



**A G E N D A**  
**HOUSTON-GALVESTON AREA COUNCIL**  
**FINANCE AND BUDGET COMMITTEE MEETING**

**September 21, 2021 9:15 AM**  
**3555 Timmons Lane | Houston, Texas 77027**  
Zoom: [https://us06web.zoom.us/webinar/register/WN\\_KwM6-epORUW9kxXTV5Wsrq](https://us06web.zoom.us/webinar/register/WN_KwM6-epORUW9kxXTV5Wsrq)

1. CALL TO ORDER
2. N/A
3. PUBLIC COMMENTS – Members of the public may participate in person; by sending comments to [BoardPublicComments@h-gac.com](mailto:BoardPublicComments@h-gac.com); by joining online via website; or by dialing US: 1-888-788-0099 (Toll Free) or 1-877-853-5247 (Toll Free) (Webinar ID: 843 0848 5993; Participant ID: 285829; Passcode: 794489)
4. N/A
5. DECLARE CONFLICTS OF INTEREST

**ACTION**

6. CONSENT AGENDA  
Items listed are of a routine nature and may be acted on in a single motion unless requested otherwise by a member of the Board.
  - a. N/A
  - b. HGACBUY – ALL HAZARDS PREPAREDNESS, PLANNING, CONSULTING, AND RECOVERY SERVICES  
Request authorization to negotiate a contract with each respondent listed in the Contract Award Recommendation Table for all hazards preparedness, planning, consulting, and recovery services. (Staff Contact: Ronnie Barnes)
  - c. FISCAL YEAR 2022 – INTERLOCAL COOPERATION AGREEMENT WITH THE OFFICE OF THE GOVERNOR, PUBLIC SAFETY OFFICE  
Request authorization to contract with the Office of the Governor, Public Safety Office in the amount of \$335,140. (Staff Contact: Larry Smith)
  - d. REGIONAL AERIAL AND REMOTE SENSING DATA  
Request authorization to extend the current aerial imagery contract for an additional two years with Surdex Corporation to deliver digital aerial imagery data products and services for a total amount of \$951,000. (Staff Contact: Tanya Nguyen)
  - e. AGENCY CLOUD MIGRATION CONSULTANT  
Request authorization to negotiate contract with the recommended proposers in order ranked for the planning, analysis, and development of H-GAC cloud migration strategy and roadmap in the amount of \$240,000. (Staff Contact: Tanya Nguyen)
  - f. WORKFORCE SOLUTIONS ENTERPRISE ZOOM MEETING LICENSES  
Request approval to purchase 500 meeting and 20 webinar licenses with CDW for one year prepay of total contract amount of \$93,750. (Staff Contact: Tanya Nguyen)

- g. WORKFORCE SYSTEM WEBISTE CONTRACT  
Request approval to renew vendor agreement with the Ingenuix Corporation to continue managing the Workforce Solutions website in the amount of \$87,000. (Staff Contact: Mike Temple)
  - h. WORKFORCE SYSTEM CONTRACT ONLINE APPLICATION  
Request approval to contract with Ingenuix Corporation for programming updates to the online financial aid application and participation in the 30-hour monthly website development service; combined total is \$62,750. (Staff Contact: Mike Temple)
  - i. CARES ACT LOAN FUNDING  
Request authorization to execute contract with the Economic Development Administration on behalf of the Gulf Coast Economic Development District; total amount of \$1,121,000. (Staff Contact: Ronnie Barnes)
  - j. OST/PALM CENTER LIVABLE CENTERS STUDY  
Request authorization to contract with firms in order ranked to conduct Livable Centers Study for the Greater Southeast Management District; total amount of \$241,680. (Staff Contact: Jeff Taebel)
  - k. TITLE VI PROGRAM  
Request approval of the H-GAC's Title VI Program. (Staff Contact: Craig Raborn)
  - l. TOW AND GO PROGRAM – AGREEMENT WITH HARRIS COUNTY  
Request authorization to enter into interlocal agreements with Harris County in the amount of \$6,548,000 for the Tow and Go Program. (Staff Contact: Craig Raborn)
  - m. CLEAN VEHICLES AND HEAVY-DUTY DIESEL REPLACEMENT ASSISTANCE AGREEMENT  
Request authorization of agreements for the acquisition of one new truck in the amount of \$178,255. (Staff Contact: Craig Raborn)
7. FINANCE AND BUDGET COMMITTEE  
Report on activities and Committee recommendations.
- a. MONTHLY FINANCIAL REPORT – AUGUST 2021

Request approval of the monthly financial report ending August 31, 2021. (Staff Contact: Nancy Haussler)

