

**Resource Committee Meeting**

March 21, 2023

8:30 am

**I. DECLARATION OF A QUORUM**

**II. PUBLIC COMMENTS**

**III. APPROVAL OF MINUTES**

- A. Approve Minutes of the Board of Trustees Resource Committee Meeting Held on Tuesday, February 21, 2023  
(EXHIBIT R-1)

**IV. CONSIDER AND RECOMMEND ACTION**

- A. Approve FY'23 Year-to-Date Budget Report- February  
(EXHIBIT R-2 Vanessa McKeown)
- B. March 2023 New Contracts Over 100K  
(EXHIBIT R-3 Silvia Tiller)
- C. March 2023 Contract Amendments Over 100K  
(EXHIBIT R-4 Silvia Tiller)
- D. March 2023 Interlocal Agreements  
(EXHIBIT R-5 Silvia Tiller)

**V. 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.**

**VI. RECONVENE INTO OPEN SESSION**

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

**VIII. INFORMATION ONLY**

- A. March 2023 New Contracts Under 100K  
(EXHIBIT R-6)
- B. March 2023 Renewals Under 100K  
(EXHIBIT R-7)
- C. March 2023 Amendments Under 100K  
(EXHIBIT R-8)
- D. March 2023 Affiliation, Agreements, Grants, MOU's and Revenues Information Only  
(EXHIBIT R-9)

**IX. ADJOURN**

*Veronica Franco*

**Veronica Franco, Board Liaison**

**Gerald Womack, Chairman**

**Resource Committee**

**THE HARRIS CENTER for Mental Health and IDD**

**Board of Trustees**



# **EXHIBIT R-1**

**BOARD OF TRUSTEES  
THE HARRIS CENTER *for*  
MENTAL HEALTH AND IDD  
RESOURCE COMMITTEE MEETING  
TUESDAY, FEBRUARY 21, 2023  
MINUTES**

Mr. Shaukat Zakaria, Board Chairman, called the meeting to order at 8:33 a.m. in the Room 109, 9401 Southwest Freeway, noting a quorum of the Committee was present.

**RECORD OF ATTENDANCE**

Committee Members in Attendance: Dr. G. Santos, Mr. J. Lykes, Dr. R. Gearing

Committee Member Absent: Mr. G. Womack

Other Board Member Present: Mrs. B. Hellums, Dr. L. Moore, S. Zakaria

**1. CALL TO ORDER**

Mr. Shaukat Zakaria called the Resource Committee meeting to order at 8:31am.

**2. DESIGNATION OF BOARD MEMBERS AS VOTING COMMITTEE MEMBERS**

Mr. Shaukat Zakaria designated Mrs. Hellums and Dr. L. Moore as voting members of the committee.

**2. DECLARATION OF QUORUM**

Mr. Zakaria declared a quorum was present.

**3. PUBLIC COMMENTS**

There were no Public Comments.

**4. MINUTES**

Approve Minutes of the Board of Trustees Resource Committee Meeting Held on Tuesday January 17, 2023.

**MOTION: SANTOS                      SECOND: MOORE**

**With unanimous affirmative votes,**

**BE IT RESOLVED** that the Minutes of the Board of Trustees Resource Committee Meeting Held on Tuesday, January 17, 2023, as presented under Exhibit R-1, are approved and recommended to the Full Board.

**5. CONSIDER AND RECOMMEND ACTION**

A. FY'23 Year-to-Date Budget Report-January 2023

**MOTION: HELLUMS              SECOND: LYKES**

**With unanimous affirmative votes,**



A. **Facilities Capital Project Update-** Anthony Robinson and Todd McCorquodale and presented to the Resource Committee the Facilities Capital Project Update.

**7. EXECUTIVE SESSION-**

Mr. Zakaria announced the Resource Committee would enter into executive session at 9:29 am for the following reason:

- In accordance with §551.072 of the Texas Government Code, discussion about the purchase of real property for the Southeast Clinic replacement and expansion. Wayne Young, CEO
- In accordance with §551.072 of the Texas Government Code, discussion of the proposed lease at 2000 Crawford. Silvia Tiller, Director of Contracts & Real Estate.

**8. RECOVENE INTO OPEN SESSION-**

The Resource Committee reconvened into open session at 9:54 am.

**9. CONSIDER AND TAKE ACTION AS A RESULT OF EXECUTIVE SESSION**

No action was taken as a result of the Executive Session.

**10. ADJOURN**

**MOTION: HELLUMS**

**SECOND: MOORE**

There being no further business, the meeting was adjourned at 9:54 am.

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**Veronica Franco, Board Liaison**  
**Gerald W. Womack, Secretary/Chairman Resource Committee**  
**THE HARRIS CENTER for Mental Health and IDD**  
**Board of Trustees**

# **EXHIBIT R-2**



## The Harris Center for Mental Health and IDD

Financial Report  
For the Sixth Month and Year to Date Ended February 28, 2023

Fiscal Year 2023

Presented to the Resource Committee of the Board of Trustees on March 21, 2023

## The Harris Center for Mental Health & IDD

March 21, 2023

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

The monthly financial report for February 28, 2023 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.



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Steve Evans  
Controller

**The Harris Center for Mental Health and IDD**  
**Financial Summary**  
**For the Sixth Month and Year to Date Ended February 28, 2023**

Month (,000)			
	Actual	Budget	Variance
Revenues	\$ 26,188	\$ 26,772	\$ (584)
Expenditures	25,979	27,221	1,242
Excess of Revenues over (under) Expenditures before Other Sources	<u>\$ 209</u>	<u>\$ (449)</u>	<u>\$ 658</u>

Year-to-date (,000)			
	Actual	Budget	Variance
Excess of Revenues over (under) Expenditures after Other Sources	<u>\$ 1,958</u>	<u>\$ 1,018</u>	<u>\$ 940</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, 2023**

	Month Ended February 28, 2023				Six Months Ended February 28, 2023			
	Actual	Budget	Variance Favorable or (Unfavorable)		Actual	Budget	Variance Favorable or (Unfavorable)	
			\$	%			\$	%
<b>Total Revenues:</b>								
Harris County and Local	\$ 5,040,758	\$ 5,008,702	\$ 32,056	1%	\$ 31,906,166	\$ 30,101,112	\$ 1,805,054	6%
PAP / Samples	731,977	525,000	206,977	39%	4,994,006	3,500,000	1,494,006	43%
Interest	137,837	129,940	7,897	6%	828,639	779,638	49,001	6%
State General	9,514,275	9,507,029	7,246	0%	57,264,963	57,042,073	222,890	0%
State Grants	1,223,019	1,260,590	(37,571) c	-3%	7,027,502	7,563,536	(536,034)	-7%
Federal Grants	2,904,746	3,671,740	(766,994)	-21%	19,659,918	22,069,258	(2,409,339)	-11%
Directed Payment Program	817,840	817,840	-	0%	4,907,041	4,907,040	-	0%
Charity Care Pool	3,366,382	3,366,382	-	0%	20,198,292	20,198,292	-	0%
3rd party billings	2,451,270	2,484,942	(33,672) d	-1%	13,270,481	14,910,243	(1,639,762)	-11%
<b>Total Revenue</b>	<b>26,188,104</b>	<b>26,772,165</b>	<b>(584,061) f</b>	<b>-2%</b>	<b>160,057,007</b>	<b>161,071,192</b>	<b>(1,014,185)</b>	<b>-1%</b>
<b>Total Operating Expenses:</b>								
Salaries and Fringe	18,642,540	19,399,606	757,066 g	4%	116,617,651	116,365,549	(252,102)	0%
Travel	147,803	183,181	35,378	19%	828,120	936,481	108,361	12%
Contracts and Consultants	1,691,188	1,961,550	270,362	14%	10,387,694	11,748,763	1,361,069	12%
HCPC Contract	2,332,657	2,322,734	(9,923)	0%	13,927,657	13,936,404	8,747	0%
Supplies and Drugs	1,159,961	1,100,431	(59,530)	-5%	7,522,301	6,523,280	(999,021)	-15%
Equipment (Purch, Rent, Maint)	492,926	532,631	39,705	7%	2,564,083	3,141,961	577,878	18%
Building (Purch, Rent, Maint)	348,678	495,649	146,971	30%	1,899,768	2,970,263	1,070,495	36%
Vehicle (Purch, Rent, Maint)	59,638	87,221	27,583	32%	403,044	513,555	110,511	22%
Telephone and Utilities	263,332	287,175	23,843	8%	1,781,871	1,722,974	(58,897)	-3%
Insurance, Legal, Audit	199,404	176,447	(22,957)	-13%	1,035,749	1,073,692	37,943	4%
Other	640,514	674,333	33,819	5%	4,072,669	4,019,850	(52,819)	-1%
<b>Total Operating Expenses</b>	<b>25,978,640</b>	<b>27,220,958</b>	<b>1,242,318 h</b>	<b>5%</b>	<b>161,040,608</b>	<b>162,952,773</b>	<b>1,912,164</b>	<b>1%</b>
Excess of Revenues over (under)								
Operating Expenditures before Other Sources	209,464 a	(448,792)	658,257		(983,601)	(1,881,581)	897,980	
Capital Expenses from fund balance Capex	200,526	-	(200,526)		1,377,997	-	(1,377,997)	
Funds from other sources:				i				
Use of fund balance - CapEx	200,106	-	200,106		1,356,960	-	1,356,960	
Use of fund balance - COVID-19	-	-	-		-	-	-	
Fund Balance DSRIP	483,333	483,276	57		2,899,713	2,899,656	57	
Insurance Proceeds	-	-	-		37,253	-	37,253	
Proceeds from Sale of Assets	15,000	-	15,000		25,285	-	25,285	
Excess of Revenues over (under)								
Total Expenditures after Other Sources	\$ 707,377	\$ 34,484	\$ 672,894		\$ 1,957,612 b	\$ 1,018,075	\$ 939,538	

