



The Harris Center for Mental Health and IDD  
9401 Southwest Freeway Houston, TX 77074  
Board Room #109

**Resource Committee Meeting**

April 18, 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, March 21, 2023  
(EXHIBIT R-1)

**IV. CONSIDER AND RECOMMEND ACTION**

- A. Approve FY'23 Year-to-Date Budget Report- March  
(EXHIBIT R-2 Vanessa McKeown)
- B. April 2023 New Contracts Over 100K  
(EXHIBIT R-3 Silvia Tiller)
- C. April 2023 Contract Amendments Over 100K  
(EXHIBIT R-4 Silvia Tiller)
- D. April 2023 Contract Renewals Over 100K  
(EXHIBIT R-5 Silvia Tiller)
- E. April 2023 Interlocal Agreements  
(EXHIBIT R-6 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.**

**• In accordance with §551.072 of the Texas Government Code, discussion about the proposed lease for MCOT/RR program. Silvia Tiller, Director of Contracts & Real Estate, Kim Kornmayer, Vice President of CPEP Division and Keena Pace, Chief Operating Officer.**

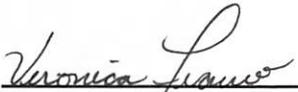
**VI. RECONVENE INTO OPEN SESSION**

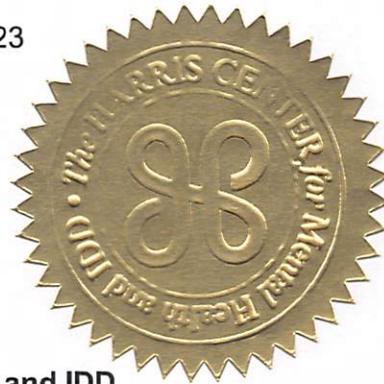
**VII. CONSIDER AND TAKE ACTION AS A RESULT OF THE EXECUTIVE SESSION**

**VIII. INFORMATION ONLY**

- A. April 2023 New Contracts Under 100K  
(EXHIBIT R-7)
- B. April 2023 Renewals Under 100K  
(EXHIBIT R-8)

- C. April 2023 Amendments Under 100K  
(EXHIBIT R-9)
  - D. April 2023 Affiliation, Agreements, Grants, MOU's and Revenues  
Information Only  
(EXHIBIT R-10)
  - E. Q1+Q2 FY2023 COVID-19 PPE & Supplies Vendor List  
(EXHIBIT R-11)
  - F. Financials by Clinic plus NPC Q1 and Q2 2023  
(EXHIBIT R-12)
  - G. Supplier Diversity Report Q1 and Q2 FY2023  
(EXHIBIT R-13)
  - H. Revenue Management Metrics Q2 2023  
(EXHIBIT R-14)
- IX. ADJOURN

  
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**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, MARCH 21, 2023  
MINUTES**

Mr. Gerald Womack, 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. M. Miller, Jr.

Committee Member Absent:

Other Board Member Present: Dr. L. Moore, Mr. S. Zakaria, Dr. R. Gearing

**1. CALL TO ORDER**

Mr. Gerald Womack called the Resource Committee meeting to order at 8:33am.

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

Mr. Womack designated Dr. L. Moore and Dr. R. Gearing as voting members of the committee.

**3. DECLARATION OF QUORUM**

Mr. Womack declared a quorum was present.

**4. PUBLIC COMMENTS**

There were no Public Comments.

**5. MINUTES**

Approve Minutes of the Board of Trustees Resource Committee Meeting Held on Tuesday February 21, 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, February 21, 2023, as presented under Exhibit R-1, are approved and recommended to the Full Board.

**6. CONSIDER AND RECOMMEND ACTION**

A. FY'23 Year-to-Date Budget Report-February

**MOTION: SANTOS SECOND: MOORE**

**With unanimous affirmative votes,**



# **EXHIBIT R-2**



## The Harris Center for Mental Health and IDD

Financial Report  
For the Seventh Month and Year to Date Ended March 31, 2023

Fiscal Year 2023

Presented to the Resource Committee of the Board of Trustees on April 18, 2023

## The Harris Center for Mental Health & IDD

April 18, 2023

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

The monthly financial report for March 31, 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.

**Steve Evans** Digitally signed by Steve Evans  
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Steve Evans  
Controller

**The Harris Center for Mental Health and IDD**  
**Financial Summary**  
**For the Seventh Month and Year to Date Ended March 31, 2023**

Month (,000)			
	Actual	Budget	Variance
Revenues	\$ 26,756	\$ 26,109	\$ 647
Expenditures	29,504	26,678	(2,826)
Excess of Revenues over (under) Expenditures before Other Sources	<u>\$ (2,748)</u>	<u>\$ (569)</u>	<u>\$ (2,179)</u>

Year-to-date (,000)			
	Actual	Budget	Variance
Excess of Revenues over (under) Expenditures after Other Sources	<u>\$ (287)</u>	<u>\$ 932</u>	<u>\$ (1,219)</u>

**The Harris Center for Mental Health and IDD**  
**Comparison of Revenue and Expenses - Actual to Budget**  
**For the Seventh Month and Year to Date Ended March 31, 2023**

	Month Ended March 31, 2023				Seven Months Ended March 31, 2023			
	Actual	Budget	Variance Favorable or (Unfavorable)		Actual	Budget	Variance Favorable or (Unfavorable)	
			\$	%			\$	%
<b>Total Revenues:</b>								
Harris County and Local	\$ 4,847,010	\$ 5,005,556	\$ (158,546)	-3%	\$ 36,753,177	\$ 35,106,668	\$ 1,646,509	5%
PAP / Samples	841,359	420,000	421,359	100%	5,835,365	3,920,000	1,915,365	49%
Interest	189,238	129,940	59,298	46%	1,017,877	909,578	108,299	12%
State General	9,528,858	9,507,032	21,826	0%	66,793,821	66,549,105	244,716	0%
State Grants	1,212,839	1,220,606	(7,767)	-1%	8,113,094	8,544,226	(431,132)	-5%
Federal Grants	2,993,183	3,156,908	(163,725) c	-5%	22,780,348	25,466,082	(2,685,734)	-11%
Directed Payment Program	817,841	817,840	1	0%	5,724,881	5,724,880	1	0%
Charity Care Pool	4,158,429	3,366,382	792,047 d	24%	24,356,721	23,564,674	792,047	3%
3rd party billings	2,167,371	2,485,064	(317,693) e	-13%	15,437,851	17,395,307	(1,957,456)	-11%
<b>Total Revenue</b>	<b>26,756,127</b>	<b>26,109,328</b>	<b>646,799 f</b>	<b>2%</b>	<b>186,813,134</b>	<b>187,180,520</b>	<b>(367,385)</b>	<b>0%</b>
<b>Total Operating Expenses:</b>								
Salaries and Fringe	20,943,898	18,951,614	(1,992,284) g	-11%	137,561,549	135,317,163	(2,244,386)	-2%
Travel	177,131	137,010	(40,121)	-29%	1,005,252	1,073,491	68,239	6%
Contracts and Consultants	1,807,921	1,957,149	149,228	8%	12,195,616	13,705,912	1,510,296	11%
HCPC Contract	2,332,491	2,322,734	(9,757)	0%	16,260,148	16,259,138	(1,010)	0%
Supplies and Drugs	1,440,414	1,084,445	(355,969)	-33%	8,962,715	7,607,725	(1,354,990)	-18%
Equipment (Purch, Rent, Maint)	990,952	521,142	(469,810) h	-90%	3,555,035	3,663,103	108,068	3%
Building (Purch, Rent, Maint)	331,865	494,808	162,943	33%	2,231,633	3,465,071	1,233,438	36%
Vehicle (Purch, Rent, Maint)	64,203	85,272	21,069	25%	467,247	598,827	131,580	22%
Telephone and Utilities	347,494	287,175	(60,319)	-21%	2,129,365	2,010,149	(119,216)	-6%
Insurance, Legal, Audit	156,471	175,567	19,096	11%	1,192,220	1,249,259	57,039	5%
Other	911,215	661,276	(249,939) i	-38%	4,983,885	4,681,126	(302,759)	-6%
<b>Total Operating Expenses</b>	<b>29,504,056</b>	<b>26,678,192</b>	<b>(2,825,864) j</b>	<b>-11%</b>	<b>190,544,664</b>	<b>189,630,965</b>	<b>(913,700)</b>	<b>0%</b>
<b>Excess of Revenues over (under)</b>								
Operating Expenditures before Other Sources	(2,747,928) a	(568,864)	(2,179,065)		(3,731,530)	(2,450,445)	(1,281,085)	
Capital Expenses from fund balance Capex	1,360,324	-	(1,360,324)		2,738,322	-	(2,738,322)	
<b>Funds from other sources:</b>								
Use of fund balance - CapEx	1,360,324	-	1,360,324 k		2,717,284	-	2,717,284	
Use of fund balance - COVID-19	-	-	-		-	-	-	
Fund Balance DSRIP	483,219	483,276	(57)		3,382,932	3,382,932	-	
Insurance Proceeds	20,266	-	20,266		57,519	-	57,519	
Proceeds from Sale of Assets	-	-	-		25,285	-	25,285	
<b>Excess of Revenues over (under)</b>								
<b>Total Expenditures after Other Sources</b>	<b>\$ (2,244,443)</b>	<b>\$ (85,588)</b>	<b>\$ (2,158,856)</b>		<b>\$ (286,831) b</b>	<b>\$ 932,487</b>	<b>\$ (1,219,318)</b>	

**The Harris Center for Mental Health and IDD  
Comparative Balance Sheet  
As of March 31, 2023**

	Ending Balance		Increase/(Decrease)
	February 28, 2023	March 31, 2023	March
<b>Assets</b>			
Cash and Cash Equivalents	\$ 51,852,604	\$ 129,858,734	\$ 78,006,130 a
Inventory - includes RX	414,510	412,498	(2,013) b
Prepaid Expenses	7,113,436	5,264,618	(1,848,817) c
A/R Medicaid, Medicare, 3rd Party	12,592,788	12,902,190	309,403
Less Bad Debt Reserve	(3,988,690)	(4,065,761)	(77,071)
A/R Other	47,629,946	23,655,194	(23,974,752) d
<b>Total Current Assets</b>	<b>115,614,593</b>	<b>168,027,474</b>	<b>52,412,881</b>
Right of Use Asset (Lease)	1,933,770	1,933,770	-
Land	12,683,363	12,697,202	13,839
Building	25,389,494	25,389,494	-
Building Improvements	21,175,215	21,199,392	24,178
Furniture and Fixtures	6,919,784	6,892,446	(27,339)
Vehicles	1,029,774	1,029,774	-
Construction in Progress	22,279,232	23,343,658	1,064,425
<b>Total Property, Plant &amp; Equipment</b>	<b>91,410,633</b>	<b>92,485,736</b>	<b>1,075,103</b>
<b>TOTAL ASSETS</b>	<b>\$ 207,025,226</b>	<b>\$ 260,513,210</b>	<b>\$ 53,487,984</b>
<b>Liabilities and Fund Balance</b>			
Unearned Income	\$ 5,330,535	\$ 58,730,082	\$ 53,399,547 e
Accrued Payroll and Accounts Payables	14,057,239	17,158,369	3,101,130 f
Lease Liability - Current	511,404	511,404	-
Current Portion Long Term Debt	-	-	-
<b>Total Current Liabilities</b>	<b>19,899,179</b>	<b>76,399,855</b>	<b>56,500,677</b>
State Escheatment Payable	55,805	55,995	190
Lease Liability - Long Term	853,289	853,289	-
Lease-Accrued Interest	5,964	5,964	-
<b>Total Non Current Liabilities</b>	<b>915,058</b>	<b>915,248</b>	<b>190</b>
<b>TOTAL LIABILITIES</b>	<b>20,814,236</b>	<b>77,315,103</b>	<b>56,500,867</b>
General Fund Balance	18,132,524	18,134,536	2,013 g
Nonspendable			
Investment in Inventories	414,510	412,498	(2,013)
Investment In Fixed Assets	91,410,633	92,485,736	1,075,103
Assigned:			
Current Capital Projects	9,327,023	7,966,698	(1,360,324)
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	55,482,762	54,999,543	(483,219) h
COVID-19 eFMAP Reserve	904,067	904,067	-
Compensated Absences	4,854,354	4,854,354	-
<b>Total</b>	<b>184,253,378</b>	<b>183,484,938</b>	<b>(768,440)</b>
Year to Date Excess Revenues over (under) Expenditures	1,957,612	(286,831)	(2,244,443)
<b>TOTAL FUND BALANCE</b>	<b>186,210,990</b>	<b>183,198,106</b>	<b>(3,012,883)</b>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>\$ 207,025,226</b>	<b>\$ 260,513,210</b>	<b>\$ 53,487,984</b>

**The Harris Center for Mental Health and IDD  
Notes to the Preliminary Financial Reports  
For Month and Year to Date Ended March 31, 2023**

**I. Comparison of Revenue and Expenses**

- a. For the month of March 2023, the seventh month of the fiscal year, the Harris Center is reporting excess operating Expenditures over Revenues of \$2,747,928 before funds from other sources are considered.
- b. The year-to-date amount translates to Excess Expenses over Revenues of \$286,831 after use of fund balance, fund balance CapEx, fund balance DSRIP, Charity Care Pool and Directed Payment Program revenues and insurance proceeds are considered.
- c. Federal Grants are unfavorable to budget by \$163,725 primarily due to timing of expenses associated with the Federal CHH Navigation Services grant.
- d. Charity Care Pool funds received are favorable to budget by \$792,047 due to funding received in March of \$45,148,864 compared to budget of \$40,396,584. The excess revenue will be recognized and spread evenly over the remaining months of the year.
- e. Third Party billings are unfavorable to budget by \$317,693.
- f. Total Revenue is favorable to budget by \$646,799.
- g. Salaries and Fringe are unfavorable to budget by \$1,992,284 primarily due to positions filled with grant funds awarded after approval of the original budget.
- h. Equipment is unfavorable to budget by \$469,810 due to payments for various IT maintenance agreements during the month.
- i. Other is unfavorable to budget by \$249,939 primarily due to timing of payments for various IT software license agreements during the month.
- j. Total Operating Expenses are unfavorable to budget by \$2,825,864 primarily due to salaries and fringe benefits and a change to internal accounting policies regarding thresholds for amortization of prepaid items.
- k. Funds from other sources used to fund current month expenses totaled \$1,863,809 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 March 31, 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 increased from the prior month primarily because of receipt of Charity Care Pool and County General allocation funds.

