



The Harris Center for Mental Health and IDD
9401 Southwest Freeway Houston, TX 77074
Steve Schnee Conference Room# 104

Full Board Meeting

March 22, 2022

9:30 am

I. DECLARATION OF QUORUM

II. PUBLIC COMMENTS

III. APPROVAL OF MINUTES

- A. Approve Minutes of the Board of Trustees Meeting Held on
Wednesday, February 15, 2022
(*EXHIBIT F-1*)

IV. CHIEF EXECUTIVE OFFICER'S REPORT

V. COMMITTEE REPORTS AND ACTIONS

- A. Resource Committee Report and/or Action
(*G. Womack, Chair*)
1. Approve FY2022 Year-to-Date Budget Report – February
(*EXHIBIT F-2 Sean Kim*)
- B. Quality Committee Report and/or Action
(*G. Santos, Chair*)

VI. CONSENT AGENDA

- A. Approve FY'22 Year-to-Date Budget Report-February
(*EXHIBIT F-3 Sean Kim*)
- B. March 2022 New Contracts Over 50K
(*EXHIBIT F-4 Silvia Tiller*)
- C. March 2022 Contract Amendments Over 50K
(*EXHIBIT F-5 Silvia Tiller*)
- D. March 2022 Interlocal Agreements
(*EXHIBIT F-6 Silvia Tiller*)
- E. March 2022 Contract Ratifications
(*EXHIBIT F-7 Silvia Tiller*)

VII. REVIEW AND COMMENT

- A. Strategic Plan Update
(*Wayne Young*)

VIII. BOARD CHAIR'S REPORT

IX. EXECUTIVE SESSION

• As authorized by §551.071 of the Texas Government Code, the Board of Trustees reserves the right to adjourn into Executive Session at anytime during the course of this meeting to seek legal advice from its attorney about any matters listed on the agenda.

• As authorized by §551.071 of the Texas Government Code, consultation with attorney on a matter related to financing of property and lines of credit in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Open Meetings Act.

• As authorized by §551.071 of the Texas Government Code, consultation with attorney on a matter related to Board governance in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Open Meetings Act.

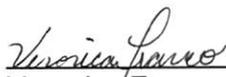
X. RECONVENE INTO OPEN SESSION

XI. CONSIDER AND TAKE ACTION AS A RESULT OF THE EXECUTIVE SESSION

XII. INFORMATION ONLY

- A. March 2022 New Contracts Under 50K
(EXHIBIT F-8)
- B. March 2022 Contract Renewals Under 50K
(EXHIBIT F-9)
- C. March 2022 Contract Amendments Under 50K
(EXHIBIT F-10)
- D. March 2022 Affiliation Agreements, Grants, MOU's and Revenues-
Information Only
(EXHIBIT F-11)
- E. Abbreviations List
(EXHIBIT F-12)

XIII. ADJOURN



Veronica Franco, Board Liaison
Shaukat Zakaria, Chair, Board of Trustees
The Harris Center for Mental Health and IDD



EXHIBIT F-1

THE HARRIS CENTER *for*
Mental Health and IDD

MINUTES OF THE BOARD OF TRUSTEES MEETING

This is an official record of the Board of Trustees, The Harris Center for Mental Health and IDD, an Agency of the State, established by the Harris County Commissioners Court under provisions of Chapter 534 of the Health and Safety Code of the State of Texas.

PLACE OF MEETING: Conference Room 104
9401 Southwest Freeway
Houston, Texas 77074

TYPE OF MEETING: Regular

DATE: February 22, 2022

**TRUSTEES
IN ATTENDANCE:** Mr. Shaukat Zakaria, Chair
Dr. George Santos, Vice Chairperson
Dr. Lois Moore, Vice Chairperson
Mr. Gerald Womack, Secretary
Judge Bonnie Hellums
Mr. Jim Lykes
Robin Gearing PhD
Sheriff E. Gonzalez-Videoconference

TRUSTEES ABSENT:

I. Declaration of Quorum

Mr. Shaukat Zakaria, Chairperson, called the meeting to order at 9:54 a.m. noting that a quorum of the Board was in attendance.

II. Public Comments

Mr. Shaukat Zakaria, Chairperson, announced the floor is open for public comments. There were no public comments made.

III. Approval of Minutes

MOTION BY: SANTOS

SECOND: HELLUMS

With unanimous affirmative votes

BE IT RESOLVED the Minutes of the Regular Board of Trustees meeting held on Wednesday, January 26, 2022 as presented under Exhibit F-1, are approved.

IV. Chief Executive Officer's Report was provided by CEO Wayne Young

Mr. Young provided a Chief Executive Officer report to the Board.

V. Committee Reports and Action were presented by the respective chairs:

- A. Resource Committee Report and/or Action- G. Womack, Chair
 - 1. FY'22 Year-to-Date Budget Report- January
- B. Quality Committee Report and/or Action- G. Santos, Chair
- C. Program Committee Report and/or Action- B. Hellums, Chair
- D. Governance Committee Report and/or Action-J. Lykes, Chair

VI. Consent Agenda

- A. Approve FY'21 Year-to-Date Budget Report-January
- B. February 2022 New Contracts Over 50K
- C. February 2022 Contract Amendments Over 50K
- D. February 2022 Contract Renewals Over 50K
- E. February 2022 Contract Ratifications Over 50K
- F. February 2022 Interlocal Agreements
- G. NEW POLICIES
 - 1. Corporate Compliance
 - 2. COVID Vaccinations
 - 3. Fee Schedule/Standard Charge
 - 4. Personal Property
- H. NO CHANGES
 - 1. Confidentiality and Disclosure of Patient Health Information
 - 2. Delegations in the Absence of the Chief Executive Officer
 - 3. Drug/Alcohol Testing Pre-Employment
 - 4. Dues and Membership Fees
 - 5. Employment Eligibility Verification for Worker in the United States
 - 6. Investment Policy
 - 7. Lactation Breaks
 - 8. Overtime Compensation

- 9. Patient Access to Medical Records
- 10. Pharmaceutical or Patient Assistance Programs (PAP)
- 11. Security of Patient Identifying Information
- 12. Shift Differential
- 13. Signature for Authorization
- 14. Solicitation of/and Acceptance of Donations (Money, Goods or Services)
- 15. State Service Contract Monitoring and Performance Reporting
- 16. Student internship Program

I. MINOR CHANGES

- 1. Corporate Card
- 2. Employee Counseling, Supervision, Progressive Discipline and Termination
- 3. Employee Referral Bonus Program
- 4. Equal Employment Opportunity
- 5. Linguistic Competence Services
- 6. Obligation to Identify Individuals or Entities Excluded from Participation in Federal Health Care Programs
- 7. Professional Behavior and Attire
- 8. Section 504 of the Rehabilitation Act (“The Act”) and, The American with Disabilities Act (“ADA”) (Consumers)
- 9. Standardized Patient Record Form
- 10. Temporary Personnel Services
- 11. Termination of General Revenue Contract Providers with Harris Center-IDD Services
- 12. Transfers-promotions-Demotions
- 13. Vehicle Operations
- 14. Volunteer Program

J. POLICY CHANGES

- 1. Credentialing Policy
- 2. Family and Medical Leave Act (FMLA)
- 3. Medical Services
- 4. Payment of Accrued Leave Upon Separation
- 5. Physician Assistant, Advanced Practice Registered Nurse Delegation Protocol
- 6. Research Procedures and the Committee for the Protection of Human Subjects.
- 7. Social Media Use

MOTION: Dr. Santos moved to approve Consent Agenda items A through J except for agenda item J6, Exhibit F-48-for Research Procedures and the Committee for the Protection of Human Subjects policy.

SECOND: Lykes seconded the motion

BE IT RESOLVED, with unanimous affirmative vote, Consent Agenda items A through J were approved agenda items with an exception to agenda item J-6, Exhibit F-48 Research Procedures and the Committee for the Protection of Human Subjects.

VII. Consider and Take Action

- A. Board Resolution: Improving Approval Process of Routine and Required Expenses

MOTION BY: SANTOS SECOND: WOMACK

With unanimous affirmative votes BE IT RESOLVED Board Resolution: Improving Approval Process of Routine and Required Expenses, are approved.

- B. Transfer January Enhanced FMAP Funds to COVID-10 eFMAP

MOTION BY: SANTOS SECOND: WOMACK

- A. **With unanimous affirmative votes BE IT RESOLVED** C Transfer January Enhanced FMAP Funds to COVID-10 eFMAP, are approved.

VIII. Review and Comment

- A. **Procurement and Contracts Initiative**, Sean Kim, Kendra Thomas and Michelle Morris presented the Procurement and Contracts Initiative to the Full Board.
- B. **Information Security Follow up-IT Roadmap**, Wes Farris and Mustafa Cochinwala presented the Information Security Follow up-IT Roadmap to the Full Board.
- C. **Five Year Financial Forecast**-Sean Kim presented the Five Year Financial Forecast to the Full Board.
- D. **Market Compensation Review**-Wayne Young and Sean Kim presented the Market Compensation Review to the Full Board.

- IX. Board Chair's Report-** Mr. Zakaria provided his Board Chair's report

X. Executive Session -

At 11:48 a.m. Chairperson Mr. Shaukat Zakaria announced the Board would enter into Executive Session for the following reasons:

- **As authorized by §551.071 of the Texas Government Code, the Board of Trustees reserves the right to adjourn into Executive Session at anytime during the course of this meeting to seek legal advice from its attorney about any matters listed on the agenda.**
- **In accordance with §551.074 of the Texas Government Code, Discussion of Personnel Matters related to the Nomination of Individual Board members as Board Officers to the Audit Committee.**
- **In accordance with §551.074 of the Texas Government Code, Discussion of personnel matters related to Executive Leadership –Wayne Young, CEO**

XI. Reconvene into Open Session

At 12:13 p.m., the Board of Trustees reconvened into open session.

XII. Consider and Take Action as a Result of the Executive Session

The Full Board took the following actions:

1. **Audit Committee Members-** Chair Zakaria moved for the approval of the following Audit Committee Members for February 22, 2022-February 21, 2023: Dr. L. Moore- Chair, Dr. G. Santos, Mr. Jim Lykes, Mr. G. Womack, Mrs. Bonnie Hellums, and Dr. Robin Gearing. _

The motion was seconded by Dr. G. Santos.

The motion passed with unanimous affirmative votes.

ADJOURN

MOTION: SANTOS SECOND: WOMACK

Motion passed with unanimous affirmative votes

The meeting was adjourned at 12:13 P.M.

Respectfully submitted,

Veronica Franco, Board Liaison
Shaukat Zakaria, Secretary, Board of Trustees
The HARRIS CENTER for Mental Health and IDD

EXHIBIT F-2



The Harris Center for Mental Health and IDD

Financial Report
For the Sixth Month and Year to Date Ended February 28, 2022

Fiscal Year 2022

Presented to the Resource Committee of the Board of Trustees on March 15, 2022

The Harris Center for Mental Health & IDD

March 15, 2022

Resource Committee
Board of Trustees
The Harris Center for Mental Health and IDD

The monthly financial report for February 28, 2022 of The Harris Center for Mental Health and IDD ("The Center") is submitted herewith. This report was prepared by The Center's Accounting Department. Responsibility for both accuracy of the presented data and the completeness and fairness of the presentation rests with the Authority, the Chief Financial Officer and the Accounting Department. We believe the data as presented is accurate in all material respects; that it is presented in a manner designed to fairly set forth the financial position and results of operations of the Center.

The Authority's accounting records for general operations are maintained on a modified accrual basis. Under this method, revenues are recognized in the period when they become measurable and available, and expenditures are recognized when the related fund liability is incurred, if measurable. The financial statement submitted herewith has not been audited by an independent auditor.



Sean Kim, CPA
Chief Financial Officer

The Harris Center for Mental Health and IDD
Financial Summary
For the Sixth Month and Year to Date Ended February 28, 2022

Month (,000)			
	Actual	Budget	Variance
Revenues	\$ 22,308	\$ 19,857	\$ 2,451
Expenditures	<u>24,863</u>	<u>25,899</u>	<u>1,036</u>
Excess of Revenues over (under) Expenditures before Other Sources	<u>\$ (2,555)</u>	<u>\$ (6,042)</u>	<u>\$ 3,487</u>

Year-to-date (,000)			
	Actual	Budget	Variance
Excess of Revenues over (under) Expenditures after Other Sources	<u>\$ 5,145</u>	<u>\$ (482)</u>	<u>\$ 5,627</u>

The Harris Center for Mental Health and IDD
Comparison of Revenue and Expenses - Actual to Budget
For the Sixth Month and Year to Date Ended February 28, 2022

	Month Ended February 28, 2022				Six Months Ended February 28, 2022			
	Actual	Budget	Variance		Actual	Budget	Variance	
			Favorable or (Unfavorable)				Favorable or (Unfavorable)	
		\$	%			\$	%	
Total Revenues:								
Harris County and Local	\$ 4,507,068	\$ 4,667,304	\$ (160,236)	-3%	\$ 27,202,008	\$ 27,995,595	\$ (793,587)	-3%
PAP / Samples	601,728	1,025,907	(424,179)	-41%	4,399,105	6,155,398	(1,756,293)	-29%
Interest	5,861	4,166	1,695	41%	29,272	24,996	4,276	17%
State General	8,012,311	8,043,355	(31,044)	0%	60,021,439	59,881,511	139,928	0%
State Grants	820,923	1,189,482	(368,559) c	-31%	5,869,198	7,136,887	(1,267,689)	-18%
Federal Grants	5,254,648	2,139,740	3,114,908 d	146%	17,387,994	12,852,624	4,535,370	35%
3rd party billings	3,105,434	2,787,321	318,113 e	11%	12,916,559	15,865,827	(2,949,268)	-19%
Total Revenue	22,307,973	19,857,275	2,450,698 f	12%	127,825,576	129,912,838	(2,087,262)	-2%
Total Expenses:								
Salaries and Fringe	17,766,480	17,870,818	104,338 g	1%	105,755,550	105,465,294	(290,256)	0%
Travel	79,476	159,770	80,294	50%	447,886	1,236,685	788,799	64%
Contracts and Consultants	1,767,099	1,825,534	58,435	3%	10,608,195	10,956,680	348,485	3%
HCPC Contract	2,317,441	2,369,793	52,352	2%	13,946,995	14,218,758	271,763	2%
Supplies and Drugs	955,641	1,368,251	412,610	30%	6,775,892	8,210,136	1,434,244	17%
Equipment (Purch, Rent, Maint)	302,638	569,214	266,576 h	47%	2,574,899	3,277,325	702,426	21%
Building (Purch, Rent, Maint)	717,459	549,122	(168,337) i	-31%	2,861,668	3,350,399	488,731	15%
Vehicle (Purch, Rent, Maint)	47,984	38,057	(9,927)	-26%	287,763	224,338	(63,425)	-28%
Telephone and Utilities	256,065	262,006	5,941	2%	1,574,526	1,498,409	(76,117)	-5%
Insurance, Legal, Audit	167,203	250,122	82,919	33%	941,160	1,449,691	508,531	35%
Other	474,719	585,498	110,779	19%	2,938,194	3,532,291	594,097	17%
Claims Denials	10,462	50,787	40,325	79%	59,821	300,967	241,146	80%
Total Expenses	24,862,666	25,898,971	1,036,306 j	4%	148,772,549	153,720,972	4,948,423	3%
Excess of Revenues over (under)								
Expenditures before Other Sources	(2,554,693) a	(6,041,696)	3,487,004		(20,946,974)	(23,808,134)	2,861,160	
Funds from other sources:								
Use of fund balance - CapEx	370,876	-	370,876		1,773,059	-	1,773,059	
Use of fund balance - COVID-19	-	-	-		982,500	-	982,500	
Fund Balance DSRIP	432,753	432,753	-		2,694,833	2,694,833	-	
Waiver 1115 Revenues	3,727,126	3,727,126	-		20,631,658	20,631,658	-	
DSRIP Transition	-	-	-		-	-	-	
COVID-19 FMAP Allocation	-	-	-		-	-	-	
Insurance Proceeds	3,704	-	3,704		10,324	-	10,324	
Proceeds from Sale of Assets	-	-	-		-	-	-	
Excess of Revenues over (under)								
Expenditures after Other Sources	\$ 1,979,766	\$ (1,881,817)	\$ 3,861,584		\$ 5,145,400	\$ (481,643)	\$ 5,627,043	

The Harris Center for Mental Health and IDD
Comparative Balance Sheet
As of February 28, 2022

	Ending Balance		Increase/(Decrease)	
	January 31, 2022	February 28, 2022	February	
Assets				
Cash and Cash Equivalents	\$ 122,258,696	\$ 108,090,727	\$ (14,167,969)	a
Inventory - includes RX	276,020	274,347	(1,673)	b
Prepaid Expenses	9,704,458	9,686,074	(18,384)	c
A/R Medicaid, Medicare, 3rd Party	11,998,162	14,453,261	2,455,099	
Less Bad Debt Reserve	(6,905,823)	(6,905,823)	-	
A/R Other	16,344,491	15,941,539	(402,952)	d
A/R DSRIP	9,021,801	14,180,182	5,158,381	
Total Current Assets	<u>162,697,805</u>	<u>155,720,307</u>	<u>(6,977,498)</u>	
Land	6,432,036	6,432,036	-	
Building	25,773,792	25,773,792	-	
Building Improvements	21,621,995	21,621,995	-	
Furniture and Fixtures	7,591,701	7,634,469	42,768	
Vehicles	1,569,768	1,569,768	-	
Construction in Progress	17,475,804	17,846,681	370,877	
Total Property, Plant & Equipment	<u>80,465,096</u>	<u>80,878,741</u>	<u>413,645</u>	
TOTAL ASSETS	<u>\$ 243,162,901</u>	<u>\$ 236,599,048</u>	<u>\$ (6,563,853)</u>	
Liabilities and Fund Balance				
Unearned Income	\$ 26,474,101	\$ 17,139,366	\$ (9,334,735)	e
Accrued Payroll and Accounts Payables	24,729,499	25,911,264	1,181,765	f
Current Portion Long Term Debt	-	-	-	
Total Current Liabilities	<u>51,203,600</u>	<u>43,050,630</u>	<u>(8,152,970)</u>	
State Escheatment Payable	41,354	41,270	(84)	
Total Non Current Liabilities	<u>41,354</u>	<u>41,270</u>	<u>(84)</u>	
TOTAL LIABILITIES	<u>51,244,954</u>	<u>43,091,900</u>	<u>(8,153,054)</u>	
General Fund Balance	18,308,381	17,892,061	(416,320)	g
Nonspendable				
Investment in Inventories	276,020	274,347	(1,673)	
Investment In Fixed Assets	80,465,097	80,878,741	413,644	
Assigned:				
Current Capital Projects	19,222,365	18,851,488	(370,877)	h
Future Purchases of Real Property and IT Infrastructure	1,365,842	1,365,842	-	
Self Insurance	2,000,000	2,000,000	-	
ECI Building Use	361,664	361,664	-	
Waiver 1115	61,411,932	60,979,184	(432,748)	i
COVID-19 eFMAP Reserve	486,658	904,067	417,409	
Compensated Absences	4,854,354	4,854,354	-	
Total	<u>188,752,313</u>	<u>188,361,748</u>	<u>(390,565)</u>	
Year to Date Excess Revenues over (under) Expenditures	3,165,634	5,145,400	1,979,766	
TOTAL FUND BALANCE	<u>191,917,947</u>	<u>193,507,148</u>	<u>1,589,201</u>	
TOTAL LIABILITIES AND FUND BALANCE	<u>\$ 243,162,901</u>	<u>\$ 236,599,048</u>	<u>\$ (6,563,853)</u>	

The Harris Center for Mental Health and IDD
Notes to the Preliminary Financial Reports
For Month and Year to Date Ended February 28, 2022

- I. Comparison of Revenue and Expenses
- a. For the month of February 2022, the sixth month of the fiscal year, the Harris Center is reporting excess Expenditures over Revenues of \$2,554,693.
 - b. The year-to-date amount translates to Excess Revenues over Expenditures of \$5,145,400 after use of fund balance, fund balance CapEx, fund balance DSRIP, Waiver 1115 revenues and insurance proceeds are considered.
 - c. State Grants are unfavorable to budget by \$368,559 due to timing of construction expenses related to the Healthy Community Grant.
 - d. Federal grants are favorable to budget by \$3,114,908 due to funding from several new federal block grants and ARPA grants. In addition MAC ADMIN Claiming funds were adjusted to recognize all MAC funds due to the Center.
 - e. Third Party Billings are favorable to budget by \$318,113.
 - f. Total Revenue is favorable to budget by \$2,450,698.
 - g. Salaries and Fringe Benefits are favorable to budget by \$104,338.
 - h. Equipment is favorable to budget by \$266,576 due to timing of expenses.
 - i. Building is unfavorable to budget by \$168,337 due to expenses for Board approved capital projects funded from reserves.
 - j. Total Expenses are favorable to budget by \$1,036,306.

