

TEXAS YOUTH COMMISSION

P. O. Box 4260
Austin, Texas 78765

REQUEST FOR PROPOSAL

00-60

RFP NUMBER

PROPOSAL MUST BE RECEIVED BEFORE:

12:00 NOON MAY 22, 2000

MAY 30, 2000

MAIL PROPOSAL TO:
Texas Youth Commission
P.O. Box 4260
Austin, Texas 78765

HAND DELIVER AND/OR
EXPRESS MAIL TO:
Texas Youth Commission
4900 N. Lamar
Austin, Texas 78751

Show RFP Number, Opening Date and Time on Return Envelope

NOTE: Proposal must be time stamped at Texas Youth Commission before the hour and date specified for receipt of proposal. The only time stamps recognized for this requirement

Sealed proposals will be received at this office until the date and time established for receipt. After receipt, only the names of offerers will be made public. Prices and other proposal details will only be divulged after the contract award.

RECEIVING AGENCY INVOICE ADDRESS:

Texas Youth Commission
Business Services Department
P.O. Box 4260 (4900 N. Lamar)
Austin, Texas 78765
Attn: Claims Dept.

REFER INQUIRIES TO:

Texas Youth Commission
Business Services Department
P.O. Box 4260, (4900 N. Lamar)
Austin, Texas 78765
Telephone: 512-424-6265

All requests for information will result in written responses sent to all proposers known to TYC.

All proposals shall become the property of the State of Texas upon receipt.

All proposals must be completed as required by the instructions in this request, signed and returned with blank copies.

NOTE: Failure to sign offer at the "Execution of Offer", will result in disqualification of the offer.

ITEMS BELOW APPLY TO AND BECOME A PART OF THE TERMS AND CONDITIONS OF PROPOSAL.
ANY EXCEPTIONS THERETO MUST BE SUBMITTED IN WRITING.

PROPOSAL REQUIREMENTS:

Unless otherwise called for, two copies of the proposal, typewritten or printed in ink, must be submitted.

Each proposal should be placed in a separate envelope completely and properly identified with RFP number, due date and time. Proposal must be time stamped at Texas Youth Commission before the hour and date specified for the proposal receipt. It is the offerer's responsibility to have the proposal correctly marked and in the Texas Youth Commission by the specified date and time for receipt.

Any proposal may be withdrawn in writing prior to the date and time set for receipt of proposals. Any proposal not so withdrawn shall constitute an irrevocable offer, for a period of 90 days, to provide the commodity or service set forth in the attached specifications, or until a selection has been made by the Texas Youth Commission.

Late proposals will not be considered under any circumstances.

Proposal to be F.O.B. destination. If otherwise, quote cost to deliver.

Proposal should give Payee Identification Number (PIN) (Formerly Vendor ID), full firm name and address of offerer (enter in block provided if not shown). Failure to manually sign proposal will disqualify it. The person signing the proposal should show title or authority to bind his/her firm in contract. The Payee Identification Number is the taxpayer number assigned and used by the Comptroller of Public Accounts of Texas. Enter this number in the spaces provided on the Execution of Offer. If this number is not known, complete the following:

1. Enter your Federal Employer's Identification Number _____
2. Sole owner should also enter Social Security Number _____ - _____ - _____

Purchases made for state use are exempt from the State Sales Tax and Federal Excise Tax. Do not include tax in proposal. Excise Tax Exemption Certificate will be furnished by the Texas Youth Commission upon request. Telephone proposals are not acceptable when in response to a Request for Proposal.

Any proposal or bond signed by an agent or attorney-in-fact shall be accompanied by evidence of authority.

(If Required) each proposal shall be accompanied by a proposal security in the form, at the offerer's option, of one of the contracts of guaranty identified acceptable as a "bid deposit". Failure to provide such surety when required by the Request for Proposal, shall result in disqualification of the proposal.

CONDITIONS:

1. The Texas Youth Commission is requesting proposals with the intent of awarding a contract for the requirement contained in this RFP. However, the State is not obligated to award a contract on this solicitation and reserves the right to reject any and all proposals and award the proposal to best serve the interests of the state.
2. Offerers electing to respond to this RFP are responsible for all costs of proposal preparation. The state is not liable for any costs incurred by an offerer in response to this RFP.
3. No public disclosures or news releases pertaining to this Request for Proposal shall be made without prior written approval of the Texas Youth Commission.
4. In case of a tie between two or more offerers, the award will be made in accordance with preferences as outlined in Rule 1 TAC 113.8. If a tie still exists after review of preferences claimed by offerers, the Texas Youth Commission will draw lots to break the tie.
5. If delivery or implementation delay is foreseen, the contractor shall give written notice to the Texas Youth Commission. The Texas Youth Commission has the right to extend the delivery date if reasons appear valid. The contractor must keep the Texas Youth Commission advised at all times of status of order. Default in promised delivery (without accepted reasons) or failure to meet specifications authorizes the Texas Youth Commission to purchase commodities or services elsewhere and charge full increase in costs, if any, to the defaulting vendor.
6. The contractor agrees to protect the State from claims involving infringement of patents or copyrights.
7. The contractor hereby assigns to purchaser, any and all claims for overcharges associated with any contract resulting from this RFP which arise under the antitrust laws of the United States 15 U.S.C.A. Section 1, et seq.(1973) and which arise under the antitrust laws of the State of Texas, Texas Business and Commercial Code Ann. Sec. 15.01, et seq. (1967).
8. Any catalog, brand name or manufacturer's reference used in the Request for Proposal is descriptive only (not restrictive), and is used to indicate type and quality desired. Proposals on brands of alike nature and quality will be considered.
9. No substitutions or cancellations permitted without written approval of Texas Youth Commission. Delivery shall be made during normal working hours only, unless approval for late delivery has been obtained from the agency.
10. Contractor shall submit two copies of an itemized invoice to the designated invoice address showing contract number on all copies.
11. In event of a conflict between standard proposal requirements and conditions and the attached detail specification, the detail specification shall govern.

Section I. General or Background Information

Authority and Focus

Pursuant to the authority granted by Chapter 61 of the Texas Human Resources Code, Title 3 and House Bill 1, 75th Legislature. Facilities and Services for Children, the Texas Youth Commission (TYC) hereby requests all interested parties to submit Proposals for the lease of a facility to be used as a Residential Treatment Center.

Description of Facility

Such facility will be a 48-bed medium restriction Residential Treatment Center. Facility should be located in Denton County, Texas or North Tarrant County, Texas. Facility shall be located within the following zip code (s): 75022, 75027, 75028, 75029, 75056, 75057, 75067, 75077, 76111, 76117, 76131, 76137, 76148, 76179, 76180, 76201, 76202, 76203, 76204, 76205, 76206, 76207, 76208, 76226, 76244, 76247, 76248, 76299, 76262 or 76266. Proposed facility should be in proximity of adequate educational support and medical care.

It is preferred that the space shall be in a rural setting and not be within 1,000 feet of a residential area, a primary or secondary school, property designated as a public park or public recreation area by the state or a political subdivision of the state, or a church, synagogue, or other place of worship. If the proposed site is within 1,000 feet of any of these designated properties and/or areas, it shall be the Proposer's responsibility to be advised of and adhere to the requirements of Texas Government Code, Chapter 244, Sec. 244.01 through Sec. 244.008.

Term of Lease: 120 Months – From June 1, 2001 through May 31, 2011.

Proposed facility must be ready for final inspection, acceptance and occupancy 15 days prior to lease term. This period of time shall be at no charge to TYC. TYC may do whatever is necessary during said period to ensure it is able to commence normal business operations on the first day of the stated lease period.

Extensions: Upon proper notification of intention to exercise this option and by mutual agreement between TYC and the Proposer at that time, this lease may be extended up to 5 times for periods of up to 60 months each, under the same terms and conditions. TYC shall give the Proposer notice of intention to exercise this option at least 180 days prior to expiration of the lease.

The facility to be occupied shall contain a minimum of 14,078 net usable square feet and shall be partitioned by the Proposer to conform generally within the following room schedule. The 80 square feet of outdoor chemical storage space identified in the following schedule shall be separate from the facility. Space identified in the following schedule shall be contiguous space.

