

**CHAIR**  
Robert D. Thomas

**COMMISSIONERS**  
William D. Darby  
Patti Jones  
Mike Novak  
Jack W. Perry  
Betty Reinbeck  
Joseph Slovacek



**EXECUTIVE DIRECTOR**  
Harvey Hilderbran

## **TEXAS FACILITIES COMMISSION**

Minutes No. 88: Minutes of the October 19, 2016 Public Meeting of the Texas Facilities Commission in Austin, Travis County, Texas.

After providing notice as required by the Texas Open Meetings Act, the Texas Facilities Commission held an open meeting at the Central Services Building, 1711 San Jacinto Boulevard, in Conference Room 402, Austin, Texas, on Wednesday, October 19, 2016, commencing at 10:00 a.m. Chairman Thomas presided, and Commissioners Novak, Reinbeck, Jones and Slovacek were also present. Commissioner Perry arrived at 10:34 a.m. and Commissioner Darby was absent.

### **I. Call to Order.**

Chair Thomas called the meeting to order at 10:01 a.m.

### **II. Service Awards**

There were no service awards.

### **III. Approval of the minutes from the September 21, 2016 Open Meeting.**

The Commission voted unanimously to approve the minutes from the previous meeting with a motion made by Commissioner Jones and a second to approve the motion made by Commissioner Reinbeck.

### **IV. Public Comment.**

There was no public comment.

### **V. Consent Agenda for Award of Lease Recommendations and Summaries.**

**Leases and/or Amendments Pending Execution with Commencement Date on or after October 19, 2016.**

#### **REPLACEMENTS:**

- 1. Lease #303-7-20566 – Department of Family and Protective Services; Department of State Health Services; Department of Aging and Disability Services: Lewisville, TX.**
- 2. Lease #303-6-20550-A – Department of Public Safety: Georgetown, TX.**

#### **RENEWAL:**

- 3. Lease #10165 – Office of the Attorney General: Amarillo, TX.**

The Commission voted unanimously to approve the above Consent Agenda for Award of Lease Recommendations and Summaries with a motion to approve made by Commissioner Reinbeck and a second to approve the motion made by Commissioner Novak.

**VI. Consideration and possible action to award an architectural/engineering professional services contract for the North Austin Complex, Phase 1, Project No. 16-030-8060 in Austin, Texas.**

The Commission voted unanimously to approve an architectural/engineering professional services contract to Jacobs Engineering Group, Inc. in the amount of \$9,925,000.00 for the North Austin Complex, Phase I Project No. 16-030-8060 in Austin, Texas, with a motion to approve made by Commissioner Jones and a second to approve the motion made by Commissioner Slovacek.

**VII. Consideration and possible action to award a construction manager-at-risk contract for TFC's 2016-17 deferred maintenance on Parking Garages A, B, F, G, J, M, N and P for Elevator Repair and Replacement, Project No. 16-006-5730 in Austin, Texas.**

The Commission voted unanimously to approve a construction manager-at-risk contract to Gadberry Construction Company, Inc. in the amount of \$4,325,250.00 for TFC's 2016-17 deferred maintenance on Parking Garages A, B, F, G, J, M, N and P for Elevator Repair and Replacement, Project No. 16-006-5730 in Austin, Texas, with a motion made by Commissioner Novak and a second to approve the motion made by Commissioner Reinbeck.

**VIII. Consideration and possible action to approve the TFC HUB Policy and Procedures.**

The Commission voted unanimously to approve the TFC HUB Policy and Procedures, with a motion made by Commissioner Reinbeck and a second to approve the motion made by Commissioner Jones.

**IX. Submittal of 2016 Master Facilities Plan Report for Commission Review.**

Mr. Peter Maass, Deputy Executive Director of Planning and Real Estate Management, provided the Commission a draft copy of the 2016 Master Facilities Plan Report and informed the Commission that the formal approval will be requested at the November 16, 2016 meeting. Commissioner Novak asked that staff note in the report the age of the Sutton Building and the energy efficiency measures that the Commission has been undertaking. Chair Thomas noted a correction to be made on page 21, and Commissioner Jones asked if a notation could be made on the photographs to identify the building and if it had recently been renovated.