The Harris Center for Mental Health and IDD
Notes to the Preliminary Financial Statements
For Month and Year to Date Ended February 28, 2022

II. Comparative Balance Sheet

- a. Cash and Cash Equivalents - The Agency considers cash and cash equivalents to be cash on hand, demand deposit accounts and short term investments with maturities of less than ninety days. Cash and cash equivalents decreased from the prior month because of operations.

	Ending Balance		Increase (Decrease)
	1/31/2022	2/28/2022	February
Cash-General Fund Bank of America	\$ 7,238,807	\$ 6,667,250	\$ (571,557)
Cash-General Fund Chase	52,295,412	37,963,609	(14,331,803)
Cash-BOA ACH Vendor	158,381	579,078	420,697
Cash-FSA-Discovery	208,445	217,166	8,721
Cash-Pharmacy Chase	-	112	112
Petty Cash	5,700	5,700	-
Investments-TexPool General Fund	1,001,743	1,001,791	48
Investments-TexPool Self Insurance	2,289,302	2,289,413	111
Investments-TexPool Prime	31,326,211	31,328,943	2,732
Investments-Texas Class	27,734,695	28,037,665	302,970
	<u>\$ 122,258,696</u>	<u>\$ 108,090,727</u>	<u>\$ (14,167,969)</u>

- b. Inventory normally does not significantly change from month to month. The balance is normally updated annually at the time of the year end physical inventory. PAP/Drug samples are not included in inventory, as this inventory does not belong to the Center. Inventory consists of the following:

	Ending Balance		Increase (Decrease)
	1/31/2022	2/28/2022	February
Inventory-Central Supplies	\$ 28,052	\$ 28,052	\$ -
Supplies Used	(17,215)	(18,888)	(1,673)
Inventory-Drugs	265,183	265,183	-
Total Inventory	<u>\$ 276,020</u>	<u>\$ 274,347</u>	<u>\$ (1,673)</u>

- c. Prepaid Expenses decreased due to amortization of prepaid insurance and other prepaid items.

The Harris Center for Mental Health and IDD
Notes to the Preliminary Financial Statements
For Month and Year to Date Ended February 28, 2022

II. Comparative Balance Sheet (continued)

d. Accounts Receivable decreased in February.

	Ending Balance		Increase (Decrease)
	1/31/2022	2/28/2022	February
Villas at Bayou Park	60,433	60,433	\$ -
Pear Grove	39,937	39,937	-
Pasadena Cottages	72,252	79,167	6,915
Employee	-	-	-
Pecan Village	4,401	4,401	-
Acres Homes Garden	92,516	94,096	1,580
General Accounts Receivable	1,142,233	1,142,233	-
Pharmacy PBM	-	595	595
Harris County Projects	737,926	855,113	117,186
Harris County Juvenile Probation	757,383	449,237	(308,147)
Harris County Community Supervision	685,124	541,220	(143,904)
Harris County Sheriff's Department	2,638,028	2,798,200	160,172
ICFMR	176,897	158,715	(18,182)
TCOOMMI-Special Needs	578,106	751,025	172,919
TDCJ-Parole	123,000	143,500	20,500
TDCJ-Substance Abuse	67,851	84,518	16,667
TCOOMMI-Juvenile	197,731	244,044	46,313
Jail Diversion	2,357,077	1,695,297	(661,780)
ECI	716,136	314,096	(402,041)
ECI Respite	976	949	(28)
ECI SNAP	19,184	18,196	(988)
Federal CHH Navigation	101,961	181,403	79,441
Federal Aot	61,312	119,296	57,984
PATH-Mental Health Block Grant	107,042	231,129	124,087
MH Block Grant-Coordinated Specialty Care	153,312	127,619	(25,693)
DSHS SAPT Block Grant	108,243	227,953	119,710
Enhanced Community Coordinator	94,471	97,177	2,705
Subtotal, A/R-Other	\$ 11,093,535	\$ 10,459,548	\$ (633,987)

The Harris Center for Mental Health and IDD
Notes to the Preliminary Financial Statements
For Month and Year to Date Ended February 28, 2022

II. Comparative Balance Sheet (continued)

d. Accounts Receivable Other (Continued)

	Ending Balance		Increase (Decrease)
	1/31/2022	2/28/2022	February
DSHS Mental Health First Aid	\$ 20,205	\$ 25,482	\$ 5,277
HHSC ZEST-Zero Suicide	31,334	38,258	6,925
HCC Open Door	350,214	314,606	(35,607)
HCS	22,416	22,416	-
Tx Home Living Waiver	314,550	301,618	(12,933)
Federal DSHS Disaster Assistance	1,013,602	219,333	(794,268)
DPP-BHS	2,178,997	2,624,219	445,222
Helpline Contracts	229,391	247,881	18,490
City of Houston-CCSI	50,537	50,537	-
City of Houston-DMD	10,332	20,663	10,332
City of Houston-911 CCD Amended	28,183	60,079	31,897
A/R - HHSC Projects	994,496	1,548,998	554,502
Local TCDD C19 Vac Stipend	6,700	7,900	1,200
Grand Total A/R - Other	\$ 16,344,491	\$ 15,941,539	\$ (402,952)

- e. Unearned Income decreased due to expenditures of State General Revenue Funds.
- f. Accrued Payroll and Accounts Payable increased because of payment timing related to accounts payable, payroll, and employee fringe benefit liabilities.
- g. General Fund Balance decreased due to operations.
- h. Current Capital Projects decreased due to expenses related to Board approved Capex projects.
- i. Waiver 1115 Reserves decreased due to use of budgeted DSRIP reserves for operations.
- j. Days of Operations in Reserve for Total Agency is 149 days versus 150 days for the prior month.

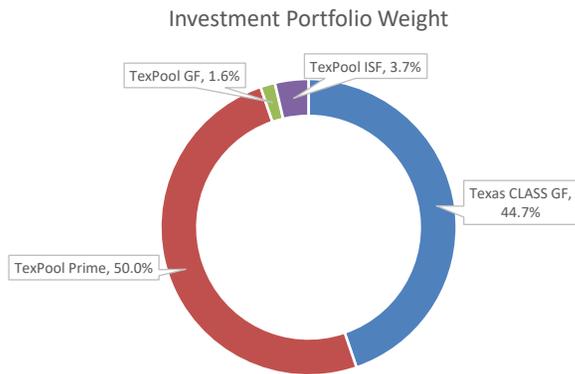
III. Investment Portfolio

- a. Total investments as of February 28, 2022 are \$62,657,813 of which 100% is in government pools. (Texas Class 45% and TexPool 55%)
- b. Investments this month yielded interest income of \$5,861.

The Harris Center for Mental Health and IDD
 Investment Portfolio
 February 28, 2022

Local Government Investment Pools (LGIPs)

	Beginning Balance	Transfer In	Transfer Out	Interest Income	Ending Value	Portfolio %	Yield
<i>Texas CLASS</i>							
Texas CLASS General Fund	\$ 27,734,695	\$ 7,000,000	\$ (6,700,000)	\$ 2,969	\$ 28,037,665	44.7%	0.097%
<i>TexPool</i>							
TexPool Prime	31,326,211	\$ -	\$ -	2,732	31,328,943	50.0%	0.098%
TexPool General Fund	1,001,743			49	1,001,791	1.6%	0.038%
TexPool Internal Service Fund	2,289,302			111	2,289,413	3.7%	0.038%
<i>TexPool Sub-Total</i>	<i>34,617,256</i>	<i>-</i>	<i>-</i>	<i>2,892</i>	<i>34,620,148</i>	<i>55.3%</i>	<i>0.092%</i>
Total Investments	\$ 62,351,951	\$ 7,000,000	\$ (6,700,000)	\$ 5,861	\$ 62,657,813	100%	0.094%



3 Month Weighted Average Maturity (Days) **1.00**
3 Month Weighted Average Yield of The Harris Center Investment Portfolio **0.089%**
3 Month Rolling Weighted Average Daily Treasury Bill Rate (4 weeks) **0.041%**

This Investment Portfolio Report of The Harris Center for Mental Health and IDD as of February 28, 2022 is in compliance with the Public Funds Investment Act (PFIA), Chapter 2256 of the Texas Government Code and the Investment Strategy approved by the Board of Trustees.

The Harris Center for Mental Health and IDD
 Monthly Report of Financial Transactions Related to Payments of Liabilities for Employee Benefits

Report for February 2022

Vendor	Description	Monthly Not-To-Exceed*	Feb-22	YTD Total Through February
Lincoln Financial Group	Retirement Funds (401a, 403b, 457)	\$2,400,000	\$1,758,910	\$9,394,639
Blue Cross Blue Shield of TX	Health and Dental Insurance	\$2,600,000	\$1,850,142	\$4,123,533

* As established by the Board Resolution: Harris Center Board of Trustees Signature Authorization and Delegation Authority for Certain Items effective February 22, 2022.

Note: Non-employee portion of February payments of Liabilities for Employee Benefits = 10% of Expenditures.

EXHIBIT F-3



The Harris Center for Mental Health and IDD

Financial Report
For the Sixth Month and Year to Date Ended February 28, 2022

Fiscal Year 2022

Presented to the Resource Committee of the Board of Trustees on March 15, 2022

The Harris Center for Mental Health & IDD

March 15, 2022

Resource Committee
Board of Trustees
The Harris Center for Mental Health and IDD

The monthly financial report for February 28, 2022 of The Harris Center for Mental Health and IDD ("The Center") is submitted herewith. This report was prepared by The Center's Accounting Department. Responsibility for both accuracy of the presented data and the completeness and fairness of the presentation rests with the Authority, the Chief Financial Officer and the Accounting Department. We believe the data as presented is accurate in all material respects; that it is presented in a manner designed to fairly set forth the financial position and results of operations of the Center.

The Authority's accounting records for general operations are maintained on a modified accrual basis. Under this method, revenues are recognized in the period when they become measurable and available, and expenditures are recognized when the related fund liability is incurred, if measurable. The financial statement submitted herewith has not been audited by an independent auditor.



Sean Kim, CPA
Chief Financial Officer

The Harris Center for Mental Health and IDD
Financial Summary
For the Sixth Month and Year to Date Ended February 28, 2022

Month (,000)			
	Actual	Budget	Variance
Revenues	\$ 22,308	\$ 19,857	\$ 2,451
Expenditures	<u>24,863</u>	<u>25,899</u>	<u>1,036</u>
Excess of Revenues over (under) Expenditures before Other Sources	<u>\$ (2,555)</u>	<u>\$ (6,042)</u>	<u>\$ 3,487</u>

Year-to-date (,000)			
	Actual	Budget	Variance
Excess of Revenues over (under) Expenditures after Other Sources	<u>\$ 5,145</u>	<u>\$ (482)</u>	<u>\$ 5,627</u>

The Harris Center for Mental Health and IDD
Comparison of Revenue and Expenses - Actual to Budget
For the Sixth Month and Year to Date Ended February 28, 2022

	Month Ended February 28, 2022				Six Months Ended February 28, 2022			
	Actual	Budget	Variance		Actual	Budget	Variance	
			Favorable or (Unfavorable)				Favorable or (Unfavorable)	
		\$	%			\$	%	
Total Revenues:								
Harris County and Local	\$ 4,507,068	\$ 4,667,304	\$ (160,236)	-3%	\$ 27,202,008	\$ 27,995,595	\$ (793,587)	-3%
PAP / Samples	601,728	1,025,907	(424,179)	-41%	4,399,105	6,155,398	(1,756,293)	-29%
Interest	5,861	4,166	1,695	41%	29,272	24,996	4,276	17%
State General	8,012,311	8,043,355	(31,044)	0%	60,021,439	59,881,511	139,928	0%
State Grants	820,923	1,189,482	(368,559) c	-31%	5,869,198	7,136,887	(1,267,689)	-18%
Federal Grants	5,254,648	2,139,740	3,114,908 d	146%	17,387,994	12,852,624	4,535,370	35%
3rd party billings	3,105,434	2,787,321	318,113 e	11%	12,916,559	15,865,827	(2,949,268)	-19%
Total Revenue	22,307,973	19,857,275	2,450,698 f	12%	127,825,576	129,912,838	(2,087,262)	-2%
Total Expenses:								
Salaries and Fringe	17,766,480	17,870,818	104,338 g	1%	105,755,550	105,465,294	(290,256)	0%
Travel	79,476	159,770	80,294	50%	447,886	1,236,685	788,799	64%
Contracts and Consultants	1,767,099	1,825,534	58,435	3%	10,608,195	10,956,680	348,485	3%
HCPC Contract	2,317,441	2,369,793	52,352	2%	13,946,995	14,218,758	271,763	2%
Supplies and Drugs	955,641	1,368,251	412,610	30%	6,775,892	8,210,136	1,434,244	17%
Equipment (Purch, Rent, Maint)	302,638	569,214	266,576 h	47%	2,574,899	3,277,325	702,426	21%
Building (Purch, Rent, Maint)	717,459	549,122	(168,337) i	-31%	2,861,668	3,350,399	488,731	15%
Vehicle (Purch, Rent, Maint)	47,984	38,057	(9,927)	-26%	287,763	224,338	(63,425)	-28%
Telephone and Utilities	256,065	262,006	5,941	2%	1,574,526	1,498,409	(76,117)	-5%
Insurance, Legal, Audit	167,203	250,122	82,919	33%	941,160	1,449,691	508,531	35%
Other	474,719	585,498	110,779	19%	2,938,194	3,532,291	594,097	17%
Claims Denials	10,462	50,787	40,325	79%	59,821	300,967	241,146	80%
Total Expenses	24,862,666	25,898,971	1,036,306 j	4%	148,772,549	153,720,972	4,948,423	3%
Excess of Revenues over (under)								
Expenditures before Other Sources	(2,554,693) a	(6,041,696)	3,487,004		(20,946,974)	(23,808,134)	2,861,160	
Funds from other sources:								
Use of fund balance - CapEx	370,876	-	370,876		1,773,059	-	1,773,059	
Use of fund balance - COVID-19	-	-	-		982,500	-	982,500	
Fund Balance DSRIP	432,753	432,753	-		2,694,833	2,694,833	-	
Waiver 1115 Revenues	3,727,126	3,727,126	-		20,631,658	20,631,658	-	
DSRIP Transition	-	-	-		-	-	-	
COVID-19 FMAP Allocation	-	-	-		-	-	-	
Insurance Proceeds	3,704	-	3,704		10,324	-	10,324	
Proceeds from Sale of Assets	-	-	-		-	-	-	
Excess of Revenues over (under)								
Expenditures after Other Sources	\$ 1,979,766	\$ (1,881,817)	\$ 3,861,584		\$ 5,145,400 b	\$ (481,643)	\$ 5,627,043	

The Harris Center for Mental Health and IDD
Comparative Balance Sheet
As of February 28, 2022

	Ending Balance		Increase/(Decrease)	
	January 31, 2022	February 28, 2022	February	
Assets				
Cash and Cash Equivalents	\$ 122,258,696	\$ 108,090,727	\$ (14,167,969)	a
Inventory - includes RX	276,020	274,347	(1,673)	b
Prepaid Expenses	9,704,458	9,686,074	(18,384)	c
A/R Medicaid, Medicare, 3rd Party	11,998,162	14,453,261	2,455,099	
Less Bad Debt Reserve	(6,905,823)	(6,905,823)	-	
A/R Other	16,344,491	15,941,539	(402,952)	d
A/R DSRIP	9,021,801	14,180,182	5,158,381	
Total Current Assets	<u>162,697,805</u>	<u>155,720,307</u>	<u>(6,977,498)</u>	
Land	6,432,036	6,432,036	-	
Building	25,773,792	25,773,792	-	
Building Improvements	21,621,995	21,621,995	-	
Furniture and Fixtures	7,591,701	7,634,469	42,768	
Vehicles	1,569,768	1,569,768	-	
Construction in Progress	17,475,804	17,846,681	370,877	
Total Property, Plant & Equipment	<u>80,465,096</u>	<u>80,878,741</u>	<u>413,645</u>	
TOTAL ASSETS	<u>\$ 243,162,901</u>	<u>\$ 236,599,048</u>	<u>\$ (6,563,853)</u>	
Liabilities and Fund Balance				
Unearned Income	\$ 26,474,101	\$ 17,139,366	\$ (9,334,735)	e
Accrued Payroll and Accounts Payables	24,729,499	25,911,264	1,181,765	f
Current Portion Long Term Debt	-	-	-	
Total Current Liabilities	<u>51,203,600</u>	<u>43,050,630</u>	<u>(8,152,970)</u>	
State Escheatment Payable	41,354	41,270	(84)	
Total Non Current Liabilities	<u>41,354</u>	<u>41,270</u>	<u>(84)</u>	
TOTAL LIABILITIES	<u>51,244,954</u>	<u>43,091,900</u>	<u>(8,153,054)</u>	
General Fund Balance	18,308,381	17,892,061	(416,320)	g
Nonspendable				
Investment in Inventories	276,020	274,347	(1,673)	
Investment In Fixed Assets	80,465,097	80,878,741	413,644	
Assigned:				
Current Capital Projects	19,222,365	18,851,488	(370,877)	h
Future Purchases of Real Property and IT Infrastructure	1,365,842	1,365,842	-	
Self Insurance	2,000,000	2,000,000	-	
ECI Building Use	361,664	361,664	-	
Waiver 1115	61,411,932	60,979,184	(432,748)	i
COVID-19 eFMAP Reserve	486,658	904,067	417,409	
Compensated Absences	4,854,354	4,854,354	-	
Total	<u>188,752,313</u>	<u>188,361,748</u>	<u>(390,565)</u>	
Year to Date Excess Revenues over (under) Expenditures	3,165,634	5,145,400	1,979,766	
TOTAL FUND BALANCE	<u>191,917,947</u>	<u>193,507,148</u>	<u>1,589,201</u>	
TOTAL LIABILITIES AND FUND BALANCE	<u>\$ 243,162,901</u>	<u>\$ 236,599,048</u>	<u>\$ (6,563,853)</u>	

The Harris Center for Mental Health and IDD
Notes to the Preliminary Financial Reports
For Month and Year to Date Ended February 28, 2022

- I. Comparison of Revenue and Expenses
- a. For the month of February 2022, the sixth month of the fiscal year, the Harris Center is reporting excess Expenditures over Revenues of \$2,554,693.
 - b. The year-to-date amount translates to Excess Revenues over Expenditures of \$5,145,400 after use of fund balance, fund balance CapEx, fund balance DSRIP, Waiver 1115 revenues and insurance proceeds are considered.
 - c. State Grants are unfavorable to budget by \$368,559 due to timing of construction expenses related to the Healthy Community Grant.
 - d. Federal grants are favorable to budget by \$3,114,908 due to funding from several new federal block grants and ARPA grants. In addition MAC ADMIN Claiming funds were adjusted to recognize all MAC funds due to the Center.
 - e. Third Party Billings are favorable to budget by \$318,113.
 - f. Total Revenue is favorable to budget by \$2,450,698.
 - g. Salaries and Fringe Benefits are favorable to budget by \$104,338.
 - h. Equipment is favorable to budget by \$266,576 due to timing of expenses.
 - i. Building is unfavorable to budget by \$168,337 due to expenses for Board approved capital projects funded from reserves.
 - j. Total Expenses are favorable to budget by \$1,036,306.

The Harris Center for Mental Health and IDD
Notes to the Preliminary Financial Statements
For Month and Year to Date Ended February 28, 2022

II. Comparative Balance Sheet

- a. Cash and Cash Equivalents - The Agency considers cash and cash equivalents to be cash on hand, demand deposit accounts and short term investments with maturities of less than ninety days. Cash and cash equivalents decreased from the prior month because of operations.

