



## NOTICE OF MEETING

### MEMBERS OF THE BOARD OF TRUSTEES

The Gulf Coast Center Board of Trustees meeting for the month of July will be held on Wednesday, **July 24, 2019** at **6:15 p.m.** at the Mall of the Mainland-Administration Building, 10000 E.F. Lowry Expwy, Texas City, Texas.

Thank you,

Cathy Claunch-Scott  
Secretary to the Board of Trustees

cc: July Board of Trustees File



10000 Emmett F Lowry,  
Suite 1220  
Texas City, TX 77591

409.763.2373

Toll Free- 1-800-643-0967  
FAX 409.763-5538

[www.GulfCoastCenter.org](http://www.GulfCoastCenter.org)

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**"Better community healthcare promoting healthy living."**

1. **Call To Order** ..... Jamie Travis, Board Chair
2. **Citizens' Comments**
3. **Program Report: NAMI – Ending The Silence**
4. **Board Member Reports**
  - a. Texas Council of Community Centers ..... Jamie Travis, Board Chair
  - b. Texas Council Risk Management Fund.....Mary Lou Flynn-Dupart, TCRMF Board Chair
5. **CEO Report** ..... Melissa Tucker, CEO
  - a. Legislative Update:
  - b. 1115 Update:
6. **Operations Report:**
  - a. Human Resources – Employee Health Benefit Update
7. **Budget, Finance and Admin Reports** ..... Rick Elizondo, CFO
  - a. Financial & Operational Monthly Report & YTD Summary **(Pg. 1-4)**
  - b. Sale of Property Update
8. **Consent Agenda** .....Linda Bell, JD  
**Consideration and Approval of Recommendations and Acceptance of Consent Agenda Items.** *(Consent agenda items may be pulled from this consideration for individual action or presentation.)*
  - a. Review and approval of May 22, 2019 board meeting minutes. **(Pg. 5-9)**
  - b. Review and approval of May & June 2019 check register.
9. **Action Items**.....Linda Bell, JD
  - a. Consider approval of the renewal agreement with Aetna for GCC employee medical and health coverage plan.
  - b. Consider ratification of the new agreement with **Texoma Community Center** for mental health first aid funding/reimbursement. Amount not to exceed: \$10,000. Term: February 1, 2019 thru August 31, 2019.
  - c. Consider the approval of the new agreement with **Asset Panda** for the new Asset Management Software. Term: Two-year subscription. Amount not to exceed: \$9,665.60.

- d. Consider the FY19 HHSC Disaster Crisis Counseling Program contract #HHS000434500025 for July 1, 2019 through August 31, 2022. In the event of a state and/or federal disaster declaration, a Notice to Proceed will be issued which shall specify all terms and conditions for Disaster Crisis Counseling services to include award amount and award period.
- e. Consider the FY19 Medicaid Administrative Claiming Services (MAC) contract for September 1, 2019 through August 31, 2024.
- f. Consider approval of the recommended awardee of the RFP for Public Transportation Consulting Services #2019-Transit-003. **(Pg. 10-37)**
- g. Consider approval of the below Gulf Coast Center policy revisions. Revisions were made for compliance with HHSC audit or CCBHC certification:
  - 1. Clinical Supervision: detail added on supervision of MH Rehab services
  - 2. Standardized Scheduling Policy: scheduling adult and youth prescriber appointments
- h. Consider approval of the following 4 Resolutions by the Board of Trustees for The Goodman Corporation:
  - 1. Resolution to approve Construction Contract for the Texas City Admin/Emergency Management Facility. **(Pg. 38-39)**
  - 2. Resolution to approve formation of Bi-County Transit District Evaluation Committee. **(Pg. 40)**
  - 3. Approving Goodman Corporation work order #19 for a time extension and additional compensation for materials testing for the Texas City Administration Facility Construction Phases Services Project of an additional 24 months and additional \$85,000.
  - 4. Approving the Goodman Corporation work order #20 for a time extension for the Lake Jackson Operations and Maintenance Facility Project of an additional 24 months.
- i. Consider approval of the below Connect Transit Interlocal Agreements intended to secure three years of funding support from FY 2020 – FY 2022. The 3 year operating agreement includes continuation and improvement to fixed route transit services and/or associated ADA paratransit services and/or other related services:

	Proposed Contribution/Local Share provided annually
City of Texas City	<b>\$121,228</b>
City of La Marque	<b>\$44,062</b>
City of Dickinson	<b>\$44,710</b>
City of Clute	<b>\$21,232</b>
City of Freeport	<b>\$26,552</b>
City of Lake Jackson	<b>\$68,994</b>
City of Angleton	<b>\$41,080</b>

j. Consider approval of the below FY20 Renewal Agreements with no change from FY19:

<b>Administrative Services Contractor</b>	<b>Service Description:</b>	<b>Reimbursement Amount:</b>
Bob Flick, MS, MDiv, MBA, LPC	to provide Adult MHFA or Youth MHFA training	\$45 per hour after the required training is complete (plus travel costs)
Crystal Trahan, MA	to provide Adult MHFA or Youth MHFA training as well as ASIST training	\$45 per hour after the required training is complete (plus travel costs)
The Cahill Law Firm	to provide legal representation and consultation services	\$1,875.00/quarter
NAMI Gulf Coast	to provide MH family and consumer education, support and training services; and community education, training and partnerships	\$1,250.00/mo family and consumer education and training services, \$1,083.33/mo Community Education and Partnerships Not to exceed: \$28,000
The ARC of the Gulf Coast	to provide family education and training services	\$1,333.00/mo Not to exceed: \$16,000
<b>Youth Behavioral Services Contractor</b>	<b>Description</b>	<b>Amount:</b>
The Children's Center, Incorporated	for community crisis respite services to youth	\$106.22/bed day not to exceed \$3000.00
Galveston County Juvenile Justice Department	Placement Transition Program	\$110,000.39
	Endeavor Program	\$110,236.00
	Discover Program	\$86,745.00
Galveston County Juvenile Justice Department (Revenue Contract)	to furnish assessment, treatment, counseling or training for Galveston County adolescent offenders and Galveston County adolescents	\$50.00/hr for assessment, individual and family substance abuse counseling sessions; \$70.00/session for substance abuse group counseling, group time length from 1 -1.5hrs; limit of 12 per group
Youth Advocate Programs Inc.	MOU coordinating referrals and resources for the provision of specific Youth Empowerment Services (YES) Waiver Services	N/A
SUN Behavioral Houston	To coordinate and provide inpatient child/adolescent services.	\$618.00/ bed day (up to 6 bed days only)
Houston Behavioral Healthcare Hospital	To coordinate and provide inpatient child/adolescent services.	\$600/ bed day
The University of Texas Medical Branch at Galveston d/b/a UTMB Health	Provides for a child psychiatrist 16 hr/week	\$175/hr not to exceed \$138,000
<b>Adult Behavioral Services</b>	<b>Description</b>	<b>Amount</b>

