

Memo

To: Robert B. Daigh, P.E.
Williamson County Senior Director of Infrastructure

From: Michael J. Weaver

Date: 3/15/2011

Re: TxDOT's DBE Program MOU with Williamson County

Williamson County along with the Road Bond team has been contacted by the Texas Department of Transportation (TxDOT) with a request to update the County's MOU agreement with TxDOT regarding DBE progress reports. The Current MOU verbiage states that "The County will submit DBE quarterly progress reports to FHWA through the division administration of the Texas Division of FHWA." The corrected language included in the new automated MOU form found at http://www.dot.state.tx.us/business/business_outreach/mou.htm (also attached) states "Williamson County will submit DBE semi-annual progress reports to TxDOT."

I suggest the County adopt the new format of the MOU and place this new MOU and associated attachments on the March 22, 2011 Commissioners Court Agenda for consideration and approval. Once signed it should be submitted to TxDOT for further execution.

ATTACHMENTS:

- E-mail request from Butch Grote
- Original MOU executed 01/04/2007
- New MOU Agreement
- New MOU Attachments
- MOU Instructions
- LGPP Certificate

Cc: William A. "Butch" Grote Jr., TxDOT Local Government Liaison
Pat Crews-Weight, P.E., TxDOT Director of Design - AUS
Gloria Brown, TxDOT Office of Civil Rights
Julie Kiley, Williamson County Assistant County Auditor
Pam Navarrette, Williamson County Cost Accountant
James Klotz, P.E., HNTB
Christen Eschberger, P.E., HNTB
Laura Harris, P.E., HNTB
Marie Walters, Prime Strategies