8. HUMAN SERVICES

a. WORKFORCE AGREEMENT – HOUSTON HOUSING AUTHORITY

Request approval to enter into an interlocal agreement with Houston Housing Authority for workforce development services in the amount of \$540,000 for the grant period of 54 months. (Staff Contact: Mike Temple)

b. WORKFORCE PAYROLL CONTRACT

Request authorization to renew the contract with ProSource Solutions, Inc. through September 30, 2022, for up to \$2,025,000 in funding for work experience services to 700 individuals with disabilities. (Staff Contact: Mike Temple)

9. COMMUNITY AND ENVIRONMENTAL PLANNING

a. REGIONAL BROADBAND ACTION PLAN

Request approval to apply for a grant to develop a Regional Broadband Market Analysis & Feasibility Study for an amount of \$550,000. (Staff Contact: Jeff Taebel)

b. CONTRACT WITH TEXAS GENERAL LAND OFFICE

Request authorization to negotiate a contract with the Texas General Land Office to develop the Method of Distribution for a total amount of \$105,400. (Staff Contact: Jeff Taebel)

10. N/A

11. N/A

12. N/A

13. N/A

14. EXECUTIVE DIRECTOR'S REPORT

15. ADJOURNMENT

## HGACBUY – ALL HAZARDS PREPAREDNESS, PLANNING, CONSULTING, AND RECOVERY SERVICES

### Background

The H-GAC Cooperative Purchasing Program (HGACBuy) establishes contracts for a variety of products and services through competitive solicitations. Member governments are able to use the contracts to make purchases. HGACBuy received and opened twenty-nine proposals for all hazards preparedness, planning, consulting, and recovery services on May 3, 2021. The following companies submitted a proposal:

Adurra Group, Inc.	Tampa, FL
AG Witt, LLC	Little Rock, AR
APTIM CORP dba APTIM ENVIRONMENTAL & INFRASTRUCTURE, LLC	Baton Rouge, LA
Atkins North America, Inc.	Tampa, FL
CDR MACGUIRE, INC.	Miami, FL
The CNA Corporation dba CNA	Arlington, VA
Constant and Associates, Inc.	Torrance, CA
Data Transfer Solutions, LLC	Tampa, FL
DCMC, LLC dba DCMC Partners	Alexandria, VA
Dewberry Engineers, Inc.	Fairfax, VA
Disaster Recovery Services, LLC	Houston, TX
Five23 Group, Inc. dba Lumenor Consulting Group	Alpharetta, GA
GP Strategies Corporation	Columbia, MD
H2O Partners, Inc.	Austin, TX
Hagerty Consulting, Inc.	Evanston, IL
Hill International, Inc.	Philadelphia, PA
Innovative Emergency Management, Inc.	Morrisville, NC
Institute for Building Technology and Safety	Ashburn, VA
Integrated Solution Consulting Corporation	Prospect Heights, IL
iParamedics, LLC	Alpharetta, GA
Mission Critical Partners, LLC	Port Matilda, PA
MPACT Strategic Consulting, LLC	Houston, TX
NewGen Strategies and Solutions, LLC	Lakewood, CO
Safework, Inc.	Woodland Hills, CA
SWCA, Incorporated dba SWCA Environmental Consultants	Phoenix, AZ
Tetra Tech	Pasadena, CA
The Olson Group, LTD	Alexandria, VA
Thompson Consulting Services, LLC	Maitland, FL
Witt O'Brien's, LLC	Washington, DC

### Current Situation

This contract is a continuation of an existing contract in our portfolio, consisting of various types of areas such as emergency operations, contingency, risk assessment, vulnerability, hazard mitigation, incident response, testing and training. Proposals listed in the award recommendation table met the minimum scoring threshold for award but were not included in the previous recommendation table approved in July. All proposal responses have been evaluated by H-GAC staff. Fourteen proposals are being recommended for award.

**Funding Source**

Participating local government purchases

**Budgeted**

N/A

**Action Requested**

Request authorization to negotiate a contract with each respondent listed in the Contract Award Recommendation Table for all hazards preparedness, planning, consulting, and recovery services. (Staff Contact: Ronnie Barnes)