*If you need additional assistance to effectively participate in or observe this meeting please contact (409) 763-2373 at least 24 hours prior to the meeting so that reasonable accommodations can be made to assist you.*

<b>Contractor</b>		
SJ Medical Center, LLC	Program Agreement for residents of Psychiatry Department to gain educational and patient care experience at GCC facilities related to individual dually diagnosed	n/a
The University of Texas Medical Branch at Galveston d/b/a UTMB Health	Provides for necessary inpatient physician services for 20 bed adult inpatient unit at SJ Medical Center.	\$65/ bed daily visit
<b>Recovery Services Contractor</b>	<b>Description</b>	<b>Amount</b>
The University of Texas Medical Branch at Galveston d/b/a UTMB Health	Interlocal Agreement provides for psychiatric services for patients enrolled in the Clinic's Co-Occurring Psychiatric and Substance Disorder program	\$720/ 4hr clinic \$180/hr for admin duties
<b>IDD Services Contractor</b>	<b>Description</b>	<b>Amount</b>
John Chaconas, DDS	To provide dental services under the Home and Community Based Services waiver program	not to exceed \$2,000 per plan year
Terry Driggers, DDS	To provide dental services under the Home and Community Based Services waiver program	not to exceed \$2,000 per plan year
James T. Floyd	To provide Host Home/Companion Care services	\$50.89/day (LON 5) not to Exceed: \$18,574.85
Jamie Lynne Travis	To provide Host Home/Companion Care services	\$69.19/day (LON 8) not to Exceed: \$25,254.35

**10. Pending or Revised Action Items**.....Linda Bell, JD

*Pending or revised items are those items which were on a prior board agenda but not completely resolved or there has been a revision since approval. The items may be listed for update purposes or final action by the Board.*

**11. Calendar**.....Jamie Travis, Board Chair

Date	Event	Time	Location
August 28, 2019	Board Meeting	6:15 p.m.	Angleton

**12. Executive Session**

*As authorized by Chapter §551.071 of the Texas Government Code, the Board of Trustees reserves the right to adjourn into Executive Session at any time during the course of this meeting to seek legal advice from its Attorney about any matters listed on the agenda.*

**13. Action Regarding Executive Session**

**14. Adjourn**

*If you need additional assistance to effectively participate in or observe this meeting please contact (409) 763-2373 at least 24 hours prior to the meeting so that reasonable accommodations can be made to assist you.*



# GULF COAST CENTER

BALANCE SHEET - MAY 2019

YEAR TO DATE

FY 2019

May

## QUARTERLY BALANCE SHEET

### ASSETS

CASH	\$3,501,888.59
Receivables - Grants/Contracts:	\$3,643,008.83
Prepays:	\$347,866.00
Other Assets:	\$34,326.35
	-----
Total Assets	\$7,527,089.77

### LIABILITIES, EQUITY

#### LIABILITIES:

Accounts Payable:	(\$1,159,265.30)
Payroll Payables	(\$670,215.74)
Other Payables:	(\$293,461.88)
Due to other Govt:	\$1.50
Deferred Revenue:	(\$633,483.84)
	-----
Sub-Total Liabilities:	(\$2,756,425.26)

### EQUITY

Fund Balance:	(\$3,325,303.62)
Total Expenses:	\$23,768,033.75
Total Revenue:	(\$25,213,494.64)
	-----
Net Income (Gain):	(\$1,445,460.89)
	-----
Sub-Total Equity	(\$4,770,764.51)
	-----
Total Equity and Liabilities	(\$7,527,189.77)
Balance Sheet Check	(\$100.00)

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**The Gulf Coast Center**  
**FY2019 Monthly Board Financial Review**

Unaudited as of 05/31/2019

**Fiscal Year 2019 Unaudited Centerwide General Fund Balance Status**

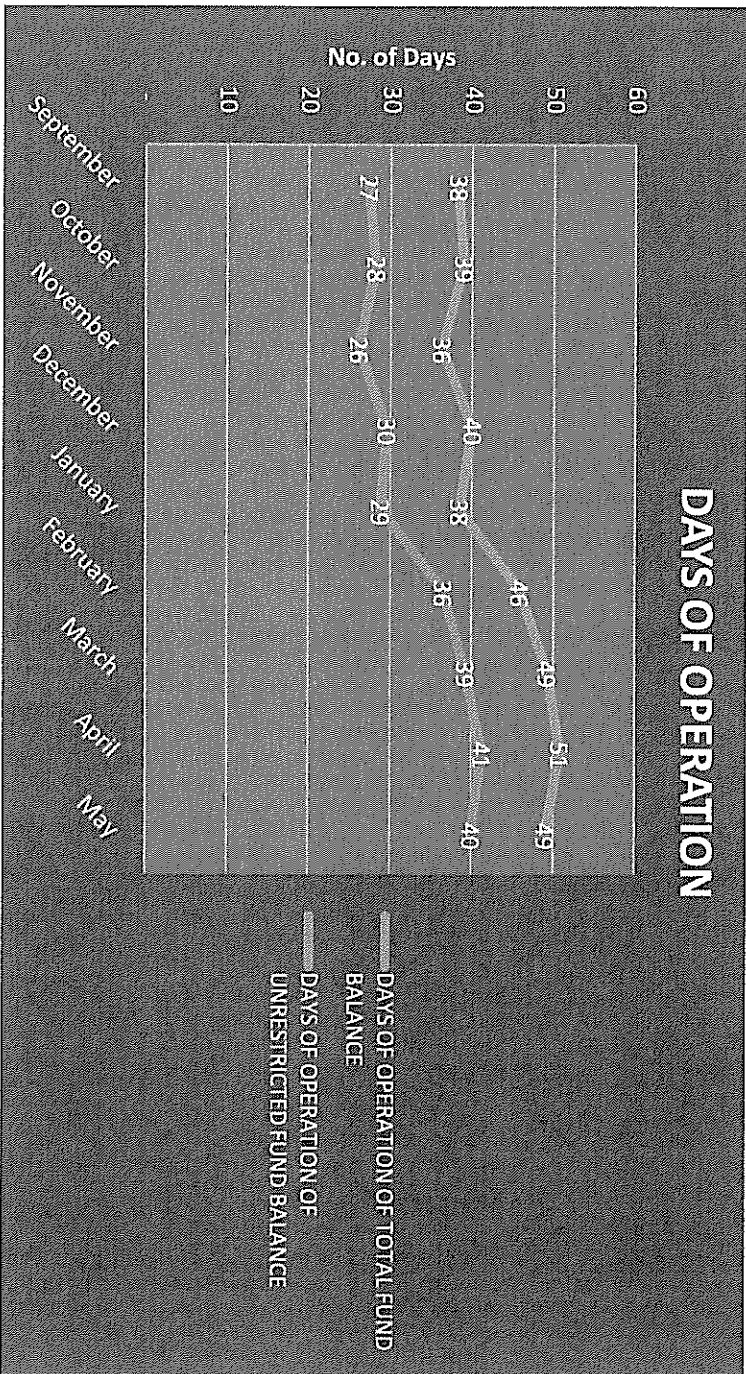
Total General Fund Balance as of 08/31/18 (audited).....				\$	(3,042,723)
FY2019 Year-to-Date Reported Expense and Revenue Totals (Unaudited)					
Expenditures	<i>Operational</i>	23,711,762			
	<i>Non-Operational</i>	-			
	<i>Fund Balance</i>	56,272	23,768,034		
Revenues	<i>Operational</i>	25,213,495			
	<i>Non-Operational</i>	-	25,213,495	\$	1,445,461
Total General Fund Balance Year-to-Date (Unaudited).....				\$	(4,488,184)