1 Living Room	@ 1500 sq. ft.	1500 sq. ft. Total
5 Offices	@ 180 sq. ft.	900 sq. ft. Total

5 Offices	@ 160 sq. ft.	800 sq. ft. Total
12 Bedrooms	@ 300 sq. ft.	3600 sq. ft. Total
12 Client Restrooms	@ 50 sq. ft.	600 sq. ft. Total
1 Kitchen w/ Partition for Dish and Storage	@ 720 sq. ft.	720 sq. ft. Total
1 Pantry	@ 160 sq. ft.	160 sq. ft. Total
1 Laundry Room	@ 250 sq. ft.	250 sq. ft. Total
1 Dining Room	@ 900 sq. ft.	900 sq. ft. Total
1 Storage Room w/Temp. Control	@ 475 sq. ft.	475 sq. ft. Total
1 Telephone/Data Closet w/Temp. Control	@ 160 sq. ft.	160 sq. ft. Total
1 Staff Area	@ 250 sq. ft.	250 sq. ft. Total
3 Group Rooms	@ 300 sq. ft.	900 sq. ft. Total
2 Staff/Visitor Restrooms	@ 40 sq. ft.	80 sq. ft. Total
1 Visitor Waiting Area	@ 175 sq. ft.	175 sq. ft. Total
1 File Room w/Temperature Control	@ 120 sq. ft.	120 sq. ft. Total
1 Meeting/Training Room	@ 400 sq. ft.	400 sq. ft. Total
1 Multipurpose Room	@ 260 sq. ft.	260 sq. ft. Total

Total Square Feet	12,250 sq. ft. Total
Allowance for Internal Hallways	1,748 sq. ft. Total
Allowance for Outside Storage	80 sq. ft. Total
Total Space	14,078 sq. ft. Total

All major interior hallways shall be a minimum of 60 inches wide, center-wall to center-wall. All other internal hallways shall be a minimum of 44 inches wide, center-wall to center-wall. All hallways shall be clear and free of obstructions.

Ceilings in all areas shall be a minimum of 8 feet high.

Required Services

Proposer shall furnish central vented heat and refrigerated air conditioning within the premises, at the Proposer's own expense. Temperature throughout the premises shall be maintained to a degree necessary for proper comfort of the occupants and comply with indoor air quality standards as required by ASHRAE 62, 55 which requires a minimum of 15 CFM outside air per occupant.

Proposer shall provide at Proposer's own expense all utilities (hot and cold water, waste water, garbage, natural gas, telephone and electricity) necessary for the proper and intended use of the space to be occupied by the Texas Youth Commission on all days the Texas Youth Commission is required to conduct business. Hours of operation shall be 24 hours per day, 365 days per year. Cost of furnishing electrical fixtures and wiring; furnishing and installing electric lamps at inception of lease shall be at Proposer's expense. Proposer shall provide hot water to all sinks, including janitor closet and restrooms. Proposer shall provide energy efficient lighting, air conditioning and power distribution to meet AIEE and Texas Energy Conservation Codes or ASHRAE 90.2.

Proposer, at his own expense, shall furnish and maintain two (2) electric drinking fountains.

Proposer shall provide a minimum lot size of 140 feet x 250 feet. Generally, the building shall be located towards the front of the lot and with visual access from the street. No portion of the lot shall be used to access adjoining property.

Proposer shall provide a 40'-0" x 50'-0" concrete outdoor recreation center with one basketball goal, net and backboard located at the center point of one end of the 50'-0" widths. Proposer shall provide a weatherproof electrical outlet at basketball goal. Area shall be connected to building with a concrete walkway. Recreation area slab shall be located at building rear.

Proposer shall provide sidewalks to connect parking area to outdoor recreation area and parking area to all building entry areas. Sidewalks shall be a minimum of 4'-0" wide and sloped as necessary to accommodate the handicapped according to ADA and ADAAG Standards and requirements. Broom finish walks.

Proposer shall provide off street parking for twenty-eight (28) vehicles. Two (2) of these parking spaces must meet handicapped accessibility requirements and size requirements as prescribed in TAS and ADAAG for a 15 passenger van. The size of non-handicapped parking spaces must be for full size cars. Parking spaces for the handicapped shall be located as prescribed in ADAAG and the T.D.L.R. standards. The parking area shall be covered with a hard surface material such as concrete, asphalt paving or comparable material. With sufficient durability to withstand high volume traffic and weather conditions. If needed, the parking area(s) shall be resurfaced and/or repaired to a like – new condition. The parking area(s) must have drainage adequate to prevent accumulation of water. The proposer shall provide and maintain all parking lot striping and parking stops. The proposer shall maintain the parking area(s) in good condition and state of repair and the parking area(s) shall be kept clean at all times.

Proposer shall at a minimum, provide a fire protection system, which meets NFPA 101 Life Safety requirements and local fire codes. The fire protection and detection system shall provide for smoke detection, manual pull stations, duct detectors, audio/visual horns and a centrally located-zoned control panel. The fire alarm system shall shut off the HVAC system when the fire alarm system is activated. The kitchen shall be provided with a UL listed fire suppression system with a manual pull station. The fire suppression system shall activate the fire alarm system when the suppression system is activated. There shall be emergency back up lighting at all building exits. Emergency lighting shall be installed in accordance with NFPA 101 code requirements.

Dependent upon lot size and proximity of nearest neighbors it may be required that the premises have a 6'0" high solid fence along back and side property lines. Fencing should form a complete enclosure from the building to back and side property lines in order to separate overall space from adjoining properties. Proposer will provide gates

as reasonably required. All fence posts will be set in concrete. The Texas Youth Commission will make the final determination if fencing is required.

Proposer will provide a suitably designed and located area for normal storage of a trash dumpster (approximately 6 ft. x 6 ft. container size). Location shall take into consideration aesthetic appearance of facility and ease of access for trash pick-up.

Proposer shall furnish exterior lighting for the building and parking area (s) necessary for security. The light fixtures shall be equipped with a light level sensitive device that will operate the units automatically. Proposer shall provide a minimum of five (5) foot-candles of illumination, measured on ground surfaces of the hard surface material of the parking area (s) and adjacent walkways.

Proposer shall ensure that the site is graded to provide positive drainage away from the building, porches, walks, parking and recreation area.

The facility will provide employment to approximately 38 personnel, ranging in description from clerical support, food preparation, youth activity supervisors, administrators and clinical professionals. It is expected that most employees will live in adjacent communities. Annual payroll for the facility, when fully operational and staffed for the 48 youth population, will average \$905,570. Salaries will range from \$17,532 to \$44,928 annually.

Profile of Youth to be Served

The following is a typical student profile of youth served in the Texas Youth Commission. Some or all of these youth have the potential to be served at this facility.

- Youth with special education needs.
- Youth who require immediate remedial educational in the areas of reading, writing and math.
- Youth that have an average scholastic achievement level of 5.9 grade equivalent.
- Youth that have substance abuse problems.
- Youth with adaptive living skills deficits.
- Youth ages will range from 14 to 21 years with the average being 16 years.
- Youth that have committed felony offenses that range from theft, robbery and burglary.
- Youth that have committed general offenses which include primarily property offenses.
- Youth with an average IQ of 90.
- Youth that recommitted offenses.

Eligible Applicants

Any government entity, political subdivision, economic development organization, profit, non-profit, or any other organization authorized to do so, or any joint venture of these parties may submit a proposal.

Identification of Contracting Officer and Questions

The contracting Officer will answer all questions submitted in writing by potential applicants. Questions relating to this Request for Proposal should be addressed to:

Lynn Morgan
Texas Youth Commission
PO Box 4260
Austin, Texas 78765
Telephone (512) 424-6265
Email: lynn.morgan@tyc.state.tx.us

Steve Titley

MAY 2, 2000

The TYC contracting officer must receive all questions by April 1, 2000, 5:00 PM. Responses to questions that are of a site-specific nature will be provided to the requester only. Questions that are of a general nature will be provided to all potential Proposers on record as having received a copy of the proposal. TYC will be the sole judge as to the nature of the question, specific or general. Responses to the questions of a general nature will be provided through an addendum to this proposal. It is estimated that the addendum will be issued during the ~~third week of April 2000.~~

SECOND WEEK OF MAY 2000

Questions answered after the deadline will be limited to forms completion and information regarding proposal submission dates. Only those answers received in writing and signed by the Contracting Officer are to be considered official.