**ATTACHMENTS:**

- HP08-21 Award Recommendation Table
- Cover Memo

### HP08-21 Award Recommendation Table

<b>Proposal</b>	<b>Services</b>
Atkins North America, Inc.	FEMA recovery, response, mitigation, debris monitoring and preparedness.
CDR MACGUIRE, INC.	Mitigation planning, floodplain management, environmental planning, historical preservation
The CNA Corporation dba CNA	All hazards preparedness, planning, consulting, and recovery services
Constant and Associates, Inc.	Emergency management, planning, health security and counterterrorism
Data Transfer Solutions, LLC	Asset management, risk assessment and hazard mitigation
Five23 Group, Inc. dba Lumenor Consulting Group	Strategic advisory services, asset management, program management, capital planning management and system integration
GP Strategies Corporation	Supplying technical documentation, planning, training, and exercise support to the public sector
Hill International, Inc.	Project management, construction management, quality assurance, and risk management
iParamedics, LLC	Program management, emergency management, security related technical services and consulting to federal, state, and municipal clients
Mission Critical Partners, LLC	Data integration, consulting, and network and cybersecurity solutions specializing in transforming critical-communications networks into integrated ecosystems
MPACT Strategic Consulting, LLC	Grant administration, program management, financial stewardship, assessments, outreach, and training, monitoring and compliance at the state and local level
NewGen Strategies and Solutions, LLC	Financial and management consulting services, experience in water, wastewater, stormwater, electric, solid waste, and natural gas utility services
Safework, Inc.	All hazards planning, FEMA public assistance and hazard mitigation.
The Olson Group, LTD	Emergency management, homeland security planning, training, and recovery programs

## **FISCAL YEAR 2022 – INTERLOCAL COOPERATION AGREEMENT WITH THE OFFICE OF THE GOVERNOR, PUBLIC SAFETY OFFICE**

### **Background**

The Office of the Governor, Public Safety Office has notified H-GAC of the availability of funding for the H-GAC Homeland Security Grants Division and Criminal Justice Division Interlocal Cooperation Agreement. The Fiscal Year 2022 contract covers the period from September 1, 2021 through August 31, 2022.

### **Current Situation**

H-GAC requested renewal of the Interlocal Cooperation Agreement with the Public Safety office to provide compensation for the following services:

- Notify current grantees and potential applicants of the availability of HSGD and CJD funds.
- Conduct grant application workshops and provide technical assistance to applicants.
- Maintain a viable and active Homeland Security and Criminal Justice Advisory Committee.
- Facilitate strategic planning for the thirteen counties within the region.
- Conduct priority hearings and submit priority lists for local projects.
- Attend mandatory PSO training for planners statewide.

### **Funding Source**

Office of the Governor, Public Safety Office  
Criminal Justice Funds: \$285,140  
Homeland Security Funds: \$50,000  
Total: \$335,140

### **Budgeted**

Yes

### **Action Requested**

Request authorization to contract with the Office of the Governor, Public Safety Office in the amount of \$335,140. (Staff Contact: Larry Smith)

### **ATTACHMENTS:**

▫ Attachment A: Proposed Budget

Cover Memo

**Attachment A: Proposed Budget**

Salaries	\$168,988.04
Benefits	\$79,846.84
Indirect	\$28,416.94
In-Region Travel	\$800.00
Supplies	\$200.00
Employee Development	\$1,014.06
Meeting Expenses	\$524.98
Rent	\$13,711.80
Other	<u>\$41,638.17</u>
<b>Total</b>	<b>\$335,140.83</b>



## **REGIONAL AERIAL AND REMOTE SENSING DATA**

### **Background**

In 2019, the H-GAC Board approved a two-year contract with Surdex Corporation through a Request for Proposals selection process with the option of extending the contract annually for three years. The last contract provided for approximately 13,500 square miles of high-resolution digital aerial imagery data for the H-GAC region. The imagery was cooperatively purchased with funds from 38 cost-shared partners and government agencies.

### **Current Situation**

On June 3, 2021, staff and members of the Aerial Technical Advisory workgroup unanimously voted to extend the current contract with Surdex Corporation for an additional two years to provide imagery for the H-GAC region. Recommendation based on the following criteria are met:

1. Cost
2. Quality of the product
3. Experience in our region

### **Funding Source**

Funds committed by Federal 911 Grant, TxDOT and cost-shared member agencies

### **Budgeted**

Yes

### **Action Requested**

Request authorization to extend the current aerial imagery contract for an additional two years with Surdex Corporation to deliver digital aerial imagery data products and services for a total amount of \$951,000. (Staff Contact: Tanya Nguyen)

## AGENCY CLOUD MIGRATION CONSULTANT

### Background

Data Services maintains technology infrastructure for the Houston-Galveston Area Council employees and the 28 Workforce Solutions career offices in our 13-county region. The current network is a mix of traditional data storage in our computer room, colocation and on cloud as a service. Since the beginning of the pandemic, staff has experienced higher demand for cloud technology for application availability and improved productivity.