**The Harris Center for Mental Health and IDD**  
**Comparative Balance Sheet**  
**As of February 28, 2023**

	Ending Balance		Increase/(Decrease)	
	January 31, 2023	February 28, 2023	February	
<b>Assets</b>				
Cash and Cash Equivalents	\$ 73,281,411	\$ 51,852,604	\$ (21,428,807)	<b>a</b>
Inventory - includes RX	380,660	414,510	33,850	<b>b</b>
Prepaid Expenses	7,590,562	7,113,436	(477,127)	<b>c</b>
A/R Medicaid, Medicare, 3rd Party	12,719,424	12,592,788	(126,637)	
Less Bad Debt Reserve	(4,893,516)	(3,988,690)	904,826	
A/R Other	44,677,197	47,629,946	2,952,749	<b>d</b>
Total Current Assets	<u>133,755,739</u>	<u>115,614,593</u>	<u>(18,141,145)</u>	
Right of Use Asset (Lease)	1,933,770	1,933,770	-	
Land	12,654,193	12,683,363	29,171	
Building	25,389,494	25,389,494	-	
Building Improvements	21,175,215	21,175,215	-	
Furniture and Fixtures	6,919,784	6,919,784	-	
Vehicles	1,029,774	1,029,774	-	
Construction in Progress	22,365,302	22,279,232	(86,070)	
Total Property, Plant & Equipment	<u>91,467,532</u>	<u>91,410,633</u>	<u>(56,899)</u>	
TOTAL ASSETS	<u>\$ 225,223,270</u>	<u>\$ 207,025,226</u>	<u>\$ (18,198,044)</u>	
<b>Liabilities and Fund Balance</b>				
Unearned Income	\$ 17,287,114	\$ 5,330,535	\$ (11,956,578)	<b>e</b>
Accrued Payroll and Accounts Payables	20,268,079	14,057,239	(6,210,840)	<b>f</b>
Lease Liability - Current	511,404	511,404	-	
Current Portion Long Term Debt	-	-	-	
Total Current Liabilities	<u>38,066,597</u>	<u>19,899,179</u>	<u>(18,167,418)</u>	
State Escheatment Payable	53,471	55,805	2,334	
Lease Liability - Long Term	853,289	853,289	-	
Lease-Accrued Interest	5,964	5,964	-	
Total Non Current Liabilities	<u>912,723</u>	<u>915,058</u>	<u>2,334</u>	
TOTAL LIABILITIES	<u>38,979,320</u>	<u>20,814,236</u>	<u>(18,165,084)</u>	
General Fund Balance	18,166,431	18,132,524	(33,907)	
Nonspendable				
Investment in Inventories	380,660	414,510	33,850	
Investment In Fixed Assets	91,467,532	91,410,633	(56,899)	
Assigned:				
Current Capital Projects	9,527,128	9,327,023	(200,106)	
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	55,966,038	55,482,762	(483,276)	<b>g</b>
COVID-19 eFMAP Reserve	904,067	904,067	-	
Compensated Absences	4,854,354	4,854,354	-	
Total	<u>184,993,715</u>	<u>184,253,378</u>	<u>(740,338)</u>	
Year to Date Excess Revenues over (under) Expenditures	1,250,235	1,957,612	707,377	
TOTAL FUND BALANCE	<u>186,243,950</u>	<u>186,210,990</u>	<u>(32,961)</u>	
TOTAL LIABILITIES AND FUND BALANCE	<u>\$ 225,223,270</u>	<u>\$ 207,025,226</u>	<u>\$ (18,198,045)</u>	

The Harris Center for Mental Health and IDD  
Notes to the Preliminary Financial Reports  
For Month and Year to Date Ended February 28, 2023

- I. Comparison of Revenue and Expenses
  - a. For the month of February 2023, the sixth month of the fiscal year, the Harris Center is reporting excess Revenues over Expenditures of \$209,464 before funds from other sources are considered.
  - b. The year-to-date amount translates to Excess Revenues over Expenses of \$1,957,612 after use of fund balance, fund balance CapEx, fund balance DSRIP, and insurance proceeds are considered.
  - c. Federal Grants are unfavorable to budget by \$766,994 primarily due to the timing of billable expenses associated with ARPA grants passed through City of Houston and the execution of a contract for Federal Navigation Services.
  - d. Third Party billings are unfavorable to budget by \$33,672.
  - f. Total Revenue is unfavorable to budget by \$584,061 primarily due to Federal Grants. (see Note C.)
  - g. Salaries and Fringe are favorable to budget by \$757,066 primarily due to unfilled positions.
  - h. Total Operating Expenses are favorable to budget by \$1,242,318 primarily due to salaries and fringe benefits.
  - i. Funds from other sources used to fund current month expenses totaled \$698,429 including DSRIP reserves, insurance proceeds and use of CapEx funds.

The Harris Center for Mental Health and IDD  
Notes to the Preliminary Financial Reports  
For Month and Year to Date Ended February 28, 2023

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 primarily because of the use of State General Revenue dollars received in December.

	Ending Balance		Increase (Decrease)
	1/31/2023	2/28/2023	February
Cash-General Fund Bank of America	7,336,665	7,565,172	\$ 228,507
Cash-General Fund Chase	31,643,953	26,202,462	(5,441,491)
Cash-SSI Chase	29,300	28,021	(1,279)
Cash-BOA ACH Vendor	779,358	482,348	(297,009)
Cash-Pharmacy Chase	26,113	125,847	99,734
Cash-FSA-Discovery	166,093	62,477	(103,616)
Petty Cash/Pharmacy Cash Drawer	6,550	6,550	-
Investments-TexPool General Fund	1,021,276	1,024,801	3,525
Investments-TexPool Self Insurance	2,333,943	2,341,998	8,055
Investments-TexPool Prime	16,868,740	7,903,072	(8,965,668)
Investments-Texas Class	13,069,419	6,109,855	(6,959,564)
	<u>\$ 73,281,411</u>	<u>\$ 51,852,604</u>	<u>\$ (21,428,807)</u>

- b. Inventory book balances are updated monthly utilizing calculations for inventory purchased and used during the month. Inventory balances are accurately updated annually after 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)
	1/31/2023	2/28/2023	February
Inventory-Central Supplies	2,561	2,561	\$ -
Supplies Purchased		37,500	\$ 37,500
Supplies Used	(17,563)	(21,213)	(3,650)
Inventory-Drugs	395,662	395,662	-
Total Inventory	<u>\$ 380,660</u>	<u>\$ 414,510</u>	<u>\$ 33,850</u>

- c. Prepaid Expenses decreased due to DPP-BHS activity.

The Harris Center for Mental Health and IDD  
Notes to the Preliminary Financial Reports  
For Month and Year to Date Ended February 28, 2023

II. Comparative Balance Sheet (continued)

d. Accounts Receivable Other increased in February.

	Ending Balance		Increase (Decrease)
	1/31/2023	2/28/2023	February
Villas at Bayou Park	98,887	101,510	2,623
Pear Grove	60,284	63,185	2,901
Pasadena Cottages	106,211	109,876	3,665
Employee	(44)	(749)	(705)
Pecan Village	4,401	4,401	-
Acres Homes Garden	225,523	230,897	5,374
Foundation	659	528	(131)
NAMI of Greater Houston	747	387	(359)
General Accounts Receivable	843,033	863,035	20,002
Pharmacy PBM	66,588	97,394	30,806
Cobra Premiums	13,996	13,996	-
Harris County Projects	1,858,891	1,644,849	(214,043)
Harris County Juvenile Probation	717,349	529,280	(188,068)
Harris County Community Supervision	1,181,901	955,098	(226,804)
Harris County Sheriff's Department	9,039,793	9,943,697	903,904
ICFMR	251,244	184,312	(66,932)
TCOOMMI-Special Needs	878,235	544,643	(333,592)
TDCJ-Parole	123,000	61,500	(61,500)
TDCJ-Substance Abuse	83,335	50,001	(33,334)
TCOOMMI-Juvenile	168,616	72,848	(95,768)
Jail Diversion	3,584,404	4,352,507	768,103
ECI	1,404,056	1,125,086	(278,970)
ECI Respite	-	-	-
ECI SNAP	36,045	19,805	(16,240)
Federal CHH Navigation	-	-	-
Federal Aot	52,889	77,243	24,354
ARPA-COH-MCOT RR Expansion	1,054,268	846,703	(207,565)
ARPA-COH-Core HPD Expansion	242,539	211,336	(31,203)
Fed SAMHSA CCBHC Expansion	209,456	73,120	(136,337)
AR Fed ARPA TPWD Fam Well Ctr	236,178	358,561	122,383
AR Fed ARPA ECI	16,944	26,876	9,933
PATH-Mental Health Block Grant	259,843	209,944	(49,899)
MH Block Grant-Coordinated Specialty	203,821	167,517	(36,304)
Subtotal, A/R-Other	\$ 23,023,092	\$ 22,939,387	\$ (83,705)

The Harris Center for Mental Health and IDD  
Notes to the Preliminary Financial Reports  
For Month and Year to Date Ended February 28, 2023

II. Accounts Receivable Other (Continued)	Ending Balance		Increase (Decrease)
	1/31/2023	2/28/2023	February
DSHS SAPT Block Grant	72,280	62,915	(9,365)
AR State TCMHCC	-	-	-
Enhanced Community Coordinator	92,568	72,700	(19,868)
DSHS Mental Health First Aid	15,580	8,200	(7,380)
HHSC ZEST-Zero Suicide	33,226	42,793	9,566
HCC Open Door	311,775	223,187	(88,588)
HCS	22,416	22,416	-
Tx Home Living Waiver	313,516	324,577	11,061
DPP-BHS	798,140	1,082,403	284,263
Charity Care Pool	16,831,910	20,198,292	3,366,382
Fed ARPA COF-CIRT HPD	2,208	19,690	17,482
Helpline Contracts	99,925	119,556	19,631
City of Houston-CCSI	25,268	50,537	25,268
City of Houston-DMD	18,667	37,333	18,667
City of Houston-911 CCD Amended	58,562	78,790	20,228
A/R - HHSC Projects	2,958,064	2,347,170	(610,895)
Local Be Well Be Connected	-	-	-
Grand Total A/R - Other	<u>\$ 44,677,197</u>	<u>\$ 47,629,946</u>	<u>\$ 2,952,749</u>

- e. Unearned Income decreased due to use of Q1 2023 State GR funds.
- f. Accrued Payroll and Accounts Payable increased because of payment timing related to accounts payable, payroll, and employee fringe benefit liabilities.
- g. Waiver 1115 Reserves decreased due to use of budgeted DSRIP reserves.  
Total DSRIP Reserves on hand at end of month equals \$55,482,762.
- h. Days of Operations in Reserve for Total Agency is 106 days versus 111 days for the prior month.