Intent to Submit a Proposal:

An "Intent to Submit a Proposal" form is included in this RFP packet in Appendix A. The Texas Youth Commission is requesting that this form be submitted by each party that intends to submit a proposal. Although the submission of this form is not a prerequisite for the submission of a proposal, the information will provide Texas Youth Commission staff with valuable planning data. The completed form is due to the Texas Youth Commission, attn.: ~~Lynn Morgan, by April 30, 2000.~~

Steve Titley MAY 15, 2000

Definitions:

Residential Treatment Center: A building or buildings and appurtenant area, designed, built and installed for the purpose of the custody, care, subsistence, education, treatment and training of a person or persons duly committed to the Texas Youth Commission by a court proper jurisdiction for criminal conduct committed by such person or persons who have not attained their 21st birthday.

MAY 30, 2000

The deadline for submission of Proposals is 12:00 noon, ~~May 22, 2000.~~

This Request for Proposal is organized as follows:

- I. General or Background Information
- II. Proposal Submission Requirements
- III. Proposal Format Requirements
- IV. Site Requirements
- V. Evaluation and Selection Process
- VI. Appendices

Section II. Proposal Submission Requirements

- A. All Proposals must be sealed at the time of submission.
- B. Sealed Proposals will be received by the Texas Youth Commission until 12:00 noon, May 22, 2000 at the following locations: *MAY 30TH*

For US Mail Delivery:

Ms. Lynn Morgan
Purchaser III
Texas Youth Commission
PO Box 4260
Austin, Texas 78765

For Courier or Hand Delivery:

Ms. Lynn Morgan
Purchaser III
Texas Youth Commission
4900 North Lamar
2nd Floor, Business Services Dept.
Austin, Texas 78751

Note:

Mark all packages as "Site Selection Proposal, RFP: TYC #00-60, Opens May 22, 2000, 12:00 PM" *MAY 30*

- C. Proposal responses will not be accepted via FAX or email, due to the Required contents of the proposal, e.g., maps, commitment letters, etc.

No Proposals will be accepted after the time set for receipt of Proposals. Proposals received after the opening time and date will be returned to the applicant without consideration. Timeliness is essential.

See Appendix B for map to TYC Central Office.
- D. Submitted Proposals must be standard (8-1/2" x 11") paper. Pages must be Numbered, and a table of contents included in the format described in Section III of this Request.
- E. A separate Proposal must be submitted for each different location proposed for lease. Applicant must submit sealed Proposals, one unbound original (suitable for photocopying) and seven bound copies of each proposal.
- F. Each Proposal must demonstrate that proposed sites conform to the requirements of this RFP, applicable law and TYC policy.
- G. Proposals should be responsive to all portions of the RFP to be considered. **Non-Responsive Proposals may be excluded from further consideration at the sole discretion of TYC.**
- H. No Proposal may be changed, amended or modified by telegram, email, FAX or Otherwise after the deadline for this Request, unless the change is to the advantage of TYC and the State of Texas. The determination of whether the change is to the advantage of TYC and the State will be at the sole discretion of TYC. A Proposal,

however, may be withdrawn and resubmitted any time prior to the time set for final receipt (opening) of Proposals.

- MAY 30TH*
- I. TYC reserves the right to waive any technicality noted in the submission process. Submission of proposals confers no legal rights to the Applicant. TYC reserves the right to reject any, or all, Proposals submitted, or to select the Applicant (s) who, in the opinion of the Texas Youth Commission offers the most advantageous Proposal for the purpose intended.
 - J. All Proposals received by TYC become the property of TYC. All Proposals received Shall remain confidential until the site selection process is completed. Submission of Proposal has the effect of waiving proprietary rights or confidentiality of information contained in the proposal. TYC reserves the right to use for its benefit, ideas contained in the Proposals submitted.
 - K. Public receipt and registration of proposals will be held at the TYC Central Office at 12:00 Noon on May 22, 2000. Contents of proposals will not be made public until the selection process is completed, including selection of the successful site by the TYC Board and the execution of a facilities agreement with the successful party.
 - L. The proposal preparation and submission costs are solely the responsibility of the applicant. The TYC shall not provide reimbursement for any such costs.
 - M. All TYC representations are subject to the availability and authorization of appropriations, are subject to change and do not represent an obligation on the part of the State or TYC.
 - N. Following the submission of Proposals, TYC reserves the right to require oral presentation and/or written responses to questions submitted by the evaluation committee for clarification by some or all of the Proposers. If needed, oral presentation will be on July 7, 2000 in TYC's Austin headquarters. Proposers will be notified on or before June 15, 2000, if selected to make a presentation.
 - O. As part of the evaluation process, TYC may choose to validate any aspect of the proposal. Validation may consist of on-site visits, review of records, and/or confirmation of the submitted information with third parties.
 - P. It is the intent of TYC, for the TYC Contracting Officer to notify Proposers by mail of The results of the evaluation process on or before July 31, 2000.
 - Q. Schedule of Events: The following is a schedule of events for this request. Adjustments to the schedule may be made due to operational necessities. TYC will make reasonable efforts to maintain this schedule.

Action	Due Date
Advertisement of RFP	3/14/2000
RFP Addenda as needed	4/17/2000
Letter of Intent	4/30/2000 5/15/
Public Receipt/Registering of proposals	5/22/2000 5/30/
Notification to Proposers of necessary oral presentation	6/15/2000
Oral presentations by selected Proposers	7/07/2000
Presentation of Selection Recommendation to Board ED	7/19/2000
Selection of Site by Board ED	7/20/2000
Execution of facilities agreement	7/31/2000
Notification to all Proposers	8/01/2000

Delete Presenta.

SEL. OF Site
By TYC

Section III. PROPOSAL FORMAT REQUIREMENTS

All Proposals should be submitted in the following format and sequence. Each section should be clearly tabbed to make the information within the Proposals readily accessible.

Cover Page: listing name and address of Applicant, date of the Proposal and signature of authorized official.

Tab 1. Identification of Proposal Applicant and Assurances: Each Applicant shall complete and return with the proposal an “**Applicant Data Form**” as in Appendix C, that contains the following information

1. Name and address (including telephone number) of the Applicant and all Co-Applicants. Also, identify by name, title and phone number, a community point-of-contact for all follow-up inquiries. The contact point will be responsible for receiving and answering all inquiries from TYC.
2. Type of entity (e.g., city, county, industrial or economic development foundation, Chamber of Commerce, COG, etc.)
3. Names and addresses of city/county leaders, etc.
4. Other organizational, biographical or financial information deemed relevant by the Applicant.

Tab 2. Narrative Summary Sheet (s): brief summary (1 to 3 pages) of the Proposal relating the:

1. Identification and qualifications of Applicant
2. Statement of Proposal and incentives
3. Review of resources to be utilized to implement Proposal

Tab 3. Cost Summary: completed Cost Summary Forms (Appendix D) to include utility rate computation, community estimates of value of incentives offered, land values and other operating cost estimates available.

Tab 4. Description of Site: This section should provide a detailed description of the site, demonstrating compliance with all criteria as outlined in Section IV of the RFP (see following). This section must include:

1. Maps showing location within county, roads, utility connections and contour Lines (10-ft increments). A map showing the site in relation to the 100-Year FloodPlain is also required.
2. Identification of distances from nearest property line to closest church, Synagogue or other house of worship, residence, school, park or recreation area.
3. Description of environmental factors such as nearby pollutants, toxic waste, wildlife, protected lands, zoning restrictions, landfills, underground storage tanks, etc., as applicable. An environmental assessment phase I in accordance with the Comprehensive Environmental Response Compensation and Liability Act of 1980 (42 USCA 9601) must be submitted with the

Proposal assuring that no environmental liability is transferred with the leased property.