	Ending Balance		Increase (Decrease)
	1/31/2022	2/28/2022	February
Cash-General Fund Bank of America	\$ 7,238,807	\$ 6,667,250	\$ (571,557)
Cash-General Fund Chase	52,295,412	37,963,609	(14,331,803)
Cash-BOA ACH Vendor	158,381	579,078	420,697
Cash-FSA-Discovery	208,445	217,166	8,721
Cash-Pharmacy Chase	-	112	112
Petty Cash	5,700	5,700	-
Investments-TexPool General Fund	1,001,743	1,001,791	48
Investments-TexPool Self Insurance	2,289,302	2,289,413	111
Investments-TexPool Prime	31,326,211	31,328,943	2,732
Investments-Texas Class	27,734,695	28,037,665	302,970
	<u>\$ 122,258,696</u>	<u>\$ 108,090,727</u>	<u>\$ (14,167,969)</u>

- b. Inventory normally does not significantly change from month to month. The balance is normally updated annually at the time of the year end physical inventory. PAP/Drug samples are not included in inventory, as this inventory does not belong to the Center. Inventory consists of the following:

	Ending Balance		Increase (Decrease)
	1/31/2022	2/28/2022	February
Inventory-Central Supplies	\$ 28,052	\$ 28,052	\$ -
Supplies Used	(17,215)	(18,888)	(1,673)
Inventory-Drugs	265,183	265,183	-
Total Inventory	<u>\$ 276,020</u>	<u>\$ 274,347</u>	<u>\$ (1,673)</u>

- c. Prepaid Expenses decreased due to amortization of prepaid insurance and other prepaid items.

The Harris Center for Mental Health and IDD
Notes to the Preliminary Financial Statements
For Month and Year to Date Ended February 28, 2022

II. Comparative Balance Sheet (continued)

d. Accounts Receivable decreased in February.

	Ending Balance		Increase (Decrease)
	1/31/2022	2/28/2022	February
Villas at Bayou Park	60,433	60,433	\$ -
Pear Grove	39,937	39,937	-
Pasadena Cottages	72,252	79,167	6,915
Employee	-	-	-
Pecan Village	4,401	4,401	-
Acres Homes Garden	92,516	94,096	1,580
General Accounts Receivable	1,142,233	1,142,233	-
Pharmacy PBM	-	595	595
Harris County Projects	737,926	855,113	117,186
Harris County Juvenile Probation	757,383	449,237	(308,147)
Harris County Community Supervision	685,124	541,220	(143,904)
Harris County Sheriff's Department	2,638,028	2,798,200	160,172
ICFMR	176,897	158,715	(18,182)
TCOOMMI-Special Needs	578,106	751,025	172,919
TDCJ-Parole	123,000	143,500	20,500
TDCJ-Substance Abuse	67,851	84,518	16,667
TCOOMMI-Juvenile	197,731	244,044	46,313
Jail Diversion	2,357,077	1,695,297	(661,780)
ECI	716,136	314,096	(402,041)
ECI Respite	976	949	(28)
ECI SNAP	19,184	18,196	(988)
Federal CHH Navigation	101,961	181,403	79,441
Federal Aot	61,312	119,296	57,984
PATH-Mental Health Block Grant	107,042	231,129	124,087
MH Block Grant-Coordinated Specialty Care	153,312	127,619	(25,693)
DSHS SAPT Block Grant	108,243	227,953	119,710
Enhanced Community Coordinator	94,471	97,177	2,705
Subtotal, A/R-Other	\$ 11,093,535	\$ 10,459,548	\$ (633,987)

The Harris Center for Mental Health and IDD
Notes to the Preliminary Financial Statements
For Month and Year to Date Ended February 28, 2022

II. Comparative Balance Sheet (continued)

d. Accounts Receivable Other (Continued)

	Ending Balance		Increase (Decrease)
	1/31/2022	2/28/2022	February
DSHS Mental Health First Aid	\$ 20,205	\$ 25,482	\$ 5,277
HHSC ZEST-Zero Suicide	31,334	38,258	6,925
HCC Open Door	350,214	314,606	(35,607)
HCS	22,416	22,416	-
Tx Home Living Waiver	314,550	301,618	(12,933)
Federal DSHS Disaster Assistance	1,013,602	219,333	(794,268)
DPP-BHS	2,178,997	2,624,219	445,222
Helpline Contracts	229,391	247,881	18,490
City of Houston-CCSI	50,537	50,537	-
City of Houston-DMD	10,332	20,663	10,332
City of Houston-911 CCD Amended	28,183	60,079	31,897
A/R - HHSC Projects	994,496	1,548,998	554,502
Local TCDD C19 Vac Stipend	6,700	7,900	1,200
Grand Total A/R - Other	<u>\$ 16,344,491</u>	<u>\$ 15,941,539</u>	<u>\$ (402,952)</u>

- e. Unearned Income decreased due to expenditures of State General Revenue Funds.
- f. Accrued Payroll and Accounts Payable increased because of payment timing related to accounts payable, payroll, and employee fringe benefit liabilities.
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- h. Current Capital Projects decreased due to expenses related to Board approved Capex projects.
- i. Waiver 1115 Reserves decreased due to use of budgeted DSRIP reserves for operations.
- j. Days of Operations in Reserve for Total Agency is 149 days versus 150 days for the prior month.

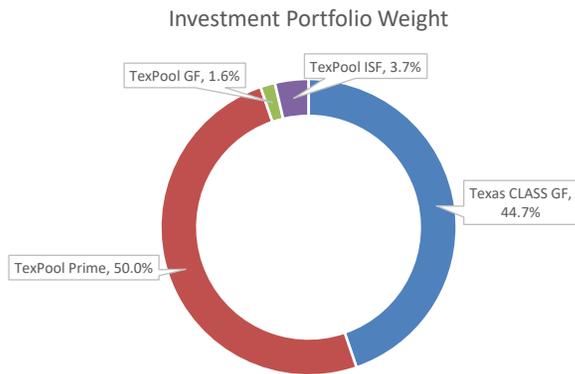
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The Harris Center for Mental Health and IDD
 Investment Portfolio
 February 28, 2022

Local Government Investment Pools (LGIPs)

	Beginning Balance	Transfer In	Transfer Out	Interest Income	Ending Value	Portfolio %	Yield
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Texas CLASS General Fund	\$ 27,734,695	\$ 7,000,000	\$ (6,700,000)	\$ 2,969	\$ 28,037,665	44.7%	0.097%
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<i>TexPool Sub-Total</i>	<i>34,617,256</i>	<i>-</i>	<i>-</i>	<i>2,892</i>	<i>34,620,148</i>	<i>55.3%</i>	<i>0.092%</i>
Total Investments	\$ 62,351,951	\$ 7,000,000	\$ (6,700,000)	\$ 5,861	\$ 62,657,813	100%	0.094%



3 Month Weighted Average Maturity (Days) **1.00**
3 Month Weighted Average Yield of The Harris Center Investment Portfolio **0.089%**
3 Month Rolling Weighted Average Daily Treasury Bill Rate (4 weeks) **0.041%**

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The Harris Center for Mental Health and IDD
 Monthly Report of Financial Transactions Related to Payments of Liabilities for Employee Benefits

Report for February 2022

Vendor	Description	Monthly Not-To-Exceed*	Feb-22	YTD Total Through February
Lincoln Financial Group	Retirement Funds (401a, 403b, 457)	\$2,400,000	\$1,758,910	\$9,394,639
Blue Cross Blue Shield of TX	Health and Dental Insurance	\$2,600,000	\$1,850,142	\$4,123,533

* As established by the Board Resolution: Harris Center Board of Trustees Signature Authorization and Delegation Authority for Certain Items effective February 22, 2022.

Note: Non-employee portion of February payments of Liabilities for Employee Benefits = 10% of Expenditures.

EXHIBIT F-4

March 2022
NEW CONTRACTS OVER 50k

	CONTRACTORS	HUB/MWBE	PRODUCT/SERVICE DESCRIPTION	INCREASE AMOUNT	NTE AMOUNT	CONTRACT PERIOD	FUNDING	BID/TAG-ON	COMMENTS
	FY22 NEW CONTRACTS								
	ADMINISTRATION								
1	Web-Hed Technologies, Inc. dba Webhead	Yes	Design and Develop a New Website		\$208,884.40	04/01/22- 03/31/23	GR	RFP	A Proposal Opening for The Harris Center Public Website was heldon Wednesday, February 2, 2022. Forty-three (43) vendors were contacted and advertisements were placed in four (4) local newspapers. The Harris Center's website, the State of Texas ESBd website, the Houston Minority Supplier Development Council and the Women's Business Enterprise Alliance. Eighteen (18) HUB vendors were located. Five (5) proposals were received. Three (3) proposals were deemed responsive and evaluated by the Project Team. Three (3) "Notice Not to Participate" were received. The vendors who submitted a responsive proposal are Red Laser Technology, Webhead and Indigo Beam. The Project Team consisted of the following members: Frances Otto, Buyer II, Sharon Brauner, Purchasing Manager, Karen Boren, Director of Communications, Jazmin Almanza, Communications and Publications Specialist, Anthony Jones, Application Development Director and Michael Walker, Application Analyst II. Six (6) areas were evaluated: Latest Technology, Vendor Support, Methodology/Approach, Overall Program and Cost. Demos were requested of all three responsive vendors and were held the week of February 14, 2022. The recommendation to design and develop a new website, is awarded to Webhead. The initial contract period is anticipated to begin upon award of contract for one (1) base year with four (4) optional annual renewals at the sole discretion of The Harris Center, based upon satisfactory performance and annual budget appropriations, which will be reviewed on an annual basis. The contract shall commence with a tentative commencement date, and shall remain in effect unless terminated, canceled or extended. The first contract year will begin upon award of contract and end on August 31, 2022 subject to Fiscal Year budget approval. The Fiscal Year 2022 budget requested is \$208,884.40 subject to the appropriation and availability of funds. The Total NTE requested for the five years is \$402,788.40 funded annually (breakdown Below). FY22: \$208,884.40 (\$198,054.00 for Website and \$10,830.40 for Creative/Graphic Design for Mobile App) FY23: \$48,476.00 (\$776.00 Widget Modules, \$20.00 Secure Certificate, \$36,000.00 Website Maintenance and \$11,500.00 Search Engine Optimization) FY24: \$48,476.00 FY25: \$48,476.00 FY26: \$48,476.00
	CPEP/CRISIS SERVICES								
	FORENSICS								
	INTELLECTUAL DEVELOPMENTAL DISABILITY SERVICES								
	INTELLECTUAL DEVELOPMENTAL DISABILITY SERVICES-ECI								
	LEASES								
	MENTAL HEALTH SERVICES								



**Award Recommendation
REQUEST FOR PROPOSAL (RFP)
THE HARRIS CENTER PUBLIC WEBSITE**

A Proposal Opening for The Harris Center Public Website was held on Wednesday, February 2, 2022.

Forty-three (43) vendors were contacted and advertisements were placed in four (4) local newspapers, The Harris Center’s website, the State of Texas ESBD website, the Houston Minority Supplier Development Council and the Women’s Business Enterprise Alliance. Eighteen (18) HUB vendors were located. Five (5) proposals were received. Three (3) proposals were deemed responsive and evaluated by the project team. Three (3) “Notice Not to Participate” were received. The vendors who submitted a responsive proposal are Red Laser Technology, Webhead and Indigo Beam.

The Project Team consisted of the following members: Frances Otto, Buyer II, Sharon Brauner, Purchasing Manager, Karen Boren, Director of Communications, Jazmin Almanza, Communications and Publications Specialist, Anthony Jones, Application Development Director and Michael Walker, Application Analyst II.

Six (6) areas were evaluated: Latest Technology, Vendor Support, Methodology/Approach, Overall Program and Cost.

Demos were requested of all three responsive vendors and were held the week of February 14, 2022.

Based on the project team’s evaluation of responses received, it is recommended to award Web-Hed Technologies, Inc. dba Webhead to design and develop a new website. This recommendation is based on the team’s belief that Webhead is the greatest value to The Harris Center. Webhead is a HUB vendor.

The initial contract period is anticipated to begin upon award of contract for One (1) base years with four (4) optional annual renewals at the sole discretion of The Harris Center based upon satisfactory performance and annual budget appropriations, which will be reviewed on an annual basis. The contract shall commence with a tentative commencement date, and shall remain in effect unless terminated, canceled or extended. The first contract year will begin upon award of contract and end on August 31, 2022 subject to Fiscal Year budget approval.

The Fiscal Year 2022 budget requested is \$208,884.40, subject to the appropriation and availability of funds. The total NTE (Not to Exceed) requested for the five years is \$402,788.40, funded annually (breakdown below). The Funding Source is Information Technology (1147). The project accounting code is IT22.1147.01.

- FY22 - \$208,884.40 (\$198,054.00 for Website and \$10,830.40 for Creative/Graphic Design for Mobile App)
- FY23 - \$48,476.00 (\$776.00 Widget Modules, \$200.00 Secure Certificate, \$36,000.00 Website Maintenance and \$11,500.00 Search Engine Optimization)
- FY24 - \$48,476.00
- FY25 - \$48,476.00
- FY26 - \$48,476.00

Digitally signed by Frances Otto
 Frances Otto
 Date: 2022.03.01 15:03:48 -06'00'

Frances Otto, CTCD
 Buyer II

Digitally signed by Sharon Brauner
 Sharon Brauner
 Date: 2022.03.01 15:25:34 -06'00'

Sharon Brauner, C.P.M., A.P.P.
 Purchasing Manager

Digitally signed by Sean Kim
 Sean Kim
 Date: 2022.03.01 16:00:01 -08'00'

Sean Kim, MBA, CPA
 Chief Financial Officer



Executive Contract Summary

Contract Section ^

Contractor*

Web-hed Technologies, Inc. dba Webhead

Contract ID #*

N/A

Presented To*

- Resource Committee
- Full Board

Date Presented*

3/15/2022

Parties* (?)

WebHead and The Harris Center for Mental Health and IDD

Agenda Item Submitted For:* (?)

- Information Only (Total NTE Amount is Less than \$50,000.00)
- Board Approval (Total NTE Amount is \$50,000.00+)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- Other

Procurement Method(s)*

Check all that Apply

- | | |
|--|---|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input checked="" type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other <input type="text"/> |

Funding Information*

- New Contract Amendment

Contract Term Start Date* (?)

4/1/2022

Contract Term End Date* (?)

3/31/2023

If contract is off-cycle, specify the contract term (?)

One Year with four year option

Fiscal Year* (?)

2022

Amount* (?)

\$ 208,884.40

Funding Source*

General Revenue (GR)

Contract Description / Type * (?)

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract
- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

Justification/Purpose of Contract/Description of Services Being Provided * (?)

New Website design, hosting, and ongoing support and maintenance.

Contract Owner *

Mustafa Cochinwala

Previous History of Contracting with Vendor/Contractor *

Yes No Unknown

Vendor/Contractor a Historically Underutilized Business (HUB) * (?)

Yes No Unknown

Please provide the HUB status *

MWBE - Minority or Women owned business enterprise.

Community Partnership * (?)

Yes No Unknown

Supporting Documentation Upload (?)

Vendor/Contractor Contact Person

Name *

Juanita Gonzalez

Address *

Street Address

1710 North Main Avenue

Address Line 2

City

San Antonio

Postal / Zip Code

78212-3938

State / Province / Region

TX

Country

US

Phone Number *

210-354-1661

Email *

contracts@webheadtech.com

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number* 1147	Amount Charged to Unit* \$ 208,884.40	Expense/GL Code No.* 900060
Budget Manager Erica S. Brown	Secondary Budget Manager Ricardo Campbell	

Provide Rate and Rate Descriptions if applicable* (?)

New Website design, hosting, and ongoing support and maintenance = 208,884.40

Project WBS (Work Breakdown Structure)* (?)

IT22.1147.01 THC External Web and Digital Platform Design

Requester Name Anthony Jones	Submission Date 3/2/2022
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Budget Manager Approval(s)

Approved by <i>Erica Brown</i>	Approval Date 3/2/2022
--	----------------------------------

Procurement Approval

File Upload (?)

Approved by <i>Sharon Brauner</i>	Approval Date 3/2/2022
---	----------------------------------

Contract Owner Approval

Approved by <i>Mustafa Cokinnwala</i>	Approval Date 3/2/2022
---	----------------------------------

Contracts Approval

- Approve***
- Yes
 - No, reject entire submission
 - Return for correction

Approved by* <i>Shaskyia Behn</i>	Approval Date* 3/2/2022
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EXHIBIT F-5

March 2022
AMENDMENTS OVER 50k

SNAPSHOT SUMMARY
 CONTRACT AMENDMENTS
 \$50,000.00 AND MORE

	CONTRACTORS	HUB/MWBE	PRODUCT/SERVICE DESCRIPTION	PREVIOUS NTE AMOUNT	INCREASE AMOUNT	NTE AMOUNT	CONTRACT PERIOD	FUNDING	BID/TAG-ON	COMMENTS
	FY22/23 AMENDMENTS									
	ADMINISTRATION									
1	Universal Protection Service, LP dba Allied Universal Security Services	No	Agency Wide Security Guard Services	\$781,390.28	\$33,000.00	\$814,390.28	09/01/21- 08/31/22	GR	RFP	The purpose of this Amendment is to change the rates and to adjust budget for FY22. Rate changed for FY22, yet the budget was not adjusted. Two sites need to change their services hours and have increased their hours (Airline-10 extra hours per week from 40 to 50, and SE increased hours by 28- from 92 to 120. The Saturday Clinic Guard's work hours were adjusted to fulltime. Lastly, the Contract Owner needed to be updated.
2	Automated Logic Contracting Services, Inc.	No	Multi-Facility Building Automation System	\$629,705.00	\$111,000.00	\$740,705.00	06/01/21- 08/31/22	GR	RFP	Contract PO# CT141346 needs to be amended to include the FY22 amount of \$111,000.00 for maintenance, software and to add the 6160 S Loop East mechanical electrical upgrades. The contract was amended Nov 2021 to reflect the date of the contract being extended to 08/31/22, but did not reflect adding the FY22 amount to the PO for the amendment change. This request will make the TOTAL FY22 NTE \$740,705.00 for Capital Project FM21.1126.21.
3	Centre Technologies, Inc.	No	Microsoft Office 365 Subscription	\$400,000.00	\$75,000.00	\$475,000.00	09/01/21- 08/31/22	GR	Sole Source	This Amendment is to add to existing contract for Microsoft Cloud App Security License. The Cloud Application license provides fully integrated visibility, oversight, security, and governance of Microsoft 365 apps to prevent and remediate risky or inappropriate app behavior.
4	IRIS Telehealth Medical Group,PA	No	Telepsychiatry Services	\$300,000.00	\$350,000.00	\$650,000.00	03/17/21- 03/16/23	GR	Consumer Driven	This Amendment is to increase allocation to existing PO to fulfill contract payments due to Consumer needs that have exceeded the initial \$300,000 allocation for telepsychiatry services.
5	Kronos Incorporated	No	Document Management	\$327,619.19	\$137,250.00	\$464,869.19	04/01/22- 03/31/23	GR	Project #IT21.1147.08 =HRIS	Document Manager replaces the tedious Knowledge Lake process of having to scan, save, and upload documents to Kronos (manual front desk). The documents can be uploaded directly into WFD using Document Manager in an efficient, seamless process that produces an integrated employee record. People Assist is employee case management for HR (investigation tracking, analytics, and reporting); connects via the employee portal and provides HR information, Q&A.
6	Kronos Incorporated	No	User Adoption Consultant	\$464,869.19	\$2,400.00	\$467,269.19	04/01/22- 03/31/23	GR	Project #IT21.1147.08 =HRIS	This Amendment is having end users adopt and use UKG DimensionsTM is a key outcome of a successful implementation. The UKG User Adoption Consultant, a Prosci Certified Change Practitioner, will help the agency assess and plan for a change strategy that captures the people side of our UKG Dimensions solution.
7	Master Pool-HR Recruitment Placement & Temporary Employment	No	Agency-Wide Recruitment Permanent Placement and Temporary Staffing	\$178,800.00	\$146,000.00	\$324,800.00	09/01/21- 08/31/22	GR	Tag-On	This Amendment is to increase funds to meet the current financial obligations to our recruitment vendors and also, the additional funding will allow for the continued support of the Agency's manpower needs.
8	McKesson Corporation	No	Agency Wide Medical Supplies	\$315,953.00	\$23,170.00	\$339,123.00	09/01/21- 08/31/22	GR	Competitive Bid	This Amendment is to increase the NTE to cover medical equipment/surgical supplies through August 31, 2021 billing cycle.
	CPEP/CRISIS SERVICES									



Executive Contract Summary

Contract Section



Contractor*

Universal Protection Service, LP dba Allied Universal Security Services

Contract ID #*

7798

Presented To*

- Resource Committee
- Full Board

Date Presented*

3/15/2022

Parties* (?)