**X. Report from the Executive Director on facilities design, construction projects, facilities leasing, facilities operations, maintenance, energy management, HUB and legislation.**

Mr. Harvey Hilderbran, Executive Director, asked Ms. Yolanda Strey, the TFC HUB Director, to give a brief summary on the 2016 HUB Report and the good faith effort TFC performed on the program last year. Ms. Strey discussed such efforts as MOAs with chambers and small business groups that TFC has executed, outreach efforts including the TFC HUB event, assistance with HUB certification, HUB education and training, the addition of staff and the purchase of a new software program to assist with data collection and reporting. Next, Mr. Hilderbran gave an update on the Austin Energy rate case and work by staff to determine the impact on future state rates. In addition, Mr. Hilderbran stated that TFC planned to make a formal public information request to Austin Energy to get additional information. Lastly, Mr. Hilderbran informed the Commission that the Child Care Center received a 3 Star Rating for the Texas Star Rising Program.

**XI. Monthly Status Report from the Director of Internal Audit.**

**a. Consideration and possible action to approve the Internal Audit Annual Report for Fiscal Year 2016.**

The Commission voted unanimously to approve the Internal Audit Annual Report for Fiscal Year 2016, with a motion made by Commissioner Jones and a second to approve the motion made by Commissioner Reinbeck.

**XII. Program Presentations.**

**1. Center for Alternative Finance and Procurement.**

Mr. Samuel Franco, Director of the Center for Alternative Finance and Procurement, provided the Commission with an overview on the Center for Alternative Finance and Procurement. He discussed the roles of the center, the enabling legislation, the vision and mission of the center, strategic objectives, critical success factors, smart goals and next steps.

**XIII. Report from the divisions on facilities design and construction, leasing, facilities operations, maintenance and surplus property.**

No report was given.

**XIV. Report from the Commission Work Groups.**

**1. Energy Work Group**

No report was given.

**XV. Report from the Chief Financial Officer on the monthly financial report update.**

Mr. Daniel Benjamin, Director of Accounts Payable, provided the monthly financial report including the agency forecast, operating expense report, year to date budget adjustments, cost recovery programs results of operations, the revenue forecast, and the financial transactions and appropriations not included in the operating budget.

**XVI. Discussion of Commission organization, policies, procedures and new initiatives.**

There was no discussion on this item.

**XV. Recess into CLOSED session, if necessary, pursuant to Texas Government Code Chapter 551 for the following purposes:**

- a. Pending and potential litigation, Section 551.071.
- b. The appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the Executive Director and executive management staff, Section 551.074 The duties, roles, and responsibilities as Commissioners of the Texas Facilities Commission, Section 551.074.
- c. The deliberation regarding purchase, exchange, lease, or value of real property, Section 551.072.
- d. All matters identified in this agenda where the commission votes unanimously that deliberation in an open meeting of business and financial issues relating to a contract being negotiated would have a detrimental effect of the position of the State in negotiations with a third person and in which the General Counsel has issued a determination in writing, Section 551.0726.
- e. Any matters identified in this agenda where the Commissioners seek the advice of their attorney, Section 551.071.
- f. The deliberation regarding a security audit, Section 551.076.

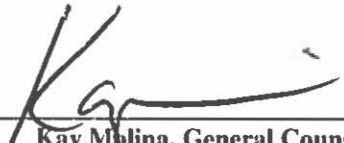
**XVI. Reconvene in open meeting and consider action on matters discussed in Executive Session.**

There was no Executive Session.


**XVII Adjournment.**

Chair Thomas adjourned the meeting at 12:00 p.m.

**Reviewed and Submitted:**

By:   
Kay Molina, General Counsel

**Approved by the Commission on November 16, 2016.**

By:   
Robert Thomas, Chair