	Ending Balance		Increase (Decrease)
	2/28/2023	3/31/2023	March
Cash-General Fund Bank of America	7,594,819	7,565,173	\$ (29,646)
Cash-General Fund Chase	26,172,816	34,503,462	8,330,646
Cash-SSI Chase	28,021	18,897	(9,124)
Cash-BOA ACH Vendor	482,348	225,776	(256,572)
Cash-Pharmacy Chase	125,847	299,177	173,330
Cash-FSA-Discovery	62,477	153,407	90,929
Petty Cash/Pharmacy Cash Drawer	6,550	5,950	(600)
Investments-TexPool General Fund	1,024,801	1,028,814	4,013
Investments-TexPool Self Insurance	2,341,998	2,351,169	9,170
Investments-TexPool Prime	7,903,071	41,845,634	33,942,563
Investments-Texas Class	6,109,855	41,861,276	35,751,421
	<u>\$ 51,852,604</u>	<u>\$ 129,858,734</u>	<u>\$ 78,006,130</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)
	2/28/2023	3/31/2023	March
Inventory-Central Supplies	2,561	2,561	\$ -
Supplies Purchased	37,500	37,500	\$ -
Supplies Used	(21,213)	(23,225)	(2,013)
Inventory-Drugs	395,662	395,662	-
Total Inventory	<u>\$ 414,510</u>	<u>\$ 412,498</u>	<u>\$ (2,013)</u>

- c. Prepaid Expenses decreased due to IGT funds repaid from DPP program and a new internal accounting policy related to thresholds for prepaid items.

The Harris Center for Mental Health and IDD  
Notes to the Preliminary Financial Reports  
For Month and Year to Date Ended March 31, 2023

II. Comparative Balance Sheet (continued)

d. Accounts Receivable Other decreased in March.

	Ending Balance		Increase
	2/28/2023	3/31/2023	(Decrease) March
Villas at Bayou Park	101,510	104,536	3,026
Pear Grove	63,185	63,185	-
Pasadena Cottages	109,876	114,941	5,064
Employee	(749)	(677)	72
Pecan Village	4,401	4,401	-
Acres Homes Garden	230,897	237,607	6,710
Foundation	528	326	(201)
NAMI of Greater Houston	387	56	(331)
General Accounts Receivable	863,035	894,753	31,717
Pharmacy PBM	97,394	123,681	26,287
Cobra Premiums	13,996	(499)	(14,496)
Harris County Projects	1,644,849	1,014,137	(630,712)
Harris County Juvenile Probation	529,280	448,756	(80,524)
AR Fed SAMHSA - CHRP	-	2,574	2,574
Harris County Community Supervision	955,098	909,901	(45,197)
Harris County Sheriff's Department	9,943,697	5,901,432	(4,042,265)
ICFMR	184,312	247,112	62,800
TCOOMMI-Special Needs	544,643	726,292	181,649
TDCJ-Parole	61,500	82,000	20,500
TDCJ-Substance Abuse	50,001	66,668	16,667
TCOOMMI-Juvenile	72,848	97,484	24,635
Jail Diversion	4,352,507	4,848,708	496,200
ECI	1,125,086	1,751,885	626,799
ECI Respite	-	-	-
ECI SNAP	19,805	19,893	88
Federal CHH Navigation	-	-	-
Federal Aot	77,243	154,486	77,243
ARPA-COH-MCOT RR Expansion	846,703	838,256	(8,447)
ARPA-COH-Core HPD Expansion	211,336	178,020	(33,317)
Fed SAMHSA CCBHC Expansion	73,120	73,120	-
AR Fed ARPA TPWD Fam Well Ctr	358,561	396,389	37,829
AR Fed ARPA ECI	26,876	28,573	1,696
PATH-Mental Health Block Grant	209,944	203,237	(6,707)
MH Block Grant-Coordinated Specialty	167,517	143,866	(23,651)
<b>Subtotal, A/R-Other</b>	<b>\$ 22,939,387</b>	<b>\$ 19,675,097</b>	<b>\$ (3,264,291)</b>

**The Harris Center for Mental Health and IDD**  
**Notes to the Preliminary Financial Reports**  
**For Month and Year to Date Ended March 31, 2023**

II. Accounts Receivable Other (Continued)	Ending Balance		Increase
	2/28/2023	3/31/2023	(Decrease) March
DSHS SAPT Block Grant	62,915	71,453	8,539
AR State TCMHCC	-	-	-
Enhanced Community Coordinator	72,700	85,430	12,730
DSHS Mental Health First Aid	8,200	21,600	13,400
HHSC ZEST-Zero Suicide	42,793	27,386	(15,406)
HCC Open Door	223,187	232,802	9,615
HCS	22,416	22,416	-
Tx Home Living Waiver	324,577	330,791	6,214
DPP-BHS	1,082,403	752,657	(329,746)
Charity Care Pool	20,198,292	(0)	(20,198,292)
Fed ARPA COF-CIRT HPD	19,690	37,173	17,482
Helpline Contracts	119,556	79,489	(40,067)
City of Houston-CCSI	50,537	50,537	-
City of Houston-DMD	37,333	18,667	(18,667)
City of Houston-911 CCD Amended	78,790	39,395	(39,395)
A/R - HHSC Projects	2,347,170	2,210,301	(136,868)
Local Be Well Be Connected	-	-	-
<b>Grand Total A/R - Other</b>	<b>\$ 47,629,946</b>	<b>\$ 23,655,194</b>	<b>\$ (23,974,752)</b>

- e. Unearned Income increased due to receipt of County General Allocation funds in the amount of \$23,067,171 and Charity Care Pool funds in the amount of \$45,148,864.
- f. Accrued Payroll and Accounts Payable increased because of payment timing related to accounts payable, payroll, and employee fringe benefit liabilities.
- g. General Fund Balance increased due to decrease in non-spendable fund balance for inventory.
- h. Waiver 1115 Reserves decreased due to use of budgeted DSRIP reserves for operations. Total DSRIP Reserves on hand at end of month equals \$54,999,543.
- i. Days of Operations in Reserve for Total Agency is 98 days versus 106 days for the prior month.

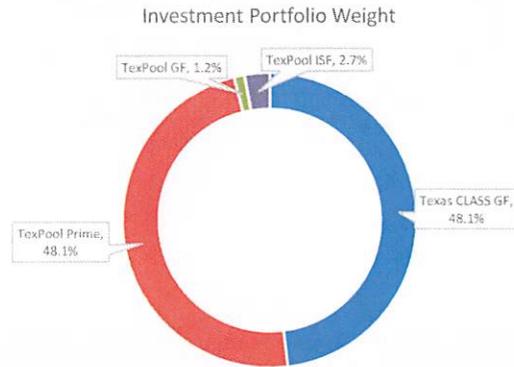
### III. Investment Portfolio

- a. Total investments as of March 31, 2023 are \$87,086,893 of which 100% is in government pools. (Texas Class 48% and TexPool 52%)
- b. Investments this month yielded interest income of \$189,238.

The Harris Center for Mental Health and IDD  
 Investment Portfolio  
 As of March 31, 2023

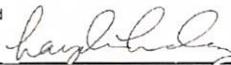
Local Government Investment Pools (LGIPs)

	Beginning Balance	Transfer In	Transfer Out	Interest Income	Ending Value	Portfolio %	Yield
<i>Texas CLASS</i>							
Texas CLASS General Fund	\$ 6,109,855	\$ 35,704,000	\$ -	\$ 47,421	\$ 41,861,276	48.1%	4.866%
<i>TexPool</i>							
TexPool Prime	7,903,071	\$ 36,296,000	\$ (2,400,000)	46,563	41,845,634	48.1%	4.801%
TexPool General Fund	1,024,801			4,013	1,028,814	1.2%	4.611%
TexPool Internal Service Fund	2,341,998			9,171	2,351,169	2.7%	4.611%
<i>TexPool Sub-Total</i>	<i>11,269,870</i>	<i>36,296,000</i>	<i>(2,400,000)</i>	<i>59,747</i>	<i>45,225,617</i>	<i>51.9%</i>	<i>4.786%</i>
<b>Total Investments</b>	\$ 17,379,725	\$ 72,000,000	\$ (2,400,000)	\$ 107,168	<b>\$ 87,086,893</b>	100%	4.825%
Additional Interest-Checking Accounts				82,070			
<b>Total Interest Earned</b>				<b>189,238</b>			



3 Month Weighted Average Maturity (Days)	1.00
3 Month Weighted Average Yield of The Harris Center Investment Portfolio	4.678%
3 Month Rolling Weighted Average Daily Treasury Bill Rate (4 weeks)	4.479%
March Interest Rate - Chase Hybrid Checking	3.15%
March 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 March 2023

Vendor	Description	Monthly Not-To-Exceed*	Mar-23	YTD Total Through March
Lincoln Financial Group	Retirement Funds (401a, 403b, 457)	\$2,400,000	\$1,818,663	\$12,632,269
Blue Cross Blue Shield of TX	Health and Dental Insurance	\$2,600,000	\$2,560,365	\$16,852,492

\* 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 March payments of liabilities for Employee Benefits = 11% of Expenditures.

# **EXHIBIT R-3**

**April 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	AT&T Corp.	AT&T Ethernet on Demand Services, Data Circuits for all Agency Locations	\$150,000.00	04/01/2023-03/31/2026	GR	Service Agreement Agency Wide	New contract to provide data circuits and internet connectivity. FY23 funding has already been budgeted and a master contract is in place. The new contract has a price schedule that is less expensive rate at \$12,500.00 per month. Additionally the Agency will be able to add new locations to the current account. FY23 \$150,000.00 [ Board approved: June 2022]. FY24 NTE: \$150,000; FY25 NTE: \$150,000.00; FY26 NTE: \$150,000.00 Total NTE: \$450,000.00.
	<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\***

AT&T Corp

**Contract ID #\***

2023-0668

**Presented To\***

- Resource Committee
- Full Board

**Date Presented\***

4/18/2023

**Parties\* (?)**

AT&T 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 **Current Contract - CT142454**

**Funding Information\***

- New Contract
- Amendment

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

3/27/2023

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

3/26/2026

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

3 years

**Fiscal Year\* (?)**

2023

**Amount\* (?)**

\$ 0.00

**Fiscal Year\* (?)**

2024

**Amount\* (?)**

\$ 150,000.00

<b>Fiscal Year* (?)</b>	<b>Amount* (?)</b>
2025	\$ 150,000.00

<b>Fiscal Year* (?)</b>	<b>Amount* (?)</b>
2026	\$ 150,000.00

**Funding Source\***

General Revenue (GR)

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

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

The contract is a renewal of rates with AT&T for data circuits and internet connectivity. FY23 has already been budgeted and a contract is in place. This is a contract renewal for less expensive rates point forward, in addition we will be able to add new locations to our current account.

**Contract Owner\***

Mustafa Cochinwala

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

- Yes  No  Unknown

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

1999 - Current  
Data Circuits for Sites  
Internet Connections  
Hosted DNS

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

- Yes  No  Unknown

**Please provide an explanation\***

ATT is not a HUB

**Community Partnership\* (?)**

- Yes  No  Unknown

**Supporting Documentation Upload (?)**

ATT_NETWORK_ON_DEMAND_CONTRACT_ID_Harris Center.pdf	191.29KB
ATT Data Circuits - Current.xlsx	10.37KB

**Vendor/Contractor Contact Person**

**Name\***

Pedro Conchas

**Address \***

Street Address

712 E. HUNTLAND DR. Room 313

Address Line 2

City

Austin

Postal / Zip Code

78752

State / Province / Region

Tx

Country

US

**Phone Number\***

512-870-4129

**Email \***

pc8130@att.com

**Budget Section**

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

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1130	\$ 0.00	564004

**Budget Manager**

Campbell, Ricardo

**Secondary Budget Manager**

Brown, Erica

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

\$12,500 per month is max rate for all circuits combined. Cost drops depending on speed of circuit.