The Harris Center and Universal Protection Service, LP dba Allied Universal Security Services

Agenda Item Submitted For:* (?)

- Information Only (Total NTE Amount is Less than \$50,000.00)
- Board Approval (Total NTE Amount is \$50,000.00+)
- Grant Proposal
- Revenue
- Other

Procurement Method(s)*

Check all that Apply

- | | |
|--|--|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input checked="" type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other |

Funding Information*

- New Contract
- Amendment

Contract Term Start Date* (?)

9/1/2021

Contract Term End Date* (?)

8/31/2022

If contract is off-cycle, specify the contract term (?)

Current Contract Amount*

\$ 781,390.28

Increase Not to Exceed*

\$ 33,000.00

Revised Total Not to Exceed (NTE)*

\$ 814,390.28

Fiscal Year* (?)

Amount* (?)

2022

\$ 814,390.28

Funding Source*

General Revenue (GR)

Contract Description / Type* (?)

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract
- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

Justification/Purpose of Contract/Description of Services Being Provided* (?)

The purpose of this amendment is to add 6160 South Loop East to the contract (location was budget for but not added to contract in last amendment). Rate changed for FY22 yet budget was not adjusted. Two sites need to change their services hours and have increased their hours (Airline - 10 extra hours per week from 40 to 50 and SE increased hours by 28 - from 92 to 120 -- Sat. clinic guard went full time). Last, to update contract owner.

Contract Owner*

Anthony Robinson

Previous History of Contracting with Vendor/Contractor*

Yes No Unknown

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

Yes No Unknown

Community Partnership* (?)

Yes No Unknown

Supporting Documentation Upload (?)

FY22 Amendment.xlsx

87.44KB

Vendor/Contractor Contact Person

Name*

Don Massey

Address*

Street Address

1776 Woodstead Court Ste 224

Address Line 2

City

The Woodlands

State / Province / Region

TX

Postal / Zip Code

77380

Country

USA

Phone Number*

281-725-8623

Email*

DON.MASSEY@AUS.COM

Budget Section



Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1808	\$ 728.96	583000

Budget Manager	Secondary Budget Manager
Brown, Erica	Campbell, Ricardo

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1809	\$ 1,436.16	583000

Budget Manager	Secondary Budget Manager
Brown, Erica	Campbell, Ricardo

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1814	\$ 870.40	583000

Budget Manager	Secondary Budget Manager
Brown, Erica	Campbell, Ricardo

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1820	\$ 1,827.84	583000

Budget Manager	Secondary Budget Manager
Brown, Erica	Campbell, Ricardo

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1849	\$ 5,843.20	583000

Budget Manager	Secondary Budget Manager
Brown, Erica	Campbell, Ricardo

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1858	\$ 16,143.36	583000

Budget Manager	Secondary Budget Manager
Brown, Erica	Campbell, Ricardo

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1869	\$ 2,263.04	583000

Budget Manager	Secondary Budget Manager
Brown, Erica	Campbell, Ricardo

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1817	\$ 3,887.04	583000

Budget Manager	Secondary Budget Manager
Brown, Erica	Campbell, Ricardo

Provide Rate and Rate Descriptions if applicable* (?)

FY22 Flat Rate \$16.90 for security services

Project WBS (Work Breakdown Structure)* (?)

n/a

Requester Name

MACKINNEY, EGGLA

Submission Date

12/17/2021

Budget Manager Approval(s)

Approved by

Erica Brown

Approval Date

2/4/2022

Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval

Approved by

ADL

Approval Date

2/4/2022

Contracts Approval

Approve *

- Yes
- No, reject entire submission
- Return for correction

Approved by*

Shaskyia Behu

Approval Date*

2/7/2022



Executive Contract Summary

Contract Section

**Contractor***

Automated Logic Contracting Services, Inc.

Contract ID #*

2021-0124

Presented To*

- Resource Committee
- Full Board

Date Presented*

3/15/2022

Parties* (?)

Automated Logic and The Harris Center

Agenda Item Submitted For:* (?)

- Information Only (Total NTE Amount is Less than \$50,000.00)
- Board Approval (Total NTE Amount is \$50,000.00+)
- Grant Proposal
- Revenue
- Other

Procurement Method(s)*

Check all that Apply

- | | |
|--|--|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input checked="" type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other |

Funding Information*

- New Contract
- Amendment

Contract Term Start Date* (?)

6/1/2021

Contract Term End Date* (?)

8/31/2022

If contract is off-cycle, specify the contract term (?)

Current Contract Amount*

\$ 629,705.00

Increase Not to Exceed*

\$ 111,000.00

Revised Total Not to Exceed (NTE)*

\$ 740,705.00

Fiscal Year* (?)

Amount* (?)

2022

\$ 740,705.00

Funding Source *

General Revenue (GR)

Contract Description / Type* (?)

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract
- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

Justification/Purpose of Contract/Description of Services Being Provided* (?)

Contract PO# CT141346 needs to be amended to include the FY22 amount of \$111,000.00 for maintenance, software and to add the 6160 S Loop East mechanical electrical upgrades. The contract was amended Nov 2021 to reflect the date of the contract being extended to 8/31/2022, but did not reflect adding the FY22 amount to the PO for the amendment change. This request will make the TOTAL FY22 NTE \$740,705.00 for the capital project FM21.1126.21.

Contract Owner*

Todd McCorquodale

Previous History of Contracting with Vendor/Contractor*

Yes No Unknown

Please add previous contract dates and what services were provided*

6/1/2021 to present

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

Yes No Unknown

Please provide an explanation*

does not meet criteria

Community Partnership* (?)

Yes No Unknown

Supporting Documentation Upload (?)

ALC BAS Proposal - 6160 S. Loop E - Mech Elec Upgrades v1 (002).pdf	162.8KB
CT141346 highlighted.pdf	625.48KB

Vendor/Contractor Contact Person



Name*

Automated Logic / Karl Henson

Address *

Street Address

290 Beltway Green Boulevard, Ste. 600

Address Line 2

City

Pasadena

State / Province / Region

TX

Postal / Zip Code

77503

Country

US

Phone Number *

2818242168

Email *

karl.henson@carrier.com

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1126	\$ 111,000.00	900040

Budget Manager

Erica S. Brown

Secondary Budget Manager

Ricardo Campbell

Provide Rate and Rate Descriptions if applicable* (?)

see original contract and attached documentation

Project WBS (Work Breakdown Structure)* (?)

FM22.1126.02

Requester Name

Sarah A. Harper

Submission Date

2/18/2022

Budget Manager Approval(s)

Approved by

Erica Brown

Approval Date

2/18/2022

Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval

Approved by

Fedd McCorquodale

Approval Date

2/18/2022

Contracts Approval

Approve*

- Yes
- No, reject entire submission
- Return for correction

Approved by*

Shaskyia Behu

Approval Date*

2/18/2022



Executive Contract Summary

Contract Section



Contractor*

Centre Technologies

Contract ID #*

7710

Presented To*

- Resource Committee
- Full Board

Date Presented*

3/15/2022

Parties* (?)

Centre Technologies and The Harris Center

Agenda Item Submitted For: * (?)

- Information Only (Total NTE Amount is Less than \$50,000.00)
- Board Approval (Total NTE Amount is \$50,000.00+)
- Grant Proposal
- Revenue
- Other

Procurement Method(s)*

Check all that Apply

- | | |
|--|--|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input checked="" type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other |

Funding Information*

- New Contract
- Amendment

Contract Term Start Date* (?)

9/1/2021

Contract Term End Date* (?)

8/31/2022

If contract is off-cycle, specify the contract term (?)

Current Contract Amount*

\$ 400,000.00

Increase Not to Exceed*

\$ 75,000.00

Revised Total Not to Exceed (NTE)*

\$ 475,000.00

Fiscal Year* (?)

2022

Amount* (?)

\$ 75,000.00

Funding Source*

General Revenue (GR)

Contract Description / Type* (?)

- | | |
|---|--|
| <input type="checkbox"/> Personal/Professional Services | <input type="checkbox"/> Consultant |
| <input type="checkbox"/> Consumer Driven Contract | <input type="checkbox"/> New Contract/Agreement |
| <input type="checkbox"/> Memorandum of Understanding | <input checked="" type="checkbox"/> Amendment to Existing Contract |
| <input type="checkbox"/> Affiliation or Preceptor | <input type="checkbox"/> Service/Maintenance |
| <input type="checkbox"/> BAA/DUA | <input type="checkbox"/> IT/Software License Agreement |
| <input type="checkbox"/> Pooled Contract | <input type="checkbox"/> Lease |
| <input type="checkbox"/> Renewal of Existing Contract | <input type="checkbox"/> Other |

Justification/Purpose of Contract/Description of Services Being Provided* (?)

Amend contract CT141438

Microsoft Cloud App Security License - Cloud Application license provides fully integrated visibility, oversight, security, and governance of Microsoft 365 apps to prevent and remediate risky or inappropriate app behavior.

Contract Owner*

Mustafa Cochinwala

Previous History of Contracting with Vendor/Contractor*

- Yes No Unknown

Please add previous contract dates and what services were provided*

FY 2011 - Current
Consulting Services
Hardware Maintenance/Support
O365 License Management

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

- Yes No Unknown

Please provide an explanation*

They used to be, but with growth and additional investors, they had to change type of ownership

Community Partnership* (?)

- Yes No Unknown

Supporting Documentation Upload (?)

Vendor/Contractor Contact Person



Name*

Centre Technologies

Address *

Street Address

16801 Greenspoint Park Drive

Address Line 2

Suite 200

City

Houston

State / Province / Region

TX

Postal / Zip Code

77060-2303

Country

US

Phone Number*

281-506-2480

Email*

JSchanbachler@centretechnologies.com

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1147	\$ 75,000.00	900020
Budget Manager	Secondary Budget Manager	
Erica S. Brown	Ricardo Campbell	

Provide Rate and Rate Descriptions if applicable* (?)

\$4.00 per user per month

Project WBS (Work Breakdown Structure)* (?)

IT21_1147_01 - \$33,000.00

IT21_1147_04 - \$42,000.00

Requester Name

Richard B. Hurst

Submission Date

2/17/2022

Budget Manager Approval(s)

Approved by

Erica Brown

Approval Date

2/18/2022

Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval

Approved by

Mustafa Cochinwala

Approval Date

2/18/2022

Contracts Approval

Approve*

- Yes
- No, reject entire submission
- Return for correction

Approved by*

Shaskeyia Behu

Approval Date*

2/18/2022



Executive Contract Summary

Contract Section



Contractor*

IRIS Telehealth

Contract ID #*

2021-0079

Presented To*

- Resource Committee
- Full Board

Date Presented*

3/15/2022

Parties* (?)

IRIS Telehealth and The Harris Center for Mental Health and IDD Services

Agenda Item Submitted For:* (?)

- Information Only (Total NTE Amount is Less than \$50,000.00)
- Board Approval (Total NTE Amount is \$50,000.00+)
- Grant Proposal
- Revenue
- Other

Procurement Method(s)*

Check all that Apply

- | | |
|--|--|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input type="checkbox"/> Interlocal | <input checked="" type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input checked="" type="checkbox"/> Other <input type="text" value="Increase Allocation"/> |

Funding Information*

- New Contract
- Amendment

Contract Term Start Date* (?)

3/17/2021

Contract Term End Date* (?)

3/16/2023

If contract is off-cycle, specify the contract term (?)

Current Contract Amount*

\$ 300,000.00

Increase Not to Exceed*

\$ 350,000.00

Revised Total Not to Exceed (NTE)*

\$ 650,000.00

Fiscal Year* (?)

Amount* (?)

2022

\$ 650,000.00

Funding Source*

General Revenue (GR)

Contract Description / Type* (?)

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract
- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

Justification/Purpose of Contract/Description of Services Being Provided* (?)

Consumer needs have exceed initial \$300,000 allocation for Telepsychiatry Services; adding \$350,000 to existing PO to fulfill contract payments.

Contract Owner*

Keena Pace

Previous History of Contracting with Vendor/Contractor*

Yes No Unknown

Please add previous contract dates and what services were provided*

FY22 funding term:
09-01-21 to 08-31-22

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

Yes No Unknown

Community Partnership* (?)

Yes No Unknown

Supporting Documentation Upload (?)

Vendor/Contractor Contact Person

Name*

Eric Prickett, Clinical Partnership Director

Address*

Street Address

7400 West 130th Street

Address Line 2

City

Overland Park

State / Province / Region

KS

Postal / Zip Code

66213-2715

Country

US

Phone Number*

913 905 3844

Email*

eric.prickett@irishealth.com

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
2200	\$ 350,000.00	5403045
Budget Manager	Secondary Budget Manager	
Debbie C. Shelby	Angelica D. Loera	

Provide Rate and Rate Descriptions if applicable* (?)

\$195.00 to \$215.00/hour - 40 hours/week

Project WBS (Work Breakdown Structure)* (?)

Two Psychiatrists - Adult Outpatient Program

Requester Name

Debbie C. Shelby

Submission Date

2/18/2022

Budget Manager Approval(s)

Approved by

Debbie Chambers Shelby

Approval Date

2/18/2022

Contract Owner Approval

Approved by

Approval Date

2/22/2022

Contracts Approval

Approve*

- Yes
- No, reject entire submission
- Return for correction

Approved by*

Shaskyia Behn

Approval Date*

2/23/2022



Executive Contract Summary

Contract Section



Contractor*

Ultimate Kronos Group

Contract ID #*

6685

Presented To*

- Resource Committee
- Full Board

Date Presented*

3/15/2022

Parties* (?)

Ultimate Kronos Group and The Harris Center for Mental Health and IDD

Agenda Item Submitted For:* (?)

- Information Only (Total NTE Amount is Less than \$50,000.00)
- Board Approval (Total NTE Amount is \$50,000.00+)
- Grant Proposal
- Revenue
- Other

Procurement Method(s)*

Check all that Apply

- | | |
|--|---|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input checked="" type="checkbox"/> Tag-On |
| <input type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other <input type="text"/> |

Funding Information*

- New Contract
- Amendment

Contract Term Start Date* (?)

4/1/2022

Contract Term End Date* (?)

3/31/2023

If contract is off-cycle, specify the contract term (?)

One Year with three year option

Current Contract Amount*

\$ 327,619.19

Increase Not to Exceed*

\$ 137,250.00

Revised Total Not to Exceed (NTE)*

\$ 464,869.19

Fiscal Year* (?) Amount* (?)
2022 \$ 48,750.00

Fiscal Year* (?) Amount* (?)
2023 \$ 88,500.00

Funding Source*
General Revenue (GR)

Contract Description / Type* (?)

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract
- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

Justification/Purpose of Contract/Description of Services Being Provided* (?)

Document Manager replaces the tedious Knowledge Lake process of having to scan, save, and upload documents to Kronos (manual front desk). The documents can be uploaded directly into WFD using Document Manager in an efficient, seamless process that produces an integrated employee record.

People Assist is employee case management for HR (investigation tracking, analytics, and reporting); connects via the employee portal and provides HR information, Q&A.

Contract Owner*
Mustafa Cochinwala

Previous History of Contracting with Vendor/Contractor*

Yes No Unknown

Please add previous contract dates and what services were provided*

9/1/2022 - 8/31/2023

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

Yes No Unknown

Community Partnership* (?)

Yes No Unknown

Supporting Documentation Upload (?)

The Harris Center for Mental Health and IDD - HRSD Order 02.03.22 90.49KB
UKG RL.docx

Vendor/Contractor Contact Person

Name*
Denise Gellerman

Address *

Street Address

900 Chelmsford St

Address Line 2

City

Lowell

Postal / Zip Code

01851

State / Province / Region

MA

Country

United States

Phone Number *

2064510583

Email *

denise.gellerman@ukg.com

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number *	Amount Charged to Unit *	Expense/GL Code No. *
1147	\$ 9,000.00	900022

Budget Manager	Secondary Budget Manager
Brown, Erica	Campbell, Ricardo

Budget Unit Number *	Amount Charged to Unit *	Expense/GL Code No. *
1147	\$ 128,250.00	900021

Budget Manager	Secondary Budget Manager
Brown, Erica	Campbell, Ricardo

Provide Rate and Rate Descriptions if applicable* (?)

Year 1 – USD88,500.00(USD79,500.00 for Subscription Fee costs plus USD 9,000.00 for the Launch Services Fee as set forth herein).

Year 2 – USD88,500.00

Project WBS (Work Breakdown Structure)* (?)

IT21.1147.08 HRIS

Requester Name

Jones, Anthony

Submission Date

2/8/2022

Budget Manager Approval(s)

Approved by

Erica Brown

Approval Date

2/8/2022

Procurement Approval

File Upload (?)

Approved by

Approval Date

Sign

Contract Owner Approval



Approved by

Approval Date

Mustafa Cochinnala

2/8/2022

Contracts Approval

Approve *

- Yes
- No, reject entire submission
- Return for correction

Approved by *

Approval Date *

Shaskeyia Behu

2/10/2022



Executive Contract Summary

Contract Section ^

Contractor*

Ultimate Kronos Group

Contract ID #*

6685

Presented To*

- Resource Committee
 Full Board

Date Presented*

3/15/2022

Parties* (?)

Ultimate Kronos Group and The Harris Center for Mental Health and IDD

Agenda Item Submitted For:* (?)

- Information Only (Total NTE Amount is Less than \$50,000.00)
 Board Approval (Total NTE Amount is \$50,000.00+)
 Grant Proposal
 Revenue
 Other

Procurement Method(s)*

Check all that Apply

- | | |
|--|---|
| <input checked="" type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input checked="" type="checkbox"/> Tag-On |
| <input type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other <input type="text"/> |

Funding Information*

- New Contract Amendment

Contract Term Start Date* (?)

9/1/2021

Contract Term End Date* (?)

8/31/2022

If contract is off-cycle, specify the contract term (?)

Current Contract Amount*

\$ 464,869.19

Increase Not to Exceed*

\$ 2,400.00

Revised Total Not to Exceed (NTE)*

\$ 467,269.19

Fiscal Year* (?)

2022

Amount* (?)

\$ 2,400.00

Funding Source*

General Revenue (GR)

Contract Description / Type* (?)

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract
- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

Justification/Purpose of Contract/Description of Services Being Provided* (?)

Having end users adopt and use UKG DimensionsTM is a key outcome of a successful implementation. The UKG User Adoption Consultant, a Prosci Certified Change Practitioner, will help the agency assess and plan for a change strategy that captures the people side of our UKG Dimensions solution.

Contract Owner*

Mustafa Cochinwala

Previous History of Contracting with Vendor/Contractor*

Yes No Unknown

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

Yes No Unknown

Community Partnership* (?)

Yes No Unknown

Supporting Documentation Upload (?)

Dimensions User Adoption Assessment Overview.pdf 248.66KB

Vendor/Contractor Contact Person

Name*

Denise Gellerman

Address*

Street Address

900 Chelmsford St

Address Line 2

City

Lowell

Postal / Zip Code

01851

State / Province / Region

MA

Country

United States

Phone Number*

12064510583

Email*

denise.gellerman@ukg.com

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1147	\$ 2,400.00	900060
Budget Manager		Secondary Budget Manager
Erica S. Brown		Ricardo Campbell

Provide Rate and Rate Descriptions if applicable* (?)

Fixed price: \$2,400 per User Adoption Assessment
 Part number: 9990057-EDU

Project WBS (Work Breakdown Structure)* (?)

IT21.1147.08 = HRIS

Requester Name	Submission Date
Anthony Jones	2/21/2022

Budget Manager Approval(s)

Approved by	Approval Date
<i>Erica Brown</i>	2/22/2022

Procurement Approval

File Upload (?)

Approved by	Approval Date
Sign	

Contract Owner Approval

Approved by	Approval Date
<i>Mustafa Cochinnwala</i>	2/22/2022

Contracts Approval

Approve*

- Yes
- No, reject entire submission
- Return for correction

Approved by*	Approval Date*
<i>Shashkia Behn</i>	2/23/2022





Executive Contract Summary

Contract Section



Contractor*

P-Recruitment

Contract ID #*

2021-0224

Presented To*

- Resource Committee
- Full Board

Date Presented*

3/15/2022

Parties* (?)