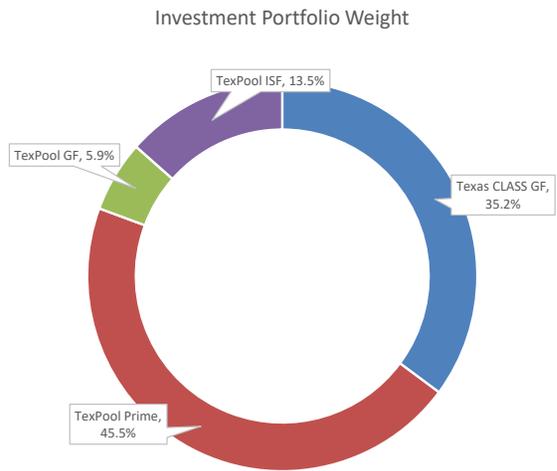
### III. Investment Portfolio

- a. Total investments as of February 28, 2023 are \$17,379,726 of which 100% is in government pools.  
(Texas Class 35% and TexPool 65%)
- b. Investments this month yielded interest income of \$86,347 with an additional \$51,490 earned in the Chase hybrid checking account.

The Harris Center for Mental Health and IDD  
 Investment Portfolio  
 February 28, 2023

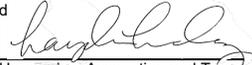
**Local Government Investment Pools (LGIPs)**

	Beginning Balance	Transfer In	Transfer Out	Interest Income	Ending Value	Portfolio %	Yield
<b>Texas CLASS</b>							
Texas CLASS General Fund	\$ 13,069,419	\$ -	\$ (7,000,000)	\$ 40,436	\$ 6,109,855	35.2%	4.758%
<b>TexPool</b>							
TexPool Prime	16,868,741	\$ -	\$ (9,000,000)	34,331	7,903,072	45.5%	4.520%
TexPool General Fund	1,021,276			3,525	1,024,801	5.9%	4.244%
TexPool Internal Service Fund	2,333,943			8,055	2,341,998	13.5%	4.244%
<i>TexPool Sub-Total</i>	<i>20,223,960</i>	<i>-</i>	<i>(9,000,000)</i>	<i>45,911</i>	<i>11,269,871</i>	<i>64.8%</i>	<i>4.438%</i>
<b>Total Investments</b>	\$ 33,293,379	\$ -	\$ (16,000,000)	\$ 86,347	\$ 17,379,726	100%	4.550%



**3 Month Weighted Average Maturity (Days)** 1.00  
**3 Month Weighted Average Yield of The Harris Center Investment Portfolio** 4.488%  
**3 Month Rolling Weighted Average Daily Treasury Bill Rate (4 weeks)** 4.265%  
**February Interest Rate - Chase Hybrid Checking** 3.15%  
**February ECR - Chase** 3.25%

This Investment Portfolio Report of The Harris Center for Mental Health and IDD as of February 28, 2023 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.

Approved   
 Hayden Hernandez, Accounting and Treasury Manager

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

Report for February 2023

Vendor	Description	Monthly Not-To-Exceed*	Jan-23	YTD Total Through February
Lincoln Financial Group	Retirement Funds (401a, 403b, 457)	\$2,400,000	\$1,817,561	\$10,813,605
Blue Cross Blue Shield of TX	Health and Dental Insurance	\$2,600,000	\$2,419,780	\$14,292,127

\* 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 January payments of Liabilities for Employee Benefits = 11% of Expenditures.

# **EXHIBIT R-3**

**March 2023**

**NEW CONTRACTS OVER 100k**

	CONTRACTORS	PRODUCT/SERVICE DESCRIPTION	NTE AMOUNT	CONTRACT PERIOD	FUNDING	BID/TAG-ON	COMMENTS
	<b>FY23 NEW CONTRACTS</b>						
	<b>ADMINISTRATION</b>						
1	FreeIT Data Solutions	Varonis All in One Cybersecurity Platform	\$330,789.04	06/24/2023-06/24/2026	GR	Tag-On to DIR-TSO-4229	Information Technology Department currently uses Critical Start for our FY22 contract for Varonis. IT is requesting to change vendors and move from an on-prem solution to a SaaS (Software as a Service) model for their solution. Varonis is an all-in-one cybersecurity platform. It protects Active Directory, network shares, and Microsoft O365. Varonis classifies sensitive data, shows data at-risk, and alerts IT staff to abnormal activity for action. FY23 NTE: \$330,789.04; FY24 NTE: \$330,789.04; and FY25 NTE: \$330,789.04. Total NTE: \$1,107,948.29
	<b>CPEP/CRISIS SERVICES</b>						
	<b>FORENSICS</b>						
	<b>INTELLECTUAL DEVELOPMENTAL DISABILITY SERVICES</b>						
	<b>INTELLECTUAL DEVELOPMENTAL DISABILITY SERVICES-ECI</b>						
	<b>LEASES</b>						
	<b>MENTAL HEALTH SERVICES</b>						



## Executive Contract Summary

### Contract Section ▲

**Contractor\***

FreelT Data Solutions

**Contract ID #\***

2023-0627

**Presented To\***

- Resource Committee
- Full Board

**Date Presented\***

3/21/2023

**Parties\* (?)**

FreelT and The Harris Center

**Agenda Item Submitted For: \* (?)**

- Information Only (Total NTE Amount is Less than \$100,000.00)
- Board Approval (Total NTE Amount is \$100,000.00+)
- 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 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 checked="" type="checkbox"/> Other <span style="background-color: #cccccc; padding: 2px;">DIR-TSO-4229</span> |

**Funding Information \***

- New Contract  Amendment

**Contract Term Start Date\* (?)**

6/24/2023

**Contract Term End Date\* (?)**

6/23/2026

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

3 Years

**Fiscal Year\* (?)**

2023

**Amount\* (?)**

\$ 330,789.04

**Fiscal Year\* (?)**

2024

**Amount\* (?)**

\$ 330,789.04

Fiscal Year\* (?)

Amount\* (?)

2025

\$ 330,789.04

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\* (?)

Information Technology Department currently uses Critical Start for our FY22 contract for Varonis. IT is requesting to change vendors and move from an on-prem solution to a SaaS (Software as a Service) model for their solution. Varonis is an all-in-one cybersecurity platform. It protects Active Directory, network shares, and Microsoft O365. Varonis classifies sensitive data, shows data at-risk, and alerts IT staff to abnormal activity for action.

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 an explanation\*

N/A

Community Partnership\* (?)

Yes  No  Unknown

Supporting Documentation Upload (?)

CyberOne Q-29754_Varonis 3YR UPG_DIR-TSO-4851.pdf	21.24KB
ATG_HarrisCenter_Varonis_2023 Renewal_3YR.pdf	97.79KB
300130-4 Harris Center - Varonis 1yr - 20230220.pdf	35.76KB

Vendor/Contractor Contact Person 

Name\*

Andrew Neuenschwander

**Address \***

Street Address

P.O. Box 1572

Address Line 2

City

Austin

Postal / Zip Code

78767

State / Province / Region

Tx

Country

US

**Phone Number \***

1-800-478-5161

**Email \***

andrew@freeitdata.com

**Budget Section**

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

Budget Unit Number *	Amount Charged to Unit *	Expense/GL Code No. *
1130	\$ 330,789.04	553002
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Campbell, Ricardo	Brown, Erica	

**Provide Rate and Rate Descriptions if applicable \* (?)**

See attached

**Project WBS (Work Breakdown Structure) \* (?)**

N/A

**Requester Name**

Hurst, Richard

**Submission Date**

2/7/2023

**Budget Manager Approval(s)**

**Approved by**

*Ricardo Campbell*

**Approval Date**

2/7/2023

**Procurement Approval**

**File Upload (?)**

**Approved by**

*Sharon Brauner*

**Approval Date**

2/9/2023

**Contract Owner Approval**

Approved by

*Mustafa Cechinnala*

Approval Date

2/9/2023

Contracts Approval

Approve \*

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

Approved by \*

*Belinda Stude*

Approval Date \*

2/24/2023

# **EXHIBIT R-4**

**MARCH 2023  
AMENDMENTS OVER 100k**

SNAPSHOT SUMMARY  
 CONTRACT AMENDMENTS  
 \$100,000.00 AND MORE

	CONTRACTORS	PRODUCT/SERVICE DESCRIPTION	PREVIOUS NTE AMOUNT	INCREASE AMOUNT	NTE AMOUNT	CONTRACT PERIOD	FUNDING	BID/TAG-ON	COMMENTS
	<b>FY23 AMENDMENTS</b>								
	<b>ADMINISTRATION</b>								
1	Centre Technologies	Microsoft Office 365 Subscription	\$576,000.00	\$117,00.00	\$693,000.00	09/01/2022-08/31/2023	GR	Tag-On to DIR-CPO-4857	Amendment to increase the NTE due to increase for Microsoft Enterprise Mobility + Security license. The per user price increased from \$3.70 to \$6.60 per month. This license is used to restrict Harris Center employees/contractors from downloading/printing Harris Center PHI from non-agency devices.
2	Pivot Point Consulting, A Vaco Company	Consulting & IT Services	\$240,000.00	\$150,000.00	\$390,000.00	09/01/2022-08/31/2023	GR	Sole Source	Amendment to increase the NTE to add additional services to build out electronic forms development within EPIC EHR. Contract staff will build our current paper forms within EPIC so that The Harris Center may move away from paper forms. Additional the contract staff build any new forms on an as needed basis. Anticipated rate is up to \$150.00/hour.
	<b>CPEP/CRISIS SERVICES</b>								
	<b>FORENSICS</b>								
	<b>INTELLECTUAL DEVELOPMENTAL DISABILITY SERVICES</b>								
3	CC Assessment Services, Inc.	Psychological Testing and Evaluation Services	\$52,810.00	\$118,000.00	\$170,810.00	09/01/22- 08/31/23	State Grant	Consumer Driven	Amendment to increase the NTE for increase in services needed for Eligibility/Intake to assist with decreasing the DID backlog. HHSC has provided additional funding to The Harris Center to allocate toward GR services.
	<b>INTELLECTUAL DEVELOPMENTAL DISABILITY SERVICES-ECI</b>								
	<b>LEASES</b>								
	<b>MENTAL HEALTH SERVICES</b>								