**Board Committed Use General Funds (Fiscal Year Committed)**

Capital Projects - Facility (FY2008-FY2011)	(200,000)				
Capital Projects - Facility (FY2013)	(100,000)				
Capital Projects - Facility (FY2014)	(100,000)				
Capital Projects - Facility (FY2015)	(150,000)	(550,000.00)			
fy2008-fy2015 Expenditure		408,065.86			
fy2016 Expenditure		31,088.00			
fy2017 Expenditure		-			
fy2018 Expenditure		-			
					(110,846)
Capital Projects - IT (FY2003-FY2014)	(600,000)				
Capital Projects - IT (FY2015)	(150,000)				
Capital Projects - IT (FY2017)	(140,000)	(890,000.00)			
fy2003-fy2015 Expenditure		677,587.43			
fy2016 Expenditure		-			
fy2017 Expenditure		66,432.75			
fy2018 Expenditure		-			
					(145,980)
IDD Community Service Support (FY2011-2014)	(300,000)				
IDD Community Service Support (FY2016)	(100,000)				
IDD Community Service Support (FY2018)	(100,000)	(500,000.00)			
fy2005-fy2016 Expenditure		320,406.95			
fy2017 Expenditure		27,159.00			
fy2018 Expenditure		62,298.00			
fy2019 Expenditure		45,051.90			
					(45,084)
Connect Transit (FY2015) LJ Urban	(320,000)	(320,000.00)			
fy2016-fy2017 Expenditure		-			
fy2018 Expenditure		-			
					(320,000)
Connect Transit (FY2013) General Services	(422,869)	(422,869.00)			
fy2015-fy2016 Expenditure		300,000.00			
fy2017 Expenditure		-			
fy2018 Expenditure		-			
					(122,869)
Major Facility Repairs (FY2014)	(186,940)	(186,940.00)			
fy2014-fy2015 Expenditure		186,940.00			
fy2016 Expenditure		-			
fy2017 Expenditure		-			
fy2018 Expenditure		-			
Flexible Spending Supports (FY2004-2013)	(500,000)				
Flexible Spending Supports (FY2018)	(100,000)	(600,000.00)			
fy2005-fy2016 Expenditure		475,482.60			
fy2017 Expenditure		9,984.17			
fy2018 Expenditure		15,893.58			
fy2019 Expenditure		11,219.67			
					(87,420)

Total General Fund Balance Year-to-Date (Unaudited)				\$	(4,488,184)
Unrestricted Use General Fund Balance (Unaudited)				\$	(3,655,985)





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## Minutes

- 1) **Call To Order**– Jamie Travis, Chair of the Board of Trustees, convened the regular meeting on Wednesday, May 22, 2019 at 6:21 p.m. at the Brazoria County Community Service Center located at 101 Tigner, Angleton, Texas.

**The following Board Members were present:** Jamie Travis, Jaime Castro, Vivian Renfrow, Rick Price, Caroline Rickaway, Lori Rickert, Linda Coleman and Stephen Holmes

**The following Board Members were absent:** Mary Lou Flynn-Dupart, Excused;

**Also present were:** Melissa Tucker, CEO – Gulf Coast Center, Chris Cahill - The Cahill Law Firm and several Center staff.

- 2) **Citizens' Comments:** NONE

- 3) **Program Report:** Kristin Holt, Victims of Crime Act (VOCA) Counselor gave an overview of the Santa Fe Coordinated Response. The program provides support to the Santa Fe High School; Resiliency Center and the Community of Santa Fe. The program provides counseling and community support as well as presentations and provides referrals. They facilitate partnerships with Victims Assistance; Office of Emergency Management; Santa Fe ISD.

- 4) **Board Member Reports:**

- a. Texas Council of Community Centers: NONE
- b. Texas Council Risk Management Fund: Report attached

- a. **CEO Report:** Melissa Tucker, CEO

- a. Community Partnerships Update:
- b. Legislative Update:
- c. 1115 Update:

- b. **Operations Report:**

- a. Genoa Pharmacy Update: Sarah Holt, Chief Nursing Officer gave a brief update on the Genoa Pharmacy.
- b. Recruitment and Retention: Jeanine McNulty, Chief Human Resources Officer gave a brief update on the recruitment and retention.
- c. Quarterly Board Report: Reginald Brumfield, Chief Information Officer gave a brief overview of the quarterly board report.