The Harris Center and New Master Pool
(HR Recruitment and Placement Services)

Agenda Item Submitted For:* (?)

- Information Only (Total NTE Amount is Less than \$50,000.00)
- Board Approval (Total NTE Amount is \$50,000.00+)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- Other

Procurement Method(s)*

- | | |
|--|---|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input checked="" type="checkbox"/> Tag-On |
| <input type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other <input type="text"/> |

Funding Information*

- New Contract Amendment

Contract Term Start Date* (?)

9/1/2021

Contract Term End Date* (?)

8/31/2022

If contract is off-cycle, specify the contract term (?)

Current Contract Amount*

\$ 178,800.00

Increase Not to Exceed*

\$ 146,000.00

Revised Total Not to Exceed (NTE) *

\$ 324,800.00

Fiscal Year* (?)

2022

Amount* (?)

\$ 324,800.00

Funding Source *

General Revenue (GR)

Contract Description / Type* (?)

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract
- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

Justification/Purpose of Contract/Description of Services Being Provided* (?)

Vendors provide recruitment permanent placement and temporary staffing Agency wide. The increase funding is to meet the current financial obligations to our recruitment vendors. Also, the additional funding will allow for the continued support of the Agency's manpower needs.

Contract Owner*

Lesleigh Robertson

Previous History of Contracting with Vendor/Contractor*

Yes No Unknown

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

Yes No Unknown

Community Partnership* (?)

Yes No Unknown

Supporting Documentation Upload (?)

Vendor/Contractor Contact Person

Name*

P-Recruitment Pooled Services

Address*

n/a

n/a

n/a

n/a

n/a

n/a

Phone Number*

n/a

Email*

AP@TheHarrisCenter.org

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1101	\$ 146,000.00	592000
Budget Manager	Secondary Budget Manager	
Erica S. Brown	Ricardo Campbell	

Provide Rate and Rate Descriptions if applicable* (?)

n/a

Project WBS (Work Breakdown Structure)* (?)

n/a

Requester Name

Veronica A. Franco

Submission Date

2/25/2022

Budget Manager Approval(s)

Approved by

Erica Brown

Approval Date

2/28/2022

Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval

Approved by

Lesleigh Robertson

Approval Date

3/1/2022

Contracts Approval

Approve*

- Yes
- No, reject entire submission
- Return for correction

Approved by*

Shasthya Bahu

Approval Date*

3/4/2022



Executive Contract Summary

Contract Section

Contractor*

MCKESSON MEDICAL SUPPLIES AND EQUIPMENT

Contract ID #*

7137

Presented To*

- Resource Committee
 Full Board

Date Presented*

3/15/2022

Parties* (?)

The Harris Center and McKesson Medical Supplies and Equipment

Agenda Item Submitted For:* (?)

- Information Only (Total NTE Amount is Less than \$50,000.00)
 Board Approval (Total NTE Amount is \$50,000.00+)
 Grant Proposal
 Revenue
 Other

Procurement Method(s)*

Check all that Apply

- | | |
|--|---|
| <input checked="" type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other <input type="text"/> |

Funding Information*

- New Contract Amendment

Contract Term Start Date* (?)

9/1/2021

Contract Term End Date* (?)

8/31/2022

If contract is off-cycle, specify the contract term (?)

Current Contract Amount*

\$ 315,953.00

Increase Not to Exceed*

\$ 23,170.00

Revised Total Not to Exceed (NTE)*

\$ 339,123.00

Fiscal Year* (?)

Amount* (?)

2022

\$ 339,123.00

Funding Source*

General Revenue (GR)

Contract Description / Type* (?)

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract
- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other Tag-On

Justification/Purpose of Contract/Description of Services Being Provided* (?)

Funds to cover medical equipment/surgical supplies through August 31, 2022 billing cycle.

Contract Owner*

Deborah Sweat

Previous History of Contracting with Vendor/Contractor*

Yes No Unknown

Please add previous contract dates and what services were provided*

Over 18 years for medical surgical supplies, agency-wide.

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

Yes No Unknown

Community Partnership* (?)

Yes No Unknown

Supporting Documentation Upload (?)

MCKESSON P.O. CT#141510 ECS AMENDMENT REQUESTS.pdf 746.13KB

Vendor/Contractor Contact Person

Name*

Sarah Brady-Zujic, Account Manager

Address*

Street Address

9954 Maryland Drive, Suite 4000

Address Line 2

City

Richmond

Postal / Zip Code

23233

State / Province / Region

VA

Country

United States

Phone Number*

713-337-4677; 800-767-6339, opt. 16

Email*

sarah.zujic@mckesson.com

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1108	\$ 7,000.00	547002

Budget Manager Brown, Erica	Secondary Budget Manager Campbell, Ricardo
---------------------------------------	--

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
2214	\$ 13,000.00	547002

Budget Manager Shelby, Debbie	Secondary Budget Manager Loera, Angelica
---	--

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
4836	\$ 3,170.00	547002

Budget Manager Adams-Austin, Mamie	Secondary Budget Manager Shelby, Debbie
--	---

Provide Rate and Rate Descriptions if applicable* (?)

Rates vary, depending on supply order.

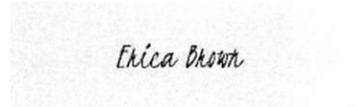
Project WBS (Work Breakdown Structure)* (?)

N/A

Requester Name Arceneaux, Linda	Submission Date 2/2/2022
---	------------------------------------

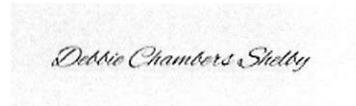
Budget Manager Approval(s)

Approved by



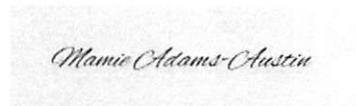
Approval Date
2/2/2022

Approved by



Approval Date
2/2/2022

Approved by



Approval Date
2/3/2022

Procurement Approval

File Upload (?)

Approved by

Approval Date

Sign

Contract Owner Approval



Approved by

Approval Date

D. Sweat

2/3/2022

Contracts Approval

Approve *

- Yes
- No, reject entire submission
- Return for correction

Approved by *

Approval Date *

Shaskya Behu

2/7/2022

EXHIBIT F-6

March 2022
INTERLOCAL AGREEMENTS



Annual Renewal Evaluation

Current Fiscal Year Contract Information



Current Fiscal Year

2022

Contract ID#*

7168

Contractor Name*

Harris County Resources for Children and Adults (HCRCA) (formerly Harris County CPS)

Service Provided* (?)

TRIAD Prevention services to provide mental health screenings, assessments, office and in-home therapy and other services to youth and families referred to TRIAD.

Term for Off-Cycle Only*

03/01/2022-09/30/2022

Procurement Method(s)*

Check all that Apply

- Competitive Bid
- Request for Proposal
- Request for Application
- Request for Quote
- Interlocal
- Not Applicable (If there are no funds required)
- Competitive Proposal
- Sole Source
- Request for Qualification
- Tag-On
- Consumer Driven
- Other

Contract NTE* (?)

\$269,106.00

Rate(s)/Rate(s) Description

Varies

Unit(s) Served*

N/A

G/L Code(s)*

N/A

Current Fiscal Year Purchase Order Number*

HC144888

Contract Requestor*

Sheenia Williams-Wesley

Contract Owner*

Monalisa Jiles

File Upload (?)

Evaluation of Current Fiscal Year Performance



Have there been any significant performance deficiencies within the current fiscal year? *

Yes No

Were Services delivered as specified in the contract? *

Yes No

Did Contractor perform duties in a manner consistent with standards of the profession? *

Yes No

Did Contractor adhere to the contracted schedule? * (?)

Yes No

Were reports, billing and/or invoices submitted in a timely manner? * (?)

Yes No

Did Contractor provide adequate or proper supporting documentation of time spent rendering services for the Agency? * (?)

Yes No

Did Contractor render services consistent with Agency policy and procedures? * (?)

Yes No

Maintained legally required standards for certification, licensure, and/or training? * (?)

Yes No

Renewal Determination



Is the contract being renewed for next fiscal year with this Contractor? * (?)

Yes No

Renewal Information for Next Fiscal Year



Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number *	Amount Charged to Unit *	Expense/GL Code No. *
6702	\$ 269,106.00	na

Budget Manager *	Secondary Budget Manager *
Williams-Wesley, Sheenia	Jiles, Monalisa

Fiscal Year * (?)	Amount * (?)
2022	\$ 269,106.00

Next Fiscal Year Not to Exceed Amount for Master Pooled Contracts
na

Contract Funding Source *
County

Contract Content Changes



Are there any required changes to the contract language? * (?)

Yes No

Will the scope of the Services change?*

Yes No

Is the payment deadline different than net (45)?*

Yes No

Are there any changes in the Performance Targets?*

Yes No

Are there any changes to the Submission deadlines for notes or supporting documentation?*

Yes No

File Upload (?)

Contract Owner



Contract Owner* (?)

Please Select Contract Owner

Monalisa Jiles

Budget Manager Approval(s)



Approved by

Shenia Williams-Wesley

Contract Owner Approval



Approved by

Monalisa Jiles

Contracts Approval

Approve*

- Yes
- No, reject entire submission
- Return for correction

Approved by*

Shaskyia Behn

Approval Date*

2/8/2022



Executive Contract Summary

Contract Section



Contractor*

Harris County Juvenile Probation - MST

Contract ID #*

2021-0232

Presented To*

- Resource Committee
- Full Board

Date Presented*

3/15/2022

Parties* (?)

Harris County Juvenile Probation Department, Harris County Resources for Children and Adults, Texas Dept. of Family and Protective Services Youth Clients and The Harris Center for Mental Health and IDD Services

Agenda Item Submitted For:* (?)

- Information Only (Total NTE Amount is Less than \$50,000.00)
- Board Approval (Total NTE Amount is \$50,000.00+)
- Grant Proposal
- Revenue
- Other

Procurement Method(s)*

Check all that Apply

- | | |
|--|---|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input checked="" type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other <input type="text"/> |

Funding Information*

- New Contract Amendment

Contract Term Start Date* (?)

9/1/2021

Contract Term End Date* (?)

8/31/2022

If contract is off-cycle, specify the contract term (?)

Fiscal Year* (?)

2022

Funding Source*

County

Contract Description / Type* (?)

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract
- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

Justification/Purpose of Contract/Description of Services Being Provided* (?)

Multi-Systemic Therapy Team #2 Services

Contract Owner*

Mike Downey

Previous History of Contracting with Vendor/Contractor*

Yes No Unknown

Please add previous contract dates and what services were provided*

09-01-21 to 08-31-22
MST Team #1

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

Yes No Unknown

Community Partnership* (?)

Yes No Unknown

Supporting Documentation Upload (?)

Vendor/Contractor Contact Person

Name*

Jennifer Lane

Address*

Street Address

1200 Congress Street

Address Line 2

City

Houston

Postal / Zip Code

77002

State / Province / Region

TX

Country

US

Phone Number*

(713) 222-4240

Email*

Jennifer.Lane@hcjpd.hctx.net

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
6622	\$ 0.00	000000
Budget Manager	Secondary Budget Manager	
Debbie C. Shelby	Angelica D. Loera	

Provide Rate and Rate Descriptions if applicable* (?)

\$0.00

Project WBS (Work Breakdown Structure)* (?)

\$0.00

Requester Name

Debbie C. Shelby

Submission Date

2/24/2022

Budget Manager Approval(s)



Approved by

Debbie Chambers Shelby

Approval Date

2/24/2022

Procurement Approval



File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval



Approved by

Michael Donney

Approval Date

2/24/2022

Contracts Approval

Approve*

- Yes
- No, reject entire submission
- Return for correction

Approved by*

Shasthya Behu

Approval Date*

2/25/2022

EXHIBIT F-7

March 2022 RATIFICATIONS

Contract Section **Contractor***

Pre Check Inc.

Contract ID #*

7237

Presented To*

- Resource Committee
 Full Board

Date Presented*

3/15/2022

Parties* (?)

The Harris Center, Pre Check Inc.

Agenda Item Submitted For: * (?)

- Information Only (Total NTE Amount is Less than \$50,000.00)
 Board Approval (Total NTE Amount is \$50,000.00+)
 Grant Proposal
 Revenue
 SOW-Change Order-Amendment#
 Other

Procurement Method(s) *

- | | |
|--|---|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input checked="" type="checkbox"/> Other Statutory Requirement |

Funding Information*

- New Contract Amendment

Contract Term Start Date* (?)

9/1/2021

Contract Term End Date* (?)

8/31/2022

If contract is off-cycle, specify the contract term (?)

Current Contract Amount*

\$ 37,500.00

Increase Not to Exceed*

\$ 78,000.00

Revised Total Not to Exceed (NTE)*

\$ 115,500.00

Fiscal Year* (?) 2022 Amount* (?) \$ 78,000.00

Funding Source* General Revenue (GR)

Contract Description / Type* (?)

- Personal/Professional Services, Consumer Driven Contract, Memorandum of Understanding, Affiliation or Preceptor, BAA/DUA, Pooled Contract, Renewal of Existing Contract, Consultant, New Contract/Agreement, Amendment to Existing Contract, Service/Maintenance, IT/Software License Agreement, Lease, Other Personnel Background Services

Justification/Purpose of Contract/Description of Services Being Provided* (?)

This Amendment is necessary to pay FY22 outstanding invoices that were recently received but unable to be paid because of insufficient funds on the PO. Funds were approved for FY22 but were utilized to pay FY21 invoices that were received late because they were being sent to the emails of employees that are no longer with the Agency. An increase to the PO will restore the FY22 funding and prevent the Agency losing this required service

Contract Owner* Lesleigh Robertson

Previous History of Contracting with Vendor/Contractor*

Yes No Unknown

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

Yes No Unknown

Community Partnership* (?)

Yes No Unknown

Supporting Documentation Upload (?)

Vendor/Contractor Contact Person

Name* Pre Check Inc.

Address* 1287 North Post Oak Road

Houston TX

77055 US

Phone Number* 713-861-5959

Email*

Accountsreceivable@precheck.com

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1108	\$ 78,000.00	543025
Budget Manager Brown, Erica	Secondary Budget Manager Campbell, Ricardo	

Provide Rate and Rate Descriptions if applicable* (?)

n/a

Project WBS (Work Breakdown Structure)* (?)

n/a

Requester Name	Submission Date
Franco, Veronica	3/10/2022

Budget Manager Approval(s)

Approved by

Ricardo Campbell

Approval Date

3/10/2022

Contract Owner Approval

Approved by

Carrie Rys

Approval Date

3/11/2022

Contracts Approval

Approve*

- Yes
- No, reject entire submission
- Return for correction

Approved by*

Shasthya Behu

Approval Date*

3/11/2022

EXHIBIT F-8

March 2022

NEW CONTRACTS UNDER 50k

	CONTRACTORS	HUB/MWBE	PRODUCT/SERVICE DESCRIPTION	INCREASE AMOUNT	NTE AMOUNT	CONTRACT PERIOD	FUNDING	BID/TAG-ON	COMMENTS
	FY22 NEW CONTRACTS								
	ADMINISTRATION								
1	Civic Initiatives	No	Consulting Support Services		\$10,000.00	02/14/22- 12/31/22	GR	RFQuote	This Agreement is for Consulting Support Services in support of ongoing procurement and contract-related projects on an as-needed basis. FY22: \$5,000.00 FY23: \$5,000.00 Total NTE: \$10,000.00
2	Dixie Safe and Lock	No	MEDCO Key System		\$20,000.00	02/01/22- 08/31/22	GR	Proprietary Agreement and Business Continuity	Agency has a signed agreement, which is proprietary, for the MEDCO key system. MEDCO is the only company to work at 9401 Southwest Freeway, and also provide our blank MEDCO keys. Additionally, we are able to utilize them throughout the Agency for other/general locksmith needs. A contract will help in having a method to pay invoices through a Purchase Order.
3	eQuest	No	Job Distribution Services		\$2,750.00	04/01/22- 08/31/22	IT21.1147.08=HRIS	Sole Source	eQuest is our current provider of job distribution services via the UKG Workforce Dimension human capital management system. The procurement of the upgraded eQuest service is a Sole Source because of the partnership and integration with UKG Workforce Dimensions.
4	Inword Wellness Pllc	No	Crisis Line Counselors		\$6,000.00	04/01/22- 08/31/22	State Funds	N/A	This Service Provider will be replacing the current debriefing group provider for the crisis line. The current provider, The Semicolon Group will be terminating their contract effective March 31, 2022.
5	Pearl Meyer & Partners, LLC	No	Consultant Services		\$11,000.00	02/25/22- 08/31/22	GR	Consultant Agreement	This Agreement is for the Consultant to provide Competitiveness Review of Cash Compensation for the Agency.
6	The University of Texas Health Science Center at Houston	No	Continuing Medical Education		\$3,300.00	03/11/22- 08/31/22	GR	Consultant Agreement	This Agreement is to provide Continuing Medical Education for the Agency.
7	The Visual Influence	No	World Café Model CIC Related Intervention		\$49,000.00	03/01/22- 02/28/23	County Funds	Sole Source	This Agreement is for a required service to provide the World Café Model CIC related intervention for the ARPA Project (Healthy Minds Healthy Communities)
	CPEP/CRISIS SERVICES								
	FORENSICS								
	INTELLECTUAL DEVELOPMENTAL DISABILITY SERVICES								
	INTELLECTUAL DEVELOPMENTAL DISABILITY SERVICES-ECI								
	LEASES								



Executive Contract Summary

Contract Section ^

Contractor*

Civic Initiatives

Contract ID #*

2022-0351

Presented To*

- Resource Committee
- Full Board

Date Presented*

3/15/2022

Parties* (?)

The Harris Center for Mental Health and IDD / Civic Initiatives

Agenda Item Submitted For: * (?)

- Information Only (Total NTE Amount is Less than \$50,000.00)
- Board Approval (Total NTE Amount is \$50,000.00+)
- Grant Proposal
- Revenue
- Other

Procurement Method(s)*

Check all that Apply

- | | |
|--|--|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input checked="" type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other <input type="text" value=""/> |

Funding Information*

- New Contract Amendment

Contract Term Start Date* (?)

2/14/2022

Contract Term End Date* (?)

12/31/2022

If contract is off-cycle, specify the contract term (?)

Fiscal Year* (?)	Amount* (?)
2022	\$ 5,000.00

Fiscal Year* (?)	Amount* (?)
2023	\$ 5,000.00

Funding Source *

General Revenue (GR)

Contract Description / Type * (?)

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract
- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

Justification/Purpose of Contract/Description of Services Being Provided * (?)

Consulting support services in support of ongoing procurement and contract-related projects on an as-needed basis

Contract Owner *

Sean Kim

Previous History of Contracting with Vendor/Contractor *

Yes No Unknown

Please add previous contract dates and what services were provided *

TERM: JANUARY 25, 2021 AND ENDING (30) DAYS
AFTER THE FINAL DELIVERABLE AS INDICATED WITHIN
EXHIBIT A. SERVICE - PROVIDE AN ASSESSMENT OF
ALL PROCUREMENT AND CONTRACT WORKFLOW
PROCESS

Vendor/Contractor a Historically Underutilized Business (HUB) * (?)

Yes No Unknown

Community Partnership * (?)

Yes No Unknown

Supporting Documentation Upload (?)

CI Quickstart SOW Harris Center 020322.docx 73.12KB

Vendor/Contractor Contact Person

Name *

Derrek Davis

Address *

Street Address

7000 N Mopac Expressway

Address Line 2

Suite 200

City

Austin

Postal / Zip Code

78731

State / Province / Region

TX

Country

USA

Phone Number *

512-523-4834

Email *

ddavis@civicinitiatives.com

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1101	\$ 5,000.00	542000
Budget Manager	Secondary Budget Manager	
Erica S. Brown	Ricardo Campbell	

Provide Rate and Rate Descriptions if applicable* (?)

NTE of \$10,000. Hourly rates range between \$96.90/hour - \$219.30/hour

Project WBS (Work Breakdown Structure)* (?)

N/A

Requester Name

Sean Y. Kim

Submission Date

2/11/2022

Budget Manager Approval(s)

Approved by



Approval Date

2/11/2022

Procurement Approval

File Upload (?)