# Executive Contract Summary

## Contract Section



**Contractor\***

Centre Technologies

**Contract ID #\***

7710

**Presented To\***

- Resource Committee
- Full Board

**Date Presented\***

3/21/2023

**Parties\* (?)**

The Harris Center and Centre Technologies

**Agenda Item Submitted For: \* (?)**

- Information Only (Total NTE Amount is Less than \$100,000.00)
- Board Approval (Total NTE Amount is \$100,000.00+)
- 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 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\* (?)**

9/1/2022

**Contract Term End Date\* (?)**

8/31/2023

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

**Current Contract Amount\***

\$ 576,000.00

**Increase Not to Exceed\***

\$ 117,000.00

**Revised Total Not to Exceed (NTE)\***

\$ 693,000.00



**Address \***

Street Address

16801 Greenspoint Park Dr

Address Line 2

Suite 200

City

Houston

Postal / Zip Code

77060

State / Province / Region

Tx

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. *
1130	\$ 693,000.00	574000
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Campbell, Ricardo	Brown, Erica	

**Provide Rate and Rate Descriptions if applicable \* (?)**

\$6.60 per user per month for Microsoft Enterprise Mobility + Security license

**Project WBS (Work Breakdown Structure) \* (?)**

N/A

**Requester Name**

Hurst, Richard

**Submission Date**

2/15/2023

**Budget Manager Approval(s)**

**Approved by**



**Approval Date**

2/15/2023

**Procurement Approval**

**File Upload (?)**

**Approved by**



**Approval Date**

**Contract Owner Approval**

Approved by

*Mustafa Cochinnala*

Approval Date

2/15/2023

Contracts Approval

Approve \*

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

Approved by \*

*Belinda Stude*

Approval Date \*

2/16/2023



# Executive Contract Summary

## Contract Section



**Contractor\***

Pivot Point Consulting, A Vaco Company

**Contract ID #\***

2021-0145

**Presented To\***

- Resource Committee
- Full Board

**Date Presented\***

3/21/2023

**Parties\* (?)**

Pivot Point and The Harris Center  
CT142370

**Agenda Item Submitted For:\* (?)**

- Information Only (Total NTE Amount is Less than \$100,000.00)
- Board Approval (Total NTE Amount is \$100,000.00+)
- 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 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\* (?)**

9/1/2022

**Contract Term End Date\* (?)**

8/31/2023

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

**Current Contract Amount\***

\$ 240,000.00

**Increase Not to Exceed\***

\$ 150,000.00

Revised Total Not to Exceed (NTE)\*

\$ 390,000.00

Fiscal Year\* (?)

2023

Amount\* (?)

\$ 390,000.00

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\* (?)

Backfill for Harris Center IT for electronic forms development within EPIC EHR. Contract staff will build our current paper forms within EPIC so that The Harris Center may move away from paper forms. They will also build new forms that are required as needed. This is a tag on to Harris Health's contract with Pivot Point.

Contract Owner\*

Mustafa Cochinwala

Previous History of Contracting with Vendor/Contractor\*

Yes  No  Unknown

Please add previous contract dates and what services were provided\*

FY21, FY22  
EPIC Reporting Analyst  
EPIC Compass Rose Analysts

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

Yes  No  Unknown

Please provide an explanation\*

N/A

Community Partnership\* (?)

Yes  No  Unknown

Supporting Documentation Upload (?)

Vendor/Contractor Contact Person

Name\*

Paul Meyer

**Address \***

Street Address

5501 Virginia Way

Address Line 2

City

Brentwood

Postal / Zip Code

37027

State / Province / Region

TN

Country

United States

**Phone Number\***

2817052368

**Email\***

pmeyer@pivotpointconsulting.com

**Budget Section**

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

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1158	\$ 150,000.00	900060
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Brown, Erica	Campbell, Ricardo	

**Provide Rate and Rate Descriptions if applicable\* (?)**

Up to \$150 per hour

**Project WBS (Work Breakdown Structure)\* (?)**

EHR21.1158.02

**Requester Name**

Hurst, Richard

**Submission Date**

2/15/2023

**Budget Manager Approval(s)**

**Approved by**

*Erica Brown*

**Approval Date**

2/15/2023

**Procurement Approval**

**File Upload (?)**

**Approved by**

Sign

**Approval Date**

**Contract Owner Approval**

Approved by

*Mustafa Cochinwala*

Approval Date

2/15/2023

Contracts Approval

Approve \*

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

Approved by \*

*Belinda Stude*

Approval Date \*

2/16/2023



# Executive Contract Summary

## Contract Section



**Contractor\***

CC Assessment Services, Inc.

**Contract ID #\***

7871

**Presented To\***

- Resource Committee
- Full Board

**Date Presented\***

3/21/2023

**Parties\* (?)**

CC Assessment Services, Inc. and The Harris Center for Mental Health and IDD

**Agenda Item Submitted For:\* (?)**

- Information Only (Total NTE Amount is Less than \$100,000.00)
- Board Approval (Total NTE Amount is \$100,000.00+)
- 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 checked="" 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\* (?)**

9/1/2022

**Contract Term End Date\* (?)**

8/31/2023

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

N/A

**Current Contract Amount\***

\$ 52,810.00

**Increase Not to Exceed\***

\$ 118,000.00

**Revised Total Not to Exceed (NTE)\***

\$ 170,810.00

Fiscal Year\* (?)

Amount\* (?)

2023

\$ 170,810.00

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\* (?)

The Harris Center has received funding from HHSC to assist with the Eligibility DID backlog.

The request is to increase PO/CT 142648 by \$118,000.00 for FY23 (09/01/22 - 08/31/2023) to assist with the DID backlog. The current NTE amount is \$58,810.00, and the new NTE amount will be \$170,810.00 for PO/CT 142628, 3355-540503.

Service Description:

Contractor shall provide assistance by completing psychological testing/evaluations and will be responsible for providing supervision for all psychological/evaluations completed on the Agency's Consumers for determination of IDD eligibility/intake.

Contract Owner\*

Dr. Evanthe Collins

Previous History of Contracting with Vendor/Contractor\*

Yes  No  Unknown

Please add previous contract dates and what services were provided\*

09/01/21 to present. Psychological testing/evaluations.

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

Yes  No  Unknown

Community Partnership\* (?)

Yes  No  Unknown

Specify Name\*

CC Assessment Services, Inc.

Supporting Documentation Upload (?)

Vendor/Contractor Contact Person



Name\*

Catherine Lewis

**Address \***

Street Address

13030 Terrance Run Lane

Address Line 2

City

Houston

Postal / Zip Code

77044

State / Province / Region

Texas

Country

United States

**Phone Number \***

8503228673

**Email \***

catherine.lewis@ccassessments.org

**Budget Section**

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

Budget Unit Number *	Amount Charged to Unit *	Expense/GL Code No. *
3355	\$ 118,000.00	540503

**Budget Manager**

Adams-Austin, Mamie

**Secondary Budget Manager**

Kerlegon, Charles

**Provide Rate and Rate Descriptions if applicable\* (?)**

\$350.00 per evaluation

Supervision for psychological testing/evaluations completed.

**Project WBS (Work Breakdown Structure)\* (?)**

N/A

**Requester Name**

Childs, Margo

**Submission Date**

2/27/2023

**Budget Manager Approval(s)**

**Approved by**

*Mamie Adams*

**Approval Date**

2/27/2023

**Contract Owner Approval**

**Approved by**

*Evanthe Collins*

**Approval Date**

2/27/2023

**Contracts Approval**

**Approve \***

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

**Approved by \***

*Belinda Stude*

**Approval Date \***

2/28/2023

# **EXHIBIT R-5**

**March 2023**  
**INTERLOCAL AGREEMENTS**





# Annual Renewal Evaluation

## Current Fiscal Year Contract Information



**Current Fiscal Year**

2023

**Contract ID#\***

7663

**Contractor Name\***

Harris County Juvenile Board on behalf of the Harris County Juvenile Probation Department

**Service Provided\* (?)**

Multi-Systemic Therapy Services ("MST")

**Renewal Term Start Date\***

3/1/2023

**Renewal Term End Date\***

2/29/2024

**Term for Off-Cycle Only (For Reference Only)**

**Agenda Item Submitted For: (?)**

- Information Only (Total NTE Amount is Less than \$100,000.00)
- Board Approval (Total NTE Amount is \$100,000.00+)
- 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 checked="" type="checkbox"/> Interlocal                           | <input type="checkbox"/> Consumer Driven           |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other                     |

**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 checked="" type="checkbox"/> Renewal of Existing Contract | <input type="checkbox"/> Other                          |

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

- Yes
- No
- Unknown

Contract NTE (Old Text Field For Reference) (?)

Contract NTE\* (?)

\$ 698,064.00

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\*

Mohagany Bowser

Contract Owner\*

Tiffanie Williams-Brooks

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.*
6621	\$ 698,064.00	403010
Budget Manager*		Secondary Budget Manager*
Smith, Janai		Loera, Angelica

Fiscal Year* (?)	Amount* (?)
2023	\$ 698,064.00

Next Fiscal Year Not to Exceed Amount for Master Pooled Contracts

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 (?)

HC\_ILA-Renewal\_letter\_(MST\_Services) Executed by the Harris Center.pdf 235.33KB

Contract Owner

Contract Owner\* (?)

Please Select Contract Owner

Tiffanie Williams-Brooks

Budget Manager Approval(s)

Approved by

*Janae Lynnette Smith*

Contract Owner Approval



Approved by

*Tiffanie Williams-Bricks*

Contracts Approval

Approve\*

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

Approved by\*

*Belinda Stude*

Approval Date\*

2/27/2023



# Annual Renewal Evaluation

## Current Fiscal Year Contract Information



**Current Fiscal Year**

2023

**Contract ID#\***

6186

**Contractor Name\***

City of Houston

**Service Provided\* (?)**

City of Houston Acres Home Multi Service Center located at 6719 W. Montgomery, Houston, TX.