4. Identification of any limiting factors to the program. Proposer is responsible for assuring that zoning for the site is consistent with the proposed use as a Residential Treatment Center.
5. Provide information concerning any sites, objects, buildings, artifacts, implements and locations of historical, archeological, scientific or educational interest including prehistoric and historical American Indians as well as archeological sites of any character that might be located on the site.
6. Upon selection, Proposer must provide aerial photos of the proposed site (five copies, 1 to 200 scale).

Tab 5. Description of Utilities: This section should describe for each site, the adequacy and specifics of electricity, natural gas, water, elevated water storage, wastewater treatment, solid waste disposal, telecommunications and provision for television reception. All rates need to be shown in the unit of measures only as indicated with no substitutions made on method of provision of utilities:

1. Electricity – per kWh (kilowatt hour)
2. Water – per mgal (thousand gallons)
3. Sewage – per mgal (thousand gallons)
4. Natural Gas – per mcf (thousand cubic feet)
5. Solid Waste – per ton

Tab 6. Community Information:

1. Community Resources
 - a. Health Care
 - (1) Emergency Care (off site)
 - (a) Name and location of the nearest hospital with a Level I or Level II designation for trauma care. This designation applies to a hospital with pre-service care that allows stabilization of a patient before arrival at the hospital and provides all levels of specialty care once the patient arrives. Emergency services must be under the direction of a physician. At least one physician, who has special competency in the care of the critically injured, must be physically present in the emergency department 24 hours a day. The service must be willing to provide emergency medical treatment to TYC youth.
 - (b) Specific distance in miles between the hospital and:
 - i) the proposed facility of the residential treatment center
 - ii) the University of Texas Medical Branch at Galveston
 - (c) For each licensed organization that provides emergency medical transportation and services to the community, provide the following:
 - i) name and base location
 - ii) distance between the base site and the proposed facility

- iii) approximate response time (in minutes, maximum acceptable is 30 minutes)

(2) Community Health Care Provider

- (a) State the approximate number of the following licensed health-care Providers within 50 miles of the proposed facility. List physicians, dentists and other providers by specialty:
 - i) Physicians, other than psychiatrists, by specialty
 - ii) Psychiatrists, by specialty
 - iii) Dentists, by specialty
 - iv) Psychologists, (specify whether master's or doctoral level)
 - v) Nurses
 - a) Registered nurses
 - b) Licensed vocational nurses
 - vi) Certified alcohol and drug abuse counselors
 - vii) Licensed chemical dependency counselors
 - viii) Certified social worker or advanced clinical practitioners
 - ix) Licensed professional counselor

(3) Law Enforcement

- (a) Name and address of the following law enforcement agencies nearest to the site:
 - i) Department of Public Safety
 - ii) Texas Ranger Company
 - iii) County Sheriff
 - iv) Police Department
 - v) Constabulary
- (b) List the name, capacity and average daily population of the nearest juvenile detention facility:
 - i) Name
 - ii) Capacity
 - iii) Average daily population

(4) Court System – list the name and address of local court system entities

- (a) District Court
- (b) County Court
- (c) District Attorney

(5) Fire Protection: Describe local and supporting fire protection services available.

(6) Labor supply

- (a) Availability – current unemployment rates for county and each contiguous county.
- (b) Workforce by composition and ethnicity, both for county site and

contiguous county.

- i) Total labor force
- ii) Manufacturing
- iii) Government
- iv) Trade
- v) Services
- vi) Construction
- vii) Finance, insurance and real estate
- viii) Professionals

(c) Provide copies of most recent prevailing wage scales used by the city and county for construction work in the area education systems.

(7) Education Systems

(a) Describe the public school system in the area

- i) Name
- ii) Facilities
- iii) Enrollment
- iv) Average pupil/student ratio

(b) List of area colleges, universities and higher education programs

- i) Name
- ii) Facility
- iii) Enrollment
- iv) Major instructional focus

(c) Description of special education services (district or cooperative)

IV. Site Requirements

General - Building

- A. The space must comply with all applicable federal, state, or local laws, statutes, ordinances, codes, rules and regulations relating to the public health, safety and welfare.

- B. The building shall be constructed to comply with the Uniform Building Code, 1999 Edition, or the Standard Building Code, 1985 Edition, 1986 and 1987 Revisions, (whichever is applicable) and all Local Ordinances and Regulations. The building shall comply with all accessibility standards applicable to new construction as prescribed by TAS, ADAAG and T.D.L.R. standards.

Hazardous Materials and Asbestos Containing Building Materials

- A. If Proposer uses or brings any type of material or substance into the facility for which a Material Safety Data Sheet (MSDS) is required; the Proposer shall provide TYC with a copy of the MSDS prior to using or bringing the material or substance into the facility.

If the building is of new construction, the Proposer, upon submitting his proposal, certifies that no asbestos containing building materials (ACBM) has, or will be used for construction. At, or prior to, the commencement date of the lease, the Proposer shall cause to be delivered to TYC a written certification that the building is in full compliance with all applicable Federal, State and Local laws and regulations prohibiting the use of asbestos containing building materials in the new construction of schools and public buildings, and that the building is free of all ACBM's. Certification must be signed by an Engineer, Architect, or other such qualified professional who was directly involved in the construction of the building, and who spent a significant amount of time on site overseeing the project.

The Proposer, upon submitting its proposal for an existing building, certifies that the building is free of friable regulated asbestos containing materials (RACM), or that the building will be free of RACM upon lease commencement. Proposer must provide TYC a complete asbestos inspection/survey report of the building conducted by a firm and/or individual appropriately accredited and licensed by the Environmental Protection Agency (EPA) and Texas Department of Health (TDH) to perform such work. The laboratory used for asbestos sample analysis must also be accredited and licensed as such. The report must include a conclusion and applicable TDH licenses. The survey report must be provided to TYC within the time period stated above, and shall be in a form and substance acceptable to TYC, at its sole discretion. If report finding warrant, Proposer shall also provide to TYC a written asbestos Operations and Maintenance (O&M) Plan specifying how any remaining non-friable ACBM will be managed within the building, and the appointed representative assigned to manage the O&M plan. In the event the report indicates the presence of friable RACM, or non-friable ACBM of notable concern.

Texas Civil Statutes (T.C.S.) and United States Code

A. In submitting a proposal, Proposer certifies that if selected, at the time the facility becomes occupied by TYC and throughout the term of the lease and any additional tenancy, Proposer will comply with all applicable provisions of the following:

1. Texas Government Code, Title 10, Subtitle D, Chapters 2151 through 2176, which governs the leasing of space for State Agencies.
2. Chapter 501, Texas Labor Code and related rules promulgated by the Office of the Attorney General.
3. The Texas Accessibility Standards (TAS) regarding architectural barriers to persons with disabilities promulgated under Article 9102, T.C.S.; as prepared and administered by the Texas Department of Licensing and Regulation; the Americans with Disabilities Act of 1990, Public Law 101-336, 42 United States Code 12101 et seq.; and these specifications, the most stringent requirement (i.e., providing the highest degree of accessibility) shall apply.

TYC does not have authority to waive any requirements of Article 9102, T.C.S., and any claim to such waiver is expressly denied.

4. Neither TYC, nor the Texas Department of Licensing and Regulation has authority to waive any requirements of the federal Americans with Disabilities Act, and any claim to such waiver is expressly denied.

B. Article 9102, T.C.S., requires that all plans and specifications for construction or for the substantial renovation, modification, or alteration of a building or facility leased by the state has an estimated construction cost of \$50,000 or more be submitted to the Texas Department of Licensing and Regulation (T.D.L.R.) for review and approval prior to the time that construction or that substantial renovation, modification or alteration on the building or facility begins. T.D.L.R. is also required to inspect the leased space during the first year of the lease, regardless of the estimated construction cost.

1. If proposer has contracted with an architect, interior designer, or engineer, the plans and specifications shall be submitted to T.D.L.R. by said architect, interior designer, or engineer who has overall responsibility for the design of the constructed or reconstructed building.
2. Proposer shall submit the plans and specifications to T.D.L.R. if there is no architect, interior designer, or engineer with that responsibility.
3. Proposer will be solely responsible for payment of all fees required by T.D.L.R. for performing its functions under Article 9102.