### Current Situation

In response to these challenges, Data Services staff issued a Request for Proposals from qualified consultants for planning, analysis, and development of H-GAC's infrastructure migration strategy. Our key objectives are:

- Extend the on-premises data center to the cloud to make the network infrastructure more flexible and scalable;
- Support remote workforce from anywhere while securing data infrastructure;
- Cut on-premise hardware cost; and
- Improve emergency and disaster response

In response to the Request For Proposals, ten compliant proposals were received and one offer of qualifications (see attachment for complete list). After extensive review, staff recommends the following two ranked proposers based upon their presentation of methodology, process, and cost:

1. Information Services Group Public Sector (ISG)
2. 22<sup>nd</sup> Century Technology, Inc (TSCTI)

### Funding Source

Allocated Grant Fund

### Budgeted

Yes

### Action Requested

Request authorization to negotiate a contract with the recommended proposers in order ranked for the planning, analysis, and development of H-GAC cloud migration strategy and roadmap in the amount of \$240,000. (Staff Contact: Tanya Nguyen)

### ATTACHMENTS:

- List of Request for Proposals Respondents
- Cover Memo

## **Agency Cloud Migration Consultant Proposers**

1. AMSYS Innovative Solutions
2. AustinCSI
3. CloudLogic
4. DÁNAS Technology LLC
5. Digerati Systems Inc
6. ISF, Inc.
7. Information Services Group (ISG) Public Sector
8. Stratum
9. TierPoint
10. 22nd Century Technologies, Inc. (TSCTI)

## **Offer of GIS Migration Qualifications**

1. Timmons Group

## **WORKFORCE SOLUTIONS ENTERPRISE ZOOM MEETING LICENSES**

### **Background**

The Gulf Coast Workforce Board and its operating affiliate Workforce Solutions are the public workforce system in the 13-county Houston-Galveston region. We help employers meet their human resource needs and individuals build careers, so both can compete in the global economy. This year Workforce Solutions has served over 20,000 employers and 350,000 people through 28 career offices.

### **Current Situation**

With the accessibility of technology and new ways of servicing employers and individuals remotely, additional methods are required to interact with individuals within our region.

Workforce Solutions is currently looking to adopt a virtual communication platform that is familiar to the public which will allow staff to provide additional ways to interact with customers. We are also looking for a platform that can integrate with our customer scheduling system called Appointy to streamline the scheduling and virtual meeting process. We have evaluated Zoom as a platform to meet these needs by piloting 30 trial licenses and gathering feedback from staff who participated in the pilot. The Zoom and Appointy integration will provide us with increased flexibility to better accommodate our customers' needs.

H-GAC obtained three competitive bids for purchasing the Zoom Enterprise meeting licenses for purchase of 500 Zoom Business and 20 Zoom Webinar licenses. Staff recommends purchase from CDWG, an authorized Zoom partner, through a state contract.

### **Funding Source**

Texas Workforce Commission

### **Budgeted**

Yes

### **Action Requested**

Request approval to purchase 500 meeting and 20 webinar licenses with CDW for a one year prepay of total contract amount of \$93,750. (Staff Contact: Tanya Nguyen)

## **WORKFORCE SYSTEM WEBSITE CONTRACT**

### **Background**

The Ingenuix Corporation has created and managed content for the Workforce Solutions website since 2013.

### **Current Situation**

Ingenuix continues to satisfactorily perform as the Workforce Solutions' website software vendor. For 2022, Ingenuix will continue to work with local staff to modify and update the Workforce Solutions website content and the online financial aid application system.

We are requesting authorization to renew the ongoing contract with Ingenuix for 2022 for \$7,250 monthly totaling \$87,000 annually.

### **Funding Source**

Texas Workforce Commission

### **Budgeted**

Yes

### **Action Requested**

Request approval to renew vendor agreement with the Ingenuix Corporation to continue managing the Workforce Solutions website in the amount of \$87,000. (Staff Contact: Mike Temple)

## **WORKFORCE SYSTEM CONTRACT ONLINE APPLICATION**

### **Background**

The Ingenuix Corporation has created and managed content for the Workforce Solutions website since 2013.

### **Current Situation**

We currently have over 32,000 families applying for financial assistance using an online application developed and managed by Ingenuix and accessed through the Workforce Solutions website. As use of the application increases, we need to make updates to keep it current and operating efficiently. We are requesting \$53,250 for Ingenuix to deliver programming enhancements for the online financial aid application.

Ingenuix also offers a 30-hour monthly service dedicated to ongoing web development and digital content for the website at a discounted rate. The additional hours provide for a decrease in programming costs. We are requesting \$9,500 to purchase the 30-hour monthly service for ongoing web development and digital content updates from Ingenuix.