Approved by

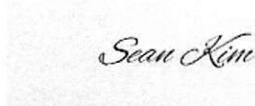


Approval Date

2/11/2022

Contract Owner Approval

Approved by



Approval Date

2/11/2022

Contracts Approval

Approve*

- Yes
- No, reject entire submission
- Return for correction

Approved by*

Shasthya Bahu

Approval Date*

2/16/2022



Executive Contract Summary

Contract Section



Contractor*

Dixie Safe and Lock

Contract ID #*

2022-0347

Presented To*

- Resource Committee
- Full Board

Date Presented*

3/15/2022

Parties* (?)

Dixie Safe and Lock and The Harris Center

Agenda Item Submitted For:* (?)

- Information Only (Total NTE Amount is Less than \$50,000.00)
- Board Approval (Total NTE Amount is \$50,000.00+)
- Grant Proposal
- Revenue
- Other

Procurement Method(s)*

Check all that Apply

- Competitive Bid
- Competitive Proposal
- Request for Proposal
- Sole Source
- Request for Application
- Request for Qualification
- Request for Quote
- Tag-On
- Interlocal
- Consumer Driven
- Not Applicable (If there are no funds required)
- Other proprietary agreement and business continuity

Funding Information*

- New Contract
- Amendment

Contract Term Start Date* (?)

2/1/2022

Contract Term End Date* (?)

8/31/2022

If contract is off-cycle, specify the contract term (?)

Fiscal Year* (?)

2022

Amount* (?)

\$ 20,000.00

Funding Source*

General Revenue (GR)

Contract Description / Type* (?)

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract
- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

Justification/Purpose of Contract/Description of Services Being Provided* (?)

Dixie Safe & Lock is who we have a signed agreement for the MEDCO key system which is proprietary. They are the only company authorized to work at 9401 SW Freeway, and also provide our blank MEDCO keys. We are able to utilize them through out the agency for other/general locksmith needs. A contract will help have a method to pay invoices from a Purchase Order.

Contract Owner*

Todd McCorquodale

Previous History of Contracting with Vendor/Contractor*

Yes No Unknown

Please add previous contract dates and what services were provided*

2017 to present - locksmith

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

Yes No Unknown

Please provide an explanation*

does not meet criteria

Community Partnership* (?)

Yes No Unknown

Supporting Documentation Upload (?)

Vendor/Contractor Contact Person

Name*

Dixie Safe and Lock / Kelly Torres

Address*

Street Address

7920 Gulf Freeway

Address Line 2

City

Houston

Postal / Zip Code

77017-3018

State / Province / Region

TX

Country

US

Phone Number*

7136435767

Email*

Dixieap@dixielock.com

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1899	\$ 20,000.00	569012
Budget Manager		Secondary Budget Manager
Brown, Erica		Campbell, Ricardo

Provide Rate and Rate Descriptions if applicable* (?)
n/a

Project WBS (Work Breakdown Structure)* (?)
n/a

Requester Name
Harper, Sarah

Submission Date
2/3/2022

Budget Manager Approval(s)

Approved by
 Erica Brown

Approval Date
2/3/2022

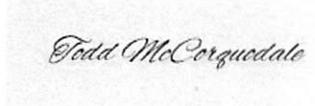
Procurement Approval

File Upload (?)

Approved by
 Sign

Approval Date

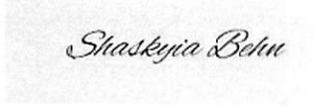
Contract Owner Approval

Approved by
 Todd McCorquodale

Approval Date
2/3/2022

Contracts Approval

- Approve*
- Yes
 - No, reject entire submission
 - Return for correction

Approved by*
 Shasteyia Behu

Approval Date*
2/7/2022





Executive Contract Summary

Contract Section ▲

Contractor*

eQuest

Contract ID #*

2022-0359

Presented To*

- Resource Committee
- Full Board

Date Presented*

3/15/2022

Parties* (?)

eQuest and The Harris Center for Mental Health and IDD

Agenda Item Submitted For:* (?)

- Information Only (Total NTE Amount is Less than \$50,000.00)
- Board Approval (Total NTE Amount is \$50,000.00+)
- Grant Proposal
- Revenue
- Other

Procurement Method(s)*

Check all that Apply

- | | |
|--|--|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input checked="" type="checkbox"/> Request for Proposal | <input checked="" type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input checked="" type="checkbox"/> Other Existing Contract (Partnership with UGK) |

Funding Information*

- New Contract Amendment

Contract Term Start Date* (?)

4/1/2022

Contract Term End Date* (?)

8/31/2022

If contract is off-cycle, specify the contract term (?)

4/1/2022 - 8/31/2022

Fiscal Year* (?)

2022

Amount* (?)

\$ 2,750.00

Funding Source*

General Revenue (GR)

Contract Description / Type* (?)

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract
- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

Justification/Purpose of Contract/Description of Services Being Provided* (?)

eQuest is our current provider of job distribution services via the UKG Workforce Dimension human capital management system. The procurement of the upgraded eQuest service is a sole source because of the partner status and integration with UKG Workforce Dimensions.

UKG Dimensions user adoption service is a sole source because it is proprietary training material specific to UKG.

Contract Owner*

Mustafa Cochinwala

Previous History of Contracting with Vendor/Contractor*

Yes No Unknown

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

Yes No Unknown

Community Partnership* (?)

Yes No Unknown

Supporting Documentation Upload (?)

Sales_Order_from_eQuest.pdf 136.12KB

Vendor/Contractor Contact Person

Name*

Josh Ault

Address*

Street Address

400 Executive Parkway

Address Line 2

City

San Ramon

State / Province / Region

CA

Postal / Zip Code

94583

Country

US

Phone Number*

713-970-3958

Email*

josh.ault@equest.com

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1147	\$ 2,750.00	900021
Budget Manager	Secondary Budget Manager	
Erica S. Brown	Ricardo Campbell	

Provide Rate and Rate Descriptions if applicable* (?)

FY22 = \$2,750.00 (April 2022 - Aug 2022)

1 The Blast! Network Unlimited = 3,500.00
1 AutoPost = 2,500.00
1 Standard Support Services + Maintenance and Essential
Product Updates = 600.00
Total: \$6,600.00

Project WBS (Work Breakdown Structure)* (?)

IT21.1147.08 = HRIS

Requester Name	Submission Date
Anthony Jones	2/21/2022

Budget Manager Approval(s) 

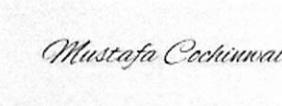
Approved by	Approval Date
	2/22/2022

Procurement Approval 

File Upload (?)

Approved by	Approval Date
	2/22/2022

Contract Owner Approval 

Approved by	Approval Date
	2/22/2022

Contracts Approval

Approve*

- Yes
- No, reject entire submission
- Return for correction

Approved by*

Shaskeyia Belu

Approval Date*

2/25/2022



Executive Contract Summary

Contract Section



Contractor*

Inword Wellness Pllc

Contract ID #*

2022-0355

Presented To*

- Resource Committee
- Full Board

Date Presented*

3/18/2022

Parties* (?)

The Harris Center for Mental Health and IDD & Inword Wellness Pllc

Agenda Item Submitted For: * (?)

- Information Only (Total NTE Amount is Less than \$50,000.00)
- Board Approval (Total NTE Amount is \$50,000.00+)
- Grant Proposal
- Revenue
- Other

Procurement Method(s)*

Check all that Apply

- Competitive Bid
- Request for Proposal
- Request for Application
- Request for Quote
- Interlocal
- Not Applicable (If there are no funds required)
- Competitive Proposal
- Sole Source
- Request for Qualification
- Tag-On
- Consumer Driven
- Other

Funding Information*

- New Contract
- Amendment

Contract Term Start Date* (?)

4/1/2022

Contract Term End Date* (?)

8/31/2022

If contract is off-cycle, specify the contract term (?)

Fiscal Year* (?)

2022

Amount* (?)

\$ 6,000.00

Funding Source*

State

Contract Description / Type* (?)

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract
- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

Justification/Purpose of Contract/Description of Services Being Provided* (?)

This service provider will be replacing the current debriefing group provider for the crisis line. The current provider, The Semicolon Group, will be terminating their contract effective March 31, 2022

Contract Owner*

Jennifer Battle

Previous History of Contracting with Vendor/Contractor*

- Yes
- No
- Unknown

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

- Yes
- No
- Unknown

Community Partnership* (?)

- Yes
- No
- Unknown

Supporting Documentation Upload (?)

Ormaza_Quote-HarrisCtr (1).pdf

68KB

Vendor/Contractor Contact Person

Name*

Tatiana Ormaza

Address*

Street Address

P.O. Box 2920

Address Line 2

City

Cypress

Postal / Zip Code

77410

State / Province / Region

Tx

Country

United States

Phone Number*

346-239-7992

Email*

tatiana.ormaza@gmail.com

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
7001	\$ 6,000.00	549005
Budget Manager		Secondary Budget Manager
Ricardo Campbell		Erica S. Brown

Provide Rate and Rate Descriptions if applicable* (?)

Up to 5 one hour debriefing groups a month at a rate of \$200/hr

Project WBS (Work Breakdown Structure)* (?)

Unknown

Requester Name

Janai L. Smith

Submission Date

2/18/2022

Budget Manager Approval(s)

Approved by

Ricardo Campbell

Approval Date

2/20/2022

Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval

Approved by

Jennifer Battle

Approval Date

2/21/2022

Contracts Approval

Approve*

- Yes
- No, reject entire submission
- Return for correction

Approved by*

Shasthya Belu

Approval Date*

2/21/2022

Contract Section **Contractor***

Pearl Meyer & Partners, LLC

Contract ID #*

2022-0358

Presented To*

- Resource Committee
 Full Board

Date Presented*

3/15/2022

Parties* (?)

Pearl Meyer & Partners, LLC and The Harris Center for Mental Health and IDD

Agenda Item Submitted For:* (?)

- Information Only (Total NTE Amount is Less than \$50,000.00)
 Board Approval (Total NTE Amount is \$50,000.00+)
 Grant Proposal
 Revenue
 Other

Procurement Method(s)*

Check all that Apply

- | | |
|--|--|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input checked="" type="checkbox"/> Other Consultant Contract |

Funding Information*

- New Contract Amendment

Contract Term Start Date* (?)

2/25/2022

Contract Term End Date* (?)

8/31/2022

If contract is off-cycle, specify the contract term (?)

Fiscal Year* (?)

2022

Amount* (?)

\$ 11,000.00

Funding Source*

General Revenue (GR)

Contract Description / Type* (?)

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract
- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

Justification/Purpose of Contract/Description of Services Being Provided* (?)

Competitiveness Review of Cash Compensation

Contract Owner*

Wayne Young

Previous History of Contracting with Vendor/Contractor*

Yes No Unknown

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

Yes No Unknown

Community Partnership* (?)

Yes No Unknown

Supporting Documentation Upload (?)

Pearl Meyer Partners LLC ID#2022-0358.pdf 2.21MB

Vendor/Contractor Contact Person

Name*

Pearl Meyer

Address*

Street Address

3 Riverway

Address Line 2

Suite 1250

City

Houston

Postal / Zip Code

77056-1919

State / Province / Region

TX

Country

US

Phone Number*

713-568-2200

Email*

houston@pearlmeier.com

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1101	\$ 11,000.00	542000
Budget Manager	Secondary Budget Manager	
Erica S. Brown	Ricardo Campbell	

Provide Rate and Rate Descriptions if applicable* (?)

See attachment

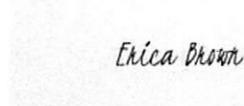
Project WBS (Work Breakdown Structure)* (?)

n/a

Requester Name	Submission Date
Veronica A. Franco	2/25/2022

Budget Manager Approval(s)

Approved by



Approval Date

2/25/2022

Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval

Approved by



Approval Date

3/1/2022

Contracts Approval

Approve*

- Yes
- No, reject entire submission
- Return for correction

Approved by*



Approval Date*

3/1/2022

Contract Section **Contractor***

The University of Texas Health Science Center at Houston (UT Health)

Contract ID #*

2022-0361

Presented To*

- Resource Committee
 Full Board

Date Presented*

3/15/2022

Parties* (?)

The University of Texas Health Science Center at Houston (UT Health) and The Harris Center for Mental Health and IDD

Agenda Item Submitted For:* (?)

- Information Only (Total NTE Amount is Less than \$50,000.00)
 Board Approval (Total NTE Amount is \$50,000.00+)
 Grant Proposal
 Revenue
 SOW-Change Order-Amendment#
 Other

Procurement Method(s)*

Check all that Apply

- | | |
|--|---|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input checked="" type="checkbox"/> Other <input type="text" value="Consultant Agreement"/> |

Funding Information*

- New Contract Amendment

Contract Term Start Date* (?)

3/11/2022

Contract Term End Date* (?)

8/31/2022

If contract is off-cycle, specify the contract term (?)

Fiscal Year* (?)

2022

Amount* (?)

\$ 3,300.00

Funding Source*

General Revenue (GR)

Contract Description / Type* (?)

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract
- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

Justification/Purpose of Contract/Description of Services Being Provided* (?)

Provide Continuing Medical Education ("CME")

Contract Owner*

Luming Li

Previous History of Contracting with Vendor/Contractor*

Yes No Unknown

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

Yes No Unknown

Community Partnership* (?)

Yes No Unknown

Supporting Documentation Upload (?)

2022_02_24_16_56_16.pdf

734.58KB

Vendor/Contractor Contact Person



Name*

The University of Texas Health Science Center at Houston
Office of Educational Programs/Zi Yang Jiang, MD

Address*

Street Address

6431 Fannin Street

Address Line 2

JJL 304

City

Houston

State / Province / Region

TX

Postal / Zip Code

77030-1501

Country

US

Phone Number*

7133645854

Email*

Zi.Yang.Jiang@uth.tmc.edu

Budget Section



Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1101	\$ 3,300.00	542000
Budget Manager	Secondary Budget Manager	
Erica S. Brown	Ricardo Campbell	

Provide Rate and Rate Descriptions if applicable* (?)

UTHealth Fee \$3,300

Project WBS (Work Breakdown Structure)* (?)

UTHealth Fee of \$3,300

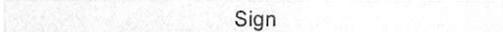
Requester Name	Submission Date
Veronica A. Franco	2/24/2022

Budget Manager Approval(s) 

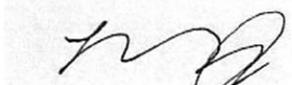
Approved by	Approval Date
	2/25/2022

Procurement Approval 

File Upload (?)

Approved by	Approval Date
	

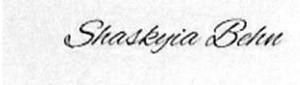
Contract Owner Approval 

Approved by	Approval Date
	3/2/2022

Contracts Approval

Approve*

- Yes
- No, reject entire submission
- Return for correction

Approved by*	Approval Date*
	3/3/2022

Contract Section **Contractor***

The Visual Influence

Contract ID #*

2022-0353

Presented To*

- Resource Committee
 Full Board

Date Presented*

3/15/2022

Parties* (?)

The Visual Influence and The Harris Center for Mental Health and IDD

Agenda Item Submitted For:* (?)

- Information Only (Total NTE Amount is Less than \$50,000.00)
 Board Approval (Total NTE Amount is \$50,000.00+)
 Grant Proposal
 Revenue
 Other

Procurement Method(s)*

Check all that Apply

- | | |
|--|---|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input checked="" type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other <input type="text"/> |

Funding Information*

- New Contract Amendment

Contract Term Start Date* (?)

3/1/2022

Contract Term End Date* (?)

2/28/2023

If contract is off-cycle, specify the contract term (?)

1 year

Fiscal Year* (?)

2022

Amount* (?)

\$ 49,000.00

Funding Source*

County

Contract Description / Type* (?)

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract
- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

Justification/Purpose of Contract/Description of Services Being Provided* (?)

Required service to provide the World Cafe model CIC related intervention for the ARPA project (Healthy Minds Healthy Communities)

Contract Owner*

Jennifer Battle

Previous History of Contracting with Vendor/Contractor*

Yes No Unknown

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

Yes No Unknown

Community Partnership* (?)

Yes No Unknown

Supporting Documentation Upload (?)

TVI_THC_Proposal2022.pdf 2.18MB

Vendor/Contractor Contact Person

Name*

Meg Davis

Address*

Street Address

will have to get

Address Line 2

City

Housotn

Postal / Zip Code

will have to get

State / Province / Region

Texas

Country

United States

Phone Number*

(832)588.0805

Email*

meg@thevisualinfluence.com

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number* 7008	Amount Charged to Unit* \$ 49,000.00	Expense/GL Code No.* 542000
Budget Manager Ricardo Campbell	Secondary Budget Manager Erica S. Brown	

Provide Rate and Rate Descriptions if applicable* (?)

attached

Project WBS (Work Breakdown Structure)* (?)

uncertain

Requester Name Jennifer A. Battle	Submission Date 2/15/2022
---	-------------------------------------

Budget Manager Approval(s)

Approved by

Ricardo Campbell

Approval Date
2/15/2022

Procurement Approval

File Upload (?)

Approved by

Sharon Brauner

Approval Date
2/16/2022

Contract Owner Approval

Approved by

Jennifer Battle

Approval Date
2/16/2022

Contracts Approval

Approve*

- Yes
- No, reject entire submission
- Return for correction

Approved by*

Shasthya Behn

Approval Date*
2/16/2022

EXHIBIT F-9

March 2022

RENEWALS UNDER 50k

Current Fiscal Year Contract Information **Current Fiscal Year**

2022

Contract ID#*

2021-0093

Contractor Name*

HARMAN Connected Services

Service Provided* (?)

HARMAN provides Adobe Flash Support Services for access to Kronos.

Term for Off-Cycle Only*

2/12/2021 - 2/12/2022

Procurement Method(s)*

Check all that Apply

- | | |
|--|---|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input checked="" type="checkbox"/> Other <input type="text" value="No Procurement"/> |

Contract NTE* (?)

\$25,000

Rate(s)/Rate(s) Description**Unit(s) Served***

1130

G/L Code(s)*

551002

Current Fiscal Year Purchase Order Number*

ST140909

Contract Requestor*

Anthony Jones

Contract Owner*

Mustafa Cochinwala

File Upload (?)

Harman Connected - ID 2021-0093 - Limited License Agreement - Partially Executed.pdf

2.34MB

Evaluation of Current Fiscal Year Performance 

Have there been any significant performance deficiencies within the current fiscal year? *

Yes No

Were Services delivered as specified in the contract? *

Yes No

Did Contractor perform duties in a manner consistent with standards of the profession? *

Yes No

Did Contractor adhere to the contracted schedule? * (?)

Yes No

Were reports, billing and/or invoices submitted in a timely manner? * (?)

Yes No

Did Contractor provide adequate or proper supporting documentation of time spent rendering services for the Agency? * (?)

Yes No

Did Contractor render services consistent with Agency policy and procedures? * (?)

Yes No

Maintained legally required standards for certification, licensure, and/or training? * (?)

Yes No

Renewal Determination



Is the contract being renewed for next fiscal year with this Contractor? * (?)

Yes No

Renewal Information for Next Fiscal Year



Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1130	\$ 25,000.00	553002

Budget Manager*	Secondary Budget Manager*
Ricardo Campbell	Erica S. Brown

Fiscal Year* (?)	Amount* (?)
2022	\$ 25,000.00

Next Fiscal Year Not to Exceed Amount for Master Pooled Contracts
50,000.00

Contract Funding Source*
General Revenue (GR)

Contract Content Changes



Are there any required changes to the contract language? * (?)

Yes No

Will the scope of the Services change? *

Yes No

Is the payment deadline different than net (45)? *

Yes No

Are there any changes in the Performance Targets? *

Yes No

Are there any changes to the Submission deadlines for notes or supporting documentation? *

Yes No

File Upload (?)

Contract Owner 

Contract Owner* (?)

Please Select Contract Owner

Mustafa Cochinwala

Budget Manager Approval(s) 

Approved by

Ricardo Campbell

Contract Owner Approval 

Approved by

Mustafa Cochinwala

Contracts Approval

Approve *

- Yes
- No, reject entire submission
- Return for correction

Approved by *

Shaskyia Behn

Approval Date *

2/28/2022

EXHIBIT F-10

March 2022

AMENDMENTS UNDER 50k

Executive Contract Summary

Contract Section

Contractor*

Crothall Facilities Management, Inc

Contract ID #*

6678

Presented To*

- Resource Committee
- Full Board

Date Presented*

3/15/2022

Parties* (?)

Crothall Facilities Management, Inc and The Harris Center for Mental Health and IDD

Agenda Item Submitted For: * (?)