Plans and specifications must be submitted to, and a fee schedule can be obtained from the following address:

**Architectural Barriers Program
Texas Department of Licensing and Regulation
P.O. Box 12157
Austin, Texas 78711
Telephone: (512) 463-3211**

4. Within sixty (60) days after selection of proposal, the proposer shall make arrangements with T.D.L.R. and shall pay the applicable fee for inspection of the space by T.D.L.R.; T.D.L.R. will attempt to inspect the space fifteen (15) days prior to the occupancy date of the lease, as allowed in paragraph 3., above. Proposer shall notify T.D.L.R. in writing at the address listed after paragraph E (3) to make arrangements for inspection of space.
- C. The following specific requirements do not relieve the proposer from the obligations in paragraph E (3).
1. If the space is "to be built", the space and exterior conditions shall comply with all accessibility standards for accessible sites and accessible building applicable to new construction as prescribed in TAS and ADAAG.
 2. If the space is in an existing building, the site and building entrances shall comply with requirements applicable to new construction. The space shall be considered a primary function area and shall comply with requirements for accessible buildings applicable to alterations in TAS and ADAAG.
 3. If the space is in a qualified historical building or facility, the site shall comply with requirements for accessible site applicable to new construction and the space shall comply with requirements for accessible buildings subject to historical preservation in TAS and ADAAG.
 4. In instances where an element of accessibility does not meet the technical requirements of regulations under Article 9102, T.C.S., alterations to achieve compliance will be required unless written justification supporting impracticality is submitted to and approved in writing by the Texas Department of Licensing and Regulation prior to proposal. If the Texas Department of Licensing and Regulation determines that full compliance with a technical requirement is impractical, there shall be substantial compliance with the requirement to the maximum extent practical and as established by the Texas Department of Licensing and Regulation.

Special Requirements

- A. Proposer shall have building maintenance personnel available to respond to routine calls within twenty-four (24) hours and emergency calls within four (4) hours. "Emergency" repair or maintenance shall include, but not limited to, situations involving the Telephone/Data closet, air conditioning units, electrical wiring, plumbing leaking into occupied areas, roof leaks, disruption of water delivery to or drainage from any portion of the plumbing system, access into and out of the building, and environmental control. Prior to occupancy, Proposer shall provide to TYC the name, address, and office and emergency phone numbers of maintenance supervisor and/or contact person.

- B. The proposer shall provide monthly interior and quarterly exterior building extermination service or when reasonably necessary as determined by TYC. Proposer shall provide a Material Safety Data Sheet (MSDS) for any required substances or materials. Extermination Service will commence prior to occupancy of building, thereby insuring insect free conditions upon occupancy.

Building Exterior, Envelope and Grounds

- A. Proposer shall provide and install insulation as follows: A minimum of R-30 in ceilings, R-19 in exterior walls, and R-13 in floors over an unheated space.
- B. Exterior joints around windows and door frames; top and bottom wall plates, opening between walls and roof and between wall panels; openings and penetrations of utility service through walls, floors and roofs, and other such openings in the building envelope shall be caulked, gasketed, weather stripped or otherwise sealed in an approved manner to prevent air infiltration. Sealant shall be checked annually and repaired, if necessary, to ensure that air infiltration is minimized.
- C. The building design shall incorporate glass shading by one of the following methods (listed in order of preference): reflective glass, film on glass, or tinted glass.
- D. The exterior of the building and adjacent grounds must be kept neat at all times. All landscaping must be trimmed on a regular basis.
- E. To the extent it is economically feasible, and where practical, the Proposer agrees to make diligent efforts to landscape the property with plants native to or adaptable to the area in which the premises are located. Proposer further agrees to make diligent efforts to use native plants in replacement landscaping. A list of native plants and potential suppliers can be obtained from the Texas Department of Agriculture.
- F. At least 25% of the horizontal linear dimension of all walls surrounding the space shall be exterior walls.
- G. Any water to be used by Proposer for landscaping and/or decorative purposes shall be metered separately and paid by the Proposer.

Windows

- A. At least 15% of the interior finish, floor to ceiling area, of exterior building walls shall have windows. Spacing/Grouping of glazed areas shall be reasonable determined by TYC.
- B. All windows must meet the American Society of heating, Refrigeration and Air Conditioning Engineers (ASHRAE) 90.2 or 100 standards.

- C. Any exterior windows or glass doors shall have blinds or other appropriate coverings for light control. The coverings shall be in new or like-new condition and shall be in satisfactory working condition. Curtains or drapes will not be acceptable.

Doors

- A. All interior doors and exterior doors shall be a minimum of 3 feet wide.
 - 1. Door(s) between Visitor Waiting Room and interior offices and hallways are to be 1-3/4" solid core (3'-0" x 6'-8") personnel doors with electronic access push-button control at the receptionist desk area. Specific location of operator shall be determined by TYC.
- B. Handles, pulls, latches, locks and other operating devices on accessible doors shall have a shape that is easy to grasp with one hand and does not require tight grasping, tight pinching or twisting of the wrist to operate. Lever-operated mechanisms, push-type mechanisms and U-shaped handles are acceptable designs.
- C. All interior office doors shall be 1-3/4" solid core (3'0 x 6'8") doors with metal door frames, or equivalent, as approved by TYC. Hollow core doors are not acceptable.
- D. All exterior doors to the space must be hollow metal doors with insulation in cavity. Hollow core doors will not be acceptable. All exterior door frames shall be metal. Any exterior doors shall have non-duplicating keys and non-removable hinge pins.
- E. Exterior doors shall be equipped with panic hardware and automatic door closers of sufficiently sturdy construction to ensure security. In no case shall non-panic release locks be installed on doors with panic hardware.
- F. Exterior doors shall be keyed alike. Proposer shall furnish 12 keys (individually numbered) as specified by TYC. All exterior doors to the space must have a view slot. View slot to be 6" wide x 24" high on latch side of door. Glass to be 1/2" tempered.
- G. All offices shall have separately keyed locks and shall pass all outside door locks. Proposer shall furnish 2 keys (numbered alike) per door for all single occupancy offices and 6 keys (numbered individually) per door for all multiple occupancy offices. All closets shall be keyed separately and Proposer shall furnish 6 keys (numbered individually) per door. All storage rooms to be keyed alike and Proposer shall furnish 6 keys (numbered individually) per door. Door locks shall be seven-pin locks with a removal core system equal to the Best System.
- H. Deadbolt locks with a minimum one-inch throw bolt shall be required on TYC suite entrance/exit.
- I. Entrance landing at accessible entrances shall meet ADA standards.

- J. All locks to be part of a master key system. Proposer to furnish two (2) master keys that will pass all locks.

Telecommunication and Automation Requirements

- A. The Telephone/Data Room must have two (2), 4 ft. by 8 ft. $\frac{3}{4}$ " sheets of interior grade plywood mounted at a point to be specified by TYC. Plywood shall be painted to match the décor or the building.
- B. Proposer shall provide and install all telephone conduit with electrical boxes. Conduit shall be stubbed 6" above the ceiling and installed per telephone company specifications and/or city building code.
- C. The Telephone/Data Room shall be ventilated including a 12-inch high by 18-inch wide louver installed in the doors and an air-conditioning supply register.
- D. If access space for cabling and wiring is not open, Lessor shall furnish sufficient conduit access routes through any obstructions, with a pull string in each conduit.
- E. TYC specified telephone/data maintenance contractor will be responsible for installation of all telephone/data wiring, jacks and equipment. Proposer shall coordinate with the telephone maintenance/service contractor to provide for the required installations at the appropriate times during construction. The coordination shall include provisions for station wiring to be concealed between walls or within power poles as applicable.
- F. Proposer shall provide conduit from access point on building exterior to the Telephone/Data Room for telephone lines and data circuits.
- G. Proposer shall provide 30 days prior to lease commencement, electrical service specified by the telephone maintenance/service contractor, which might include, but not limited to, a separate circuit and duplexes. If telephone maintenance/service contractor has not been selected prior to 30 days before lease commencement, such service shall be provided immediately upon receipt of request for same from said contractor upon his selection.