**Renewal Term Start Date\***

2/1/2023

**Renewal Term End Date\***

1/31/2024

**Term for Off-Cycle Only (For Reference Only)**

**Agenda Item Submitted For: (?)**

- Information Only (Total NTE Amount is Less than \$100,000.00)
- Board Approval (Total NTE Amount is \$100,000.00+)
- 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 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"/> |

**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 checked="" type="checkbox"/> Renewal of Existing Contract | <input type="checkbox"/> Other <input type="text"/>     |

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

- Yes
- No
- Unknown

Contract NTE (Old Text Field For Reference) (?)

Contract NTE\* (?)

\$ 3,076.20

Rate(s)/Rate(s) Description

FY23/24 Total NTE \$3,076.20

Unit(s) Served\*

0000

G/L Code(s)\*

126006

Current Fiscal Year Purchase Order Number\*

CT142517

Contract Requestor\*

Lance Britt

Contract Owner\*

Lance Britt

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.*
2200	\$ 3,076.20	126006
<b>Budget Manager*</b>	<b>Secondary Budget Manager*</b>	
Shelby, Debbie	Loera, Angelica	

Fiscal Year* (?)	Amount* (?)
2023	\$ 3,076.20

Next Fiscal Year Not to Exceed Amount for Master Pooled Contracts

Contract Funding Source\*

State

## 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

Lance Britt

## Budget Manager Approval(s)



Approved by

*Debbie Chambers Shelby*

Contract Owner Approval



Approved by

*Lance Britt*

Contracts Approval

Approve \*

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

Approved by \*

*Belinda Stude*

Approval Date \*

2/24/2023



## Executive Contract Summary

### Contract Section



**Contractor\***

Harris County Resources for Children and Adults

**Contract ID #\***

2023-0614

**Presented To\***

- Resource Committee
- Full Board

**Date Presented\***

3/21/2023

**Parties\* (?)**

Harris County Resources for Children and Adults and The Harris Center for MH and IDD

**Agenda Item Submitted For: \* (?)**

- Information Only (Total NTE Amount is Less than \$100,000.00)
- Board Approval (Total NTE Amount is \$100,000.00+)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- 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 Revenue

**Funding Information\***

- New Contract
- Amendment

**Contract Term Start Date\* (?)**

1/31/2023

**Contract Term End Date\* (?)**

6/30/2024

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

county contract

**Fiscal Year\* (?)**

2023

**Amount\* (?)**

\$ 1,339,065.00

**Fiscal Year\* (?)**

2024

**Amount\* (?)**

\$ 1,673,832.00

**Funding Source \***

Federal Grant

**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 crisis respite services to youth between the ages of 13-17 years old who are being diverted from juvenile detention center to create a normalized environment, provide a venue for biological, psychological and social interventions targeted at the current crisis, while fostering community and family reintegration.

**Contract Owner \***

Monalisa Jiles

**Previous History of Contracting with Vendor/Contractor \***

Yes  No  Unknown

**Please add previous contract dates and what services were provided \***

MHF Childrens' Prevention services 3/2022 - 9/2022

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

Yes  No  Unknown

**Community Partnership \* (?)**

Yes  No  Unknown

**Specify Name \***

Harris County

**Supporting Documentation Upload (?)**

**Vendor/Contractor Contact Person**

**Name \***

Harris County Resources for Children and Adults

**Address \***

Street Address  
2525 Murworth Drive  
Address Line 2

City

Houston

Postal / Zip Code

77054-1623

State / Province / Region

TX

Country

US

**Phone Number \***

713-394-4000

Email\*

joel.levine@cps.chtx.net

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
6500	\$ 3,012,897.00	540000
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Williams-Wesley, Sheenia	Adams, Betty	

Provide Rate and Rate Descriptions if applicable\* (?)

n/a

Project WBS (Work Breakdown Structure)\* (?)

n/a

Requester Name

Williams-Wesley, Sheenia

Submission Date

2/27/2023

Budget Manager Approval(s)

Approved by

*Sheenia Williams-Wesley*

Approval Date

2/27/2023

Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval

Approved by

*Monalisa Tiles*

Approval Date

3/1/2023

Contracts Approval

Approve\*

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

Approved by\*

*Belinda Stude*

Approval Date\*

3/1/2023



## Executive Contract Summary

### Contract Section

**Contractor\***

Harris County by and through Harris County Sheriff's Office

**Contract ID #\***

2023-0613

**Presented To\***

- Resource Committee
- Full Board

**Date Presented\***

3/21/2023

**Parties\* (?)**

Harris County Sheriff Office and The Harris Center for Mental Health and IDD

**Agenda Item Submitted For: \* (?)**

- Information Only (Total NTE Amount is Less than \$100,000.00)
- Board Approval (Total NTE Amount is \$100,000.00+)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- 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\* (?)**

1/31/2023

**Contract Term End Date\* (?)**

6/30/2024

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

county contract

**Fiscal Year\* (?)**

2023

**Amount\* (?)**

\$ 286,937.00

**Fiscal Year\* (?)**

2024

**Amount\* (?)**

\$ 358,672.00

**Funding Source \***

Federal Grant

**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 contract funded by HC to expand the States' current capacity by 10 beds and a pre-post unit. The program will provide mental health treatment to inmates housed in the HC Jail who are incompetent to stand trial and reduce wait time to receive treatment. In addition the program will provide 24/7 therapy, medication management, nursing and court education.

**Contract Owner \***

Monalisa Jiles

**Previous History of Contracting with Vendor/Contractor \***

- Yes
- No
- Unknown

**Please add previous contract dates and what services were provided \***

Original Jail based competency restoration program provided the following services: space, detention officer, medications and physical health needs (9/2021 - 8/2022)

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

- Yes
- No
- Unknown

**Community Partnership \* (?)**

- Yes
- No
- Unknown

**Specify Name \***

Harris County

**Supporting Documentation Upload (?)**

**Vendor/Contractor Contact Person**

**Name \***

Harris County Sheriff Office

**Address \***

Street Address

1001 Preston St

Address Line 2

City

Houston

Postal / Zip Code

77002-1890

State / Province / Region

TX

Country

US

Phone Number\*

713-274-8704

Email\*

matthew.mcgarrrity@pur.hctx.net

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
6207	\$ 645,609.00	540000
<b>Budget Manager</b> Williams-Wesley, Sheenia	<b>Secondary Budget Manager</b> Jiles, Monalisa	

Provide Rate and Rate Descriptions if applicable\* (?)

n/a

Project WBS (Work Breakdown Structure)\* (?)

n/a

Requester Name

Williams-Wesley, Sheenia

Submission Date

3/1/2023

Budget Manager Approval(s)

Approved by

*Sheenia Williams-Wesley*

Approval Date

3/1/2023

Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval

Approved by

*Monalisa Jiles*

Approval Date

3/1/2023

Contracts Approval

Approve\*

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

Approved by\*

*Belinda Stude*

Approval Date\*

3/1/2023

# **EXHIBIT R-6**

**March 2023**

**NEW CONTRACTS UNDER 100k**

SNAPSHOT SUMMARY  
 NEW CONTRACTS  
 LESS THAN \$100,000.00

	CONTRACTORS	PRODUCT/SERVICE DESCRIPTION	NTE AMOUNT	CONTRACT PERIOD	FUNDING	BID/TAG-ON	COMMENTS
	<b>FY23 NEW CONTRACTS</b>						
	<b>ADMINISTRATION</b>						
1	Norris Conference Centers	Meeting Space	\$1,000.00	3/31/2023	GR	RF Quote	This new agreement will provide meeting space for the Harris Center's Executive Retreat to be held on March 31, 2023.
2	Norris Conference Centers	Meeting Space	\$5,000.00	12/9/2023	GR	RF Quote	This new agreement for meeting space for the Harris Center's Executive Retreat held on December 9, 2023.
	<b>CPEP/CRISIS SERVICES</b>						
	<b>INTELLECTUAL DEVELOPMENTAL DISABILITY SERVICES</b>						
	<b>INTELLECTUAL DEVELOPMENTAL DISABILITY SERVICES-ECI</b>						
	<b>LEASES</b>						
	<b>MENTAL HEALTH SERVICES</b>						



# Executive Contract Summary

## Contract Section

**Contractor\***

Norris Conference Centers

**Contract ID #\***

New

**Presented To\***

- Resource Committee
- Full Board

**Date Presented\***

3/21/2023

**Parties\* (?)**

Norris Conference Center and The Harris Center

**Agenda Item Submitted For:\* (?)**

- Information Only (Total NTE Amount is Less than \$100,000.00)
- Board Approval (Total NTE Amount is \$100,000.00+)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- 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 Other

**Funding Information\***

- New Contract
- Amendment

**Contract Term Start Date\* (?)**

12/9/2022

**Contract Term End Date\* (?)**

8/31/2023

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

**Fiscal Year\* (?)**

2023

**Amount\* (?)**

\$ 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\* (?)**

The Harris Center for Mental Health and IDD Executive Retreat

**Contract Owner\***

Carrie Rys

**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\***

Norris Conference Centers

**Address\***

Street Address

816 Town and Country Boulevard

Address Line 2

City

Houston

Postal / Zip Code

77024

State / Province / Region

TX

Country

US

**Phone Number\***

7135900950

**Email\***

s.cousins@NorrisCenters.com

**Budget Section**

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

<b>Budget Unit Number*</b>	<b>Amount Charged to Unit*</b>	<b>Expense/GL Code No.*</b>
1101	\$ 5,000.00	549005
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Brown, Erica	Campbell, Ricardo	

Provide Rate and Rate Descriptions if applicable\* (?)

n/a

Project WBS (Work Breakdown Structure)\* (?)

n/a

<b>Requester Name</b>	<b>Submission Date</b>
Franco, Veronica	11/4/2022

**Budget Manager Approval(s)**

Approved by

*Erica Brown*

Approval Date  
11/4/2022

**Procurement Approval**

File Upload (?)