### **Funding Source**

Texas Workforce Commission

### **Budgeted**

Yes

### **Action Requested**

Request approval to contract with Ingenuix Corporation for programming updates to the online financial aid application and participation in the 30-hour monthly website development service; combined total is \$62,750. (Staff Contact: Mike Temple)

## CARES ACT LOAN FUNDING

### **Background**

Under the Coronavirus Aid, Relief, and Economic Security (CARES) Act, the Economic Development Administration received \$1.5 billion in funding to support long-term recovery from the economic impacts of the pandemic. The Gulf Coast Economic Development District was invited by the Economic Development Administration to submit a non-competitive grant application to recapitalize its Revolving Loan Fund.

### **Current Situation**

The Gulf Coast Economic Development District applied to the Economic Development Administration for \$1,021,000 in funding to recapitalize its Revolving Loan Fund and an additional \$100,000 for Revolving Loan Fund administration. The Revolving Loan Fund is administered by the Houston-Galveston Area Local Development Corporation and provides low-interest gap financing for businesses that create jobs. Up to 50% of the loan can be working capital. The project is anticipated to begin on October 1, 2021. There is no local match requirement for the grant.

This is the second round of funding for the Revolving Loan Fund. H-GAC fully expended the funds from the first round of CARES Act funds and provided 47 loans for over \$1.6 million. The Economic Development Administration had surplus CARES Act funds and asked us to apply for the funds to help additional businesses that were impacted by COVID and may be in need of support.

### **Funding Source**

Economic Development Administration

### **Budgeted**

No; amends budget

### **Action Requested**

Request authorization to execute contract with the Economic Development Administration on behalf of the Gulf Coast Economic Development District; total amount of \$1,121,000. (Staff Contact: Ronnie Barnes)

## OST/PALM CENTER LIVABLE CENTERS STUDY

### Background

Establishing Livable Centers is one of the implementation strategies of H-GAC's 2045 Regional Transportation Plan. The aim of this strategy is to create more walkable, mixed-use places that reduce reliance on single-vehicle occupancy. A total of thirty-five Livable Centers have been completed in our region, and three are currently underway.

### Current Situation

In partnership with the Greater Southeast Management District, the Program's 39<sup>th</sup> study is set to begin: the OST/Palm Center Livable Centers Study. The overall goal of the study is to create a Livable Centers plan that will lead to a healthy, sustainable, context-sensitive, multi-modal environment while addressing the needs of residents, property owners, business owners and visitors for shopping, dining, recreation, entertainment, learning, wellness and more.

A committee of representatives from H-GAC, the Texas Department of Transportation, and the City of Houston District K evaluated three proposals submitted by firms on August 9, 2021. Based on the committee's scoring and evaluation of the proposals and interviews, the recommendation and ranking are shown below:

1. Stantec Consulting Services, Inc.
2. Lionheart Places, LLC
3. AECOM Technical Services, Inc.

### Funding Source

Federal and Local

### Budgeted

Yes

### Action Requested

Request authorization to contract with firms in order ranked to conduct Livable Centers Study for the Greater Southeast Management District; total amount of \$ 241,680. (Staff Contact: Jeff Taebel)

### ATTACHMENTS:

▯ OST/Palm Center

Cover Memo





## TITLE VI PROGRAM

### **Background**

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in any program or activity administered by recipients of Federal financial assistance. Discrimination includes the denial of meaningful access for persons with limited proficiency in the English language. As a condition for receiving Federal financial assistance, the Federal Transit Administration and the Federal Highway Administration require H-GAC to update its Title VI Program every three years. The triennial update to the Title VI Program serves as evidence that the agency is in full compliance with the U.S. Department of Transportation's Title VI nondiscrimination regulations.

### **Current Situation**

H-GAC's Title VI Program includes:

- Non-discrimination policy statement;
- Notice to the public of their rights under the Title VI statute;
- Public Participation Plan;
- Plan to accommodate persons with limited English communication skills;
- Updated demographic profile of the region;
- Description of Environmental Justice provisions;
- Measures to assess regional equity in the impact of transportation; and
- Procedures for the submission and resolution of Title VI complaints.

A public comment process was conducted between July 12, 2021 and August 11, 2021, with two virtual public meetings on July 22, 2021. Public comments and responses are available at the following website. Upon approval by the Board, the Title VI document will be submitted to TxDOT, FHWA, and the FTA. The full document can be found on the H-GAC website at: [h-gac.com/title-vi-program](http://h-gac.com/title-vi-program).