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

N/A

**Requester Name**

Hurst, Richard

**Submission Date**

3/21/2023

**Budget Manager Approval(s)**

**Approved by**



**Approval Date**

3/21/2023

**Procurement Approval**

**File Upload (?)**

**Approved by**

Sign

**Approval Date**

**Contract Owner Approval**

Approved by



Approval Date

3/21/2023

Contracts Approval

Approve\*

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

Approved by\*



Approval Date\*

3/24/2023

# **EXHIBIT R-4**

# **April 2023**

## **AMENDMENTS OVER 100k**

	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	Kronos Incorporated	HRMS Software Including Time and Attendance	\$224,940.00	\$50,000.00	\$274,940.00	09/01/2022-08/31/2023	GR	Tag-On	Amendment to increase NTE to pay for an increase in licenses and W-2 check processing services.
2	Ultra Medical Cleaning and Environmental Services, Inc.	Agency Wide Janitorial Services	\$775,884.44	\$5,196.00	\$781,080.44	11/01/2022-08/31/2024	GR	RFP	Amendment to increase NTE to pay for additional cleaning services for the Smartpod located in James Driver Park in Precinct 2.
	<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\***

Kronos Corp

**Contract ID #\***

6685

**Presented To\***

- Resource Committee  
 Full Board

**Date Presented\***

4/18/2023

**Parties\* (?)**

Kronos/UKG 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 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 Increase Current Contract CT142371 |

**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\***

\$ 224,940.00

**Increase Not to Exceed\***

\$ 50,000.00

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

\$ 274,940.00

Fiscal Year\* (?) 2023 Amount\* (?) \$ 274,940.00

Funding Source\*

General Revenue (GR)

Contract Description / Type\* (?)

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

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

HP/Payroll SaaS for The Harris Center, This increase is to add additional user licenses due to increasing staff count and adding W-2 Check processing cost.

Contract Owner\*

Mustafa Cochinwala

Previous History of Contracting with Vendor/Contractor\*

Yes No Unknown

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

FY18 - FY23 HR/Payroll services

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

Yes No Unknown

Please provide an explanation\*

N/A

Community Partnership\* (?)

Yes No Unknown

Supporting Documentation Upload (?)

Table with 2 columns: Document Name, File Size. Includes 'The Harris CENTER Capacity Increase Pro 100 minimum increase Q-151136-SO....pdf' (272.43KB), 'THE HARRIS CENTER WFD PYRL SRVCS ONLY CAP INC Q-151003-SO pre-signed.pdf' (164.15KB), and 'THE HARRIS CENTER WFD SMB 100 CORE CAP INC Q-150993-SO-pre-signed.pdf' (162.91KB).

Vendor/Contractor Contact Person

Name\* Chris Layne

**Address \***

Street Address

297 BILLERICA ROAD

Address Line 2

City

Chelmsford

State / Province / Region

MA

Postal / Zip Code

01824

Country

US

**Phone Number \***

3037267503

**Email \***

chris.layne@kronos.com

**Budget Section**

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

Budget Unit Number *	Amount Charged to Unit *	Expense/GL Code No. *
1130	\$ 50,000.00	553002
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Campbell, Ricardo	Brown, Erica	

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

N/A

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

N/A

**Requester Name**

Hurst, Richard

**Submission Date**

3/23/2023

**Budget Manager Approval(s)**

**Approved by**

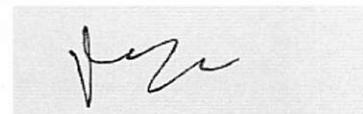


**Approval Date**

3/23/2023

**Contract Owner Approval**

**Approved by**



**Approval Date**

3/23/2023

**Contracts Approval**

**Approve \***

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

**Approved by \***

*Belinda Stude*

**Approval Date \***

3/27/2023



# Executive Contract Summary

## Contract Section



**Contractor\***

Ultra Medical Cleaning and Environmental Services, Inc.

**Contract ID #\***

2022-0559

**Presented To\***

- Resource Committee
- Full Board

**Date Presented\***

4/18/2023

**Parties\* (?)**

Ultra Medical Cleaning and Environmental Services, Inc. and The Harris Center for MH & 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 checked="" type="checkbox"/> Request for Proposal                 | <input type="checkbox"/> Sole Source                |
| <input type="checkbox"/> Request for Application                         | <input type="checkbox"/> Request for Qualification  |
| <input type="checkbox"/> Request for Quote                               | <input type="checkbox"/> Tag-On                     |
| <input type="checkbox"/> Interlocal                                      | <input type="checkbox"/> Consumer Driven            |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other <input type="text"/> |

**Funding Information\***

- New Contract
- Amendment

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

11/1/2022

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

8/31/2023

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

No

**Current Contract Amount\***

\$ 775,884.44

**Increase Not to Exceed\***

\$ 5,196.00

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

\$ 781,080.44

Fiscal Year\* (?)

Amount\* (?)

2023

\$ 781,080.44

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\* (?)

Amend contract to add cleaning services to Smartpod located in James Driver Park in Precinct 2 - 10918 Bentley St., Houston, TX 77093. Monday-Friday 4:30pm-6:30pm Interlocal Agreement between Harris County and The Harris Center Services will begin March 6, 2023 through August 31, 2023.

Contract Owner\*

Todd McCorquodale

Previous History of Contracting with Vendor/Contractor\*

Yes  No  Unknown

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

2010 to present

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

Yes  No  Unknown

Please provide the HUB status\*

MWBE - Minority or Women owned business enterprise.

Community Partnership\* (?)

Yes  No  Unknown

Supporting Documentation Upload (?)

Smartpod Cleaning Quote.pdf

176.51KB

Vendor/Contractor Contact Person

Name\*

Victor Gonzalez

**Address \***

Street Address

10501 Corporate Drive

Address Line 2

City

Stafford

Postal / Zip Code

77477-4003

State / Province / Region

TX

Country

United States

**Phone Number \***

281-325-0666

**Email \***

vgonzalez@ultrabuildingsvc.com

**Budget Section**

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

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1899	\$ 5,196.00	569002
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Brown, Erica	Campbell, Ricardo	

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

\$866.00 per month for weekly cleaning services

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

n/a

**Requester Name**

Cantu-Espinoza, Lisa

**Submission Date**

3/2/2023

**Budget Manager Approval(s)**

**Approved by**

*Ricardo Campbell*

**Approval Date**

3/6/2023

**Procurement Approval**

**File Upload (?)**

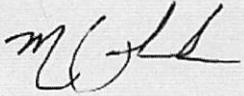
**Approved by**

Sign

**Approval Date**

**Contract Owner Approval**

Approved by



Approval Date

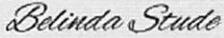
3/6/2023

Contracts Approval

Approve \*

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

Approved by \*



Approval Date \*

3/8/2023

# **EXHIBIT R-5**

# **April 2023**

## **RENEWALS OVER 100k**

SNAPSHOT SUMMARY  
 CONTRACT RENEWALS  
 \$100,000.00 AND MORE

	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	Whitley Penn LLP	Agency External Auditing Services	\$108,503.00	\$110,673.00	05/01/23-04/30/2024	GR	RFP	Annual renewal for External Auditing Services.
	<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>							



# Annual Renewal Evaluation

## Current Fiscal Year Contract Information



**Current Fiscal Year**

2023

**Contract ID#\***

7693

**Contractor Name\***

Whitley Penn LLP

**Service Provided\* (?)**

Agency External Auditing Services

**Renewal Term Start Date\***

5/1/2023

**Renewal Term End Date\***

4/30/2024

**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 checked="" type="checkbox"/> Request for Quote                    | <input type="checkbox"/> Tag-On                     |
| <input type="checkbox"/> Interlocal                                      | <input type="checkbox"/> Consumer Driven            |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other <input type="text"/> |

**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\* (?)

\$ 108,503.00

Rate(s)/Rate(s) Description

Unit(s) Served\*

1122

G/L Code(s)\*

578000

Current Fiscal Year Purchase Order Number\*

CT142119

Contract Requestor\*

Steve Evans

Contract Owner\*

Vanessa McKeown

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. *
1122	\$ 110,673.00	578000
<b>Budget Manager *</b> Campbell, Ricardo		<b>Secondary Budget Manager *</b> Brown, Erica

Fiscal Year* (?)	Amount* (?)
2024	\$ 110,673.00

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

Steve Evans

Budget Manager Approval(s)

Approved by

*Ricardo Campbell*

Contract Owner Approval



Approved by

*Steve Evans*

Contracts Approval

Approve\*

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

Approved by\*

*Belinda Stude*

Approval Date\*

3/30/2023

# **EXHIBIT R-6**

**April 2023**  
**INTERLOCAL AGREEMENTS**

CONTRACTORS		PRODUCT/SERVICE DESCRIPTION	ACTION TYPE	CONTRACT PERIOD	FUNDING	COMMENTS
FY23 CONTRACTS						
INTERLOCALS						
1	City of Houston-Department of Health & Human Services	Property Lease for the 5th Ward Multi-Service Center located at 4014 Market Street, Houston, Texas	Annual Renewal	05/01/23- 04/30/24	GR	Annual Renewal of Property Lease for 5th Ward Multi-Service Center. Monthly rate =\$161.20 per month. Total FY23/24 funding= \$1,934.40.
2	City of Houston-Department of Health & Human Services	Property Lease for the West End Multi-Service Center located at 170 Heights, Houston, Texas	Annual Renewal	05/01/23- 04/30/24	GR	Annual Renewal of Agreement. \$331.11 per month. FY23/24 NTE: \$3,973.32.
3	City of Houston-Department of Health & Human Services	Property Lease for the Magnolia Multi-Service Center located at 7037 Capital, Suite 103, Houston, Texas	Annual Renewal	05/01/23- 04/30/24	GR	Annual Renewal of Property Lease for Magnolia Multi-Service Center. Monthly rate=\$298.44. Total funding for FY23/24= \$3,581.28
4	City of Houston	Behavioral Health Response Team (BHRT) Services	New Interlocal Agreement	04/01/2023-08/31/2024	Federal Grant	The Harris Center for Mental Health and IDD's Behavioral Health Response Team (BHRT) provides comprehensive behavioral health and support services to assist persons that were housed pursuant to the Emergency Voucher Program as managed and allocated to the Harris County Housing Authority and the City of Houston. Additionally the program serves persons identified through the Coalition for the Homeless that currently live in homeless encampments, housed at the Temporary Navigation Center or housed through "The Way Home" programs. The program was implemented in September 2020. The Coalition for the Homeless and The Harris Center collaborated in a process to identify, engage, and serve individuals with mental illness who have been placed in a housing program and at risk of becoming homeless due to underlying behavioral health issues. This new City of Houston contract will cover the current funding gap within the program and offset allocated County funds. BHRT was awarded \$2,199,970.86 for the time period of 4/1/23 to 8/31/24 (roughly estimated at \$647,050 for FY23 and \$1,552,920.86 for FY24).



# Annual Renewal Evaluation

## Current Fiscal Year Contract Information



**Current Fiscal Year**

2023

**Contract ID#\***

5156

**Contractor Name\***

City of Houston (Fifth Ward MSC)

**Service Provided\* (?)**

Occupancy Lease Agreement for the Fifth Ward MSC located at 4014 Market street.

**Renewal Term Start Date\***

5/1/2023

**Renewal Term End Date\***

4/30/2024

**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\* (?)

\$ 1,934.40

Rate(s)/Rate(s) Description

\$161.20 per month

Unit(s) Served\*

0000

G/L Code(s)\*

126006

Current Fiscal Year Purchase Order Number\*

CT142518

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	\$ 1,934.40	126006
<b>Budget Manager*</b> Shelby, Debbie		<b>Secondary Budget Manager*</b> Loera, Angelica

Fiscal Year* (?)	Amount* (?)
2023	\$ 1,934.40

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 \*

3/20/2023



# Annual Renewal Evaluation

## Current Fiscal Year Contract Information



**Current Fiscal Year**

2023

**Contract ID#\***

6111

**Contractor Name\***

City of Houston (Magnolia)

**Service Provided\* (?)**

Lease Occupancy Agreement for the Magnolia Multi-Service Center located at 7037 Capital, Suite 103, Houston, TX.

**Renewal Term Start Date\***

5/1/2023

**Renewal Term End Date\***

4/30/2024

**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\* (?)

\$ 3,581.28

Rate(s)/Rate(s) Description

\$298.44 per month

Unit(s) Served\*

0000

G/L Code(s)\*

126006

Current Fiscal Year Purchase Order Number\*

CT142516

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	\$ 3,581.28	126006
<b>Budget Manager*</b>	<b>Secondary Budget Manager*</b>	
Shelby, Debbie	Loera, Angelica	

Fiscal Year* (?)	Amount* (?)
2023	\$ 3,581.28

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\*

3/20/2023



# Annual Renewal Evaluation

## Current Fiscal Year Contract Information



**Current Fiscal Year**

2023

**Contract ID#\***

5157

**Contractor Name\***

City of Houston (West End)

**Service Provided\* (?)**

Lease Occupancy Agreement for the West End Multi-Service Center located at 170 Heights.