## **7. Budget, Finance and Admin Reports:**

- a. Financial & Operational Monthly Report & YTD Summary: Rick Elizondo, CFO, reported for the month of April the Center's year-to-date operational expenses totaled \$208,873,634.67 and operational revenue totaled \$22,327,320.81; for an operational surplus of \$1,401,406.57.
- b. Sale of Property Update: None

## **8. Consent Agenda:**

### **Consideration and Approval of Recommendations and Acceptance of Consent Agenda Items.**

*(Consent agenda items may be pulled from this consideration for individual action or presentation.)*

#### **a. Review and approval of April 24, 2019 board meeting minutes.**

On motion by Rick Price, seconded by Caroline Rickaway, the board voted the approval of the April 24, 2019 board meeting minutes with changes. The motion carried with all members voting in favor.

#### **b. Review and approval of April 2019 check register:**

On motion by Rick Price, seconded by Caroline Rickaway, the board voted the approval of the April 2019 check register. The motion carried with all members voting in favor.

## **9. Action Items:**

#### **a. Consider approval of the FY2020 Holiday Schedule.**

On motion by Vivian Renfrow, seconded by Stephen Holmes, the board voted the approval of the FY2020 Holiday Schedule. The motion carried with all members voting in favor.

#### **b. Consider approval of the below required HHSC Performance Contract plans:**

- FY19 ADA Self-Evaluation and Transition Plan
- FY19-20 Quality Management Plan
- FY19-20 Utilization Management Plan

On motion by Stephen Holmes, seconded by Rick Price, the board voted the approval of the above required HHSC Performance Contract plans. The motion carried with all members voting in favor.

#### **c. Consider approval of the service agreement with Tejas Health Association for technical assistance and services including delivery, implementation and ongoing support specific to the Benefits Eligibility Comparison Application (BECA) product and other requested IT related services. Associated costs include a one-time fee of \$3,500.00 for purchase of the application followed by \$700.00 per year for on-going maintenance and support.**

On motion Lori Rickert, seconded by Linda Coleman, the board voted the approval of the service agreement with Tejas Health Association for technical assistance and services including delivery, implementation and ongoing support specific to the Benefits Eligibility Comparison Application (BECA) product and other requested IT related services. Associated costs include a one-time fee of \$3,500.00 for purchase of the application followed by \$700.00 per year for on-going maintenance and support. The motion carried with all members voting in favor.

#### **d. Consider approval of the below identified FY20 renewal agreements with no change from FY19.**

<b><u>Asset Management</u></b> <b>Contractor Name:</b>	<b>DESCRIPTION:</b>	<b>AMOUNT:</b>
Killum Pest Control, Inc	established to furnish Scheduled pest control and treatment services at identified Center facilities	\$18,000.00
M&R'S Elite Janitorial Solutions LLC	established to furnish Scheduled janitorial routine cleaning and other special cleaning services at identified Center facilities	\$117,000 annually
<b><u>Hurricane Season/Disaster Management related</u></b> <b>Contractor Name:</b>	<b>DESCRIPTION:</b>	<b>AMOUNT:</b>
The Wood Group	provides emergency evacuation services in the event of a disaster in Brazoria and/or Galveston Counties	\$55/day for food, incidentals, and shelter
Richmond State Supported Living Center	ILA for Emergency day respite services for up to 75 individuals with IDD	Not to exceed \$30,000
City of Galveston	ILA for Provides for 2 CENTER-owned handicap accessible vehicles including a qualified driver in the event a formal mandatory evacuation, to a short-term shelter in the City of Austin (Host Shelter) or other designated Host Shelter.	n/a
<b><u>Recovery Services</u></b> <b>Contractor Name:</b>	<b>DESCRIPTION:</b>	<b>AMOUNT:</b>
UTMB	Program Agreement for residents of Psychiatry Department to gain educational and patient care experience at GCC facilities related to individual dually diagnosed	n/a

On motion by Caroline Rickaway, seconded by Vivian Renfrow, the board voted the approval the above identified FY20 renewal agreements with no change from FY19. The motion carried with all members voting in favor.

e. Consider approval of the below identified FY20 NEW agreements:

<b><u>Administration</u></b> <b>Contractor Name:</b>	<b>DESCRIPTION:</b>	<b>AMOUNT:</b>
Genoa Healthcare, LLC	To establish a pharmacy and related pharmacy services at MCSC	\$10.00 per PAP prescription \$75/hr for consultant pharmacist services
Genoa Healthcare, LLC	Lease for pharmacy space	\$681.66 per month (revenue)
SHI Government Solutions (DELL)	Provides for one time purchase of newly procured computers/laptops with Windows10 pre-installed which will address security concerns and will immediately be available to receive current security patches and updates.	\$198,000.00 one time purchase

SHI Government Solutions (Microsoft)	Provides for Microsoft Office 365, which will provide the organization with Outlook/Exchange 2019 for email, Skype for Business for video conferencing, Office 19 to include Word, Excel, PowerPoint, SharePoint 19 for group collaboration and a host of other upgrades to improve our productivity and security posture.	\$75,642.00 annually
<b><u>Youth Behavioral Services</u></b> <b>Contractor Name</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
Clear Creek Independent School District	ILA for the purpose of coordinating referrals, resources, skills training and case management services in order to assist youth at risk of placements or returning from placement who attend Clear Creek ISD	n/a
<b><u>Hurricane Season/Disaster Management related</u></b> <b>Contractor Name:</b>	<b>DESCRIPTION:</b>	<b>AMOUNT:</b>
Clear Creek Independent School District	ILA for GCC participation in CCISD annual disaster response training as well as screening, assessment, and mental health supports to students, staff members, and guests impacted by a catastrophic event	n/a

On motion by Caroline Rickaway, seconded by Lori Rickert, the board approved the above identified FY20 new agreements. The motion carried with all members voting in favor.

**f. Consider approval of the 3 Resolutions for the creation of an Internal Service Fund to account for the accounting and activities related to:**

- **Gulf Coast Center's Capital Replacement Fund**
- **Gulf Coast Center's Self Funded Health Insurance Plan**
- **Gulf Coast Center's Self Funded Unemployment Insurance Plan**

On motion by Vivian Renfrow, seconded by Rick Price, the board voted the approval of the 3 Resolutions for the creation of an Internal Service Fund to account for the accounting and activities related to: Gulf Coast Centers Capital Replacement Fund; Gulf Coast Center's Self Funded Health Insurance Plan and Gulf Coast Center's Self Funded Unemployment Insurance Plan. The motion carried with all members voting in favor.