Interior

- A. Proposer shall provide carpet throughout entire space except in the Telephone/Data Room, Multipurpose Room, Storage Rooms, Kitchen, Dining Room, Pantry and Restrooms, which shall have 1/8" thick commercial grade non-slip vinyl composition tile or comparable floor covering. Carpet shall be commercial grade. Carpet shall be in new or like-new condition. Carpet shall be installed by the direct glue-down method. The carpet shall contain a 24-28 oz nylon (or approved equal) fourth generation, 100% virgin continuous filament, high bulk or textured carpet yarn: Antron III, Anso 4, or equal. Pile height shall be a minimum of .125 inches with 8.4 stitches per inch. Carpet shall have a unitary latex back that will provide a 20-lb tuft bind. Carpet shall have acceptable static performance for general commercial

environments. The exposed edges of the carpet shall be fastened to the floor surface and there shall be trim along the entire length of the exposed edge. Edge trim shall be beveled with a slope no greater than 1:2. Heavily patterned carpet shall not be used. Install carpet in as large of pieces as possible. No 'T' seams will be allowed. Variations in carpet or tile as to quality, type or color within the same room or within the same space, as a whole, shall not be permitted without approval from TYC. Carpet and tile will be replaced as needed throughout the life of the lease and/or when requested by TYC. TYC shall have the right to approve carpet and tile color and type.

- B. All interior walls shall have a washable surface. Walls to be hardened to withstand physical attack such as striking fist or kicking foot. Wood paneling is not acceptable. If painted textured ½" plywood, reinforced gypsum board, plaster walls or CMU are used, they shall be painted with a high quality acrylic base enamel paint, shall be repainted and shall be spot painted as follows: If the lease is for five years (60 months) the entire space shall be repainted once during that period of time. If the lease is for a period of more than 60 months, but less than 120 months, the entire space will be repainted twice during that time period. Repainting shall be done at a time specified by TYC. Wall surfaces shall be in new or like-new condition, clean and freshly painted or finished and free from cracks and disintegration. Wall colors and accent colors must be approved by TYC.
 - 1. All walls separating Visitor Waiting Room from adjacent offices and hallways shall be constructed with conventional metal or wood studs and 5/8" thick sheet rock from floor to ceiling on both sides, with 1/2" cement panel sandwiched between the metal and/or wood studs, and sheet rock on both sides of the wall.
- C. All telephone and electrical conduit shall be hidden between walls or in ceilings.
- D. All partitions shall be minimum floor to ceiling.
- E. Proposer shall be responsible for numbering and/or labeling each room or area as specified by TYC. All numbering/labeling shall be completed prior to lease commencement, be permanently attached, matched building décor and meet the requirements as described in TAS and ADAAG.
- F. The storage rooms shall have built in shelving. Shelving shall begin 24" off the floor and extend to the ceiling with shelves spaced apart. Shelves shall be 12" deep and shall cover two (2) walls of the room. Shelving can be finished with a paint or stain consistent with the leased space décor and approved by TYC. One 4'x2' – 4 lamp fluorescent light fixture shall be provided in each storage room and janitors closet.
- G. The Multipurpose Room shall have base cabinets on two walls and shall be full length of these two walls. Base cabinets shall be laminated with a heat resistant plastic counter top. One base cabinet shall have a double sink. Base cabinets are to be approximately 10' long. Standard upper cabinets, with 3 shelves (including the

bottom of the cabinet) shall be provided and installed on two walls of the multipurpose room. All cabinets in the multipurpose room shall be painted to match the décor of the multipurpose room.

Restrooms

- A. Proposer shall provide two (2) restrooms (1 women’s, 1 men’s) to which TYC shall have access. Restrooms shall have hot and cold running water, liquid soap dispensers, paper towel dispensers, an electric blow dryer in restrooms and mirrors at least 18” x 30” dimensions. In addition, the women’s restroom shall have a sanitary napkin dispenser and disposal unit. There must be counters around all lavatories. Counters shall be at least 24” wide. All but 10 client restrooms must meet handicapped accessibility requirements as prescribed in TAS and ADAAG. Floors in all restrooms must slope down to a floor drain to prevent flooding in the building. Floor drains shall be designed and installed to not interfere with accessible usage by the physically impaired. Restrooms are not to be included in the calculation of net usable square footage provided under this agreement.

Kitchen

- A. It is preferable but not required that there be storage or walk-in freezer space adjacent to the kitchen of approximately 150 sq. ft.

Electrical

- A. All electrical wiring and parts shall meet the current National Fire Protection Association (NFPA) National Electric Code.
- B. 120v electrical duplex outlets shall be provide by Proposer at lease commencement as follows:
 - 4 each In each Office and Conference Room (one on each wall)
 - 3 each Visitor Waiting Room
 - 3 each Reception Area
 - 2- 4 plex each Telephone Data Room
 - 4 each Client Class Room
 - 4 each Multipurpose Room
 - 4 each Laundry Room

Placement of outlets to be determined by TYC.

- C. 120v electrical duplex outlets for computer related equipment shall be provided as follows:

All outlets for computer related equipment shall be routed through a separate Dedicated circuit breaker panel. All electrical circuits shall be 20 amp circuits with isolated ground and clean neutrals from the breaker panel. The proposer shall provide no more than 6 duplex outlets per circuit. Location within the space shall be determined by TYC. All electrical outlets for computer related equipment shall be NEMA 5-15 isolated ground type with nylon face. This device shall be verified under

Federal Spec WC596F, Bryant 52621G, or equal. Provide red or orange nylon cover plates and receptacles for these special outlets.

- D. 120v electrical duplex outlets for computer related equipment shall be provided as follows:

One in each Office
Two in Reception Area
One in Copy/Fax Room
Eight in Client Classroom

Placement of outlets to be determined by TYC.

- E. Circuit loads shall be distributed so that any one branch circuit is not loaded at over 80% of rated capacity.
- F. Each room and area shall have an individual light switch at the entrance thereto. Classrooms to have switches for two ceiling lights circuits so that ½ the lights can be turned off at a time.
- G. Proposer shall provide and install labels for all individual electrical circuits in all electrical breaker/fuse boxes.
- H. Outlets in the Visitor Waiting Room, Restrooms, Kitchen and Janitors Closet shall be equipped with ground fault outlets.

Heating, Ventilation and Air Conditioning

- A. The building shall have a mechanical system, which provides an indoor environment, which is healthful, comfortable and free of objectionable odors. A minimum of 20 cubic feet per minute (20 cfm) of outside makeup air must be provided per building occupant (employees, residents, and normal number of visitors at any given time). In general, the average number of occupants (staff, residents and visitors) in this space at any given time will be approximately 78. Methods covered by ASHRAE Standard – Ventilation for Indoor Air Quality – 62.1981, may be employed to achieve the requirement. Rest rooms must be provided with exhaust ventilation ducted to the outside of the building (not into attic or other interior spaces). An exhaust capacity of at least 60 cfm per water closet or urinal must be provided.

Forced air cooling and heating shall be ducted and vented throughout the space to provide the most efficient manner of operation and occupant comfort. Conditioned air shall be vented into each room and area with the exception of closets.

- B. Thermostat(s) shall be provided as necessary to control conditions throughout the space. Numbers and locations of thermostats and associated zones or equipment shall accommodate all internal and external loads to provide uniform temperatures

(+/- 3 degrees F.) throughout the space, except as any localized special environment conditions are identified herein. Temperature settings shall be under the control of the occupying agency. The building shall be divided into 4 zones as follows: Sleeping areas, Offices, Kitchen/Dining and Dayroom. If classroom is provided, it should be zoned separately.

- C. Documentation for each accessible control device, including programming instructions, program code (if any) and trouble-shooting procedures shall be provided to the occupying agency.
- D. All accessible HVAC controls shall have locking covers and one master key (or specially required tool) shall be provided to TYC.
- E. A fully adjustable damper shall be installed at each HVAC supply diffuser.
- F. It shall be the Proposer's responsibility to change the HVAC filters as reasonably necessary to maintain an efficient and properly effective HVAC system. Reasonably necessary shall be determined by TYC, but in no event shall it be less than 30 days.
- G. Interior design conditions shall be: Heating – 70 degrees F plus or minus 3 degrees; 30% relative humidity. Cooling – 74 degrees F plus or minus 3 degrees; 50% relative humidity.
- H. All air handler units shall shut down in the event of fire alarm activation.