**Renewal Term Start Date\***

5/1/2023

**Renewal Term End Date\***

4/30/2024

**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\* (?)

\$ 3,973.32

Rate(s)/Rate(s) Description

\$331.11 per month

Unit(s) Served\*

0000

G/L Code(s)\*

126006

Current Fiscal Year Purchase Order Number\*

CT142515

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	\$ 3,973.32	126006
Budget Manager*		Secondary Budget Manager*
Shelby, Debbie		Loera, Angelica

Fiscal Year* (?)	Amount* (?)
2023	\$ 3,973.32

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 \*

3/29/2023



# Executive Contract Summary

## Contract Section



### Contractor \*

City of Houston | CDBG-CV BHRT Program

### Contract ID # \*

2023-0660

### Presented To \*

- Resource Committee
- Full Board

### Date Presented \*

4/18/2023

### Parties\* (?)

The Harris Center for Mental Health & IDD and the City of Houston

### 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 checked="" type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other                     |

### Funding Information \*

- New Contract  Amendment

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

4/1/2023

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

8/31/2024

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

04/01/2023 - 08/31/2024

### Fiscal Year \* (?)

2023

### Fiscal Year \* (?)

2024

**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\* (?)**

The Harris Center for Mental Health and IDD's (THC) Behavioral Health Response Team (BHRT) provided comprehensive behavioral health and support services to help people who were housed pursuant to the Emergency Voucher Program in the Act, through vouchers allocated to Harris County Housing Authority and the City of Houston, in addition to individuals identified through homeless encampments by the Coalition for the Homeless, housed at the Temporary Navigation Center or housed through The Way Home programs. The program was implemented in September 2020. The Coalition for the Homeless and THC for Mental Health and IDD collaborated in a process to identify, engage, and serve individuals with mental illness who have been placed in a housing program and at risk of becoming homeless due to underlying behavioral health issues. This City of Houston contract will cover the current funding gap within the program and offset allocated County funds. Program was awarded \$2,199,970.86 for a time period of 4/1/23 to 8/31/24 (roughly estimated at \$647,050 for FY23 and \$1,552,920.86 for FY24).

**Contract Owner\***

Kim Kornmayer

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

Yes  No  Unknown

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

Historical contracts with City and several CPEP programs.

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

Yes  No  Unknown

**Community Partnership\* (?)**

Yes  No  Unknown

**Supporting Documentation Upload (?)**

Harris Center CDBG-CV Subrecipient Agreement V1 SP - Copy.docx 59.88KB

**Vendor/Contractor Contact Person**

**Name\***

Stephanie Pena, Relationship Manager, Public Service

**Address \***

Street Address

2100 Travis Street

Address Line 2

9th Floor

City

Houston

Postal / Zip Code

77002-8709

State / Province / Region

TX

Country

US

**Phone Number \***

832-394-8868

**Email \***

stephanie.pena@houstontx.gov

**Budget Section**

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

Budget Unit Number *	Amount Charged to Unit *	Expense/GL Code No. *
9244	\$ 2,199,970.86	435043
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Ramirez, Priscilla	Oshman, Jodel	

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

n/a

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

n/a

**Requester Name**

Ramirez, Priscilla

**Submission Date**

3/14/2023

**Budget Manager Approval(s)**

**Approved by**

*Priscilla M. Ramirez*

**Approval Date**

3/14/2023

**Procurement Approval**

File Upload (?)

**Approved by**

Sign

**Approval Date**

**Contract Owner Approval**

Approved by

*Kim Kornmayer*

Approval Date

3/14/2023

Contracts Approval

Approve \*

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

Approved by \*

*Belinda Stude*

Approval Date \*

3/16/2023

# **EXHIBIT R-7**

**April 2023**

**NEW CONTRACTS UNDER 100k**

	CONTRACTORS	PRODUCT/SERVICE DESCRIPTION	NTE AMOUNT	CONTRACT PERIOD	FUNDING	BID/TAG-ON	COMMENTS
	<b>FY23 NEW CONTRACTS</b>						
	<b>ADMINISTRATION</b>						
1	Zero Overdose	License Agreement	\$5,000.00	03/27/2023-03/31/2024	GR	N/A	New license agreement for access the Overdose Safety Plan within Agency's EHR Epic System. Cost to pay one time licensing fee.
	<b>CPEP/CRISIS SERVICES</b>						
	<b>INTELLECTUAL DEVELOPMENTAL DISABILITY SERVICES</b>						
	<b>INTELLECTUAL DEVELOPMENTAL DISABILITY SERVICES-ECI</b>						
	<b>FORENSICS</b>						
2	Pharmacy Partners of Texas, LLC	Pharmacy Services	\$15,000.00	04/01/2023 - 03/31/2024	State and County	Request for Quotes	New Pharmacy Agreement to provide Pharmacy Services to the Youth Diversion Center. Specifically to ensure appropriate packaging, barcode scanning and deliveries for youth participants with or without a pharmacy benefit or who may need medication during their stay at the Center.
	<b>LEASES</b>						
	<b>MENTAL HEALTH SERVICES</b>						

3/22/2023

## Executive Contract Summary

### Contract Section

---

**Contractor \***

Zero Overdose

**Contract ID # \***

N/A

**Presented To \***

- Resource Committee
- Full Board

**Date Presented \***

2/6/2023

**Parties \* (?)**

The Harris Center for Mental Health and IDD and Zero Overdose

**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 Copyright Permission, licensing fee |

3/22/2023

**Funding Information \***

New Contract  Amendment

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

2/6/2023

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

2/6/2033

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

One time, lifetime use of copyright material

**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

**Contract Owner \***

Trudy Leidich

**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**

3/22/2023

**Name \***

Tom McCarry

**Address \***

Street Address

unknown

Address Line 2

City

Unknown

State / Province / Region

Unknown

Postal / Zip Code

unknown

Country

unknown

**Phone Number \***

929-444-2524

**Email \***

TMcCarry@ZeroOverdose.org

Budget Section

---

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

---

Budget Unit Number *	Amount Charged to Unit *	Expense/GL Code No. *
1179	\$ 5,000.00	5510002
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Campbell, Ricardo	Brown, Erica	

---

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

\$5000.00 - one time licensing fee for the use of Overdose Safety Plan within our EHR Epic

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

N/A

**Requester Name**

Bittner, Tiffany

**Submission Date**

2/7/2023

Budget Manager Approval(s)

---

3/22/2023

Approved by

*Ricardo Campbell*

Approval Date

2/7/2023

Procurement Approval

---

File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval

---

Approved by

*Trudy Leidich*

Approval Date

2/7/2023

Contracts Approval

---

Approved by

*Belinda Stude*

Approval Date

2/9/2023

Final Board Report Comments

---

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

As part of the strategic plan work around substance use disorders, we would like to build the Overdose Safety Plan into our EHR for use on our clients with substance use disorders and distribute to those clients who receive Narcan, discharge from detox, or any other client who might have use for a plan like this. Owner has stated a one time \$5,000 fee for permission to build an electronic version.

**Product/Service Description**

N/A

3/22/2023

**Revised Comments For Board Report\* t.**

**Exclude this ECS from Board Report?\***

Yes  No



# Executive Contract Summary

## Contract Section

### Contractor \*

Pharmacy Partners of Texas, LLC

### Contract ID # \*

2023-0658

### Presented To \*

- Resource Committee
- Full Board

### Date Presented \*

3/21/2023

### Parties \* (?)

The Harris Center for MH and IDD and Pharmacy Partners of Texas, LLC

### 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 checked="" type="checkbox"/> Request for Quote                    | <input type="checkbox"/> Tag-On                                                                   |
| <input type="checkbox"/> Interlocal                                      | <input type="checkbox"/> Consumer Driven                                                          |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input checked="" type="checkbox"/> Other 3 competitive quotes reviewed by interdisciplinary team |

### Funding Information \*

- New Contract  Amendment

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

4/1/2023

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

3/31/2024

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

1 year with renewals

### Fiscal Year \* (?)

2023

### Amount \* (?)

\$ 15,000.00

### Funding Source \*

Federal

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

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

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

Provide pharmacy services to Youth Diversion Center with appropriate packaging, barcode scanning and deliveries for patients with or without a pharmacy benefit, needing medication during their stay at the 6500 Chimney Rock Road, Youth Diversion Center location.

**Contract Owner\***

Monalisa Jiles

**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 (?)**

The Harris Center DPSA 3.9.23.pdf

134.57KB

**Vendor/Contractor Contact Person**

**Name\***

James Matthews

**Address\***

Street Address

15203 Exchange Drive

Address Line 2

Suite 536

City

Stafford

Postal / Zip Code

77477

State / Province / Region

TX

Country

United States

**Phone Number\***

800.378.9020

**Email\***

james.matthews@partnerspharmacy.com

**Budget Section**

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

<b>Budget Unit Number *</b> 6500	<b>Amount Charged to Unit *</b> \$ 15,000.00	<b>Expense/GL Code No. *</b> 547003
<b>Budget Manager</b> Williams-Wesley, Sheenia	<b>Secondary Budget Manager</b> Adams, Betty	

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

N/A

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

N/A

<b>Requester Name</b> Babin, Angela	<b>Submission Date</b> 3/3/2023
----------------------------------------	------------------------------------

**Budget Manager Approval(s)** 

Approved by

*Sheenia Williams-Wesley*

**Approval Date**  
3/3/2023

**Procurement Approval** 

File Upload (?)

Approved by

*Sharon Brauner*

**Approval Date**  
3/6/2023

**Contract Owner Approval** 

Approved by

*Monalisa Tites*

**Approval Date**  
3/7/2023

**Contracts Approval**

Approve \*

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

Approved by \*

*Belinda Stude*

**Approval Date \***  
3/16/2023

# **EXHIBIT R-8**

**April 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	EZLease, LLC	Lease Accounting Software	\$7,055.00	\$7,055.00	04/29/2023-04/28/2024	GR	Request for Quote	Annual renewal of Lease Accounting Software.
2	Health Mart Atlas, LLC	Pharmacy Services Administrative Organization	\$9,600.00	\$9,600.00	03/27/2023-03/28/2024	GR	Request for Quote	Annual renewal for pharmacy services administration organization/PBM Agreement for 3rd Party Billing.
	<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>							



## Annual Renewal Evaluation

### Current Fiscal Year Contract Information

**Current Fiscal Year**

2023

**Contract ID#\***

2022-0385

**Contractor Name\***

EZLease, LLC

**Service Provided\* (?)**

Lease Accounting Software needed to aid in compliance with GASB 87 and GASB 96 pertaining to capitalization of right to use assets.

**Renewal Term Start Date\***

4/29/2023

**Renewal Term End Date\***

4/28/2024

**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 checked="" type="checkbox"/> Request for Quote                    | <input type="checkbox"/> Tag-On                    |
| <input type="checkbox"/> Interlocal                                      | <input type="checkbox"/> Consumer Driven           |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other                     |

**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\* (?)

\$ 7,055.00

Rate(s)/Rate(s) Description

\$7,055 per year

Unit(s) Served\*

1122

G/L Code(s)\*

551002

Current Fiscal Year Purchase Order Number\*

CT141994

Contract Requestor\*

Steve Evans

Contract Owner\*

Steve Evans

File Upload (?)

[http][SN007ZMR0D2KR6][v][EZLEase - ID 2022-0385 - Order] (6).pdf 890.8KB

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. *
1122	\$ 7,055.00	551002
<b>Budget Manager *</b>	<b>Secondary Budget Manager *</b>	
Campbell, Ricardo	Brown, Erica	

Fiscal Year * (?)	Amount * (?)
2023	\$ 7,055.00

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

Steve Evans

Budget Manager Approval(s)

Approved by

*Ricardo Campbell*

Contract Owner Approval



Approved by

*Steve Evans*

Contracts Approval

Approve\*

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

Approved by\*

*Belinda Stude*

Approval Date\*

3/22/2023



# Annual Renewal Evaluation

## Current Fiscal Year Contract Information



**Current Fiscal Year**

2023

**Contract ID#\***

2020-0036

**Contractor Name\***

Health Mart Atlas, LLC

**Service Provided\* (?)**

Pharmacy Services Administrative Organization  
PBM Contracting Services.