- Information Only (Total NTE Amount is Less than \$50,000.00)
- Board Approval (Total NTE Amount is \$50,000.00+)
- Grant Proposal
- Revenue
- Other

Procurement Method(s)*

Check all that Apply

- | | |
|---|--|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input checked="" type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other |

Funding Information*

- New Contract Amendment

Contract Term Start Date* (?)

1/1/2022

Contract Term End Date* (?)

12/31/2022

If contract is off-cycle, specify the contract term (?)

Current Contract Amount*

\$ 3,080.00

Increase Not to Exceed *

\$ 2,805.58

Revised Total Not to Exceed (NTE) *

\$ 5,885.58

Fiscal Year* (?)

2023

Amount* (?)

\$ 5,885.58

Funding Source *

General Revenue (GR)

Contract Description / Type* (?)

- Personal/Professional Services Consultant
- Consumer Driven Contract New Contract/Agreement
- Memorandum of Understanding Amendment to Existing Contract
- Affiliation or Preceptor Service/Maintenance
- BAA/DUA IT/Software License Agreement
- Pooled Contract Lease
- Renewal of Existing Contract Other

Justification/Purpose of Contract/Description of Services Being Provided* (?)

The current contract is for Planned Maintenance only. Changing it to Full Coverage Level will cover all labor, repairs, travel, parts, Planned Maintenance and electrical safety.

Director: Evelyn Locklin

Contract Owner*

Kim Kornmayer

Previous History of Contracting with Vendor/Contractor*

Yes No Unknown

Please add previous contract dates and what services were provided*

Currently under contract

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

Yes No Unknown

Community Partnership* (?)

Yes No Unknown

Supporting Documentation Upload (?)

Vendor/Contractor Contact Person

Name*

Kenneth James

Address *

Street Address

1500 Liberty Ridge Dr.

Address Line 2

Suite 210

City

Wayne

Postal / Zip Code

19087

State / Province / Region

PA

Country

United States

Phone Number *

631-972-5245

Email *

Kenneth.James@Crothall.com

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number *	Amount Charged to Unit *	Expense/GL Code No. *
9206	\$ 1,402.79	553000

Budget Manager

Jodel Oshman

Secondary Budget Manager

Kimberly A. Kornmayer

Budget Unit Number *	Amount Charged to Unit *	Expense/GL Code No. *
9209	\$ 1,402.79	553000

Budget Manager

Jodel Oshman

Secondary Budget Manager

Kimberly A. Kornmayer

Provide Rate and Rate Descriptions if applicable * (?)

NA

Project WBS (Work Breakdown Structure) * (?)

NA

Requester Name

Patricia R. Singh

Submission Date

2/15/2022

Budget Manager Approval(s)

Approved by

Jodel Oshman

Approval Date

2/15/2022

Contract Owner Approval

Approved by

Kim Kopnmayer

Approval Date

2/17/2022

Contracts Approval

Approve*

- Yes
- No, reject entire submission
- Return for correction

Approved by*

Shawkyia Behm

Approval Date*

2/18/2022

Contract Section **Contractor***

NETSPI

Contract ID #*

7679

Presented To*

- Resource Committee
 Full Board

Date Presented*

3/15/2022

Parties* (?)NETSPI
THC**Agenda Item Submitted For:* (?)**

- Information Only (Total NTE Amount is Less than \$50,000.00)
 Board Approval (Total NTE Amount is \$50,000.00+)
 Grant Proposal
 Revenue
 Other

Procurement Method(s)*

Check all that Apply

- | | |
|--|--|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input checked="" type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other <input type="text" value=""/> |

Funding Information*

- New Contract Amendment

Contract Term Start Date* (?)

9/1/2021

Contract Term End Date* (?)

8/31/2022

If contract is off-cycle, specify the contract term (?)

Current Contract Amount*

\$ 19,390.50

Increase Not to Exceed*

\$ 28,423.80

Revised Total Not to Exceed (NTE)*

\$ 47,814.30

Fiscal Year* (?)

2022

Amount* (?)

\$ 28,423.80

Funding Source*

General Revenue (GR)

Contract Description / Type* (?)

- | | |
|---|---|
| <input type="checkbox"/> Personal/Professional Services | <input type="checkbox"/> Consultant |
| <input type="checkbox"/> Consumer Driven Contract | <input type="checkbox"/> New Contract/Agreement |
| <input type="checkbox"/> Memorandum of Understanding | <input type="checkbox"/> Amendment to Existing Contract |
| <input type="checkbox"/> Affiliation or Preceptor | <input type="checkbox"/> Service/Maintenance |
| <input type="checkbox"/> BAA/DUA | <input type="checkbox"/> IT/Software License Agreement |
| <input type="checkbox"/> Pooled Contract | <input type="checkbox"/> Lease |
| <input type="checkbox"/> Renewal of Existing Contract | <input checked="" type="checkbox"/> Other CHANGE ORDER |

Justification/Purpose of Contract/Description of Services Being Provided* (?)

This Change Order that was requested in FY21 was not implemented in FY21; therefore we are requesting the funds for FY22.

This request is a result of one or more of the following:

- 1 Addition of Services
- 1 Change in number of systems or applications in scope
- 1 Change in regulatory requirements

Contract Owner*

Mustafa Cochinwala

Previous History of Contracting with Vendor/Contractor*

- Yes No Unknown

Please add previous contract dates and what services were provided*

CT140533

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

- Yes No Unknown

Community Partnership* (?)

- Yes No Unknown

Supporting Documentation Upload (?)

Vendor/Contractor Contact Person



Name*

NETSPI/OLYA JUMAKULIYEVA

Address*

Street Address

800 WASHINGTON AVE

Address Line 2

City

MINNEAPOLIS

State / Province / Region

MN

Postal / Zip Code

55401

Country

United States

Phone Number*

8882700317

Email*

Oguljan.Jumakuliyeva@netspi.com

Budget Section**Budget Units and Amounts Charged to each Budget Unit**

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1130	\$ 28,423.80	553003

Budget Manager

Ricardo Campbell

Secondary Budget Manager

Erica S. Brown

Provide Rate and Rate Descriptions if applicable* (?)

Addition of services \$28,423.80 USD

Project WBS (Work Breakdown Structure)* (?)

N/A

Requester Name

Shawnti R. Boswell

Submission Date

2/16/2022

Budget Manager Approval(s)**Approved by****Approval Date**

2/16/2022

Procurement Approval**File Upload (?)****Approved by****Approval Date****Contract Owner Approval**

Approved by

Mustafa Cochunwala

Approval Date

2/17/2022

Contracts Approval

Approve *

- Yes
- No, reject entire submission
- Return for correction

Approved by *

Shashyia Behu

Approval Date *

2/17/2022

Contract Section **Contractor***

PINGBOARD, INC.

Contract ID #*

7323

Presented To*

- Resource Committee
 Full Board

Date Presented*

3/15/2022

Parties* (?)

THE HARRIS CENTER, PINBOARD, INC.

Agenda Item Submitted For:* (?)

- Information Only (Total NTE Amount is Less than \$50,000.00)
 Board Approval (Total NTE Amount is \$50,000.00+)
 Grant Proposal
 Revenue
 Other **CONTRACT AMENDMENT**

Procurement Method(s)*

Check all that Apply

- | | |
|--|--|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input checked="" type="checkbox"/> Tag-On |
| <input type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other |

Funding Information*

- New Contract Amendment

Contract Term Start Date* (?)

9/1/2021

Contract Term End Date* (?)

8/31/2022

If contract is off-cycle, specify the contract term (?)

Current Contract Amount*

\$ 18,891.60

Increase Not to Exceed*

\$ 142.68

Revised Total Not to Exceed (NTE)*

\$ 19,034.28

Fiscal Year* (?)

Amount* (?)

2022

\$ 19,034.28

Funding Source*

General Revenue (GR)

Contract Description / Type* (?)

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract
- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

Justification/Purpose of Contract/Description of Services Being Provided* (?)

ACCOUNT BALANCE \$71.34

Contract Owner*

Lesleigh Robertson

Previous History of Contracting with Vendor/Contractor*

Yes No Unknown

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

Yes No Unknown

Community Partnership* (?)

Yes No Unknown

Supporting Documentation Upload (?)

Vendor/Contractor Contact Person

Name*

PINGBOARD, INC

Address*

Street Address

608 West Monroe Street

Address Line 2

SUITE A

City

Austin

State / Province / Region

TX

Postal / Zip Code

78704

Country

US

Phone Number*

8777335157

Email*

BILLING@PINGBOARD.COM

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1108	\$ 142.68	553002

Budget Manager	Secondary Budget Manager
Brown, Erica	Campbell, Ricardo

Provide Rate and Rate Descriptions if applicable* (?)
N/A

Project WBS (Work Breakdown Structure)* (?)
N/A

Requester Name	Submission Date
Turcios, Livia	1/31/2022

Budget Manager Approval(s)

Approved by	Approval Date
	2/2/2022

Procurement Approval

File Upload (?)

Approved by	Approval Date
<input type="text" value="Sign"/>	

Contract Owner Approval

Approved by	Approval Date
	2/8/2022

Contracts Approval

Approve*

- Yes
- No, reject entire submission
- Return for correction

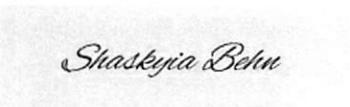
Approved by*	Approval Date*
	2/8/2022

EXHIBIT F-11

March 2022

**Affiliation Agreements, Grants,
MOU's and Revenues**

Information Only

CONTRACTORS		HUBs/MWBE	PRODUCT/SERVICE DESCRIPTION	ACTION TYPE	CONTRACT PERIOD	FUNDING	COMMENTS
FY22 CONTRACTS							
AFFILIATION AGREEMENTS							
1	Smart IRB/UT Health Science Center	No	Centralized Review of Research Proposals	New	02/14/22- 08/31/22	GR	The Agency proposes to enter into an agreement with Smart IRB to allow centralized review of Research proposals at no cost to the agency. UT Health Science Center would actually perform these reviews in return for one volunteer who would participate in their committee.
MOU							
2	Origins Learning Community	No	Enhancing Service Connections, Service Delivery, Early Childhood Systems, and Outcomes for Children and Families in the Community	New	02/22/22- 08/31/22	State Grant	The purpose is to establish a partnership/MOU with Origins Learning Community for the purpose of enhancing service connections, service delivery, early childhood systems, and outcomes for children and families in the community. Origins Learning Community will send appropriate referrals to the Agency ECI program. The ECI program will provide appropriate services for the children and families. Services include: Occupational Therapy, Physical Therapy, Speech-language Therapy, Specialized Skills Training (SST), Case Management, Service Coordination, Counseling, Services to children who are deaf or hard of hearing, Services to children who are visually impaired, Nutrition Services, and Nursing.
3	Memorial Hermann Community Benefit Corporation	No	Care Coordination Agreement	Amendment	02/13/21- 08/31/22	GR	This Amendment is to provide placement of a bilingual care coordinator one day per week to address care coordination activities in a manner that is person and family-centered. Agency agrees to provide initial screening, intake, and as capacity permits appropriate treatment to clients referred to Agency for the provision of community-based mental health as substance use disorder services, and to establish and maintain records of such individuals' healthcare. The locations are: 1. Memorial Hermann Neighborhood Health Center-Greater Heights at 1800 W 26th St #103, Houston, Texas 77008 2. Memorial Hermann Neighborhood Health Center-Southwest at 7600 Beechnut St. Suite A, Houston, Texas 77074 3. Memorial Hermann Neighborhood Health Center-Northeast at 19333 US-59 #280, Humble, Texas 77338



Executive Contract Summary

Contract Section ^

Contractor*

Smart IRB/UTHSC

Contract ID #*

2022-0349

Presented To*

- Resource Committee
- Full Board

Date Presented*

3/15/2022

Parties* (?)

UTHSC and The Harris Center

Agenda Item Submitted For:* (?)

- Information Only (Total NTE Amount is Less than \$50,000.00)
- Board Approval (Total NTE Amount is \$50,000.00+)
- Grant Proposal
- Revenue
- Other

Procurement Method(s)*

Check all that Apply

- | | |
|---|---|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input checked="" type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other <input type="text"/> |

Funding Information*

- New Contract Amendment

Contract Term Start Date* (?)

2/14/2022

Contract Term End Date* (?)

8/31/2022

If contract is off-cycle, specify the contract term (?)

Fiscal Year* (?)

2022

Amount* (?)

\$ 0.00

Funding Source*

General Revenue (GR)

Contract Description / Type* (?)

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract
- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

Justification/Purpose of Contract/Description of Services Being Provided* (?)

The Harris Center proposes to enter into an agreement with Smart IRB to allow centralized review of Research proposals at no cost to the agency. UT Health Science Center would actually perform these reviews in return for one volunteer who would participated in their committee.

Contract Owner*

Dr. Scott Hickey

Previous History of Contracting with Vendor/Contractor*

Yes No Unknown

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

Yes No Unknown

Community Partnership* (?)

Yes No Unknown

Specify Name*

Smart IRB

Supporting Documentation Upload (?)

SMART_IRB_Agreement_Sample_Agreement.cleaned (1).pdf 515.33KB

Vendor/Contractor Contact Person

Name*

Smart IRB c/o Harvard Catalyst

Address*

Street Address

Harvard Medical School

Address Line 2

401 Park Drive

City

Boston

Postal / Zip Code

02215

State / Province / Region

MA

Country

United States

Phone Number*

unavailable

Email*

help@smartirb.org

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1148	\$ 0.00	542000
Budget Manager Campbell, Ricardo		Secondary Budget Manager Brown, Erica

Provide Rate and Rate Descriptions if applicable* (?)

N/A

Project WBS (Work Breakdown Structure)* (?)

N/A

Requester Name Hickey, Scott	Submission Date 2/9/2022
--	------------------------------------

Budget Manager Approval(s)

Approved by

Ricardo Campbell

Approval Date
2/9/2022

Procurement Approval

File Upload (?)

Approved by

Approval Date

Contract Owner Approval

Approved by

Scott Hickey

Approval Date
2/9/2022

Contracts Approval

Approve*

- Yes
- No, reject entire submission
- Return for correction

Approved by*

Shaskeyia Behn

Approval Date*
2/10/2022

Contract Section **Contractor***

Origins Learning Community

Contract ID #*

2022-0350

Presented To*

- Resource Committee
 Full Board

Date Presented*

3/15/2022

Parties* (?)

Origins Learning Community and The Harris Center for Mental Health and IDD

Agenda Item Submitted For:* (?)

- Information Only (Total NTE Amount is Less than \$50,000.00)
 Board Approval (Total NTE Amount is \$50,000.00+)
 Grant Proposal
 Revenue
 Other

Procurement Method(s)*

Check all that Apply

- | | |
|--|--|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input type="checkbox"/> Interlocal | <input checked="" type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input checked="" type="checkbox"/> Other Professional Service agreement |

Funding Information*

- New Contract Amendment

Contract Term Start Date* (?)

2/22/2022

Contract Term End Date* (?)

8/31/2022

If contract is off-cycle, specify the contract term (?)

N/A

Fiscal Year* (?)

2022

Amount* (?)

\$ 0.00

Funding Source*

State Grant

Contract Description / Type* (?)

- | | |
|---|--|
| <input type="checkbox"/> Personal/Professional Services | <input type="checkbox"/> Consultant |
| <input checked="" type="checkbox"/> Consumer Driven Contract | <input checked="" type="checkbox"/> New Contract/Agreement |
| <input checked="" type="checkbox"/> Memorandum of Understanding | <input type="checkbox"/> Amendment to Existing Contract |
| <input type="checkbox"/> Affiliation or Preceptor | <input type="checkbox"/> Service/Maintenance |
| <input type="checkbox"/> BAA/DUA | <input type="checkbox"/> IT/Software License Agreement |
| <input type="checkbox"/> Pooled Contract | <input type="checkbox"/> Lease |
| <input type="checkbox"/> Renewal of Existing Contract | <input checked="" type="checkbox"/> Other Professional Service Agreement |

Justification/Purpose of Contract/Description of Services Being Provided* (?)

The purpose is to establish a partnership/MOU with Origins Learning Community for the purpose of enhancing service connections, service delivery, early childhood systems, and outcomes for children and families in the community. Origins Learning Community will send appropriate referrals to the Harris Center for Mental Health and IDD ECI program. The ECI program will provide appropriate services for the children and families. Services can include:

- Occupational therapy
- Physical therapy
- Speech-language therapy
- Specialized Skills Training (SST)
- Case management
- Service Coordination
- Counseling
- Services to children who are deaf or hard of hearing
- Services to children who are visually impaired
- Nutrition Services
- Nursing

Origins Learning Community is seeking to establish a grant through DFPS for the improvement of services for children and families in the local community.

Contract Owner*

Mike Downey

Previous History of Contracting with Vendor/Contractor*

Yes No Unknown

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

Yes No Unknown

Community Partnership* (?)

Yes No Unknown

Specify Name*

Origins Learning Community

Supporting Documentation Upload (?)

Origins Learning Community - Home.html

52.65KB

Vendor/Contractor Contact Person**Name***

Regina Puckett

Address *

Street Address

4630 Cashel Glen Drive

Address Line 2

City

Houston

State / Province / Region

Texas

Postal / Zip Code

77069

Country

USA

Phone Number *

281-703-2539

Email *

regina@originslearningcommunity.org

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number *	Amount Charged to Unit *	Expense/GL Code No. *
3360	\$ 0.00	N/A

Budget Manager

Adams-Austin, Mamie

Secondary Budget Manager

Downey, Michael

Provide Rate and Rate Descriptions if applicable* (?)

N/A

Project WBS (Work Breakdown Structure)* (?)

N/A

Requester Name

Childs, Margo

Submission Date

2/9/2022

Budget Manager Approval(s)

Approved by

Mamie Adams-Austin

Approval Date

2/9/2022

Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval

Approved by

Michael Downey

Approval Date

2/14/2022

Contracts Approval

Approve *

- Yes
- No, reject entire submission
- Return for correction

Approved by *

Shaskyia Behm

Approval Date *

2/14/2022



Executive Contract Summary

Contract Section



Contractor*

Memorial Hermann Community Benefit Corporation

Contract ID #*

2021-0094

Presented To*

- Resource Committee
 Full Board

Date Presented*

3/15/2022

Parties* (?)

Memorial Hermann Community Benefit Corporation and The Harris Center for Mental Health and IDD Services

Agenda Item Submitted For:* (?)

- Information Only (Total NTE Amount is Less than \$50,000.00)
 Board Approval (Total NTE Amount is \$50,000.00+)
 Grant Proposal
 Revenue
 SOW-Change Order-Amendment#
 Other

Procurement Method(s)*

- | | |
|---|--|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input checked="" type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other |

Funding Information*

- New Contract Amendment

Contract Term Start Date* (?)

2/1/2022

Contract Term End Date* (?)

8/31/2022

If contract is off-cycle, specify the contract term (?)

Current Contract Amount*

\$ 0.00

Increase Not to Exceed*

\$ 0.00

Revised Total Not to Exceed (NTE)*

\$ 0.00

Fiscal Year* (?)

2022

Amount* (?)

\$ 0.00

Funding Source*

Private Pay Source

Contract Description / Type* (?)

- | | |
|---|---|
| <input type="checkbox"/> Personal/Professional Services | <input type="checkbox"/> Consultant |
| <input type="checkbox"/> Consumer Driven Contract | <input type="checkbox"/> New Contract/Agreement |
| <input type="checkbox"/> Memorandum of Understanding | <input checked="" type="checkbox"/> Amendment to Existing Contract |
| <input type="checkbox"/> Affiliation or Preceptor | <input type="checkbox"/> Service/Maintenance |
| <input type="checkbox"/> BAA/DUA | <input type="checkbox"/> IT/Software License Agreement |
| <input type="checkbox"/> Pooled Contract | <input type="checkbox"/> Lease |
| <input type="checkbox"/> Renewal of Existing Contract | <input checked="" type="checkbox"/> Other Care Coordination Agreement |

Justification/Purpose of Contract/Description of Services Being Provided* (?)

Access Points: Southwest - 7600 Beechnut, Ste A, Houston, 77074; Greater Height - 1800 West 26th Street, Ste 101, Houston 77008; Humble - 19333 US-59, Ste 280, Humble 77338

Placement of a bilingual care coordinator one day per week to address care coordination activities in a manner that is person and family-centered. Agency agrees to provide initial screening, intake, and as capacity permits appropriate treatment to clients referred to Agency for the provision of community-based mental health as substance use disorder services, and to establish and maintain records of such individuals' healthcare.

