



**Purchasing Supply Agreement  
CITY OF AUSTIN  
RECOMMENDATION FOR COUNCIL ACTION**

**AGENDA ITEM NO.: 3  
AGENDA DATE: Thu 02/02/2006  
PAGE: 1 of 1**

**SUBJECT:** Authorize ratification of purchases of equipment, supplies and services to provide temporary shelter and transportation to evacuees of disaster declared Gulf States related to Hurricane Katrina from the following vendors or organizations: AMERICAN AIRLINES, \$187,180.24; ARAMARK, \$508,042.49; ARAMSCO, INC., \$208,484.30; AVW-TELAV AUDIO VISUAL, \$54,080; DEEP EDDY RUG & CARPET CLEANER, \$65,441.02; DELL MARKETING LP, \$56,285.01; GOMEZ FLOOR COVERING, \$70,000; INITIAL SECURITY, \$203,070.96; THE PERSONNEL STORE, \$262,147.99; and WALMART, \$205,537.61.

**AMOUNT & SOURCE OF FUNDING:** Funding in the amount of \$ 1,820,269.62 is available in a grant from the Texas Department of Public Safety, Division of Emergency Management for temporary shelter operations under Presidential disaster declarations related to Hurricane Katrina.

**FISCAL NOTE:** There is no unanticipated fiscal impact. A fiscal note is not required.

**REQUESTING** Financial and **DIRECTOR'S**  
**DEPARTMENT:** Administrative Services **AUTHORIZATION:** Vickie Schubert

**FOR MORE INFORMATION CONTACT:** Leslie Browder, Deputy Chief Financial Officer, 974-2283; Urcha Dunbar-Crespo, Acting Purchasing Officer, 974-2690

**PRIOR COUNCIL ACTION:** N/A

**BOARD AND COMMISSION ACTION:** N/A

**PURCHASING:** Public Health and Safety

**MBE / WBE:** N/A

---

As a result of Hurricane Katrina, evacuations of residents from disaster declared Gulf Coast states (both before and after the storm) resulted in evacuees traveling to and seeking shelter in Austin, Texas. Evacuees who relocated to the State of Texas were temporarily sheltered in the Austin metropolitan area and surrounding counties.

The City of Austin played a primary role in housing evacuees at its facilities. In conjunction with the City of Austin's Office of Emergency Management, the Purchasing Office developed a contingency purchasing plan for responding to the immediate short-term needs of evacuees, in accordance with the general exemptions to competitive purchasing requirements in Section 252 of the Local Government Code for public calamity and public health and safety purchases.



**TO:** Mayor and Council Members  
**FROM:** Toby Futrell, City Manager  
**DATE:** December 14, 2005  
**SUBJECT:** Update on Hurricane Sheltering Costs

I want to update you on our latest costs related to the Hurricane Katrina and Rita sheltering operations.

### Hurricane Katrina

Our original estimate of the total cost of sheltering operations for Hurricane Katrina was close to \$8.0 million, which included an estimated \$1 million associated with event cancellations and other lost revenue at the Austin Convention Center. We also estimated that ineligible salary costs, excluding executive pay, would total close to \$1.2 million. As you may recall, FEMA policies do not allow reimbursement for regular pay for our employees who were temporarily assigned to work at the shelter but the cost of their overtime was eligible for reimbursement.

Our latest information is outlined below.

- Through the end of November, we have paid \$3.6 million in costs related to shelter operations that are eligible for reimbursement. Our sheltering grant from FEMA covers up to \$5.4 million in eligible costs.
  - We continue to receive invoices related to the event, but we may spend less than originally anticipated, primarily in the categories of security and medical services. Whatever the final amount, these eligible expenses will be 100% reimbursed.
- Ineligible costs, primarily for non-overtime employee pay, were close to \$1.7 million. This does not include executive pay, although a number of directors and managers spent many hours at the center, seven days a week, for three weeks.
  - Also included in this category were standby costs of \$166,419 incurred by our firefighters who were there to maintain the safety of the entire operation, and who also helped detect people who needed immediate medical help.
- Approximately 94,000 staff hours were spent on shelter operations. Overtime costs, which are eligible for reimbursement, totaled \$1.0 million.
- We are still incurring costs related to the event, primarily related to demobilization of our donations center and invoices in transit from vendors that provided services during the event who have not yet billed us.