**g. Consider the approval to declare the below listed vehicles for disposal. These vehicles are no longer cost effective to maintain in the fleet. As a result it is requested that these vehicles be considered surplus and sent to auction:**

- **2010 El Dorado Bus, Vin #1FD4E4FSXADA11184, License Plate #106-7874, 333,534 miles**
- **2008 Goshen Bus, Vin #1FD4E45S48DA32647, License Plate #132-6979, 294,248 miles**
- **2010 Goshen Bus, Vin#1FD4E4FP1ADA32405, License Plate #109-7482, 385,900 miles**
- **2004 Chevrolet Van, Vin #1GAGG25U541214718, License Plate #124-6111, 187,426 miles**

On motion by Jaime Castro, seconded by Lori Rickert, the board voted the approval to declare the above listed vehicles for disposal. These vehicles are no longer cost effective to maintain in the fleet. As a result it is requested that these vehicles be considered surplus and sent to auction. The motion carried with all members voting in favor.



**h. Consider approval of the recommended qualified vendor, Centage Corp, in response to RFP# Budget2019-1 to provide and implement an integrated financial budget system for the center.**

On motion by Caroline Rickaway, seconded by Vivian Renfrow, the board voted the approval of the recommended qualified vendor, Centage Corp. in response to RFP # Budget 2019-1 to provide and implement an integrated financial budget system for the center. The motion carried with all members voting in favor.

**10. Pending or Revised Action Items: NONE**

*Pending or revised items are those items which were on a prior board agenda but not completely resolved or there has been a revision since approval. The items may be listed for update purposes or final action by the Board.*

**11. Calendar.....Jamie Travis, Board Chair**

Date	Event	Time	Location
June 2019	No meeting due to Texas Council Annual Conference: June 19-21, 2019 Houston Galleria		
July 24, 2019	Board Meeting	6:15 p.m.	Administration (Mall of the Mainland) Texas City
August 28, 2019	Board Meeting	6:15 p.m.	Angleton

**12. Executive Session: NONE**

*As authorized by Chapter §551.072 of the Texas Government Code for deliberations related to real property.*

**13. Action Regarding Executive Session: NONE**

**14. Adjourn:**

There being no further business to bring before the Board of Trustees the meeting was adjourned at 7:51 p.m.

Respectfully,

Approved as to Content and Form,

\_\_\_\_\_  
Cathy Claunch-Scott

\_\_\_\_\_  
Jamie Travis

Secretary to the Board of Trustees

Board Chair

**MEMORANDUM**

**June 28, 2019**

**To: Board of Trustees**

**From : Luis Diaz, Asset Director**

**Re: Connect Transit RFP Approval Request**

**Approval is requested to grant Goodman Corporation the contract to provide Public Transportation related services to Connect Transit in the amounts as presented in the attached Exhibit H – Price Proposal Forms. These services include planning, financial, operational design, project development, grant management and administrative services.**

**Goodman Corporation has many years experience serving the Gulf Coast Center and Connect Transit in this capacity. They are highly qualified to perform the above listed operations.**

**The contract is for a term of five years to commence Sept 01, 2019 through Aug 31, 2024 or five consecutive years from the effective date of the contract and may be extended 90 days past the end of the Contract term.**



**Invoicing and payment to be provided as stipulated in the FY-20 Connect Transit RFP.**

**Luis Diaz  
Asset Director  
Gulf Coast Center**

10000 Emmett F Lowry,  
Suite 1220  
Texas City, TX 77591  
409.763.2373  
Toll Free- 1-800-643-0967  
FAX 409.763-5538

[www.GulfCoastCenter.org](http://www.GulfCoastCenter.org)

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## Exhibit H – Price Proposal Form

*Public Transportation Consulting Services*

*SOLICITATION #2019-Transit-003*

*The Gulf Cost Center  
4352 E.F. Lowry Expressway  
Texas City, Texas 77591*

Responses are due to the Gulf Cost Center at the above address by #:00pm CDT, DATE.  
Show solicitation opening date and number and the above address on a sealed envelope with  
return address of respondent. Electronic responses shall not be accepted.

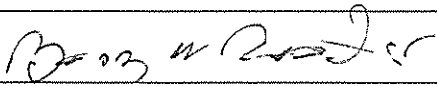
RESPONDENT INFORMATION
TAX ID NO.: 74-2189805
LEGAL BUSINESS NAME: The Goodman Corporation
ADDRESS: 3200 Travis Street, Ste. 200 Houston, TX 77006
CONTACT: Barry Goodman
TELEPHONE NO: 713-951-7951
BUSINESS ENTITY TYPE: Corporation
E-MAIL: barry@thegoodmancorp.com

By the signature hereon affixed, the respondent hereby certifies that neither the respondent nor the entity represented by the respondent, or anyone acting for such entity has violated the antitrust laws of the State, codified in Section 15.01 et seq., Texas business and Commerce Code, or the Federal antitrust laws, nor communicated, directly or indirectly, the response made to any competitor or any other person engaged in such line of business.

**Respondent agrees to comply with all conditions set forth in this solicitation.**

DATE: 6/4/19

RESPONDENT: The Goodman Corporation

SIGNATURE: 

PRINT NAME: Barry Goodman

TITLE: President



**YEAR ONE – RATES PER TEAM MEMBER**

<b>Position/Title</b>	<b>Labor Rate</b>	<b>Overhead Rate</b>	<b>Profit %</b>	<b>Fully Burdened Rate</b>
Associate II	\$ 30.77	1.23	12%	\$ 76.85
Senior Associate I	\$ 37.50	1.23	12%	\$ 93.66
Senior Associate II	\$ 38.95	1.23	12%	\$ 97.29
Senior Associate II	\$ 39.75	1.23	12%	\$ 99.28
Senior Associate III	\$ 45.75	1.23	12%	\$ 114.25
Engineer II	\$ 43.75	1.23	12%	\$ 109.27
VP Engineer	\$ 63.46	1.23	12%	\$ 158.50
VP/Executive I	\$ 55.29	1.23	12%	\$ 138.09
VP/Executive II	\$ 62.50	1.23	12%	\$ 156.10
VP/Executive III	\$ 72.12	1.23	12%	\$ 180.12
SR VP	\$ 59.13	1.23	12%	\$ 147.69
President	\$ 120.19	1.23	12%	\$ 300.19