### **Funding Source**

Federal Funds

### **Budgeted**

Yes

### **Action Requested**

Request approval of the H-GAC's Title VI Program. (Staff Contact: Craig Raborn)

### **ATTACHMENTS:**

## **TOW AND GO PROGRAM – AGREEMENT WITH HARRIS COUNTY**

### **Background**

The Houston-Galveston Area Council works with local governments to implement the Tow and Go Program as part of regional incident management activities. The purpose of the Tow and Go Program is to quickly remove stalled vehicles from area freeways to a nearby safe location at no cost to the motorist, thereby reducing traffic congestion and secondary crashes. Currently, H-GAC has agreements with the City of Houston and Harris County to conduct no-cost tows. Tow and Go service currently operates within the City of Houston, unincorporated Harris County, Bellaire, Humble, Jersey Village, La Porte and Webster. Since the Tow and Go program began on May 1, 2018, there have been almost 95,000 tows provided at no cost to the driver. During this period the average incident clearance time has improved from nearly 25 minutes to 16 minutes and 17 seconds.

### **Current Situation**

H-GAC is requesting to enter into an intergovernmental agreement with Harris County to reimburse Harris County for freeway monitoring, towing, and administrative costs associated with the Tow and Go Program. The agreement will support the continuation of the Tow and Go currently performed by Harris County for an 18-month period from February 1, 2022 through July 31, 2023. The Texas Department of Transportation has authorized the expenditure of these funds, and the funds are budgeted in the Transportation Improvement Program.

### **Funding Source**

Federal Transportation Funds

### **Budgeted**

Yes

### **Action Requested**

Request authorization to enter into interlocal agreements with Harris County in the amount of \$6,548,000 for the Tow and Go Program. (Staff Contact: Craig Raborn)

## **CLEAN VEHICLES AND HEAVY-DUTY DIESEL REPLACEMENT ASSISTANCE AGREEMENT**

### **Background**

The Clean Vehicles and Heavy-Duty Diesel Replacement Assistance Programs are designed to offset the added cost of replacing or retrofitting older, high-emission, diesel, and gasoline engines with cleaner, low emission engines. The primary goal of the program is to reduce nitrogen oxides (NO<sub>x</sub>), a critical component in the formation of ground-level ozone.

Award amounts are based on the projected emissions that could be reduced by the project, factoring in usage patterns, engine specifications, and the fuel/technology types.

### **Current Situation**

Staff recommendation shown in the attached table is based on the project's maximum potential emissions reduction. Final awards are subject to available state and federal funding and will be revised to reflect the specific replacement engine's emissions characteristics when the actual replacement engines have been identified by the contractors.

This month, H-GAC has one proposal that meets the program's emission and cost-effectiveness criteria. H-GAC staff recommends contracting with this entity to replace one truck for a total amount of \$178,255 as shown in the attached Table.

### **Funding Source**

Federal Funds (Environmental Protection Agency): \$74,737  
Contractor Share (Ernesto A. Valencia): \$103,518  
Total: \$178,255

### **Budgeted**

Yes

### **Action Requested**

Request authorization of agreements for the acquisition of one new truck in the amount of \$178,255.  
(Staff Contact: Craig Raborn)

### **ATTACHMENTS:**

▫ Table-Attachment

Table

**Table - Clean Vehicles Program**

<b>Applicant</b>	<b># Vehicles Replaced</b>	<b>Total Project Amount</b>	<b>Federal Amount (EPA)</b>	<b>Contractor Amount</b>	<b>Total NO<sub>x</sub> Emission Reductions Received (tons/year)</b>
Ernesto A. Valencia	1	\$178,255.67	\$74,737.40	\$103,518.27	0.482

**GRAND TOTAL    \$178,255.67**

(over)

**MONTHLY FINANCIAL REPORT – AUGUST 2021**

**ATTACHMENTS:**

- Monthly Financial Report - August 2021      PDF

**HOUSTON-GALVESTON AREA COUNCIL  
FINANCIAL STATUS REPORT  
For the Eight Months Ended August 2021**

	Budget Year to date	Actual Year to date	Variance Dollar	%
<b>Combined Revenues and Expenditures</b>				
Revenues	\$ 270,765,038	\$ 222,958,323	\$ (47,806,715)	-18%
Expenditures	(270,282,717)	(221,113,790)	49,168,927	-18%
<b>Change in Combined Fund Balance</b>	<b>\$ 482,321</b>	<b>\$ 1,844,532</b>	<b>\$ 1,362,212</b>	

<b>Change in Fund Balance by Fund Type</b>				
Change in fund balance - General Fund	\$ 60,364	\$ 274,543	\$ 214,179	
Change in fund balance - Gulf Coast Regional 911	597,006	1,365,133	768,127	
Change in fund balance - Enterprise Fund	163,496	204,858	41,362	
<b>Total Change in Fund Balances</b>	<b>\$ 820,866</b>	<b>\$ 1,844,533</b>	<b>\$ 1,023,668</b>	

**Variance Analysis**

The presentation of the change in fund balance by fund type is intended to highlight the effects of revenue and expenditure transactions by fund. The General Fund (GF) consists of those funds not associated with grant programs or enterprise activities. The Special Revenue Fund (SRF) consists of those funds that are restricted for a specific purpose. HGAC's grant programs are in this fund. The Enterprise Fund is used to track activities of the Cooperative Purchasing program and the Energy Purchasing Corporation. The variances of specific revenues and expenditures are explained on the second page of this report.

