 the GAA, Acts 2017, S.B. 1, 85th

Leg., R.S., art. IX, sec. 14.03. By signing this Contract, Department of Information Resources certifies it has the requisite capital budget authority to fund the services to be provided under this Contract.

TEC Contract NO. 659227, Revised

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 Department of Information Resources for execution.

DEPARTMENT OF INFORMATION RESOURCES

TEXAS FACILITIES COMMISSION

DocuSigned by:
nick villalpando
6508437A6417433

Nick Villalpando
12/4/2018 | 10:59 AM CST

Craig Wingfield

Craig Wingfield
Date of Execution: 11.14.2018

Date of Execution:

DocuSigned by:
Martin Zelnick 12/3/2018 | 2:49 PM CST
AC945ESC70D342E
General Counsel Review

cc

cw Nm

Attachment A
Minor Construction

Estimate/Scope
11/13/2018

Work Order: #659227
Portal Request: #20428
Building: WPC

Description	Qty	Item	Price	Amount
3/0 x 7/0 Door/Hardware(3)/Closers	1	Ea.	\$1,850.00	\$1,850.00
Signs	0	Ea.	\$40.00	\$0.00
Carpet Install Rm 1341				\$900.00
4" Rubber Base	1	Ea.	\$120.00	\$120.00
Misc. Materials				\$200.00
Electrical Materials				\$200.00
Total for Materials				\$3,270.00
Contractor- Card Reader disconnect				\$400.00
Total for Contractors				\$400.00
TFC Carpenter	8	Hr. @	\$63.00	\$504.00
TFC Electrician	6	Hr. @	\$63.00	\$378.00
TFC Controls	0	Hr. @	\$73.00	\$0.00
TFC Painter			\$63.00	\$0.00
Total for in house labor				\$882.00
Sub-subtotal				\$4,552.00
Project Coordination				\$1,008.00
Construction Contingency	\$1,000.00	Design Contingency	\$0.00	
Subtotal				\$6,560.00
	\$6,560.00	20% Accessible Route Corrections		\$0.00
Accessibility Plan Review Fee				\$0.00
TDLR Filing Fee				\$0.00
		Accessibility Inspection Fee		\$0.00
Grand Total				\$6,560.00
				\$6,560.00

Scope per drawing dated :
Per TFC revised drawing dated 10/31/2018.
New 3/0 x 7/0 door with three new office function lever sets with closers.
New carpet, provided by customer, in room 1341.
Card Reader to be disconnected from panel with the reader to remain.
Carpet provided by customer.

OK
11-13-18
RK