**YEAR TWO – RATES PER TEAM MEMBER**

<b>Position/Title</b>	<b>Labor Rate</b>	<b>Overhead Rate</b>	<b>Profit %</b>	<b>Fully Burdened Rate</b>
Associate II	\$ 30.77	1.23	12%	\$ 79.15
Senior Associate I	\$ 37.50	1.23	12%	\$ 96.47
Senior Associate II	\$ 38.95	1.23	12%	\$ 100.21
Senior Associate II	\$ 39.75	1.23	12%	\$ 102.26
Senior Associate III	\$ 45.75	1.23	12%	\$ 117.68
Engineer II	\$ 43.75	1.23	12%	\$ 112.55
VP Engineer	\$ 63.46	1.23	12%	\$ 163.26
VP/Executive I	\$ 55.29	1.23	12%	\$ 142.23
VP/Executive II	\$ 62.50	1.23	12%	\$ 160.78
VP/Executive III	\$ 72.12	1.23	12%	\$ 185.52
SR VP	\$ 59.13	1.23	12%	\$ 152.13
President	\$ 120.19	1.23	12%	\$ 309.20

**YEAR THREE – RATES PER TEAM MEMBER**

<b>Position/Title</b>	<b>Labor Rate</b>	<b>Overhead Rate</b>	<b>Profit %</b>	<b>Fully Burdened Rate</b>
Associate II	\$ 30.77	1.23	12%	\$ 81.53
Senior Associate I	\$ 37.50	1.23	12%	\$ 99.36
Senior Associate II	\$ 38.95	1.23	12%	\$ 103.22
Senior Associate II	\$ 39.75	1.23	12%	\$ 105.33
Senior Associate III	\$ 45.75	1.23	12%	\$ 121.21
Engineer II	\$ 43.75	1.23	12%	\$ 115.92
VP Engineer	\$ 63.46	1.23	12%	\$ 168.15
VP/Executive I	\$ 55.29	1.23	12%	\$ 146.50
VP/Executive II	\$ 62.50	1.23	12%	\$ 165.61
VP/Executive III	\$ 72.12	1.23	12%	\$ 191.08
SR VP	\$ 59.13	1.23	12%	\$ 156.69
President	\$ 120.19	1.23	12%	\$ 318.47

**YEAR FOUR – RATES PER TEAM MEMBER**

<b>Position/Title</b>	<b>Labor Rate</b>	<b>Overhead Rate</b>	<b>Profit %</b>	<b>Fully Burdened Rate</b>
Associate II	\$ 30.77	1.23	12%	\$ 83.98
Senior Associate I	\$ 37.50	1.23	12%	\$ 102.34
Senior Associate II	\$ 38.95	1.23	12%	\$ 106.32
Senior Associate II	\$ 39.75	1.23	12%	\$ 108.49
Senior Associate III	\$ 45.75	1.23	12%	\$ 124.85
Engineer II	\$ 43.75	1.23	12%	\$ 119.40
VP Engineer	\$ 63.46	1.23	12%	\$ 173.20
VP/Executive I	\$ 55.29	1.23	12%	\$ 150.89
VP/Executive II	\$ 62.50	1.23	12%	\$ 170.57
VP/Executive III	\$ 72.12	1.23	12%	\$ 196.82
SR VP	\$ 59.13	1.23	12%	\$ 161.39
President	\$ 120.19	1.23	12%	\$ 328.03

**YEAR FIVE – RATES PER TEAM MEMBER**

<b>Position/Title</b>	<b>Labor Rate</b>	<b>Overhead Rate</b>	<b>Profit %</b>	<b>Fully Burdened Rate</b>
Associate II	\$ 30.77	1.23	12%	\$ 86.49
Senior Associate I	\$ 37.50	1.23	12%	\$ 105.42
Senior Associate II	\$ 38.95	1.23	12%	\$ 109.50
Senior Associate II	\$ 39.75	1.23	12%	\$ 111.74
Senior Associate III	\$ 45.75	1.23	12%	\$ 128.59
Engineer II	\$ 43.75	1.23	12%	\$ 122.98
VP Engineer	\$ 63.46	1.23	12%	\$ 178.39
VP/Executive I	\$ 55.29	1.23	12%	\$ 155.42
VP/Executive II	\$ 62.50	1.23	12%	\$ 175.69
VP/Executive III	\$ 72.12	1.23	12%	\$ 202.72
SR VP	\$ 59.13	1.23	12%	\$ 166.23
President	\$ 120.19	1.23	12%	\$ 337.87

**YEAR ONE – RATES PER TEAM MEMBER -**

Arthur Gaudet & Associates Position/Title	Labor Rate	Overhead Rate	Profit %	Fully Burdened Rate
President	\$ 90.00	1.312	6%	\$ 125.16



**YEAR TWO – RATES PER TEAM MEMBER**

<b>Arthur Gaudet &amp; Associates Position/Title</b>	<b>Labor Rate</b>	<b>Overhead Rate</b>	<b>Profit %</b>	<b>Fully Burdened Rate</b>
President	\$ 91.80	1.312	6%	\$ 127.66

**YEAR THREE – RATES PER TEAM MEMBER**

Arthur Gaudet & Associates Position/Title	Labor Rate	Overhead Rate	Profit %	Fully Burdened Rate
President	\$ 93.64	1.312	6%	\$ 130.22



**YEAR FOUR – RATES PER TEAM MEMBER**

Arthur Gaudet & Associates Position/Title	Labor Rate	Overhead Rate	Profit %	Fully Burdened Rate
President	\$ 95.91	1.312	6%	\$ 132.83

**YEAR FIVE – RATES PER TEAM MEMBER**

Arthur Gandet & Associates Position/Title	Labor Rate	Overhead Rate	Profit %	Fully Burdened Rate
President	\$ 97.42	1.312	6%	\$ 135.48

**YEAR ONE – RATES PER TEAM MEMBER -**

FMS	Position/Title	Labor Rate	Overhead Rate	Profit %	Fully Burdened Rate
	Principal/CEO	\$ 57.85	1.1	10%	\$ 70.00
	Technician	\$ 40.00	1.1	10%	\$ 48.40

**YEAR TWO – RATES PER TEAM MEMBER**

FMS	Position/Title	Labor Rate	Overhead Rate	Profit %	Fully Burdened Rate
	Principal/CEO	\$ 59.01	1.1	10%	\$ 71.40
	Technician	\$ 40.80	1.1	10%	\$ 49.37