**Renewal Term Start Date\***

3/27/2023

**Renewal Term End Date\***

3/27/2024

**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 checked="" type="checkbox"/> Request for Quote                    | <input type="checkbox"/> Tag-On                     |
| <input type="checkbox"/> Interlocal                                      | <input type="checkbox"/> Consumer Driven            |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other <input type="text"/> |

**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\* (?)

\$ 9,600.00

Rate(s)/Rate(s) Description

\$200.00 per pharmacy

Unit(s) Served\*

1135

G/L Code(s)\*

542000

Current Fiscal Year Purchase Order Number\*

CT142593

Contract Requestor\*

Teri Gleason

Contract Owner\*

Angela Babin

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.*
1135	\$ 9,600.00	542000
Budget Manager*		Secondary Budget Manager*
Campbell, Ricardo		Brown, Erica

Fiscal Year* (?)	Amount* (?)
2023	\$ 9,600.00

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

Angela Babin

Budget Manager Approval(s)

Approved by

*Ricardo Campbell*

Contract Owner Approval



Approved by

*Angela Dabir*

Contracts Approval

Approve\*

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

Approved by\*

*Belinda Stude*

Approval Date\*

3/30/2023

# **EXHIBIT R-9**

**April 2023**  
**AMENDMENTS UNDER 100k**





## Executive Contract Summary

### Contract Section



**Contractor\***

HEADSPACE Inc

**Contract ID #\***

2021-0289

**Presented To\***

- Resource Committee
- Full Board

**Date Presented\***

2/28/2023

**Parties\* (?)**

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

**Funding Information\***

- New Contract
- Amendment

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

4/7/2023

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

4/6/2024

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

4/7/2023 - 4/6/2024

**Current Contract Amount\***

\$ 27,600.00

**Increase Not to Exceed\***

\$ 1,380.00

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

\$ 28,980.00

Fiscal Year\* (?)

Amount\* (?)

2024

\$ 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\* (?)

CORRECTED VERSION - The amount of the contract is based on staffing levels each year. Since the number of employees increased, the contract needs to be amended.

Contract Owner\*

Nicole Lievsay

Previous History of Contracting with Vendor/Contractor\*

- Yes
- No
- Unknown

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

4/7/2022 - 4/6/2023 - access to individual Headspace accounts - meditation app

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

- Yes
- No
- Unknown

Community Partnership\* (?)

- Yes
- No
- Unknown

Supporting Documentation Upload (?)

Vendor/Contractor Contact Person

Name\*

Headspace Inc

Address\*

Street Address

2415 Michigan Avenue

Address Line 2

City

Santa Monica

State / Province / Region

CA

Postal / Zip Code

90404-4088

Country

US

Phone Number\*

7139077228

Email\*

brooke@headspace.com

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
2213	\$ 1,380.00	549005
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Shelby, Debbie	Loera, Angelica	

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

12.80 per employee on 2300 employees

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

NA

Requester Name

Lievsay, Nicole

Submission Date

3/20/2023

Budget Manager Approval(s)

Approved by

*Debbie Chambers Shelby*

Approval Date

3/20/2023

Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval

Approved by

*NICOLE LIEVSAY*

Approval Date

3/20/2023

Contracts Approval

Approve\*

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

Approved by\*

*Belinda Stude*

Approval Date\*

3/23/2023



## Executive Contract Summary

### Contract Section



**Contractor \***

Carole Ward

**Contract ID # \***

2021-0241

**Presented To \***

- Resource Committee
- Full Board

**Date Presented \***

4/18/2023

**Parties \* (?)**

Carol Ward, 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 type="checkbox"/> Tag-On                     |
| <input type="checkbox"/> Interlocal                                                 | <input type="checkbox"/> Consumer Driven            |
| <input checked="" type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other <input type="text"/> |

**Funding Information \***

- New Contract
- Amendment

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

9/1/2022

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

8/31/2023

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

**Current Contract Amount \***

\$ 16,000.00

**Increase Not to Exceed \***

\$ 8,000.00

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

\$ 24,000.00

Fiscal Year\* (?)

2023

Amount\* (?)

\$ 24,000.00

Funding Source\*

State 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\* (?)

Individual received additional hours on plan.

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\*

9/1/2022 - 8/31/2023

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

Yes  No  Unknown

Community Partnership\* (?)

Yes  No  Unknown

Supporting Documentation Upload (?)

Vendor/Contractor Contact Person 

Name\*

Carole Ward

Address\*

Street Address

11900 Oakmoor Parkway

Address Line 2

City

Houston

Postal / Zip Code

77051

State / Province / Region

TX

Country

US

Phone Number\*

3462459637

Email \*

wardcarole84@gmail.com

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number *	Amount Charged to Unit *	Expense/GL Code No. *
3585	\$ 2,000.00	543009
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Adams-Austin, Mamie	Kerlegon, Charles	

Budget Unit Number *	Amount Charged to Unit *	Expense/GL Code No. *
3585	\$ 6,000.00	543005
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Adams-Austin, Mamie	Kerlegon, Charles	

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

\$10.00 per hour

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

n/a

Requester Name

Anthony, Patrina

Submission Date

3/6/2023

Budget Manager Approval(s)

Approved by

*Mamie Adams*

Approval Date

3/6/2023

Contract Owner Approval

Approved by

*Evanthe Collins*

Approval Date

3/6/2023

Contracts Approval

Approve \*

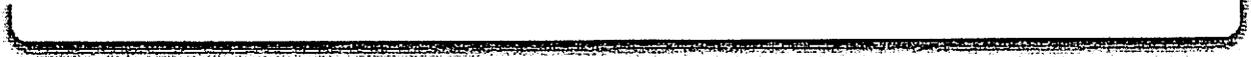
- Yes
- No, reject entire submission
- Return for correction

Approved by \*

*Belinda Stude*

Approval Date \*

3/7/2023



# **EXHIBIT R-10**

**April 2023**  
**Affiliation Agreements, Grants,**  
**MOU's and Revenues**  
**Information Only**





# Executive Contract Summary

## Contract Section



**Contractor\***

A Place To Stand Corporation

**Contract ID #\***

2023-0662

**Presented To\***

- Resource Committee
- Full Board

**Date Presented\***

3/1/2023

**Parties\* (?)**

The Harris Center for Mental Health and A Place to Stand Corporation

**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\* (?)**

3/1/2023

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

8/31/2023

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

NA

**Fiscal Year\* (?)**

2023

**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\* (?)**

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 (texas.gov)

**Contract Owner\***

Dr. Evanthe Collins

**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 (?)**

Copy of ISS rates FY 23.xlsx 10.22KB

**Vendor/Contractor Contact Person**

**Name\***

Elaine Shanks

**Address \***

Street Address

10039 Bissonnet Street suite 109

Address Line 2

City

Houston

Postal / Zip Code

77036-7854

State / Province / Region

TX

Country

US

**Phone Number \***

713.505.9166 Fax 713.969.4841

**Email \***

aplacetostandhcs@gmail.com

**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

**Budget Manager**

Adams-Austin, Mamie

**Secondary Budget Manager**

Kerlegon, Charles

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

See uploaded document.

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

NA

**Requester Name**

Wills, Thomas

**Submission Date**

3/10/2023

**Budget Manager Approval(s)**

**Approved by**

*Mamie Adams*

**Approval Date**

3/10/2023

**Procurement Approval**

**File Upload (?)**

**Approved by**

Sign

**Approval Date**

**Contract Owner Approval**

Approved by

*Evanthe Collins*

Approval Date

3/10/2023

Contracts Approval

Approve \*

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

Approved by \*

*Belinda Stude*

Approval Date \*

3/16/2023



# Executive Contract Summary

## Contract Section



**Contractor\***

Avant Residential Community Services

**Contract ID #\***

2023-0669

**Presented To\***

- Resource Committee
- Full Board

**Date Presented\***

3/27/2023

**Parties\* (?)**

The Harris Center for Mental Health and IDD and Avant Residential Community Services

**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\* (?)**

3/27/2023

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

8/31/2023

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

NA

**Fiscal Year\* (?)**

2023

**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\* (?)**

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 (texas.gov)

**Contract Owner\***

Dr. Evanthe Collins

**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 (?)**

Copy of ISS rates FY 23.xlsx 10.22KB

**Vendor/Contractor Contact Person**

**Name\***

Fabiola Ramirez, COO

**Address\***

Street Address

1701 East Avenue

Address Line 2

City

Katy

Postal / Zip Code

77493-1642

State / Province / Region

TX

Country

US

**Phone Number\***

281.934.3333 or 832.986.2211

**Email\***

fabiola@avantrcs.com

**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 the uploaded document

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

NA

**Requester Name**

Wills, Thomas

**Submission Date**

3/27/2023

**Budget Manager Approval(s)**

**Approved by**

*Mamie Adams*

**Approval Date**

3/28/2023

**Procurement Approval**

**File Upload (?)**

**Approved by**

Sign

**Approval Date**

**Contract Owner Approval**

Approved by

*Evanthe Collins*

Approval Date

3/28/2023

Contracts Approval

Approve \*

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

Approved by \*

*Belinda Stude*

Approval Date \*

3/28/2023

# **EXHIBIT R-11**

# COVID-19 PPE & Supplies Vendor List

Q1 & Q2 FY 2023

# Report Parameters

- **Scope of Purchases:** COVID-19 Personal Protective Equipment (PPE) and supplies, including but not limited to
  - Masks
  - Gloves
  - Sneeze guards
  - Face shields
  - Thermometers
  - Sanitizer
  - Wipes
  - Spray bottles
- **Time Period:** September 2022 – February 2023 (6 months)
- **Purpose of Report:** To provide an overview of the necessary PPE and supplies purchased in response to the COVID-19 pandemic during Governor Abbott's Disaster Declaration initially issued on March 13, 2020 and renewed each subsequent month. Governor Abbott's Disaster Declaration suspended all contracting and procurement statutes and administrative rules to the extent strict compliance would impede a governmental entity's response to cope with the COVID-19 pandemic. On March 23, 2022, Governor Abbott extended the Disaster Declaration and continued the suspension of all contracting and procurement statutes and rules that would impede an emergency response necessary to cope with this declared disaster and has continued to renew the Disaster Declaration every thirty (30) days. The Harris Center has contracted with two vendors (PPG Global & Muzzammil Sajjad d/b/a Innovative Solutions IT) to meet its ongoing PPE needs.

# List of Vendors/Spend

Vendor Name	Total	Description of Purchases	Local Vendor		
			Greater Houston	State of Texas	HUB
Innovative Solutions IT <sup>1,2</sup>	\$ 100,000	PPE - masks, gloves, and sanitizer	x	x	x
McKesson	\$ 12,800	PPE - Covid Test Kits, Infrared thermometers, freezer, masks, gloves, and medical supplies		x	
Centigrade	\$ 2,953	Refrigerators for storing vaccines, pharmaceuticals & medical products. Annual Calibration for COVID Refrigerator	x	x	
Sam's Club	\$ 2,796	Microban/Lysol & Miscellaneous supplies			
CDW-G	\$ 2,548	6 Universal docking stations for unit 1134			
PPG Global, LLC <sup>2</sup>	\$ 41,068	PPE - KN95 masks, gloves, shoe covers & cloth masks	x	x	x
Staples	\$ 1,327	Wipes, gloves, sanitizer and various supplies			
The Goode Company	\$ 67	Lunch meeting to rearrange/relocate PPE due to roof leak at Branard St, Unit # 11	x	x	
The Home Depot	\$ 30	Spray bottles, sanitizer, sneeze guards, disinfectant, wheels for dolly used for PPE deliveries			
	<b>\$ 163,589</b>				

<sup>1</sup> Did not renew HUB certification during FY2023

<sup>2</sup> Contracted vendor

- **86%** of spend on historically underutilized businesses (HUBs)
- **88%** of spend on local vendors

# Next Steps

- Adhere to the procurement policy and procedure for goods and services via contracted vendors when supply is available
- Good faith effort to engage local vendors and HUBs
- Quarterly update for Board review until the end of the pandemic

Thank you.