\*\*\* The Cooperative Purchasing program has contributed a \$206,139 an increase toward the Enterprise fund balance YTD, and the Energy Purchasing Corporation is reflecting a (\$1,281) decrease to the Enterprise fund balance.

**HOUSTON-GALVESTON AREA COUNCIL  
FINANCIAL STATUS REPORT  
For the Eight Months Ended August 2021**

	Annual Budget	Budget Year to Date	Actual Year to Date	Variance Dollar	%
<b>Revenues</b>					
<b>General and Enterprise Fund</b>					
Membership dues (a)	\$ 395,538	\$ 395,538	\$ 361,328	\$ (34,210)	-9%
HGAC Energy Purchasing Corporation (b)	90,000	60,000	55,320	(4,680)	-8%
Cooperative Purchasing fees	5,500,000	3,666,667	2,926,205	(740,462)	-20%
Gulf Coast Regional 911 fees	2,728,558	1,819,039	2,794,061	975,023	54%
Interest Income (c)	25,000	16,667	2,723	(13,944)	-84%
Other	5,667,519	3,778,346	3,228,851	(549,495)	-15%
<b>Total General and Enterprise Fund revenues</b>	<b>\$ 14,406,615</b>	<b>\$ 9,736,256</b>	<b>\$ 9,368,489</b>	<b>\$ (367,767)</b>	<b>-4%</b>
<b>Special Revenue Fund</b>					
Federal Grant (d)	\$ 3,483,782	\$ 2,322,521	\$ 164,998	\$ (2,157,524)	-93%
State Grants	388,059,391	258,706,261	213,424,835	(45,281,425)	-18%
<b>Total Special Revenue Fund revenues</b>	<b>\$ 391,543,173</b>	<b>\$ 261,028,782</b>	<b>\$ 213,589,833</b>	<b>\$ (47,438,949)</b>	<b>-18%</b>
<b>Total Revenues</b>	<b>\$ 405,949,788</b>	<b>\$ 270,765,038</b>	<b>\$ 222,958,321</b>	<b>\$ (47,806,717)</b>	<b>-18%</b>
<b>Expenditures</b>					
Personnel	\$ 27,109,725	\$ 18,073,150	\$ 17,729,348	\$ (343,803)	-2%
Pass-through funds - grant	363,718,774	242,479,183	195,305,635	(47,173,548)	-19%
Consultant and contract services	8,030,158	5,353,439	5,028,079	(325,360)	-6%
Lease of office space	1,851,444	1,234,296	1,159,790	(74,506)	-6%
Equipment	1,920,640	1,280,427	314,987	(965,440)	-75%
Travel (e)	263,448	175,632	36,110	(139,522)	-79%
Other expense	2,529,886	1,686,591	1,539,841	(146,750)	-9%
<b>Total Expenditures</b>	<b>\$ 405,424,075</b>	<b>\$ 270,282,717</b>	<b>\$ 221,113,789</b>	<b>\$ (49,168,928)</b>	<b>-18%</b>
<b>Excess of Revenues over(under) Expenditures</b>	<b>\$ 525,713</b>	<b>\$ 482,321</b>	<b>\$ 1,844,532</b>	<b>\$ 1,362,211</b>	

**Variances:**

- a) We have been in contact with entities that have outstanding dues, and we anticipate payment soon.
- b). The Energy Purchasing Corporation will not meet revenue projections this year. Enrollment in the service is down and usage is also down.
- c). Interest income is down due to the Federal Reserve holding interest rates low. Adjustments have been made at the mid-year budget review.
- d) Federal pass-through revenue and expense in an EPA program administered by the Transportation department is off to a slow start for the year. It is anticipated that these funds will be expended after the budget adjustments.
- e) The travel budget was anticipating that Covid restrictions would end in 2021. We are starting to see some easing of restrictions and requests for in-person events that include in-region and out-of-region travel, so we expect that our expenses will increase later in the year.