**YEAR THREE – RATES PER TEAM MEMBER**

FMS	Position/Title	Labor Rate	Overhead Rate	Profit %	Fully Burdened Rate
	Principal/CEO	\$ 60.19	1.1	10%	\$ 72.83
	Technician	\$ 41.62	1.1	10%	\$ 50.36

**YEAR FOUR – RATES PER TEAM MEMBER**

FMS	Position/Title	Labor Rate	Overhead Rate	Profit %	Fully Burdened Rate
	Principal/CEO	\$ 61.39	1.1	10%	\$ 74.28
	Technician	\$ 42.45	1.1	10%	\$ 51.36

**YEAR FIVE – RATES PER TEAM MEMBER**

FMS	Position/Title	Labor Rate	Overhead Rate	Profit %	Fully Burdened Rate
	Principal/CEO	\$ 62.62	1.1	10%	\$ 75.77
	Technician	\$ 43.30	1.1	10%	\$ 52.39

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**Exhibit H – Price Proposal Form**

*Public Transportation Consulting Services*

*SOLICITATION #2019-Transit-003*

*The Gulf Cost Center  
4352 E.F. Lowry Expressway  
Texas City, Texas 77591*

Responses are due to the Gulf Cost Center at the above address by 1:00pm CDT, June 24, 2019  
Show solicitation opening date and number and the above address on a sealed envelope with  
return address of respondent. Electronic responses shall not be accepted.

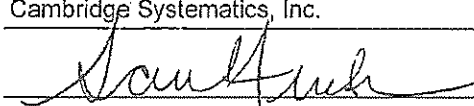
RESPONDENT INFORMATION
TAX ID NO.: 04-2505095
LEGAL BUSINESS NAME: Cambridge Systematics, Inc.
ADDRESS: 10415 Morado Circle, Building II, Suite 340, Austin, TX 78759
CONTACT: Sarah Anderson, Principal
TELEPHONE NO: 781-539-6795
BUSINESS ENTITY TYPE: Corporation
E-MAIL: sanderson@camsys.com

By the signature hereon affixed, the respondent hereby certifies that neither the respondent nor the entity represented by the respondent, or anyone acting for such entity has violated the antitrust laws of the State, codified in Section 15.01 et seq., Texas business and Commerce Code, or the Federal antitrust laws, nor communicated, directly or indirectly, the response made to any competitor or any other person engaged in such line of business.

**Respondent agrees to comply with all conditions set forth in this solicitation.**

DATE: 6/17/2019

RESPONDENT: Cambridge Systematics, Inc.

SIGNATURE: 

PRINT NAME: Sarah Anderson

TITLE: Vice President



**YEAR ONE – RATES PER TEAM MEMBER**

Position/Title	Labor Rate	Overhead Rate	Profit %	Fully Burdened Rate
Principal / Paul Sorensen	\$107.35	192%	12%	\$351.08
Principal / Sarah Anderson	\$98.82	192%	12%	\$323.18
Principal / Sheldon Brown	\$115.77	192%	12%	\$378.61
Sr. Engineer / Derek Edwards	\$70.14	192%	12%	\$229.39
Engineer / Matt Maranda	\$64.69	192%	12%	\$211.56
Engineer / Lenny Caraballo	\$65.14	192%	12%	\$213.03
Analyst Jr II / Scott Boone	\$47.80	192%	12%	\$156.33
Technician / Daniel Eareckson	\$27.62	192%	12%	\$90.33

**YEAR TWO – RATES PER TEAM MEMBER**

Position/Title	Labor Rate	Overhead Rate	Profit %	Fully Burdened Rate
Principal / Paul Sorensen	\$1111.64	192%	12%	\$365.12
Principal / Sarah Anderson	\$102.77	192%	12%	\$336.11
Principal / Sheldon Brown	\$120.40	192%	12%	\$393.76
Sr. Engineer / Derek Edwards	\$72.95	192%	12%	\$238.56
Engineer / Matt Maranda	\$67.28	192%	12%	\$220.02
Engineer / Lenny Caraballo	\$67.75	192%	12%	\$221.56
Analyst Jr II / Scott Boone	\$49.71	192%	12%	\$162.58
Technician / Daniel Eareckson	\$28.72	192%	12%	\$93.94

**YEAR THREE – RATES PER TEAM MEMBER**

Position/Title	Labor Rate	Overhead Rate	Profit %	Fully Burdened Rate
Principal / Paul Sorensen	\$116.11	192%	12%	\$379.73
Principal / Sarah Anderson	\$106.88	192%	12%	\$349.55
Principal / Sheldon Brown	\$125.22	192%	12%	\$409.51
Sr. Engineer / Derek Edwards	\$75.86	192%	12%	\$248.10
Engineer / Matt Maranda	\$69.97	192%	12%	\$228.83
Engineer / Lenny Caraballo	\$70.46	192%	12%	\$230.42
Analyst Jr II / Scott Boone	\$51.70	192%	12%	\$169.08
Technician / Daniel Eareckson	\$29.87	192%	12%	\$97.70

**YEAR FOUR – RATES PER TEAM MEMBER**

Position/Title	Labor Rate	Overhead Rate	Profit %	Fully Burdened Rate
Principal / Paul Sorensen	\$120.75	192%	12%	\$394.91
Principal / Sarah Anderson	\$111.16	192%	12%	\$363.53
Principal / Sheldon Brown	\$130.23	192%	12%	\$425.89
Sr. Engineer / Derek Edwards	\$78.90	192%	12%	\$258.03
Engineer / Matt Maranda	\$72.77	192%	12%	\$237.98
Engineer / Lenny Caraballo	\$73.27	192%	12%	\$239.63
Analyst Jr II / Scott Boone	\$53.77	192%	12%	\$175.84
Technician / Daniel Eareckson	\$31.07	192%	12%	\$101.61

**YEAR FIVE – RATES PER TEAM MEMBER**

Position/Title	Labor Rate	Overhead Rate	Profit %	Fully Burdened Rate
Principal / Paul Sorensen	\$125.58	192%	12%	\$410.71
Principal / Sarah Anderson	\$115.61	192%	12%	\$378.08
Principal / Sheldon Brown	\$135.43	192%	12%	\$442.93
Sr. Engineer / Derek Edwards	\$82.05	192%	12%	\$268.35
Engineer / Matt Maranda	\$75.68	192%	12%	\$247.50
Engineer / Lenny Caraballo	\$76.20	192%	12%	\$249.22
Analyst Jr II / Scott Boone	\$55.92	192%	12%	\$182.88
Technician / Daniel Eareckson	\$32.31	192%	12%	\$105.67