# **EXHIBIT R-12**

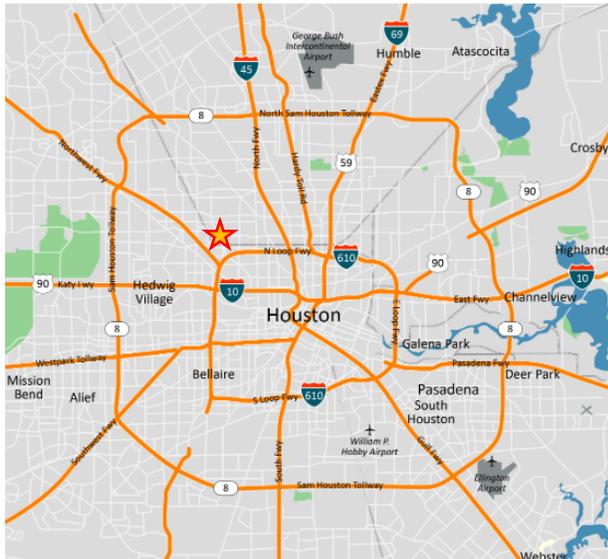
# Financials by Clinic & NPC

Q1 & Q2 FYTD FY 2023

# Northwest Community Service Center

- **Service Description** Adult Mental Health
- **Address** 3737 Dacoma St
- **Patients Served** 8,448
- **FTEs** 159
- **Facility Size** 40,000 sq ft

Q1+Q2 FYTD 2023 Financial Performance		
+ Revenues	\$	6,646,997
- Expenses		9,810,774
+ Other Sources		1,950,222
= Gross Margin	(\$	1,213,555)

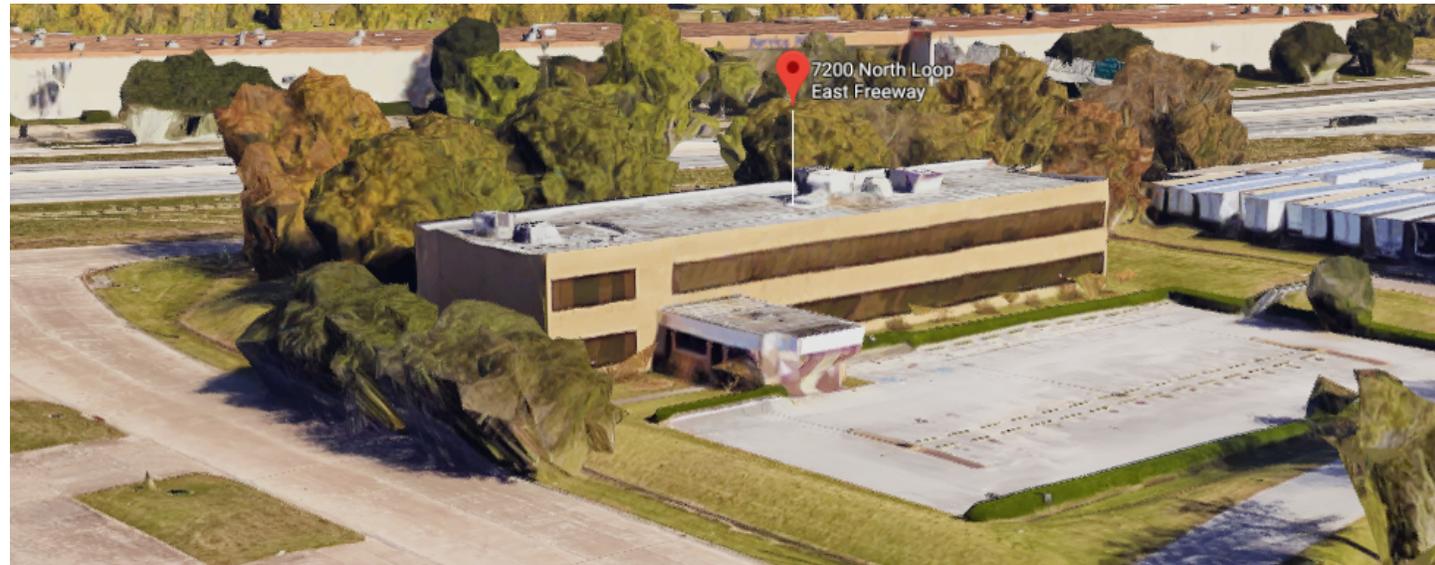
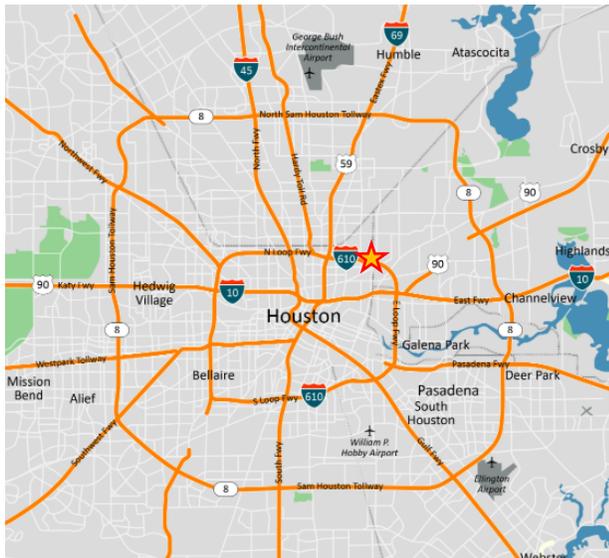


# Northeast Community Service Center

- **Service Description** Adult Mental Health
- **Address** 7200 N Loop East Fwy
- **Patients Served** 4,130
- **FTEs** 92
- **Facility Size** 18,000 sq ft

## Q1+Q2 FYTD 2023 Financial Performance

+ Revenues	\$	3,514,488
- Expenses		5,323,487
+ Other Sources		2,742,665
= Gross Margin	\$	<u>933,666</u>

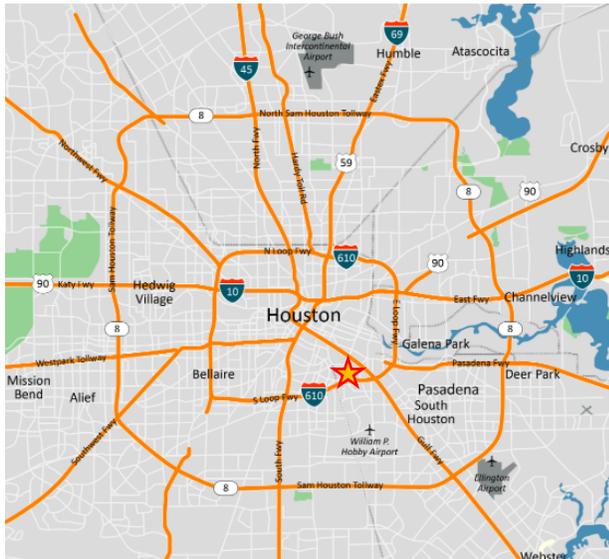


# Southeast Community Service Center

- **Service Description** AMH & CAS
- **Address** 5901 Long Dr.
- **Patients Served** 8,827
- **FTEs** 172
- **Facility Size** 45,000 sq ft

## Q1+Q2 FYTD 2023 Financial Performance

+ Revenues	\$	8,384,410
- Expenses		9,127,271
+ Other Sources		1,207,033
= Gross Margin	\$	464,172

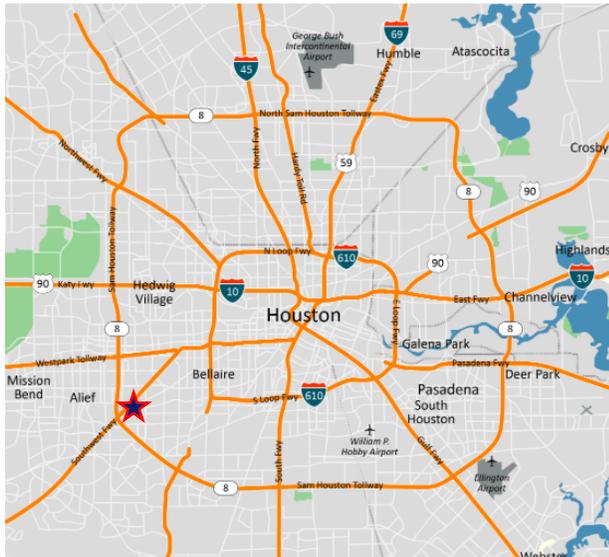


# Southwest Community Service Center

- **Service Description** AMH & CAS
- **Address** 9401 Southwest Fwy
- **Patients Served** 6,011
- **FTEs** 199
- **Facility Size** 37,770 sq ft (clinic space)

## Q1+Q2 FYTD 2023 Financial Performance

+ Revenues	\$ 7,875,425
- Expenses	9,950,293
+ Other Sources	<u>2,751,693</u>
= Gross Margin	\$ 676,826

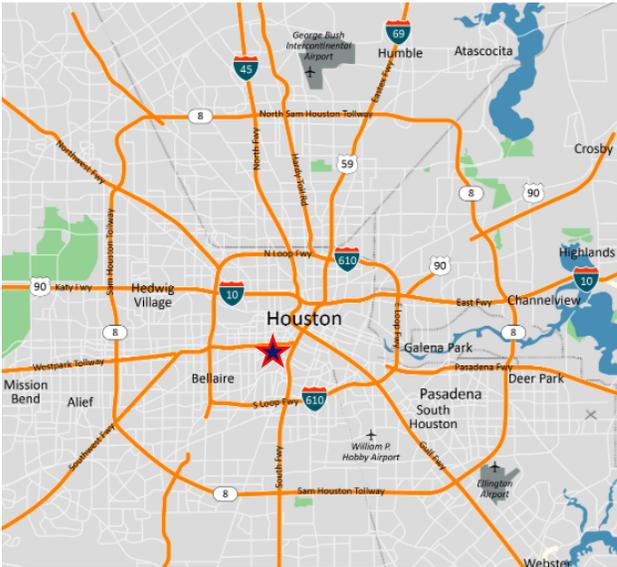


# Neuro Psychiatric Center (NPC)

- **Service Description** Psychiatric Emergency
- **Address** 1502 Taub Loop
- **Patients Served** 3,740
- **FTEs** 169
- **Facility Size** 37,308 sq ft

## Q1+Q2 FYTD 2023 Financial Performance

+ Revenues	\$	6,575,970
- Expenses		10,564,880
+ Other Sources		<u>1,858,346</u>
= Gross Margin	(\$	2,130,564)



Thank you.

# **EXHIBIT R-13**



# Supplier Diversity Report

Q1 and Q2 FY 2023

# Overview

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- **RFP Advertisement - Examples**
- **HUB Spend Report**



# RFP Advertisements - Examples

20 | December 22, 2022 | DEFENDER NETWORK

## DN 2022 Review

### DN+ CHANNELS BRING TAILORED NEWS TO READERS

Have you checked out our Defender Channels, featuring specialized stories for targeted audiences. Our investment in new digital products to help expand our reach and better connect with you, understanding our readers' needs and interests.

**Under 40**  
From finance and health to career and relationships, we'll help you navigate it all.

**Community Central**  
Where Blacks in the Houston area meet, learn, share experiences. \*DN+ allows the Defender Women, Community Central and those Under 40.



Three Defender staff members are at the helm as mini-publishers: Managing Editor ReShonda Tate, Associate Editor Awwad Walker and Education Reporter Laura Onyehoe. Visitors can expect engaging, enlightening and educational original stories geared toward those groups.

The channels include:

- Black Women**  
A place where Black women in the Houston area can learn, grow and bring their voice.



The HARRIS CENTER For Mental Health and DD (formally known as Mental Health Mental Retardation Authority of Harris County) will be accepting Request for Proposal for the following:

**Mobile Medical Vehicle (New, Stock, Preowned, or Refurbished)**

Specifications may be secured from The HARRIS CENTER, Purchasing Department located at 9401 SW Freeway, Houston, Texas 77074; telephone: (713)970-7311 and/or via The HARRIS CENTER website: [www.harriscenter.org](http://www.harriscenter.org) or the Electronic State Business Daily Site <http://esbd.state.tx.us>, beginning Tuesday, December 27, 2022. Deadline for prospective vendors to submit questions to the RFP is Tuesday, January 3, 2023. Solicitation documents must be submitted to Purchasing Services, 9401 SW Freeway, Houston, Texas 77074 by 11:00 A.M., Tuesday, January 17, 2023, via email or in a sealed envelope marked RFP FOR "Mobile Medical Vehicle (New, Stock, Preowned or Refurbished)" DO NOT OPEN UNTIL... Tuesday, January 17, 2023, AT 11:00 A.M. Any questions pertaining to this solicitation should be addressed in writing to Houston-July@harriscenter.org or by email questions to [Houston-July@harriscenter.org](mailto:Houston-July@harriscenter.org) at: [Sharon.Braun@harriscenter.org](mailto:Sharon.Braun@harriscenter.org) or via fax at (713) 970-7000. Historically Underutilized Businesses, including Minority-Owned Businesses and Women-Owned Businesses, are encouraged to participate. The HARRIS CENTER reserves all rights to reject any and/or all proposals, to waive formalities and reasonable irregularities in submitted documents as it deems to be in the best interest and is not obligated to accept the lowest proposal.

**REQUEST FOR PROPOSAL FOR URBAN PLANNING AND DESIGN CONSULTANT FOR MORE SPACE: MAIN STREET 2.0 FOR THE HOUSTON DOWNTOWN MANAGEMENT DISTRICT**

The Houston Downtown Management District (the "Downtown District") will receive proposals from urban planning and design consultants for the creation and issuance of streetscape design guidelines for outdoor café dining and outdoor activation within the 100-700 blocks of Main Street's right-of-way, from Commerce Street to Rusk Street, in Downtown Houston. History proposals will be required until 11:00 A.M., local time on Thursday, February 2, 2023, by Lonnie Hoogeboom, Director of Planning & Design, Houston Downtown Management District, 1221 McKinney Street, Suite 4200, Houston, Texas 77002. Proposals submitted after this time will not be accepted. Requests for information, telephone, mail, email queries or requests for information will not be addressed by the Downtown District. Beginning Friday, December 16, 2022, this project's Request for Proposal (RFP) may be downloaded from Downtown District's website: <http://www.downtowndistrict.org/careers-and-rfp-opportunities>. A proposal pre-submittal conference is scheduled for 11:00 A.M., Friday, January 6, 2023, to be held at the Downtown District, 1221 McKinney Street, Suite 4200, Houston, Texas 77002. Following the conference, further queries or requests for information will be addressed by the Downtown District, subject to the instructions provided in the RFP. Based on the proposals submitted, an evaluation panel will identify and invite Proposers to an interview to be held on or before February 20, 2023. The Downtown District's Board of Directors will award the contract to the highest-ranked Proposer based on the Proposal content and the interview performance.

