

Vendor# 16126

Return to: Katy Hollifield

GL# 01106140-550300

**LUBBOCK COUNTY  
TRAVEL AUTHORIZATION & PER DIEM REQUEST**

THE DEPARTMENT DIRECTOR IS RESPONSIBLE FOR SECURING ALL SIGNATURES PRIOR TO TRAVEL. AN APPROVED TRAVEL AUTHORIZATION MUST BE SUBMITTED TO THE AUDITOR'S OFFICE ACCORDING TO THE ACCOUNTS PAYABLE PAYMENT SCHEDULE TO RECEIVE A TRAVEL ADVANCE. AGENDAS, BROCHURES, FLYERS, OR OTHER SUPPORTING DOCUMENTS MUST BE ATTACHED.

NAME: Escobedo Andrew DATE: 2/6/2025  
Last First

DESTINATION(CITY,STATE): Louisville, KY

PURPOSE: Building Standard CCT Programming Course #4803

TRAVEL DATE(S): Monday, July 7th - Friday, July 11th

Per Diem requested by the 23 day of June, 2025.

<u>5</u>	# of Breakfasts	@ \$15.00	per meal	=	\$	<u>75.00</u>
<u>5</u>	# of Lunches	@ \$16.00	per meal	=	\$	<u>80.00</u>
<u>5</u>	# of Dinners	@ \$30.00	per meal	=	\$	<u>150.00</u>
						<u>305.00</u>
				<b>Total Advance</b>	=	\$ <u>305.00</u>

Org: 01106140 Object: 550300

I hereby request authorization to travel outside Lubbock County on official business as detailed above. I have read the Lubbock County Travel Policy and will follow that policy for travel and in making requests for advancement and reimbursement of expenses. I understand that I must submit a travel expense form within ten days of returning from this travel or the full advance will be deducted from my next paycheck.

[Signature]  
EMPLOYEE SIGNATURE

2/6/2025  
DATE

I hereby certify the above-requested travel for official Lubbock County business is directly related to this department's operations. There are sufficient unexpended funds in the current budget line item to cover all reimbursable expenses incurred. Agendas, brochures, flyers, and supporting documents are attached and 0 meals are included in the registration fee and will not be reimbursed. Please issue a travel expense advance if requested.

[Signature]  
DEPARTMENT DIRECTOR

2-6-25  
DATE

**APPROVAL FROM TWO (2) MEMBERS OF THE COMMISSIONERS' COURT:**

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

NOTE: ALL SIGNATURES ARE REQUIRED FOR TRAVEL AND/OR PER DIEM ADVANCES. FAILURE TO FILL OUT THE FORM CORRECTLY OR PROVIDE PROPER DOCUMENTATION MAY CAUSE A DELAY IN TRAVEL AUTHORIZATION AND PER DIEM ADVANCES.



## Metasys® Systems

### Building Standard CCT Programming Course #4803, 3.0 CEU

In this intermediary programming class, students learn standard Johnson Controls programming strategies to write and test programs for Metasys Gen 4 BACnet field devices using the Controller Configuration Tool (CCT.) Once configured, this program will be prepared for a file transfer to a field controller and commissioned to verify proper operations. This course is designed for experienced personnel who want to become proficient in writing and revising programs for Johnson Controls BACnet field devices. Although not a prerequisite, students should be familiar with the topics found in course #4802 or #4703 FEC Operations/Troubleshoot

**Recommended Prerequisites:** Fundamental Control Strategies for HVAC Systems (#215) or equivalent experience.

**For End Users and/or Metasys® Authorized Building Controls Specialists/Contractors only.**

#### Course Topics

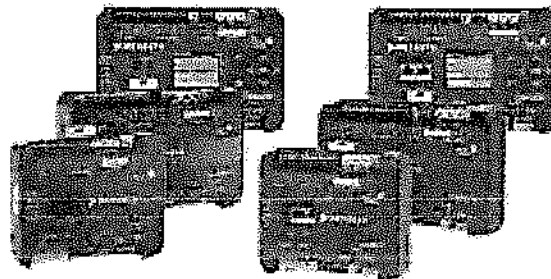
- CCT User Interface
- Basic Application Creation
- Setting Preferences
- Peer-to-Peer
- Sideloops
- State Tables
- Data Flow and Connections
- Adding Modules
- PRAC+ and PID
- Hands-on Labs
- Final Review
- Final Review