**YEAR ONE – RATES PER TEAM MEMBER**

The Blaise Group Position/Title	Labor Rate	Overhead Rate	Profit %	Fully Burdened Rate
President	\$ 91.59	1.06	6%	\$ 200.00

**YEAR TWO – RATES PER TEAM MEMBER**

The Blaise Group Position/Title	Labor Rate	Overhead Rate	Profit %	Fully Burdened Rate
President	\$ 93.42	1.06	6%	\$ 204.00

**YEAR THREE – RATES PER TEAM MEMBER**

<b>The Blaise Group Position/Title</b>	<b>Labor Rate</b>	<b>Overhead Rate</b>	<b>Profit %</b>	<b>Fully Burdened Rate</b>
President	\$ 95.29	1.06	6%	\$ 208.08



**YEAR FOUR – RATES PER TEAM MEMBER**

The Blaise Group Position/Title	Labor Rate	Overhead Rate	Profit %	Fully Burdened Rate
President	\$ 95.91	1.06	6%	\$ 209.43

**YEAR FIVE – RATES PER TEAM MEMBER**

<b>The Blaise Group Position/Title</b>	<b>Labor Rate</b>	<b>Overhead Rate</b>	<b>Profit %</b>	<b>Fully Burdened Rate</b>
President	\$ 97.42	1.06	6%	\$ 212.73



**J To:** Procurement File – Request for Proposal No. 19-01, Texas City Park & Ride - Administration Facility  
**From:** Luis Diaz, Gulf Coast Center  
**Cc:** Rick Elizondo, Gulf Coast Center; David Rodgers, TGC; Griselda Gonzales, TGC; Kara McManus, TGC; Sam Tingle, Gulf Coast Center; Paul Bonnette, PGAL  
**Date:** July 2, 2019  
**RE:** Recommendation for Texas City Connect Transit Building Contractor

After the responsibility and responsiveness checks were completed, there were two viable respondents for the RFP: Brookstone and Triad Retail Construction. The Evaluation Team included the following individuals:

- Luis Diaz, Gulf Coast Center
- Rick Elizondo, Gulf Coast Center
- Paul Bonnette, AIA, PGAL
- Griselda Gonzales, P.E., The Goodman Corporation
- David Rodgers, The Goodman Corporation

The two responsive and responsible respondents were then individually evaluated based on the criteria listed in the RFP. The criteria were:

Evaluation Criteria	Max Score
Bid Price	100
Approach to Project	20
Firm Qualifications	20
Experience of Key Personnel	20
References	15
Proposed Schedule	15
Financial Capacity	10
<b>Total</b>	<b>200</b>

The scores were determined for each criterion and overall Brookstone scored 191.3 points and Triad Retail Construction scored 185.0. While Triad scored the full amount of points for having the lowest bid price, Brookstone had the highest overall



10000 Emmett F. Lowry,  
 Suite 1220  
 Texas City, TX 77591

409.763.2373  
 FAX 409.763-5538

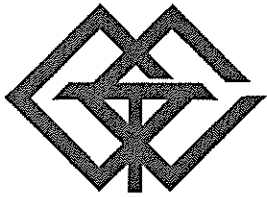
www.GulfCoastCenter.org

point value. The evaluators determined Brookstone provided GCC with the best value in the following categories:

- Experience of key personnel
  - The reviewers noted that Brookstone has a wide range of experience, as well as high profile clients.
  - Brookstone has been in business for 50+ years while Triad has been in business for 11 years.
  - Brookstone had projects similar to the proposed Park & Ride/Administration Facility where Triad which had more storage facilities and commercial properties.
- Proposed schedule
  - Brookstone proposed a 274-day schedule and Triad proposed 315-day schedule. Delivery of the project 41 days sooner provides good value to GCC and allows GCC to start operations sooner than originally planned.
- Financial capacity
  - Financials were reviewed by the CFO of GCC. He noted that Triad had low cash flow at the beginning of 2019. Brookstone had no noted issues in their financials.

After conducting the individual evaluations, GCC did interviews with both companies. After interviewing Triad and Brookstone, Brookstone was selected by unanimous consensus by interviewers Luis Diaz, Paul Bonnette, Griselda Gonzales and Sam Tingle, GCC. The interviewers were impressed by Brookstone's experience, presentation and confidence in achieving the project objectives.

Based on the evaluation criteria listed above and the interview, the evaluation team determined Brookstone brings the best value to GCC. As a result, the evaluation team recommends Brookstone to the GCC Board of Trustees for contract award.



**THE GOODMAN  
CORPORATION**

<b>HOUSTON:</b>	<b>AUSTIN:</b>
3200 Travis Street	911 W. Anderson Lane
Suite 200	Suite 200
Houston, TX 77006	Austin, TX 78757

**MEMO**

**PHONE:** (713) 951-7951

**THEGOODMANCORP.COM**

**Date:** July 17, 2019  
**To:** Melissa Tucker  
**From:** Barry Goodman  
**Subject:** Bi-County Transit District Evaluation Committee

Representatives of the Gulf Coast Center (GCC) - Connect and The Goodman Corporation (TGC) have been moving forward with the initial steps toward the formation of an Evaluation Committee to determine the feasibility of creating a Bi-County Transit District, pursuant to Chapter 458 of the Texas Transportation Code, which would assume responsibility for the receipt and expenditure of federal and state transit funding to support transit services within Galveston and Brazoria Counties. Pursuant to Board of Trustees direction, Brazoria and Galveston County Commissioner Courts have passed Resolutions concurring in the GCC creating a Bi-County Transit District Evaluation Committee. TGC has requested an agenda item at the July 24<sup>th</sup> meeting for approval of the creation of the Evaluation Committee and authority for the Chief Executive Officer to notify stakeholders in Galveston and Brazoria County and request their appointment of an elected official and alternate to the Committee. The first Committee meeting will take place in September. Representation from the following entities will, initially, be requested:

**Brazoria County**

- Brazoria County Rural
- City of Lake Jackson
- City of Angleton
- City of Clute
- City of Freeport
- City of Pearland

**Galveston County**

- Galveston County Rural
- City of Texas City
- City of La Marque
- City of Dickinson
- City of League City
- City of Galveston

**Houston-Galveston Area Council**

**Texas Department of Transportation Public Transportation Division  
UTMB**