Safety Equipment

- A. Multipurpose 5lb ABC fire extinguishers will be provided and maintained in accordance with industry standards by Proposer. The number of extinguishers shall be according to the Life Safety Code. Extinguisher(s) must be mounted to meet handicapped accessibility requirements as prescribed in TAS and ADAAG. The extinguisher (s) must be readily visible, and the location must be properly marked and/or identified. Where possible, units will be placed in a recessed cabinet.
- B. Emergency exit lights with battery back up shall be provided at each door leading to the outside of the building. Provide one additional emergency light fixture at midpoint of bedroom hallway. Electric and/or luminous directional arrows shall be strategically placed to identify the way leading to the outside.
- C. In areas with no natural illumination, an emergency lighting system shall be installed and arranged to provide automatic adequate illumination for a period of one and one-half (1-1/2) hours in the event of failure of normal lighting. The means of egress shall be illuminated at all points including angles and intersections of corridors and passageways, stairways, landings of stairs and exit doors to values of not less than 1 foot candle measured at the floor. The system shall meet the requirements of the NFPA Life Safety Code and Sections 5-8 through 5-9.

- D. Fire extinguishers shall be mounted no higher than 48 inches above the floor.
- E. One 36" wide x 36" high Level III Bullet-Resistant fixed glass panel with pass through slot and a talk port shall be placed in the wall separating the Visitor Waiting Room from the Reception area. Exact location shall be determined by TYC. A heat-resistant laminated plastic counter top (18" wide x 36" long) shall be provided at a level equal to the bottom of the fixed glass panel. Exact placement shall be determined by TYC.
- F. A 14" diameter round convex mirror shall be installed in the Visitor Waiting Room. Mirror shall be viewable by the Receptionist.

Proposer warrants, promises and represents that all building componets, systems and services that are provided as result of entering into a lease, whether specifically required by the lease or not, shall be year 2000 compliant. "Building components, systems and services" shall include, but not be limited to: heating, ventilation and air conditioning; electrical; plumbing; lighting; sprinkler; elevator; security; automatic door and gate opening, closing and locking; card or keypad access or control; fire and smoke alarm, detection and reporting; telephone; computer automation; monitoring; and other building related componenets, systems and services. "Year 2000 compliant" shall mean that all building componenets, systems and services shall operate accurately and in the manner intended as they relate to date related operations when given a valid date containing century, year, month and date.

V. EVALUATION AND SELECTION

The evaluation of Proposals will be based on the needs of the Texas Youth Commission and the value to the State of the offer contained in the Proposal. Proposals will be evaluated based on the following criteria:

- A. Availability of adequate, trained labor force that represents the cultural diversity of the youth served
- B. Availability of adequate, near-by medical facilities
- C. Availability of academic and educational support
- D. Availability of fire and police protection and service in the immediate area
- E. Location of the site in relation to existing facilities
- F. Social impact and level of community support
- G. Estimated costs of operation at the proposed site
- H. TYC estimates of numbers, location and types of youth commitments
- I. The functionality of the layout of the building.

Once the Proposals are evaluated, a short list will be developed based on the Proposals. Site visits may be made to any or all of the proposed sites. Those Proposals chosen for the final short list may be asked to make a presentation to the Texas Youth Commission. Each proposal selected for final consideration will be Required to formally post public notice of the finalist status prior to presentation to Board. The TYC Board will make the final selection of the site. Selection Considerations may include existing TYC or other state lands.

Section VI. Appendices

- A. Intent to Submit a Proposal Form
- B. Map Indicating TYC Headquarters location
- C. Applicant Data Form
- D. Cost Summary Form
- E. Estimated Monthly Use for Electricity and Natural gas
- F. Typical floor plan of Current Residential Treatment Centers
(Please not floor plan is for a 24-bed facility)

APPENDIX A

APPENDIX A

Texas Youth Commission
4900 North Lamar Blvd.
P.O. Box 4260
Austin, Texas 78765

Intent to Submit a Lease Proposal

It is the intent of the undersigned to submit an offer for the lease of a Juvenile Corrections Facility, TYC RFP #00-60.

Submitting Party _____

Address _____

City, State _____

Phone: _____

Email (if available): _____

Name, Title, and signature of official authorized to represent the submitting party.

Name: _____

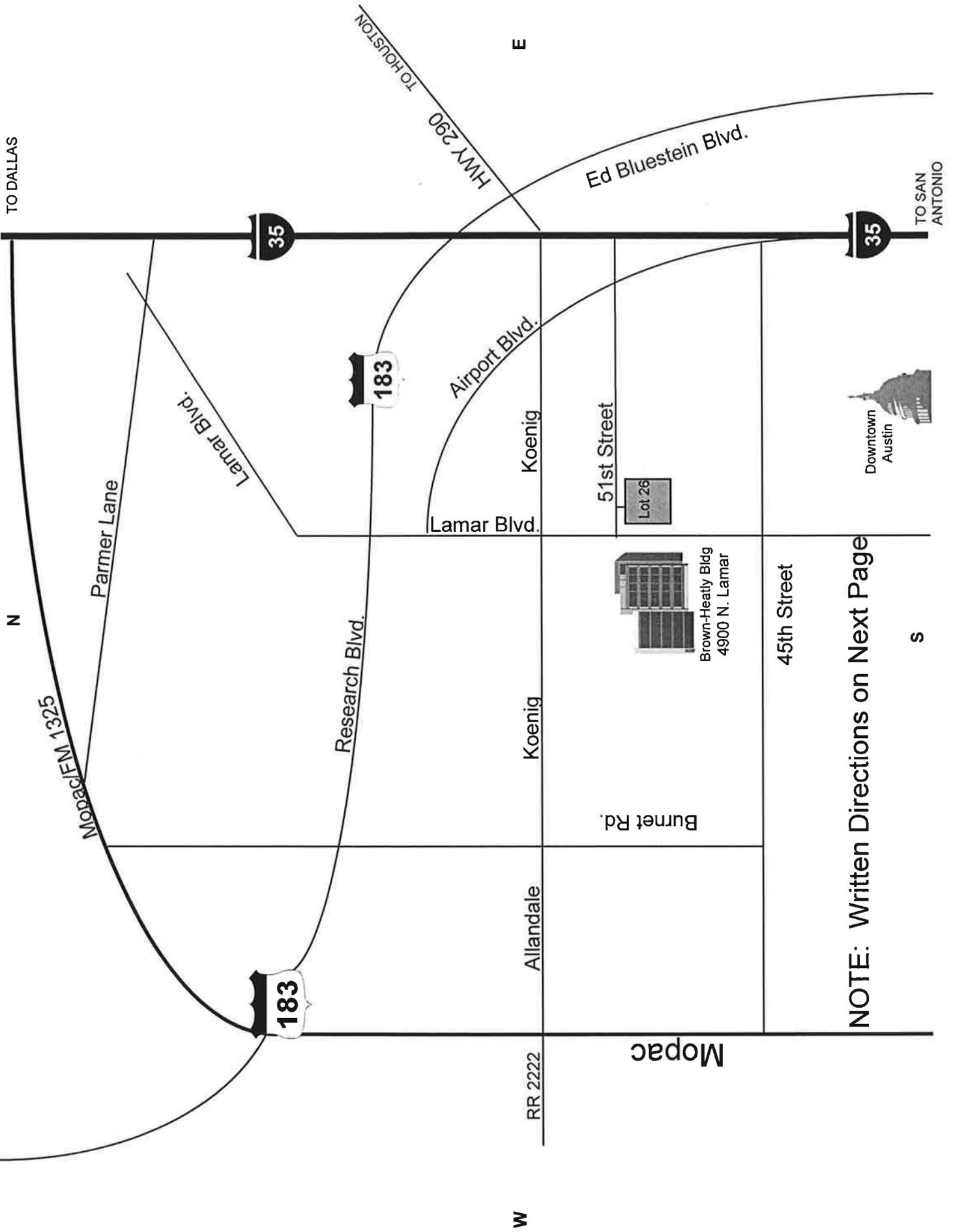
Title: _____

Signature: _____

~~Return this form by April 30, 2000 to:~~ *MAY 15, 2000*

~~Lynn Morgan
Purchaser III
Texas Youth Commission
P.O. Box 4260
Austin, Texas 78765~~