#### Course Duration

Tuesday - Friday  
Class ends at 12:00 p.m. on Friday

#### Course Fee

\$3240  
per student



**VIRTUAL COURSES AVAILABLE**

**ENROLL NOW**



JUL 7 - 11  
✈ LBB → SDF

## Lubbock County

# Trip & Price Details

Price Payment Confirmation

### ✈ Flight [Modify](#)

<b>Mon 7/7</b> #689 / 975 / 724 <b>LBB</b> → <b>SDF</b> 6:35 AM 1:25 PM 5 hr 50 min 2 stops ✈ <b>Wanna Get Away</b>	Price per Passenger	\$430.69
	Taxes and fees per Passenger	\$92.70
<b>Total per Passenger</b>		<b>\$523.39</b>
<b>Fri 7/11</b> #4451 / 40 / 3072 <b>SDF</b> → <b>LBB</b> 2:00 PM 7:05 PM 6 hr 5 min 2 stops ✈ <b>Wanna Get Away</b>	Passenger(s)	x1
	<b>Flight total</b>	<b>\$523.39</b>

#### Helpful Information:

- All fares and fare ranges are subject to change until purchased and are per person for each way of travel.
- Starting July 1, 2023 (12:00 a.m. CT), for Wanna Get Away<sup>®</sup> or Wanna Get Away Plus<sup>™</sup> reward travel reservations (booked with points): If you do not cancel your reservation at least 10 minutes before the flight's original scheduled departure time, any points used for booking will be forfeited, along with any taxes and fees associated with your reward travel reservation. For Anytime or Business Select<sup>®</sup> reward travel reservations: the points used for booking will be redeposited to the purchaser's Rapid Rewards<sup>®</sup> account, and any taxes and fees associated with the reward travel reservation will be converted into a Transferable Flight Credit<sup>™</sup> for future use.
- For more information regarding Cash + Points, visit [southwest.com/rterms](https://southwest.com/rterms)

### ✈ Flight Extras

## Upgrade to Wanna Get Away *plus*

Prices shown per passenger, per one-way.

- ✓ Free same-day confirmed change (taxes and fees may apply)<sup>6</sup>
- ✓ Transferable Flight Credit<sup>™</sup> within your organization<sup>5</sup>
- ✓ 8 Rapid Rewards points per dollar per qualifying flight<sup>11</sup>

<sup>6</sup>Please read the [fare rules](#) associated with this purchase.

Upgrade departing trip for \$19

Upgrade returning trip for \$19

Upgrade both for \$38

Apply upgrade

**Add a Car** Products not confirmed until purchase

No worries, your flight will remain in your cart while you search for a car.



### Holiday Inn Louisville East - Hurstbourne

1325 South Hurstbourne Parkway, Louisville, KY, United States

Feedback

Dates	Jul 7-11, 2025 (4 nights) Check in 3 pm
Reservation	1 room, 1 guest
Room type	1 King Standard
Rate name	<u>ADVANCE SAVER</u>

Great Choice! Change or cancel for free any time before 11:00 pm on Jul 2.

**Total price** 805.91 USD

Earn an estimated 6,850 points for this stay.

*Earn up to \$150 in IHG statement credits*

## Get a ride

● Louisville International Airport

▣ Holiday Inn Louisville East - Hurstb... +

⊕ Pickup now

👤 For me ▾

## Choose a ride

### Recommended



**UberX** : 4

3 mins away • 8:44 AM

Affordable rides all to yourself

**\$27.94**

X 2

~~\$55.88~~

## Get a ride

9410 Bunsen Pkwy

Holiday Inn Louisville East - Hurstb... +

Pickup now

For me

## Choose a ride

### Recommended



**UberX** : 4

8 mins away • 8-44 AM

Affordable rides all to yourself

**\$5.97**

x 7

~~\$41.79~~