

**AGENDA ITEM 22**

Discuss and take appropriate action on proposals for professional services for environmental building expansion in Georgetown.

This item was tabled until the November 28, 2000 meeting.

**AGENDA ITEM 23**

Consider selecting firm for design/build for Sheriff's Dept/Jail expansion.

Moved: **Commissioner Heiligenstein**

Seconded: **Commissioner Hays**

Motion: To retain Landmark Construction Corporation as the design/build team for the Sheriff's Department/Jail expansion.

Vote: 2 – 3 with Commissioner Limmer, Commissioner Boatright and Judge Doerfler voting against the motion.

After the motion failed, this item was added to the agenda for the November 28, 2000 meeting.

**AGENDA ITEM 24**

Consider selecting Project Manager for Criminal Justice Center project.

This item was added to the agenda for the November 28, 2000 meeting.

**AGENDA ITEM 25**

Discuss and take appropriate action concerning appointing interim project manager for Rd. Bond project.

Moved: **Commissioner Boatright**

Seconded: **Judge Doerfler**

Motion: To appoint Mike Weaver of Prime Strategies as the interim project manager for the Road Bond project.

Vote: 5 - 0

< Attachment >

Via Facsimile (original mailed)

November 17, 2000

Hon. Greg Boatright  
Williamson County Commissioner, Precinct 2  
350 Discovery Blvd., Suite 201  
Cedar Park, Texas 78613

Re: Williamson County Road Bond Program - Program Manager Contract

Dear Commissioner Boatright:

As requested by you and Commissioner Heiligenstein, I have prepared the attached draft scope of work and contract for Prime Strategies, Inc. to provide Program Manager service for the Williamson County Road Bond Program. This contract relates to the item scheduled for Tuesday, November 21, 2000 to consider hiring an interim Program Manager to assist the Court in developing a comprehensive implementation program. The services outlined would assist the Court between now and the first bond sale, as well as future project implementation activities.

We have met with the other Commissioners and Judge Doerfler to review the organization and program options the County may want to consider as it moves forward. We are also attempting to identify priority projects which could then be scheduled and cost estimates calculated for use by First Southwest in determining the final bond issue.

As requested in our meeting, all this work would be provided by Prime Strategies, Inc. on an hourly basis (time and materials) and would be conducted by Prime Strategies, Inc. or one of our subcontractors.

This is a very exciting time for Williamson County. There are many challenges ahead to successfully implement the road bond program. The Court faced the first challenge in calling the \$350.0 million bond election. The citizens overwhelmingly approved those bonds and are ready to see construction start and congestion relieved. We are very pleased to be part of this effort and commit ourselves and our resources to this program.

PRIME  
STRATEGIES  
INC.

1508 S. Lamar Blvd.

Austin, Texas 78704

voice 512.445.7074

fax 445.7064

mail@primestrategies.net



#### RECORDERS MEMORANDUM

All or parts of the text on this page was not  
clearly legible for satisfactory recordation.

Hon. Greg Boatright  
November 17, 2000  
Page Two

If you have any questions before Tuesday, please let me know.

Sincerely,  
PRIME STRATEGIES, INC.



Michael J. Weaver  
Principal

Attachment

P:\Prime Strategies Data\Projects\WC-0155\Bond Program Letter.wpd

**Exhibit A**  
**Williamson County Bond Program**  
**Scope of Services**

1. Identify specific program activities and prepare bond program organizational and management documents.
2. Meet with Commissioners and identify priority projects.
3. Develop cost estimates and implementation schedules for priority projects.
4. Work with the County financial advisor to determine the appropriate dollar amount for the first bond issue including, as necessary, materials for the official statement.
5. Prepare Request for Qualifications (RFQ's) for design engineering firms.
6. Request qualification statements from engineering firms for design services, and from other service providers, as necessary.
7. Pre-qualify firms for review and consideration by the Commissioners' Court for the first round of road improvement projects.
8. Work with the Commissioners, County Engineer, and County Sheriff to develop a list of locations for consideration for the "quick-fix" safety/operational improvement program.
9. Update the Williamson County Multi-Corridor Transportation Plan website, as appropriate; develop/manage a public information website focusing on the overall bond program and Phase One (priority) improvement program.
10. Develop format for public information newsletter, press releases, and correspondence to Williamson County citizens.
11. Meet with Texas Department of Transportation (TxDOT) representatives to review TxDOT's 5-year improvement program for Williamson County and identify projects the County can facilitate and expedite.
12. Assist the County in negotiating toll road right-of-way acquisition and funding limits, project schedules, and project implementation options with the Texas Turnpike Authority.
13. Assist the County's accounting consultants and the County Auditor in developing the financial procedures, programs, and support documents to manage and monitor the bond program.

14. Develop standardized professional service contracts for bond program activities.
15. Brief Capital Area Metropolitan Planning Organization (CAMPO), local political jurisdictions and special interest groups, as requested, regarding the Phase One improvement projects/program.
16. Amend, in coordination with the Commissioners' Court, the Multi-Corridor Transportation Plan.

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*at what cost per hour? approx. no. of hrs. per mo.*

**AGENDA ITEM 26**

Discuss and take any action on County Choice Silver program offered for retirees through Texas Association of Counties.

Moved: **Commissioner Hays**

Seconded: **Commissioner Boatright**

Motion: To approve participation in the County Choice Silver program offered for retirees through Texas Association of Counties.

Vote: **5 - 0**

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