## **WORKFORCE AGREEMENT – HOUSTON HOUSING AUTHORITY**

### **Background**

Workforce Solutions, the region's public workforce system, continually looks for opportunities to leverage funds and expand the reach and impact of workforce service in the region. In July 2021, the Houston Housing Authority was awarded funding for a workforce development project with Workforce Solutions participation – called JOBS PLUS – at Oxford Place Apartments.

### **Current Situation**

The Houston Housing Authority proposes to provide H-GAC as Workforce Solutions' fiscal agent \$540,000 over a period of 54 months to deliver workforce services. H-GAC will incorporate funding in career office contracts previously approved by the Board to provide at least 284 individuals access to temporary, seasonal and permanent employment; adult literacy and basic education; skills education; and transportation, childcare, and work-related financial aid. Career office contractors will provide up to \$270,000 of service using workforce funding in their existing contracts to support the project.

### **Funding Source**

Houston Housing Authority

### **Budgeted**

Yes

### **Action Requested**

Request approval to enter into an interlocal agreement with Houston Housing Authority for workforce development services in the amount of \$540,000 for the grant period of 54 months. (Staff Contact: Mike Temple)

## **WORKFORCE PAYROLL CONTRACT**

### **Background**

In 2019 H-GAC selected ProSource Solutions, Inc. as a payrolling contractor for Vocational Rehabilitation Services customers participating in work experience services. Texas Workforce Commission provides the funds for this service.

### **Current Situation**

ProSource continues to satisfactorily provide this service, and we continue to see increases in the numbers of customers placed in work experience services. We propose a fourth and final year contract with ProSource of up to \$2,025,000 for work experience to 700 individuals with disabilities at multiple worksites throughout the region.

### **Funding Source**

Texas Workforce Commission

### **Budgeted**

Yes

### **Action Requested**

Request authorization to renew the contract with ProSource Solutions Inc. through September 30, 2022, for up to \$2,025,000 in funding for work experience services to 700 individuals with disabilities. (Staff Contact: Mike Temple)

## REGIONAL BROADBAND ACTION PLAN

### Background

The H-GAC Special Committee on Regional Broadband met on August 24 to discuss progress on the H-GAC Agency Broadband Initiative, current funding opportunities, and proposed next steps.

Since the May launch of the Regional Broadband Planning Tool ([h-gac.com/broadband](http://h-gac.com/broadband)), H-GAC staff have engaged with dozens of stakeholders across the region – including local/county governments, private internet companies, rural utilities, telecommunications professionals – to consult and offer technical assistance.

However, many local governments report they feel stymied in making progress on providing broadband due to a combination of grant eligibility challenges and lack of private sector interest during a time of increased demand by households, employers, and businesses during the pandemic.

### Current Situation

The committee will meet again on September 9, 2021 to develop a Regional Broadband Action Plan that would allow the region's local governments to leverage economies of scale which would increase our ability to garner interest and partnership from the private sector and increase our region's collective ability to secure more funding opportunities through a comprehensive network. This plan would include two phases:

- Phase 1: engage a consulting firm to conduct a regional market analysis and feasibility study for providing higher speed, quality broadband for the region
- Phase 2: engage a consulting firm to develop a regional network design based on regional service provider networks and improvements/investments aligned with then-available funding opportunities

Phase 1 study would be pursued through an Economic Development Administration American Rescue Plan Act grant for \$550,000. This grant requires a 20% match which could come from sources including defederalized loan funds from the Houston-Galveston Local Development Corporation's Revolving Loan Fund and agency local funds.

### Funding Source

Economic Development Administration	\$440,000
Local Funds (20% Match)	\$110,000
<b>Total</b>	<b>\$550,000</b>

### Budgeted

No

### Action Requested

Request approval to apply for a grant to develop a Regional Broadband Market Analysis & Feasibility Study for an amount of \$550,000. (Staff Contact: Jeff Taebel)

## **CONTRACT WITH TEXAS GENERAL LAND OFFICE**

### **Background**

The Texas General Land Office has allocated \$488,762,000 in Community Development Block Grant-Mitigation funds to the H-GAC region as part of its Regional Mitigation Program. H-GAC will be responsible for developing a Method of Distribution for this funding.

### **Current Situation**

H-GAC will have six months to develop the Method of Distribution. The process will include development of a Citizen Participation Plan to provide opportunities for public input and review of the draft Method of Distribution. H-GAC will also be required to collect funding acknowledgement letters from each entity accepting or declining the funds allocated.

### **Funding Source**

Texas General Land Office

### **Budgeted**

Yes

### **Action Requested**

Request authorization to negotiate a contract with the Texas General Land Office to develop the Method of Distribution for a total amount of \$105,400. (Staff Contact: Jeff Taebel)