Proposers shall comply with City of Houston Code of Ordinances, Chapter 18, Articles II, V, VI, and XI and the Mayor's Executive Order No. 17, or any other program for Houston Public Works for the public procurement procedures of the City of Houston Office of Business Opportunity (OBO) established in March 2022 and the entity responsible for the administration of the Minority Women-Owned (MWO), Partners with Disabilities Enterprises (PWDE), and Hire Houston First programs. The successful Proposer will be required to make good faith efforts to achieve an MWO and PWDE participation goal of twenty-five percent (25%).

**Don't miss a SWEET MOMENT**

**PROTECT YOURSELF WITH A FLU VACCINE**

**A CIVIL VACCINE**

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**CLASIFICADOS**

AVISO  
REUNIÓN PÚBLICA VIRTUAL CON OPCIÓN PRESENCIAL  
FARM-TO-MARKET (FM) 646  
DESDE LA FM 3436 HASTA LA STATE HIGHWAY (SH) 146  
C.S.J. 0978-02-053  
CONDADO DE GALVESTON, TEXAS

El Departamento de Transporte de Texas (TxDOT), Distrito de Houston, está proponiendo mejoras a lo largo de Farm-to-Market (FM) 646 desde la FM 3436 hasta la State Highway (SH) 146 en el condado de Galveston, Texas. Este aviso informa al público que el equipo del proyecto llevará a cabo una reunión pública virtual con una opción presencial sobre el proyecto propuesto. La reunión pública virtual estará disponible el martes 10 de enero de 2023 a las 5 p.m. hasta el lunes 30 de enero de 2023 a las 11:59 p.m. Para ver la presentación y los materiales, vaya a la siguiente dirección de Internet en la fecha y hora indicadas anteriormente y busque este proyecto: <https://www.txdot.gov/transportation-meetings.html>

La reunión pública virtual consistirá en una presentación de video pregrabada en inglés y español e incluirá componentes de audio y visuales. Tenga en cuenta que la presentación no estará disponible en el sitio de Internet hasta la hora y fecha indicadas anteriormente. Si no tiene acceso a Internet, puede llamar al (713) 802-5885 entre las 8 a.m. y las 5 p.m., de lunes a viernes, para hacer preguntas y acceder a los materiales del proyecto durante el proceso de desarrollo del proyecto.

Adicionalmente, TxDOT está proporcionando una opción presencial para las personas que deseen participar en persona, en lugar de en línea. Los asistentes en persona podrán ver la misma presentación que se publicó en línea, que se reproducirá en una pantalla, revisar copias impresas de los materiales del proyecto, hacer preguntas al equipo del proyecto y emitir comentarios por escrito. La opción presencial se llevará a cabo el jueves 12 de enero de 2023, de 5 p.m. a 7:30 p.m. en John Barter Middle School, 9051 FM 517 Road East, Dickinson, Texas 77039.

El 23 de mayo de 2017 se recibió un Hallazgo de No Impacto Significativo (FONSI) para ampliar aproximadamente 8 millas de FM 646 desde IH 45 hasta Bayshore Boulevard. La porción entre la IH 45 y Edmund Way (1.3 millas) ha sido construida. Se está realizando una reevaluación para la parte de los límites del proyecto, de la FM 3436 hasta la SH 146, un total de aproximadamente 0.60 millas. Las modificaciones de diseño implicarán: 1) entender los límites del sistema de drenaje de cunetas y bordillos; 2) disminuir el ancho del acotamiento propuesto; 3) agregar un tope o valla alternativa especial para rampas; 4) aberturas reemplazadas; 5) agregar una veta de uso compartido; y 6) derecho de paso propuesto cerca de la FM 3436 y cerca de la SH 146.

Se requerirá un total de 0.33 acres de nuevo derecho de paso para los cambios de diseño propuestos. Aunque se requiere el derecho de paso adicional, no se prevé que se desplacen estructuras residenciales. Los residentes adicionales en este momento. La información sobre los servicios y beneficios disponibles para los propietarios afectados y la información sobre el programa tentativo para la adquisición y construcción de derecho de paso se puede obtener de Andrew Leske llamando al (713) 802-5885.

El proyecto propuesto implicará una acción en la familia aluvial.

Cualquier documentación o estudio ambiental, mapas y dibujos que muestren la ubicación y el diseño del proyecto, cronogramas de construcción tentativos y otra información relacionada con el proyecto propuesto están archivados y disponibles para su uso público en la oficina de la Oficina de Desempeño de Proyectos Avanzados, P.O. Box 1308, Houston, Texas 77201-1308. Los comentarios escritos también pueden enviarse por correo electrónico a [HOV-FM646@txdot.gov](mailto:HOV-FM646@txdot.gov). Todos los comentarios deben ser recibidos o matriculados antes del lunes 30 de enero de 2023. Los materiales a los comentarios recibidos estarán disponibles en línea en la página del proyecto, a la que se puede acceder a través de <https://www.txdot.gov/projects/transportation-meetings.html>.

La reunión pública se llevará a cabo en inglés y español. Si necesita un intérprete o traductor de documentos porque el inglés o el español no son su idioma principal o tiene dificultades para comunicarse eficazmente en inglés o español, se le proporcionará uno. Si tiene una discapacidad y necesita ayuda, se pueden hacer arreglos especiales para satisfacer la mayoría de las necesidades. Si necesita servicios de interpretación o traducción o si es una persona con una discapacidad que requiere una adaptación para asistir y participar en la reunión pública, comuníquese con Andrew Leske, Gerente del Programa Ambiental, al (713) 802-5885 o más tarde a las 4 p.m., el viernes 6 de enero de 2023. Tenga en cuenta que se requiere notificación anticipada, ya que algunos servicios y adaptaciones pueden requerir tiempo para que el equipo del proyecto los organice.

Se solicitan comentarios por escrito del público con respecto al proyecto propuesto y pueden enviarse por correo a la Oficina de Desempeño de Houston de TxDOT, Director de Desarrollo de Proyectos Avanzados, P.O. Box 1308, Houston, Texas 77201-1308. Los comentarios escritos también pueden enviarse por correo electrónico a [HOV-FM646@txdot.gov](mailto:HOV-FM646@txdot.gov). Todos los comentarios deben ser recibidos o matriculados antes del lunes 30 de enero de 2023. Los materiales a los comentarios recibidos estarán disponibles en línea en la página del proyecto, a la que se puede acceder a través de <https://www.txdot.gov/projects/transportation-meetings.html> una vez que se hayan preparado.

Si tiene alguna pregunta o inquietud general con respecto al proyecto propuesto o la reunión pública, comuníquese con Andrew Leske, Gerente del Programa Ambiental, al (713) 802-6050 o por correo electrónico a [Andrew.Leske@txdot.gov](mailto:Andrew.Leske@txdot.gov). Si tiene alguna pregunta sobre el diseño del proyecto, comuníquese con Andy Figo, especialista en transporte, al (713) 802-7192 o por correo electrónico a [Andy.Figo@txdot.gov](mailto:Andy.Figo@txdot.gov).

La revisión ambiental, la consulta y otras acciones requeridas por las leyes ambientales federales aplicables para este proyecto están siendo, o han sido, llevadas a cabo por TxDOT de conformidad con 23 U.S.C. 327 y un Memorandum de Entendimiento con fecha del 9 de diciembre de 2015, y ejecutado por FHWA y TxDOT.

**HARRIS CENTER**  
Mental Health and DD

The HARRIS CENTER For Mental Health and DD (formally known as Mental Health Mental Retardation Authority of Harris County) will be accepting Request for Proposal for the following:

**Mobile Medical Vehicle (New, Stock, Preowned, or Refurbished)**

Specifications may be secured from The HARRIS CENTER, Purchasing Department located at 9401 SW Freeway, Houston, Texas 77074; telephone: (713) 970-7311 and/or via The HARRIS CENTER website: [www.harriscenter.org](http://www.harriscenter.org) or the Electronic State Business Daily Site <http://esbd.state.tx.us>, beginning Tuesday, December 27, 2022. Deadline for prospective vendors to submit questions to the RFP is Tuesday, January 3, 2023. Solicitation documents must be submitted to Purchasing Services, 9401 SW Freeway, Houston, Texas 77074 by 11:00 A.M., Tuesday, January 17, 2023, via email or in a sealed envelope marked RFP FOR "Mobile Medical Vehicle (New, Stock, Preowned or Refurbished)" DO NOT OPEN UNTIL... Tuesday, January 17, 2023, AT 11:00 A.M. Any questions pertaining to this solicitation should be addressed in writing to Houston-July@harriscenter.org or by email questions to [Houston-July@harriscenter.org](mailto:Houston-July@harriscenter.org) at: [Sharon.Braun@harriscenter.org](mailto:Sharon.Braun@harriscenter.org) or via fax at (713) 970-7000. Historically Underutilized Businesses, including Minority-Owned Businesses and Women-Owned Businesses, are encouraged to participate. The HARRIS CENTER reserves all rights to reject any and/or all proposals, to waive formalities and reasonable irregularities in submitted documents as it deems to be in the best interests and is not obligated to accept the lowest proposal.

Del 22 de Diciembre al 4 de Enero 2023

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ENERGIZADO Y PINTURA PARA TU AUTO.  
Trabajo rápido y con garantía. Aceptamos cualquier seguro. Servicio de grúa. Llame al Sr. Vicente para presupuesto GRATIS al (832) 977- 9796. ¡Visítanos! en la 8411 Deakwood #D, 77681, ISMAEL BODY SHOP.

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Para trabajos comerciales, residenciales, remodelaciones, solo llámanos al 832-944-1430 / 832-848-7307 con el Sr. David para una cita o estimado.

¡El mismo día!  
Con garantía por un año, plan de pagos disponibles. Grúa gratis con trabajo mayor, mejoramos cualquier estimado, llame ya al 713-956-9444 ó al 713-956-9444

AMIGOS PARTY RENTALS. RENTAMOS BRINCOLINES, MESAS REDONDAS Y RECTANGULARES, SILLAS, SONIDO Y MANTELERIA PARA CUALQUIER EVENTO. LLAME AL 713-373-7700

¿NECESITA MÚSICA PARA SU EVENTO?  
BANDA EN VIVO, MÚSICA EN INGLÉS Y ESPAÑOL, LLAME A BRUCE MIDDLETON AL 281-684-6758

Periodico Informacion - Edición 1937

# Q1 and Q2 FY2023 HUB Report (1 of 2)

Vendor Name	Q1-Q2 FY2023 Spend (\$)	Description	Greater Houston	State of Texas	HUB
Ultra Medical Cleaning	421,840	Janitorial services	x	x	x
Rekruters	231,304	IT staffing	x	x	x
Ascend HR	150,761	Recruitment	x	x	x
Webhead	136,473	Technology Company	x	x	x
Metropolitan Landscape*	129,206	Landscape	x	x	x
Physician Resources, INC	121,841	Temporary Staffing and Direct Hire Placement	x	x	x
Innovative Solution*	100,000	PPE	x	x	x
Right Now Pest	75,485	Pest Control and Exterminator	x	x	x
Lab USA	48,024	Medical Laboratory Testing	x	x	x
PPG Global LLC	41,068	PPE	x	x	x
Elite Personnel Consultants	38,386	Personnel staffing		x	x
The Warring Group	36,000	PR/Media Relations	x	x	x
Innovative Network	27,675	Networks, storage & cloud migration	x	x	x
A-Rocket Moving & Storage	22,758	Moving services	x	x	x
TCB Services	22,550	Reseller of Computer Hardware and Software Products	x	x	x
Dura Pier Facilities Services, LTD	21,953	Facility services - construction	x	x	x
RAM Telecom LLC	20,150	Construction Management	x	x	x
SHI Government Solutions, Inc	16,543	Computer Software &, Hardware	x	x	x
Modern Psychological & Allied	12,250	Psychological services	x	x	x
E&C Engineers & Consultants	9,680	Engineering analysis, consulting and design	x	x	x
Landtech	7,850	Surveying	x	x	x
Crystal Communications Ltd	7,215	Data, IP, and video communications systems integration	x	x	x
Viking Fence	3,210	Fence Rentals	x	x	x
MasterWord Services Inc	2,942	Translation and interpretation services	x	x	x
Houston Defender	791	African-American Newspaper	x	x	x
<b>Total HUB Spend \$</b>	<b>1,705,953</b>				

\* Did not renew HUB certification during FY2023

Vast majority of the Agency's Historically Underutilized Business vendors are located in the Greater Houston area.