### Hurricane Rita

In early November, we submitted an estimate to FEMA for Hurricane Rita relief efforts. In mid November, we learned that FEMA had revised their approach for grant submittals and had begun requiring itemized, actual costs prior to obligating future funds. We are in the

process of compiling this information in the format currently required by FEMA. Estimated eligible costs are close to \$720,000 and include sheltering, medical services, security and return travel for evacuees. Ineligible costs of close to \$200,000 are estimated, primarily due to non-overtime employee pay.

We asked hotels to track and report the amount of hotel occupancy tax waived by proclamation from Governor Rick Perry for Hurricane Katrina and Rita evacuees during their stay in the Austin area. The first report, which covers the quarter ended September 30<sup>th</sup>, indicates that \$55,600 was waived. The second and final report is due on January 31<sup>st</sup>, for the quarter ended December 31<sup>st</sup>.

#### Next Steps

Our emergency procurement policies require us to obtain Council ratification of any purchases that exceed my administrative limit, which was \$46,000 during the relief effort. We plan to bring you an itemized list for approval at our meeting in January and will update you again when final costs have been compiled.



Toby Hammett Futrell  
City Manager



**TO:** Mayor and Council Members  
**FROM:** Toby Futrell, City Manager  
**DATE:** December 14, 2005  
**SUBJECT:** Update on Hurricane Sheltering Costs

I want to update you on our latest costs related to the Hurricane Katrina and Rita sheltering operations.

#### **Hurricane Katrina**

Our original estimate of the total cost of sheltering operations for Hurricane Katrina was close to \$8.0 million, which included an estimated \$1 million associated with event cancellations and other lost revenue at the Austin Convention Center. We also estimated that ineligible salary costs, excluding executive pay, would total close to \$1.2 million. As you may recall, FEMA policies do not allow reimbursement for regular pay for our employees who were temporarily assigned to work at the shelter but the cost of their overtime was eligible for reimbursement.

Our latest information is outlined below.

- Through the end of November, we have paid \$3.6 million in costs related to shelter operations that are eligible for reimbursement. Our sheltering grant from FEMA covers up to \$5.4 million in eligible costs.
  - We continue to receive invoices related to the event, but we may spend less than originally anticipated, primarily in the categories of security and medical services. Whatever the final amount, these eligible expenses will be 100% reimbursed.
- Ineligible costs, primarily for non-overtime employee pay, were close to \$1.7 million. This does not include executive pay, although a number of directors and managers spent many hours at the center, seven days a week, for three weeks.
  - Also included in this category were standby costs of \$166,419 incurred by our firefighters who were there to maintain the safety of the entire operation, and who also helped detect people who needed immediate medical help.
- Approximately 94,000 staff hours were spent on shelter operations. Overtime costs, which are eligible for reimbursement, totaled \$1.0 million.
- We are still incurring costs related to the event, primarily related to demobilization of our donations center and invoices in transit from vendors that provided services during the event who have not yet billed us.

#### **Hurricane Rita**

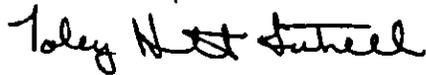
In early November, we submitted an estimate to FEMA for Hurricane Rita relief efforts. In mid November, we learned that FEMA had revised their approach for grant submittals and had begun requiring itemized, actual costs prior to obligating future funds. We are in the

process of compiling this information in the format currently required by FEMA. Estimated eligible costs are close to \$720,000 and include sheltering, medical services, security and return travel for evacuees. Ineligible costs of close to \$200,000 are estimated, primarily due to non-overtime employee pay.

We asked hotels to track and report the amount of hotel occupancy tax waived by proclamation from Governor Rick Perry for Hurricane Katrina and Rita evacuees during their stay in the Austin area. The first report, which covers the quarter ended September 30<sup>th</sup>, indicates that \$55,600 was waived. The second and final report is due on January 31<sup>st</sup>, for the quarter ended December 31<sup>st</sup>.

Next Steps

Our emergency procurement policies require us to obtain Council ratification of any purchases that exceed my administrative limit, which was \$46,000 during the relief effort. We plan to bring you an itemized list for approval at our meeting in January and will update you again when final costs have been compiled.



Toby Hammett Futrell  
City Manager