Approved by

Sign

Approval Date

**Contract Owner Approval**

Approved by

*Carrie Rys*

Approval Date  
2/28/2023

**Contracts Approval**

Approve\*

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

Approved by\*

*Belinda Stude*

Approval Date\*  
2/28/2023



# Executive Contract Summary

## Contract Section



**Contractor\***

Norris Conference Center

**Contract ID #\***

New

**Presented To\***

- Resource Committee
- Full Board

**Date Presented\***

3/21/2023

**Parties\* (?)**

Norris Conference Center and The Harris Center for Mental Health and IDD

**Agenda Item Submitted For: \* (?)**

- Information Only (Total NTE Amount is Less than \$100,000.00)
- Board Approval (Total NTE Amount is \$100,000.00+)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- 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 Other

**Funding Information\***

- New Contract
- Amendment

**Contract Term Start Date\* (?)**

3/31/2023

**Contract Term End Date\* (?)**

8/31/2023

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

**Fiscal Year\* (?)**

2023

**Amount\* (?)**

\$ 1,000.00

**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 \* (?)**

The Harris Center for Mental Health and IDD Executive Retreat

**Contract Owner\***

Carrie Rys

**Previous History of Contracting with Vendor/Contractor\***

Yes  No  Unknown

**Please add previous contract dates and what services were provided\***

12/9/22

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

Yes  No  Unknown

**Community Partnership\* (?)**

Yes  No  Unknown

**Supporting Documentation Upload (?)**

Norris Center -Executive Retreat March 31 2023.pdf 1.22MB

**Vendor/Contractor Contact Person**

**Name\***

Norris Conference Center

**Address\***

Street Address

816 Town and Country Boulevard

Address Line 2

City

Houston

Postal / Zip Code

77024

State / Province / Region

TX

Country

US

**Phone Number\***

7135900950

**Email\***

S.cousins@NorrisCenter.com

**Budget Section**

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

Budget Unit Number\*

1101

Amount Charged to Unit\*

\$ 1,000.00

Expense/GL Code No.\*

549005

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

Franco, Veronica

Submission Date

1/27/2023

Budget Manager Approval(s)

Approved by

*Erica Brown*

Approval Date

1/31/2023

Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval

Approved by

*Carrie Rys*

Approval Date

2/28/2023

Contracts Approval

Approve\*

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

Approved by\*

*Belinda Stude*

Approval Date\*

2/28/2023

# **EXHIBIT R-7**

# **March 2023**

## **RENEWALS UNDER 100k**

SNAPSHOT SUMMARY  
 CONTRACT RENEWALS  
 LESS THAN \$100,000.00

	CONTRACTORS	PRODUCT/SERVICE DESCRIPTION	FY2022 NTE AMOUNT	FY2023 NTE AMOUNT	CONTRACT PERIOD	FUNDING	BID/TAG-ON	COMMENTS
	<b>FY23 CONTRACT RENEWALS</b>							
	<b>ADMINISTRATION</b>							
1	Set Solutions, Inc.	Training and Support Services	\$79,001.10	\$79,001.10	05/23/2023-05/24/2024	GR	Competitive Bid Tag-On	Annual renewal of Illumio Core Visibility and Segmentation SaaS. Year 2 of a 3 year quote = \$79,001.10 for FY23.
	<b>CPEP/CRISIS SERVICES</b>							
2	The University of Texas Health Science Center at Houston on behalf of its Department of Psychiatry and Behavioral Sciences	Medication-Assisted Treatment ("MAT") Services For the Detox Services Program	\$49,800.00	\$49,800.00	01/01/2023-12/31/2023	State Grant	N/A	Annual renewal of MAT services provided for the Detox Services Program.
	<b>FORENSICS</b>							
	<b>INTELLECTUAL DEVELOPMENTAL DISABILITY SERVICES</b>							
	<b>INTELLECTUAL DEVELOPMENTAL DISABILITY SERVICES-ECI</b>							
	<b>LEASES</b>							
	<b>MENTAL HEALTH SERVICES</b>							



# Annual Renewal Evaluation

## Current Fiscal Year Contract Information

### Current Fiscal Year

2023

### Contract ID#\*

2022-0376

### Contractor Name\*

Set Solutions, Inc. (Illumio)

### Service Provided\* (?)

Illumio Core Visibility and Segmentation SaaS

### Renewal Term Start Date\*

5/23/2023

### Renewal Term End Date\*

5/22/2024

### Term for Off-Cycle Only (For Reference Only)

### Agenda Item Submitted For: (?)

- Information Only (Total NTE Amount is Less than \$100,000.00)
- Board Approval (Total NTE Amount is \$100,000.00+)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- 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

### 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

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

- Yes
- No
- Unknown

Contract NTE (Old Text Field For Reference) (?)

Contract NTE\* (?)

\$ 79,001.10

Rate(s)/Rate(s) Description

Year 2 of a 3 year quote = \$79,001.10

Unit(s) Served\*

IT21\_1147\_13

G/L Code(s)\*

900022

Current Fiscal Year Purchase Order Number\*

FY22 PO CT142021

Contract Requestor\*

Shawnti Boswell

Contract Owner\*

Mustafa Cochinwala

File Upload (?)

[http][S9C60XNC0D18W2][v][Set Solutions - ID 2022-0376 -] (5).pdf 1.41MB

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. *
1147	\$ 5,156.10	900022
<b>Budget Manager *</b>	<b>Secondary Budget Manager *</b>	
Brown, Erica	Campbell, Ricardo	

Fiscal Year * (?)	Amount * (?)
2023	\$ 79,001.10

Next Fiscal Year Not to Exceed Amount for Master Pooled Contracts

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

*Erica Brown*

Contract Owner Approval



Approved by

*Mustafa Cochinnala*

Contracts Approval

Approve \*

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

Approved by \*

*Belinda Stude*

Approval Date \*

2/16/2023



# Annual Renewal Evaluation

## Current Fiscal Year Contract Information

**Current Fiscal Year**

2023

**Contract ID#\***

2021-0292

**Contractor Name\***

The University of Texas Health Science Center at Houston on behalf of its Department of Psychiatry and Behavioral Sciences

**Service Provided\* (?)**

Medication-Assisted Treatment ("MAT") Services for the Detox Services Program

**Renewal Term Start Date\***

1/1/2023

**Renewal Term End Date\***

12/31/2023

**Term for Off-Cycle Only (For Reference Only)**

**Agenda Item Submitted For: (?)**

- Information Only (Total NTE Amount is Less than \$100,000.00)
- Board Approval (Total NTE Amount is \$100,000.00+)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- 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

**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

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

- Yes
- No
- Unknown

Contract NTE (Old Text Field For Reference) (?)

Contract NTE\* (?)

\$ 49,800.00

Rate(s)/Rate(s) Description

Fee Per Service: \$412.00 - New Patient Appointment

\$266.00 -Follow Up Appointment

Unit(s) Served\*

9267

G/L Code(s)\*

542001

Current Fiscal Year Purchase Order Number\*

CT141951

Contract Requestor\*

Priscilla Ramirez

Contract Owner\*

Kim Kornmayer

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. *
9267	\$ 24,900.00	542001
<b>Budget Manager *</b>	<b>Secondary Budget Manager *</b>	
Ramirez, Priscilla	Puente, Giovanni	

Fiscal Year* (?)	Amount* (?)
2023	\$ 24,900.00

Fiscal Year* (?)	Amount* (?)
2024	\$ 24,900.00

Next Fiscal Year Not to Exceed Amount for Master Pooled Contracts

Contract Funding Source \*

State

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

Kim Kornmayer

Budget Manager Approval(s)

Approved by

*Priscilla M. Ramirez*

Contract Owner Approval



Approved by

*KIM KORNMEYER*

Contracts Approval

Approve \*

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

Approved by \*

*Belinda Stude*

Approval Date \*

3/2/2023

# **EXHIBIT R-8**

**MARCH 2023**  
**AMENDMENTS UNDER 100k**







# Executive Contract Summary

## Contract Section

**Contractor\***

P-Residential Only (Jail Diversion)

**Contract ID #\***

7256

**Presented To\***

- Resource Committee
- Full Board

**Date Presented\***

3/21/2023

**Parties\* (?)**

The Harris Center for Mental Health & IDD and pooled vendors

**Agenda Item Submitted For: \* (?)**

- Information Only (Total NTE Amount is Less than \$100,000.00)
- Board Approval (Total NTE Amount is \$100,000.00+)
- 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 checked="" 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 type="checkbox"/> Other                      |

**Funding Information\***

- New Contract
- Amendment

**Contract Term Start Date\* (?)**

9/1/2022

**Contract Term End Date\* (?)**

8/31/2023

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

**Current Contract Amount\***

\$ 19,728.00

**Increase Not to Exceed\***

\$ 28,548.00

**Revised Total Not to Exceed (NTE)\***

\$ 48,276.00

Fiscal Year\* (?)

Amount\* (?)

2023

\$ 48,276.00

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\* (?)

Program is requesting to increase the NTE closer to actual expenses projected to fiscal year end (08/31/23). At the end of January, the program expended all remaining available funds on the purchase order. There has been a significant uptick in the census within the Jail Diversion program leading to a higher case load within the Aftercare department. More than 80% of the consumers served need ongoing residential supports, thus program is requesting to add \$28,548 to the master pool contract.

Contract Owner\*

Kim Kornmayer

Previous History of Contracting with Vendor/Contractor\*

Yes  No  Unknown

Please add previous contract dates and what services were provided\*

Current FY23 CT142294

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

Yes  No  Unknown

Community Partnership\* (?)

Yes  No  Unknown

Supporting Documentation Upload (?)

Vendor/Contractor Contact Person

Name\*

NA

Address\*

Street Address

NA

Address Line 2

City

NA

State / Province / Region

NA

Postal / Zip Code

NA

Country

NA

Phone Number\*

NA

Email\*

na@notanemailaddress.com

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
9405	\$ 28,548.00	543004

Budget Manager

Ramirez, Priscilla

Secondary Budget Manager

Puente, Giovanni

Provide Rate and Rate Descriptions if applicable\* (?)

As outlined per RFA

Project WBS (Work Breakdown Structure)\* (?)

n/a

Requester Name

Ramirez, Priscilla

Submission Date

2/17/2023

Budget Manager Approval(s)

Approved by

*Priscilla M. Ramirez*

Approval Date

2/20/2023

Contract Owner Approval

Approved by

*KIM KOPNMEYER*

Approval Date

2/20/2023

Contracts Approval

Approve\*

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

Approved by\*

*Belinda Stude*

Approval Date\*

2/20/2023



## Executive Contract Summary

### Contract Section

#### Contractor\*

Modern Psychological & Allied Services, PLLC

#### Contract ID #\*

7865

#### Presented To\*

- Resource Committee  
 Full Board

#### Date Presented\*

3/21/2023

#### Parties\* (?)

Modern Psychological & Allied Services, PLLC and The Harris Center for Mental Health and IDD

#### Agenda Item Submitted For: \* (?)

- Information Only (Total NTE Amount is Less than \$100,000.00)  
 Board Approval (Total NTE Amount is \$100,000.00+)  
 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 checked="" 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\* (?)