# Q1 and Q2 FY2023 HUB Report (2 of 2)

- Q1 and Q2 FY2023 HUB spend = **\$1,705,953**
- Q1 and Q2 FY2023 discretionary spend = **\$8,836,818**
- HUB spend % = **19%**
- *Exclusion categories from discretionary spend*
  - *Intergovernmental contracts*
  - *Key service contracts with non-profits (Easter Seals)*
  - *University systems (BCM for residency program)*
  - *Enterprise software (EHR, ERP)*
  - *Leases*
  - *Supported housing*
  - *Pharmaceuticals*
  - *Utilities*
  - *Physician services*
  - *Trade organizations (National Council, Texas Council)*
  - *Employee reimbursements*
  - *Employee benefits*
  - *Consumer-chosen individuals for respite services*

# Report Parameters

- **Scope of Purchases:** COVID-19 Personal Protective Equipment (PPE) and supplies, including but not limited to
  - Masks
  - Gloves
  - Sneeze guards
  - Face shields
  - Thermometers
  - Sanitizer
  - Wipes
  - Spray bottles
- **Time Period:** September 2022 – February 2023 (6 months)
- **Purpose of Report:** To provide an overview of the necessary PPE and supplies purchased in response to the COVID-19 pandemic during Governor Abbott's Disaster Declaration initially issued on March 13, 2020 and renewed each subsequent month. Governor Abbott's Disaster Declaration suspended all contracting and procurement statutes and administrative rules to the extent strict compliance would impede a governmental entity's response to cope with the COVID-19 pandemic. On March 23, 2022, Governor Abbott extended the Disaster Declaration and continued the suspension of all contracting and procurement statutes and rules that would impede an emergency response necessary to cope with this declared disaster and has continued to renew the Disaster Declaration every thirty (30) days. The Harris Center has contracted with two vendors (PPG Global & Muzzammil Sajjad d/b/a Innovative Solutions IT) to meet its ongoing PPE needs.

# List of Vendors/Spend

Vendor Name	Total	Description of Purchases	Local Vendor		
			Greater Houston	State of Texas	HUB
Innovative Solutions IT <sup>1,2</sup>	\$ 100,000	PPE - masks, gloves, and sanitizer	x	x	x
McKesson	\$ 12,800	PPE - Covid Test Kits, Infrared thermometers, freezer, masks, gloves, and medical supplies		x	
Centigrade	\$ 2,953	Refrigerators for storing vaccines, pharmaceuticals & medical products. Annual Calibration for COVID Refrigerator	x	x	
Sam's Club	\$ 2,796	Microban/Lysol & Miscellaneous supplies			
CDW-G	\$ 2,548	6 Universal docking stations for unit 1134			
PPG Global, LLC <sup>2</sup>	\$ 41,068	PPE - KN95 masks, gloves, shoe covers & cloth masks	x	x	x
Staples	\$ 1,327	Wipes, gloves, sanitizer and various supplies			
The Goode Company	\$ 67	Lunch meeting to rearrange/relocate PPE due to roof leak at Branard St, Unit # 11	x	x	
The Home Depot	\$ 30	Spray bottles, sanitizer, sneeze guards, disinfectant, wheels for dolly used for PPE deliveries			
	<b>\$ 163,589</b>				

<sup>1</sup> Did not renew HUB certification during FY2023

<sup>2</sup> Contracted vendor

- **86%** of spend on historically underutilized businesses (HUBs)
- **88%** of spend on local vendors

# Next Steps

- Adhere to the procurement policy and procedure for goods and services via contracted vendors when supply is available
- Good faith effort to engage local vendors and HUBs
- Quarterly update for Board review until the end of the pandemic

# **EXHIBIT R-14**



# Revenue Management Metrics

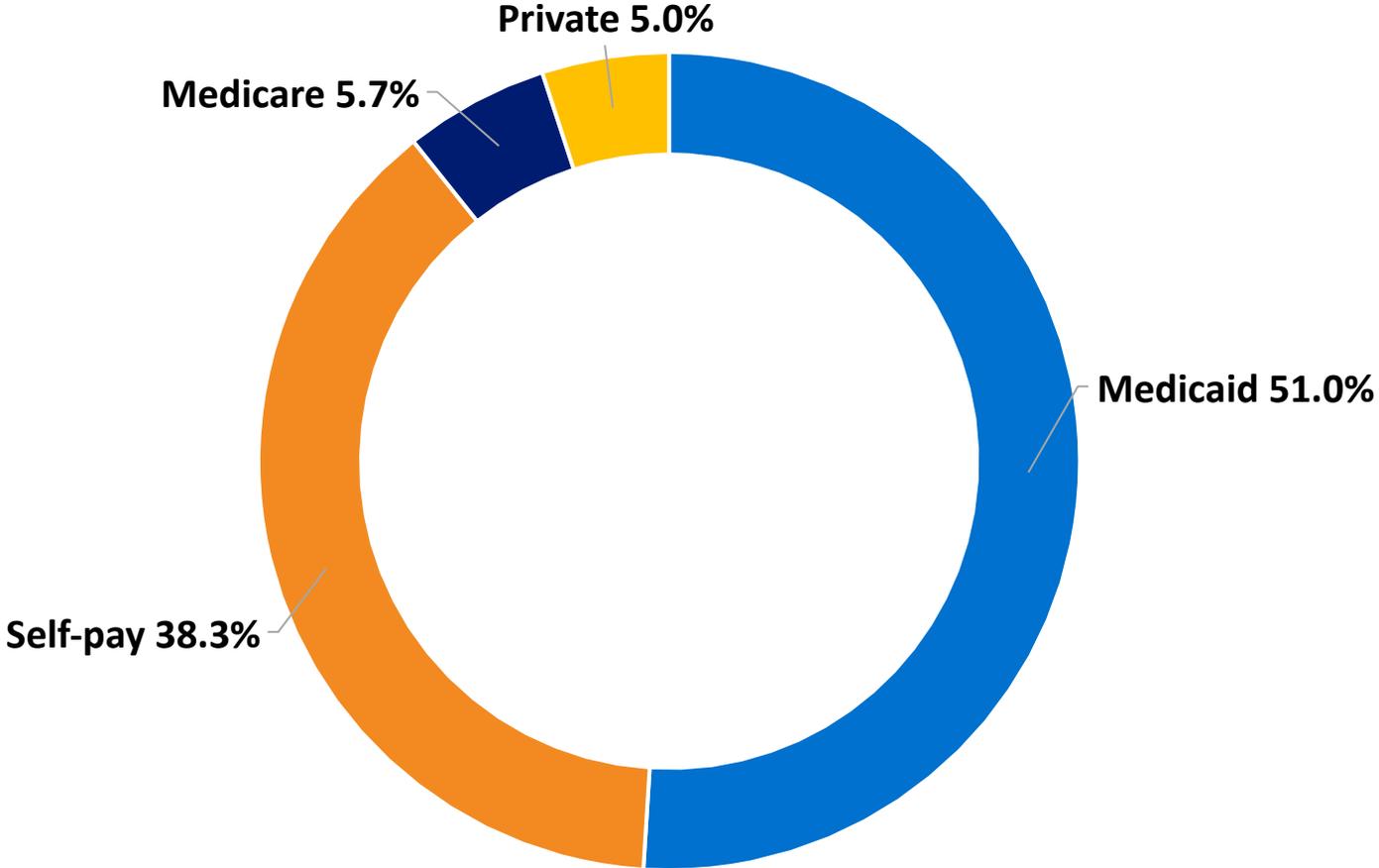
# Overview

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- **Payor Mix**
- **Revenue Cycle Performance Metrics**
  - Days in Accounts Receivable
  - Claims and Collections

# Payor Mix



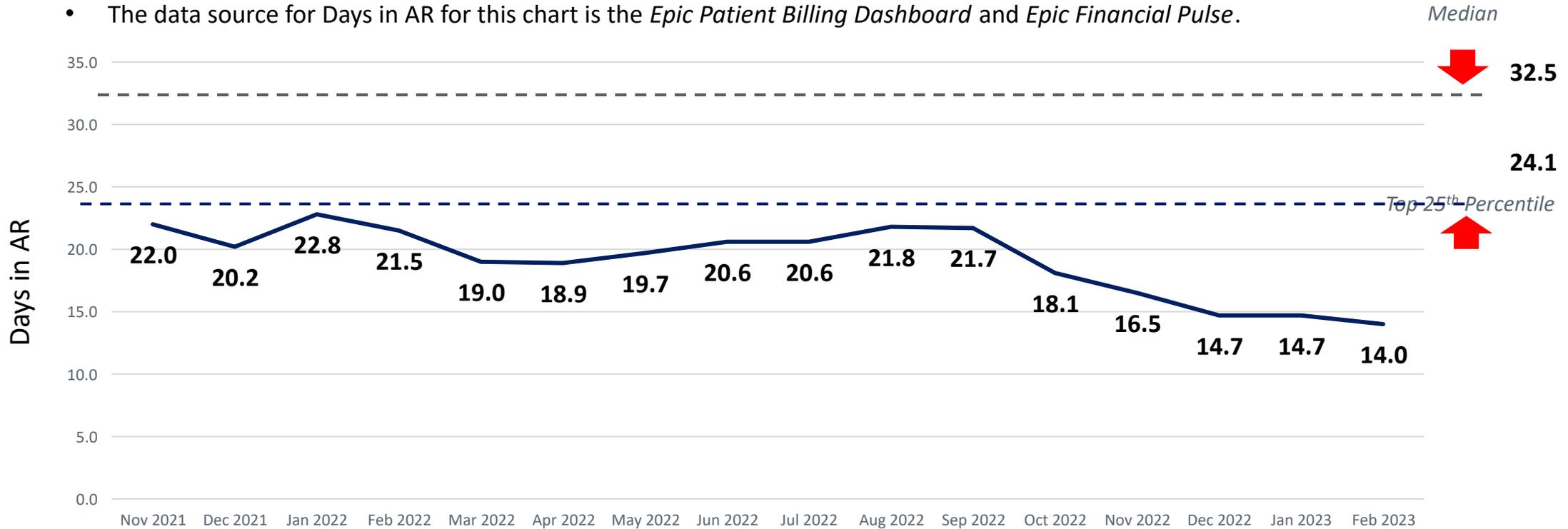
*Note: Payor Mix based on patient visit coverage in Q2 FY2023*



# Revenue Cycle Performance Metrics

# Days in Accounts Receivable

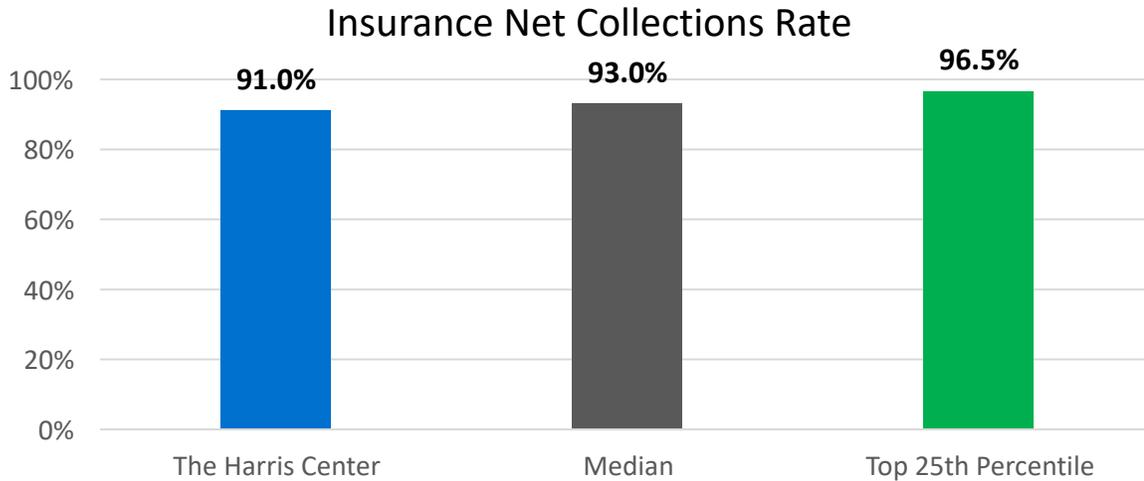
- Days in AR is an industry standard for measuring the effectiveness of an organization’s collection efforts.
- The metric is calculated by dividing the total AR by the average daily revenue.
- The data source for Days in AR for this chart is the *Epic Patient Billing Dashboard* and *Epic Financial Pulse*.



- *Transition to Epic EHR took place in April 2021*
- *Benchmarking in Epic EHR for the Center is in comparison with large, multi-specialty, safety net organizations (207 service areas)*

# Claims and Collections

Average Monthly Count of Claims				
Q1 and Q2 FY 2023	FY 2022	FY 2021	FY 2020	FY 2019
31,517	32,020	30,761	32,920	32,559



Insurance Net Collections Rate by Financial Class\*

FINANCIAL CLASS	COLLECTION %
Traditional Medicaid	94%
Managed Medicaid	92%
Traditional Medicare	59%
Managed Medicare	65%
MMP	89%
CHIP	73%
Commercial	59%

\* Q2 FY2023

- *Insurance Net Collections Rate is the ratio of matched insurance payments to net insurance resolution activity (payments and adjustments, not including allowances) for charges that went to zero active AR within the prior quarter (91 days).*
- *The data source for Insurance Net Collections Rate is the Epic Financial Pulse reports.*
- *Benchmarking in Epic EHR for the Center is in comparison with large, multi-specialty, safety net organizations.*