APPENDIX B



NOTE: Written Directions on Next Page

Directions to TYC

FROM DALLAS:

Take IH 35 South
Exit on 51st Street
Go Right on 51st
Cross Airport Blvd.
Cross Guadalupe
Just past Guadalupe
Turn Left into LOT 26

FROM HOUSTON:

Take HWY 290 West
Exit Koenig Lane
(end of HWY 290)
Cross Guadalupe St.
Turn Left onto Lamar Blvd.
Cross North Loop Drive
Turn Left onto 51st Street
Turn Right into LOT 26

FROM SAN ANTONIO:

Take IH 35 South
Exit on 51st Street
Go Left on 51st
Cross Airport Blvd.
Cross Guadalupe
Just past Guadalupe
Turn Left into LOT 26

FROM NORTH HWY 183:

Take 183 South
Exit Loop 1 South (MOPAC)
Exit 45th Street
Go Left onto 45th Street
crossing under MOPAC
Cross Burnet Road
Turn Left onto Lamar Blvd.
Turn Right onto 51st Street
Turn Right into LOT 26

ONCE YOU ARE IN LOT 26:

Park in any spot NOT marked as RESERVED
Place the BLUE Parking permit on your dash

Go to the Light at 51st and Lamar
Cross over Lamar

Walk around to the front of the Brown Heatly Bldg.
(Beige / Tan with Green top)

See the Guard just inside the Front door

APPENDIX C

**APPENDIX C
APPLICANT DATA FORM**

(IF CO-APPLICANTS, SUBMIT ONE COPY FOR EACH PARTY TO THE PROPOSAL)

1. Full Legal Name of Applicant _____
Federal Employer's ID _____ or Texas Vendor ID _____
Social Security Number _____ (if you are sole owner or individual applicant)

2. Legal Status: (Please check one)

_____ Public Agency

_____ Private, nonprofit corporation, State of _____
Charter Number _____

_____ Partnership (Attach a copy of partnership agreement and a list of the
names, addresses, and social security numbers of all partners)

_____ Private, for profit corporation, State of _____
Charter Number _____

_____ Governmental Entity (please specify) _____

_____ Sole Proprietor

3. Address of Applicant

Mailing Address

City State Zip

4. Chief Executive Officer/Owner

Name Title Phone

5. Contact Person (person who can answer questions regarding this proposal)

Name Title Phone

6. Email (if available) _____

APPENDIX D

COST SUMMARY – 24 BED MEDIUM RESTRICTION JUVENILE CORRECTIONS CENTER

I. UTILITIES: Provide the sources and costs for the following:

SOURCE	COST	x	USAGE	=	TOTAL
A. Electricity- per KWH for the specific rate class	\$ _____	x	568,200 KWH/YR	=	\$ _____
A-1. Electricity- per demand KWH	\$ _____ X 12 Mo	x	1758 KW	=	\$ _____
B. Water- per gallon for the specific rate class	\$ _____	x	1,294 MGAL/YR	=	\$ _____
C. Sewer- per gallon discharged for the specific rate class	\$ _____	x	3,000 MGAL/YR	=	\$ _____
D. Natural Gas- per MCF for the specific rate class	\$ _____	x	8,900 MCF/YR	=	\$ _____
E. Solid Waste- per ton for the specific rate class	\$ _____	x	50 TONS/YR	=	\$ _____
F. Telecommunications	\$ _____	x	flat rate per year	=	\$ _____
G. Television- to provide service connection	\$ _____	x	flat rate per year	=	\$ _____
TOTAL UTILITIES					\$ _____

APPENDIX E

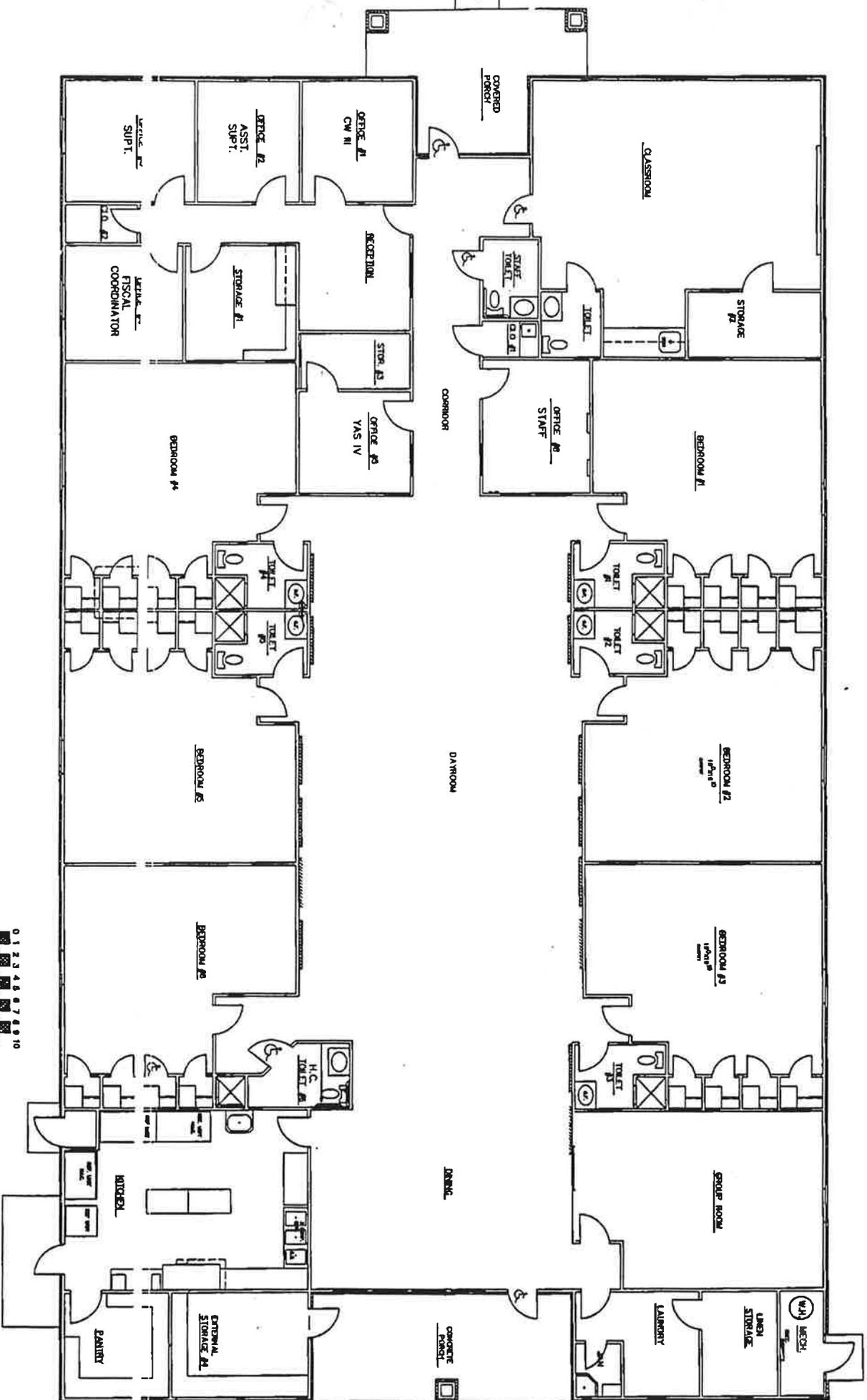
APPENDIX E

TYC 48 BED JUVENILE CORRECTIONS FACILITY

ESTIMATED MONTHLY ELECTRICAL USE		
MONTH	KWH	KW DEMAND
January	46200	192
February	38400	180
March	36600	126
April	32400	114
May	57000	132
June	68400	144
July	62400	144
August	62400	144
September	39000	144
October	39000	144
November	39600	132
December	46800	162

ESTIMATED MONTHLY NATURAL GAS USE	
MONTH	MCF
January	1600
February	750
March	700
April	600
May	540
June	500
July	500
August	500
September	450
October	620
November	750
December	1495

APPENDIX F



0 1 2 3 4 5 6 7 8 9 10
 Graphic Scale