9/21/2022

#### Contract Term End Date\* (?)

8/31/2023

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

N/A

#### Current Contract Amount\*

\$ 16,100.00

#### Increase Not to Exceed\*

\$ 25,200.00

#### Revised Total Not to Exceed (NTE)\*

\$ 41,300.00

<b>Fiscal Year* (?)</b>	<b>Amount* (?)</b>
2023	\$ 41,300.00

**Funding Source\***

State

**Contract Description / Type\* (?)**

- |  |  |
|--|--|
| <input type="checkbox"/> Personal/Professional Services      | <input type="checkbox"/> Consultant                                |
| <input checked="" 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\* (?)**

The Harris Center has received funding from HHSC to assist with the Eligibility DID backlog.

The request is to increase PO/CT 142525 by \$25,200.00 for FY23 (09/01/23 - 08/31/23) to assist with the DID backlog. The current NTE amount is \$16,100.00 and the new NTE amount will be \$41,300.00 for PO/CT 142252 , 3355-540503.

**Service description:**

Contractor shall provide assistance by completing psychological testing/evaluations on the Agency's Consumers for determination of IDD eligibility/ intake.

**Contract Owner\***

Dr. Evanthe Collins

**Previous History of Contracting with Vendor/Contractor\***

- Yes  No  Unknown

**Please add previous contract dates and what services were provided\***

09/01/21 to present. Psychological testing/evaluations

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

- Yes  No  Unknown

**Community Partnership\* (?)**

- Yes  No  Unknown

**Specify Name\***

Modern Psychological and Allied Services, PLLC

**Supporting Documentation Upload (?)**

**Vendor/Contractor Contact Person** 

**Name\***

Devon Superville, PhD

**Address \***

Street Address

6201 Bonhomme Road, Suite 178 N

Address Line 2

City

Houston

Postal / Zip Code

77036

State / Province / Region

Texas

Country

United States

**Phone Number \***

9406326844

**Email \***

dr.superville@modpsych.com

**Budget Section**

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

Budget Unit Number *	Amount Charged to Unit *	Expense/GL Code No. *
3355	\$ 25,200.00	540503
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Adams-Austin, Mamie	Kerlegon, Charles	

**Provide Rate and Rate Descriptions if applicable \* (?)**

\$350.00 per evaluation

**Project WBS (Work Breakdown Structure) \* (?)**

N/A

**Requester Name**

Childs, Margo

**Submission Date**

2/23/2023

**Budget Manager Approval(s)**

**Approved by**

*Mamie Adams*

**Approval Date**

2/24/2023

**Contract Owner Approval**

**Approved by**

*Evanthe Collins*

**Approval Date**

2/24/2023

**Contracts Approval**

**Approve \***

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

**Approved by \***

*Belinda Stude*

**Approval Date \***

2/24/2023



## Executive Contract Summary

### Contract Section

**Contractor\***

Beck Institute for Cognitive Behavior Therapy

**Contract ID #\***

2022-0345

**Presented To\***

- Resource Committee
- Full Board

**Date Presented\***

3/1/2023

**Parties\* (?)**

The Harris Center for Mental Health and IDD and The Beck Institute for Cognitive Behavior Therapy

**Agenda Item Submitted For: \* (?)**

- Information Only (Total NTE Amount is Less than \$100,000.00)
- Board Approval (Total NTE Amount is \$100,000.00+)
- 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 <b>SCI Grant Requirement</b> |

**Funding Information \***

- New Contract  Amendment

**Contract Term Start Date\* (?)**

4/1/2023

**Contract Term End Date\* (?)**

8/31/2023

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

**Current Contract Amount\***

\$ 14,175.00

**Increase Not to Exceed\***

\$ 5,175.00

**Revised Total Not to Exceed (NTE)\***

\$ 19,350.00

<b>Fiscal Year* (?)</b>	<b>Amount* (?)</b>
2023	\$ 19,350.00

**Funding Source\***

State Grant

**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\* (?)**

The Beck Institute will provide CBT-SP training to The Harris Center and our partners within Region 1 in line with the Zero Suicide/Suicide Care Initiatives grant. They will provide a 3 day virtual course that will certify providers in CBT therapy.

**Contract Owner\***

Trudy Leidich

**Previous History of Contracting with Vendor/Contractor\***

Yes  No  Unknown

**Please add previous contract dates and what services were provided\***

July 2022-August 2022: CBT-SP Therapy

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

Yes  No  Unknown

**Community Partnership\* (?)**

Yes  No  Unknown

**Supporting Documentation Upload (?)**

**Vendor/Contractor Contact Person**

**Name\***

Eve Mathieu

**Address\***

Street Address

One Belmont Avenue

Address Line 2

City

Bala Cynwyd

Postal / Zip Code

19004

State / Province / Region

PA

Country

USA

**Phone Number\***

610-664-3020

Email\*

emathieu@beckinstitute.org

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1182	\$ 19,350.00	542000
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Campbell, Ricardo	Brown, Erica	

Provide Rate and Rate Descriptions if applicable\* (?)

3 day virtual CBT-SP course: \$6000/day plus 7.5% admin fee  
Costs cover up to 50 participants

Project WBS (Work Breakdown Structure)\* (?)

N/A

Requester Name

Bittner, Tiffany

Submission Date

2/24/2023

Budget Manager Approval(s)

Approved by

*Ricardo Campbell*

Approval Date

2/24/2023

Contract Owner Approval

Approved by

*Gertrude Leidich*

Approval Date

2/24/2023

Contracts Approval

Approve\*

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

Approved by\*

*Belinda Stude*

Approval Date\*

2/24/2023

# **EXHIBIT R-9**

**MARCH 2023**

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

CONTRACTORS		PRODUCT/SERVICE DESCRIPTION	ACTION TYPE	CONTRACT PERIOD	FUNDING	COMMENTS
<b>FY23 CONTRACTS</b>						
<b>AFFILIATION AGREEMENTS</b>						
1	Florida State University College of Social Work	Clinical Field Placements	New	03/01/2023-08/31/2026	GR	This new Affiliation Agreement will allow students enrolled at Florida State University College of Social Work to complete clinical field placements as part of their degree requirements.
<b>GRANTS</b>						
<b>MOU</b>						
2	Association for the Advancement of Mexican Americans (AAMA)	Collaboration to Continuum of Care for (SUDOP) and Mental Health Services	MOU	03/01/2023-08/31/2027	GR	This Agreement will allow a continuum of care for Harris Center's Substance Use Disorder Outreach Program (SUDOP) Consumer in collaborations with the AAMA to provide OSAR services. The collaboration supports opportunities for increase retention through linkage to treatment for Substance Use Disorder (SUD) as well.
3	The Cenikor Foundation	Collaboration to Continuum of Care for (SUDOP) and Mental Health Services	MOU	03/01/2023-08/31/2027	GR	This Agreement will support a continuum of care for Harris Center's Substance Use Disorder Outreach Program (SUDOP) Consumers through a collaboration with the Cenikor Foundation. The collaboration will further support opportunities for retention through linkage to treatment for Substance Use Disorders (SUD).
4	Center for Recovery & Wellness Resources	Collaboration to Continuum of Care for (SUDOP) and Mental Health Services	MOU	03/01/2023-08/31/2027	GR	This Agreement will support a continuum of care for Harris Center's Substance Use Disorder Outreach Program (SUDOP) in providing outreach, engagement, referral, and the opportunity for retention through linkage to treatment for Substance Use Disorder (SUD).
<b>REVENUE</b>						
5	Waymaker	Individualized Skills and Socialization Services (ISS)	New Revenue	03/01/2023-08/31/2024	State	This new Revenue Agreement for the purpose of providing Individualized Skills and Socialization (ISS) to consumers. ISS is a new service which replaces current Day Habilitation services as required by HHSC.



# Executive Contract Summary

## Contract Section



**Contractor\***

Florida State University College of Social Work

**Contract ID #\***

2023-0638

**Presented To\***

- Resource Committee
- Full Board

**Date Presented\***

2/13/2023

**Parties\* (?)**

The Harris Center for Mental Health And IDD & Florida State University College of Social Work

**Agenda Item Submitted For:\* (?)**

- Information Only (Total NTE Amount is Less than \$100,000.00)
- Board Approval (Total NTE Amount is \$100,000.00+)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- 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\* (?)**

3/1/2023

**Contract Term End Date\* (?)**

2/28/2029

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

**Fiscal Year\* (?)**

2023

**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 \* (?)**

This agreement will allow students enrolled at Florida State University College of Social Work to complete field placements as part of their degree requirements. The students will utilize the skills gained through education while adhering to agency policy and procedures.

**Contract Owner \***

Ninfa Escobar

**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 (?)**

Field2PersonalStatement_2.docx	13.45KB
--------------------------------	---------

**Vendor/Contractor Contact Person**

**Name \***

Rosalyn B. Deckerhoff

**Address \***

Street Address

296 Champions Way P.O. Box 3062570

Address Line 2

City

Tallahassee

State / Province / Region

FL

Postal / Zip Code

32306

Country

USA

**Phone Number \***

850-644-9585

**Email \***

ad20gk@fsu.edu

**Budget Section**

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

Budget Unit Number \*

1108

Amount Charged to Unit \*

\$ 0.00

Expense/GL Code No. \*

N/A

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

Williams, JeDonne

Submission Date

2/13/2023

Budget Manager Approval(s)

Approved by

*Erica Brown*

Approval Date

2/13/2023

Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval

Approved by

*Ninfa Escobar*

Approval Date

2/15/2023

Contracts Approval

Approve \*

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

Approved by \*

*Belinda Stude*

Approval Date \*

2/16/2023



# Executive Contract Summary

## Contract Section



**Contractor\***

Association for the Advancement of Mexican Americans (AAMA)

**Contract ID #\***

2023-0626

**Presented To\***

- Resource Committee
- Full Board

**Date Presented\***

3/21/2023

**Parties\* (?)**

Association for the Advancement of Mexican Americans (AAMA) and The Harris Center for Mental Health and IDD

**Agenda Item Submitted For:\* (?)**

- Information Only (Total NTE Amount is Less than \$100,000.00)
- Board Approval (Total NTE Amount is \$100,000.00+)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- 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\* (?)**

3/1/2023

**Contract Term End Date\* (?)**

2/29/2024

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

**Fiscal Year\* (?)**

2023

**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\* (?)**

This agreement will allow Substance Use Disorder Outreach Program (SUDOP) to collaborate with AAMA for substance use disorder (SUD) and Mental Health with the Harris Center. The SUD clients are acquired from outreach, engagement, referral, and given the opportunity for retention through linkage to treatment for SUD, Mental Health, and Medical Services to Texas residents living with Co-Occurring Disorders. Also it allows all Mexican American clients with SUD priority access to treatment with AAMA for treatment that is tailored to their level of care.