Contract Owner*

Mike Downey

Previous History of Contracting with Vendor/Contractor*

Yes No Unknown

Please add previous contract dates and what services were provided*

current: 09-01-2021 to 08-31-2022

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

Yes No Unknown

Community Partnership* (?)

Yes No Unknown

Supporting Documentation Upload (?)

Care coordination Agreement - The Harris Center for Mental Health and
IDD - May 2021.pdf 1.64MB

Vendor/Contractor Contact Person**Name***

Christalyn Williams, LCSW-S

Address *

18838 South Memorial Drive

Humble

TX

77338

US

Phone Number *

713-814-2474 office / 713-704-3855 fax

Email *

christalyn.williams@memorialhermann.org

Budget Section 

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number *	Amount Charged to Unit *	Expense/GL Code No. *
2200	\$ 0.00	000000

Budget Manager	Secondary Budget Manager
Debbie C. Shelby	Angelica D. Loera

Provide Rate and Rate Descriptions if applicable* (?)

0.00

Project WBS (Work Breakdown Structure)* (?)

0.00

Requester Name

Debbie C. Shelby

Submission Date

3/7/2022

Budget Manager Approval(s) 

Approved by

Debbie Chambers Shelby

Approval Date

3/7/2022

Contract Owner Approval 

Approved by

Michael Downey

Approval Date

3/7/2022

Contracts Approval

Approve*

- Yes
- No, reject entire submission
- Return for correction

Approved by*

Shasthya Bahu

Approval Date*

3/7/2022



Executive Contract Summary

Contract Section

Contractor*

Prevention Resource Center Region 6

Contract ID #*

2022-0354

Presented To*

- Resource Committee
- Full Board

Date Presented*

3/15/2022

Parties* (?)

The Harris Center for Mental Health and IDD and Prevention Resource Center Region 6

Agenda Item Submitted For:* (?)

- Information Only (Total NTE Amount is Less than \$50,000.00)
- Board Approval (Total NTE Amount is \$50,000.00+)
- Grant Proposal
- Revenue
- Other MOU

Procurement Method(s)*

Check all that Apply

- Competitive Bid
- Request for Proposal
- Request for Application
- Request for Quote
- Interlocal
- Not Applicable (If there are no funds required)
- Competitive Proposal
- Sole Source
- Request for Qualification
- Tag-On
- Consumer Driven
- Other n/a

Funding Information*

- New Contract Amendment

Contract Term Start Date* (?)

3/1/2022

Contract Term End Date* (?)

8/31/2022

If contract is off-cycle, specify the contract term (?)

Fiscal Year* (?)

2022

Amount* (?)

\$ 0.00

Funding Source*

Federal

Contract Description / Type* (?)

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract
- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

Justification/Purpose of Contract/Description of Services Being Provided* (?)

The Community Training Department provides Mental Health First Aid courses to entities who request them.

Contract Owner*

Keena Pace

Previous History of Contracting with Vendor/Contractor*

Yes No Unknown

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

Yes No Unknown

Community Partnership* (?)

Yes No Unknown

Supporting Documentation Upload (?)

PRC 6 MOU_CA FY2022 20211004 (1).pdf

340.64KB

Vendor/Contractor Contact Person

Name*

Mary H. Beck

Address*

Street Address

The Council on Recovery

Address Line 2

303 Jackson Hill Street

City

Houston

Postal / Zip Code

77007

State / Province / Region

TX

Country

Harris County

Phone Number*

713-942-4100

Email*

mbeck@councilonrecovery.org

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
7003	\$ 0.00	543058

Budget Manager	Secondary Budget Manager
Ricardo Campbell	Erica S. Brown

Provide Rate and Rate Descriptions if applicable* (?)

n/a

Project WBS (Work Breakdown Structure)* (?)

n/a

Requester Name	Submission Date
Carroll C. Prasad	2/16/2022

Budget Manager Approval(s)

Approved by

Ricardo Campbell

Approval Date

2/16/2022

Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval

Approved by

la

Approval Date

2/16/2022

Contracts Approval

Approve*

- Yes
- No, reject entire submission
- Return for correction

Approved by*

Shaskyia Behu

Approval Date*

2/17/2022

Contract Section **Contractor***

Scott Hickey to Contract with U of Houston Psychology

Contract ID #*

2022-0357

Presented To*

- Resource Committee
 Full Board

Date Presented*

3/15/2022

Parties* (?)

U of Houston and Harris Center

Agenda Item Submitted For:* (?)

- Information Only (Total NTE Amount is Less than \$50,000.00)
 Board Approval (Total NTE Amount is \$50,000.00+)
 Grant Proposal
 Revenue
 Other

Procurement Method(s)*

Check all that Apply

- | | |
|---|---|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input checked="" type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other <input type="text"/> |

Funding Information*

- New Contract Amendment

Contract Term Start Date* (?)

2/21/2022

Contract Term End Date* (?)

5/31/2022

If contract is off-cycle, specify the contract term (?)

Fiscal Year* (?)

2022

Funding Source*

Private Pay Source

Contract Description / Type* (?)

- Personal/Professional Services
 Consumer Driven Contract
 Memorandum of Understanding
 Affiliation or Preceptor
 BAA/DUA
 Pooled Contract
 Renewal of Existing Contract
- Consultant
 New Contract/Agreement
 Amendment to Existing Contract
 Service/Maintenance
 IT/Software License Agreement
 Lease
 Other

Justification/Purpose of Contract/Description of Services Being Provided* (?)

Providing data to support IRB-approved research effort to build a culturally sensitive and appropriate suicide assessment for African American teens.

Contract Owner*

Dr. Scott Hickey

Previous History of Contracting with Vendor/Contractor*

Yes No Unknown

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

Yes No Unknown

Community Partnership* (?)

Yes No Unknown

Specify Name*

University of Houston Psychology

Supporting Documentation Upload (?)**Vendor/Contractor Contact Person****Name***

Olga Litvinova, University of Houston Office of Contracts & Grants

Address*

Street Address

4800 Calhoun Road

Address Line 2

316 E. Cullen Building

City

Houston

Postal / Zip Code

77004-2610

State / Province / Region

TX

Country

US

Phone Number*

832-842-8851

Email*

ostickli@Central.UH.EDU

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1148	\$ 0.00	542000

Budget Manager	Secondary Budget Manager
Ricardo Campbell	Erica S. Brown

Provide Rate and Rate Descriptions if applicable* (?)

U of H will pay \$5,000.00 for this service. Ricardo please correct the GL Code above. Thanks

Project WBS (Work Breakdown Structure)* (?)

Hickey will perform

Requester Name	Submission Date
Scott Hickey, PHD	2/21/2022

Budget Manager Approval(s) 

Approved by

Ricardo Campbell

Approval Date

2/22/2022

Procurement Approval 

File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval 

Approved by

Scott Hickey

Approval Date

2/24/2022

Contracts Approval

Approve*

- Yes
- No, reject entire submission
- Return for correction

Approved by*

Shaskyia Behn

Approval Date*

2/24/2022

Current Fiscal Year Contract Information 

Current Fiscal Year

2022

Contract ID#*

6761

Contractor Name*

Harris County

Service Provided* (?)

Competency and Sanity Evaluations of Harris County Inmates Housed in HC Detention Facilities and Defendants Out on Bonds

Term for Off-Cycle Only*

03/01/22-02/28/23

Procurement Method(s)*

- | | |
|--|--|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input checked="" type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input checked="" type="checkbox"/> Other <input type="text" value="Revenue"/> |

Contract NTE* (?)

\$1,204,247

Rate(s)/Rate(s) Description

Unit(s) Served*

N/A

G/L Code(s)*

N/A

Current Fiscal Year Purchase Order Number*

N/A

Contract Requestor*

Sheenia Williams-Wesley

Contract Owner*

Monalisa Jiles

File Upload (?)

Evaluation of Current Fiscal Year Performance 

Have there been any significant performance deficiencies within the current fiscal year? *

Yes No

Were Services delivered as specified in the contract? *

Yes No

Did Contractor perform duties in a manner consistent with standards of the profession? *

Yes No

Did Contractor adhere to the contracted schedule? * (?)

Yes No

Were reports, billing and/or invoices submitted in a timely manner? * (?)

Yes No

Did Contractor provide adequate or proper supporting documentation of time spent rendering services for the Agency? * (?)

Yes No

Did Contractor render services consistent with Agency policy and procedures? * (?)

Yes No

Maintained legally required standards for certification, licensure, and/or training? * (?)

Yes No

Renewal Determination

Is the contract being renewed for next fiscal year with this Contractor? * (?)

Yes No

Renewal Information for Next Fiscal Year

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
6205	\$ 1,204,247.00	n/a

Budget Manager*	Secondary Budget Manager*
Sheenia L. Williams-Wesley	Monalisa Jiles

Fiscal Year* (?)	Amount* (?)
2022	\$ 602,124.00

Fiscal Year* (?)	Amount* (?)
2023	\$ 602,123.00

Next Fiscal Year Not to Exceed Amount for Master Pooled Contracts

0

Contract Funding Source*

County

Contract Content Changes

Are there any required changes to the contract language? * (?)

Yes No

Will the scope of the Services change? *

Yes No

Is the payment deadline different than net (45)? *

Yes No

Are there any changes in the Performance Targets? *

Yes No

Are there any changes to the Submission deadlines for notes or supporting documentation? *

Yes No

File Upload (?)

Contract Owner



Contract Owner* (?)

Monalisa Jiles

Budget Manager Approval(s)



Approved by

Shenica Williams-Wesley

Contract Owner Approval



Approved by

Monalisa Jiles

Contracts Approval

Approve*

- Yes
- No, reject entire submission
- Return for correction

Approved by*

Shasthya Behn

Approval Date*

3/4/2022



Executive Contract Summary

Contract Section



Contractor*

Harris County

Contract ID #*

2021-0259

Presented To*

- Resource Committee
- Full Board

Date Presented*

3/15/2022

Parties* (?)

Harris County and The Harris Center for Mental Health and IDD

Agenda Item Submitted For: * (?)

- Information Only (Total NTE Amount is Less than \$50,000.00)
- Board Approval (Total NTE Amount is \$50,000.00+)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- Other

Procurement Method(s)*

- | | |
|--|--|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input checked="" type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other |

Funding Information*

- New Contract
- Amendment

Contract Term Start Date* (?)

11/1/2021

Contract Term End Date* (?)

11/30/2024

If contract is off-cycle, specify the contract term (?)

Fiscal Year* (?)

2022

Fiscal Year* (?)

2023

Fiscal Year* (?)

2024

Funding Source*

County

Contract Description / Type* (?)

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract
- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

Justification/Purpose of Contract/Description of Services Being Provided* (?)

Request by the Office of County Administration for approval of a three-year interlocal agreement with The Harris Center for Mental Health and IDD in the amount of \$8,931,880 for development of a Community Initiated Care program providing behavioral health-related outreach, training, and services in response to the mental health impacts of the COVID-19 pandemic.

\$3,010,700.00 allocated in year 1;
 \$2,960,590.00 allocated in year 2;
 \$2,960,590.00 allocated in year 3;

Contract Owner*

Jennifer Battle

Previous History of Contracting with Vendor/Contractor*

Yes No Unknown

Please add previous contract dates and what services were provided*

Unknown

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

Yes No Unknown

Community Partnership* (?)

Yes No Unknown

Specify Name*

Harris County

Supporting Documentation Upload (?)

Harris County ILA 0008_1_21GEN2950_Harris Center_CIC
 Program_FINAL CAO Fully Executed (00000003).pdf 19.81MB

Vendor/Contractor Contact Person

Name*

Leah Barton/Harris County Office of County Administration

Address *

1001 Preston Street

Suite 500

Houston TX

77002-1839 US

Phone Number *

N/A

Email *

leah.barton@harriscountytx.gov

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number *	Amount Charged to Unit *	Expense/GL Code No. *
7008	\$ 3,010,700.00	435060
Budget Manager	Secondary Budget Manager	
Kevin N. Ilejay	Ricardo Campbell	

Provide Rate and Rate Descriptions if applicable * (?)

\$3,010,700.00 allocated in year 1;
 \$2,960,590.00 allocated in year 2;
 \$2,960,590.00 allocated in year 3;

Project WBS (Work Breakdown Structure) * (?)

N/A

Requester Name

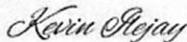
Janai L. Smith

Submission Date

3/3/2022

Budget Manager Approval(s)

Approved by



Approval Date

3/3/2022

Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval

Approved by

Jennifer Battle

Approval Date

3/3/2022

Contracts Approval

Approve*

- Yes
- No, reject entire submission
- Return for correction

Approved by*

Shaskeyia Behm

Approval Date*

3/4/2022

EXHIBIT F-12

ABBREVIATION LIST

46B Not Competent to stand trial HCJ

A

ACT Assertive Community Treatment
 ADL Activities of Daily Living
 AFDC Aid to Families with Dependent Children
 ALF Assisted Living facility
 ANSA Adult Needs and Strengths Assessment
 AOT Assisted out-patient treatment

APS Adult Protective Services
 ARC Association for Retarded Citizens
 AUDIT-C Alcohol Use Disorders Identification Test

B

BABY CANS Baby Child Assessment needs (3-5 years)
 BHO Behavioral Health Organization
 BDSS Brief Bipolar Disorder Symptom Scale
 BNSA Brief Negative Symptom Assessment

C

CANS Child and Adolescent Needs and Strengths
 CAPES Child and Adolescent Psychiatric Emergency Services
 CAPS Child and Adolescent Psychiatric Services
 CARE Client Assessment and Registration
 CARF Commission on Accreditation of Rehabilitation Facilities
 CAS Child and Adolescent Services
 CBCL Children's Behavioral Checklist
 CBHN Community Behavioral Health Network
 CBT Cognitive behavior therapy
 CCBHC Certified Community Behavioral Health Clinic
 CCR Clinical case review
 CCSI Chronic Consumer Stabilization Initiative
 CCU Crisis Counseling Unit
 CHIP Children's Health Insurance Plan
 CIDC Chronically Ill and Disabled Children
 CIRT Crisis Intervention Response Team
 CIWA Clinical Institute Withdrawal Assessment for Alcohol
 CMAP Children's Medication Algorithm Project
 CMBHS Clinical Management for Behavioral Health Services
 CMS Centers for Medicare and Medicaid
 COC Continuity of Care

COD	Co-Occurring Disorders Unit
COPSD	Co-occurring Psychiatric and Substance Abuse Disorders
COR	Council on Recovery
CPEP	Comprehensive Psychiatric Emergency Programs
CPOSS	Charleston Psychiatric Outpatient Satisfaction Scale
CPS	Children's Protective Services
CRCG	Community Resource Coordination Group
CRU	Crisis Residential Unit
CSC	Community Service Center
CSCD	Community Supervision and corrections department
CSP	Community Support plan
CSU	Crisis Stabilization Unit
CYS	Community Youth Services

D

DFPS	Department of Family and Protective Services
DHHS	Department of Health and Human Services
DID	Determination of Intellectual Disability
DLA-20	Daily Living Activities-20 Item Version
DRB	Dangerousness review board
DSM-5	Diagnostic and Statistical Manual of Mental Disorders, 5th Edition
DSRIP	Delivery System Reform Incentive Payment Program

E

ECI	Early Childhood Intervention
EO	Early Onset
EPSDT	Early Periodic Screening Diagnosis and Treatment

F

FACT	Forensic Assertive Community Team
FF	Flex Funds
FSIQ	Full Scale Intelligence Quotient
FSPA	Jail -Forensic Single Portal
FTND	Fagerstrom Test for Nicotine Dependence
FY	Fiscal Year

G

GAF	Global Assessment of Functioning
GR.	General Revenue

H

HAM-A	Hamilton Rating Scale for Anxiety
HCJPD	Harris County Juvenile Probation Department
HCPC	Harris County Psychiatric Center
HCPI	Harris County Psychiatric Intervention
HCPS	Harris County Protective Services for Children and Adults
HCS	Home and Community Services
HCS-O	Home and Community Services – OBRA
HCSO	Harris County Sheriff's Office
HH	Harris Health System
HHS	Health Human Services
HHSC	Health and Human Services Commission
HMO	Health Maintenance Organization
HOT	Homeless Outreach Team
HPD	Houston Police Department
HRC	Houston Recovery Center

I

ICAP	Inventory for Client and Agency Planning
ICC	Interim Care Clinic
ICF-ID	Intermediate Care Facility for Intellectual Disability
IEP	Individual Education Plan
IFSP	Individual Family Support Plan
IHR	In Home Respite
IRG	Innovative Resource Group
IRP	Individualized recovery plan

J

JDC	Juvenile Detention Center
JJAEP	Juvenile Justice Alternative Education Program
JSS	Job Satisfaction Scale

K**L**

LAR	Legislative Appropriations Request
LIDDA	Local IDD Authority
LMHA	Local Mental Health Authority
LOC	Level of Care – LOC A= Authorized and LOC R= Calculated
LOS	Length of Stay
LPHA	Licensed Professional of the Healing Arts
LSA	Local Service Area

M

MACRA	Medicare Access and CHIP Reauthorization Act
MAPS	Mental Retardation Adult Psychiatric Services
MBOW	Medicaid Managed Care Report (Business Objects)
MCO	Managed Care Organization
MCOT	Mobil Crisis Outreach Team
MCAS	Multnomah Community Assessment Scale
MDU	Multiple Disabilities Unit
MHW	Mental Health Warrant
MMPI-2	Minnesota Multiphasic Personality Inventory 2nd Edition
MoCA	Montreal Cognitive Assessment
MSU	Maximum security unit

N**N**

NAMI	National Alliance for the Mentally Ill
NEO	New Employee Orientation
NGRI	Not Guilty for Reason of Insanity (46C)
NPC	Neuro-Psychiatric Center
NWCSC	Northwest Community Service Center

O

OSAR	Outreach Screening Assessment and Referral
OASS	Overt Agitation Severity Scale
OHR	Out of Home Respite
OVSOM	Office of Violent Sexual Offenders Management

P

PAP	Patient Assistance Program (for Prescriptions)
PASARR	Preadmission Screening and Annual Residential Review
PATH	Project to Assist in the Transition from Homelessness
PCH	Personal Care Home
PCM	Patient care monitoring
PDP	Person Directed Plan
PDSA	Plan-Do-Study-Act
PES	Psychiatric Emergency Services
PHCRU	Post Hospitalization Crisis Residential Unit
PHQ-9	Patient Health Questionnaire-9 Item Version
PHQ-A	Patient Health Questionnaire-9 Modified for Adolescents
PI	Performance Improvement
PIP	Performance Improvement Plan
PMAB	Prevention and Management of Aggressive Behavior
POC	Plan of Care

PoC-IP Perceptions of Care-Inpatient
 ProQOL Professional Quality of Life Scale
 PSRS Positive Symptom Rating Scale
 PSS Parent Satisfaction Scale

Q

QAIS Quality Assurance and Improvement System
 QMHP Qualified Mental Health Professional
 QI Quality Improvement
 QIDS-C Quick Inventory of Depressive Symptomology-Clinician Rated

R

RC Rehab Coordination
 ROI Release of Information
 RM Recovery Manager
 RTC Residential Treatment Center

S

SAM Service Authorization and Monitoring
 SAMHSA Substance Abuse and Mental Health Services Administration
 SC Service Coordination
 SECSC Southeast Community Service Center
 SEFRC Southeast Family Resource Center
 SMAC Sequential Multiple Analysis tests
 SMHF State mental health facility
 SNF Skilled Nursing Facility
 SP Service Package (SP1, etc)
 SPA Single portal authority
 SSLC State living facility
 SWCSC Southwest Community Service Center
 SWFRC Southwest Family Resource Center
 SUD Substance Use Disorder

T

TAC Texas Administrative code
 TANF Temporary Assistance for Needy Families
 TCOOMMI Texas Correctional Office on Offenders with Medical or Mental Impairments
 TDCJ Texas Department of Criminal Justice
 THKC Texas Health Kids
 THSteps Texas Health Steps
 TIC Trauma informed Care
 TMAP Texas Medication Algorithm Project

TMHP Texas Medicaid & Healthcare partnership
TJJD Texas Juvenile Justice Department
TRR Texas Resiliency and Recovery
TWC Texas Workforce Commission

U
UR Utilization Review

V
V-SSS Visit-Specific Satisfaction Scale

W

X

Y