Program Director: Geoffrey Ball

**Contract Owner\***

Kim Kornmayer

**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\***

Association for the Advancement of Mexican Americans (AAMA)

**Supporting Documentation Upload (?)**

**Vendor/Contractor Contact Person**

**Name\***

Patrick Rocha, Director of Prevention & Counseling

**Address\***

Street Address  
204 Clifton St.  
Address Line 2

City  
Houston

State / Province / Region

TX

Postal / Zip Code  
77011

Country

US

**Phone Number\***

713-926-9491

Email \*

procha@aama.org

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number *	Amount Charged to Unit *	Expense/GL Code No. *
9263	\$ 0.00	0
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Oshman, Jodel	Macleod, Ann	

Provide Rate and Rate Descriptions if applicable \* (?)

na

Project WBS (Work Breakdown Structure) \* (?)

na

Requester Name

Singh, Patricia

Submission Date

2/6/2023

Budget Manager Approval(s)

Approved by

*Jodel Oshman*

Approval Date

2/6/2023

Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval

Approved by

*KIM FORNMAYER*

Approval Date

2/8/2023

Contracts Approval

Approve \*

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

Approved by \*

*Belinda Stude*

Approval Date \*

2/10/2023



# Executive Contract Summary

## Contract Section



**Contractor\***

The Cenikor Foundation

**Contract ID #\***

na

**Presented To\***

- Resource Committee
- Full Board

**Date Presented\***

3/21/2023

**Parties\* (?)**

The Cenikor Foundation and The Harris Center for Mental Health and IDD

**Agenda Item Submitted For: \* (?)**

- Information Only (Total NTE Amount is Less than \$100,000.00)
- Board Approval (Total NTE Amount is \$100,000.00+)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- 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\* (?)**

3/1/2023

**Contract Term End Date\* (?)**

2/29/2024

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

**Fiscal Year\* (?)**

2023

**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\* (?)**

This agreement will allow SUDOP to collaborate with The Cenikor Foundation for SUD and Mental Health with the Harris Center. The SUD clients are acquired from outreach, engagement, referral, and given the opportunity for retention through linkage to treatment for SUD, Mental Health, Residential Care to Texas residents living with Co-Occurring Disorders. Also it allows all MAT clients with OUD priority access to treatment with Cenikor for treatment that is tailored to their level of care.

Website: <https://www.cenikor.org/>

Program Director: Geoffrey Ball

**Contract Owner\***

Kim Kornmayer

**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\***

The Cenikor Foundation

**Supporting Documentation Upload (?)**

**Vendor/Contractor Contact Person**

**Name\***

Bill Bailey, President, CEO

**Address\***

Street Address

11931 Wickchester Lane

Address Line 2

City

Houston

Postal / Zip Code

77043-4574

State / Province / Region

TX

Country

US

**Phone Number\***

817-812-6624

Email\*

Kreaves@cenikor.org

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
9263	\$ 0.00	0
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Oshman, Jodel	Macleod, Ann	

Provide Rate and Rate Descriptions if applicable\* (?)

na

Project WBS (Work Breakdown Structure)\* (?)

na

<b>Requester Name</b>	<b>Submission Date</b>
Singh, Patricia	2/13/2023

Budget Manager Approval(s)

Approved by

*Jodel Oshman*

Approval Date  
2/13/2023

Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval

Approved by

*KIM KORNMEYER*

Approval Date  
2/13/2023

Contracts Approval

Approve\*

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

Approved by \*

*Belinda Stude*

Approval Date \*

2/17/2023



# Executive Contract Summary

## Contract Section



**Contractor \***

Center for Recovery & Wellness Resources

**Contract ID # \***

2023-0655

**Presented To \***

- Resource Committee
- Full Board

**Date Presented \***

3/21/2023

**Parties \* (?)**

Center for Recovery & Wellness Resources and The Harris Center for Mental Health and IDD

**Agenda Item Submitted For: \* (?)**

- Information Only (Total NTE Amount is Less than \$100,000.00)
- Board Approval (Total NTE Amount is \$100,000.00+)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- 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 \* (?)**

3/1/2023

**Contract Term End Date \* (?)**

2/29/2024

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

**Fiscal Year \* (?)**

2023

**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\* (?)**

This agreement will allow SUDOP to collaborate with CRWR for SUD and Mental Health with the Harris Center. CRWR will also provide Peer Services and Housing for MAT Services. The SUD clients are acquired from outreach, engagement, referral, and given the opportunity for retention through linkage to treatment for SUD, Mental Health, and Residential Care to Texas residents living with Co-Occurring Disorders. Also it allows all SUDOP MAT clients with access to housing and/or Peer Services treatment that is tailored to their level of care.

Website: www.wellnessandrecovery.org

Program Director: Geoffrey Ball

**Contract Owner\***

Kim Kornmayer

**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\***

Center for Recovery & Wellness Resources

**Supporting Documentation Upload (?)**

**Vendor/Contractor Contact Person**

**Name\***

Dorothy West, Executive Director

**Address\***

Street Address

2905 Elgin St

Address Line 2

City

Houston

State / Province / Region

TX

Postal / Zip Code

77004-3206

Country

US

**Phone Number\***

(832) 373-3050

Email \*

crwrwest@yahoo.com

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number *	Amount Charged to Unit *	Expense/GL Code No. *
9263	\$ 0.00	0
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Oshman, Jodel	Macleod, Ann	

Provide Rate and Rate Descriptions if applicable\* (?)

na

Project WBS (Work Breakdown Structure)\* (?)

na

<b>Requester Name</b>	<b>Submission Date</b>
Singh, Patricia	2/13/2023

Budget Manager Approval(s)

Approved by

*Jodel Oshman*

Approval Date  
2/13/2023

Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval

Approved by

*KIM FORNMAYER*

Approval Date  
2/13/2023

Contracts Approval

Approve \*

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

Approved by \*

*Belinda Stude*

Approval Date \*

2/22/2023



## Executive Contract Summary

### Contract Section

#### Contractor \*

Waymaker

#### Contract ID # \*

2023-0574

#### Presented To \*

- Resource Committee  
 Full Board

#### Date Presented \*

3/1/2023

#### Parties \* (?)

Consumer of this provider have chosen to receive ISS Services from the Harris Center's Day Programs.

#### Agenda Item Submitted For: \* (?)

- Information Only (Total NTE Amount is Less than \$100,000.00)  
 Board Approval (Total NTE Amount is \$100,000.00+)  
 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 checked="" 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 \* (?)

3/1/2023

#### Contract Term End Date \* (?)

8/31/2023

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

N/A

#### Fiscal Year \* (?)

2023

#### Funding Source \*

State

**Contract Description / Type\* (?)**

- |  |   |
|--|---|
| <input type="checkbox"/> Personal/Professional Services      | <input type="checkbox"/> Consultant                     |
| <input checked="" 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 type="checkbox"/> Other                          |

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

Revenue Contract

Individualized Skills and Socialization Services (ISS) Contractual Agreement

Justification: In pursuant of following the guidelines and changes set forth by HHSC for ISS for waiver programs. The program will provide on-site (center-based) and off-site (community-based) activities for eligible individuals. The On-site ISS activities will be person -centered, based on the Level of Need (LON) of the participant and focus on skill development and gaining independence, socialization, community participation, or volunteer or employment goals. The Off-site ISS activities are integrated into the community to promote the development of skills and behavior that support independence and personal choice or life choices to achieve outcomes as identified on their Person Directed Plan (PDP).

The ISS programs will operate at the following three (3) locations:

Hillcroft Empowerment Center

6125 Hillcroft, Houston, TX 77081

Pasadena Enrichment Center

817 Southmore Blvd, #150, Houston, TX 77502

Humble Service Center

6805 Oak Village, Humble, TX 77396

See attachment for additional information and website link.

New Regulatory Rules for Long-term Care Regulation (LTCR) Individualized Skills and Socialization Services (1.gov)

**Contract Owner\***

Dr. Evanthe Collins

**Previous History of Contracting with Vendor/Contractor\***

Yes  No  Unknown

Please add previous contract dates and what services were provided\*

09-01-2022 to the present

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

Yes  No  Unknown

**Community Partnership\* (?)**

Yes  No  Unknown

**Supporting Documentation Upload (?)**

Copy of ISS rates FY 23.xlsx

10.22KB

**Vendor/Contractor Contact Person****Name\***

Judy Bratton

**Address \***

Street Address

P.O. Box 743

Address Line 2

City

Manvel

Postal / Zip Code

77598

State / Province / Region

Tx

Country

US

**Phone Number \***

281.692.2179 or 832.816.0395

**Email \***

jbratton@waymakeronline.org

**Budget Section**

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

Budget Unit Number *	Amount Charged to Unit *	Expense/GL Code No. *
3585	\$ 0.00	000
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Adams-Austin, Mamie	Kerlegon, Charles	

**Provide Rate and Rate Descriptions if applicable \* (?)**

See uploaded document

**Project WBS (Work Breakdown Structure) \* (?)**

NA

**Requester Name**

Wills, Thomas

**Submission Date**

3/1/2023

**Budget Manager Approval(s)**

**Approved by**

*Mamie Adams*

**Approval Date**

3/1/2023

**Procurement Approval**

**File Upload (?)**

**Approved by**

Sign

**Approval Date**

**Contract Owner Approval**

Approved by

*Eventhe Collins*

Approval Date

3/1/2023

Contracts Approval

Approve \*

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

Approved by \*

*Belinda Stude*

Approval Date \*

3/1/2023